

**AGENDA**

**WILSONVILLE CITY COUNCIL MEETING  
APRIL 20, 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.

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**Executive Session is held in the Willamette River Room, City Hall, 2<sup>nd</sup> Floor**

- 5:00 P.M. EXECUTIVE SESSION [15 min.]**  
A. Pursuant to ORS 192.660(2)(a) Employment of Public Officer  
ORS 192.660 (2)(f) Exempt Public Records
- 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. LED Street Lighting Update (Kerber) [15 min.]  
B. ADA Transition Plan (Weigel) *Plan is separately bound.* [15 min.]  
C. Facilities Master Plan (Kerber) *Plan is on CD* [20 min.]  
D. Basalt Creek Update (Bateschell/Neamtzu) [40 min.]
- 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, April 20, 2015 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on April 7, 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**

4/15/2015 9:30 AM Last Updated

- A. Wilsonville Green Power Challenge Report – Anne Hill, PGE Renewable Power (staff – Ottenad)
- B. Upcoming Meetings **Page 162**

**7:15 P.M. COMMUNICATIONS**

- A. Earth Day Proclamation (staff – Rappold) **Page 164**

**7:20 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.

**7:25 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)

**7:35 P.M. CONSENT AGENDA**

- A. **Resolution No. 2526** **Page 167**  
A Resolution Of The City Of Wilsonville Acknowledging The Findings Of The City Facility Master Plan And The Facility Master Plan Condition Assessment Report. (staff – Kerber)

**7:40 P.M. NEW BUSINESS**

- A. **Resolution No.2527** **Page 172**  
A Resolution Of The City Of Wilsonville Relating To Marijuana Facilities And Ordinance No. 734. (staff – Kohlhoff)

**8:15 P.M. CITY MANAGER'S BUSINESS**

**8:20 P.M. LEGAL BUSINESS**

**8:30 P.M. ADJOURN**

**INFORMATION ITEMS – No action required** **Page 181**

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](mailto:king@ci.wilsonville.or.us)



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> April 20, 2015		<b>Subject:</b> LED Street Light Conversion Update  <b>Staff Member:</b> Delora Kerber <b>Department:</b> Public Works	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>  	
<b>Staff Recommendation:</b> Information only.			
<b>Recommended Language for Motion:</b> Not Applicable			
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>			
<input checked="" type="checkbox"/> Council Goals/Priorities Well-Maintained Infrastructure & Environmental Stewardship		<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

This is an informational update on the status of the LED Street Light Conversion process.

### EXECUTIVE SUMMARY:

In support of the City's Key Performance Areas of Environmental Stewardship and Well-Maintained Infrastructure, staff is creating a LED Street Light Conversion Plan.

The City owns 2540 streetlights with either high pressure sodium (HPS) or mercury vapor (MV) lamps in eight different styles of light fixtures. For the majority of the luminaires, maintenance is provided by Portland General Electric (PGE) under Streetlight Tariff 91- Option B where the City owns and PGE maintains the lights and poles. There is one street light in the city that fall under PGE Maintenance Plan- Option A where PGE owns and maintains and four lights under

Option C where the City owns and maintains the lights. For all of these options, PGE provides energy for the streetlights.

Activities on this program since the last update:

- Completed an inventory of the existing lights identifying the location, style of luminaire, lamp wattage (energy required), lumens (amount of light produced), pole height and pole type.
- Staff is working with a consulting firm in development of a scope of work for a LED conversion alternative analysis and documentation of the conversion process. The alternative analysis will look at current industry practices and trends, estimate operational and maintenance costs, develop a lifecycle analysis and produce a conversion program schedule. The scope of work will also cover research of luminaire replacement or retrofit options, lighting analysis for typical roadway sections, and development of specifications for procurement of luminaires.
- Contacted the Energy Trust of Oregon to determine what financial incentives are available to the City for the LED conversion of streetlights. Based on preliminary estimates, proposed equipment incentives for shoe box or cobra head style lights range from \$40 to \$100 each. Before potential incentives can be determined for Acorn or other decorative styles a decision on whether to replace or retrofit needs to be made. Potential financial incentive information will be incorporated into the lifecycle analysis of the conversion.
- Staff communicated with other municipalities about if and how they are converting to LED technology to obtain their thoughts on lessons learned.

Next steps for this program:

- Complete the financial LED Conversion Analysis, conduct luminaire research, perform lighting analysis, develop specifications and determine program schedule and phasing.
- Develop a public information plan to address any concerns or questions the public may have about LED street lights especially on local streets in neighborhood.
- Prepare construction plans, specifications and request for proposal documents then issue and award bid.
- Update City Code Chapter 3 – Public Property to reflect modifications to street lighting information, as appropriate.

**EXPECTED RESULTS:**

Develop a LED conversion program that is financially advantageous for the City.



**TIMELINE:**

LED conversion alternative analysis and documentation of the conversion process completed over next five months.

Phasing of the implementation of the LED conversion program will be dependent on funding availability.

**CURRENT YEAR BUDGET IMPACTS:**

Fee for Consultant work is covered by the FY14/15 Street Light Fund.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by: SCole Date: 4/15/15

The Streetlight Fund has adequate funds for the consultant work, however, a budget adjustment will be needed to make the funds available.

**LEGAL REVIEW / COMMENT:**

Reviewed by: MEK Date: 4/12/2015

No comment; informational.

**COMMUNITY INVOLVEMENT PROCESS:**

A public information plan to explain the project and address any concerns or questions the public may have about LED street lights will be developed.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY**

Improve lighting quality, nighttime visibility and safety. Use 40 – 80% less energy. Reduce maintenance costs. Comply with dark sky standards.

**ALTERNATIVES:**

Cost comparison for LED conversion from PGE Option B to Option A and from PGE Option B to Option C will be analyzed and life cycle cost analysis for the various types of LED luminaires will be done as part of the LED Conversion Analysis scope of work.

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

None



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b>  April 20, 2015	<b>Subject:</b> ADA Title II Transition Plan  <b>Staff Member:</b> Zachary Weigel, P.E., Civil Engineer <b>Department:</b> Community Development	
<b>Action Required</b> <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<b>Advisory Board/Commission Recommendation</b> <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>	
<b>Staff Recommendation:</b> Staff will provide Council with an update on planning efforts to ensure compliance with Americans with Disabilities Act (Title II) Transition Plan for public facilities.		
<b>Recommended Language for Motion:</b> N/A		
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input checked="" type="checkbox"/> Council Goals/Priorities Clear Vision and Community Design	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

Staff will introduce the Wilsonville ADA Transition Plan (Plan), initiating City Council review and discussion of the plan findings and facility barrier list.

### EXECUTIVE SUMMARY:

Title II of the Americans with Disabilities Act (ADA) requires that public entities with 50 or more employees develop a transition plan that provides for the removal of physical barriers that

limit individuals with disabilities access to local government programs, activities, or services. Park facilities and other facilities in the public right-of-way constitute a service, program or activity of the City and are therefore subject to these regulations.

In preparation for developing the Plan, the City conducted an inventory of all park facilities in 2014, as well as all curb ramps, pedestrian signals, and transit facilities located within the public right-of-way. The inventory identified facilities that did not meet current ADA design standards. Any facility that is ADA deficient is labeled as a “physical barrier” in the Plan.

In January 2015, the City hired MIG, Inc. to utilize the City’s ADA inventory information and develop a Transition Plan in accordance with ADA Title II regulations. The Plan identifies a 10 -20 year barrier removal program that includes the following information:

- Identification of the barriers to program access;
- Identification of the specific barrier removal actions;
- Identification of a schedule for barrier removal; and
- Identification of responsibility for ensuring barrier removal.

Barrier removal within park facilities is to occur as part of changes in park programming and regular parks maintenance projects, the majority of which are scheduled to be completed within the next five years.

ADA facilities within the public right-of-way are typically improved when located within the limits of an infrastructure repair or replacement project or when impacted by nearby construction projects. The Transition Plan asserts that barriers within the public right-of-way will be removed under the following conditions:

- As part of a Capital Project for new construction or roadway alterations;
- As part of a Private Development Project affecting public right-of-way;
- As part of maintenance and repair projects and programs (Street Maintenance Program);
- Dedicated fund for ADA barrier removal (currently \$10,000 per year);
- Actively seek out and apply for grant funding specific to removal of access barriers.

#### **EXPECTED RESULTS:**

Staff will present a resolution recommending adoption of the plan in June 2015, which will bring the city into compliance with all Title II requirements.

The Plan will also help the City identify ADA barrier removal needs as part of Capital Project development, inform Private Developers of barrier removal requirements, and help determine an adequate funding level for the Street Surface Maintenance Program. As these access barriers are removed, the City’s programs, activities, and services will be made available to all members of the public, including those with disabilities and limited mobility.

#### **TIMELINE:**

The Plan will be presented to City Council in June 2015.

It is important to note that regardless of the Plan, curb ramps are required to be upgraded to

current standards by the U.S. Department of Justice and U.S. Department of Transportation as part of any roadway alteration project. These roadway alterations include any work that adds structure to an existing roadway surface, including asphalt overlays, grind and inlays, and micro surfacing; typical work that is associated with the City's Street Maintenance Program. The Street Maintenance fee is scheduled to be updated next fiscal year, including non-compliant curb ramp repair costs will be evaluated at that time. The Plan will be a valuable resource in determining anticipated curb ramp costs as part of this fee update.

**CURRENT YEAR BUDGET IMPACTS:**

The amended 2014-15 Wilsonville Budget includes \$49,155 in Road Operating funds and \$39,880 in Parks System Development Charges for the ADA Title II Transition Plan (Plan) project. A portion of the funds were used to complete the ADA barrier inventory for both the public right-of-way facilities and parks facilities. The City has contracted with MIG, Inc. to prepare the Plan in the amount of \$47,906.00.

Please note that the Plan is primarily a strategic planning document for barrier removal that also identifies the location of access barriers in City parks, curb ramps, pedestrian signals, and transit facilities within the public right-of-way. The Plan in itself is not expected to significantly impact the City's Capital Improvement or maintenance program budgets.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by: SCole Date: 4/8/15

**LEGAL REVIEW / COMMENT:**

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

**COMMUNITY INVOLVEMENT PROCESS:**

A public workshop was held on February 10, 2015 for community members to review the type and location of ADA barriers and obtain feedback on which deficiencies pose the greatest barrier to access and mobility. The City targeted notice of the public workshop to community members, as well as regional disability groups and local care facilities through notices via the Boones Ferry Messenger, press releases, website, email, and mailings. In addition, interested persons are able to track the progress of the project, view upcoming meetings, and review and submit comments on all documents through the project website at [www.ci.wilsonville.or.us/ADA](http://www.ci.wilsonville.or.us/ADA).

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

Adoption of the ADA Title II Transition Plan (Plan) will allow the City to better plan for ADA barrier removal as part of Capital Improvement projects, Private Development improvements, the Street Maintenance Program, and other maintenance and repair programs in accordance with Title II of the ADA. As these barriers are incrementally removed, all community members, specifically those with disabilities and limited mobility, will be able to better access City services, programs, and activities.

**ALTERNATIVES:**

In accordance with Title II of the ADA, the City is required to develop a transition plan that provides for the removal of physical barriers that limit individuals with disabilities access to local government programs, activities, or services. In the development of the Transition Plan,

City staff considered a number of alternatives regarding the prioritization of barrier removal. The proposed Plan balances the needs of the community with the requirements of ADA Title II. Barriers at entrances and pathways of park facilities and associated programs are given the highest priority. For public right-of-way facilities, barriers at locations serving government offices and public facilities are the top priority.

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

Attachment A – Draft ADA Title II Transition Plan for Public ROW & City Parks Facilities



ADMIN DRAFT | APRIL 7, 2015



CITY OF WILSONVILLE, OREGON

PUBLIC RIGHT-OF-WAY & CITY PARKS FACILITIES

# ADA Title II Transition Plan



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# City of Wilsonville ADA Transition Plan: Public Right-of-Way & City Park Facilities

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Administrative Draft Plan April 7, 2015





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## Acknowledgements

Many individuals were involved with the development of the ADA Transition Plan.

### City Leadership

Tim Knapp, Mayor

Scott Star, Council President

Julie Fitzgerald, Councilor

Susie Stevens, Councilor

Charlotte Lehan, Councilor

Bryan Cosgrove, City Manager

### Department Staff

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Delora Kerber, Public Works Director

Arnie Gray, Supervisor (Roads)

### Consultants

Tim Gilbert, Principal-in-Charge

Heather K. Buczek, Project Manager

Edward J. SanFilippo, Project Associate

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## 1.0 Introduction

### 1.1 Executive Summary

This ADA Title II Transition Plan is being prepared to partially fulfill the requirements set forth in Title II of the Americans with Disabilities Act (ADA). The ADA states that a public entity must reasonably modify its policies, practices, or procedures to avoid discrimination against people with disabilities. This report will assist the City of Wilsonville to identify policy, program and physical barriers to accessibility, and to develop barrier removal solutions that will facilitate the opportunity of access to all individuals.

The Transition Plan described in Chapter 2 is the result of a detailed evaluation of the City of Wilsonville's parks and public rights-of-way where programs, activities and services are available to the public. Facilities include parks, curb ramps, transit stops, and pedestrian signals. Facilities that are not addressed in this ADA Title II Plan include city buildings, private businesses and offices, private schools, County, State or Federal facilities, places of worship or private clubs.

The facility evaluations were conducted using the most recent ADA 2010 Standards, Oregon Structural Specialty Code, Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way and the Manual on Uniform Traffic Control Devices for Streets and Highways. A summary of the facility evaluations is included in the Appendices to this report.

The Transition Plan is intended to provide a framework for the continuous improvement of City facilities for people with disabilities. Barriers in City facilities will be removed systematically based on established program priorities. It is the intent of the City to address and remove barriers to accessibility in public parks and within the rights-of-way based upon on the immediate necessity of programmatic access, degree of complexity, and overall cost. The information contained in Chapter 2 describes the schedule for barrier removal in Wilsonville's parks and rights-of-way. This preliminary schedule represents a 20-year plan for barrier removal.

The City of Wilsonville has designated the City Manager as its primary ADA Coordinator. The ADA Coordinator is responsible for coordinating the efforts of the City to comply with Title II and for investigating any complaints that the City has violated. The ADA Coordinator is also responsible for coordinating the efforts of the City to comply with Chapter 11 of the Oregon Structural Specialty Code and all other applicable State and Federal physical and program accessibility requirements.

A public workshop was held on February 10, 2015 to introduce the project and receive



questions and comments related to the ADA Transition Plan. Meeting minutes and presentations materials for all community meetings related to the project are located in Appendix C. After the draft plan was internally reviewed by staff, a work session was held with City Council on April 20, 2015. After incorporating edits from Council, the Draft Plan was shared with the public on April 30th, 2015. A public open house was held on May 7, 2015 to provide an opportunity for the public to ask questions and to comment on the Plan. After the incorporation of public comments the Plan went before Council for adoption on June 1, 2015.

## 1.2 Legislative Mandate

The American with Disabilities Act (ADA) is a comprehensive civil rights law for persons with disabilities in both employment and the provision of goods and services. The ADA states that its purpose is to provide a "clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities." Congress emphasized that the ADA seeks to dispel stereotypes and assumptions about disabilities and to assure equality of opportunity, full participation, independent living, and economic self-sufficiency for people with disabilities.

The development of a Transition Plan is a requirement of the federal regulations implementing the Rehabilitation Act of 1973, which requires that all organizations receiving federal funds make their programs available without discrimination toward people with disabilities. The Act, which has become known as the "civil rights act" of persons with disabilities, states that:

*No otherwise qualified handicapped individual in the United States shall, solely by reason of handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. (Section 504)*

Subsequent to the enactment of the Rehabilitation Act, Congress passed the Americans with Disabilities Act on July 26, 1990. Title II of the ADA covers programs, activities, and services of public entities. The Department of Justice's Title II regulation adopts the general prohibitions of discrimination established under Section 504 and incorporates specific prohibitions of discrimination for the ADA. Specifically, the City may not, either directly or through contractual arrangements, do any of the following<sup>1</sup>:

- Deny persons with disabilities the opportunity to participate as members of advisory boards and commissions.
- Deny persons with disabilities the opportunity to participate in services, programs, or activities that are not separate or different from those offered others, even if the City offers permissibly separate or different activities.
- In determining the location of facilities, make selections that have the effect of

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<sup>1</sup> Department of Justice, Title II Regulations Subpart B § 35.130

excluding or discriminating against persons with disabilities.

### 1.3 Discrimination and Accessibility

This section provides an overview of physical and programmatic accessibility and the basic methods of providing access. There are two kinds of accessibility:

- Program accessibility; and
- Physical accessibility

Absence of discrimination requires that both types of accessibility be provided. Program accessibility includes physical accessibility, but also entails all of the policies, practices, and procedures that permit people with disabilities to participate in programs and to access important information. Physical accessibility requires that a facility be barrier-free. Barriers include any obstacles that prevent or restrict the entrance to or use of a facility. Program accessibility requires that individuals with disabilities be provided an equally effective opportunity to participate in or benefit from a public entity's programs and services. Program accessibility may be achieved by either structural or non-structural methods. Non-structural methods include acquisition or redesign of equipment, assignment of aides to beneficiaries, and provision of services at alternate sites.

Programs offered by the City to the public must be accessible. Accessibility includes advertisement, orientation, eligibility, participation, testing or evaluation, physical access, provision of auxiliary aids, transportation, policies, and communication.

The City may achieve program accessibility by a number of methods:

- Structural methods such as altering an existing facility;
- Acquisition or redesign of equipment;
- Assignment of aides; and
- Providing services at alternate accessible sites.

It is required that when choosing a method of providing program access, the City will give priority to the one that results in the most integrated setting appropriate to encourage interaction among all users, including individuals with disabilities. In compliance with the requirements of the ADA, the City must provide equality of opportunity.

## 1.4 ADA Self-Evaluation and Transition Plan Requirements and Process

The ADA Self -Evaluation and Transition Plan is intended to provide a framework for the continuous improvement of the City programs and facilities for people with disabilities. The Transition Plan is a living document that is regularly updated as programs and services change, and as barriers are removed, and new facilities come under ownership or control of the City. Programs, activities, and services offered by the City of Wilsonville to the public must be accessible for people with and without disabilities. Accessibility applies to all aspects of a programs or services provided by the City, including:

- accessible/adaptive equipment;
- customer service;
- emergency evacuation procedures;
- facilities;
- notice requirements;
- printed information;
- program eligibility and admission;
- public meetings;
- public telephones and communication devices;
- special events on public properties;
- televised and audiovisual public information;
- tours and trips;
- training and staffing;
- transportation services;
- use of consultants for delivering program services; and
- website.

The ADA Self-Evaluation for programmatic access identifies and makes recommendations to correct those policies and practices in the above mentioned programs and services that are inconsistent with Title II requirements and result in limitations on access for persons with disabilities. As part of the Self-Evaluation<sup>2</sup>, the City:

- Identifies the City's programs, activities, and services;
- Reviews the policies, practices, and procedures that govern the administration of the City's programs, activities, and services;
- Provides opportunity for public comment;
- Makes the report available to the public; and
- Correct any programs, activities, and services that are not consistent with the requirements.

A Transition Plan is a document that outlines a strategy for the City to progress toward compliance with the Americans with Disabilities Act. The Transition Plan identifies barriers for

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<sup>2</sup> Department of Justice, Title II Regulations Subpart D § 35.105

persons with disabilities and a schedule to remove those barriers over time and must include<sup>3</sup>:

- A list of the physical barriers in the City's facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities;
- A detailed outline of the methods to be used to remove these barriers and make the facilities accessible;
- A schedule for taking the steps necessary to achieve compliance with the ADA, Title II;
- Provide opportunity for the public to provide comment on the Transition Plan; and
- The name of the individual responsible for the plan's implementation.

This Transition Plan is an assessment of the City's parks and right-of-way facilities to determine if there are barriers to City services, programs, and activities for persons with disabilities. The City has identified which parks, curb ramps, pedestrian signals, and transit stops have access barriers for persons with disabilities and has developed a schedule for barrier removal to comply with Title II of the ADA. The Transition Plan for these facilities is described in Chapter 2 is the result of a detailed evaluation of all City of Wilsonville facilities where programs, activities, and services are available to the public.

## 1.5 Undue Burden

The City is not required to take any action that it can demonstrate would result in a fundamental alteration in the nature of its program or activity, would create a hazardous condition resulting in a direct threat to the participant or others, or would represent an undue financial and administrative burden.

The determination that an undue burden would result must be based on an evaluation of all resources available for use in the City. For example, if a barrier removal action is judged unduly burdensome, the City must consider other options for providing access to the benefits and services of the program or activity by individuals with disabilities.

## 1.6 Facility Evaluations

The City of Wilsonville evaluated its outdoor park facilities and public right-of-way facilities in 2014. At the time of the facilities evaluations, the ADA 2010 Standards, 2010 Oregon Structural Specialty Code (OSSC) Chapter 11 Accessibility, 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) and the 2009 Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) were used to identify barriers at City facilities. Building codes are revised every few years. The barrier evaluations conducted provide an assessment of current conditions as viewed by current code and provide a baseline for future barrier removal. The barrier assessments for parks facilities were completed by a

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<sup>3</sup> Department of Justice, Title II Regulations Subpart D § 35.150pag

contracted consultant in the late spring of 2014. The barrier assessments for the right-of-way facilities were completed by City staff between January 2014 and May 2014.

## **1.7 Public Outreach**

A public workshop was held on February 10, 2015 to introduce the project and receive questions and comments related to the ADA Plan. After the draft Plan was internally reviewed by staff and a work session with City Council was completed, the Plan was presented to the Public on April 30, 2015 for comment, and a public open house was held on May 7, 2015. The Final Plan was presented to City Council for adoption on June 1, 2015. Meeting minutes and presentation materials for all community meetings related to the project are located in Appendix C: Public Meeting Minutes.

## 2.0 ADA Transition Plan

Title II of the ADA requires that public entities having responsibility for or authority over facilities, streets, roads, sidewalks, and/or other areas meant for public use to develop a Transition Plan to make their facilities meet the standards for Program Accessibility. Program Accessibility means that a program, activity and/or service are accessible when viewed in its entirety. Simply put, a Transition Plan transitions inaccessible facilities into environments that are accessible to and functional for individuals with disabilities.

This Transition Plan combines the findings of the Parks facilities and public rights-of-way evaluations. The report does not include the assessment of city owned buildings, city maintained sidewalks, or the self-evaluation of programs and policies. The City's buildings were evaluated as part of the Self-Evaluation and Transition Plan completed June 30, 2001 and this Plan is a continuation of the work already completed by the City in removing barriers to access. Not all of these barriers identified must be removed in order to provide program access. The first priority is to remove those barriers limiting access to City programs.

### **Transition Plan for Facilities**

The Transition Plan for the removal of structural barriers to program access must contain the following information:

- Identification of the barriers to program access;
- Identification of the specific barrier removal action(s);
- Identification of a schedule for barrier removal; and
- Identification of responsibility for ensuring barrier removal.

The park facility barriers reports, available under separate cover from the City, provide the identification of barriers and the specific barrier removal actions. The facility barrier data for the public rights-of-way is maintained by the City in a geospatial format and the structural barriers identified are summarized in this report. The City will accomplish barrier removals based on two strategies: policy and procedure modifications to remove programmatic barriers; and maintenance and construction projects to remove structural barriers. The responsibility for ensuring barrier removal will reside with the City of Wilsonville's ADA Coordinator.

This Transition Plan is divided into two parts: park facilities and the public rights-of-way, which includes curb ramps, pedestrian signals and transit stops maintained by the City. In compliance with the requirements of the ADA, the City will maintain in working order equipment and features that are required to provide access to individuals with disabilities.

## Barrier Removal Scheduling

Barriers identified at all of the City's facilities will be removed systematically based on established program priorities. It is the intent of the City to address and remove barriers to accessibility at City facilities based on the need for programmatic access, degree of complexity, and overall cost.

The City of Wilsonville reserves the right to modify barrier removal priorities in order to allow flexibility in accommodating community requests, petitions for reasonable modifications from persons with disabilities, changes in City programs, and funding opportunities and constraints. Interim measures will be explored and implemented in order to provide programmatic access to the public pending the implementation of physical barrier removal projects.

### 2.1 Park Facilities

A Parks Facility ADA barrier assessment was completed in 2014, which included an evaluation of all portions of exterior features of the park sites used by the public. Buildings within park facilities were not evaluated, except for the Stein-Boozier Barn at Murase Plaza and restroom facilities within parks.

The assessment identified physical barriers in each facility that limit accessibility and compared each facility to the 2010 ADA and 2010 OSSC Standards on accessibility. In addition to the ADA 2010 Standards, park facilities were also evaluated using the Architectural Barriers Act - Accessibility Guidelines for Outdoor Developed Areas (AGODA) adopted in 2013. This included an evaluation of picnic tables, outdoor constructed features and trails. A summary of the barriers identified within the park facilities is included in Appendix A: Parks Barrier Summary.

#### Facility Evaluations - Parks

The site evaluations were accomplished using a team of accessibility assessors equipped with measuring devices, facility diagrams and evaluation checklists. Diagrammatic sketches of each site were annotated during the evaluation process and were included with the final barrier reports to the City. Additionally, each barrier identified was assigned a planning level cost estimate for removing the barrier. These reports are available under separate cover from the City's Parks Department. The elements included in the exterior parks environment included the following:

- Curb Ramps
- Doors
- Drinking Fountains
- Hazards
- Kitchens
- Other Features
- Parking
- Play Areas
- Ramps
- Restrooms
- Room Elements
- Sports Fields and Courts
- Stairs
- Walks

## **Priorities for Barrier Removal within Park Facilities**

The following prioritization process is referenced in the ADA Title II Regulations. The principle priorities are to ensure basic access to park facilities and amenities, access to activities, and allowing alternatives to structural modifications when appropriate. Translating these priorities into action plans must be accomplished using a programmatic approach. The following guidelines were used by the City to prioritize barriers found within City park facilities:

### ***Priority One***

Removing barriers that impede accessibility at the main entrance of a facility, or improving a path of travel to the portion of the facility where program activities take place. Examples:

- Connection to the public rights-of-way
- Parking and passenger loading
- Entrance walks
- Entrance ramps
- Entrance stairs
- Entrance doors

### ***Priority Two***

Removing barriers that impede access to program use areas. Examples:

- Transaction counters
- Recreation environments/features
- Public offices
- Public restrooms

### ***Priority Three***

Removing barriers that impede access to amenities serving program areas. Examples:

- Drinking fountains
- Public telephones
- Site furnishings
- Vending machines

### ***Priority Four***

The fourth priority addresses features that are not required to be modified for accessibility because no public programs are located in this area, or there are nearby duplicate accessible features.



### **Program Barrier Removal Priorities**

A remediation meeting was conducted with Parks staff on February 24, 2015. All outdoor park facilities in which the City provides programs, activities, and services were reviewed and ranked based on the following criteria:

- **Level of use by the public:** Facilities that have a high level of public use can be assigned a higher priority;
- **Program uniqueness:** Some programs are unique to a building, facility, or park and cannot occur at another location. Seasonal availability and programs that emphasize health and wellness can be assigned a higher priority;
- **Geographic distribution:** Selecting a range of facilities that are distributed throughout the City, and considering the proximity of these facilities to public transportation, helps provide maximum accessibility for all residents;
- **Critical nature of the service provided:** Facilities that provide services related to accessibility, health, safety, and the administration of essential City services such as permitting and licensing can be assigned a higher priority; and
- **Identified complaints:** Facilities that have a history of citizen complaints related to accessibility can be assigned a higher priority.

### **Phasing Schedule for Parks**

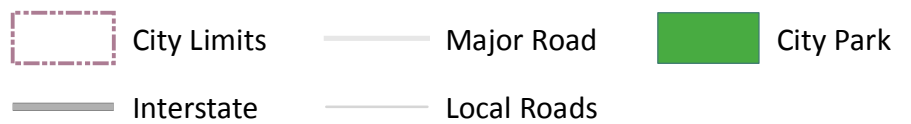
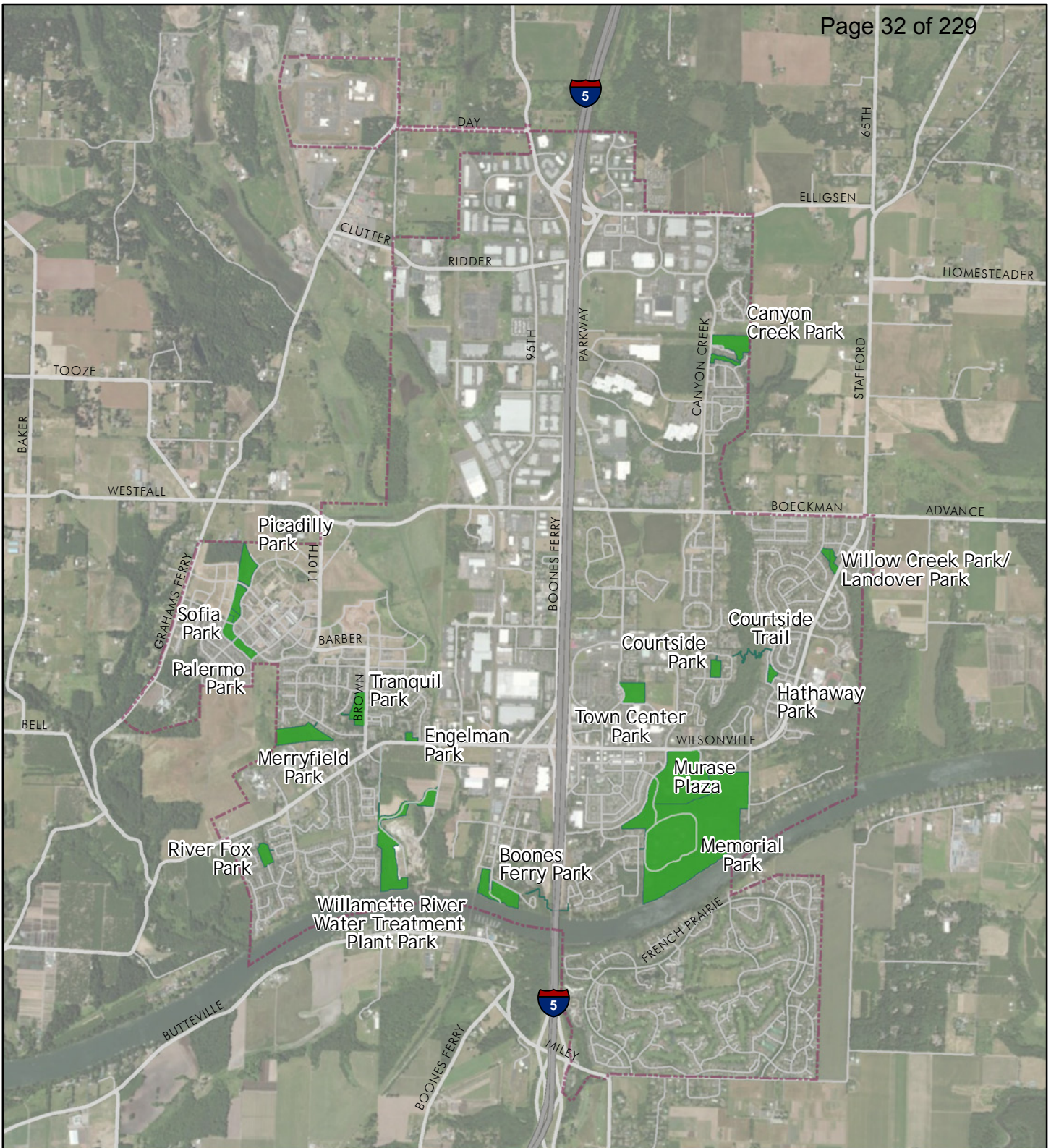
Table 1 on the following page is the schedule for barrier removal in park facilities owned by the City of Wilsonville. This preliminary schedule represents a 10-year plan for barrier removal. The City intends to complete any maintenance projects involving access barriers within the next one to five years. It is the City's intent to review all barriers during the first year of Plan implementation and address those barriers that can be resolved through programmatic modifications and/or new parks projects. The City will then revise the following schedule for removal of the remaining barriers.

Table 1: Parks Transition Plan Schedule

Location	Years 1-2	Years 3-5	Years 6-10	Schedule Subject to Planning
Boones Ferry Park	●	●		●
Canyon Creek Park	●	●		
Courtside Park	●	●		●
Courtside Trail	●	●		
Engelman Park	●	●		
Hathaway Park	●	●		
Memorial Park	●	●		
Murase Plaza	●	●		
Palermo Park	●	●		
Park at Merryfield	●	●		
Piccadilly Park	●	●	●	
River Fox Park	●	●		
Sofia Park	●	●		
Town Center Park	●	●		
Tranquil Park	●	●		●
Willamette River Water Treatment Park	●	●		●
Willow Creek/Landover Park	●	●		

A map of the City's parks is provided on the following page.

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# Parks

## City of Wilsonville ADA Transition Plan: Public Right-of-Way & City Park Facilities



Source: City of Wilsonville, RLIS  
NAD1983 HARN StatePlane Oregon North



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## 2.2 Public Rights-of-Way (PROW)

The evaluations of the public right-of-way facilities included curb ramps, transit stops, and pedestrian signals. The facilities were evaluated using the 2011 PROWAG and 2009 MUTCD accessibility standards. The site evaluations were completed by City engineering staff equipped with measuring devices, city maps, and evaluation checklists.

### Facility Evaluations - Curb Ramps, Pedestrian Signals and Transit Stops

The City's pedestrian signals and transit stops were evaluated for each structural barrier specified within the ADA standards for each site. Due to the volume of curb ramps managed by the City, a ranked category assessment tool was developed to allow for the rapid assessment of these facilities. The categories used to assess the curb ramps are described in detail later in this chapter.

In 2002, the United States Court of Appeals for the Ninth Circuit, whose jurisdiction includes Oregon, held for the first time that sidewalks constitute a service, program or activity of a city, and sidewalks are therefore subject to the ADA's program accessibility regulations<sup>4</sup>. Before the Barden decision, the law was unclear whether municipalities' transition plans should address barrier removal from sidewalks. When originally written, the ADA specifically addressed curb ramps, subsequently the Courts have added sidewalks. Sidewalks were not evaluated as part of this Transition Plan, and will be addressed at a later date.

The public right-of-way data collected was inventoried using point GIS data, and the associated barrier information is included within the GIS data tables. Each barrier has been assigned a barrier removal action and planning level cost for removing them. A summary of the barriers identified within the public right-of-way is included in Appendix B: Public Rights-of-Way Barrier Summary.

### Public Rights-of-Way Prioritization

Under Title II Regulation § 35.150(d)(2) the criteria for prioritizing barriers within the public rights-of way are identified.

*If a public entity has responsibility or authority over streets, roads, or walkways, its transition plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs, giving priority to walkways serving entities covered by the Act, including State and local government offices and facilities, transportation, places of public accommodation, and employers, followed by walkways serving other areas.*

---

<sup>4</sup> Barden v. City of Sacramento, 292 F.3d 1073 (9th Cir. 2002)

The City of Wilsonville has included the following in the criteria for prioritizing facilities in the public rights-of-way:

- Locations serving government offices and public facilities;
- Locations serving transportation;
- Locations serving commercial districts and employers; and
- Locations serving other areas.

In addition to the required criteria, the City has prioritized locations of citizen complaints, requests for ADA Title II program access, and locations of identified social need. The application of the criteria is described in the following pages.

### **Priorities for Barrier Removal - Curb Ramps**

Under Title II of the ADA, a City is not necessarily required to construct curb ramps at every point where a sidewalk intersects a curb. Traffic safety considerations may make construction of curb ramps at some locations undesirable. Alternative routes to buildings that make use of existing curb ramps may be acceptable under the concept of program accessibility in the limited circumstances where individuals with disabilities need only travel a marginally longer route. In addition, the undue financial or administrative burden limitation recognized by Title II of the ADA may limit the number of curb ramps that the City is required to provide.

Table 2 on the following page illustrates the application of the prioritization criteria for curb ramps maintained by the City. The highest priority curb ramps are those shaded in dark blue, and medium priority are shaded in light blue. The lowest priority curb ramps are those that have no access deficiencies identified and have no assigned color. The columns in the matrix indicate the assigned criteria and are in order of importance from left to right, with the left column having the highest importance. The rows indicate the category of condition assigned to each curb ramp during the evaluation process, with the top row having the highest importance. The description of each category is provided on the pages following the table.



Table 2: Curb Ramp Priority Matrix for Barrier-Removal Projects

		ADA 35.151(d)(2) Geospatial Proximity Priorities						
		A	B	C	D	E	F	
Curb Ramp Installation Priorities (Category)	Priority Description	Locations of Citizen Complaints / Requests (ADA Title II Program Access)	Locations Serving Government Offices & Public Facilities	Locations Serving Transportation	Locations Serving Commercial Districts, Employers	Locations of Social Need	Locations Serving Other Areas	
1	Existing curb ramp considered unsafe / has unsafe features	High Priority -----						
		A1	B1	C1	D1	E1	F1	
2	Sidewalk with no curb ramp access	A2	B2	C2	D2	E2	F2	
3	Curb ramp has no detectable warning	A3	B3	C3	D3	E3	F3	
4	See Category 4 description	A4	B4	C4	D4	E4	F4	
5	See Category 5 description	A5	B5	C5	D5	E5	F5	
6	See Category 6 description	A6	Medium Priority -----					
		A6	B6	C6	D6	E6	F6	
7	See Category 7 description	A7	B7	C7	D7	E7	F7	
8	Curb ramp does not meet standards but in good condition	A8	B8	C8	D8	E8	F8	
9	No deficiencies identified	Low Priority -----						
		A9	B9	C9	D9	E9	F9	



**Curb Ramp Barrier Descriptions**

- **Category 1:** Curb ramps are considered unsafe and have features such as tripping hazards and deteriorated materials.
- **Category 2:** There is a sidewalk with no curb ramp access.
- **Category 3:** The curb ramp has no detectable warning.
- **Category 4:** This category identifies a variety of deficiencies with the three types of curb ramps: perpendicular and parallel curb ramps, and blended transitions. The following are the types of deficiencies present.

Perpendicular Curb Ramp	Parallel Curb Ramp	Blended Transition
Ramp to Street Transition Not Flush (Lip)	Ramp to Street Transition Not Flush (Lip)	Ramp to Street Transition Not Flush (Lip)
No Turning Space	Ramp Running Slope > 8.3%	Ramp Running Slope > 5.0%
Ramp Running Slope > 8.3%	Turning Space Running Slope > 2.0%	Counter Slope > 5.0%
Ramp Base Slope > 5.0%	Counter Slope > 5.0%	Flared Side Slope > 10%
Counter Slope > 5.0%		
Flared Side Slope > 10%		

- **Category 5:** This category identifies a variety of deficiencies with the three types of curb ramps: perpendicular and parallel curb ramps, and blended transitions. The following are the types of deficiencies present.

Perpendicular Curb Ramp	Parallel Curb Ramp	Blended Transition
Portion of Ramp Outside Marked Crosswalk	Portion of Ramp Outside Marked Crosswalk	Portion of Blend. Trans. Outside Marked Crosswalk
Ramp Width ≤ 4.0'	Ramp Width ≤ 4.0'	Blended Transition Width ≤ 4.0'
Turning Space Size ≤ 4' x 4' (Unconstrained)	Turning Space Size > 4' x 4' (Constrain)	
Turning Space Size ≤ 4' x 5' (Constrain)	Turning Space Size > 4' x 5' (Unconstrained)	
Turning Space Slope > 2.0%		

- Category 6:** This category identifies a variety of deficiencies with the three types of curb ramps: perpendicular and parallel curb ramps, and blended transitions. The following are the types of deficiencies present.

Perpendicular Curb Ramp	Parallel Curb Ramp	Blended Transition
Detectable Warning Incorrect Placement  Single Ramp for More than One Crossing  Bottom Grade Break Cross Slope: <ul style="list-style-type: none"> <li>2.0% at Stop or Yield Control</li> <li>5.0% at Signal or No Control</li> <li>Slope of Adj. Road - Mid Block</li> </ul> Grade Breaks Not Perpendicular to Ramp Run  Ramp not Perpendicular to curb or parallel with street	Detectable Warning Incorrect Placement  Single Ramp for More than One Crossing  Turning Space Cross Slope: <ul style="list-style-type: none"> <li>2.0% at Stop or Yield Control</li> <li>5.0% at Signal or No Control</li> <li>Slope of Adj. Road - Mid Block</li> </ul> Grade Breaks Not Perpendicular to Ramp Run	Detectable Warning Incorrect Placement  Blended Transition Cross Slope: <ul style="list-style-type: none"> <li>2.0% at Stop or Yield Control</li> <li>5.0% at Signal or No Control</li> <li>Slope of Adj. Road - Mid Block</li> </ul> Ramp Edges not Parallel to Pedestrian Travel

- Category 7:** This category identifies a variety of deficiencies with the three types of curb ramps: perpendicular and parallel curb ramps, and blended transitions. The following are the types of deficiencies present.

Perpendicular Curb Ramp	Parallel Curb Ramp	Blended Transition
Rough Surface Material (Cobble, Brick, etc.)  Portion of Catch Basin Located in Front of Ramp  Clear Space $\leq 4' \times 4'$  Detectable Warning Domes Incorrect Dimensions	Rough Surface Material (Cobble, Brick, etc.)  Portion of Catch Basin Located in Front of Ramp  Detectable Warning Domes Incorrect Dimensions	Rough Surface Material (Cobble, Brick, etc.)  Portion of Catch Basin Located in Front of Ramp  Detectable Warning Domes Incorrect Dimensions

- **Category 8:** The curb ramp does not meet ADA standards, but it is in overall good condition.
- **Category 9:** No curb ramp deficiencies were identified.

### Phasing Schedule for Curb Ramps

Table 3 on the following page summarizes the assigned barrier removal priority for each of City's curb ramps.

- Curb ramps meeting Criterion A: Locations of Citizen Complaints and Requests for ADA Title II Program Access will be evaluated and programmed within one year of the complaint.
- Curb ramps meeting Criterion B: Location Serving Government Offices and Public Facilities will be addressed within the next five to 10 years.
- All other criterion will be addressed in the next 10 to 20 years.

The schedule in this Plan represents a target of 20-years for barrier removal. As previously noted, the City of Wilsonville reserves the right to modify barrier removal priorities in order to allow flexibility in accommodating community requests, petitions for reasonable modifications from persons with disabilities, changes in City programs, and funding opportunities and constraints.

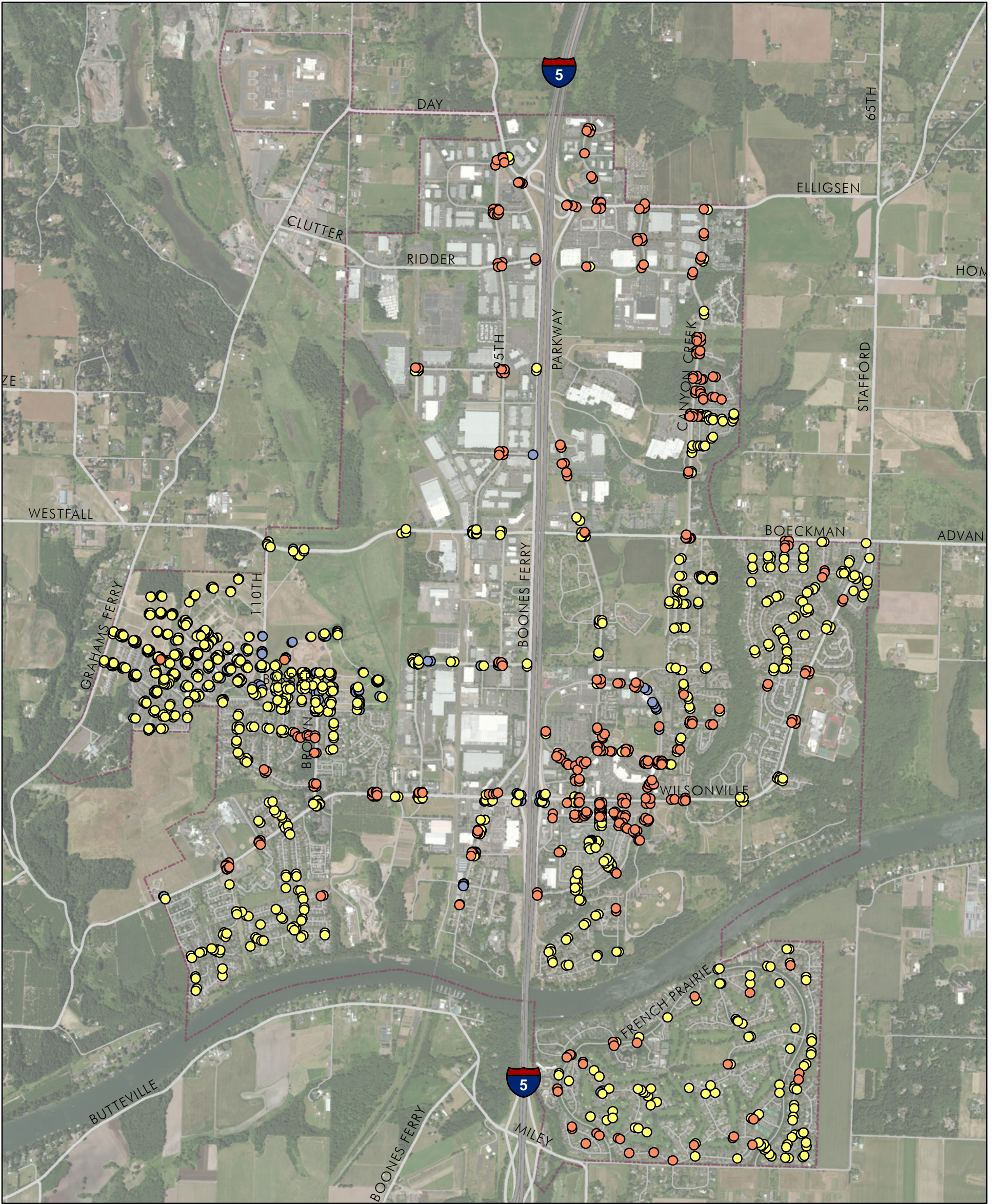
The current schedule includes the removal of barriers at 163 high priority curb ramps and 85 medium propriety curb ramps in the next five to 10 years. In addition to the curb ramps adjacent to government and public facilities, the City intends to remove existing barriers in conjunction with on-going street maintenance and capital improvement projects. It is assumed that as curb ramps are evaluated in greater detail as part of future projects and complaints, a percentage of ramps will fall within the "safe harbor" provisions, as explained later on. These "safe harbor" ramps will help to reduce the deficient ramp inventory. The City will then revise the curb ramp transition plan schedule for the removal of the remaining barriers, update the curb ramp inventory, and revise the transition plan schedule for the removal of remaining barriers on a regular basis.

Table 3: Curb Ramp Transition Plan Schedule

Category	Priority	Total Ramps	Schedule Year	Percent Total
<b>HIGH PRIORITY</b>				
1	B1	6	5-10	0.4%
1	C1	3	10-20	0.2%
1	D1	7	10-20	0.5%
1	F1	26	10-20	1.8%
2	D2	1	10-20	0.1%
3	B3	116	5-10	8.2%
3	C3	34	10-20	2.4%
3	D3	135	10-20	9.6%
4	B4	26	5-10	1.8%
5	B5	15	5-10	1.1%
<b>Subtotal</b>		<b>369</b>	-	<b>26.1%</b>
<b>MEDIUM PRIORITY</b>				
2	F2	7	10-20	0.5%
3	E3	17	10-20	1.2%
3	F3	389	10-20	27.5%
4	C4	4	10-20	0.3%
4	D4	43	10-20	3.0%
4	E4	1	10-20	0.1%
4	F4	26	10-20	1.8%
5	C5	1	10-20	0.1%
5	D5	23	10-20	1.6%
5	F5	14	10-20	1.0%
6	B6	2	5-10	0.1%
6	D6	2	10-20	0.1%
6	F6	1	10-20	0.1%
8	B8	83	5-10	5.9%
8	C8	25	10-20	1.8%
8	E8	25	10-20	1.8%
8	F8	214	10-20	15.1%
<b>Subtotal</b>		<b>877</b>	-	<b>62.1%</b>
<b>LOW PRIORITY</b>				
9	B9	45	-	3.2%
9	C9	12	-	0.8%
9	D9	27	-	1.9%
9	E9	6	-	0.4%
9	F9	77	-	5.4%
<b>Subtotal</b>		<b>167</b>	-	<b>11.8%</b>
<b>Total for All Projects</b>		<b>1,413</b>	-	<b>100%</b>

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City of Wilsonville ADA Transition Plan:  
Public Right-of-Way & City Park Facilities

- High Priority
- Medium Priority
- Low Priority
- Interstate
- Major Road
- Local Roads
- City Limits

## Curb Ramp Removal Priorities



Source: City of Wilsonville, RLIS  
NAD1983 HARN StatePlane Oregon North





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**Priorities for Barrier Removal - Transit Stops**

Table 4 below illustrates the application of the prioritization criteria for transit stops maintained by the City. The highest priority transit stops are those shaded in dark blue, and medium priority are shaded in light blue. There are no low priority transit stops.

Table 4: Transit Stop Priority Matrix for Barrier-Removal Projects

		ADA 35.151(d)(2) Geospatial Proximity Priorities					
		A	B	C	D	E	F
Transit Stop Installation Priorities (Condition)	Priority Description	Locations of Citizen Complaints / Requests (ADA Title II Program Access)	Locations Serving Government Offices & Public Facilities	Locations Serving Transportation	Locations Serving Commercial Districts, Employers	Locations Serving Social Needs	Locations Serving Other Areas
1	Accessible path of travel to/from transit stop is not provided	High Priority A1	B1	C1	D1	E1	F1
2	No loading zone / loading zone not built to standard	A2	B2	C2	D2	E2	F2
3	Sidewalk cross slope	A3	B3	C3	Medium Priority D3	E3	F3

**Transit Stop Barrier Descriptions**

- **Category 1:** The transit stop does not have an accessible path of travel leading up to it.
- **Category 2:** The boarding and alighting areas do not have a clear length of eight feet and clear width of five feet with a slope that does not exceed two percent.
- **Category 3:** The slope at the boarding and alighting area exceeds two percent slope.



### Phasing Schedule for Transit Stops

Table 5 below summarizes the assigned barrier removal priority for the City's transit stops.

- Transit stops meeting criterion A: Locations of Citizen Complaints and Requests for ADA Title II Program Access will be evaluated and programmed within one year of the complaint.
- High Priority Transit Stops will be addressed within the next ten years.

This preliminary schedule represents a 10-year plan for barrier removal. The City intends to remove existing transit stop barriers during capital improvement projects and annual public works maintenance projects. The City will update the transit stop inventory and revise the transition plan schedule for the removal of remaining barriers on a regular basis.

Table 5: Transit Stop Transition Plan Schedule

Category	Priority	Total Transit Stops	Schedule Year	Percent Total
<b>HIGH PRIORITY</b>				
1	B1	4	1-10	11.1%
1	C1	4	1-10	11.1%
2	B2	19	1-10	52.8%
2	C2	9	1-10	25.0%
<b>Total for All Projects</b>		<b>36</b>	<b>-</b>	<b>1</b>



- High Priority
- City Limits
- Interstate
- Major Road
- Transit Stop with No Deficiencies Noted
- Local Roads



# Transit Stops

City of Wilsonville ADA Transition Plan: Public Right-of-Way & City Park Facilities



Source: City of Wilsonville, RLIS  
NAD1983 HARN StatePlane Oregon North



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**Priorities for Barrier Removal - Pedestrian Signals**

Table 6 below illustrates the application of the prioritization criteria for pedestrian signals maintained by the City. The highest priority pedestrian signals are those shaded in dark blue and medium priority are shaded in light blue. There are no low priority pedestrian signals.

Table 6 - Pedestrian Signal Priority Matrix for Barrier-Removal Projects

		ADA 35.151(d)(2) Geospatial Proximity Priorities					
		A	B	C	D	E	F
Pedestrian Signal Installation Priorities (Condition)	Priority Description	Locations of Citizen Complaints / Requests (ADA Title II Program Access)	Locations Serving Government Offices & Public Facilities	Locations Serving Transportation	Locations Serving Commercial Districts, Employers	Locations Serving Social Needs	Locations Serving Other Areas
1	Accessible pedestrian signal not provided	High Priority A1	-----   B1	Medium Priority C1	-----   D1	-----   E1	-----   F1

**Pedestrian Signal Barrier Descriptions**

- **Category 1:** Deficiencies include the location and orientation of the push button.

Push Button Location	Push Button Orientation
Push Button Not Adjacent to Landing Push Button located within curb ramp Push Button More Than 5 feet perpendicular to the crosswalk line Push Button less than 1.5 feet or greater than 6 feet from edge of curb. Where physical limitations, push button greater than 10 feet from edge of curb. Push Buttons less than 10 feet apart, unless where technically infeasible. Push Button is missing from a protected median or island.	Face of Push Button not parallel to the direction of the crosswalk to be used.



### Phasing Schedule for Pedestrian Signals

Table 7 below summarizes the assigned barrier removal priority for each of City's pedestrian signals.

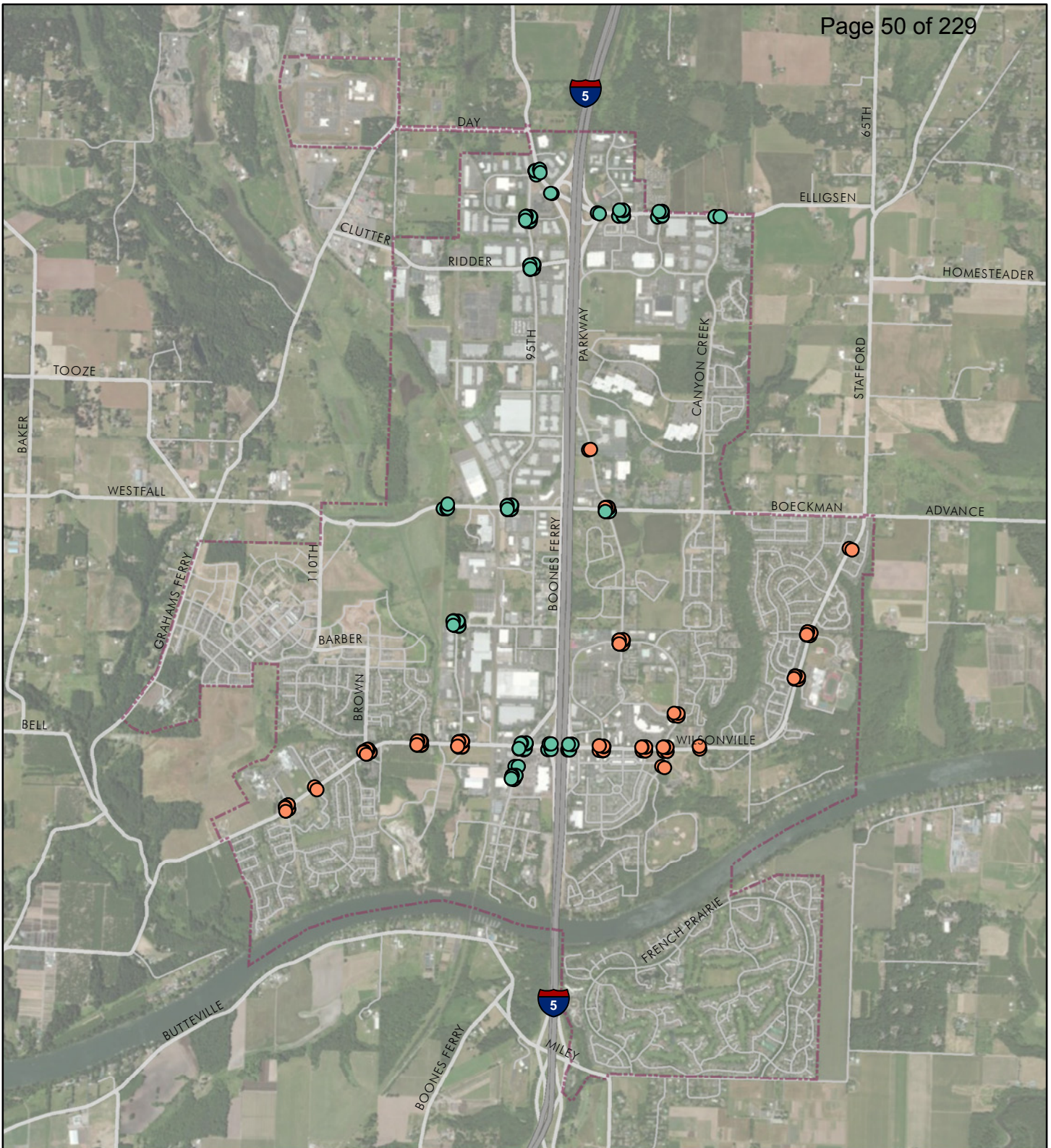
- Pedestrian signals meeting Criterion A: Locations of Citizen Complaints and Requests for ADA Title II Program Access will be evaluated and programmed within one year of the complaint.
- Pedestrian signals meeting Criterion B: Location Serving Government Offices and Public Facilities will be addressed within the next five to 10 years.
- All other criterion will be addressed in the next 10 to 20 years.

This preliminary schedule represents a 20-year target for barrier removal. The schedule includes 96 high priority pedestrian signals in the next five to 10 years. The City plans to use the following guidelines for removing pedestrian signal barriers:

- All new pedestrian signals will include an Accessible Pedestrian Signal (APS);
- Projects to add pedestrian signals to existing signals will include APS;
- Projects that significantly modify pedestrian signals will include APS;
- APS will be scheduled for installation on existing signals when requested by the public; and
- APS will be installed on existing signals on a priority ranking basis per the Transition Plan as funding allows.

Table 7: Pedestrian Signal Transition Plan Schedule

Category	Priority	Total Signals	Schedule Year	Percent Total
<b>HIGH PRIORITY</b>				
1	B1	96	5-10	50.5%
<b>MEDIUM PRIORITY</b>				
1	C1	90	10-20	47.4%
1	D1	4	10-20	2.1%
<b>Subtotal</b>		<b>94</b>	-	<b>49.5%</b>
<b>Total for All Projects</b>		<b>190</b>	-	<b>100.0%</b>



- High Priority
- Medium Priority
- City Limits
- Interstate
- Local Roads



# Pedestrian Signals

City of Wilsonville ADA Transition Plan: Public Right-of-Way & City Park Facilities



Source: City of Wilsonville, RLIS  
NAD1983 HARN StatePlane Oregon North



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### **Time Period for Public Rights-of-Way Improvements**

The ADA Title II regulations state that if a transition plan will take more than one year to fully implement, it must contain interim steps to provide program accessibility. The City has established a 10 to 20-year strategy for removing public rights-of-way barriers that limit program accessibility. The City reserves the right to modify barrier removal priorities in order to allow flexibility in accommodating community requests, petitions for reasonable modifications from persons with disabilities, changes in City programs, and funding opportunities and constraints. The barrier removal strategy for the next 20 years incorporates flexibility in the process and allows the City to respond to new opportunities as they arise.

### **Strategies for Funding Barrier Removal**

Opportunities for funding the removal of access barriers include:

- Capital projects for new construction;
- Capital projects for roadway alterations;
- Maintenance and repair projects and programs;
- Dedication of a fund for ADA barrier removal, i.e. incorporate curb ramp barrier removal within the street fees;
- Require private developers to remove access barriers when development affects facilities within the right-of-way; and
- Actively seek out and apply for grant funding specific to removal of access barriers when available.

The City currently has in place a Pavement Management Program that schedules out roadway rehabilitation and maintenance over a rolling six year schedule. The City plans to review public rights-of-way barriers during the implementation of this Plan, and address those barriers that can be resolved as part of the on-going pavement maintenance and rehabilitation program. As part of the review, the City will revise the Transition Plan schedule for the removal of barriers. The Transition Plan schedule will also be updated as capital projects for new construction and roadway alterations arise.

### **Roadway Alterations and Maintenance: Triggers for Barrier Removals**

The Department of Justice, in coordination with the U.S. Department of Transportation, specifies that public agencies are required to provide curb ramps or upgrade curb ramps whenever roadways are altered. An alteration is a change that affects or could affect the usability of all or part of a building or facility<sup>5</sup>. Alterations of streets, roads, or highways include activities such as reconstruction, rehabilitation, resurfacing, widening, and projects of similar scale and effect<sup>6</sup>. Maintenance activities on streets, roads, or highways, such as filling potholes,

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<sup>5</sup> Title II Regulation § 35.151(b)(1)

<sup>6</sup> 2010 ADA Standards, 106.5



are not alterations<sup>7</sup>. The following list distinguishes between roadway alterations versus maintenance activities.

### **ALTERATION**

- Addition of new layer of asphalt
- Cape seals
- In-place asphalt recycling
- Microsurfacing and thin-lift overlay
- Mill and fill / mill and overlay
- New construction
- Open-graded surface course
- Rehabilitation and reconstruction
- Resurfacing of a crosswalk

### **MAINTENANCE**

- Chip seals
- Crack filling and sealing
- Diamond grinding
- Dowel bar retrofit
- Fog seals
- Joint crack seals
- Joint repairs
- Pavement patching
- Painting or striping
- Scrub sealing
- Slurry seals
- Spot high-friction treatments
- Surface sealing

### **Safe Harbor Provisions**

The 2010 ADA regulations introduced the concept of “safe harbor”, which allows facilities built prior to March 15, 2012 that comply with the 1991 ADA Standards to remain as-is until the structural feature is altered. The exception applies to elements that might otherwise have to be modified under: 1) the program access requirement for public entities; 2) the readily achievable barrier removal requirement for places of public accommodation; or 3) the path of travel requirement for any alteration that affects the usability of a primary function area in any covered facility<sup>8</sup>.

If pedestrian facilities such as curb ramps and transit stops were built or altered in the past 20 years to become compliant with the 1991 ADA Standards, no further changes to those elements are mandated until the structural feature is altered even though the 2010 standards have different requirements. However certain exceptions to "safe harbor" do exist, roadway alterations as described in the *Roadway Alterations and Maintenance Triggers for Barrier Removals* section of this chapter are required to bring all of the curb ramps up to the current standard and “safe harbor” does not apply.

Pedestrian signals are not included in the 1991 or 2010 ADA Standards, but are addressed in the United States Access Boards 2011 Proposed Accessibility Guidelines for Pedestrian Facilities

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<sup>7</sup> July 8, 2013 Department of Justice/Department of Transportation Joint Technical Assistance on the Title II of the Americans with Disabilities Act Requirements to Provide Curb Ramps when Streets, Roads, or Highways are Altered through Resurfacing.

<sup>8</sup> ADA Safe Harbor Provisions, Evan Terry Associates, August 22, 2013

in the Public Right-of-Way and the previous draft documents from 2005 and 2002. The City has adopted the 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way by resolution as the design standards for all new construction. Unlike the “safe harbor” concept contained within the 2010 ADA Standards, the proposed guidelines do not require modifications to existing facilities.

*All newly constructed facilities, altered portions of existing facilities, and elements added to existing facilities for pedestrian circulation and use located in the public right-of-way shall comply with the requirements in this document<sup>9</sup>.*

### **PROW City Standard Details**

The City's standard drawings and details are included in Appendix D of this document.

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<sup>9</sup> United States Access Board, 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way , Scope R201.1

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## 3.0 ADA Policy and Complaint Procedure

If a public entity has 50 or more employees, it is required to designate at least one responsible employee to coordinate Americans with Disabilities Act (ADA) compliance. The City of Wilsonville has designated an ADA Coordinator for coordinating the efforts of the City to comply with Title II, and for investigating any complaints that the City has violated Title II of the ADA. The Coordinator also is responsible for coordinating the efforts of the City to comply with all other applicable State and Federal physical and program accessibility requirements.

### 3.1 ADA Grievance Procedure

All complaints or grievances submitted to the City of Wilsonville can be in writing or by telephone. The complaint must contain specific information about the alleged violation or discrimination including: name; address; telephone number of the complainant; the location, date, and complete description of the problem and must indicate if the complaint has been filed with the Department of Justice or other Federal or State agencies. Anonymous complaints or grievances will not be accepted.

Complaints or grievances will be kept confidential to the greatest extent possible, unless required to be released by State or Federal law, or ordered released by a court of competent jurisdiction. Alternative means of filing complaints or grievances may be accepted at the discretion of the ADA Coordinator. These may be submitted by telephone, e-mail (confidentiality cannot be assured), letter, personal interview, or tape recording, upon request. However, all complaints or grievances must provide all the information required in the City's ADA complaint form (see Appendix E).

All complaints must be submitted by the complainant or his/her designee to the City of Wilsonville ADA Coordinator. Complaints should be submitted as soon as possible, but no later than 60 calendar days, after the date of the alleged violation or discriminatory act to the following:

City of Wilsonville  
ADA Coordinator  
29799 SW Town Center Loop E  
Wilsonville, OR 97070  
503-570-4960  
ADACoordinator@ci.wilsonville.or.us

The ADA Coordinator will forward the complaint within seven calendar days to the appropriate Department for investigation and will formally acknowledge receipt of the complaint to the complainant.

The Department assigned will contact the complainant to discuss the complaint or grievance within 30 calendar days after receipt of the complaint or grievance and give the complainant the opportunity to submit evidence relevant to the complaint. Within 30 calendar days of this contact, the assigned Department in coordination with the ADA Coordinator will respond in writing and, where appropriate, in an alternative format accessible to the complainant. The response will explain the position of the City and offer options for substantive and reasonable resolution of the complaint or grievance.

If the response by the assigned Department does not satisfactorily resolve the issue, the decision may be appealed to the City Manager or designee within 30 calendar days following receipt of the response.

Within 30 calendar days after receipt of an appeal, the City Manager or designee will contact the complainant to discuss the complaint or grievance and possible resolutions. Within 30 calendar days of this contact, the City Manager or designee will respond in writing and, where appropriate, in a reasonable format accessible to the complainant, with a final resolution of the complaint or grievance.

Every reasonable attempt will be made by the City of Wilsonville to remedy the disability complaints or grievances in a timely manner subject to staff and budget constraints. Complainant may at any time file a complaint with the Department of Justice or other appropriate State or Federal agency. The City will notify the complainant of this right and will provide the complainant with the appropriate addresses and phone numbers. Use of the City's grievance procedure is not a prerequisite to pursuit of other remedies.

If any ADA or grievance is under the jurisdiction of another public entity, the complainant will be notified that the City of Wilsonville lacks jurisdiction.

The ADA Coordinator shall maintain all records to the complaint filed.

## 4.0 Definitions

The following is a summary of many definitions found in the ADA. Please refer to the Americans with Disabilities Act for the full text of definitions and explanations (<http://www.ada.gov/>).

### 4.1 Auxiliary Aids and Services

The term auxiliary aids and services include:

- Qualified interpreters or other effective methods of making orally delivered materials available to individuals with hearing impairments;
- Qualified readers, taped texts, or other effective methods of making visually delivered materials available to individuals with visual impairments; and
- Acquisition or modification of equipment or devices; and other similar services and actions.

### 4.2 Complaint

A complaint is a claimed violation of the ADA.

### 4.3 Disability

The term disability means, with respect to an individual:

- A physical or mental impairment that substantially limits one or more of the major life activities of such individual;
- A record of such impairment; or
- Being regarded as having such impairment.

### 4.4 Discrimination on the Basis of Disability

Discrimination on the basis of disability means to:

- Limit, segregate, or classify a citizen in a way that may adversely affect opportunities or status because of the person's disability;
- Limit, segregate, or classify a participant in a program or activity offered to the public in a way that may adversely affect opportunities or status because of the participant's disability;
- Participate in a contract that could subject a qualified citizen with a disability to discrimination;
- Use any standards, criteria, or methods of administration that have the effect of discriminating on the basis of disability;
- Deny equal benefits because of a disability;

- Fail to make reasonable accommodations to known physical or mental limitations of an otherwise qualified individual unless it can be shown that the accommodation would impose an undue burden on the City's operations;
- Use selection criteria that exclude otherwise qualified people with disabilities from participating in the programs or activities offered to the public; and
- Fail to use tests, including eligibility tests, in a manner that ensures that the test results accurately reflect the qualified applicant's skills or aptitude to participate in a program or activity.

#### **4.5 Having a Record of Impairment**

An individual is disabled if he or she has a history of having an impairment that substantially limits the performance of a major life activity; or has been diagnosed, correctly or incorrectly, as having such impairment.

#### **4.6 Physical or Mental Impairments**

Physical or mental impairments may include, but are not limited to: vision, speech, and hearing impairments; emotional disturbance and mental illness; seizure disorders; mental retardation; orthopedic and neuromotor disabilities; learning disabilities; diabetes; heart disease; nervous conditions; cancer; asthma; Hepatitis B; HIV infection (HIV condition); and drug addiction if the addict has successfully completed or is participating in a rehabilitation program and no longer uses illegal drugs.

The following conditions are not physical or mental impairments: transvestitism; illegal drug use; homosexuality or bisexuality; compulsive gambling; kleptomania; pyromania; pedophilia; exhibitionism; voyeurism; pregnancy; height; weight; eye color; hair color; left-handedness; poverty; lack of education; a prison record; and poor judgment or quick temper if not symptoms of a mental or physiological disorder.

#### **4.7 Qualified Individual with a Disability**

A qualified individual with a disability means an individual with a disability who, with or without reasonable modification to rules, policies, or practices; the removal of architectural, communication, or transportation barriers; or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by the City.

#### **4.8 Reasonable Program Modifications**

If the individual's disabilities prevent them from performing the essential functions of the program or activity, it is necessary to determine whether reasonable program modifications

would enable an individual to perform the essential functions of the program or activity.

Reasonable program modification is any change in program or activity or in the way things are customarily done that enables an individual with a disability to enjoy equal program opportunities. Accommodation means modifications or adjustments:

- To a registration or application process to enable an individual with a disability to be considered for the program or activity;
- To the program or activity environment in which the duties of a position are performed so that a person with a disability can perform the essential functions of the program or activity; and
- That enables individuals with disabilities to enjoy equally the benefits of the program or activity as other similarly situated individuals without disabilities enjoy.

Modification includes making existing facilities and equipment used by individuals readily accessible and usable by individuals with disabilities.

Modification applies to:

- All decisions and to the application or registration process;
- All services provided in connection with the program or activity; and
- Known disabilities only.

Modification is not required if:

- It changes the essential nature of a program or activity of the person with a disability;
- It creates a hazardous situation;
- Adjustments or modifications requested are primarily for the personal benefit of the individual with a disability; or
- It poses an undue burden on the City.

## 4.9 Regarded as Having a Disability

An individual is disabled if she or he is treated or perceived as having an impairment that substantially limits major life activities, although no such impairment exists.

## 4.10 Substantial Limitations on Major Life Activities

Individuals are disabled if they have a physical or mental impairment that (a) renders them unable to perform a major life activity, or (b) substantially limits the condition, manner, or duration under which they can perform a particular major life activity in comparison to other people.

Major life activities are functions such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.



In determining whether physical or mental impairment substantially limits the condition, manner, or duration under which an individual can perform a particular major life activity in comparison to other people, the following factors shall be considered:

- The nature and severity of the impairment;
- The duration or expected duration of the impairment; and
- The permanent or long-term impact (or expected impact) of or resulting from the impairment.

#### **4.11 Undue Burden**

The City of Wilsonville shall not provide an accommodation that imposes an undue burden on the operation of the City's business.

Undue burden means significant difficulty or expense incurred in the provision of accommodation. Undue burden includes, but is not limited to, financial difficulty. Undue burden refers to any modification that would be unduly costly, extensive, substantial, or disruptive, or that would fundamentally alter the nature of operation of the business of the City.

Whether a particular accommodation will impose an undue hardship is determined on a case-by-case basis. If a particular modification is determined to cause an undue burden to the City of Wilsonville, the City shall attempt to identify another modification that would not pose such a burden. If cost causes the undue burden, the City must consider whether funding for modification is available from an outside source. If no such funding is available, the City must give the person with a disability the opportunity to provide the modification or to pay for that portion of the modification that constitutes an undue burden.

The following factors shall be considered in determining whether a program modification would create an undue burden: the nature and cost of the modification, the financial resources of the City available to make the modification, the impact the expense of the accommodation will have on the affected City operation, and the permanence of the alterations affecting the site.

## 5.0 Program Accessibility Guidelines, Standards and Resources

### 5.1 Introduction

In order to facilitate access to all City programs and departments, the City will maintain the program accessibility guidelines, standards and resources. The information is available to all employees and volunteers. The City will add to these guidelines when necessary to address its needs and include information and technological devices that help staff members and volunteers communicate with individuals with a variety of disabilities. The City will periodically review the components of this section as new technologies are developed, in order to ensure that the best types of modifications are included.

### 5.2 Federal Accessibility Standards and Regulations

There are both State and Federal regulations for accessible facilities. Below are resources for both the Federal and State of Oregon facility regulations.

#### U.S. Department of Justice

The U.S. Department of Justice provides many free ADA materials including the Americans with Disability Act (ADA) text. Printed materials may be ordered by calling the ADA Information Line [(800) 514-0301 (Voice) or (800) 514-0383 (TTY)]. Publications are available in standard print as well as large print, audiotape, Braille and computer disk for people with disabilities. Documents, including the following publications, can also be downloaded from the Department of Justice website. <http://www.ada.gov/>

- **ADA Regulation for Title II:** This publication describes Title II of the Americans with Disabilities Act, Pub. L. 101-336, which prohibits discrimination on the basis of disability by public entities. Title II of the ADA protects qualified individuals with disabilities from discrimination on the basis of disability in the services, programs or activities of all state and local governments. This rule adopts the general prohibitions of discrimination established under section 504, as well as the requirements for making programs accessible to individuals with disabilities and for providing equally effective communications. It also sets forth standards for what constitutes discrimination on the basis of mental or physical disability, provides a definition of disability and of qualified individual with a disability, and establishes a complaint mechanism for resolving allegations of discrimination.  
[http://www.ada.gov/regs2010/titleII\\_2010/titleII\\_2010\\_regulations.htm](http://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm)
- **Title II Technical Assistance Manual (1993) and Yearly Supplements:** The 56-page

manual explains in lay terms what state and local governments must do to ensure that their services, programs and activities are provided to the public in a nondiscriminatory manner. Many examples are provided for practical guidance.

<http://www.ada.gov/taman2.html>

- **Accessibility of State and Local Government Websites to People with Disabilities:** The 5-page publication provides guidance on making state and local government websites accessible. <http://www.ada.gov/websites2.htm>
- **ADA Information for Law Enforcement:** This page contains compliance assistance materials to help state and local law enforcement officers understand how to interact with victims, witnesses, suspects and others who have disabilities. <http://www.ada.gov/policeinfo.htm>

## **Title II: U.S. Department of Justice Publications**

### **Title II Technical Assistance Manual | Supplement**

A 56-page manual that explains in lay terms what state and local governments must do to ensure that their services, programs, and activities are provided to the public in a nondiscriminatory manner. (1993) <http://www.ada.gov/taman2.html>

### **The ADA and City Governments: Common Problems | PDF**

A 9-page document that contains samples of common problems shared by city governments of all sizes, provides examples of common deficiencies and explains how these problems affect persons with disabilities. (2000) <http://www.ada.gov/comprob.htm>

### **ADA Guide for Small Towns | PDF**

A 21-page guide that presents an informal overview of some basic ADA requirements and provides cost-effective tips on how small towns can comply with the ADA. (2000) <http://www.ada.gov/smtown.htm>

### **Accessibility of State and Local Government Websites to People with Disabilities | PDF**

A 5-page publication providing guidance on making state and local government websites accessible. (2003) <http://www.ada.gov/websites2.htm>

### **ADA Checklist for Polling Places | PDF**

A 39-page checklist used as a self-help survey for voting officials to determine whether a polling place has basic accessible features needed by most voters with disabilities. (2004) <http://www.ada.gov/votingchecklist.htm>

### **An ADA Guide for Local Governments: Making Community Emergency Preparedness and Response Programs Accessible to People with Disabilities | PDF**

An 11-page illustrated publication that provides guidance on preparing for and carrying out emergency response programs in a manner that results in the services being accessible to

people with disabilities. (2006) <http://www.ada.gov/emergencyprep.htm>

#### **Access for 9-1-1 and Telephone Emergency Services | PDF**

A 10-page publication explaining the requirements for direct, equal access to 9-1-1 for persons who use teletypewriters (TTYs). (1998) <http://www.ada.gov/911ta.htm>

#### **Commonly Asked Questions About the ADA and Law Enforcement**

A 12-page publication providing information for law enforcement agencies in a simple question and answer format. (2006) [http://www.ada.gov/q&a\\_law.htm](http://www.ada.gov/q&a_law.htm)

#### **Communicating with People Who Are Deaf or Hard of Hearing: ADA Guide for Law Enforcement Officers | PDF**

An 8-panel pocket guide providing basic information for officers about ADA requirements for communicating effectively with people who are deaf or hard of hearing. (2006)  
<http://www.ada.gov/lawenfcomm.htm>

#### **Model Policy for Law Enforcement on Communicating with People Who Are Deaf or Hard of Hearing | PDF**

A 4-page document serving as a model for law enforcement agencies to adopt policies on effective communication with people who are deaf or hard of hearing. Agencies are encouraged to download and adapt the policy to suit their needs. (2006)  
<http://www.ada.gov/lawenfmodpolicy.htm>

#### **Questions and Answers: The ADA and Hiring Police Officers**

A 5-page publication providing information on ADA requirements for interviewing and hiring police officers. (1997) <http://www.ada.gov/copsq7a.htm>

### **U.S. Access Board Publications**

The full texts of federal laws and regulations that provide the guidelines for the design of accessible facilities and programs are available from the U.S. Access Board. Single copies of publications are available free and can be downloaded or ordered by completing a form available on the Access Board's website. In addition to regular print, publications are available in large print, disk, audiocassette and Braille. <http://www.access-board.gov/>

#### ***Communications & IT***

Access to information and communication technology (ICT) is addressed by Board standards and guidelines issued under Section 508 of the Rehabilitation Act and Section 255 of the Telecommunications Act.

- **Section 508 Standards:** <http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-section-508-standards>
- **Refresh of the Section 508 Standards and the Telecommunications Act Guidelines:**

<http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-ict-refresh>

- **Telecommunications Act Accessibility Guidelines:** <http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-telecommunications-act-guidelines>

### ***Buildings & Sites***

Standards issued under the Americans with Disabilities Act (ADA) address access to buildings and sites nationwide in new construction and alterations.

- **2010 ADA Standards for Accessible Design:** This document contains scoping and technical requirements for accessibility to buildings and facilities by individuals with disabilities under the Americans with Disabilities Act (ADA) of 1990. These scoping and technical requirements are to be applied during the design, construction and alteration of buildings and facilities covered by Titles II and III of the ADA, to the extent required by regulations issued by federal agencies including the Department of Justice and the Department of Transportation. This document must be used in conjunction with Chapter 11 - Accessibility of the Oregon Structural Specialty Code.
- **2010 ADA Standards:** <http://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/ada-standards>

### ***Recreation Facilities***

Access to recreation facilities, including play areas, swimming pools, sports facilities, fishing piers, boating facilities, golf courses and amusement rides, is addressed in the ADA standards. The ABA standards address outdoor developed areas guidelines which currently are applicable to Federal facilities and cover access to trails, picnic sites, camping sites and beach access routes.

- **Recreation Facilities:** <http://www.access-board.gov/guidelines-and-standards/recreation-facilities/about-recreation-facilities>
- **Outdoor Developed Areas:** <http://www.access-board.gov/guidelines-and-standards/recreation-facilities/outdoor-developed-areas>

### ***Streets and Sidewalks***

New guidelines in development by the Board cover access to public rights-of-way including sidewalks, intersections, street crossings and on-street parking. The Board is also addressing access to shared use paths providing off-road means of transportation and recreation.

- **Public Rights-of-Way:** <http://www.access-board.gov/guidelines-and-standards/streets-sidewalks/public-rights-of-way>
- **Shared Use Paths:** <http://www.access-board.gov/guidelines-and-standards/streets->

[sidewalks/shared-use-paths/about-this-rulemaking](#)

## 5.3 State of Oregon Accessibility Standards and Regulations

Chapter 11 - Accessibility, Oregon Structural Specialty Code

[http://www.bcd.oregon.gov/programs/structural/2010\\_ADA\\_OSSC\\_Ch11\\_Comm\\_updated\\_figures.pdf](http://www.bcd.oregon.gov/programs/structural/2010_ADA_OSSC_Ch11_Comm_updated_figures.pdf)

The State of Oregon has also adopted a set of design guidelines for accessible facilities, which can be found in the Oregon Structural Specialty Code Chapter 11 (OSSC). OSSC contains general building design and construction requirements relating to fire and life safety, structural safety and access compliance. OSSC provisions provide minimum standards to safeguard life or limb, health, property and public welfare by regulating and controlling the design, construction, quality of materials, use and occupancy, location and maintenance of all buildings and structures and certain equipment. The Oregon Building Code Division follows the 2009 International Building Code (IBC) with amendments and provisions specific to the State of Oregon.

Because building codes are updated every few years, the City should have an ongoing program of regularly reviewing changes and updating policies and procedures related to accessibility to ensure compliance with current code.

## 5.4 Resources

### Resources for Providing Accessible Programs and Facilities

- **ADA Document Portal:** This website provides links to an ADA Collection consisting of more than 7,400 documents on a wide range of topics. The ADA Document Portal is supported by the ten ADA & IT Technical Assistance Centers. <https://adata.org/ada-document-portal>
- **American Alliance of Museums:** Accessible exhibit design publications are available for purchase from AAM's website, including Everyone's Welcome (available in a variety of formats), which addresses museum programs and the ADA, The Accessible Museum, which offers model programs of accessibility for older people and people with disabilities, and What Museum Guides Need to Know to provide access to blind and visually impaired visitors. <http://www.aam-us.org>
- **Beneficial Designs:** Beneficial Designs works toward universal access through research, design and education. Beneficial Designs develops assistive and adaptive technology, performs rehabilitation research, contract design, legal consultation and standards development and serves as a rehabilitation information resource. Contact Beneficial Designs, Inc. at 2240 Meridian Blvd, Suite C, Minden, NV 89423-8628, (775) 783-8822. <http://www.beneficialdesigns.com/>

- **Disability.gov:** The website is a one-stop interagency portal for information on Federal programs, services and resources for people with disabilities, their families, employers, service providers and other community members. <https://www.disability.gov/>
- **National Center on Accessibility:** The Center is a cooperative project between the National Park Service and Indiana University to provide information and technical assistance, primarily on recreation access. An example of the research activities of the NCA is the National Trails Surface Study. This study is primarily the result of questions that NCA receives from organizations, agencies and individuals who desire to make their trails accessible and are interested in an unobtrusive surface that blends, is friendly to the environment and provides a quality trail experience for people with and without disabilities. NCA also publishes 'What is an Accessible Trail?' which summarizes the Federal guidelines for outdoor developed areas and is available for downloading from its website. The NCA website also has information on campground accessibility, accessible picnic tables, access to beaches and inclusion of people with disabilities in aquatic venues. <http://www.ncaonline.org/>
- **National Center on Health, Physical Activity and Disability:** The Center provides information and resources on physical activity to help people with disabilities find ways to become more active and healthier. The Center also provides information on how to provide access to fitness centers, schools, recreation facilities, camps and health and leisure services. <http://www.nchpad.org/>
- **Smithsonian Institution:** The Accessibility Program has developed the Smithsonian Guidelines for Accessible Exhibition Design (1996), which are available for downloading from their website. Further information is available from the Smithsonian Accessibility Program at the Arts and Industries Building, Room 1239 MRC 426, Washington, D.C. 20560 (202) 786-2942. <http://www.si.edu/accessibility>

### Resources for Assistive Technologies (General)

The City should utilize the many disability-related resources available through the Internet.

- **The National Institute on Disability and Rehabilitation Research:** This agency of the U.S. Department of Education maintains a national web-based service that provides up-to-date links to assistive technologies and disability-related resources. <http://www.abledata.com/>
- **Oregon Technology Access Program:** The Oregon Technology Access Program (OTAP) provides training, information, technical assistance and resources regarding the uses of technology for children with disabilities. OTAP services are available to anyone concerned with the needs of Oregon's children with disabilities from birth to age twenty-one. The program is sponsored by the Oregon Department of Education (ODE). <http://www.otap-oregon.org>



## Alternative Format Communications

Resources to produce standardized publications such as applications and registration forms in Braille, audiotape, large-print text and accessible electronic media will be assembled.

Information regarding Braille Services and other accommodations for people with visual disabilities is available by contacting:

- **American Council of the Blind:** ACB is a national organization advocating on behalf of persons who are blind or have low vision. ACB also publishes A Guide to Making Documents Accessible to People Who Are Blind or Visually Impaired, which is available online, in regular print, large print, Braille or on cassette tape. ACB is located at 1155 15th St. NW, Suite 1004, Washington, DC 20005 (800) 424-8666. Email [info@acb.org](mailto:info@acb.org) or go to <http://www.acb.org/>.
- **National Center on Accessibility:** NCA publishes 'What are Alternative Formats? How Do They Apply to Programs and Services?' which is available for downloading from their website. <http://www.ncaonline.org/>
- **National Center for Accessible Media:** NCAM is a research and development facility dedicated to the issues of media and information technology for people with disabilities in their homes, schools, workplaces and communities. Developers of Web- and CD-ROM-based multimedia need an authoring tool for making their materials accessible to persons with disabilities. NCAM has developed two such tools, version 1.0 and 2.01 of the Media Access Generator (MAGpie), for creating captions and audio descriptions for rich media. MAGpie is available for downloading from NCAM's website. <http://ncam.wgbh.org>
- **American Sign Language Interpreters:** A pool of on-call American Sign Language interpreters should be developed. This list should be routinely updated to ensure their availability. Some programs may need to have a pool of interpreters who are available on a twenty-four-hour basis to handle emergency procedures.

The required qualifications of these interpreters should be established. Many non-certified interpreters provided by local services may have excellent skills and be qualified to handle most circumstances. However, certain circumstances, such as the provision of emergency medical services, may require interpreters who are approved by the courts and can ensure a level of confidentiality.

You may want to contact each agency in advance of a need for services to determine their rates so that you are prepared to cover the communication expenses, should the need arise.



You should always request RID certified interpreters. Only in the event that certified interpreters are unavailable should you rely on non-certified interpreters.

Individuals who are hard of hearing generally do not use ASL interpreters. Always ask the individual requesting an accommodation what type of accommodation works best for them. Determining what accommodation(s) will be provided is an interactive process. Depending on the situation, accommodating an individual who is hard of hearing may include note writing, use of assistive listening devices and/or provision of Computer Assisted Real-Time (CART) captioning.

### ***Assistive Listening Systems and Devices***

Systems and devices to amplify sound for persons with hearing disabilities should be available for public meetings and events. Various technologies exist for these devices. Different types of devices are more suitable for different types of hearing disabilities. Devices should be chosen to accommodate the greatest number of individuals.

- See the Assistive Listening Systems Technical Bulletins available on the U.S. Access Board's website. <http://www.access-board.gov/>
- **Closed Caption Machine:** To the extent practical, City departments should have access to a device for encoding closed captioning on films and videotapes used for training and other programs.
- **Optical Readers:** Equipment that can translate printed information into an audio format should be available to the City programs.
- **Text Telephone (TTY):** City programs should have access to a text telephone or have access to a telephone transfer service as required by the law and offered by public telephone companies. See the Text Telephones Technical Bulletin available on the U.S. Access Board's website. <http://www.access-board.gov/>
- **TDI:** TDI's (formerly known as Telecommunications for the Deaf, Inc.) mission is to promote equal access in telecommunications and media for people who are deaf, hard of hearing, late deafened or deaf blind. TDI's on-line resources include information about telecommunications access such a TTY, pagers, telephony, VoIP and more. <http://tdiforaccess.org/>
- **Video Relay Services (VRS):** Video Relay Service (VRS) is a form of Telecommunications Relay Service (TRS) that enables persons with hearing disabilities who use American Sign Language to communicate with voice telephone users through video equipment, rather than through typed text. Video equipment links the VRS user with a TRS operator – called a “communications assistant” (CA) – so that the VRS user and the CA can see and communicate with each other in signed conversation. Because the conversation between the VRS user and the CA flows much more quickly than with a text-based TRS

call, VRS has become a popular form of TRS. [www.fcc.gov/guides/video-relay-services](http://www.fcc.gov/guides/video-relay-services)

- **Hands on Video Relay Service:** (877) 467-4877 for English, or (877) 467-4875 for Spanish
- **Sorenson Video Relay:** Using a standard telephone, simply call the toll-free number (866)-327-8877. Have the contact information of the deaf or hard-of-hearing individual (i.e. name, videophone number or IP address) ready. Remain on hold until the call is answered by the next available interpreter.
- **Sprint VRS:** (877)709-5776 or <http://www.sprintrelay.com/>

### ***Enlarging Printed Materials***

A copy machine capable of enlarging printed materials should be available for staff.

### ***Guide to Disabilities and Disability Etiquette***

A guide to disabilities and disability etiquette should be assembled and distributed to staff and volunteers. The guide will ensure that staff and volunteers are familiar with a variety of types of disabilities and sensitive to the abilities and needs of people with disabilities in order not to offend or demean them. The guide should be periodically updated to ensure that it includes current acceptable language for talking about disabilities.

- **Disability Etiquette:** Interacting with People with Disabilities is available on-line at the County of Long Beach's website.  
[http://www.longbeach.gov/hr/ada/disability\\_etiquette.asp](http://www.longbeach.gov/hr/ada/disability_etiquette.asp)

### **Resources and Organizations Serving People with Disabilities**

- **The Arc:** The Arc (formerly Association for Retarded Citizens of the United States) is the country's largest voluntary organization committed to the welfare of all children and adults with mental retardation and their families. <http://www.thearc.org>
- **American Association of People with Disabilities:** The American Association of People with Disabilities is the largest nonprofit, nonpartisan, cross-disability organization in the United States. <http://www.aapd.com/>
- **American Foundation for the Blind:** The American Foundation for the Blind (AFB) is committed to improving accessibility in all aspects of life—from cell phones to ATMs, on web sites and in workplaces. Services include assistance in making products and services accessible to people with visual impairments. AFB offers expert consulting services and accessible media production. AFB provides objective product evaluations of adaptive technologies through its assistive technology product database. <http://www.afb.org/>
- **Center on Technology and Disability:** Funded by the U.S. Department of Education's Office of Special Education Programs, the Center on Technology and Disability provides a wide range of resources on assistive technology, from introductory fact sheets and training materials to in-depth discussion of best practices and emerging research.

<http://www.ctdinstitute.org/>

- **Disability.gov's** online resources for High School: Guidelines for Accessing Alternative Format, inclusion materials, educational technology, a comprehensive list including college preparatory materials, transition issues for children with special needs and more. <https://www.disability.gov/education>
- **Disability Resources, Inc.:** Disability Resources, Inc. is a national nonprofit organization that provides information about resources for independent living. DRI maintains an on-line directory of assistive technology resources. <http://www.disabilityresources.org/>
- **Institute for Human Centered Design:** The Institute (formerly known as Adaptive Environments) is a non-profit organization committed to advancing the role of design in expanding opportunity and enhancing experience for people of all ages and abilities. The organization provides education and consultation to public and private entities about strategies, precedents and best practices that go beyond legal requirements for human centered design for places, things, communication and policy that integrate solutions with the reality of human diversity. <http://humancentereddesign.org/>
- **National Association of the Deaf:** NAD is a national consumer organization representing people who are deaf and hard of hearing. NAD provides information about standards for American Sign Language Interpreters and the Captioned Media Program on its website. <http://www.nad.org/>
- **National Federation of the Blind:** NFB is a national organization advocating on behalf of persons who are blind or have low vision. NFB provides on-line resources for technology for the blind, including a technology resource list, a computer resource list, screen access technology, sources of large print software for computers and sources of closed circuit TV (CCTV's). <http://www.nfb.org/>
- **National Organization on Disability:** The National Organization on Disability promotes the full and equal participation and contribution of America's 54 million men, women and children with disabilities in all aspects of life. NOD maintains an on-line directory of information and links including transportation-related resources. <http://www.nod.org/>
- **Paralyzed Veterans of America:** PVA is a national advocacy organization representing veterans. PVA's Sports and Recreation Program promotes a range of activities for people with disabilities, with special emphasis on activities that enhance lifetime health and fitness. PVA's website provides information on useful sports publications and a list of contacts. <http://www.pva.org>
- **United Cerebral Palsy Association:** UCP's mission is to advance the independence, productivity and full citizenship of people with cerebral palsy and other disabilities, through a commitment to the principles of independence, inclusion and self-determination. UCP's Sports and Leisure Channel is designed for people with disabilities

who are interested in sports and other leisure activities and proposes creative ideas for inclusive community recreation programs, including outdoor adventure activities for people with disabilities. Information about the Sports and Leisure Channel is available on UCP's website. <http://www.ucp.org>

- **United Spinal Association:** United Spinal Association is a membership organization serving individuals with spinal cord injuries or disease. Formerly known as the Eastern Paralyzed Veterans Association, the organization expanded its mission to serve people with spinal cord injuries or disease regardless of their age, gender or veteran status. Information on accessibility training and consulting services and recreational opportunities for people with spinal cord injuries or disease is available on their website. <http://www.unitedspinal.org>
- **World Institute on Disability:** WID is an international public policy center dedicated to carrying out research on disability issues. WID maintains an online information and resource directory on technology, research, universal design and ADA. <http://www.wid.org/resources/>

### **Organizations Serving Oregon, Clackamas County and Washington County**

- **Aging and Disability Resource Connection of Oregon:** ADRC is a statewide resource providing information about local public and privately paid services to address aging or disability needs. The organization's trained professional staff can help with immediate needs or planning for the future. <https://adrcoforegon.org>
- **The Arc Multnomah-Clackamas:** Since 1953, The Arc of Multnomah-Clackamas has been advocating for, supporting and serving children and adults with intellectual and developmental disabilities and their families. The Arc of Multnomah-Clackamas, serving both Multnomah and Clackamas Counties, offers a wide variety of community programs for individuals and families, all designed to help children and adults with intellectual and developmental disabilities achieve their greatest potential. <http://thearcmult.org/>
- **Autism Society of Oregon:** This affiliate of the Autism Society, the nation's leading grassroots autism organization, exists to improve the lives of all affected by autism by increasing public awareness about the day-to-day issues faced by people on the spectrum, advocating for appropriate services for individuals across the lifespan and providing the latest information regarding treatment, education, research and advocacy. <http://autismsocietyoregon.org/>
- **Clackamas County Aging Services Advisory Council:** The Council is an advisory group that meets monthly to advise Clackamas County Social Services Division on their programs and services for seniors and persons with disabilities. Members are appointed by the Clackamas County Board of County Commissioners. The group advocates both locally and at the state level on issues related to aging. The Advisory Council has a

number of subcommittees devoted to specific issues such as transportation and nutrition. [http://www.clackamas.us/socialservices/committee\\_aaa.html](http://www.clackamas.us/socialservices/committee_aaa.html)

- **Clackamas County Developmental Disabilities Advisory Council:** The Council, comprised of recipients of service, advocates, professionals, provider representatives and lay citizens, meets monthly to advise the Director of Health Housing and Human Services, Director of Social Services and the DD Program Manager in planning and reviewing programs and recommending policy for developmental disabilities program areas. <http://www.clackamas.us/socialservices/community.html>
- **Family and Community Together (FACT):** Family and Community Together (FACT) is a family leadership organization for individuals and their families experiencing disability, working collaboratively to facilitate positive change in policies, systems, and attitudes through family support, advocacy, and partnerships. <http://factoregon.org/>
- **Imagine Possibilities:** Imagine Possibilities was formerly The Arc of Washington County but disaffiliated from the national and state organizations in 2012. The organization provides services to children and adults with intellectual and developmental disabilities. <http://www.imaginepossibilities.net/wordpress/>
- **Independent Living Resources:** In 1957, Independent Living Resources (ILR) manually transcribed and duplicated Braille textbooks. Eventually expanded services to the blind community included activities such as orientation and mobility, skills training, crafts and recreation. Since 1994 services have been extended to people with all disabilities. ILR helps people to help themselves through the four core services of Advocacy, Information and Referral, Peer Counseling and Skills Training. <http://www.ilr.org>
- **Northwest ADA Center, National Institute on Disability and Rehabilitation Research:** The ADA National Network Centers are a national platform of ten centers comprised of ADA professionals and experts charged with assisting businesses, state and local governments and people with disabilities as they manage the process of changing our culture to be user friendly to disability and the effect the variety of health conditions can have on society. The Northwest ADA Center is a part of the Department of Rehabilitation Medicine at the University of Washington, and collaborates with the Center for Technology and Disability Studies, a program within the Center for Human Development and Disability and the Department of Rehabilitation Medicine. <http://nwadacenter.org/>
- **Oregon Department of Human Services, Aging and People with Disabilities:** The mission of the Oregon Department of Human Services, Aging and People with Disabilities is to make it possible for seniors and people with disabilities to become independent, healthy and safe with opportunities for community living, employment, family support and services that promote independence, choice and dignity.

<http://www.oregon.gov/DHS/spwpd/Pages/index.aspx>

- **Oregon Disabilities Commission:** Initially formed in 1983 and re-formed in 2005 after a brief hiatus, the Oregon Disabilities Commission (ODC) is a Governor-appointed commission housed in the Department of Human Services. The commission is composed of 15 members broadly representative of major public and private agencies that are experienced in or have demonstrated particular interest in the needs of individuals with disabilities. <http://www.oregon.gov/dhs/spd/Pages/ODCindex.aspx>
- **Ride Connection:** Ride Connection, a non-profit organization, is dedicated to providing responsive, accessible transportation options for those in need. While many customers are older adults and people with disabilities, the organization strives to provide transportation solutions for the community at large. <http://www.rideconnection.org/>
- **State Independent Living Council:** The State Independent Living Council (SILC) is a federally mandated, Governor appointed body, designed to ensure that people with disabilities have a major role in designing Oregon's Independent Living program services. The Independent Living Services Program is a nonresidential, consumer-directed model of peer support, information and referral, skills training and advocacy for people with disabilities. <http://www.oregon.gov/dhs/silc>
- **Washington County Developmental Disabilities Advisory Council:** This Council functions in an advisory capacity the Department of Health and Human Services and the Board of Commissioners on program development, planning, monitoring and funding issues. The council is comprised of 15 members including recipients of service, advocates, professionals in the field, key referral sources, provider representatives and lay citizens. <http://www.co.washington.or.us/HHS/DevelopmentalDisabilities/Advisory-Council.cfm>

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## Appendix A: Parks Barrier Summary

The City of Wilsonville's Parks Department manages seventeen parks ranging from small neighborhood parks to larger community parks. This section describes each park site with a summary of barriers to accessibility.

### A.1 Accessibility Standards

At the time of the facilities evaluations, the ADA 2010 Standards and the 2013 Architectural Barriers Act Accessibility Guidelines for Outdoor Developed Areas were used to identify barriers with the City's parks facilities.

### A.2 Park Sites

The following park locations were evaluated in the spring of 2014:

- Boones Ferry Park
- Canyon Creek Park
- Courtside Park
- Courtside Trail
- Engelman Park
- Hathaway Park
- Memorial Park
- Murase Plaza
- Palermo Park
- Park at Merryfield
- Piccadilly Park
- River Fox Park
- Sofia Park
- Town Center Park
- Tranquil Park
- Willamette River Water Treatment Park
- Willow Creek / Landover Park

#### **Boones Ferry Park**

This seven-acre wooded park is located on the Willamette River. It is home to the historic Tauchman House, the former residence of the Boones Ferry operator. Park amenities include a basketball court, gazebo, picnic trails, restrooms and a playground.

**Barriers identified include the following features:** parking, paths of travel, hazards, doors, drinking fountains, restrooms, play areas and other site features.

#### **Canyon Creek Park**

This 1.41-acre park is located in northeast Wilsonville. It is a popular site for picnicking and walking. Other amenities include trails, restrooms, picnic tables and benches.

**Barriers identified include the following features:** parking, paths of travel, doors, drinking fountains, restrooms and other site features.



### **Courtside Park**

This 1.91-acre park is located in a residential neighborhood, with the back fences of adjacent houses making up three sides. Paths and play equipment for this park were funded through state grants and resident fundraising efforts.

**Barriers identified include the following features:** paths of travel, hazards, play areas and other site features.

### **Courtside Trail**

This four-tenths of a mile wooded trail has steep topography and is located northeast of Courtside Park.

**Barriers identified include the following features:** paths of travel.

### **Engelman Park**

This 0.89-acre neighborhood park, formerly known as Montebello Park, has a nature-based play theme. It was completed with the assistance of a state grant and includes amenities such as benches, picnic tables and a playground.

**Barriers identified include the following features:** paths of travel, drinking fountains and other site features.

### **Hathaway Park**

This 1.15-acre neighborhood park is owned by the City but maintained by a neighboring apartment complex. It includes a basketball court, pedestrian path, picnic tables and a playground.

**Barriers identified include the following features:** paths of travel, drinking fountains, play areas and other site features.

### **Memorial Park**

This 126-acre park is the oldest and largest park in the City. It includes athletic fields, recreation facilities and picnic areas. The park also has an extensive trail system, Willamette River frontage and is bisected by Boeckman Creek. Other amenities include a community garden, boat dock, restrooms and a playground.

**Barriers identified include the following features:** parking, paths of travel, hazards, doors, drinking fountains, restrooms, sports fields and courts, play areas and other site features.

### **Murase Plaza**

This space is found within Memorial Park. Amenities include an amphitheater, picnic tables, play areas, an interactive water feature, restroom and trails.

**Barriers identified include the following features:** parking, paths of travel, hazards, doors,

drinking fountains, room elements, restrooms, kitchens, play areas and other site features.

### **Palermo Park**

This 2.08-acre neighborhood park provides space for a variety of activities. It has both a paved area for basketball and other games and a grassy area for other activities. Other amenities include a pedestrian path and picnic tables.

**Barriers identified include the following features:** paths of travel, hazards and drinking fountains.

### **Park at Merryfield**

This 9-acre neighborhood park is comprised of nearly 7 acres of wetlands and includes play equipment purchased with a state grant. A bike and pedestrian trail passes through the park, connecting schools and other natural sites.

**Barriers identified include the following features:** paths of travel, play areas and other site features.

### **Piccadilly Park**

This 3.57-acre neighborhood park is the newest in the City. It has a playground, a large grassy area, a sand volleyball court and horseshoe pits. Other amenities include benches, picnic tables and a pedestrian path.

**Barriers identified include the following features:** paths of travel and play areas.

### **River Fox Park**

This 2.51-acre neighborhood park features a playground, trails, picnic tables and a water fountain. Paths and play equipment for this park were funded through state grants and resident fundraising efforts.

**Barriers identified include the following features:** parking, paths of travel, hazards, drinking fountains, play areas and other site features.

### **Sofia Park**

This 1.56-acre neighborhood park includes both a decorative and interactive water feature. Other amenities include benches, trails, restrooms, picnic tables and a playground.

**Barriers identified include the following features:** paths of travel, drinking fountains, play areas and other site features.

**Town Center Park**

This 5-acre urban park is home to the Oregon Korean War Veteran's Memorial and the Parks and Recreation Administrative Offices. It has an expansive water feature and hosts public events. Amenities include a stage, restrooms, picnic tables, a basketball court and a playground.

**Barriers identified include the following features:** parking, paths of travel, drinking fountains, play areas and other site features.

**Tranquil Park**

This 4.57-acre provides a network of forested walking paths.

**Barriers identified include the following features:** paths of travel and other site features.

**Willamette River Water Treatment Plant Park**

This 9.9-acre park was built in conjunction with the City's water treatment plant. It was created through a community design process and includes picnic tables, restrooms and trails. The park also incorporates interpretive and educational elements.

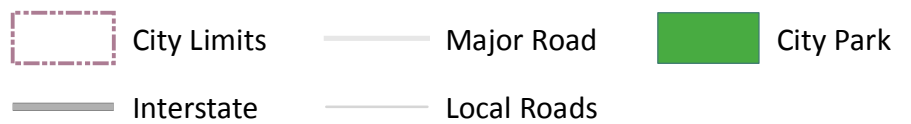
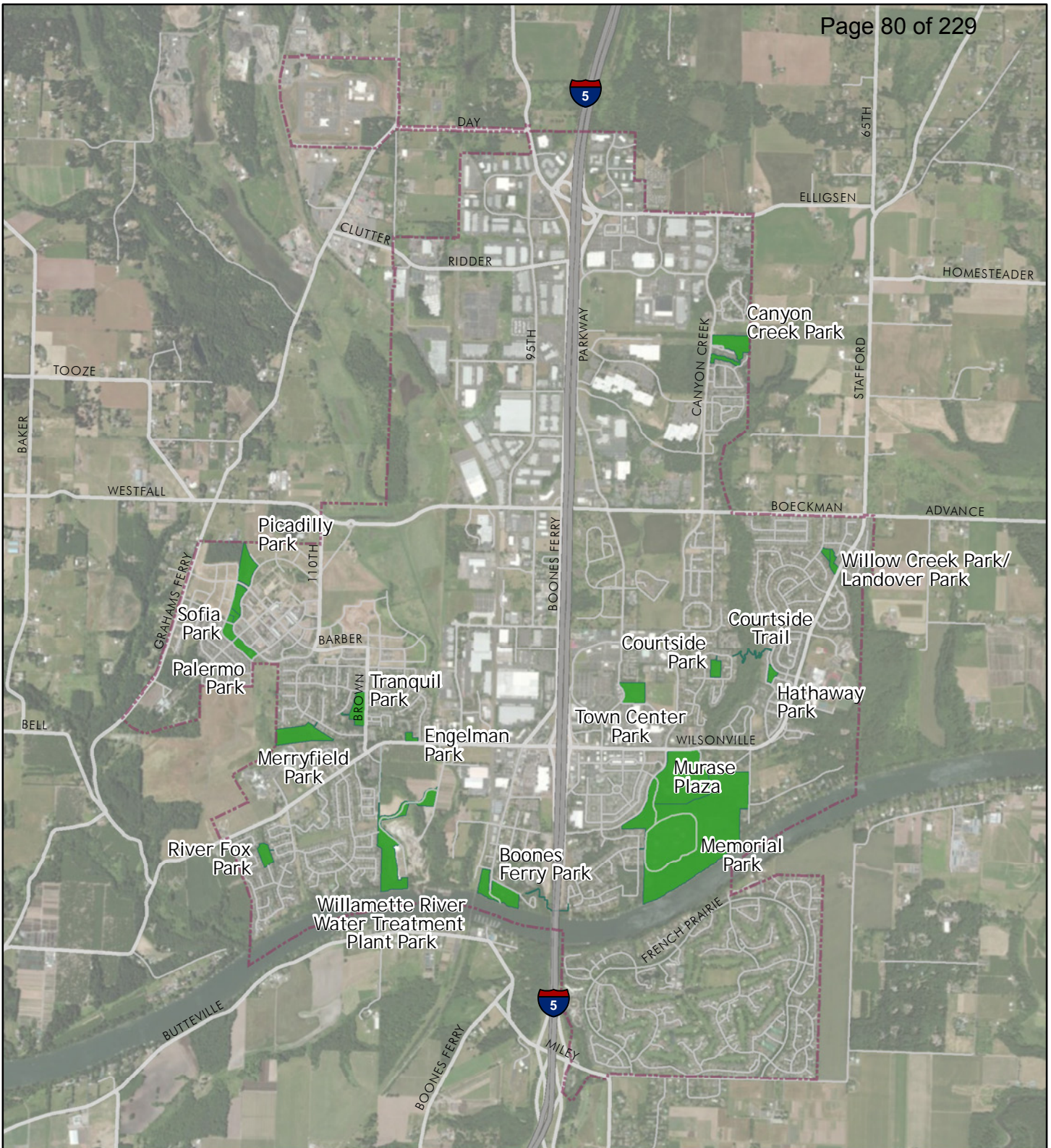
**Barriers identified include the following features:** parking, paths of travel, doors, drinking fountains, room elements, restrooms and other site features.

**Willow Creek/Landover Park**

This 1.45-acre neighborhood park is owned by the City but maintained by adjoining neighborhoods. Amenities include a basketball court, picnic tables, trails and a playground.

**Barriers identified include the following features:** paths of travel, hazards, play areas and other site features.

Tables A-1 and A-2 following the parks map on the next page summarize the types of barriers found at each park.



# Parks

City of Wilsonville ADA Transition Plan: Public Right-of-Way & City Park Facilities



Source: City of Wilsonville, RLIS  
NAD1983 HARN StatePlane Oregon North



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Table A-1: ADA Accessibility Barrier Types

Location Name	Parking	Paths of Travel	Hazards	Doors	Drinking Fountains	Room Elements	Restrooms	Kitchens	Sports Fields & Courts	Other	Play Areas
Boones Ferry Park	•	•	•	•	•		•			•	•
Canyon Creek Park	•	•		•	•		•			•	
Courtside Park		•	•							•	•
Courtside Trail		•									
Engleman Park		•			•					•	
Hathaway Park		•			•					•	•
Memorial Park	•	•	•	•	•		•		•	•	•
Murase Plaza	•	•	•	•	•	•	•	•		•	•
Palermo Park		•	•		•						
Park at Merryfield		•								•	•
Piccadilly Park		•									•
River Fox Park	•	•	•		•					•	•
Sofia Park		•			•					•	•
Town Center Park	•	•			•					•	•
Tranquil Nature Park		•								•	
Willamette River Water Treatment Park	•	•		•	•	•	•			•	
Willow Creek/Landover Park		•	•							•	•

Table A-2: Accessibility Guidelines for Outdoor Developed Areas Barrier Types<sup>10</sup>

Location Name	Picnic Area	Outdoor Constructed Features	Trails
Boones Ferry Park	•		
Canyon Creek Park	•		•
Courtside Park	•		
Courtside Trail			
Engleman Park		•	
Hathaway Park	•		
Memorial Park	•	•	
Murase Plaza	•		
Palermo Park	•		
Park at Merryfield	•		
Piccadilly Park	•		
River Fox Park	•		
Sofia Park	•	•	
Town Center Park	•		
Tranquil Nature Park			
Willamette River Water Treatment Park	•		
Willow Creek/Landover Park	•		

<sup>10</sup> The Architectural Barriers Act Accessibility Guidelines for Outdoor Developed Areas were adopted in 2013 for Federal facilities. The City of Wilsonville evaluated its facilities to these standards in anticipation of changes in the next Americans with Disabilities Act Standards update.



## Appendix B: Public Rights-of-Way Barrier Summary

The City of Wilsonville's Engineering and Public Works Departments manage the facilities located in the City's public rights-of-way. This section describes each of the facilities evaluated and summarizes the barrier findings.

### B.1 Accessibility Standards

At the time of the facilities evaluations, the ADA 2010 Standards, 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) and the 2009 Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) were used to identify barriers with the public rights-of-way.

### B.2 Curb Ramps

There are 1,413 curb ramps within the City's public right-of-way. During the assessment of curb ramps, inspectors classified the curb ramps into the following nine categories:

#### Category 1

The existing curb ramp is considered unsafe and has features such as tripping hazards and deteriorated materials.

- Findings: At present the City has 42 curb ramps (three percent) meeting this criteria.

#### Category 2

There is a sidewalk with no curb ramp access.

- Findings: At present the City has 8 curb ramps (less than one percent) meeting this criteria.

#### Category 3

The curb ramp has no detectable warning.

- Findings: At present the City has 691 curb ramps (49 percent) meeting this criteria.

**Category 4**

This category identifies a variety of deficiencies with the three types of curb ramps: perpendicular and parallel curb ramps, and blended transitions. The following are the types of deficiencies present.

<b>Perpendicular Curb Ramp</b>	<b>Parallel Curb Ramp</b>	<b>Blended Transition</b>
Ramp to Street Transition Not Flush (Lip)	Ramp to Street Transition Not Flush (Lip)	Ramp to Street Transition Not Flush (Lip)
No Turning Space	Ramp Running Slope > 8.3%	Ramp Running Slope > 5.0%
Ramp Running Slope > 8.3%	Turning Space Running Slope > 2.0%	Counter Slope > 5.0%
Ramp Base Slope > 5.0%	Counter Slope > 5.0%	Flared Side Slope > 10%
Counter Slope > 5.0%		
Flared Side Slope > 10%		

- Findings: At present the City has 100 curb ramps (seven percent) meeting this criteria.

**Category 5**

This category identifies a variety of deficiencies with the three types of curb ramps: perpendicular and parallel curb ramps, and blended transitions. The following are the types of deficiencies present.

<b>Perpendicular Curb Ramp</b>	<b>Parallel Curb Ramp</b>	<b>Blended Transition</b>
Portion of Ramp Outside Marked Crosswalk	Portion of Ramp Outside Marked Crosswalk	Portion of Blend. Trans. Outside Marked Crosswalk
Ramp Width ≤ 4.0'	Ramp Width ≤ 4.0'	Blended Transition Width ≤ 4.0'
Turning Space Size ≤ 4' x 4' (Unconstrained)	Turning Space Size > 4' x 4' (Constrain)	
Turning Space Size ≤ 4' x 5' (Constrain)	Turning Space Size > 4' x 5' (Unconstrained)	
Turning Space Slope > 2.0%		

- Findings: At present the City has 53 curb ramps (four percent) meeting this criteria.

**Category 6**

This category identifies a variety of deficiencies with the three types of curb ramps: perpendicular and parallel curb ramps, and blended transitions. The following are the types of deficiencies present.

Perpendicular Curb Ramp	Parallel Curb Ramp	Blended Transition
Detectable Warning Incorrect Placement  Single Ramp for More than One Crossing  Bottom Grade Break Cross Slope: <ul style="list-style-type: none"> <li>• 2.0% at Stop or Yield Control</li> <li>• 5.0% at Signal or No Control</li> <li>• Slope of Adj. Road - Mid Block</li> </ul> Grade Breaks Not Perpendicular to Ramp Run  Ramp not Perpendicular to curb or parallel with street	Detectable Warning Incorrect Placement  Single Ramp for More than One Crossing  Turning Space Cross Slope: <ul style="list-style-type: none"> <li>• 2.0% at Stop or Yield Control</li> <li>• 5.0% at Signal or No Control</li> <li>• Slope of Adj. Road - Mid Block</li> </ul> Grade Breaks Not Perpendicular to Ramp Run	Detectable Warning Incorrect Placement  Blended Transition Cross Slope: <ul style="list-style-type: none"> <li>• 2.0% at Stop or Yield Control</li> <li>• 5.0% at Signal or No Control</li> <li>• Slope of Adj. Road - Mid Block</li> </ul> Ramp Edges not Parallel to Pedestrian Travel

- Findings: At present the City has 5 curb ramps (less than one percent) meeting this criteria.

**Category 7**

This category identifies a variety of deficiencies with the three types of curb ramps: perpendicular and parallel curb ramps, and blended transitions. The following are the types of deficiencies present.

<b>Perpendicular Curb Ramp</b>	<b>Parallel Curb Ramp</b>	<b>Blended Transition</b>
Rough Surface Material (Cobble, Brick, etc.)	Rough Surface Material (Cobble, Brick, etc.)	Rough Surface Material (Cobble, Brick, etc.)
Portion of Catch Basin Located in Front of Ramp	Portion of Catch Basin Located in Front of Ramp	Portion of Catch Basin Located in Front of Ramp
Clear Space ≤ 4' x 4'	Detectable Warning Domes Incorrect Dimensions	Detectable Warning Domes Incorrect Dimensions

- Findings: At present the City has no curb ramps (zero percent) meeting this criteria.

**Category 8**

The curb ramp does not meet ADA standards, but it is in overall good condition.

- Findings: At present the City has 347 curb ramps (25 percent) meeting this criteria.

**Category 9**

The curb ramps were evaluated and no deficiencies were identified.

- Findings: At present the City has 167 curb ramps (12 percent) meeting this criteria.

Figure B-1 and Table B-1 on the following page summarize the types of barriers found within the City's rights-of-way

Figure B-1: Curb Ramp Categories by Total Deficiencies

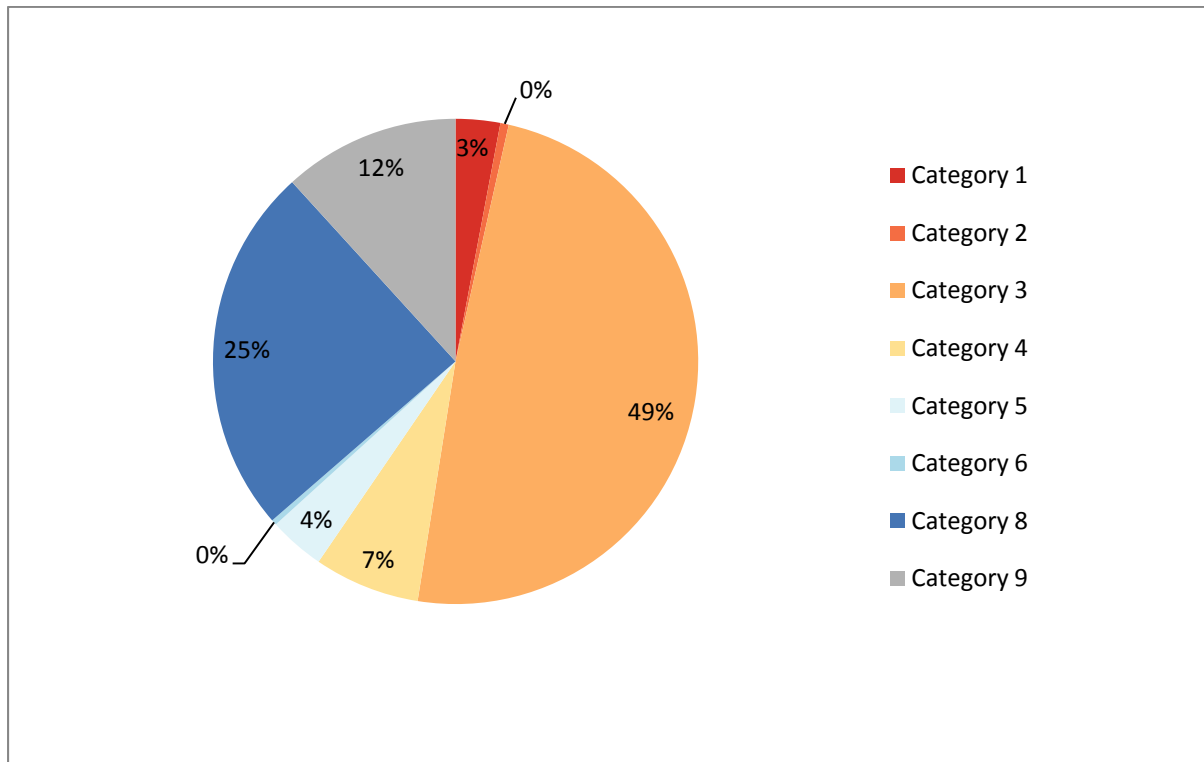
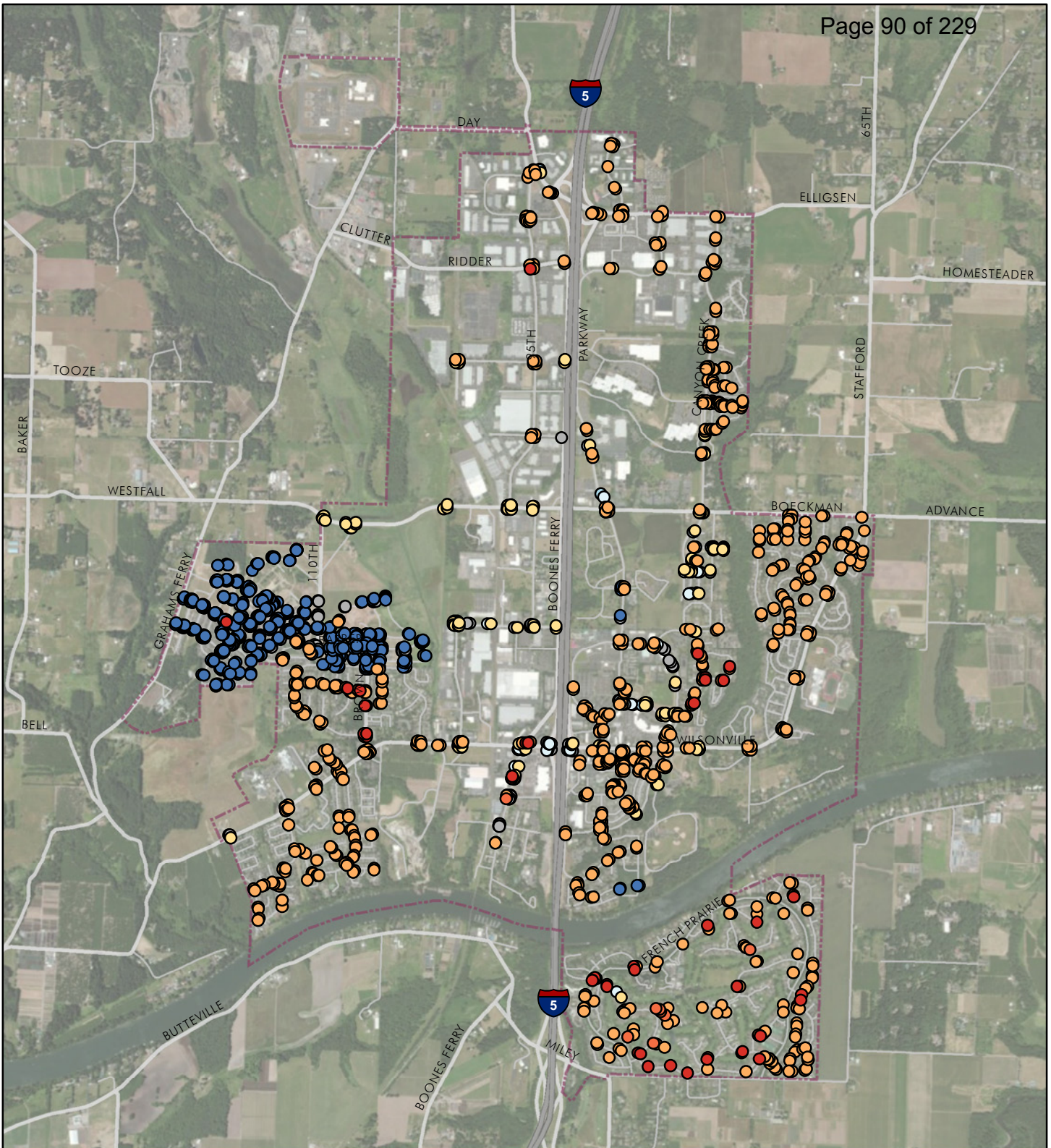


Table B-1: Curb Ramp Categories by Frequency

Category	Frequency
1	42
2	8
3	691
4	100
5	53
6	5
8	347
9	167
<b>Total</b>	<b>1,413</b>

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- Category 1      ● Category 4      ● Category 8      — Interstate
- Category 2      ○ Category 5      ○ Category 9      — Major Road
- Category 3      ○ Category 6      [ ] City Limits      — Local Roads



# Curb Ramps

City of Wilsonville ADA Transition Plan: Public Right-of-Way & City Park Facilities



Source: City of Wilsonville, RLIS  
NAD1983 HARN StatePlane Oregon North





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## B.3 Transit Stops

The City has a total of 185 transit stops within the City's public rights-of-way. During the assessment of transit stops the loading zone, sidewalk cross slope and the presence of an accessible path of travel to the transit stop were evaluated. A total of 36 transit stops are not ADA compliant, including several with multiple deficiencies.

### Accessible Path of Travel to/from Transit Stop is Not Provided

The transit stop does not have an accessible path of travel leading up to it.

- Findings: At present the City has 8 transit stops (five percent) that do not meet the standard.

### No Loading Zone/Loading Zone Not Built to Standard

The boarding and alighting areas did not have a clear length of eight feet and clear width of five feet with a slope that does not exceed two percent.

- Findings: At present the City has 31 transit stops (17 percent) that do not meet the standard.

### Sidewalk Cross Slope

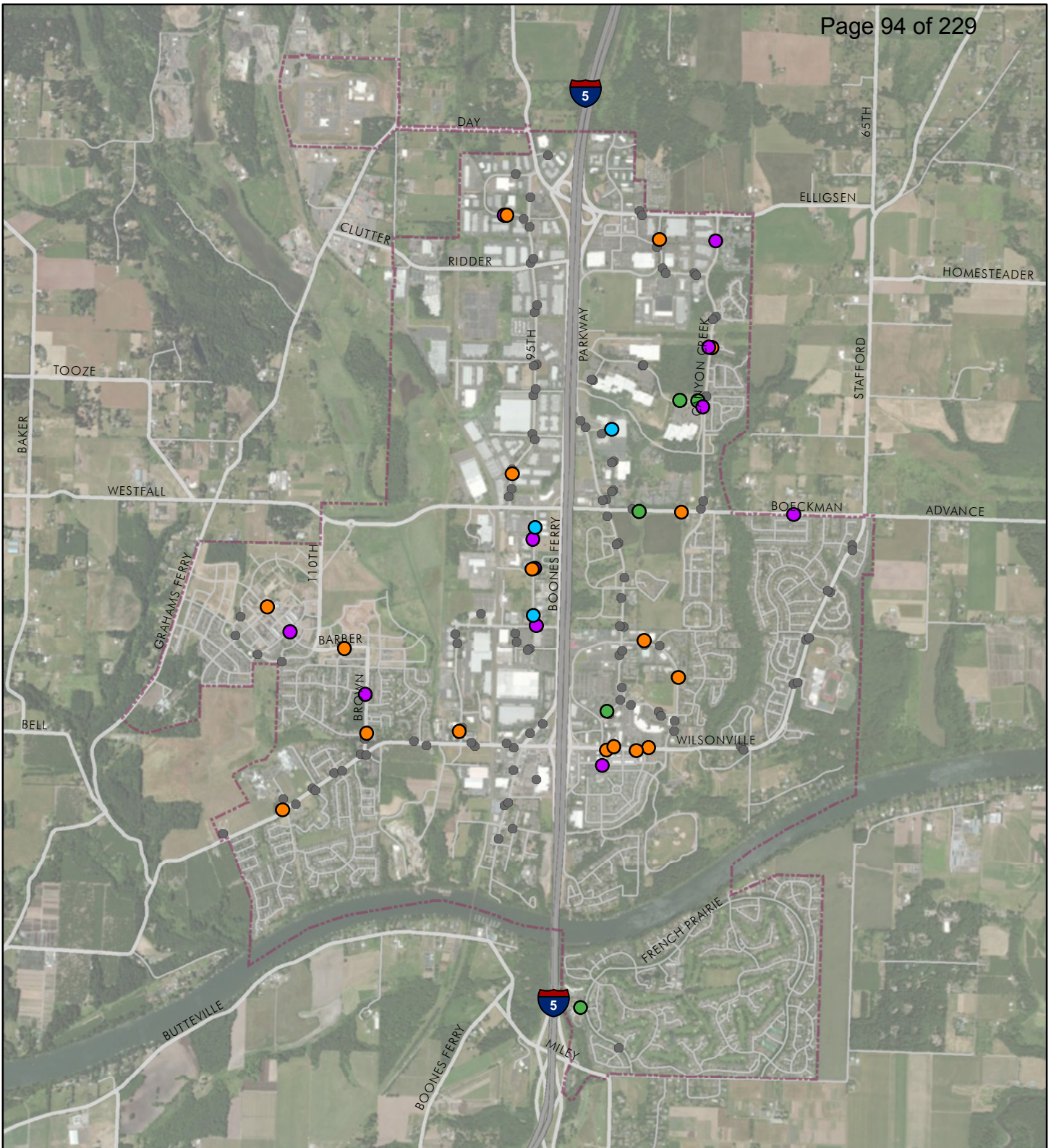
The slope of the sidewalk at the boarding and alighting area exceeds two percent slope.

- Findings: At present the City has 11 transit stops (six percent) that do not meet the standard.
- 

Table B-2. Transit Stop Deficiencies

Deficiency	Frequency
Accessible Path of Travel and Loading Zone Deficiency	3
Accessible Path of Travel Deficiency	5
Loading Zone and Sidewalk Slope Deficiency	11
Loading Zone Deficiency	17
<b>Total</b>	<b>36</b>

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- Accessible Path of Travel and Loading Zone Deficiency
- Accessible Path of Travel Deficiency
- Loading Zone and Sidewalk Slope Deficiency
- Loading Zone Deficiency
- Transit Stop with No Deficiencies Noted
- City Limits
- Interstate
- Major Road
- Local Roads



# Transit Stops

City of Wilsonville ADA Transition Plan: Public Right-of-Way & City Park Facilities



Source: City of Wilsonville, RLIS  
NAD1983 HARN StatePlane Oregon North



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## B.4 Pedestrian Signals

The City has a total of 190 pedestrian signals within the City's public right-of-way. During the assessment of the pedestrian signals, the location of the pedestrian signal and the orientation of the push button were evaluated.

### Accessible Pedestrian Signal

The evaluation of the pedestrian signal location included the following criteria:

Push Button Location	Push Button Orientation
Push Button Not Adjacent to Landing Push Button located within curb ramp Push Button More Than 5 feet perpendicular to the crosswalk line Push Button less than 1.5 feet or greater than 6 feet from edge of curb. Where physical limitations, push button greater than 10 feet from edge of curb. Push Buttons less than 10 feet apart, unless where technically infeasible. Push Button is missing from a protected median or island.	Face of Push Button not parallel to the direction of the crosswalk to be used.

- Findings: None of the City's 190 pedestrian signals (100 percent) meet the standard.

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- Pedestrian Signal  
Does not meet accessibility standards.
- City Limits
- Interstate
- Major Road
- Local Roads



# Pedestrian Signals

City of Wilsonville ADA Transition Plan: Public Right-of-Way & City Park Facilities



Source: City of Wilsonville, RLIS  
NAD1983 HARN StatePlane Oregon North



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## **Appendix C: Public Meeting Minutes**

The following pages include the public notices and meeting summaries from the public workshop held on February 10, 2015, and the public open house held on May 7, 2010



815 SW Second Avenue, Suite 200 | Portland, OR 97204 | T 503 297.1005 F 503 297.3195

## meeting notes

<b>date</b>	February 12, 2015
<b>project</b>	City of Wilsonville ADA Transition Plan
<b>meeting</b>	Public Workshop, February 10, 2015
<b>attending</b>	Zach Weigel, Martin Brown, Stephan Lashbrook, Nancy Kraushaar, Stan Sherer - City of Wilsonville Tim Gilbert, Heather Buczek, Ed SanFilippo - MIG Members of the public

---

The following memo documents the discussion and concerns raised at the Public Workshop held on February 10, 2015 at Wilsonville City Hall from 6-8pm.

### 1. Meet and Greet

The meeting started with an opportunity for participants to review the maps and boards of ADA barriers in the built environment. Introduction of the agenda was done by City staff, who also provided refreshments.

### 2. Presentation

MIG staff presented a PowerPoint that described relevant sections of ADA Title II and the purpose of an ADA Title II Transition Plan. An overview of the City's current efforts of evaluating barriers within parks and in the public right-of-way was also provided.

### 3. Discussion

One participant expressed that there are many places in Wilsonville where the level of public use is in transition and the City needs a way of tracking the level of public usage as it removes barriers to accessibility. The participant also noted that as construction projects happen around the city, spaces with low levels of current public usage might be heavy-traffic areas in six months. These new areas might lack park and public space amenities.

Another participant noted that the plan seems viable, but that the current availability of accessible parking, especially spaces dedicated to wheelchair users,

is believed to be inadequate. As another participant added, “You get there and then you’re stuck.” Suggestions for improvement included the need for more than just the minimum number of accessible spaces, more wheelchair-only spaces and addressing issues in the most used parks first.

Another participant stated that he lived closest to a private park but also spends time in public parks, especially in one where his brother plays baseball. His primary transportation mode was the bus, which he described as “not perfect but pretty good.” He wanted to know whether people were aware of accessible amenities if they had never been to places that have them.

Concerns were also raised about the newest and oldest sections of the city. Old Town, for example, was built prior to the establishment of the ADA. Efforts there were underway, but possibly insufficient. In areas currently in development, concern was expressed over the accessibility of the new sidewalks. City staff clarified that they would be accessible and that this was covered in the Master Plan. When asked if residents can provide details of where curb-cuts are absent, City staff replied in the affirmative.

The final question addressed whether the City has a long-term goal of developing public/private partnerships to fill in the missing sidewalk links. City staff acknowledged that some of these gaps are the result of funding issues. Staff also described the complexity of partnerships due to the lack of an ADA mandate in the private sector (except where remodels and new construction are involved), although the City does attempt to encourage ADA accessibility. MIG staff confirmed that private entities only need to do what is ‘readily achievable.’ A participant noted that the issue with private sector and public sector go hand-in-hand even if it’s technically off-topic from the main discussion.

#### **4. Meeting Closure**

The meeting closed with encouragement to the participants to stay engaged with the issue and continue expressing their concerns.









# CITY OF WILSONVILLE, ADA TRANSITION PLAN: PUBLIC RIGHT-OF-WAY & CITY PARK FACILITIES

**FEBRUARY 10, 2015  
PUBLIC WORKSHOP**

## COMMENT CARD

Please list your concerns regarding accessibility of parks, sidewalk curb ramps, transit stops and pedestrian crossings within the City of Wilsonville. If you would like more information on the Transition Plan, or would like to provide comments on the Plan, you can visit the following website: <http://www.ci.wilsonville.or.us/ADA> If you would like to receive communications regarding the Transition Plan please provide your name, email and/or address below in the space provided.

*Sometimes last summer, barriers were created because all four corners of multiple intersections were under construction. Libbyway - Vet Hospital intersection require to backup and re-orient multiple vehicles*

Name:  
Email:  
Address:

---

Please return this card to the meeting facilitators or mail to the address on the back of this page or email to [heatherb@migcom.com](mailto:heatherb@migcom.com)

**UNDER CONSTRUCTION: COMING SOON**

**I-5 Corporate Park Building**

According to Project Superintendent, Marlin Steenblock, the exterior shell of the I-5 Corporate Park Building, located on SW Parkway just north of the Oregon Tech campus, will be complete by the end of March.

The new 34,500 sq. ft. commercial office building facing Interstate 5 is already attracting interest from tenants who will then complete tenant improvements prior to occupying the two-story building.



Marlin Steenblock



I-5 Corporate Park Building currently under construction.

Crews are currently completing construction of the roof and beginning to install the interior floor supports that will divide the two story building.

When complete the building will have an exterior facade that compliments the nearby buildings.



**Barber Street Bridge Update**

The contractor for the Barber Street road extension and bridge project completed the pile-driving phase of the project in December, installing 56 in-ground, structural supports, known as pilings, for the new bridge over Coffee Lake Creek/Seely Ditch.

Currently the contractor is capping the pilings with concrete and rebar creating the main support structures for the future bridge's deck.

When complete this fall, the new bridge and road extension links Villebois and Wilsonville's other western residential neighborhoods with the city's larger street network.

The project is making great progress and is currently on time and under budget.



For more information, contact Eric Mende, PE, Capital Projects Engineering Manager, at 503-570-1538; mende@ci.wilsonville.or.us.

**VOLUNTEER SPOTLIGHT: WES MORRIS**

You may think that retirement is a time to slow down, sleep in and relax, but local retiree and City volunteer Wes Morris, has no such plans.

After retiring in 2005, Wes got involved in classes and programs at the Wilsonville Community Center and not long after that he was invited to join the Wilsonville Community Seniors, Inc (WCSI) — a non-profit organization that advises the City on matters effecting senior programs, services, and facilities. He accepted the offer to join WCSI, serving as a board member for his two years on the board and now as Chair for the past four years.

Wes grew up in Mason, Washington, a small rural town in north central Washington, and has always enjoyed the outdoors. As a kid he liked to swim, fish, hunt and go boating on and around nearby Lake Chelan.

“Wes is a remarkable volunteer and contributor for the City and WCSI. His calm demeanor

*Wes is a remarkable volunteer and contributor for the City and WCSI. His calm demeanor and thoughtful approach make him a very effective leader for the group.*

and thoughtful approach make him a very effective leader for the group,” said Patty Brescia, Senior Programs Manager for the Parks and Rec-

reation Department. From Wes' point of view he explains, “I joined WCSI to give a voice to local seniors in this community and to make sure they have plenty of options to stay active and engaged in our community.”

In reflecting on some of the his accomplishments he explains, “I am proud that our fundraising has helped keep classes affordable for seniors and for the recent work of the Recreation and Aquatic Center Task Force which I was proud to serve on.”

Wes is a graduate of Eastern Washington University and has a master's degree from Oregon State University in Industrial Arts. He enjoyed a 34-year career as a vocational education teacher mostly with Molalla High School after spending his first two years teaching in Amity.

Wes, who now cares for his mother, has lived a few miles out town for the past 40 years. He was married to his wife Paula for almost 41 years before she passed away in 2013 after fighting cancer for 22 months. Wes is a proud father of a successful adult daughter, Andrea, who was in the first class to go all four years to the Wilsonville High School.

When not involved in WCSI, Wes is also the Vice Chair of the Wilsonville Community Sharing, the local food bank and emergency assistance organization. He teaches a weekly drop-in Tai Chi class on Wednesday nights 7 - 8 pm at the Wilsonville Community Center and he is active with his church.



**City Seeks Feedback on Improving Accessibility and Mobility**

The City of Wilsonville invites the public—specifically community members with disabilities and limited mobility—to share their experiences and needs and hear about plans regarding the accessibility of public facilities such as parks, bus stops and sidewalk ramps in Wilsonville.

Over the last year, City staff has inspected all of Wilsonville's park facilities, bus stops and sidewalk ramps and has identified areas where repairs or replacements are needed in order to comply with current Americans with Disabilities Act (ADA) requirements.

In preparation of drafting an ADA Transition Plan, the City first seeks public feedback on which of the identified ADA-required repairs pose the greatest barriers to mobility and should receive the highest priority in the plan.

The ADA Transition Plan workshop is scheduled for Tuesday, Feb. 10, 6-8 pm, at Wilsonville City Hall,

29799 SW Town Center Loop East. At the workshop the public has an opportunity to review the type and location of needed ADA

repairs and to provide feedback on the priorities of proposed improvements.

In April the City intends to hold a follow-up meeting to receive additional public input on a draft of the ADA Transition Plan prior to being submitted and considered by the City Council in the spring.

Interested persons may track the ADA Transition Plan progress, review materials, and submit questions and comments online at [www.ci.wilsonville.or.us/ADA](http://www.ci.wilsonville.or.us/ADA). Meeting accommodations, including ASL interpreters, alternative format documents or other modifications are available upon request.

For more information or to request meeting accommodations, contact Zach Weigel, Civil Engineer, at 503 570-1565; weigel@ci.wilsonville.or.us.

**ADA Transition Plan Workshop**  
• Tue., Feb. 10, 6-8 pm  
Wilsonville City Hall, 29799 SW Town Center Loop East



Ruthann Duran at the Wilsonville Community Center.

**Be the First to Know!**

Sign up for City e-news:  
[www.Ci.Wilsonville.or.us/enews](http://www.Ci.Wilsonville.or.us/enews)

Follow the City on Twitter:  
[@WilsonvilleOR](https://twitter.com/WilsonvilleOR)



Like the City on Facebook:

[www.Facebook.com/CityofWilsonville](http://www.Facebook.com/CityofWilsonville)



**Local Photographer Displays at Regional Gallery**

Wilsonville-based photographer Lisa Nead was selected in a competitive process as part of the Artist Exhibit Program of the Clackamas County Arts Alliance. Her nature-focused photography is on display Feb. 3 through June 3 at Providence Milwaukie Hospital Gallery in the Chapel hall-

**Artist Exhibit Program of the Clackamas County Arts Alliance**  
• Tue., Feb. 3 to June 3, 6 - 8 pm  
Providence Milwaukie Hospital  
10150 SE 32 Ave, Milwaukie

way, 10150 SE 32 Ave, Milwaukie. In accepting the honor of the public exhibit, Nead

said, “My photographs are a way of expressing my reverence for the beauty of nature that surrounds me. I am compelled to capture it and my hope is to awaken something in the viewer as well.” For more information, see [www.LisaNead.com](http://www.LisaNead.com).

**Did you know...**

You can ride the

**SMART**  
SOUTH METRO AREA REGIONAL TRANSIT  
bus for free anywhere in  
**Wilsonville!**

For more info, see [RideSmart.com](http://RideSmart.com)



## ADA Transition Plan Work Shop Notification List

### Regional Disability/Mobility Groups

Notice on 1/23/2015, Reminder on 2/6/2015

ALS Association of Oregon & SW Washington  
Alzheimer's Association - Oregon Chapter  
American Association of Retired Persons  
Clackamas County Disability Services  
Elders in Action  
FACT Oregon  
Independent Living Resources  
Oregon Commission for the Blind  
Oregon's Deaf and Hard of Hearing Services  
Ride Connection  
Tualatin Valley Fire & Rescue  
West Linn - Wilsonville School District

Notice on 2/6/2015

Oregon Veterans Center  
VA Portland Health Care System  
Homeless Disabled Veterans of the Northwest

### Local Care Disability/Elderly Care Facilities

Notice on 1/23/2015, Reminder on 2/6/2015

Brookdale Wilsonville  
Charbonneau Country Club  
Creekside Woods  
Elder Care of Wilsonville  
NW Housing Alternatives  
Springridge at Charbonneau  
The Springs at Wilsonville

Notice on 2/3/2015

Rain Garden Apartments



## MEDIA RELEASE

### *For Immediate Release*

January 21, 2015

CONTACT: Jon Gail, Community Relations Coordinator  
503-570-1502; gail@ci.wilsonville.or.us

### **City Hosts Meeting to Plan Accessibility Improvements**

WILSONVILLE, OR — The City of Wilsonville is holding a public meeting to obtain community member feedback on the City’s proposed plans to upgrade City outdoor park facilities, bus stops, pedestrian signals and sidewalk ramps in order to comply with current Americans with Disability Act (ADA) standards. The meeting is scheduled for Tuesday, Feb. 10, 6–8 pm, at Wilsonville City Hall, 29799 SW Town Center Loop East.

The City invites the general public — especially community members with disabilities and limited mobility — to attend the meeting, review the proposed list of projects and share feedback. In particular, the City seeks feedback regarding which of the projects provides the greatest benefit to persons with disabilities, and therefore should be considered as a top priority by the City for funding and completion.

Based in part on feedback, consultants then draft an “ADA Transition Plan” — a federally required document that prioritizes and guides local efforts to complete the identified upgrades and charts a course for the City to achieve compliance with current ADA standards.

After inspecting all of Wilsonville’s outdoor park facilities, bus stops, pedestrian signals and sidewalk ramps, City staff prepared a list of proposed projects to be reviewed at the upcoming meeting.

In the spring, the City plans to hold another meeting to receive additional public input on a draft of the ADA Transition Plan prior to consideration by City Council for adoption. A date and time for this second meeting has not been set.

Interested persons may follow the ADA Transition Plan progress, review materials and submit feedback online at [www.ci.wilsonville.or.us/ADA](http://www.ci.wilsonville.or.us/ADA). Meeting accommodations, including American Sign Language interpreters, alternative format documents or other modifications are available upon advance request.

Enacted by Congress in 1990, the Americans with Disability Act is a comprehensive, federal civil-rights law that prohibits discrimination based on disability and guarantees equal opportunity for individuals with disabilities in employment, public accommodations, transportation, state and local government services and telecommunications.

For more information on the ADA Transition Plan or to request meeting accommodations, contact Zach Weigel, Civil Engineer, at 503 570-1565; [weigel@ci.wilsonville.or.us](mailto:weigel@ci.wilsonville.or.us).

- # # # -

**Weigel, Zach**

---

**From:** Weigel, Zach  
**Sent:** Thursday, January 22, 2015 10:27 AM  
**To:** Moore, Jourdan  
**Cc:** Brown, Martin  
**Subject:** RE: Public Workshop Notification - ADA Transition Plan  
**Attachments:** 20150121 PR Public Workshop Notice-Final.docx

Hi Jourdan,

Attached is the press release for the ADA Transition Plan Public Workshop notice. Jon Gail sent this out yesterday. Please feel free to share with the public, like we discussed.

Also, have you had a chance to see if the community center has an E-news service for subscribers/users of the community center? If so, could you send this press release to those subscribers?

One last thing. Do you think you could send this press release to Wilsonville Senior Advisory Board to help get notice out about the Public Workshop?

Let me know if there is anything I can do to help.

Thank you,

Zach

**Zachary J. Weigel, PE**  
Civil Engineer

City of Wilsonville  
29799 SW Town Center Loop E  
Wilsonville, Oregon 97070  
(503) 570-1565

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**From:** Weigel, Zach  
**Sent:** Tuesday, January 13, 2015 4:27 PM  
**To:** Moore, Jourdan  
**Cc:** Brown, Martin  
**Subject:** Public Workshop Notification - ADA Transition Plan

Jourdan,

Thank you for your help. Attached is a draft of the Boones Ferry Messenger article that will be issued in February that should give you the needed information for the meeting. Please don't share this draft article with the public. Next week I will send you the text of the press release that will be sent out. Feel free to share the press release with the public.

Does the community center have a E-news services that is sends notices to subscribers/users of the community center? If so, would it be possible to send out the press release to those subscribers?

I appreciate your help. Thank you,

Zach

**Zachary J. Weigel, PE**  
Civil Engineer

City of Wilsonville  
29799 SW Town Center Loop E  
Wilsonville, Oregon 97070  
(503) 570-1565

PUBLIC RECORDS LAW DISCLOSURE: Messages to and from this e-mail address is a public record of the City of Wilsonville and may be subject to public disclosure. This e-mail is subject to the State Retention Schedule.





## MEDIA RELEASE

### *For Immediate Release*

January 21, 2015

CONTACT: Jon Gail, Community Relations Coordinator  
503-570-1502; gail@ci.wilsonville.or.us

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- # # # -

**From:** [Ante-Marandi, Ahsamon](#)  
**To:** [Adam Rahmlow](#); [Brescia, Patty](#); [David Davis](#); [Elaine Swyt](#); [Kate Johnson](#); [Ken Rice](#); [Mary Closson](#); [Scott Starr](#); [Sherer, Stan](#); [Steve Benson](#); [Stevenson, Brian](#)  
**Cc:** [Weigel, Zach](#)  
**Subject:** Public Workshop Notification - ADA Transition Plan  
**Date:** Thursday, January 22, 2015 12:47:10 PM  
**Attachments:** [20150121 PR Public Workshop Notice-Final.docx](#)

---

Hello Parks and Recreation Advisory Board Members,

On **February 10**, the City is hosting a [public meeting](#) to obtain community input on the City's proposed plans to upgrade City outdoor park facilities, bus stops, pedestrian signals and sidewalk ramps to comply with current ADA standards. The meeting will be at **City Hall** from **6:00 – 8:00 PM**. Please see the attached notice for more information and feel free to pass it along to anyone who might be interested in attending.

Kind Regards,  
Ahsamon

Ahsamon Ante-Marandi  
Administrative Assistant II

Wilsonville Parks and Recreation  
503-570-1530 (office)

[ante-marandi@ci.wilsonville.or.us](mailto:ante-marandi@ci.wilsonville.or.us)

[WilsonvilleParksandRec.com](http://WilsonvilleParksandRec.com)

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## MEDIA RELEASE

### *For Immediate Release*

January 21, 2015

CONTACT: Jon Gail, Community Relations Coordinator  
503-570-1502; gail@ci.wilsonville.or.us

### **City Hosts Meeting to Plan Accessibility Improvements**

WILSONVILLE, OR — The City of Wilsonville is holding a public meeting to obtain community member feedback on the City’s proposed plans to upgrade City outdoor park facilities, bus stops, pedestrian signals and sidewalk ramps in order to comply with current Americans with Disability Act (ADA) standards. The meeting is scheduled for Tuesday, Feb. 10, 6–8 pm, at Wilsonville City Hall, 29799 SW Town Center Loop East.

The City invites the general public — especially community members with disabilities and limited mobility — to attend the meeting, review the proposed list of projects and share feedback. In particular, the City seeks feedback regarding which of the projects provides the greatest benefit to persons with disabilities, and therefore should be considered as a top priority by the City for funding and completion.

Based in part on feedback, consultants then draft an “ADA Transition Plan” — a federally required document that prioritizes and guides local efforts to complete the identified upgrades and charts a course for the City to achieve compliance with current ADA standards.

After inspecting all of Wilsonville’s outdoor park facilities, bus stops, pedestrian signals and sidewalk ramps, City staff prepared a list of proposed projects to be reviewed at the upcoming meeting.

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Interested persons may follow the ADA Transition Plan progress, review materials and submit feedback online at [www.ci.wilsonville.or.us/ADA](http://www.ci.wilsonville.or.us/ADA). Meeting accommodations, including American Sign Language interpreters, alternative format documents or other modifications are available upon advance request.

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- # # # -



Share Site Tools

City of Wilsonville

eNotify Sign-Up

Contact Us: 503-682-7790

Inside SMART

Services & Programs

Riding Basics

Routes

How Do I...

You Are Here: [Home](#) › News Flash

### Walk SMART Program

Posted on: January 22, 2015

## City Hosts Meeting to Plan Accessibility Improvements

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#### Search

All categories



#### Tools

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View Archived

#### Categories

Select Language

Bike/Ped News

- SMART News
- SMART Rider Alerts
- SMART Talk Newsletter
- Walk SMART Program

Interested persons may follow the ADA Transition Plan progress, review materials and submit feedback online at [www.ci.wilsonville.or.us/ADA](http://www.ci.wilsonville.or.us/ADA). Meeting accommodations, including American Sign Language interpreters, alternative format documents or other modifications are available upon advance request.

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# City seeks to make facilities more accesable

Created on Wednesday, 28 January 2015 00:00 | Written by [Josh Kulla](#) | 

[0 Comments](#)

City plans to upgrade a variety of facilities to comply with the Americans with Disabilities Act will be the topic of a Feb. 10 meeting at City Hall.

The city is especially interested in hearing from residents about which proposed projects would provide the greatest benefit to people with disabilities.

Based in part on public feedback, consultants will draft an “ADA Transition Plan,” required under federal law. The plan guides local efforts to complete identified upgrades and chart a course toward full ADA compliance.

After inspecting all of Wilsonville’s outdoor park facilities, bus stops, pedestrian signals and sidewalk ramps, city staff prepared a list of proposed projects to be reviewed at the upcoming meeting.

In the spring, another meeting will allow for further public input on a draft of the ADA Transition Plan prior to consideration by the City Council.

Interested persons may follow the ADA Transition Plan progress, review materials and submit feedback online at [ci.wilsonville.or.us/ADA](http://ci.wilsonville.or.us/ADA).

Meeting accommodations, including American Sign Language interpreters, alternative format documents or other modifications are available upon advance request.

Enacted by Congress in 1990, the Americans with Disability Act is a comprehensive, federal civil-rights law that prohibits discrimination based on disability and guarantees equal opportunity for individuals with disabilities in employment, public accommodations, transportation, government services and more.

0 Comments

Pamplin Media

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Start the discussion...

Be the first to comment.

AROUND THE WEB

WHAT'S THIS?

Placeholder for May 7,2010 public open house summary.

.

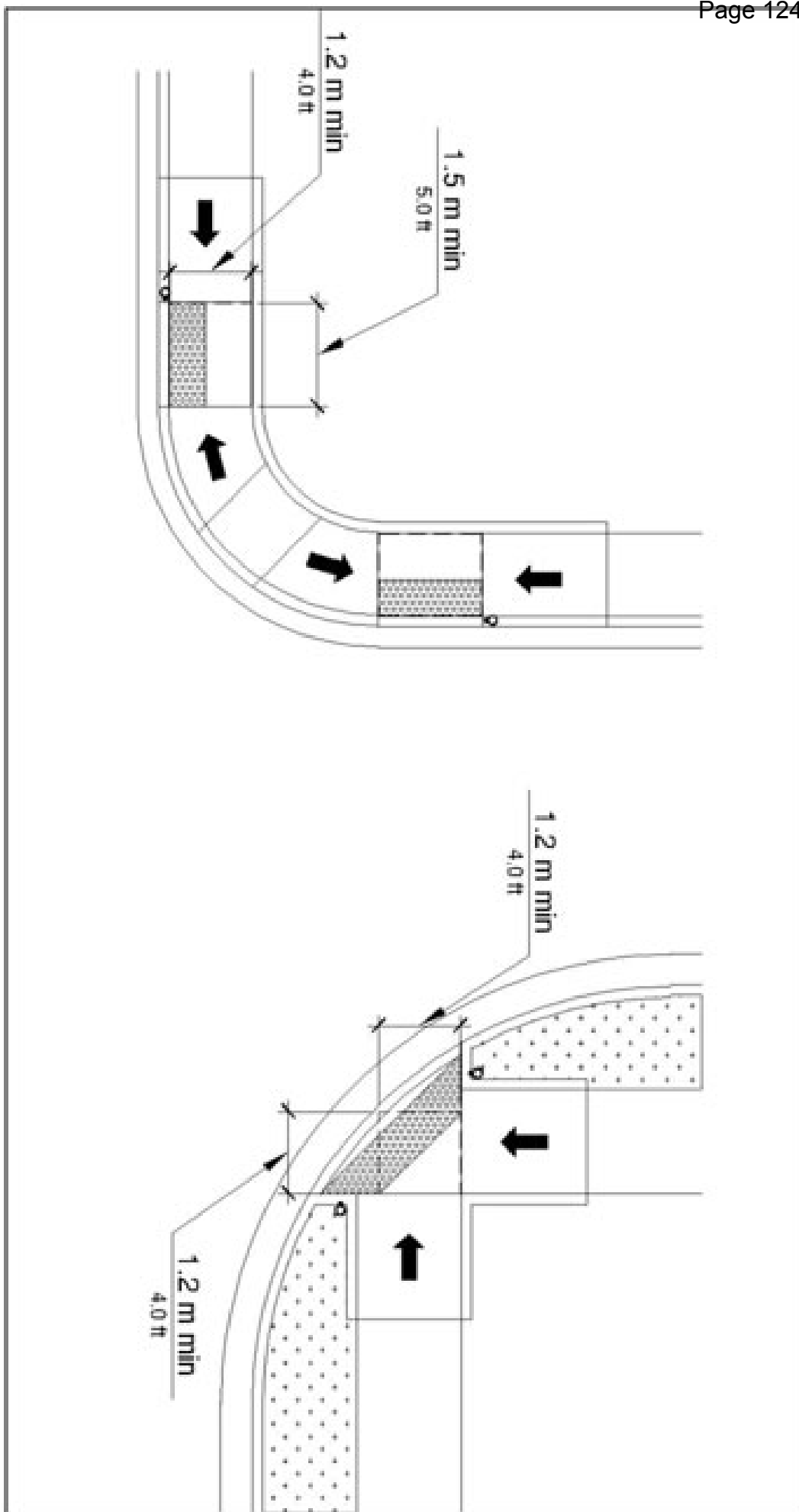
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## **Appendix D: Public Rights-of-Way City Standard Details**

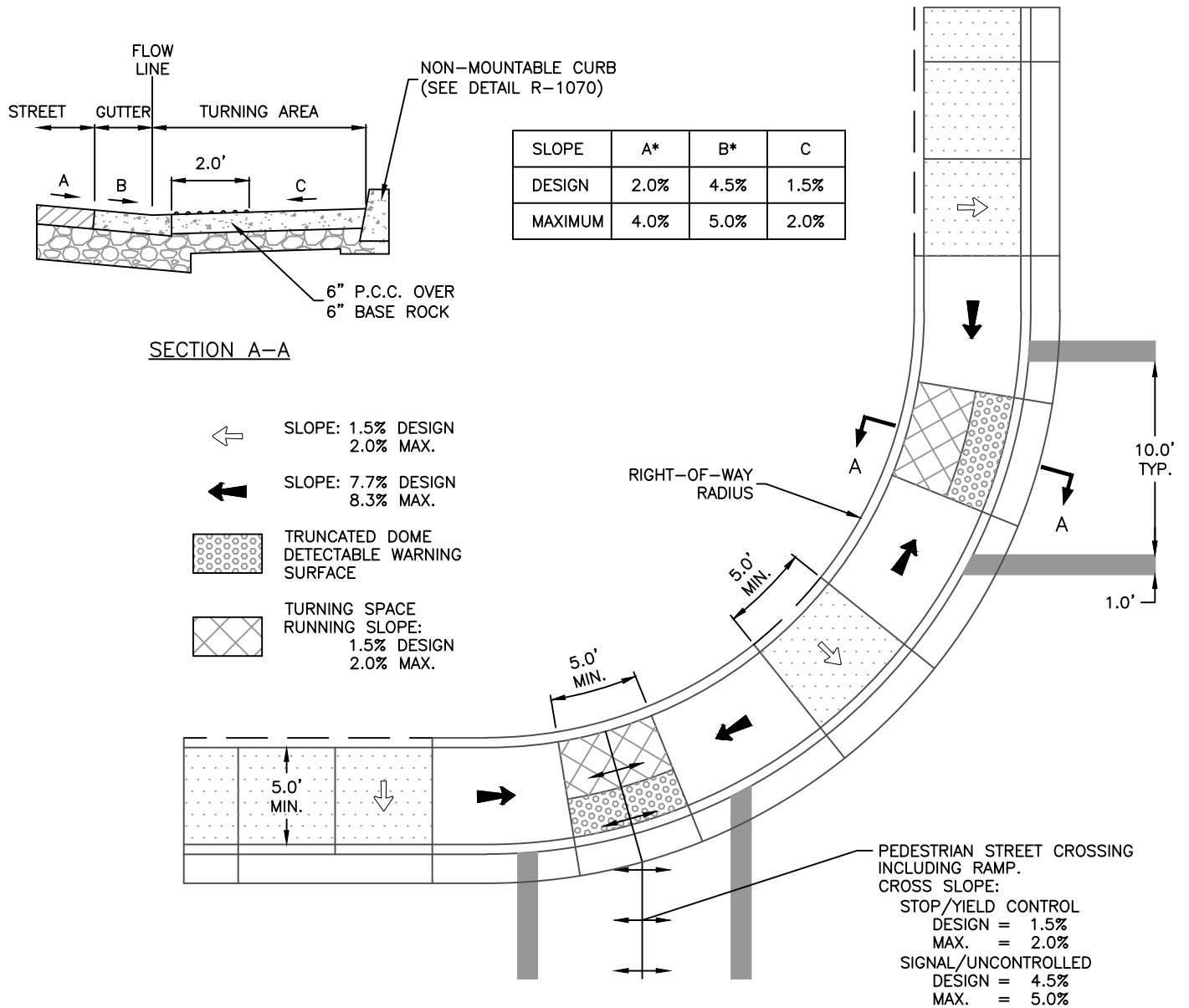
The following pages include the City's details for curb ramps and pedestrian signals.

### **D.1 Curb Ramps - Parallel**

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This Detail Drawing may not be altered or changed in any manner except by the City Engineer. It is the responsibility of the user to acquire the most current version.



SLOPE	A*	B*	C
DESIGN	2.0%	4.5%	1.5%
MAXIMUM	4.0%	5.0%	2.0%

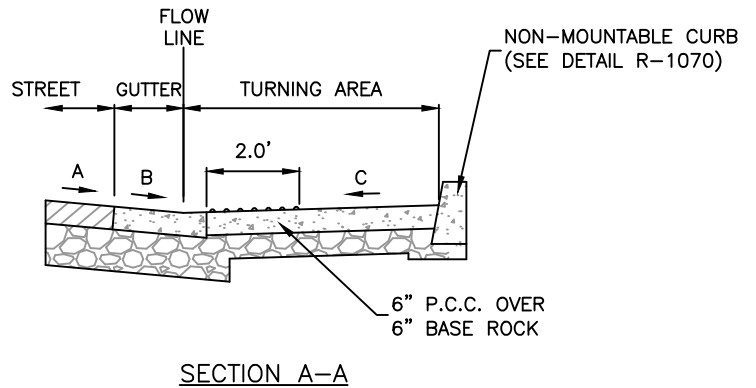
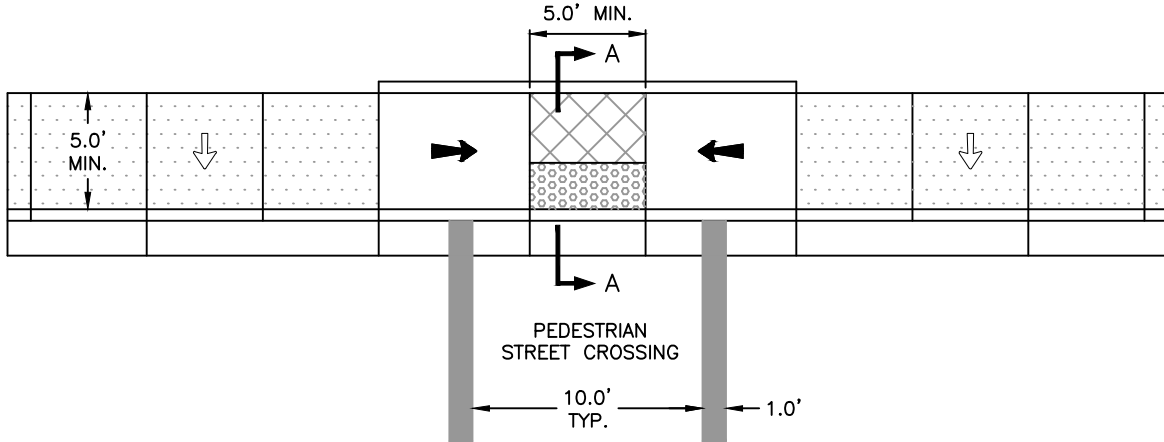
**GENERAL NOTES:**

1. PARALLEL RAMPS ARE A SPECIAL APPLICATION AND MAY ONLY BE USED WITH PRIOR APPROVAL FROM THE CITY ENGINEER.
2. SIDEWALK RAMPS SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH "PROPOSED ACCESSIBILITY GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY" (PROWAG), JULY 2011 EDITION.
3. SIDEWALK RAMPS SHALL BE LOCATED TO MINIMIZE OUT-OF-DIRECTION TRAVEL WHILE MAINTAINING PEDESTRIAN VISIBILITY AND MINIMIZING STREET CROSSING DISTANCES.
4. CONCRETE SHALL BE COMMERCIAL MIX, MIN. COMPRESSIVE STRENGTH OF 3300 PSI AT 28 DAYS.
5. BASE ROCK SHALL CONSIST OF 3/4"-0 CRUSHED ROCK COMPACTED TO 95% OF AASHTO T-180.
6. BASE ROCK SHALL BE THOROUGHLY WATERED IMMEDIATELY PRIOR TO PLACEMENT OF CONCRETE WHEN THE MEASURED OR FORECASTED ASCENDING AIR TEMPERATURE IS 80 DEGREES OR GREATER.
7. TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE TURNING AREA AND CONSIST OF (BLACK) MASCO CAST-IN-TACT & CAST-IN-TACT III OR APPROVED EQUAL.
8. ON STEEP SLOPES, SIDEWALK RAMPS SHALL HAVE A MAXIMUM SLOPE OF 8.3% OR MAXIMUM LENGTH OF 15 FEET CONSTRUCTED AT CONSTANT SLOPE.
9. TURNING SPACES SHALL HAVE A MINIMUM WIDTH OF 5 FEET AND MINIMUM DEPTH OF 5 FEET. WHERE SIDEWALK RAMPS ARE USED TO PROVIDE BICYCLE ACCESS, THE MINIMUM TURNING SPACE WIDTH SHALL BE 8 FEET.

Parallel Sidewalk Ramp			CITY OF WILSONVILLE  PUBLIC WORKS STANDARDS
DRAWING NUMBER: R-1076	DRAWN BY: ZW	SCALE: N.T.S.	
FILE NAME: R-1076.dwg	APPROVED BY: SA	DATE: 11/25/13	




This Detail Drawing may not be altered or changed in any manner except by the City Engineer. It is the responsibility of the user to acquire the most current version.



- ← SLOPE: 1.5% DESIGN  
2.0% MAX.
- ← SLOPE: 7.7% DESIGN  
8.3% MAX.  
\*SECONDARY RAMP LOCATION

 TRUNCATED DOME  
DETECTABLE WARNING  
SURFACE

 TURNING SPACE  
SLOPE: 1.5% DESIGN  
2.0% MAX.

CROSS SLOPE OF TURNING AREA AND  
PEDESTRIAN STREET CROSSING SHALL NOT  
BE GREATER THAN THE SLOPE OF THE  
ADJACENT ROADWAY.

SLOPE	A*	B*	C
DESIGN	2.0%	4.5%	1.5%
MAXIMUM	4.0%	5.0%	2.0%

GENERAL NOTES:

- SIDEWALK RAMPS SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH "PROPOSED ACCESSIBILITY GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY" (PROWAG), JULY 2011 EDITION.
- SIDEWALK RAMPS SHALL BE LOCATED TO MINIMIZE OUT-OF-DIRECTION TRAVEL WHILE MAINTAINING PEDESTRIAN VISIBILITY AND MINIMIZING STREET CROSSING DISTANCES.
- CONCRETE SHALL BE COMMERCIAL MIX, MIN. COMPRESSIVE STRENGTH OF 3300 PSI AT 28 DAYS.
- BASE ROCK SHALL CONSIST OF 3/4"-0 CRUSHED ROCK COMPACTED TO 95% OF AASHTO T-180.
- BASE ROCK SHALL BE THOROUGHLY WATERED IMMEDIATELY PRIOR TO PLACEMENT OF CONCRETE WHEN THE MEASURED OR FORECASTED ASCENDING AIR TEMPERATURE IS 80 DEGREES OR OR GREATER.
- TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE RAMP AND CONSIST OF (BLACK) MASCO CAST-IN-TACT & CAST-IN-TACT III OR APPROVED EQUAL.
- ON STEEP SLOPES, SIDEWALK RAMPS SHALL HAVE A MAXIMUM SLOPE OF 8.3% OR MAXIMUM LENGTH OF 15 FEET CONSTRUCTED AT CONSTANT SLOPE.
- SIDEWALK RAMPS SHALL HAVE A MINIMUM WIDTH OF 5 FEET. WHERE SIDEWALK RAMPS ARE USED TO PROVIDE BICYCLE ACCESS, THE MINIMUM RAMP WIDTH SHALL BE 8 FEET.

Mid-Block Parallel Sidewalk Ramp

DRAWING NUMBER: R-1079

DRAWN BY: ZW

SCALE: N.T.S.

FILE NAME: R-1079.dwg

APPROVED BY: SA

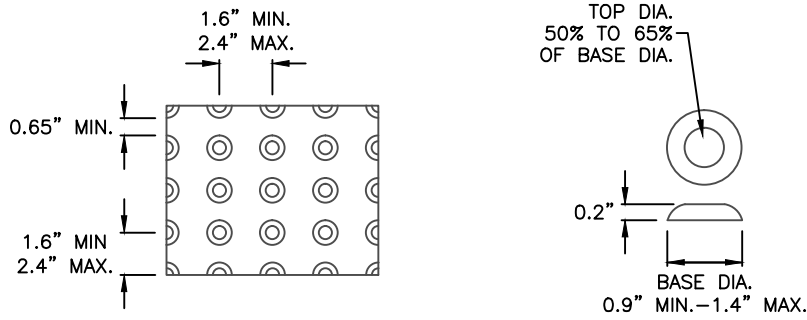
DATE: 11/25/13

CITY OF  
WILSONVILLE

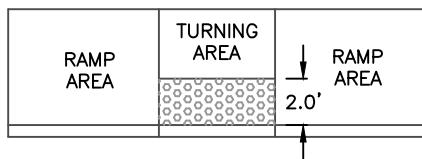


PUBLIC WORKS STANDARDS

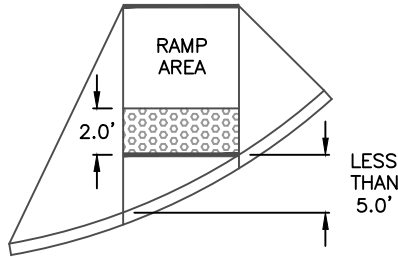
This Detail Drawing may not be altered or changed in any manner except by the City Engineer. It is the responsibility of the user to acquire the most current version.



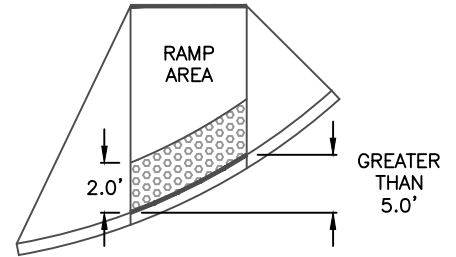
TRUNCATED DOME DETECTABLE WARNING SURFACE DETAIL



PARALLEL RAMP




PERPENDICULAR RAMP



PERPENDICULAR RAMP

GENERAL NOTES:

1. DETECTABLE WARNING SURFACE SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH "PROPOSED ACCESSIBILITY GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY" (PROWAG), JULY 2011 EDITION.
2. THE DETECTABLE WARNING SURFACE SHALL EXTEND 2.0 FEET MINIMUM IN THE DIRECTION OF PEDESTRIAN TRAVEL.
3. TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE TURNING AREA ON PARALLEL RAMPS.
4. TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE RAMP AREA ON PERPENDICULAR RAMPS.
5. TRUNCATED DOME DETECTABLE WARNING SURFACES SHALL CONSIST OF (BLACK) MASCO CAST-IN-TACT & CAST-IN-TACT III OR APPROVED EQUAL.
6. ARRANGE TRUNCATED DOMES USING SQUARE IN-LINE PATTERN ONLY.

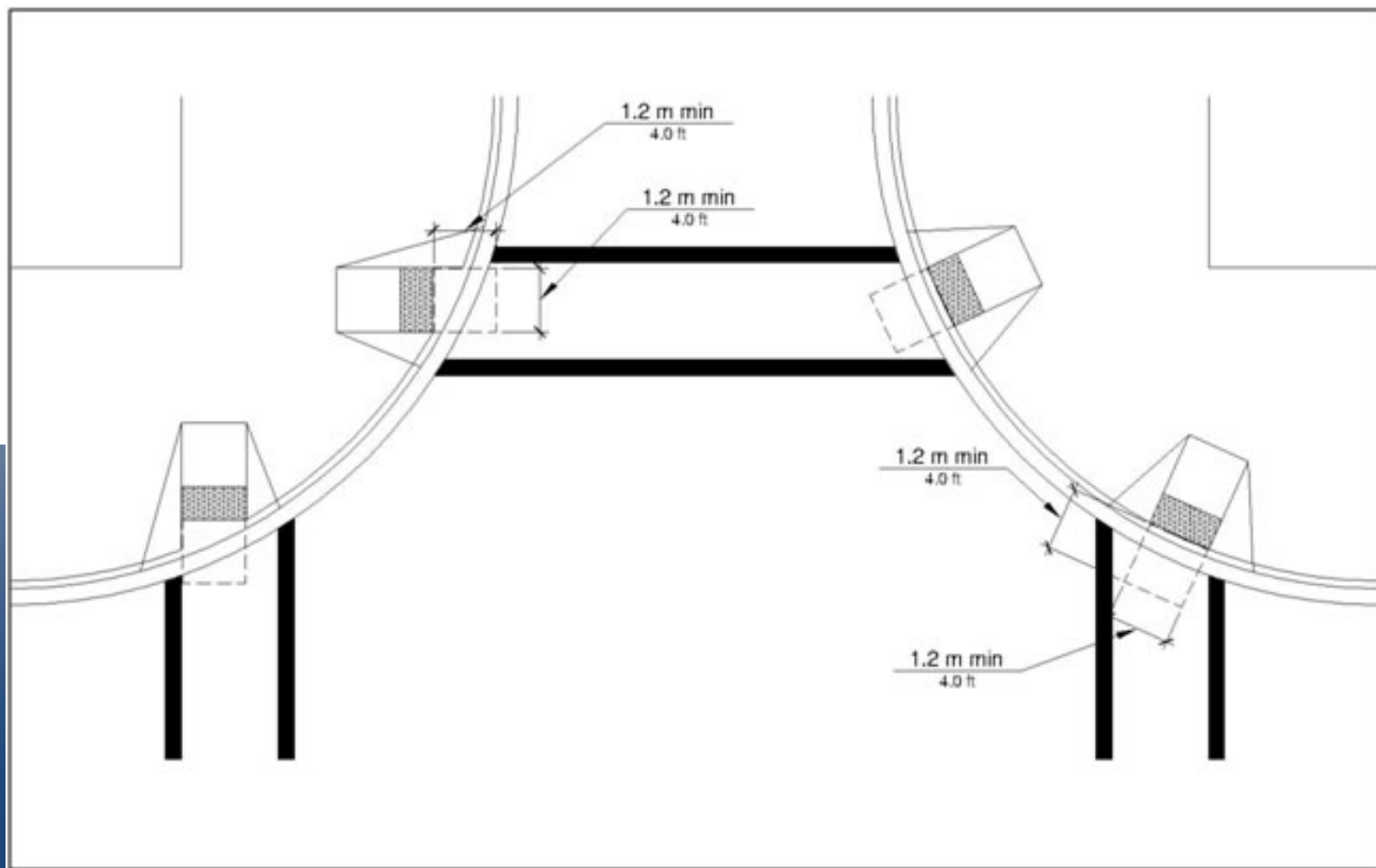
DETECTABLE WARNING SURFACE			CITY OF WILSONVILLE  PUBLIC WORKS STANDARDS
DRAWING NUMBER: R-1077	DRAWN BY: ZW	SCALE: N.T.S.	
FILE NAME: R-1077.dwg	APPROVED BY: SA	DATE: 11/25/13	

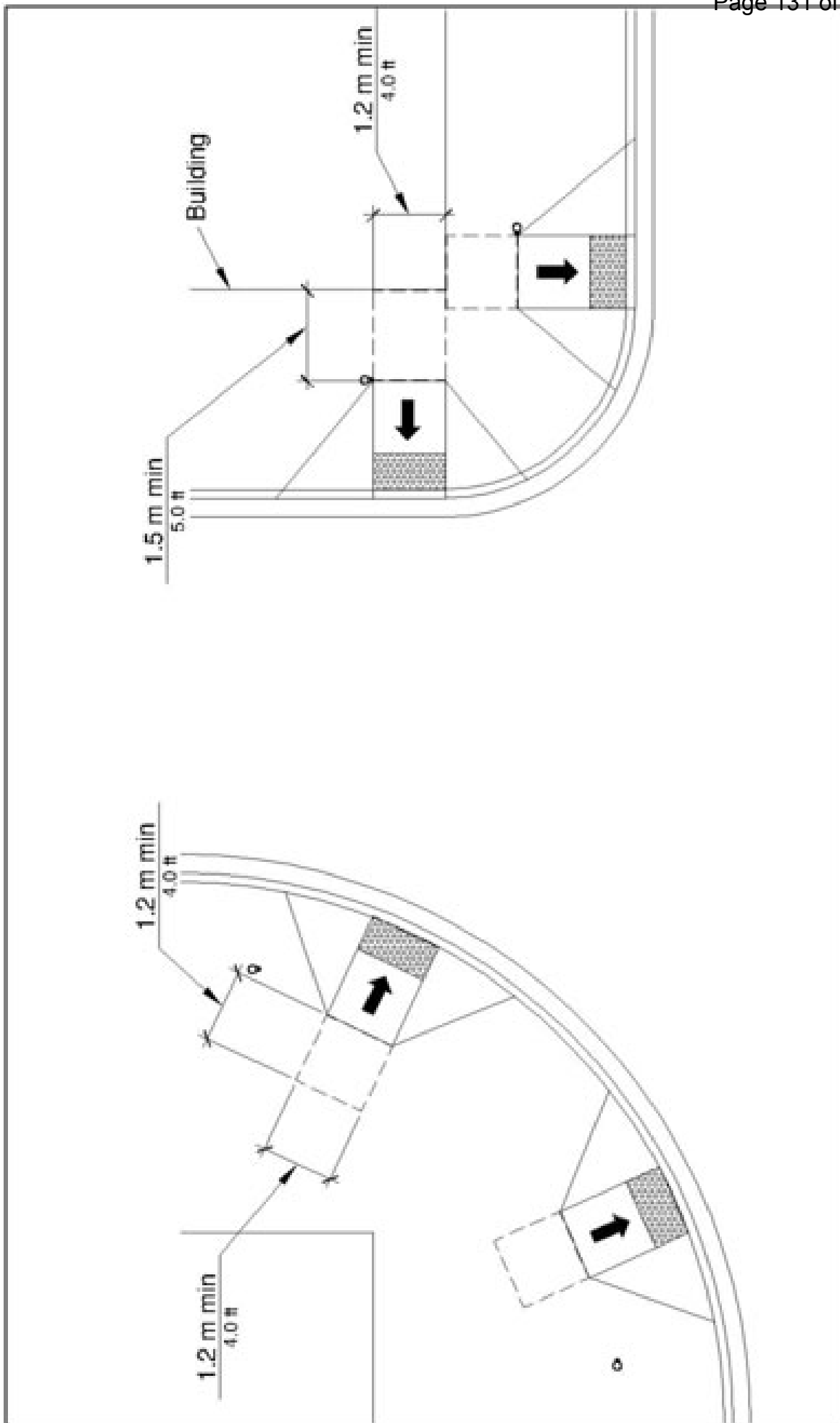
## D.2 Curb Ramps - Perpendicular

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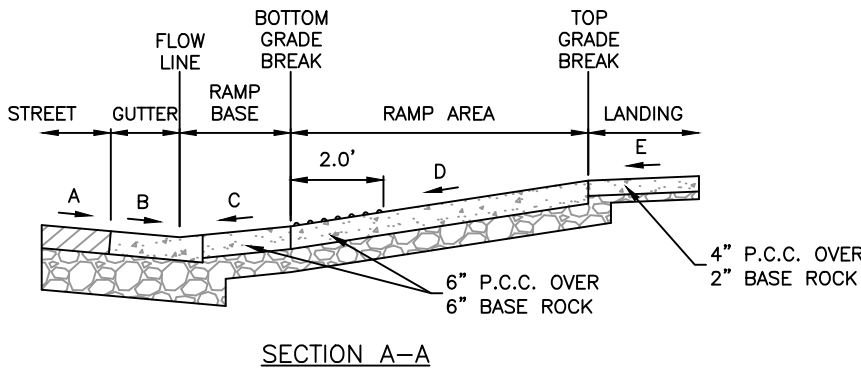
**R304.5.5 Clear Space.** Beyond the bottom grade break, a clear space 1.2 m (4.0 ft) minimum by 1.2 m (4.0 ft) minimum shall be provided within the width of the pedestrian street crossing and wholly outside the parallel vehicle travel lane.

**Figure R304.5.5 Clear Space**



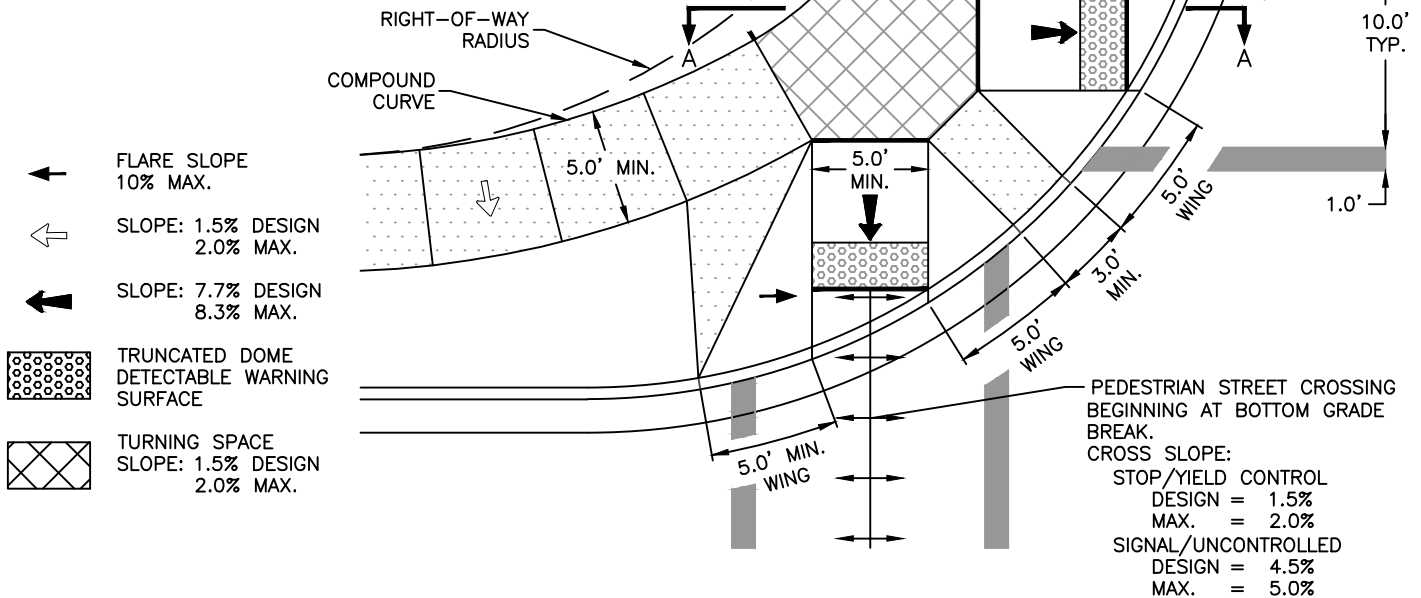


This Detail Drawing may not be altered or changed in any manner except by the City Engineer. It is the responsibility of the user to acquire the most current version.



SLOPE	A*	B*	C	D	E
DESIGN	2.0%	4.5%	4.5%	7.7%	1.5%
MAXIMUM	4.0%	5.0%	5.0%	8.3%	2.0%

\*THE ALGEBRAIC DIFFERENCE BETWEEN A & B SHALL NOT EXCEED 13.3%.




- ← FLARE SLOPE 10% MAX.
- ← SLOPE: 1.5% DESIGN 2.0% MAX.
- ← SLOPE: 7.7% DESIGN 8.3% MAX.
- TRUNCATED DOME DETECTABLE WARNING SURFACE
- TURNING SPACE SLOPE: 1.5% DESIGN 2.0% MAX.

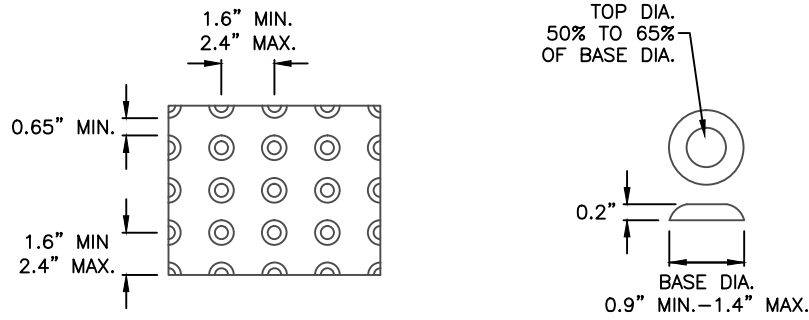
PEDESTRIAN STREET CROSSING BEGINNING AT BOTTOM GRADE BREAK.  
 CROSS SLOPE:  
 STOP/YIELD CONTROL  
 DESIGN = 1.5%  
 MAX. = 2.0%  
 SIGNAL/UNCONTROLLED  
 DESIGN = 4.5%  
 MAX. = 5.0%

GENERAL NOTES:

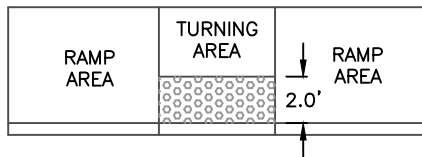
1. SIDEWALK RAMPS SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH "PROPOSED ACCESSIBILITY GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY" (PROWAG), JULY 2011 EDITION.
2. SIDEWALK RAMPS SHALL BE LOCATED TO MINIMIZE OUT-OF-DIRECTION TRAVEL WHILE MAINTAINING PEDESTRIAN VISIBILITY AND MINIMIZING STREET CROSSING DISTANCES.
3. CONCRETE SHALL BE COMMERCIAL MIX, MIN. COMPRESSIVE STRENGTH OF 3300 PSI AT 28 DAYS.
4. BASE ROCK SHALL CONSIST OF 3/4"-0 CRUSHED ROCK COMPACTED TO 95% OF AASHTO T-180.
5. BASE ROCK SHALL BE THOROUGHLY WATERED IMMEDIATELY PRIOR TO PLACEMENT OF CONCRETE WHEN THE MEASURED OR FORECASTED ASCENDING AIR TEMPERATURE IS 80 DEGREES OR GREATER.
6. TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE RAMP AND CONSIST OF (BLACK) MASCO CAST-IN-TACT & CAST-IN-TACT III OR APPROVED EQUAL.
7. ON STEEP SLOPES, SIDEWALK RAMPS MAY BE PLACED ALONG THE SIDEWALK PRIOR TO THE LANDING AREA. THE RAMP SHALL HAVE A MAXIMUM SLOPE OF 8.3% OR MAXIMUM LENGTH OF 15 FEET CONSTRUCTED AT CONSTANT SLOPE.
8. SIDEWALK RAMPS SHALL HAVE A MINIMUM WIDTH OF 5 FEET. WHERE SIDEWALK RAMPS ARE USED TO PROVIDE BICYCLE ACCESS, THE MINIMUM RAMP WIDTH SHALL BE 8 FEET.

Perpendicular Sidewalk Ramp			CITY OF WILSONVILLE 
DRAWING NUMBER: R-1075	DRAWN BY: ZW	SCALE: N.T.S.	
FILE NAME: R-1075.dwg	APPROVED BY: SA	DATE: 11/25/13	PUBLIC WORKS STANDARDS

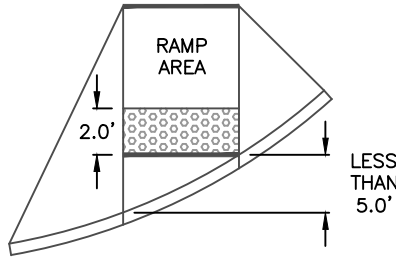
This Detail Drawing may not be altered or changed in any manner except by the City Engineer. It is the responsibility of the user to acquire the most current version.



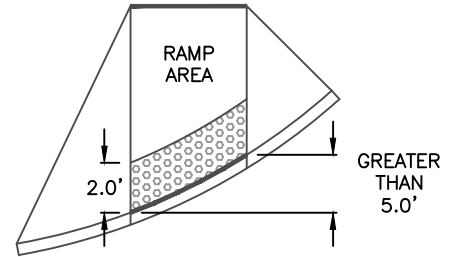
TRUNCATED DOME DETECTABLE  
WARNING SURFACE DETAIL



PARALLEL RAMP




PERPENDICULAR RAMP



PERPENDICULAR RAMP

GENERAL NOTES:

1. DETECTABLE WARNING SURFACE SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH "PROPOSED ACCESSIBILITY GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY" (PROWAG), JULY 2011 EDITION.
2. THE DETECTABLE WARNING SURFACE SHALL EXTEND 2.0 FEET MINIMUM IN THE DIRECTION OF PEDESTRIAN TRAVEL.
3. TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE TURNING AREA ON PARALLEL RAMPS.
4. TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE RAMP AREA ON PERPENDICULAR RAMPS.
5. TRUNCATED DOME DETECTABLE WARNING SURFACES SHALL CONSIST OF (BLACK) MASCO CAST-IN-TACT & CAST-IN-TACT III OR APPROVED EQUAL.
6. ARRANGE TRUNCATED DOMES USING SQUARE IN-LINE PATTERN ONLY.

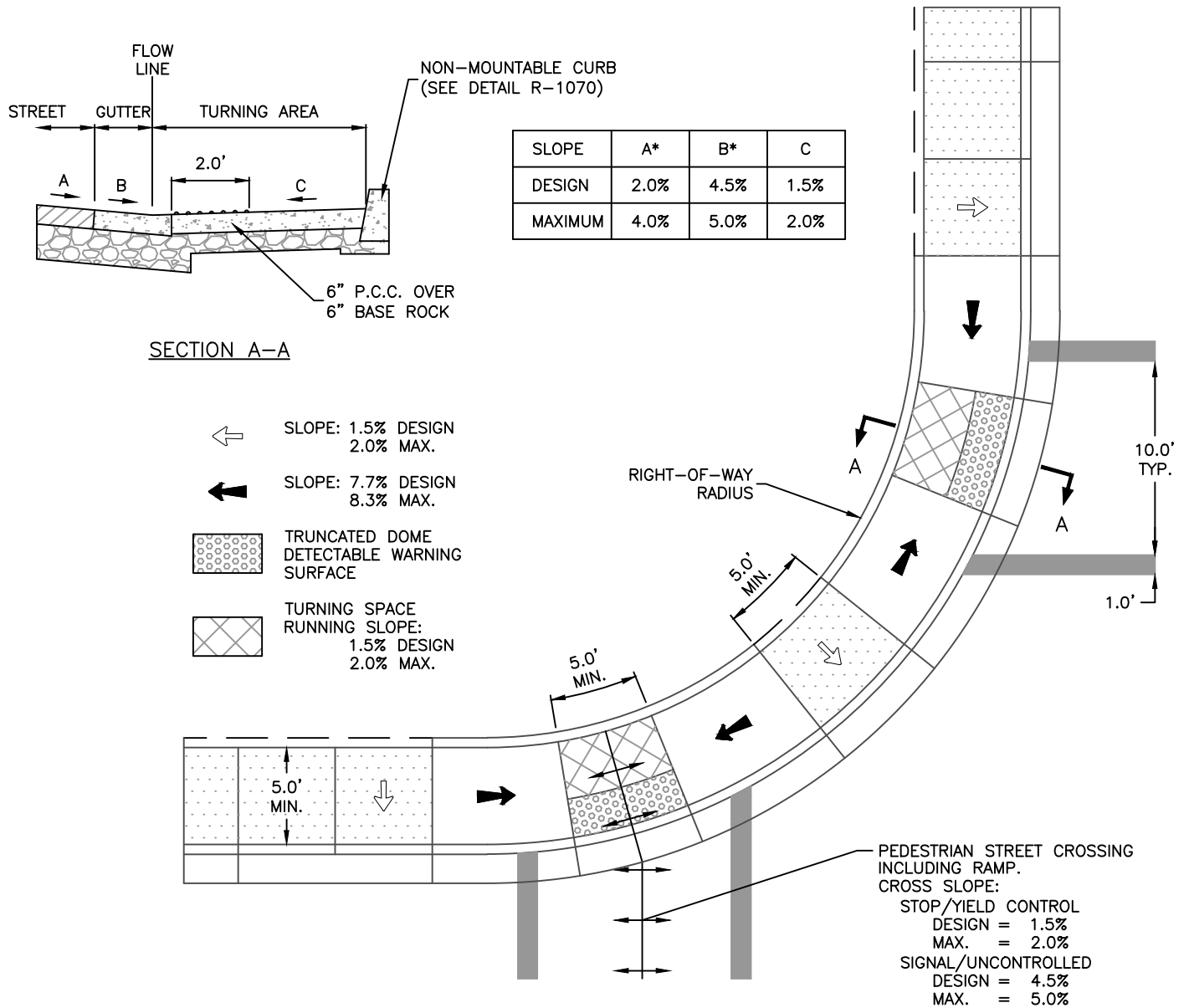
DETECTABLE WARNING SURFACE			CITY OF WILSONVILLE  PUBLIC WORKS STANDARDS
DRAWING NUMBER: R-1077	DRAWN BY: ZW	SCALE: N.T.S.	
FILE NAME: R-1077.dwg	APPROVED BY: SA	DATE: 11/25/13	



### **D.3 Curb Ramps - Blended Transition**

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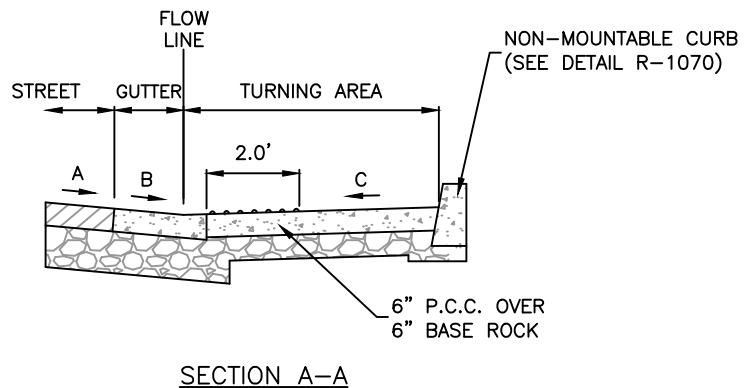
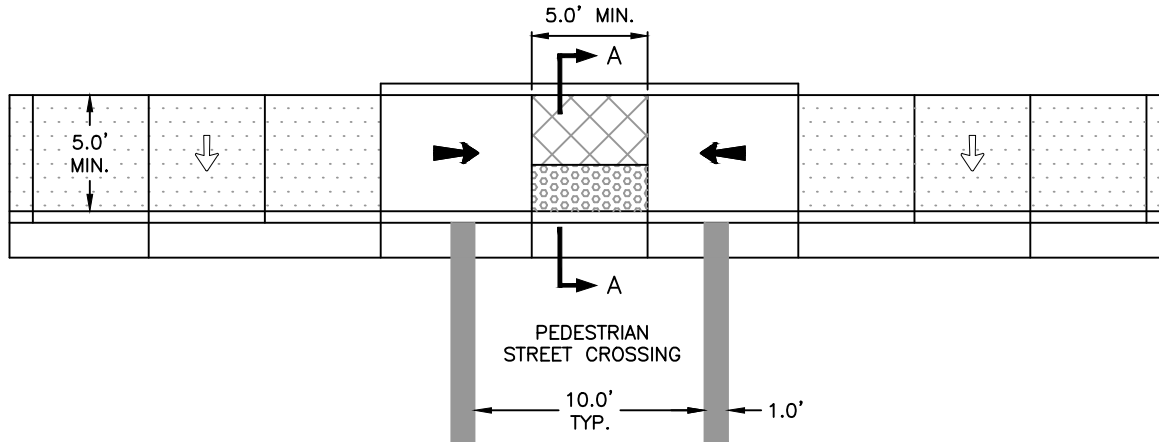


**GENERAL NOTES:**

1. PARALLEL RAMPS ARE A SPECIAL APPLICATION AND MAY ONLY BE USED WITH PRIOR APPROVAL FROM THE CITY ENGINEER.
2. SIDEWALK RAMPS SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH "PROPOSED ACCESSIBILITY GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY" (PROWAG), JULY 2011 EDITION.
3. SIDEWALK RAMPS SHALL BE LOCATED TO MINIMIZE OUT-OF-DIRECTION TRAVEL WHILE MAINTAINING PEDESTRIAN VISIBILITY AND MINIMIZING STREET CROSSING DISTANCES.
4. CONCRETE SHALL BE COMMERCIAL MIX, MIN. COMPRESSIVE STRENGTH OF 3300 PSI AT 28 DAYS.
5. BASE ROCK SHALL CONSIST OF 3/4"-0 CRUSHED ROCK COMPACTED TO 95% OF AASHTO T-180.
6. BASE ROCK SHALL BE THOROUGHLY WATERED IMMEDIATELY PRIOR TO PLACEMENT OF CONCRETE WHEN THE MEASURED OR FORECASTED ASCENDING AIR TEMPERATURE IS 80 DEGREES OR GREATER.
7. TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE TURNING AREA AND CONSIST OF (BLACK) MASCO CAST-IN-TACT & CAST-IN-TACT III OR APPROVED EQUAL.
8. ON STEEP SLOPES, SIDEWALK RAMPS SHALL HAVE A MAXIMUM SLOPE OF 8.3% OR MAXIMUM LENGTH OF 15 FEET CONSTRUCTED AT CONSTANT SLOPE.
9. TURNING SPACES SHALL HAVE A MINIMUM WIDTH OF 5 FEET AND MINIMUM DEPTH OF 5 FEET. WHERE SIDEWALK RAMPS ARE USED TO PROVIDE BICYCLE ACCESS, THE MINIMUM TURNING SPACE WIDTH SHALL BE 8 FEET.


Parallel Sidewalk Ramp			CITY OF WILSONVILLE	
DRAWING NUMBER: R-1076	DRAWN BY: ZW	SCALE: N.T.S.		
FILE NAME: R-1076.dwg	APPROVED BY: SA	DATE: 11/25/13	PUBLIC WORKS STANDARDS	

This Detail Drawing may not be altered or changed in any manner except by the City Engineer. It is the responsibility of the user to acquire the most current version.



- ← SLOPE: 1.5% DESIGN  
2.0% MAX.
- ← SLOPE: 7.7% DESIGN  
8.3% MAX.  
\*SECONDARY RAMP LOCATION

 TRUNCATED DOME  
DETECTABLE WARNING  
SURFACE

 TURNING SPACE  
SLOPE: 1.5% DESIGN  
2.0% MAX.

CROSS SLOPE OF TURNING AREA AND  
PEDESTRIAN STREET CROSSING SHALL NOT  
BE GREATER THAN THE SLOPE OF THE  
ADJACENT ROADWAY.

SLOPE	A*	B*	C
DESIGN	2.0%	4.5%	1.5%
MAXIMUM	4.0%	5.0%	2.0%

GENERAL NOTES:

- SIDEWALK RAMPS SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH "PROPOSED ACCESSIBILITY GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY" (PROWAG), JULY 2011 EDITION.
- SIDEWALK RAMPS SHALL BE LOCATED TO MINIMIZE OUT-OF-DIRECTION TRAVEL WHILE MAINTAINING PEDESTRIAN VISIBILITY AND MINIMIZING STREET CROSSING DISTANCES.
- CONCRETE SHALL BE COMMERCIAL MIX, MIN. COMPRESSIVE STRENGTH OF 3300 PSI AT 28 DAYS.
- BASE ROCK SHALL CONSIST OF 3/4"-0 CRUSHED ROCK COMPACTED TO 95% OF AASHTO T-180.
- BASE ROCK SHALL BE THOROUGHLY WATERED IMMEDIATELY PRIOR TO PLACEMENT OF CONCRETE WHEN THE MEASURED OR FORECASTED ASCENDING AIR TEMPERATURE IS 80 DEGREES OR OR GREATER.
- TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE RAMP AND CONSIST OF (BLACK) MASCO CAST-IN-TACT & CAST-IN-TACT III OR APPROVED EQUAL.
- ON STEEP SLOPES, SIDEWALK RAMPS SHALL HAVE A MAXIMUM SLOPE OF 8.3% OR MAXIMUM LENGTH OF 15 FEET CONSTRUCTED AT CONSTANT SLOPE.
- SIDEWALK RAMPS SHALL HAVE A MINIMUM WIDTH OF 5 FEET. WHERE SIDEWALK RAMPS ARE USED TO PROVIDE BICYCLE ACCESS, THE MINIMUM RAMP WIDTH SHALL BE 8 FEET.

Mid-Block Parallel Sidewalk Ramp

DRAWING NUMBER: R-1079

DRAWN BY: ZW

SCALE: N.T.S.

FILE NAME: R-1079.dwg

APPROVED BY: SA

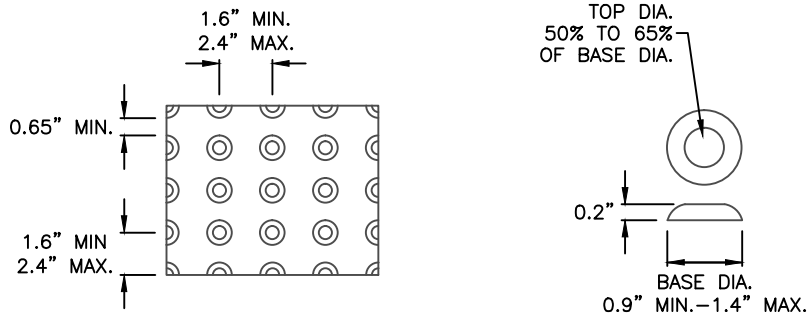
DATE: 11/25/13

CITY OF  
WILSONVILLE

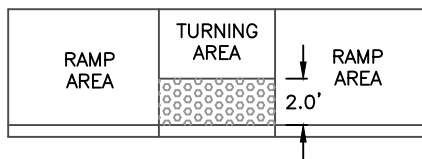


PUBLIC WORKS STANDARDS

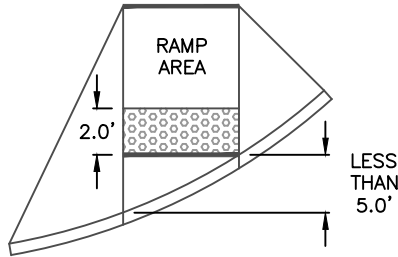
This Detail Drawing may not be altered or changed in any manner except by the City Engineer. It is the responsibility of the user to acquire the most current version.



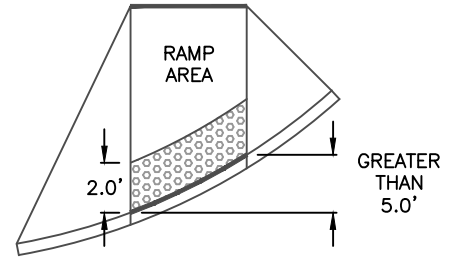
TRUNCATED DOME DETECTABLE WARNING SURFACE DETAIL



PARALLEL RAMP




PERPENDICULAR RAMP

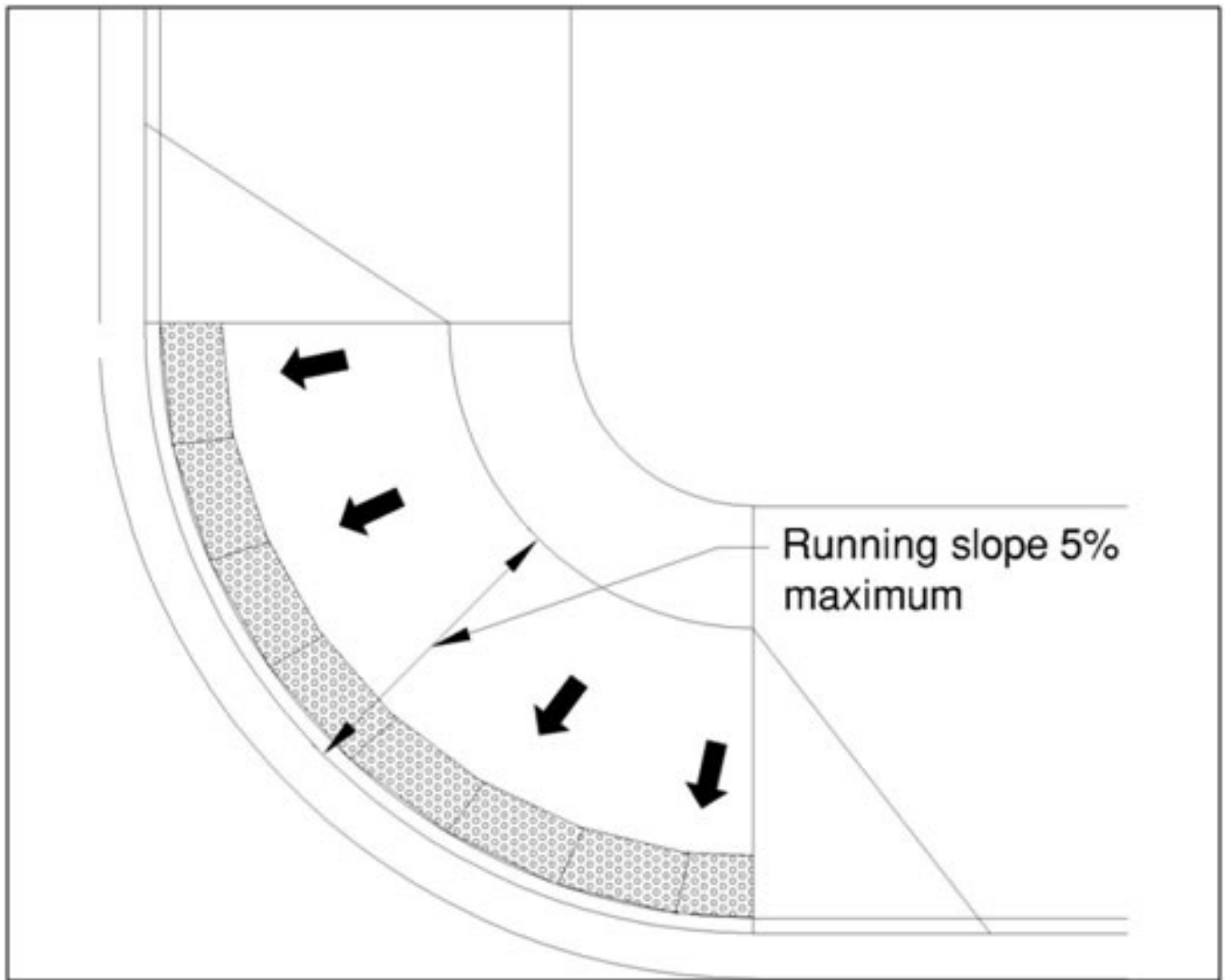


PERPENDICULAR RAMP

GENERAL NOTES:

1. DETECTABLE WARNING SURFACE SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH "PROPOSED ACCESSIBILITY GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY" (PROWAG), JULY 2011 EDITION.
2. THE DETECTABLE WARNING SURFACE SHALL EXTEND 2.0 FEET MINIMUM IN THE DIRECTION OF PEDESTRIAN TRAVEL.
3. TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE TURNING AREA ON PARALLEL RAMPS.
4. TRUNCATED DOME DETECTABLE WARNING SURFACE SHALL BE INSTALLED THE FULL WIDTH OF THE RAMP AREA ON PERPENDICULAR RAMPS.
5. TRUNCATED DOME DETECTABLE WARNING SURFACES SHALL CONSIST OF (BLACK) MASCO CAST-IN-TACT & CAST-IN-TACT III OR APPROVED EQUAL.
6. ARRANGE TRUNCATED DOMES USING SQUARE IN-LINE PATTERN ONLY.

DETECTABLE WARNING SURFACE			CITY OF WILSONVILLE  PUBLIC WORKS STANDARDS
DRAWING NUMBER: R-1077	DRAWN BY: ZW	SCALE: N.T.S.	
FILE NAME: R-1077.dwg	APPROVED BY: SA	DATE: 11/25/13	

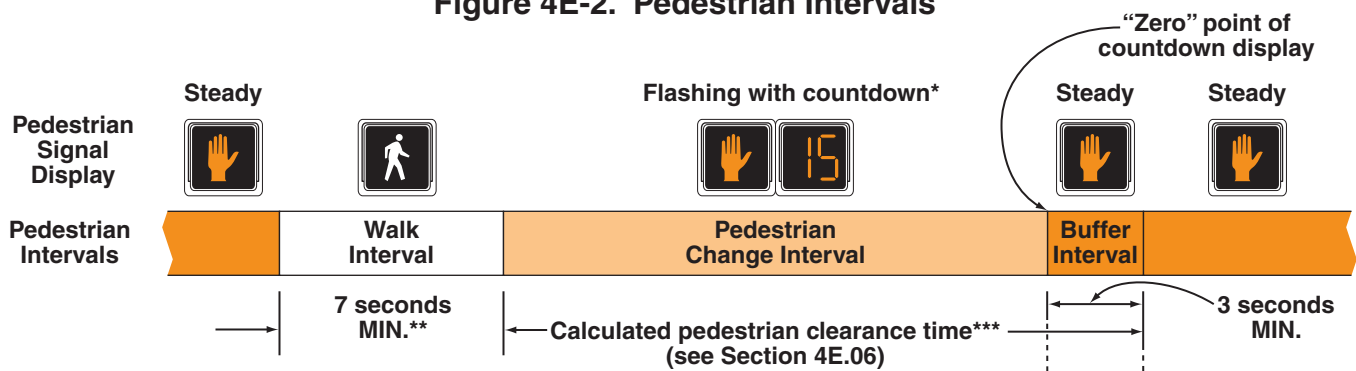


## D.4 Pedestrian Signals

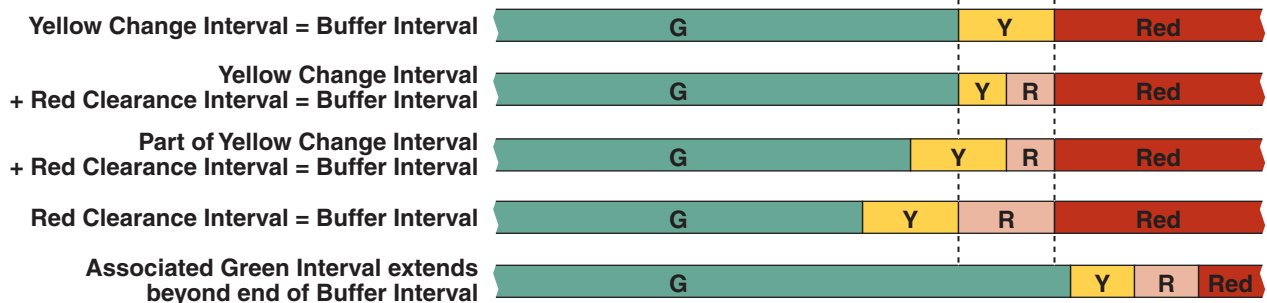
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Figure 4E-2. Pedestrian Intervals



Relationship to associated vehicular phase intervals:



Legend

- G** = Green Interval
- Y** = Yellow Change Interval (of at least 3 seconds)
- R** = Red Clearance Interval
- Red** = Red because conflicting traffic has been released

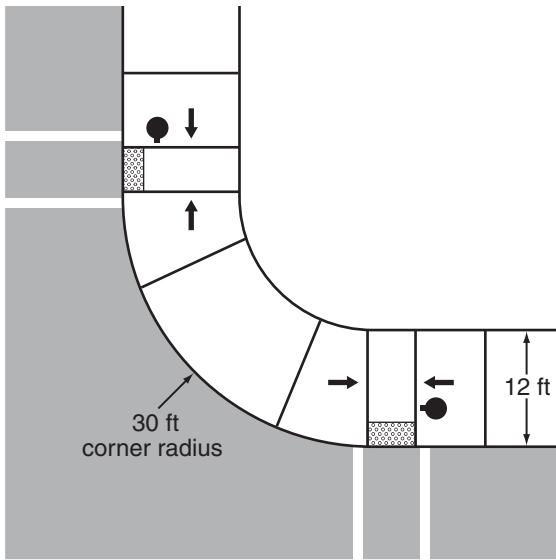
\* The countdown display is optional for Pedestrian Change Intervals of 7 seconds or less.

\*\* The Walk Interval may be reduced under some conditions (see Section 4E.06).

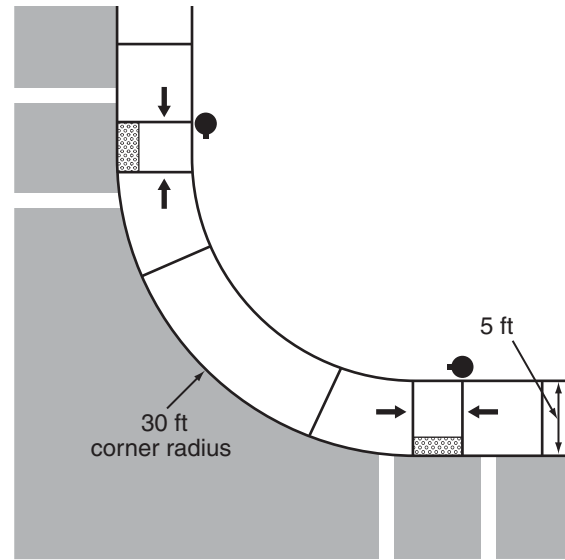
\*\*\* The Buffer Interval, which shall always be provided and displayed, may be used to help satisfy the calculated pedestrian clearance time, or may begin after the calculated pedestrian clearance time has ended.

**Figure 4E-4. Typical Pushbutton Locations (Sheet 1 of 2)**

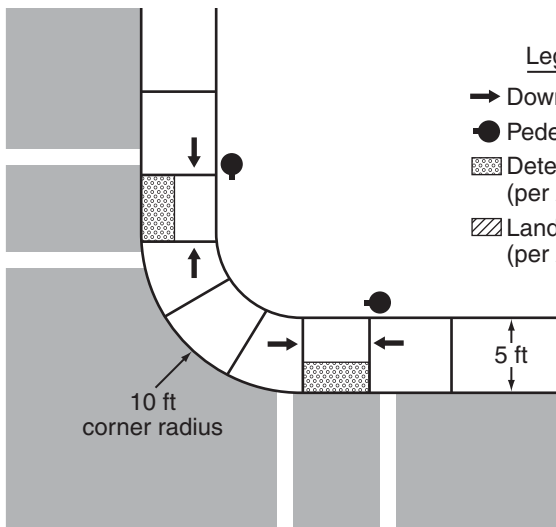
**A - Parallel ramps with wide sidewalk**



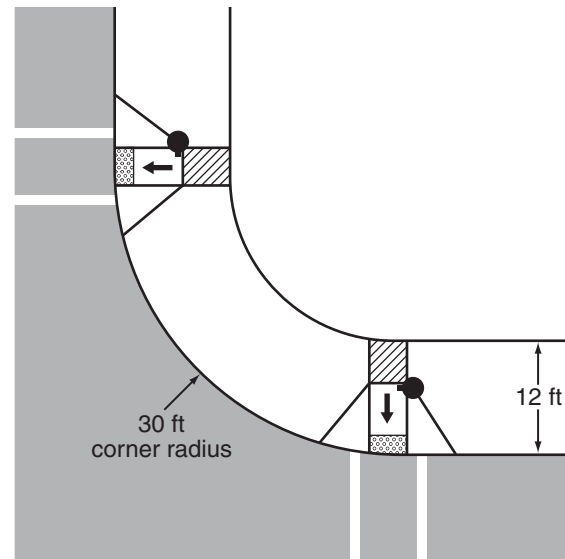
**B - Parallel ramps with narrow sidewalk**



**C - Parallel ramps with narrow sidewalk and tight corner radius**



**D - Perpendicular ramps with crosswalks far apart**



Legend

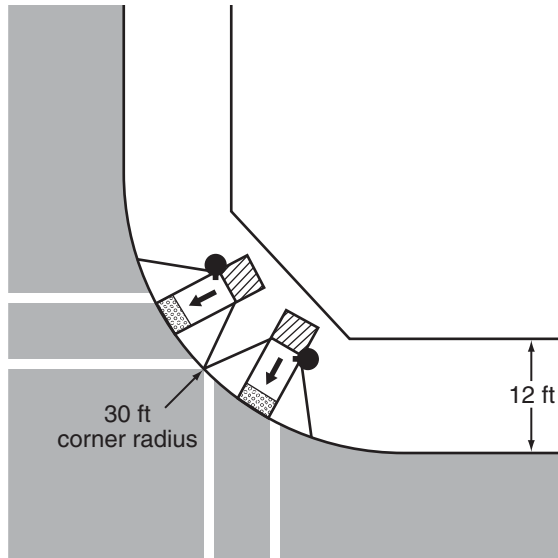
- Downward slope
- Pedestrian pushbutton
- ▨ Detectable warning (per ADAAG)
- ▩ Landing area (per ADAAG)

**Notes:**

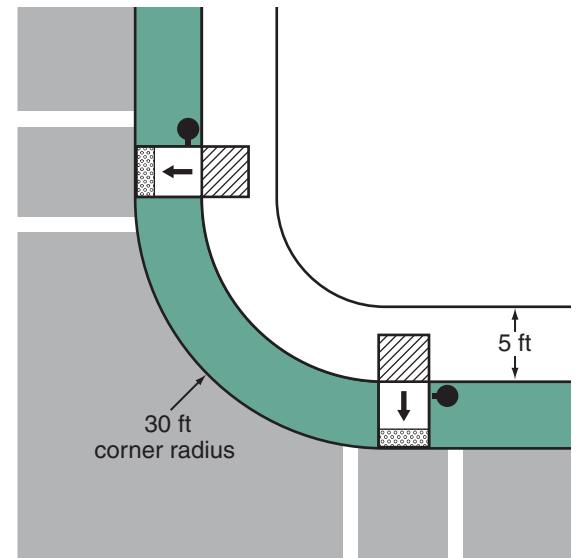
1. This figure is not drawn to scale.
2. These drawings are intended to describe the typical locations for pedestrian pushbutton installations. They are not intended to be a guide for the design of curb cut ramps.
3. Figure 4E-3 shows the recommended area for pushbutton locations.

**Figure 4E-4. Typical Pushbutton Locations (Sheet 2 of 2)**

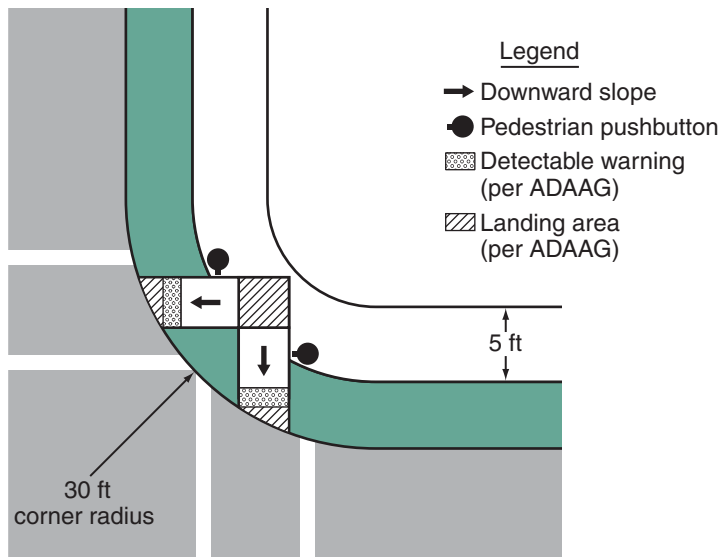
**E - Perpendicular ramps with crosswalks close together**



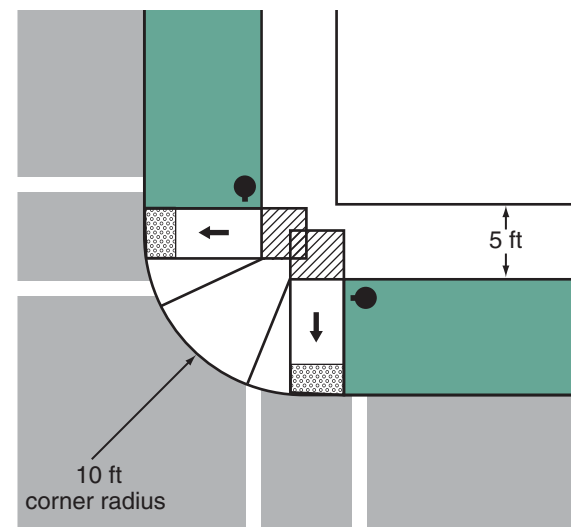
**F - Perpendicular ramps with sidewalk set back from road with crosswalks far apart**



**G - Perpendicular ramps with sidewalk set back from road with crosswalks close together**



**H - Perpendicular ramps with sidewalk set back from road with continuous sidewalk between ramps**



**Notes:**

1. This figure is not drawn to scale.
2. These drawings are intended to describe the typical locations for pedestrian pushbutton installations. They are not intended to be a guide for the design of curb cut ramps.
3. Figure 4E-3 shows the recommended area for pushbutton locations.



R10-2



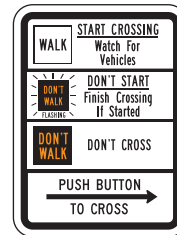
R10-3



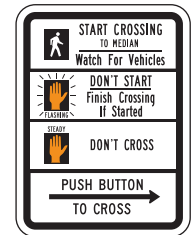
R10-3a



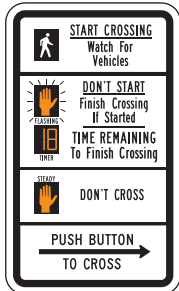
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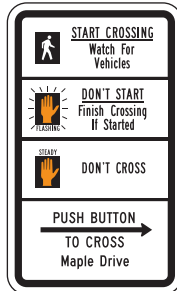
R10-3c



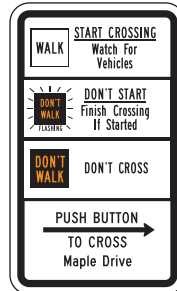
R10-3d



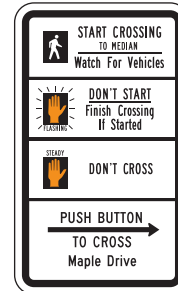
R10-3e



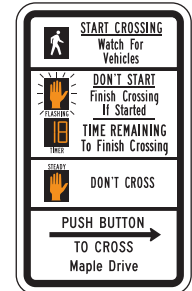
R10-3f



R10-3g



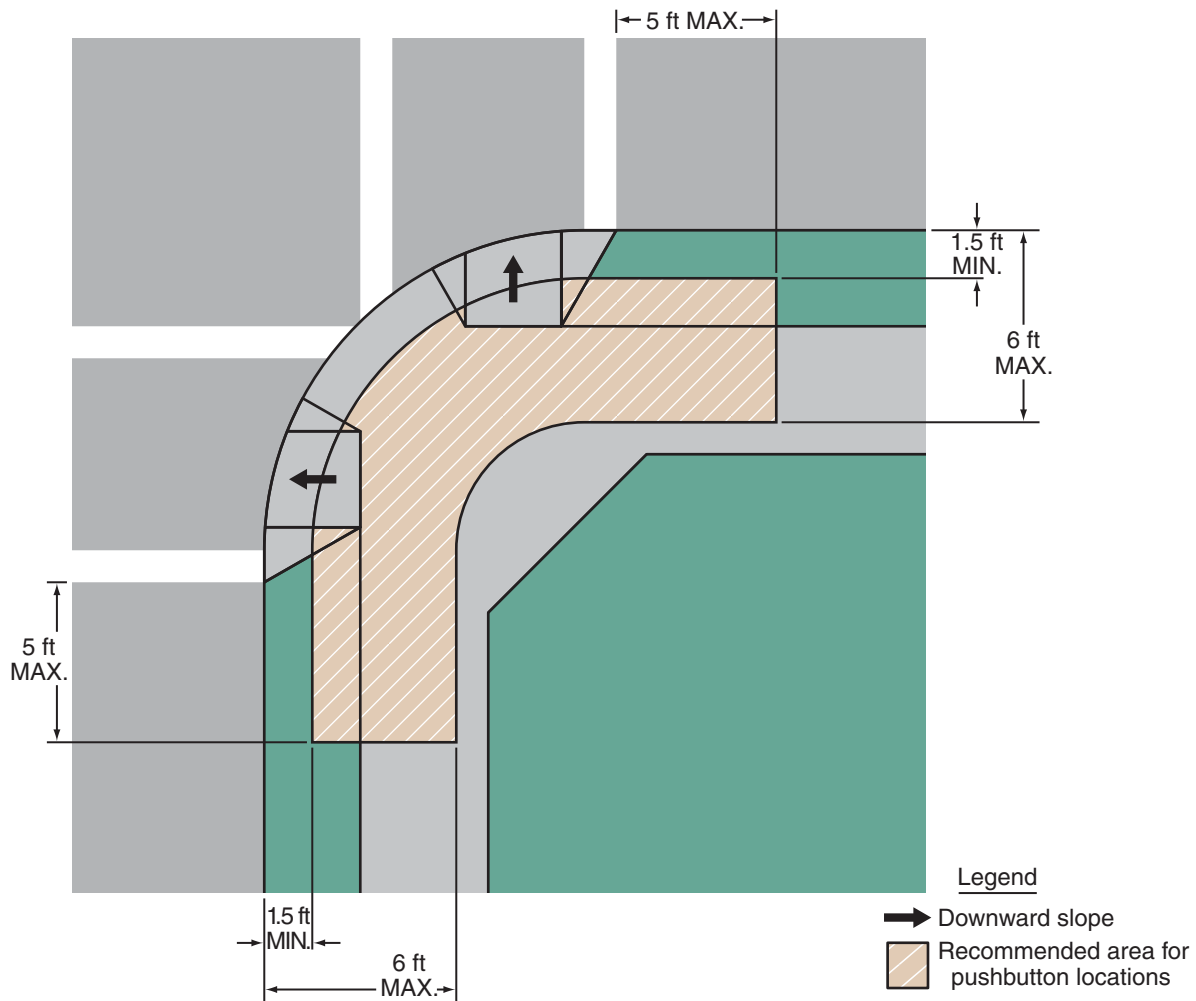
R10-3h



R10-3i



**Figure 4E-3. Pushbutton Location Area**



**Notes:**

1. Where there are constraints that make it impractical to place the pedestrian pushbutton between 1.5 feet and 6 feet from the edge of the curb, shoulder, or pavement, it should not be further than 10 feet from the edge of curb, shoulder, or pavement.
2. Two pedestrian pushbuttons on a corner should be separated by 10 feet.
3. This figure is not drawn to scale.
4. Figure 4E-4 shows typical pushbutton locations.

## Appendix E: Grievance Form



### Americans with Disabilities Act (ADA) Grievance Form

*Instructions: Use this form to initiate an informal complaint procedure to investigate and resolve complaints alleging that the City of Wilsonville has not complied with the ADA.*

*Return to:*

City of Wilsonville ADA Coordinator  
29799 SW Town Center Loop E  
Wilsonville, OR 97070  
503-570-4960  
ADACoordinator@ci.wilsonville.or.us

<b>Today's Date:</b>
<b>Complainant's Name:</b>
<b>Phone Number:</b>
<b>Home Address:</b>
<b>City / State / Zip:</b>
<b>Date of Alleged Violation:</b>
Please provide a detailed description of the alleged act(s). Where possible, include the name of the person, facility, City Department or program responsible for the alleged discriminatory act and the names and phone numbers of any witnesses. Attach additional pages if necessary.

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Please describe the actions or accommodations you believe are appropriate to this alleged discriminatory act.

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Has this complaint been filed with the Department of Justice or any other Federal, State, or local civil rights agency or court? If yes, please complete **Section B** on the following page.

Yes

No



Section B	
<b>Date Filed:</b>	
<b>Agency or Court:</b>	
<b>Contact Person:</b>	
<b>Address:</b>	
<b>City / State / Zip:</b>	
<b>Phone Number:</b>	
<b>Signature of (check one):</b> <input type="checkbox"/> Complainant <input type="checkbox"/> Authorized Representative	
<b>Signature:</b>	
<b>Date:</b>	

STAFF USE ONLY
<b>Date Received:</b>
<b>Received by:</b>
<b>Complaint File Number:</b>
<b>Comments:</b>





## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b>  April 20, 2015	<b>Subject:</b> Basalt Creek Update  <b>Staff Member:</b> Nancy Kraushaar, Miranda Bateschell <b>Department:</b> Community Development	
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>	
<b>Staff Recommendation:</b> Staff recommends City Council discuss Basalt Creek sanitary sewer system alternatives and provide direction regarding a preferred alternative and service boundaries.		
<b>Recommended Language for Motion:</b> N/A		
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input checked="" type="checkbox"/> Council Goals/Priorities Basalt Creek Concept Plan	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

Staff will share the results of the Sanitary System Alternatives Analysis for the Basalt Creek planning area for Council discussion. Council will be asked to provide direction on service boundaries associated with the alternatives, how service boundaries should line up with jurisdictional boundaries, and potential shared service agreements.

### EXECUTIVE SUMMARY:

The Basalt Creek Concept Plan will establish a vision and jurisdictional boundary for the 847 acres between the cities of Wilsonville and Tualatin. At the Wilsonville-Tualatin Joint Council meeting in December, the project team presented a base-case infrastructure and land use scenario. Members of both Councils expressed concerns regarding the initial design and potential

costs for sanitary sewer construction in the planning area. The Councils directed their respective staffs to re-evaluate the sanitary sewer system, seeking a more efficient system considering both construction and long-term operating and maintenance costs. In line with this request, the Councils also expressed concern about the uncertainty around the depth of bedrock in the planning area and therefore, the validity of the initial cost estimate.

In order to address these concerns, staff spent the last three months conducting a more detailed sewer alternatives analysis and geotechnical exploratory borings to help inform routing options and depth of sewer lines (due to the potential costs and uncertainty around the depth and hardness of bedrock in the area). The analysis presented three additional sanitary sewer alternatives for consideration, with updated cost estimates:

1. A system that Minimizes Pump Stations
2. A system that Minimizes Impacts to the Existing System
3. A Hybrid Alternative system

The findings reveal all three alternatives reduce overall estimated construction costs from \$3.5 million to \$6 million. Each alternative also presents a different set of service boundaries. The service boundaries in all alternatives are different than proposed in the Base Case Alternative, which aligned with a proposed jurisdictional boundary along the E-W Connector between the cities of Wilsonville and Tualatin.

The project team's initial analysis concludes the most efficient system is Sanitary Sewer Alternative 1; and shared service agreements (between Wilsonville, Tualatin, and Clean Water Services) are an option to achieve both a more efficient sanitary system and the overall vision for the Basalt Creek planning area, including each city's individual desired outcomes.

#### **EXPECTED RESULTS:**

Once a Conceptual Sanitary System Design is selected by the two Councils, the project team will refine the land use scenario. The updated scenario will include cost and revenue information reported out for each city using a proposed jurisdictional boundary.

With the selection of a Conceptual Sanitary System Design, a jurisdictional boundary may be selected that corresponds to the sanitary sewer system service boundaries; alternatively, a jurisdictional boundary may be selected on other factors and vary from the sanitary sewer system service boundaries, creating a need for shared service agreements between the cities.

#### **TIMELINE:**

The next Basalt Creek Joint Council meeting is June 17, 2015. An alternative land use scenario with a proposed jurisdictional boundary will be presented for discussion, and then refined into a preferred alternative over the summer of 2015 with further input from both Councils and the public.

#### **CURRENT YEAR BUDGET IMPACTS:**

The City of Tualatin received approximately \$350K from Metro's Construction Excise Tax (CET) grant program to perform concept planning. The City of Wilsonville has, and will

continue to, invest staff time into the process.

**LEGAL REVIEW / COMMENT:**

Reviewed by: MEK\_\_\_\_\_ Date: 4/12/2015\_\_\_\_\_

Community Development staff have correctly noted that the sewer service boundary can be different than the cities boundary subject to the appropriate intergovernmental agreements being adopted for sewer service jurisdiction.

**COMMUNITY INVOLVEMENT PROCESS:**

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

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

A portion of the Basalt Creek area will be important for the long-term growth of Wilsonville's industrial base and employment opportunities. Conducting a thorough and thoughtful planning process will identify and resolve potential impacts to the community. The Basalt Creek area presents an opportunity to maximize assessed property value, integrate jobs and housing, develop efficient transportation and utility systems, create an attractive business community, incorporate natural resource areas and provide recreational opportunities as community amenities and assets.

**ALTERNATIVES:**

N/A

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

- A. Basalt Creek Conceptual Sanitary System Alternatives Summary
- B. Sanitary System Alternatives Maps

# BASALT CREEK: Conceptual Sanitary System Alternatives Analysis Summary

PREPARED FOR: Fregonese Associates / City of Tualatin / City of Wilsonville  
 PREPARED BY: Kelli Walters, CH2M HILL  
 DATE: April 6, 2015  
 PROJECT NUMBER: 491811  
 APPROVED BY: Mark Anderson, CH2M HILL

## Sewer Alternatives Summary

TABLE 1  
 Sewer Alternatives Summary Table

		Base Case Alternative	Alternative 1: Minimize Pump Stations	Alternative 2: Minimize Impacts to the Existing Tualatin System	Alternative 3: Hybrid Alternative
Sewer Flow	CWS Service Basin	787 gpm	628 gpm	286 gpm	740 gpm
	Wilsonville Service Basin	567 gpm	765 gpm	1082 gpm	627 gpm
Number of Pump Stations	CWS Service Basin	5	2	3	3
	Wilsonville Service Basin	1	1	2	1
	<b>Total</b>	<b>6</b>	<b>3</b>	<b>5</b>	<b>4</b>
PS O&M Costs	Tualatin	\$ 6,720,000	\$ 2,240,000	\$ 3,360,000	\$ 3,360,000
	Wilsonville	\$ 1,120,000	\$ 1,120,000	\$ 2,240,000	\$ 1,120,000
	<b>Total O&amp;M Cost</b>	<b>\$ 7,840,000</b>	<b>\$ 3,360,000</b>	<b>\$ 5,600,000</b>	<b>\$ 4,480,000</b>
Project Cost	CWS Service Basin	\$ 31,930,000	\$ 19,210,000	\$ 13,810,000	\$ 25,430,000
	Wilsonville Service Basin	\$ 18,690,000	\$ 25,310,000	\$ 33,380,000	\$ 21,930,000
	Tualatin Jurisdiction	\$ 31,930,000	\$ 24,520,000	\$ 24,820,000	\$ 27,500,000
	Wilsonville Jurisdiction	\$ 18,690,000	\$ 19,990,000	\$ 22,380,000	\$ 19,870,000
	<b>Total Project Cost</b>	<b>\$ 50,620,000</b>	<b>\$ 44,520,000</b>	<b>\$ 47,190,000</b>	<b>\$ 47,360,000</b>
Phasing (Tualatin)	Medium phasing opportunities for Tualatin	Poor phasing opportunities for Tualatin	Better phasing opportunities for Tualatin in NE, poor phasing in central/NW region	Good phasing for Tualatin in NE and central/NW areas	
Existing Tualatin System Upgrades Required	Martinazzi Lateral, 103rd Lateral, Tualatin Reservoir Trunk, above max. allowable flows	Martinazzi Lateral, Upper Tualatin Trunk	Martinazzi Lateral	Martinazzi Lateral, Upper Tualatin Trunk	
Pros	Service boundary along E-W connector road, approximately equal flows	Approx. equal flows between cities, least pump stations, low impact on existing system, least cost	Lowest impact on existing system	Good phasing opportunities, low impact on existing system, approx. equal flows	
Cons	Most pump stations, highest cost, high impact on existing system	Poor phasing opportunities	Majority of flow goes to Wilsonville, more pump stations	More pump stations	

Note: Jurisdictional boundary assumed to follow the proposed East-West connector road for jurisdictional cost breakdown.

Project costs include pipe costs, rock excavation, pump station capital costs, pump station operations and maintenance costs for 30 years, engineering/legal/admin fees, contingency, and estimated existing system upgrade costs. The upgrades to the Wilsonville system was assumed to be the same for each alternative and includes the Coffee Creek Interceptor Railroad Undercrossing, Phase 1, and Phase 2 projects.

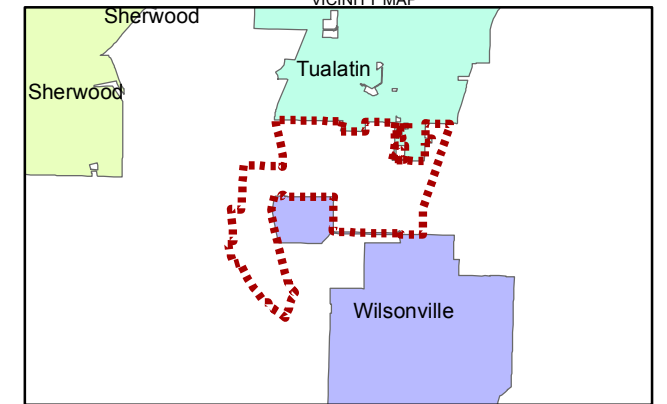
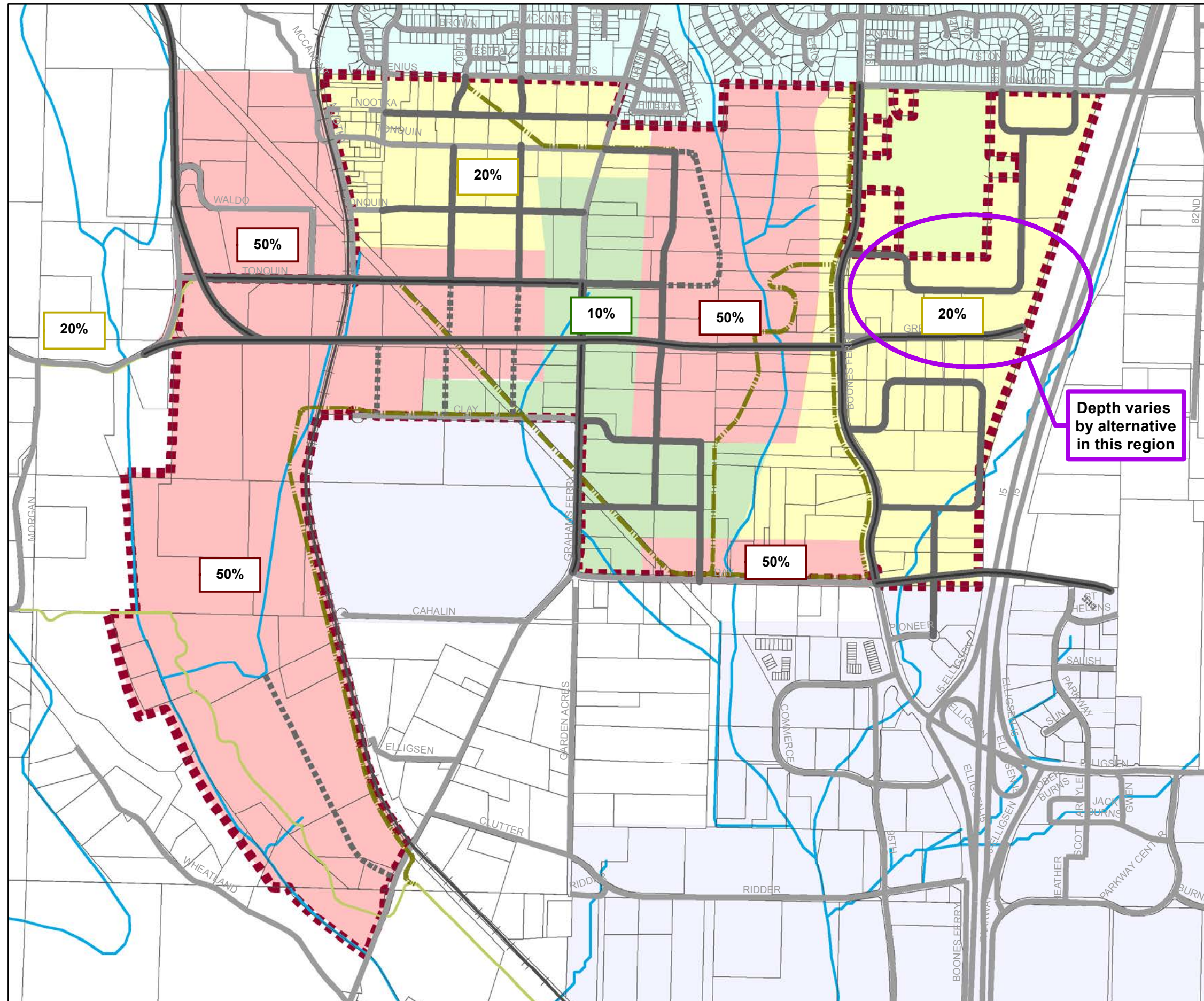
Table 2 provides the service and jurisdictional areas for each of the sewer alternatives. The jurisdictional boundary is constant and was assumed to match the Base Case Alternative service boundaries. Note the jurisdictional area includes open space areas along Basalt Creek and the southwestern railroad area.

TABLE 2  
Sewer Alternatives Service and Jurisdictional Areas

	Base Case Alternative	Alternative 1: Minimize Pump Stations	Alternative 2: Minimize Impacts to the Existing Tualatin System	Alternative 3: Hybrid Alternative
CWS Service Basin Area (ac)	444	341	109	370
Wilsonville Service Basin Area (ac)	478	475	708	446
Tualatin Jurisdiction* Area (ac)	444	444	444	444
Wilsonville Jurisdiction* Area (ac)	478	478	478	478

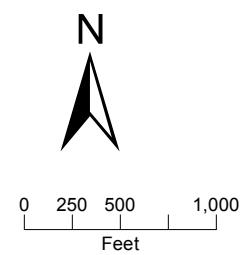
\*Jurisdictional boundary assumed to follow the proposed East-West connector road





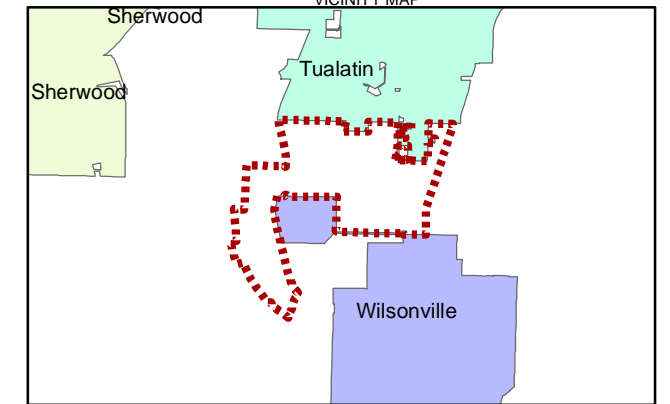
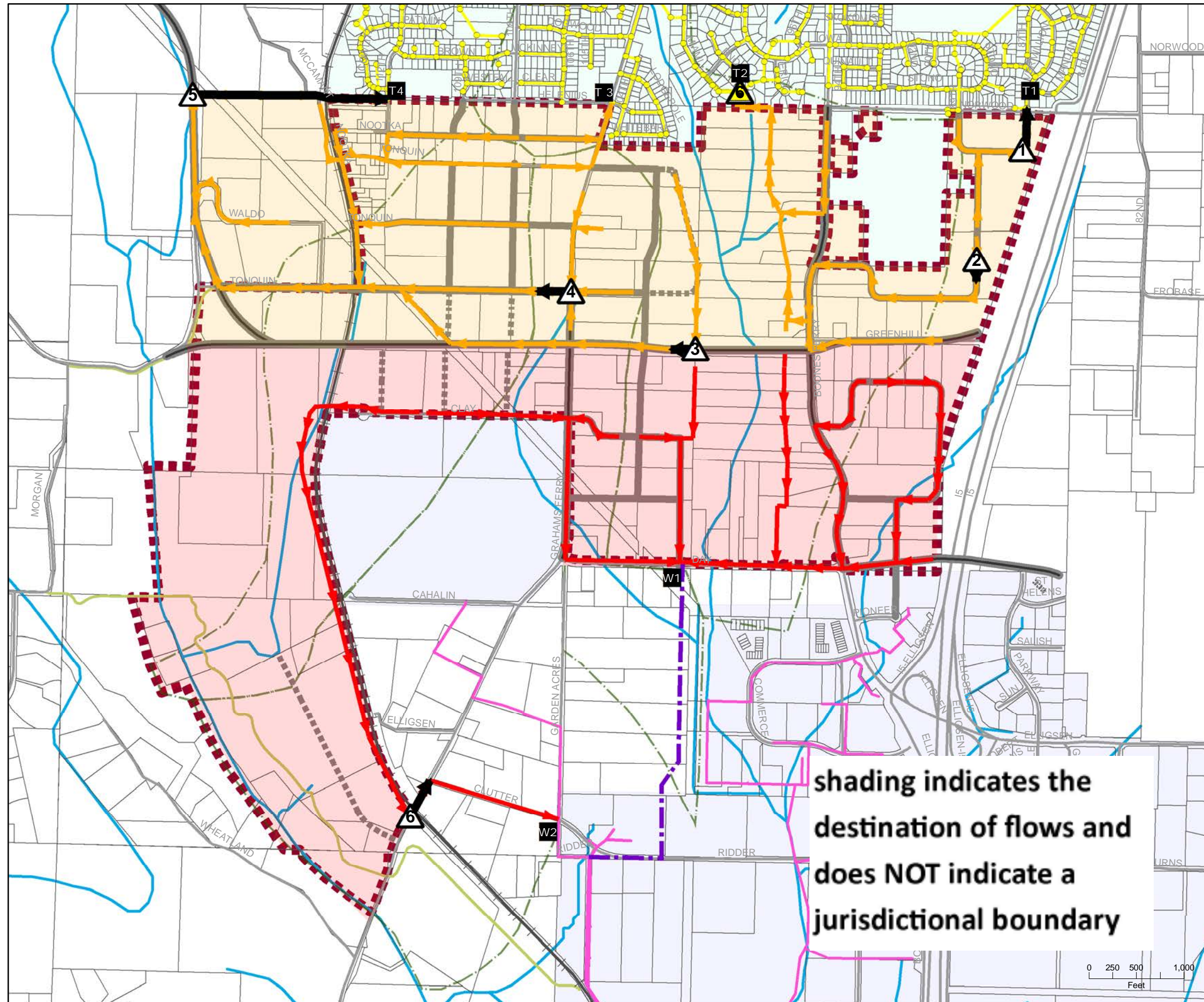
- Legend**
- 50% Rock Excavation
  - 20% Rock Excavation
  - 10% Rock Excavation
  - Proposed Main E-W Arterial Roads
  - Proposed Collector Roads
  - Proposed Local Access Roads
  - Proposed Trails
  - Existing Railroad
  - Existing Roads
  - Existing Trails
  - Taxlots
  - Streams
  - Planning Area
- City Boundaries**
- Sherwood
  - Tualatin
  - Wilsonville

Depth varies by alternative in this region



**FIGURE 2**  
**Rock Excavation Assumptions Map**  
**Conceptual Sanitary System Design**  
*Basalt Creek Planning Area*



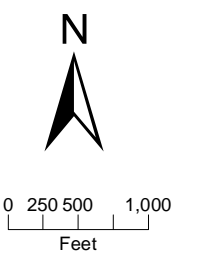
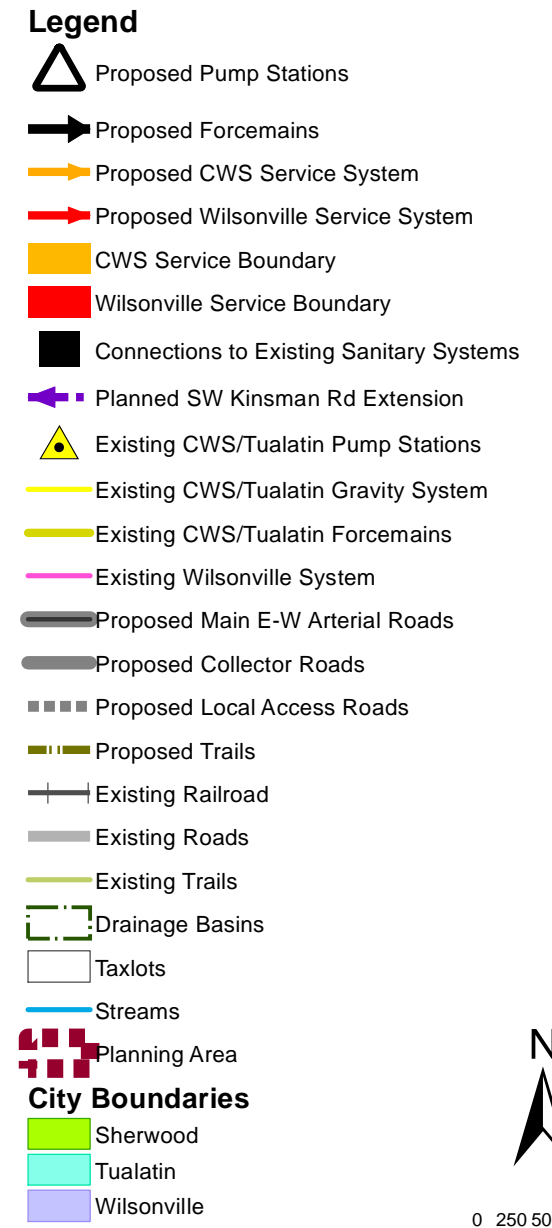
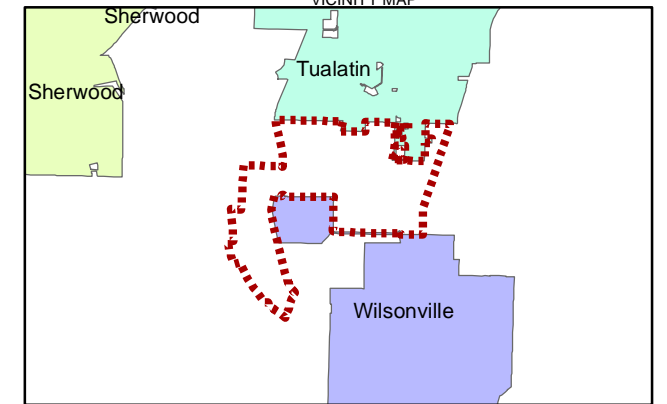
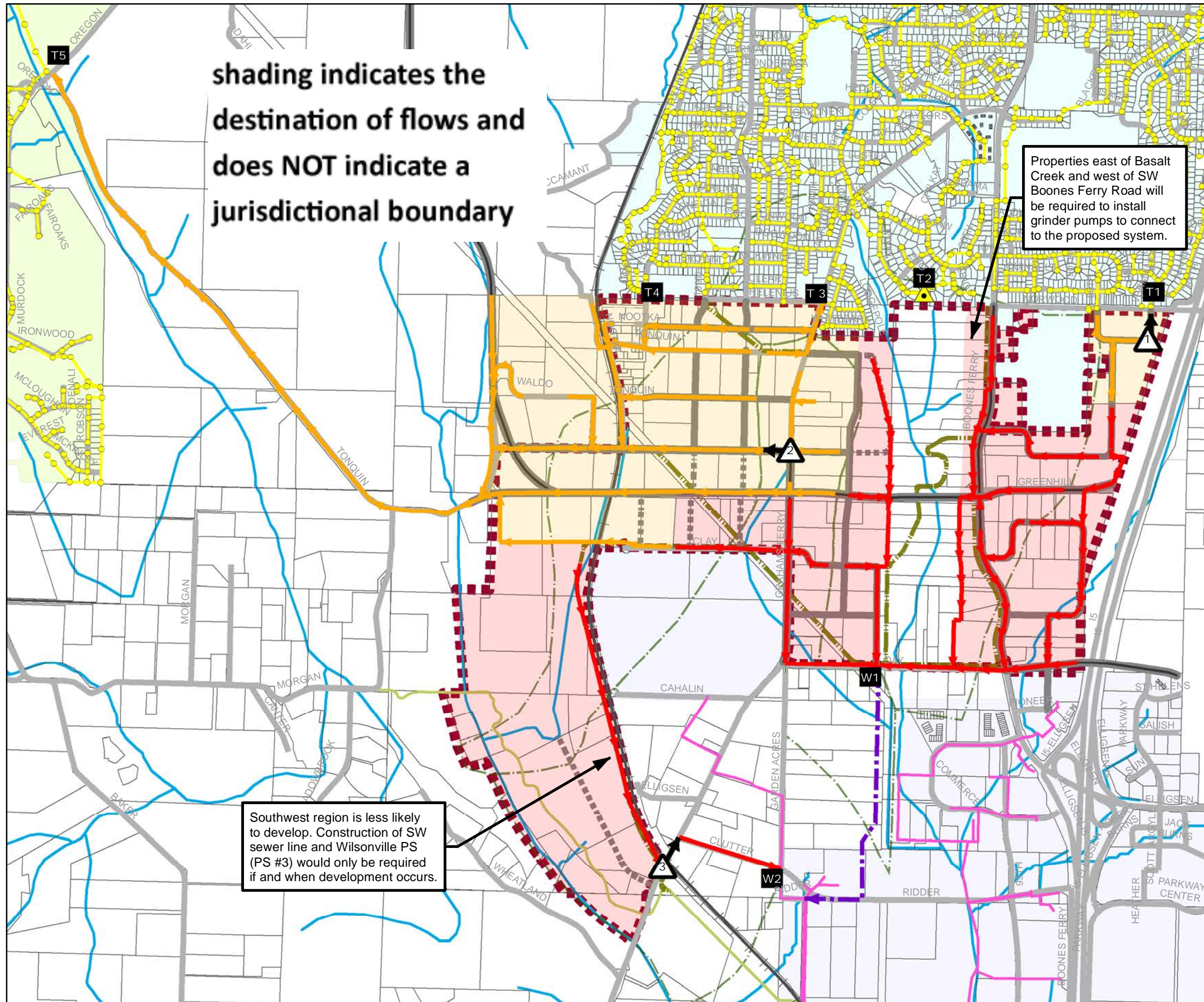


- Legend**
- △ Proposed Pump Stations
  - ➔ Proposed Forcemain
  - ➔ Proposed CWS Service System
  - ➔ Proposed Wilsonville Service System
  - ▭ CWS Sanitary Service Boundary
  - ▭ Wilsonville Sanitary Service Boundary
  - Connections to Existing Sanitary Systems
  - Planned Connection to Wilsonville
  - ▲ Existing CWS/Tualatin Pump Stations
  - Existing CWS/Tualatin Gravity System
  - Existing CWS/Tualatin Forcemains
  - Existing Wilsonville System
  - Proposed Main E-W Arterial Roads
  - Proposed Collector Roads
  - Proposed Local Access Roads
  - Existing Railroad
  - Existing Roads
  - Existing Trails
  - ▭ Drainage Basins
  - ▭ Taxlots
  - Streams
  - ▭ Planning Area
  - City Boundaries**
  - ▭ Tualatin
  - ▭ Wilsonville

shading indicates the destination of flows and does NOT indicate a jurisdictional boundary

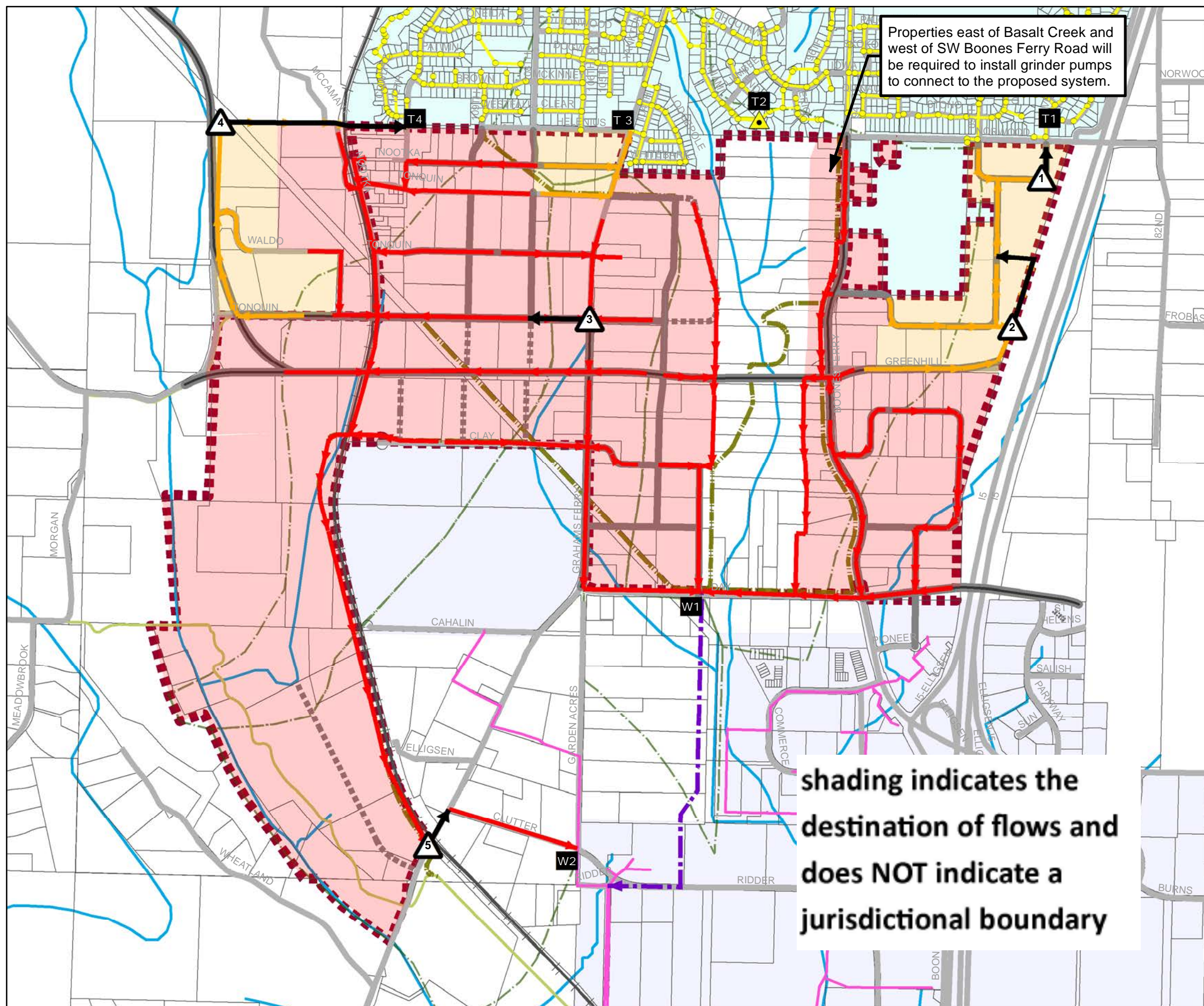
**FIGURE 4**  
**Base Case Alternative**  
**Conceptual Sanitary System Design**  
*Basalt Creek Planning Area*



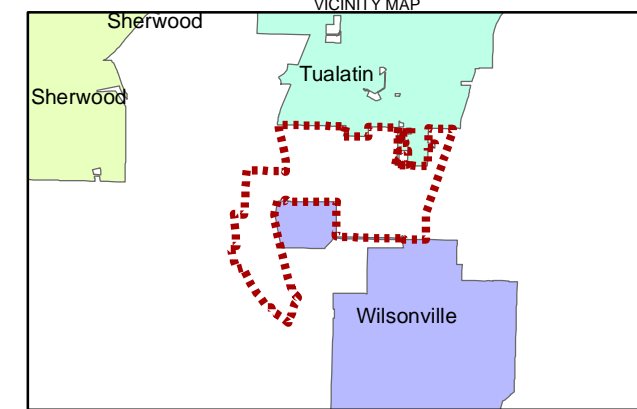


**FIGURE 5**  
**Alternative 1: Minimize Pump Stations**  
**Conceptual Sanitary System Design**  
*Basalt Creek Planning Area*

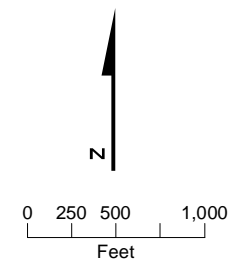




shading indicates the destination of flows and does NOT indicate a jurisdictional boundary

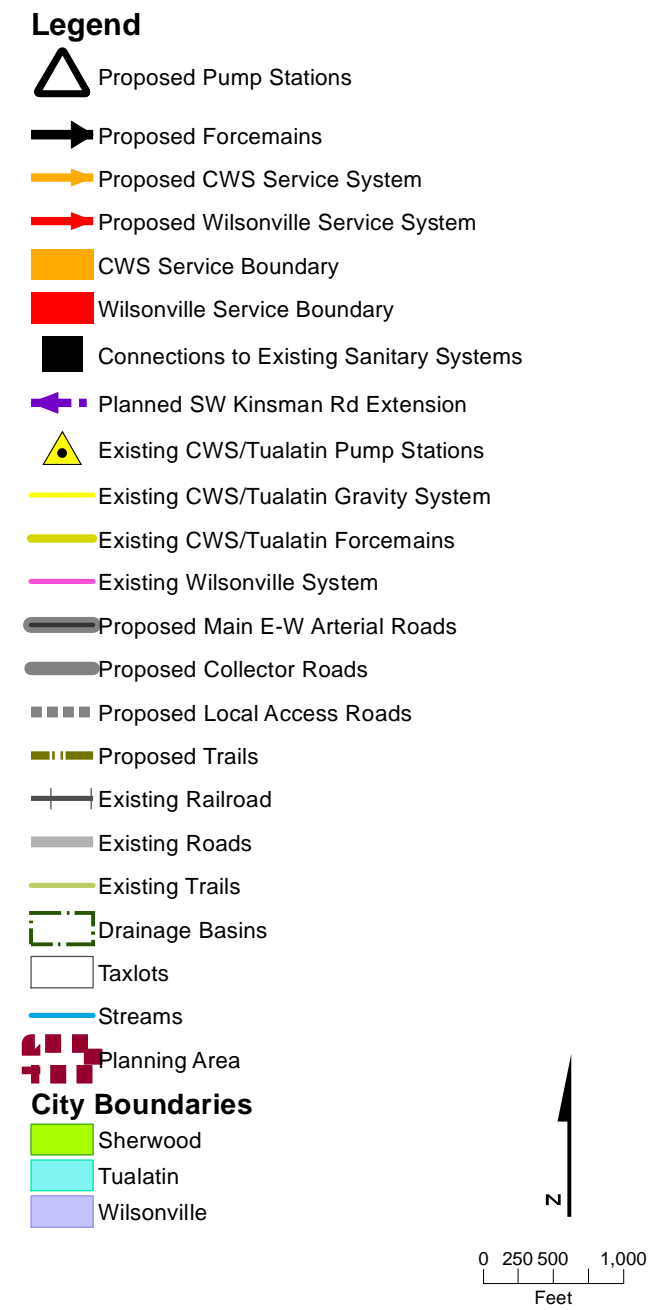
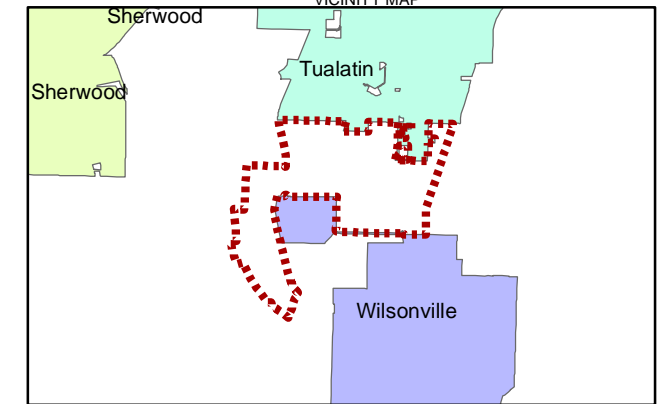
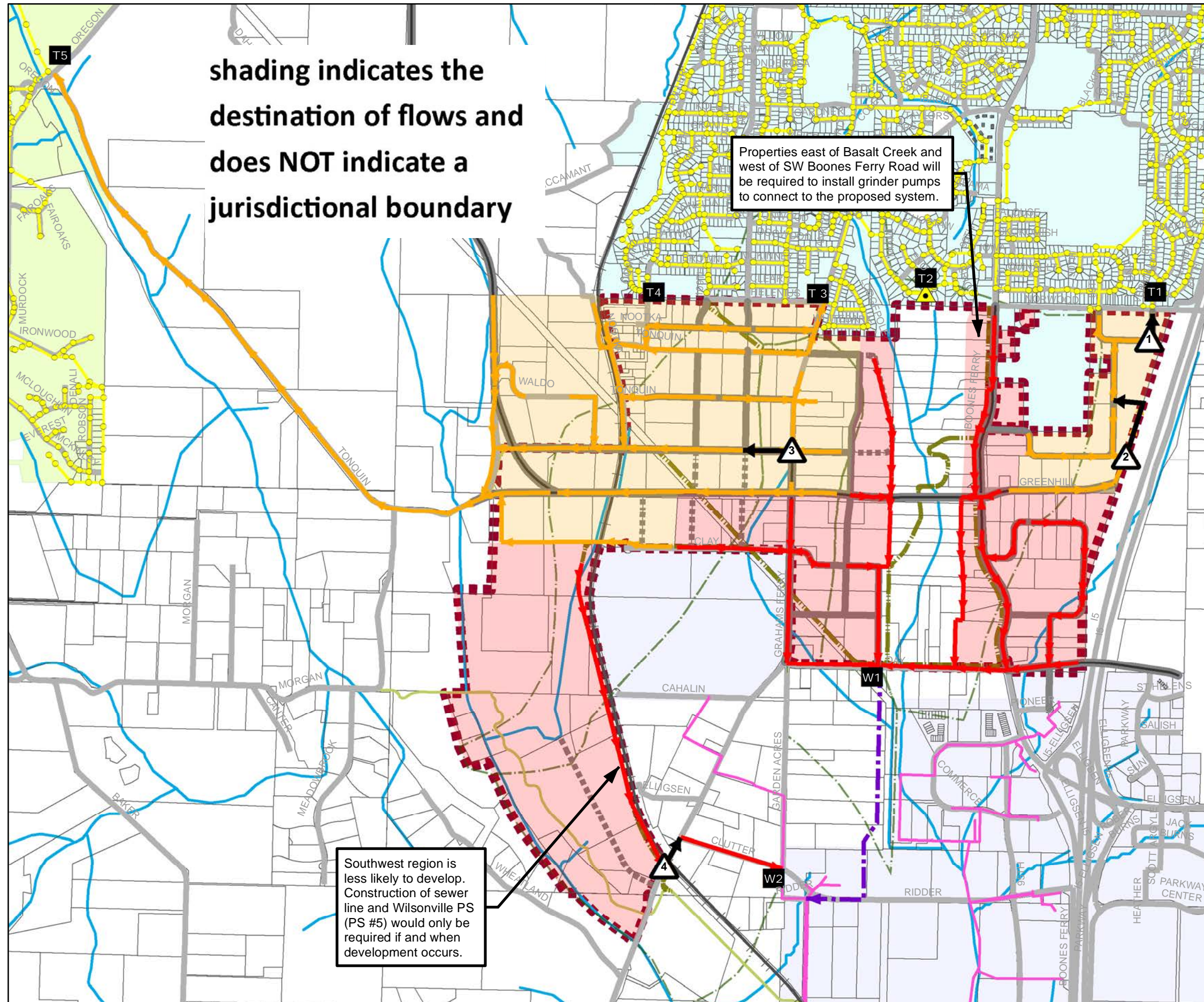


- Legend**
- △ Proposed Pump Stations
  - ➔ Proposed Force mains
  - ➔ Proposed CWS Service System
  - ➔ Proposed Wilsonville Service System
  - ▭ CWS Service Boundary
  - ▭ Wilsonville Service Boundary
  - ▭ Connections to Existing Sanitary Systems
  - ➔ Planned SW Kinsman Rd Extension
  - ▲ Existing CWS/Tualatin Pump Stations
  - ➔ Existing CWS/Tualatin Gravity System
  - ➔ Existing CWS/Tualatin Force mains
  - ➔ Existing Wilsonville System
  - ▭ Proposed Main E-W Arterial Roads
  - ▭ Proposed Collector Roads
  - ▭ Proposed Local Access Roads
  - ▭ Proposed Trails
  - ▭ Existing Railroad
  - ▭ Existing Roads
  - ▭ Existing Trails
  - ▭ Drainage Basins
  - ▭ Taxlots
  - ▭ Streams
  - ▭ Planning Area
  - City Boundaries**
  - ▭ Sherwood
  - ▭ Tualatin
  - ▭ Wilsonville



**FIGURE 7**  
**Alternative 2: Minimize Impacts to the Existing Tualatin System**  
**Conceptual Sanitary System Design**  
*Basalt Creek Planning Area*





**FIGURE 8**  
**Alternative 3: Hybrid Alternative**  
**Conceptual Sanitary System Design**  
*Basalt Creek Planning Area*



# **CITY COUNCIL ROLLING SCHEDULE**

## **Board and Commission Meetings 2015**

**Items known as of 04/15/15**

### **April**

<b>DATE</b>	<b>DAY</b>	<b>TIME</b>	<b>MEETING</b>	<b>LOCATION</b>
4/20	Monday	7 p.m.	City Council Meeting	Council Chambers
4/22	Wednesday	6:30 p.m.	Library Board	Library
4/27	Monday	6:30 p.m.	DRB Panel B	Council Chambers

### **May**

<b>DATE</b>	<b>DAY</b>	<b>TIME</b>	<b>MEETING</b>	<b>LOCATION</b>
5/4	Monday	7 p.m.	City Council Meeting	Council Chambers
5/11	Monday	6:30 p.m.	DRB Panel A	Council Chambers
5/13	Wednesday	6 p.m.	Planning Commission	Council Chambers
5/14	Thursday	6 p.m.	Budget Committee	Council Chambers
5/18	Monday	7 p.m.	City Council Meeting	Council Chambers
5/19	Tuesday	6 p.m.	Budget Committee	Council Chambers
5/20	Wednesday	6 p.m.	Budget Committee	Council Chambers
5/25	City offices closed in observance of Memorial Day			
5/27	Wednesday	6:30	Library Board	Library
5/28	Thursday	6 p.m.	DRB Panel B This meeting replaces the 5/25 meeting postponed due to Memorial Day Holiday	Council Chambers

## **COMMUNITY EVENTS**

### **Walk SMART**

April 29 – 1215 p.m. Meet at City Hall for a 20 minute walk

Walk SMART is a free program that encourages participants to walk more by providing tools and motivation. Each Walk SMART participant receives a pedometer, safety light, and log sheet to record daily step counts. Registered walkers who turn in their monthly step counts are eligible to win fun and practical rewards for their efforts. Stop by and pick up a Walk SMART Kit at the SMART building, 28879 SW Boberg Rd. between 8am – 5pm, they are available at the Dispatch counter. Check [ridesmart.com/walksmart](http://ridesmart.com/walksmart) for more Walk Wednesday dates.

### **Bulky Waste Day**

Saturday, May 2 – 10 a.m. – 2 p.m. at Republic Services 10295 SW Ridder Road

In partnership with Republic Services and Willamette Resources, the City of Wilsonville is holding a Bulky Waste Day on Saturday, May 2, 2015, 10 am - 2 pm at 10295 SW Ridder Road in Wilsonville. Community members, with proof of Wilsonville residency and new toiletry items to donate, are invited to drop off large, bulky items that don't fit into standard-sized garbage cans. The types of waste that will be accepted include: Dishwashers, Televisions, Refrigerators, Computers, Monitors, Stoves, Dryers, Water heaters, Couches, Mattresses, Scrap metal, Tables and chairs. The following are types of items that will not be accepted: propane bottles/canisters; paint; batteries; solvents; thinners; household garbage; tires; and other related items

**ADA Transition Plan Public Open House**

May 7, 6:00 PM - 8:00 PM @ City Hall Council Chambers

On Thursday, May 7, 2015, 6 - 8 pm in City Hall Council Chambers the City of Wilsonville is holding a public open house to review and seek comments on the Americans with Disability Act (ADA) Transition Plan. For those people who are unable to attend, the Plan will be available on the City's website at [www.ci.wilsonville.or.us/ADA](http://www.ci.wilsonville.or.us/ADA).

**W.E.R.K. Day**

May 9, 8:00 AM - 1:00 PM @ Wilsonville Community Center

W.E.R.K. (Wilsonville Environmental Resource Keepers) Day is an annual event that draws over 300 volunteers for a variety of park projects. Each year the projects differ but are focused within Memorial Park.

**Spa Saturday at the Center**

May 16, 10:30 AM - 1:30 PM @ Community Center  
7965 SW Wilsonville Road

Please join us for our 2nd Spa Saturday at the Center. There will be free sample sessions of massage, acupuncture, yoga, tai chi, Pilates, meditation, health and craft vendors, raffle prizes and more!

**Wilsonville Festival of Arts**

May 30 & 31, 10:00 AM - 9:00 PM @ Town Center Park

The Wilsonville Arts & Culture Council is presenting the 16th annual Wilsonville Festival of Arts—a free community event on Saturday, May 30 and Sunday, May 31, at Wilsonville's Town Center Park that begins at 10 am and last until 9 pm on Saturday and 5 pm on Sunday.



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b>  April 20, 2015	<b>Subject: 2015 Earth Day Proclamation</b>  <b>Staff Member:</b> Kerry Rappold <b>Department:</b> CD/Natural Resources Program	
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable <b>Comments:</b> 	
<b>Staff Recommendation:</b> There is no recommendation; the item is for Council's information.		
<b>Recommended Language for Motion:</b> N/A		
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

**ISSUE BEFORE COUNCIL:** Recognition of 2015 Earth Day.

**EXECUTIVE SUMMARY:** This year marks the 45<sup>th</sup> anniversary of Earth Day. Earth Day is a day that is intended to inspire awareness and appreciation for the Earth's natural environment. Over a billion people in 190 countries participate in Earth Day events.

The Natural Resources Program encourages local residents to become a "steward" to the planet, and learn about the importance of understanding and protecting our natural resources.

**EXPECTED RESULTS:** To raise the awareness of community residents and foster a sense of stewardship for the planet.

**TIMELINE:** N/A

**CURRENT YEAR BUDGET IMPACTS:** N/A

**FINANCIAL REVIEW / COMMENTS:** N/A

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

**LEGAL REVIEW / COMMENT:** N/A

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

**COMMUNITY INVOLVEMENT PROCESS:** The public is invited to participate in Earth Day events.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:** Earth Day is meant to inspire the public to take better care of the planet, and offer them opportunities to celebrate and become informed stewards of the Earth's natural resources.

**ALTERNATIVES:** N/A

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

A. 2015 Earth Day Proclamation



CITY OF WILSONVILLE

# 2015 Earth Day Proclamation



WHEREAS, Earth Day began in 1970 as a long term endeavor to build a planet that would be healthy, prosperous, and viable; and

WHEREAS, Earth Day is celebrated around the globe by people of all backgrounds, faiths and nationalities; and

WHEREAS, community members of all ages can contribute to building a healthy society through the wise use and protection of our natural resources, including our air, water, and natural habitats; and

WHEREAS, Wilsonville has always recognized the importance of protecting, conserving, and restoring our natural resources, thus creating a livable and vibrant community.

NOW, THEREFORE, I, Tim Knapp, Mayor of the City of Wilsonville, do hereby proclaim April 22, 2015 as

## **EARTH DAY 2015**

and pledge the City's support and invite all Wilsonville residents, businesses, civic groups, government, and other organizations to participate in celebratory and educational activities.

Dated this 20th day of April 2015

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Tim Knapp, Mayor



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b>  April 20, 2015	<b>Subject: Resolution No. 2526</b> City Facility Master Plan and Facility Master Plan Condition Assessment  <b>Staff Member:</b> Delora Kerber <b>Department:</b> Public Works	
<b>Action Required</b> <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda	<b>Advisory Board/Commission Recommendation</b> <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>	
<b>Staff Recommendation:</b> Staff recommends Council adopt Resolution No. 2526.		
<b>Recommended Language for Motion:</b> I move to approve Resolution No. 2526		
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input checked="" type="checkbox"/> Council Goals/Priorities Well-Maintained Infrastructure	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

Presentation and discussion of the Facility Master Plan and Facility Master Plan Condition Assessment.

### EXECUTIVE SUMMARY:

The City has grown substantially since the last City Facility Master Plan was completed in 1996. Since that time, new properties and facilities have been acquired and other properties have been sold.

The purpose of the updated Facility Master Plan and Condition Assessment is to inventory the City's existing facilities, examine future space requirements and resources, and develop a

strategic plan for future facilities and property dispositions.

Existing services, existing needs, and future needs related to space and programming for the various City Departments were reviewed as part of the Facility Master Plan process and a twenty (20) year planning horizon was used for identifying space needs.

Facilities assessed as part of this study included City Hall, Library, Public Works/Police, Community Center, Town Center School (Art Tech School & Kiva Center), Tauchman House and Parks and Recreation building. City facilities that have undergone recent upgrades, or those that will have separate master plans were not included in this study.

**EXPECTED RESULTS:**

The Condition Assessment report delivers an updated facility inventory that identifies building conditions, levels of maintenance, basic seismic ratings and future maintenance requirements. Cost estimates for the remediation of each property, and a Facility Condition Index that will assist in determining whether to reinvest in an existing property, or invest in building a new facility, are included in the Assessment Report.

The Facility Master Plan provides an analysis of the existing conditions and concepts for incremental programmatic building and site improvements to meet the city's short and long term needs through the Year2035. The Plan includes an inventory of proposed projects, a priority evaluation, conceptual costs analysis and schedule of projects.

Staff will use both these documents for planning and budgeting purposes.

**TIMELINE:**

A twenty (20) year planning horizon was used for identifying space needs for the departments.

**CURRENT YEAR BUDGET IMPACTS:**

There are no impacts to the current year budget.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by: SCole Date: 4/9/15

**LEGAL REVIEW / COMMENT:**

Reviewed by: MEK Date: 4/8/15

Resolution is approved as to form.

**COMMUNITY INVOLVEMENT PROCESS:** Not Applicable

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

City staff will use the information presented in the Facility Master Plan and Condition Assessment to proactively build and maintain clean, attractive infrastructure cost effectively.

**ALTERNATIVES:** Not Applicable

**CITY MANAGER COMMENT:**

It is important to note that the future staffing projections contained in the report are for space planning purposes only. The projections should be viewed as a tool for determining when a particular facility might need to be expanded to accommodate that particular need. All staffing decisions are made in the context of the city's annual budget and 5-Year Forecast.

**ATTACHMENTS**

A. Resolution No. 2526

**RESOLUTION NO. 2526**

**A RESOLUTION OF THE CITY OF WILSONVILLE  
ACKNOWLEDGING THE FINDINGS OF THE CITY FACILITY MASTER  
PLAN AND THE FACILITY MASTER PLAN CONDITION ASSESSMENT  
REPORT**

WHEREAS, the previous Facility Master Plan for the City was completed in 1996; and

WHEREAS, the City has grown significantly since that time and has disposed of several properties that were included in the 1996 plan as well as acquired new properties and facilities;

WHEREAS, the purpose of the Facility Master Plan and Condition Assessment is to inventory the City's existing facilities, examine future space requirements and resources, and develop a strategic plan for future facilities and property dispositions; and

WHEREAS, a twenty (20) year planning horizon was used for identifying space needs for the departments; and

WHEREAS, City Departments included in this plan are: City Administration; Legal; Finance/IT; Human Resources; Community Development; Library; Parks and Recreation; Police; and Public Works; and

WHEREAS, the facilities that were assessed as part of this study included City Hall, Library, Public Works/Police; Community Center; Town Center School (Art Tech School & Kiva Center), Tauchman House and Parks and Recreation building; and

WHEREAS, some City facilities have had recent upgrades or will have separate master plans and were not included in this study;

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

1. The City Council incorporates herein the above recitals and acknowledges the findings of the Facility Master Plan and the Facility Master Plan Condition Assessment.
2. A copy of the Facility Master Plan, dated March 20, 2015 is on file with the City Recorder and made a part of the record hereof; and

3. A copy of the Facility Master Plan Condition Assessment, dated January 14, 2015 is on file with the City Recorder and made a part of the record hereof;  
and
4. This resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 20th day of April 2015, and filed with the Wilsonville City Recorder this date.

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Tim Knapp, Mayor

ATTEST:

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Sandra C. King, City Recorder, MMC

SUMMARY OF VOTES:

Mayor Knapp  
Council President Starr  
Councilor Fitzgerald  
Councilor Stevens  
Councilor Lehan

Attachments:

Electronic file of Facility Master Plan, dated March 20, 2015  
Electronic file of the Facility Master Plan Condition Assessment, dated January 14, 2015



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b>  April 20, 2015	<b>Subject: Resolution No. 2527</b> A Resolution Clarifying the City of Wilsonville's position on the location of marijuana facilities in Wilsonville after May1, 2015  <b>Staff Member:</b> Barbara Jacobson and Mike Kohlhoff  <b>Department:</b> Legal	
<b>Action Required</b> <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> 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	<b>Advisory Board/Commission Recommendation</b> <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>	
<b>Staff Recommendation:</b> Staff recommends adoption of Resolution No. 2527.		
<b>Recommended Language for Motion:</b> I move to approve Resolution No. 2527.		
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

Whether or not to pass Resolution No. 2527, attached hereto as **Exhibit A**, which clarifies the City's decision to keep Ordinance No. 734 in effect following the automatic sunset of Ordinance No. 740 on May 1, 2015.

### EXECUTIVE SUMMARY:

In 2014, the City Council enacted Ordinance No. 734, which prohibits the issuance of a business license to any business that is, on its face, in violation of state or federal law. This Ordinance



effectively bans any medical marijuana dispensaries or other marijuana related businesses from legally operating within the City limits. In addition, the City also took advantage of Senate Bill 1531c, passed by the Oregon Legislature during the short 2014 legislative session, which allowed for a one (1) year ban on registered medical marijuana facilities by local jurisdictions, provided that the ban was effective no later than May 1, 2014 and expiring on May 1, 2015.

In light of the passage of Ballot Measure 91 and expiration of the moratorium, the City has received numerous calls from the public asking if the City is changing its position and allowing marijuana related businesses to obtain a business license to operate in the City and, if so, what restrictions might be imposed. Federal law still holds that any use or sale of marijuana is illegal. The Oregon legislature is currently in session and is expected to enact legislation to clarify what cities are allowed to do with respect to regulating, taxing, and banning marijuana facilities within its borders. Legislative action is expected by early summer. Thus, it seems reasonable and prudent for the City to leave Ordinance No. 734 in place, effectively retaining the ban for the next few months while City officials wait to see what, if any, mandates, direction, or guidance the legislature provides to cities on this issue. A copy of the existing Ordinance No. 734 is attached hereto as **Exhibit B** for reference.

**EXPECTED RESULTS:**

The proposed Resolution is expected to clarify that marijuana dispensaries are still banned from locating within the Wilsonville city limits for the next few months while the legislature works through many of the issues associated with legalization of medical marijuana and recreational marijuana laws. By passing this Resolution, the public will be informed of Wilsonville's decision to continue the ban until City officials can evaluate what happens in the legislature.

**TIMELINE:**

April 20, 2015

**CURRENT YEAR BUDGET IMPACTS:**

None anticipated between now and when the legislative session adjourns, at which time the City will reevaluate its position on the issue.

**FINANCIAL REVIEW / COMMENTS:**

**LEGAL REVIEW / COMMENT:**

Reviewed by: Mike Kohlhoff      Date: 4/14/15

The legal department prepared this Resolution at the request of Mayor Knapp.

**COMMUNITY INVOLVEMENT PROCESS:**

This matter has been of ongoing discussion during past City Council meetings, a town hall meeting conducted by Representatives John Davis and Senator Kim Thatcher, and past City Council work sessions open to the public.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

The goal is that this Resolution is to give the public clarity as to the City's position with respect to the location of marijuana facilities within the City limits until the legislature adjourns.

**ALTERNATIVES:**

The Council has the following options for consideration of this Resolution:

- 1) To approve Resolution No. 2527;
- 2) To do nothing;
- 3) To take other action.

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

- A. Resolution No. 2527
- B. Ordinance No. 734

**ESOLUTION NO. 2527**

**A RESOLUTION OF THE CITY OF WILSONVILLE RELATING TO  
MARIJUANA FACILITIES AND ORDINANCE NO. 734**

WHEREAS, the Oregon Legislature is currently working on possible amendments to Measure 91, the ballot measure that legalized possession and manufacture of certain amounts of marijuana, and on previously enacted House Bill 3460 (2013) pertaining to medical marijuana facilities; and

WHEREAS, the issue of whether a local government can ban dispensaries of marijuana for either recreational purposes or medicinal purposes is still being debated in the legislature and is not likely to be resolved until the summer of 2015; and

WHEREAS, The Oregon Legislature enacted Senate Bill 1531 (2014), which allowed local jurisdictions to place a one (1) year moratorium on the location of any medical marijuana dispensary within a City's limit; and

WHEREAS, the City Council believed at the time that it was in the best interests of the health, safety, and welfare of the citizens of the City of Wilsonville to enact such a moratorium, and did so by adoption of Ordinance No. 740; and

WHEREAS, the City of Wilsonville, pursuant to Ordinance No. 734, had already prohibited the issuance of a City of Wilsonville business license for any business that is, by its nature, illegal under state or federal law and found Ordinance Nos. 740 and 734 to be compatible and in support of a ban; and

WHEREAS, Ordinance No. 740, by its nature, automatically expires on May 1, 2015, per legislative mandate; and

WHEREAS, in light of the upcoming expiration of Ordinance No. 740, the City has received numerous inquiries as to whether or not the City will allow marijuana dispensaries and related operations to locate within the City, repealing Ordinance No. 734, which would otherwise remain in effect as an ongoing prohibition after Ordinance No. 740 sunsets; and

WHEREAS, the City believes that the legislature may make significant changes to the existing laws pertaining to marijuana during this legislative session that will help inform the City as to what options and obligations it will legally have going forward with respect to marijuana dispensaries and related operations within the City.

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

1. Ordinance No. 734, which prohibits the issuance of a City of Wilsonville business license to any business that is, by its nature, illegal under state or federal law, will remain in place and, thus, the operation of any marijuana facility in any area subject to the jurisdiction of the City of Wilsonville will continue to be precluded.
2. The City will revisit the issue of whether or not to allow any marijuana related businesses to operate within the City limits after the legislature has made its changes, if any, to the marijuana related laws during this legislative session.
3. This Resolution becomes effective upon the date of adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this \_\_\_\_ day of \_\_\_\_\_, 2015, and filed with the Wilsonville City Recorder this date.

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Tim Knapp, Mayor

ATTEST:

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Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp  
Council President Starr  
Councilor Fitzgerald  
Councilor Stevens  
Councilor Lehan

**ORDINANCE NO. 734**

**AN ORDINANCE OF THE CITY OF WILSONVILLE AMENDING WILSONVILLE CODE CHAPTER 7, BUSINESS LICENSES, SECTIONS 7.300, 7.320, 7.330, AND 7.370 AND DECLARING AN EMERGENCY**

WHEREAS, Wilsonville Code Sections 7.300 through 7.370 address the requirements, regulations, and penalties associated with obtaining and maintaining a license to do business within the City of Wilsonville; and

WHEREAS, based on citizen input and legal review in light of recent changes to Oregon law, the Council has determined that certain portions of these Sections of the Code are incomplete or need modification;

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

1. Wilsonville Code Chapter 7, Section 7.300, License Required, shall be retitled and amended to read as follows:

**“7.300 Business Licensing Requirements.**

- (1) Unless exempt under the provisions of Subsection (4), it is unlawful for a person to carry on or engage in any business within the City without first having obtained a business license from the City.
- (2) A person who carries on or engages in a business that is illegal under applicable City, State, and Federal laws is prohibited from being issued a business license.
- (3) As used in Sections 7.300 to 7.370, “person” means domestic or foreign corporations, cooperative corporations, associations, syndicates, partnerships, limited liability companies, professional liability companies, joint ventures, non-profits, individuals, or groups of individuals.
- (4) As used in Sections 7.300 to 7.370, “business” means any profession, trade, or occupation carried on for a livelihood or profit, but excluding the following businesses as exempt from the business license requirement:
  - (a) Suppliers to retailers, and those engaged in wholesale selling, who do not have a place of business in the City;
  - (b) Municipal, State, or Federal agencies or employees;

(c) Any person employed in the City by one engaged in business in the City, if the employer is licensed pursuant to Sections 7.300 through 7.370 to conduct a business in the City; otherwise such persons shall themselves be deemed to be engaged in business and subject to the requirements of these Sections;

(d) Any person transacting and carrying on any business which is exempt from a license tax by virtue of the Constitution of the United States, the Constitution of the State of Oregon, the laws of the United States, or the laws of the State of Oregon;

(e) Any person engaged as a landlord in leasing property, unless such person leases at any one time more than two (2) separate rental units or parcels (and/or buildings), whether it be residential or commercial, or both, in which event, if the annual gross income from rental exceeds \$500.00, such person shall be deemed to be engaged in business.”

2. Wilsonville Code Chapter 7, Section 7.320(2), shall be modified and replaced as follows:

“(2) The annual license fee for each fiscal year commencing July 1, 1975, and payable on or before July 15<sup>th</sup> shall be \$100.00 plus \$3.00 per each employee who is actively engaged in the City in his/her employer’s business, except, however, that if a business has an annual net income of \$12,000.00 or less, the annual license fee shall be \$50.00 plus \$3.00 per each employee. The fee for businesses whose total annual gross income is documented to be less than \$500.00 will be waived.”

3. Wilsonville Code Chapter 7, Section 7.330(2)(g), shall be modified and replaced as follows:

“(g) A signed notarized statement by the applicant, affirming that all of information provided is true and correct and that the business for which the application is being made is not illegal under any applicable state, federal, and local laws.” Applications granted under false pretenses where the business being operated is a, in fact, an illegal business will be subject to immediate revocation.

4. Wilsonville Code Chapter 7, Section 7.370, shall be amended to add a new section (3) as follows:

“(3) Any business operating without a business license, will be subject to an action by the City in Circuit Court to immediately seek in junctive relief to enjoin operation of said business This remedy is nonexclusive and is in addition to all other remedies available at law and in equity for such violation.

5. **Emergency Declared.**

The State of Oregon has adopted HB-3460 providing for the registration of businesses dispensing marijuana for medical reasons effective March 3, 2014. However, the Federal Controlled Substances Act (CSA) lists marijuana as a Schedule 1 Drug, in part due to its huge potential for abuse and such classification makes its manufacturer, importation, use and distribution illegal. The City currently has the Home Rule authority to regulate licensing of businesses within the City and to ensure the safety, health and welfare of its citizens by prohibiting the licensing of businesses operating illegally under federal, state, and local laws. Therefore, unless this ordinance is enacted prior to March 3, 2014, the City could well be faced with State preemption and the loss of its local control to determine how best to preserve the safety, health and welfare of the community from businesses who operate illegally, including in violation of the Federal Controlled Substances Act.

Time is of the essence under the circumstances and an emergency is declared to preserve the City’s ability to protect the public’s safety, health and welfare.

SUBMITTED to the Wilsonville City Council and read for the first time at a special meeting thereof on the 23rd day of January, 2014, and scheduled for a second reading at a regular meeting of the City Council on the 3rd day of February, 2014, commencing at the hour of 7 p.m. at the Wilsonville City Hall.

  
Sandra C. King, MMC, City Recorder



ENACTED by the City Council on the 3rd day of February 2014, by the following votes:

Yes: -3-      No: -0-

  
Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this 4<sup>th</sup> day of February, 2014.

  
TIM KNAPP, MAYOR

SUMMARY OF VOTES:

Mayor Knapp	Yes
Council President Starr	Excused
Councilor Goddard	Excused
Councilor Fitzgerald	Yes
Councilor Stevens	Yes



**Patrick Duke**  
Library Director

#### LIBRARY BOARD

**Reggie Gaines**  
Chair

**Megan**  
**Chuinard**

**Caroline Berry**

**Hilly Alexander**

**Alan Steiger**

## Wilsonville Public Library Monthly Report to Council April 2015

### Headlines:

- **History Pub at Mc Menamins:** Tuesday April 28th. Doors open at 5pm. This month: **Boone to Boomtown: A history of Wilsonville.**
- **Brush up your Shakespeare: Precles; Much Ado about Nothing; Antony and Cleopatra.** With Professor John Ehrstine. 8 week class starts April 22<sup>nd</sup>. \$40.
- **Library Board meeting. April 22nd, 6:30pm** at the Library

### March Statistics

- **Physical item circulation: 40,576** items checked out or renewed.
- **E-book and downloadable audiobook circulation 2,079.**
- **Volunteer hours donated to the Library: 1,219**
- **Current enrollment in Dolly Parton's Imagination Library: 630**, 48% of WV preschoolers

### Adult Services

- **January** adult programming attendance: **297.**  
**Political Extremism in America** started on March 31<sup>st</sup>. This class, taught by Emeritus Political Science Professor Bill Meulemns, focuses on how and the why the left and right thing and behave. We didn't really know how this class was going to be received, and were very pleased when 31 local citizens signed up for the class.

#### **Upcoming Programming ( not mentioned above):**

- **Writers Group. April 21<sup>st</sup> 4pm.** The Writers Group meets the first and third Tuesday of each month to improve our writing in a supportive environment.
- **Great Books Discussion Group. April 21<sup>st</sup>, 6pm.** This month, *Billy Bud, Sailor* by Herman Melville.
- **Game Night. April 22<sup>nd</sup>, 6pm.** Play one of our games or bring your own. 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays.
- **Book Club. May 14<sup>th</sup> 6pm.** This month, *River of Doubt* by Candice Millard.
- **Booknotes Concerts. May 9th 2pm.** This month, *Al-Andulus Ensemble.*

## Youth Services

- **January** Youth Services programming attendance was **3,545**.

- 

### **Upcoming Programming**

This year's weekly schedule:

#### **Wilsonville Playgroup**

Monday, 9:30am

#### **Toddler Time**

Tuesdays 10 am

#### **Babytime**

Tuesdays 11 am

#### **Family Storytime**

Tuesday 6:30 pm

Wednesday 10:30 am,

and 1:00 pm

Thursday 10:30 am

#### **Read to the Dogs**

Call for appointment

503-570-1599

#### **Bilingual Storytime**

each month.

#### **School age programming**

each month.

- **Fiesta de Cuentos: Spanish and English Program on Saturday April 25th at 2pm.**

## Other Services

- **Cultural Passes** are available for the: Portland Art Museum; Evergreen Aviation and Space Museum; Crystal Springs Rhododendron Garden; Pittock Mansion; Lu Su Chinese Garden; and the Portland Japanese Garden
- **Online Services** include 40 online databases and services and thousands of downloadable e-books and audiobooks.

See more events and services at [www.wilsonvillelibrary.org](http://www.wilsonvillelibrary.org)

### Recreation Snap-Shot



The Community Garden opened for registration and only 8 of the 114 plots are still available.



37 individuals attended a presentation by the Oregon Zoomobile that included a slide show and four animals.



Over 1,000 kids turned out for the annual Egg Hunt in Memorial Park



25 kids are enrolled in three levels of Soccer Shots for 2-8 year olds

#### Park Rental Season Starts Strong

\* Only 5 weekend dates remain at the River Shelter during the months of June, July and August

#### Crafty Card Creations

\* 6 crafty participants got together and created some beautiful, handmade cards with a personal touch. The themes for this class were: birthday, spring/Easter, and the 4th of July.



## Parks Maintenance Update



Completed Stein-Boozier Barn gathering area concrete and landscaping



Drained, cleaned, and refilled Sofia Park pond



Began demolition of Murase Plaza play equipment



Cleaned up four downed trees at Memorial Park



Upgraded Sofia Park pond electrical components to improve efficiency of operations

## Upcoming Programs/Events

**Antique Appraisal Day** - Saturday, April 11th, 10:00am - 2:00pm, Wilsonville Community Center. \$10 per item appraised. *All Appointments Sold Out!*

**Summer Registration Opens** - Monday, April 13th. Registration for all programs available online.

**WERK Day** - Saturday, May 9th, 8:00am - 1:00pm, Meet at the Wilsonville Community Center.

**Spa Saturday** - Saturday, May 16th, 10:30am - 1:30pm, Wilsonville Community Center. No charge.

# Public Works

March 2015

## Boozier Stein Barn *Facilities*

Senior Utility Workers Sean Byrne and Ivan Crumrine assisted the Parks and Recreation Department with the recent upgrades at the Boozier Stein Barn. Facilities staff also installed new tables and chairs in the old hog pen section of the barn, hung new LED string lights from the overhead beams and installed wooden rails around the exterior commons area located on the north side of the barn.



## Cold Patching Pot Holes *Roads*

Senior Utility Worker Casey Peck and Utility Worker Dave Boyd have been busy patching pot holes on Day Street and Grahams Ferry Road. With all the mild winter weather it is surprising the amount of Cold Patching that is needed. Day Street receives a lot of heavy truck traffic and it is taking its toll on this road.





## Poison Hemlock Eradication Facilities

Senior Utility Worker Rob Rollins has been applying pre-emergent throughout the City's landscapes. Below are before and after pictures of the second application to a poisonous hemlock outbreak located near the WES station.



## Valve Actuation Utilities – Water Distribution

Chris Reece uses a portable valve actuator to exercise water valves near Morey's Landing. The city's valve actuation program ensures that water valves are fully operational when they are needed and allows the crew to identify valves that may need maintenance.



## New Cigarette Urns at WES Facilities

New red cigarette urns were installed at the WES station in an attempt to lessen the amount of time spent cleaning up cigarette butts. Senior Utility Worker Rob Rollins coordinated with Transit to come up with four strategic locations for the urns.





## Fire Hydrant Rebuild and Valve Can Replacement

*Utilities – Water Distribution*

In addition to their normal customer service calls and work orders, the water crew continues to perform annual maintenance of fire hydrants and exercise water valves throughout the city. Shawn Powlison and Steve Gering rebuild a fire hydrant on the left, while Chris Reece cuts asphalt to replace a valve can on Willamette Way East.



CITY OF WILSONVILLE

# Monthly Report



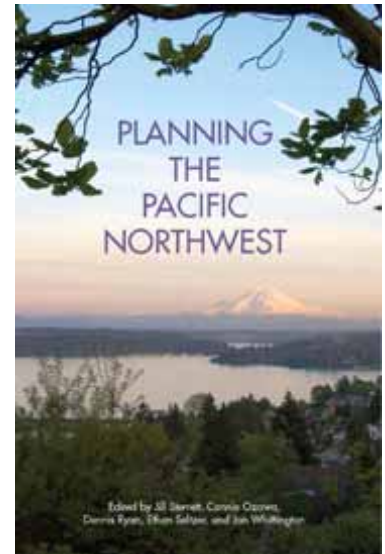
COMMUNITY DEVELOPMENT DEPARTMENT

MARCH 2015

## FROM THE DIRECTOR'S OFFICE

Happy Spring!

Very exciting news! I am very pleased to announce that two of our talented staff, Daniel Pauly, AICP, Associate Planner, and Planning Director Chris Neamtzu, AICP, have written an article titled "Implementing State, Regional and Local Housing Diversity Policy Through Master Planning" that was just published in a new American Planning Association (APA) publication, *Planning in the Pacific Northwest*. The book is a compilation of short stories on what makes planning unique in the Pacific Northwest. The book will be released at the national APA conference in Seattle in April.



Barber Bridge

You may recall that last month I shared photos from a staff visit to McMinnville where we observed the fabrication process for the bulb-tee girders that will be used for the Barber Street Bridge. Well, here we are a month later, and the girders have all been installed.

As of March 30, the Building and Planning Divisions have reviewed 96 plans for single-family residential units in 2015. Almost all the permits are in Villebois.

In March, I attended the first of three workshops sponsored by Metro to define a "transportation network of regional interest" that could be used to identify projects and seek a new funding mechanism. Not sure if future transportation funding will result, but getting organized on needs of regional interest is a start!

Enjoy the growing green and colorful landscape!

- Nancy Kraushaar, PE



## Building Department



Calais at Villebois

**Single Family Dwelling Permits YTD: 96**

**Major Projects Under Review:**

- Sundial Apartments
- Eye to Eye Clinic T.I.

**Temporary or Certificates of Occupancy Issued:**

- Porterra at the Grove



Renaissance at Canyon Creek



W3, Jack Martin Building



Edelweiss Park  
Costa Circle & Paris Avenue



Findlay Jeep and Dodge  
Dealership

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## Engineering Division, Capital Projects

**5-year Capital Budget:** The Draft FY 16 and 5-Year CIP is complete and is being prepared for budget committee presentation..

**ADA Title II Transition Plan (4183/9115):** MIG is working on a draft of the Transition Plan. The draft of the Transition Plan will be introduced to the Council at the April 20th Work Session. For more information visit the project web page at [www.ci.wilsonville.or.us/ADA](http://www.ci.wilsonville.or.us/ADA).

**Barber Street Extension (4116):** Girder sets were completed on March 27th. Construction remains on schedule for an October completion.

**Downtown Water Line Replacement (1121):** We will receive bids on April 14th with construction to begin on April 28th. Scheduled completion date is June 12th. The project will replace an aging 2" water main with a new 8" water main.

**Kinsman Road (4004):** Property acquisition work continues. BPA is reviewing the land use agreement application and the project plans.

**Landover Medians (4720):** Final design is behind schedule due to a change to the project to incorporate a fiber optic conduit run—a joint project with the school district. Construction remains scheduled for June 30th completion.

**Park Place Storm Water Improvements (7052):** Construction began on April 6th. Pacific Excavation Inc. is the General Contractor. The first week was night work 7:00 PM to 6:30 AM, then moved to day shift after the first week. Scheduled completion is April 24th. The project will replace inadequate storm piping and catch basins that cause flooding during heavy storm events.

**Tooze Road: 110th to Graham's Ferry (4146):** ODOT and FHWA have raised concerns about the plan to separate the bike lane from the road. ODOT requests that land on the north side of the road be acquired to accommodate the road and FHWA is concerned that the separate bike lane would make the project non-participatory. Staff will be meeting with agencies and the design team to better understand options for consideration.

**Water Treatment Plant Master Plan (1122):** The first of eight workshops was held, focusing on upper and lower site future capacity goals. The Master Plan will take approximately 1 year to complete.

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## Engineering Division, Private Development

**Fox Center Townhomes:** Construction was temporarily delayed on this 15-unit complex at Willamette Way East and Wilsonville Road. The developer had to line up another contractor to complete the work.

**Renaissance Homes:** An additional 3-lot subdivision on Canyon Creek Road South is pending a pre-construction meeting. Construction expected to start in April.

**Villebois Tonquin Woods 6 & 7 and Calais:** Construction has been completed in Tonquin Woods 6 & 7 and in Villebois Calais. Contractor has been installing franchise utilities on Grahams Ferry Road between the Barber Street roundabout and Tooze Road; once the overhead utilities are brought underground the contractor will provide a schedule for reconstruction work on Grahams Ferry Road. This likely will result in a temporary closure of Grahams Ferry Road with traffic detouring through Villebois. Neither the dates nor length of closure have yet to be determined.

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## Engineering Division, Private Development, cont'd

**Villebois Carvalho and Seville Row Homes:** Pipeline and roadway construction is completed for these 25 single family residential lots located off of Barber Street and Villebois Drive South.

**Villebois Tonquin Meadows 2:** Plans have been submitted for review of this 21-lot subdivision located south of the newly constructed roundabout at Villebois Drive and Costa Circle.

**Wilsonville Greens:** A 12-unit complex on Wilsonville Road, near Brown Road, is under plan review and waiting for plan approval.

---

## Planning Division, Current

DRB Panel 'B': APPROVED RESOLUTION NO. 300, 5-year Temporary Use Permit to use a model home as a real estate office in the Grove Single Family North subdivision; Westlake Consultants, Inc., Applicant. Staff: Michael R. Wheeler, Associate Planner. Case File: DB15-0007.

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## Planning Division, Long Range

**Basalt Creek Concept Plan:** The Basalt Creek Concept Plan will establish a vision and jurisdictional boundary for the 847 acres between the cities of Wilsonville and Tualatin. In March, the project team managed the completion of geotechnical exploratory borings to better understand the depth and hardness of bedrock in the Basalt Creek planning area. This information was analyzed and used to inform cost adjustments for additional sanitary sewer alternatives being explored to most efficiently serve the area. The project team also finalized financial and building assumptions for the land use alternative scenarios to be explored in April. The project team also established a new schedule for concept plan completion and public engagement. A joint Wilsonville and Tualatin City Council meeting will be held June 17th, and citizens will be asked to share ideas about the land use alternatives at an Open House planned for July.

For more information, visit the project web page at [www.basaltcreek.com](http://www.basaltcreek.com)

**Frog Pond Area Plan:** The Frog Pond Area Plan will establish the vision for the 500-acre Frog Pond area and define expectations for the type of community it will be in the future. The project team presented final concept plan recommendations to the Technical Advisory Committee and the Task Force on March 18th. Preparations are underway for finalizing information that describes and illustrates the preferred alternative for a Public Open House April 2nd, 6-8 p.m. at City Hall, and online from April 2nd to April 12th. Citizens have been encouraged to submit comments and specific recommendations during these forums to ensure the project team can incorporate the feedback into the package of materials for presentation to the Planning Commission and City Council.

For more information, visit the project web page at [www.ci.wilsonville.or.us/frogpond](http://www.ci.wilsonville.or.us/frogpond).

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## Economic Development Division

### Coffee Creek:

A consultant has been selected to lead the urban renewal feasibility study and annexation strategy work.

Staff met with Gary Van Huffel who is the Lands Manager at Business Oregon in the Infrastructure Finance Division. Gary is interested in working with the City on infrastructure grants and loans that many be funded through currently proposed legislation. If funded, the Infrastructure Finance Authority could use these programs to act as lender to the Urban Renewal Agency with a low/no interest loan to advance infrastructure in Coffee Creek with the pledge of future tax increments to repay the loan. We will continue dialog on this over the next few months as we conduct the UR feasibility study and see what kinds of funding the Business Oregon programs end up with.

The Washington County Industrial Lands Analysis work has now nailed down development concepts for Coffee Creek sites and the project consultants are now moving on to economic analysis of these concepts. This will all be good information to roll into our UR feasibility study.

### Elligsen Property:

I've heard from brokers that Mr. Elligsen has been sharing the material prepared by Clackamas County as a part of their industrial lands analysis work. The County has indicated they have funding approval to prepare a couple of additional development concepts for the Elligsen property. For the new concepts, the County will consult directly with potential purchasers/developers to get their input into concepts that would lead to a high-value industrial product that might help induce a land sale.

### Team Oregon Advanced Manufacturing:

The Medical Device Manufacturing tradeshow in Anaheim in February was a good experience. We had three Wilsonville companies in attendance at this tradeshow, and our participation was very helpful in building our relationship with TE Connectivity and their expansion here. The Team came away with over a dozen recruitment leads. Staff participated in two recruitment meetings at the tradeshow which were arranged by a consultant the Team hired, and have participated in a third meeting by phone this month with another recruitment lead identified by the same consulting firm. A portion of the \$1,500 we spent to invest in our Team Oregon membership has been used to retain a firm to prescreen recruitment candidates and arrange meetings with the Team.

### Town Center Concept Planning:

This project was discussed at the March Leadership Academy, along with Coffee Creek. Staff received a lot of good input from leadership academy participants on their visions for Town Center, and have three individuals interested in participating in focus groups or a task force when we move forward with the project next fiscal year.

**April 2015**

## Director's Report

*The following note has been sent to SMART's new Planning Task Force members:*

Thursday, April 9, 2015, from 6:00 to 8:00 pm has been scheduled for the official kick-off meeting of SMART's new Planning Task Force. We will use that meeting so that volunteers and staff can get to know one-another and begin to talk about goals and objectives, discuss schedules and to pencil out the work plan for the upcoming year.

Earlier this year, SMART began seeking volunteers to serve as Task Force members to help guide the update of the City's Transit Master Plan (TMP). City Councilor Julie Fitzgerald agreed to chair the Task Force and we received over a dozen inquiries from Wilsonville's citizens and employees wanting to know more about what would be involved with being a Task Force member.

The Task Force will guide the process for the TMP update that will take place over the course of this next year. Task Force members are committing their time to meet, on average, a couple of hours every other month – and this schedule will ebb and flow as topics and conversations become more detailed and also when input will be sought from the broader community. Ultimately, the new plan will be reviewed by the City Planning Commission and City Council in 2016.

The TMP is SMART's guiding planning document and as such, will lay out the framework for what types of transportation options the City of Wilsonville wants and at what level of transit service the community would like to see and support.

Current operations will be analyzed to find efficiencies so that SMART can offer relevant and quality service that has the potential to retain and attract more riders of all ages and backgrounds. Besides providing transportation options for the general public, a modern and streamlined transit system can spur economic development by helping to attract new businesses to the community.

Public participation is a crucial part of preparing a strong and successful Transit Master Plan. The citizens and the business community of Wilsonville will be asked to provide input and help the Task Force in the process.

SMART's website will contain information about the Task Force meetings as well as opportunities for public input and related TMP activities and events. Later this month, you can look forward to learning more at [www.ridesmart.com/tmp](http://www.ridesmart.com/tmp)

**Stephan Lashbrook**  
**(503) 570-1576**  
**[lashbrook@ridesmart.com](mailto:lashbrook@ridesmart.com)**

**Think Smart. Ride SMART.**

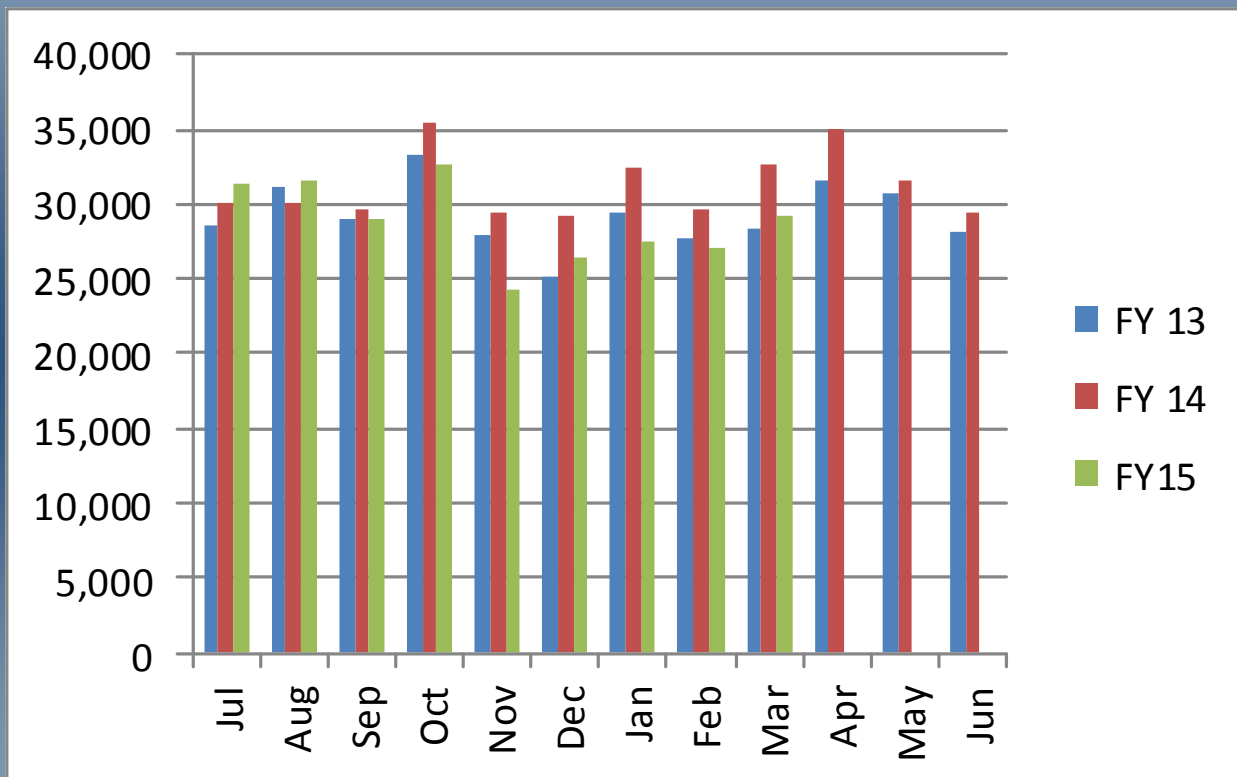


## March Operations Report

With winter ending, the pattern of rising ridership has started. March saw its highest ridership since October. And although this month's ridership does not match last year's, it is similar to 2013. Comparing year-to-date, 2015 is running about .5% behind FY 2013 (-7% compared to 2014).

SMART provided a shuttle for the Wilsonville High School Robotic Competition, shuttling passengers from the Mentor Graphics parking lot to Wilsonville High. Service ran from 6:30am to past 8:00pm on Friday, March 13, and carried 448 passengers. Wilsonville High does not have parking capacity to accommodate the cars that show up to this event. Mentor Graphics, a sponsor of this event, opens up their campus parking lot for parking. This prevents cars parking in the neighborhoods. We provided a bus every 20 minutes.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>FY 13</b>	28,511	31,067	29,066	33,326	28,027	25,199	29,525	27,812	28,356	31,492	30,776	28,217	351,374
<b>FY 14</b>	30,094	30,024	29,661	35,481	29,342	29,216	32,432	29,551	32,645	35,010	31,581	29,371	374,408
<b>FY15</b>	31,421	31,650	28,971	32,568	24,192	26,510	27,535	27,122	29,155				259,124



**National Walk @ Lunch Day** is designed to complement—not compete with—your busy lifestyle. Created to improve personal healthy and decrease the costs of healthcare for employers and employees, National Walk @ Lunch Day is the start of your new daily walking routine, helping you to improve your health step by step.

Join Walk SMART and other walking enthusiasts and meet at Wilsonville City Hall. The group walk will begin at 12:15 pm and end by 12:45 pm at the same location. The US Bank of Wilsonville will provide rewards for participants and we will walk the loop rain or shine. Hope to see you there!

More info at [ridesmart.com/walksmart](http://ridesmart.com/walksmart)



## Transit Master Plan (TMP) Update

What are our main goals? What do we want to accomplish with this plan?

How do we increase ridership? How do we lower the average cost per rider? How do we offer attractive and efficient transit service for people living and working in Wilsonville?

What would you like to see us address in the TMP update?

Let us know! Councilor Julie Fitzgerald is chairing the Task Force and SMART staff would love to hear from you.

More at [ridesmart.com/tmp](http://ridesmart.com/tmp)



## Virtual open house will help ODOT identify walking and biking needs

ODOT has launched a virtual open house to enlist public help in preparing an inventory of “active transportation” (walking and biking) needs on ODOT highways in the Portland area. The virtual open house can be found at [www.oregon.gov/ODOT/ATNI](http://www.oregon.gov/ODOT/ATNI) and will be accepting public comments until April 19.

The open house is part of the ODOT Region 1 Active Transportation Needs Inventory, a pilot project that will identify gaps in walking and biking facilities – including sidewalks, bike lanes and paths -- on ODOT roadways and will identify areas where future investments may provide the greatest benefits.

In the virtual open house the public may:

- Learn more about the project.
- Let us know what locations need improvement.
- Give feedback on criteria to evaluate walking and biking needs.

## Did You Know?

More than 7,200 organizations provide public transportation in the United States.

[www.apta.com](http://www.apta.com)

## Contact Us

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# WILSONVILLE

## 2014 ANNUAL HOUSING REPORT



MARCH 2015

ORIGINAL PUBLICATION: MARCH 2015

The City of Wilsonville Building Permit Database was the primary source for the data and information presented in this report.

Staff of the City of Wilsonville's Planning Division prepared this report. Special acknowledgement to:

JENN SCOLA, ASSISTANT PLANNER

DAN STARK, GIS MANAGER

MIRANDA BATESCHELL, LONG RANGE PLANNING MANAGER

CHRIS NEAMTZU, PLANNING DIRECTOR

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[www.ci.wilsonville.or.us](http://www.ci.wilsonville.or.us)

# A SNAPSHOT OF 2014



**360** HOUSEHOLDS  
PERMITTED

**246** SINGLE-FAMILY  
**68%**

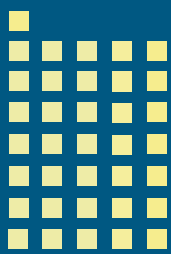
**114** MULTI-FAMILY  
**32%**

**\$61,179,670**

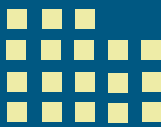
TOTAL VALUE OF CONSTRUCTION COSTS



## HOUSEHOLD GROWTH

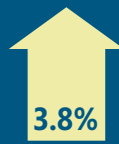


**2014**



**2013**

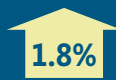
1 square  
represents 10  
households



**3.8%**  
2014



**2.8%**  
10YR  
AVG



**1.8%**  
METRO  
FORECAST

**3.5% POPULATION GROWTH** (2012-2014)

*"In just the past two years, 426 new single-family homes with a value of over \$95 million are coming online. I think this data shows that Wilsonville continues to be an attractive city in which to build and to buy a new home. I attribute this strong showing to our community's thoughtful urban planning, enabling the private sector to build a range of housing options that meet the needs of young people, families and retirees."*

— MAYOR TIM KNAPP

# HOUSING ACTIVITY IN THE

The City of Wilsonville experienced a record-high level of single-family home construction in calendar year 2014. Both the number of home permits issued and the value of new residential construction are record Wilsonville levels for a second consecutive year.

In 2014, the City of Wilsonville issued a total of 246 single-family dwelling permits with a valuation of \$52.2 million, representing more than a doubling of the average amount of \$23.9 million per year over the past 10 years. 2014 was even greater than the prior record-setting year of 2013 when 180 single-family building permits were issued with a valuation of \$42.8 million.

Over the past two years, the city issued permits for 426 single-family households and one new multi-family residential permit for the 114-unit Portera at the Grove valued at \$9.0 million. Portera offers amenity rich, large, single level units for active adults (55+) located within walking distance of Town Center and along a SMART transit route.

Cumulatively, the total number of 360 new residential units built in Wilsonville in 2014 is 53 percent greater than the 10-year average of 236 units per year. The household growth rate was almost 4%, more than double expectations set by the regional forecast.



## \$355,000

AVERAGE SELLING PRICE

sources: Zillow.com, Realtor.com



in 2014

WITH A MORTGAGE PAYMENT OF **37%**  
OF THE AVERAGE FAMILY'S INCOME



# CITY OF WILSONVILLE

Major residential construction has accelerated over the past two years as the local economy emerges from the Great Recession, with a majority of new home-building occurring in Villebois where homebuilders Legend Homes, Polygon Northwest, and Lennar are active.

With a recovering market, home prices showed strong gains in value; the average sale price rose 11% over 2014. The increase in housing values raised the average sale price of a home to \$355,000 putting it 4% above the affordability target<sup>1</sup> for the average Wilsonville family (based on the median household income reported by the 2013 U.S. Census: \$56,430). That said, the city provides a range of housing options to meet the various preferences and income levels of Wilsonville employees and residents.

Residential growth is expected to remain strong. In addition to the record-setting number of residential permits issued, the city approved plans for a total of 305 future homes: 244 single-family and 61 multi-family units. Located on 68 acres of land, these developments have 38% open space on average and have a total net density of 12 dwelling units per acre.<sup>2</sup> Details on approved plans and issued permits are included in the following pages.

<sup>1</sup>Housing affordability is commonly defined as 33% or less of household income being spent on rent or mortgage expenses. Mortgage calculation assumes 20% down payment and 30-year term at a fixed rate of 3.8%. A mortgage payment of \$1565 meets the affordability index and represents a home sale price of \$317,000.

<sup>2</sup>Net density measures the number of housing units in an area excluding the portion of land not used for housing, such as parks or streets.

## 305 HOMES



WERE APPROVED BY THE DEVELOPMENT REVIEW BOARD IN 2014  
CONSTRUCTION ANTICIPATED 2015-2017

**244** SINGLE-FAMILY      **61** MULTI-FAMILY

**80%**

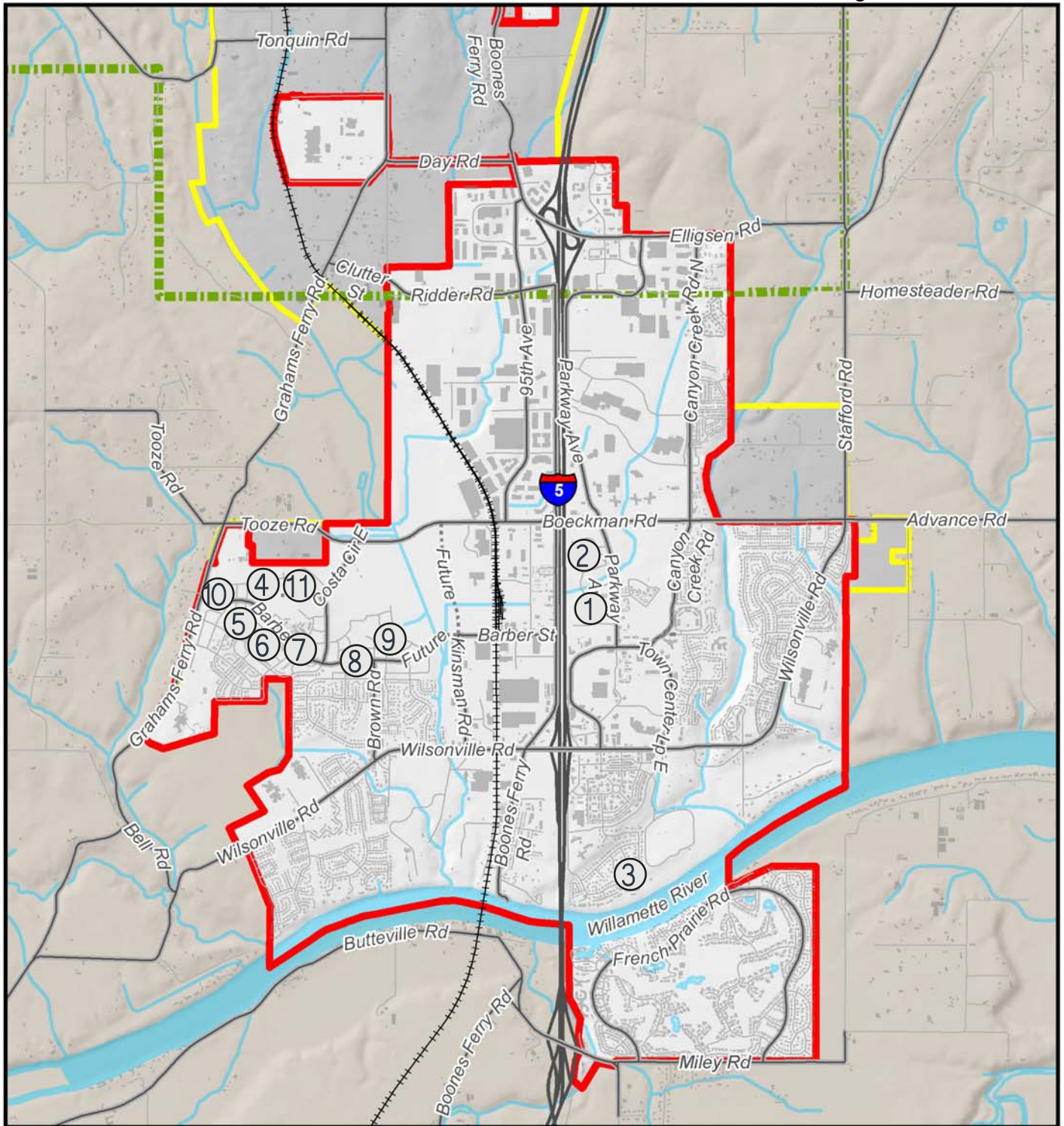
**20%**

# RESIDENTIAL PERMITS ISSUED



*"The City's building division has been working diligently to keep up with all the new home construction and industrial/commercial remodels occurring in Wilsonville. Working with our partners at ODOT, Metro and both Clackamas and Washington counties has helped us to plan and construct new infrastructure and transportation improvements required to serve new development in our community."*

– NANCY KRAUSHAAR, WILSONVILLE COMMUNITY DEVELOPMENT DIRECTOR



**The City of Wilsonville, Oregon**  
Clackamas and Washington Counties

**2014 Wilsonville Building Permits**

- City Limits
- County Boundary
- UGB

- ① BRENCHELY ESTATES
- ② GROVE SINGLE FAMILY NORTH
- ③ RENAISSANCE BOAT CLUB
- ④ TONQUIN WOODS AT VILLEBOIS NO 4
- ⑤ BEAUSOLEI
- ⑥ CARVALHO/SEVILLE ROW HOUSES
- ⑦ VILLEBOIS VILLAGE CENTER
- ⑧ VILLEBOIS SAP EAST PDP 1
- ⑨ RETHERFORD MEADOWS, VILLEBOIS SAP EAST PDP 2
- ⑩ TONQUIN WOODS 1-3, VILLEBOIS SAP NORTH PDP 1
- ⑪ TONQUIN WOODS 5



1/22/2015



M:\projects\2014\123014\_housing\Permits.mxd



# BRENCHLEY ESTATES



aerial photo dated Summer 2014

APPROVED: SUMMER 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 11 OF 30 BUILDING PERMITS

LOT SIZE: 4,007-6,752 SF (AVG 4,744 SF)

NET ACRES FOR HOUSING: 1.20

NET DENSITY: 9.2 UNITS PER ACRE

CONSTRUCTION BY: PNW HOMEBUILDERS, LLC

CONSTRUCTION VALUE: \$2,633,743

HOUSING TYPE: SINGLE FAMILY

LOCATION: BRENCHLY ESTATES

ZONING: PDR-5



PHOTO TAKEN JANUARY 2015



# GROVE SINGLE FAMILY NORTH



aerial photo dated Summer 2014

APPROVED: WINTER 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 6 OF 27 BUILDING PERMITS

LOT SIZE: 4,499-4,764 SF (AVG 4,544 SF)

NET ACRES FOR HOUSING: 0.63

NET DENSITY: 9.5 UNITS PER ACRE

CONSTRUCTION BY: LENNAR NW, INC.

CONSTRUCTION VALUE: \$1,634,513

HOUSING TYPE: SINGLE FAMILY

LOCATION: BRENCHLY ESTATES

ZONING: PDR-5



PHOTO TAKEN JANUARY 2015



# 3

# RENAISSANCE BOAT CLUB



aerial photo dated Summer 2014

APPROVED: SPRING/FALL 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 3 OF 33 BUILDING PERMITS

LOT SIZE: 4,969-7,232 SF (AVG 6,208 SF)

NET ACRES FOR HOUSING: 0.43

NET DENSITY: 7 UNITS PER ACRE

CONSTRUCTION BY: RENAISSANCE CUSTOM HOMES

CONSTRUCTION VALUE: \$1,231,400

HOUSING TYPE: SINGLE FAMILY

LOCATION: WEST OF MEMORIAL PARK, ON THE RIVER

ZONING: PDR-4



PHOTO TAKEN JANUARY 2015



# TONQUIN WOODS 4



aerial photo dated Summer 2014

APPROVED: SPRING-FALL 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 15 OF 37 BUILDING PERMITS

LOT SIZE: 2,342-2,965 SF (AVG 2,451 SF)

NET ACRES FOR HOUSING: 0.84

NET DENSITY: 17.9 UNITS PER ACRE

CONSTRUCTION BY: POLYGON

CONSTRUCTION VALUE: \$2,602,332

HOUSING TYPE: SINGLE FAMILY

LOCATION: VILLEBOIS NORTH

ZONING: VILLAGE



PHOTO TAKEN JANUARY 2015





aerial photo dated Summer 2014

APPROVED: SPRING 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 13 OF 13 BUILDING PERMITS

LOT SIZE: 1,925-2,990 SF (AVG 2,300 SF)

NET ACRES FOR HOUSING: 0.70

NET DENSITY: 18.6 UNITS PER ACRE

CONSTRUCTION BY: POLYGON

CONSTRUCTION VALUE: \$2,249,029

HOUSING TYPE: SINGLE FAMILY

LOCATION: VILLEBOIS EAST

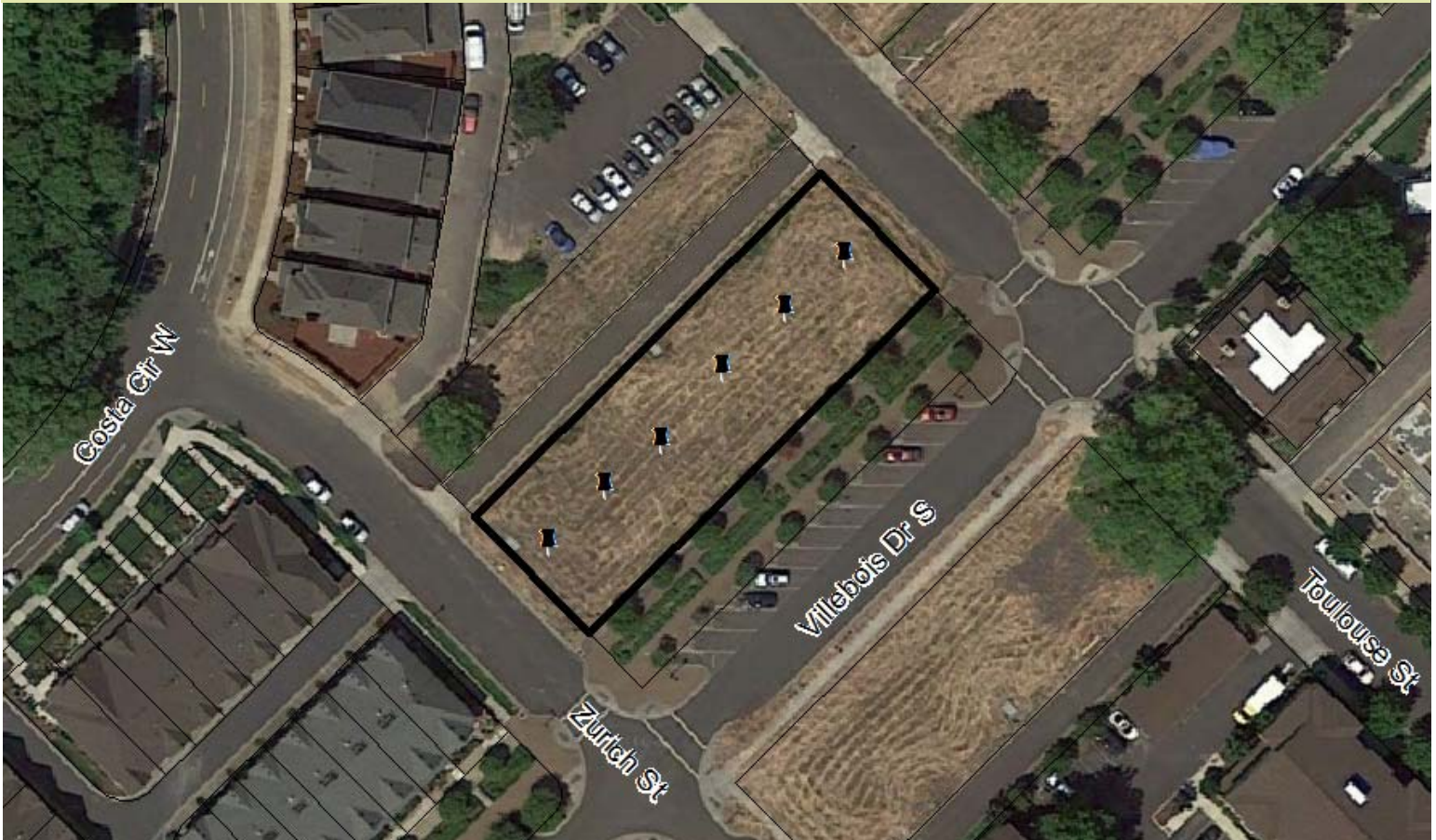
ZONING: VILLAGE



PHOTO TAKEN JANUARY 2015



# CARVALHO/SEVILLE



aerial photo dated Summer 2014

APPROVED: WINTER 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 6 OF 25 BUILDING PERMITS

LOT SIZE: 1,974-2,432 SF (AVG 2,100 SF)

NET ACRES FOR HOUSING: 0.34

NET DENSITY: 17.6 UNITS PER ACRE

CONSTRUCTION BY: PNW LAND DEVELOPMENT

CONSTRUCTION VALUE: \$2,249,029

HOUSING TYPE: SINGLE FAMILY

LOCATION: VILLEBOIS CENTRAL

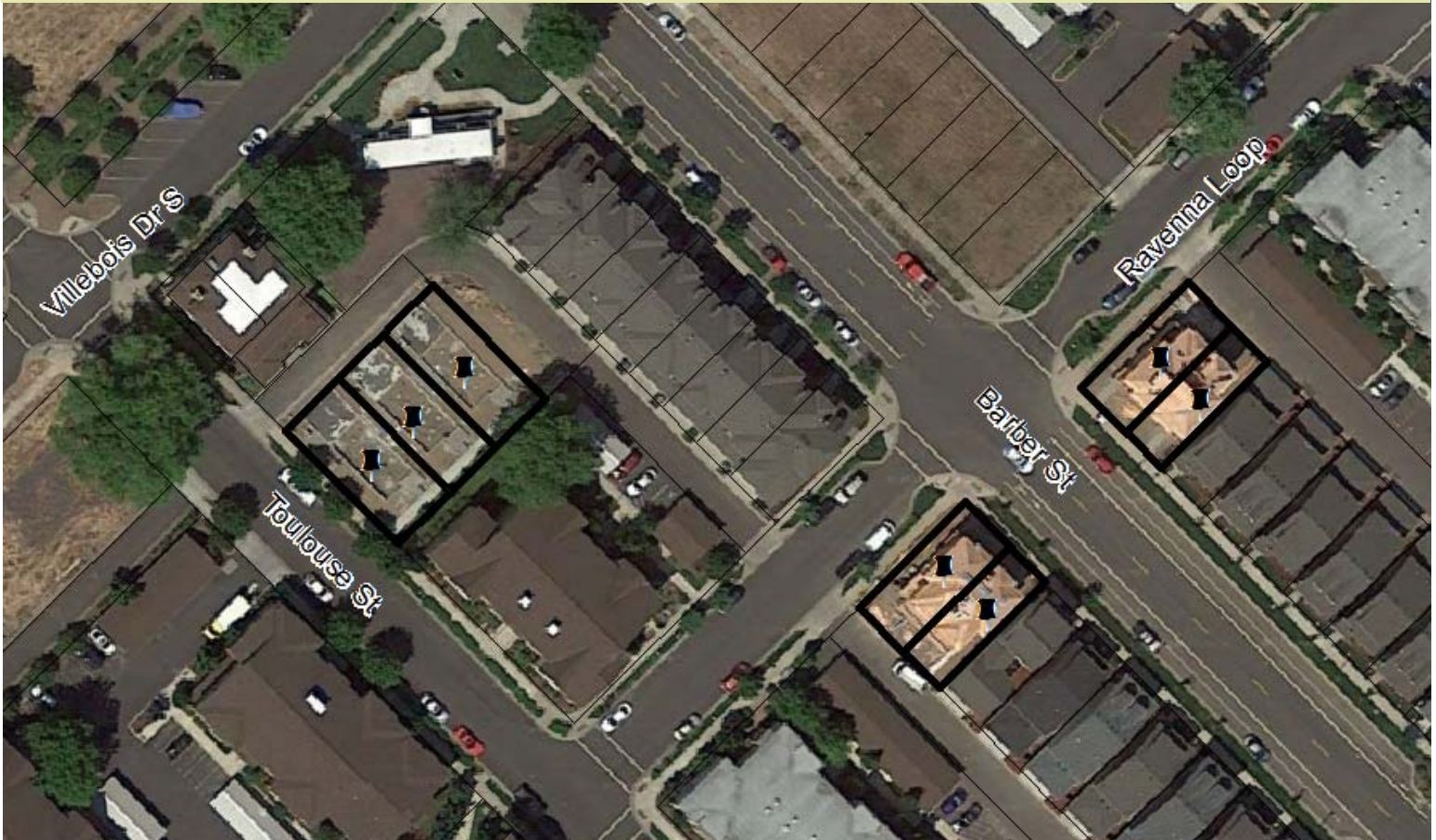
ZONING: VILLAGE



PHOTO TAKEN JANUARY 2015



# VILLEBOIS VILLAGE CENTER



aerial photo dated Summer 2014

APPROVED: SUMMER 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 7 OF 53 BUILDING PERMITS

LOT SIZE: 1,644-2,580 SF (AVG 2,090 SF)

NET ACRES FOR HOUSING: 0.34

NET DENSITY: 20.6 UNITS PER ACRE

CONSTRUCTION BY: POLYGON

CONSTRUCTION VALUE: \$1,283,490

HOUSING TYPE: SINGLE FAMILY

LOCATION: VILLEBOIS CENTRAL

ZONING: VILLAGE

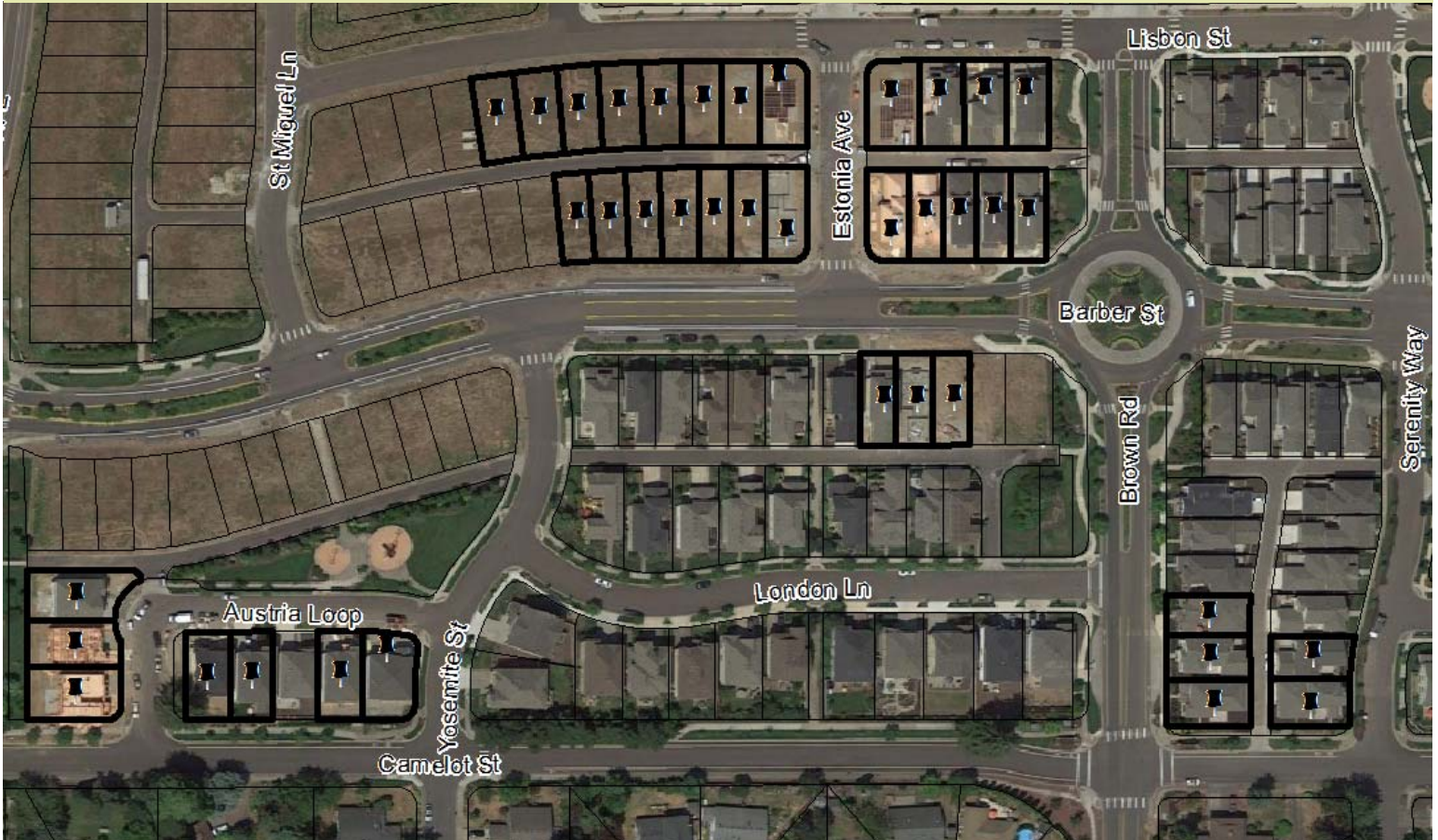


PHOTO TAKEN FEBRUARY 2015



# 8

# VILLEBOIS SAP E PDP 1



aerial photo dated Summer 2014

APPROVED: SUMMER/WINTER 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 39 OF 88 BUILDING PERMITS

LOT SIZE: 2,877-4,816 SF (AVG 3,550 SF)

NET ACRES FOR HOUSING: 3.20

NET DENSITY: 12.2 UNITS PER ACRE

CONSTRUCTION BY: LEGEND HOMES

CONSTRUCTION VALUE: \$9,976,993

HOUSING TYPE: SINGLE FAMILY

LOCATION: VILLEBOIS EAST

ZONING: VILLAGE



PHOTO TAKEN JANUARY 2015



# RETFERFORD MEADOWS



aerial photo dated Summer 2014

APPROVED: FALL/WINTER 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 13 OF 88 BUILDING PERMITS

LOT SIZE: 2,518-7,809 SF (AVG 4,145 SF)

NET ACRES FOR HOUSING: 1.24

NET DENSITY: 10.5 UNITS PER ACRE

CONSTRUCTION BY: LENNAR

CONSTRUCTION VALUE: \$3,330,093

HOUSING TYPE: SINGLE FAMILY

LOCATION: VILLEBOIS EAST

ZONING: VILLAGE



PHOTO TAKEN JANUARY 2015



# TONQUIN WOODS 1-3



aerial photo dated Summer 2014

APPROVED: YEAR ROUND 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 77 OF 169 BUILDING PERMITS  
(#1: 2 OF 27, #2: 15 OF 82, #3: 60 OF 60)

LOT SIZE: 2,259-6,327 SF (AVG 2,812 SF)

NET ACRES FOR HOUSING: 4.90

NET DENSITY: 15.7 UNITS PER ACRE

CONSTRUCTION BY: POLYGON

CONSTRUCTION VALUE: \$14,845,969

HOUSING TYPE: SINGLE FAMILY

LOCATION: VILLEBOIS NORTH

ZONING: VILLAGE



PHOTO TAKEN JANUARY 2015



# TONQUIN WOODS 5



aerial photo dated Summer 2014

APPROVED: SPRING/SUMMER 2014

## SITE CHARACTERISTICS

NUMBER OF HOMES: 36 OF 36 BUILDING PERMITS

LOT SIZE: 1,029-1,973 SF (AVG 1,448 SF)

NET ACRES FOR HOUSING: 1.15

NET DENSITY: 31.3 UNITS PER ACRE

CONSTRUCTION BY: POLYGON

CONSTRUCTION VALUE: \$6,627,354

HOUSING TYPE: SINGLE FAMILY

LOCATION: VILLEBOIS NORTH

ZONING: VILLAGE



PHOTO TAKEN JANUARY 2015

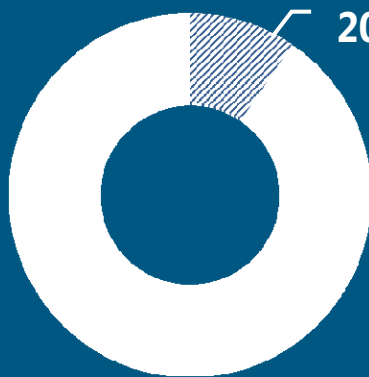
# RESIDENTIAL PERMITS ISSUED



Permitted housing projects this past year provided an array of housing types to meet the various housing needs of the people who live in and are moving to the city. The projects reflect a range of lot sizes, from 1,000–8,000 square feet, with homes ranging in size, design and cost and providing both rental and ownership opportunities. While both single-family and multi-family residential projects were permitted, there was a higher proportion issued for single-family homes, which was expected given a recent housing study that identified a need for more detached single-family housing in the city.

The 360 residential building permits issued in 2014 represent 10% of the 20-year Metro Household Growth Forecast. Metro’s official estimate forecasts Wilsonville will add 3,749 households between 2014 and 2034, which represents an average annual growth rate of 1.8%. However actual building activity last year enforces a significantly higher growth rate (3.8%) in line with the city’s historical annual growth rate (2.8%). At the current rate of development, household growth would surpass the regional forecast by 2024.

## METRO HOUSEHOLD GROWTH FORECAST 2014-2034



2014

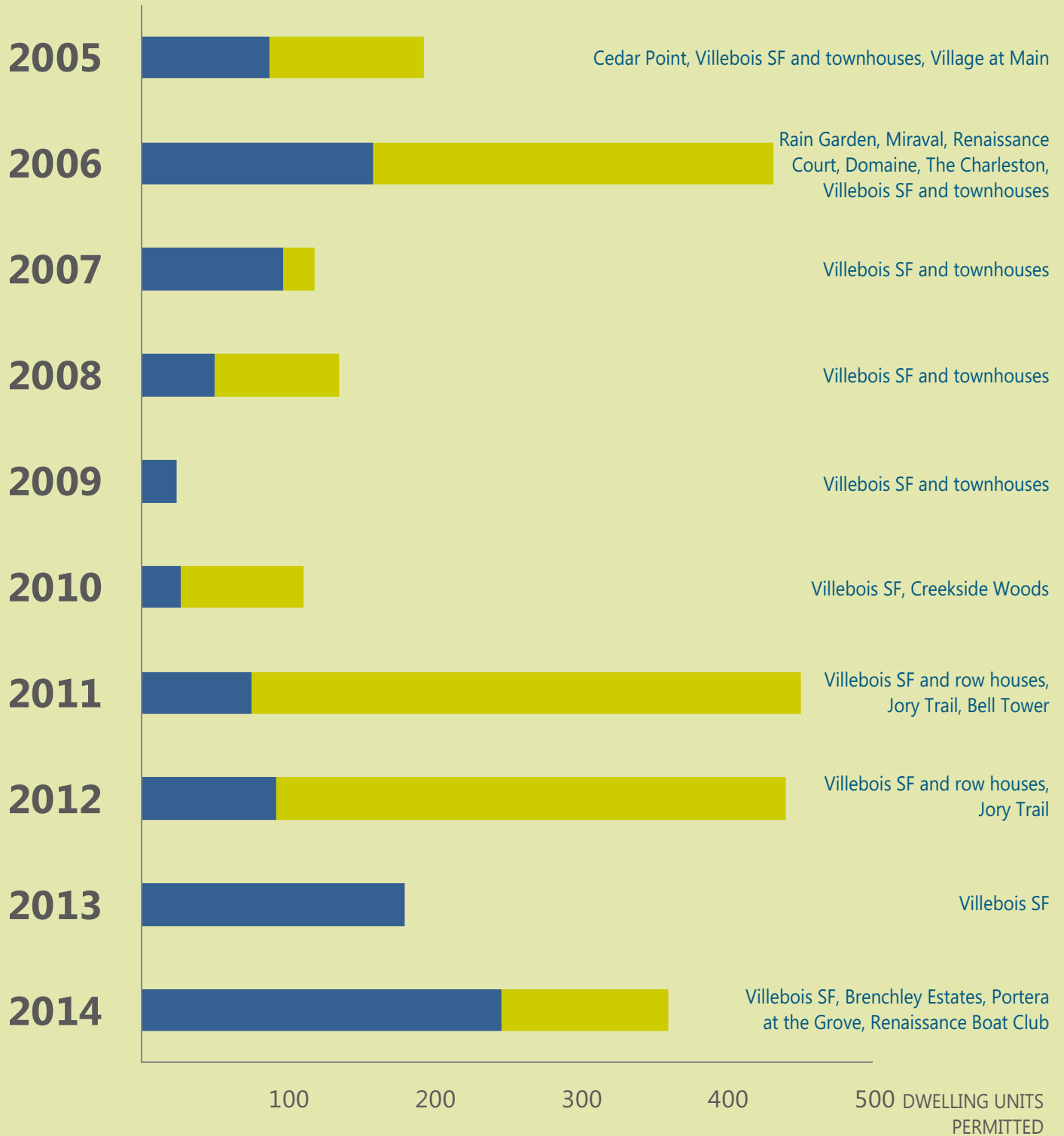
**10%**

OF FORECASTED HOUSEHOLDS WERE  
PERMITTED FOR CONSTRUCTION LAST YEAR



# 10-YEAR DEVELOPMENT

■ Single-Family    ■ Multi-family



# TRENDS AND TIMELINE

## POPULATION / GROWTH RATE

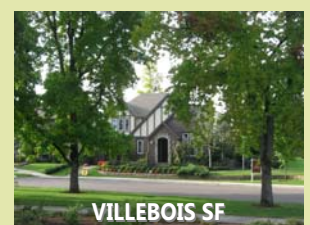
sources: US Census and PSU

## HOUSEHOLD GROWTH RATE

## AVERAGE SELLING PRICE OF HOME

source: Zillow.com

↑ 3.3%	17,503	↑ 3.1%	+238	↑ 11%	\$332,000
↑ 2.6%	17,957	↑ 5.4%	+420	↑ 19%	\$394,000
↑ 4.3%	18,725	↑ 1.2%	+95	↑ 3%	\$406,000
↑ 1.6%	19,020	↑ 1.0%	+80	↓ -7%	\$379,000
↑ 1.6%	19,327	↑ 1.3%	+108	↓ -9%	\$343,000
↑ 1.1%	19,540	↑ 0.3%	+28	↓ -6%	\$321,000
↑ 0.3%	19,597	↑ 5.3%	+457	↓ -8%	\$296,000
↑ 5.1%	20,604	↑ 4.3%	+389	↑ 0%	\$296,000
↑ 4.3%	21,484	↑ 1.9%	+180	↑ 8%	\$320,000
↑ 2.3%	21,980	↑ 3.8%	+360	↑ 11%	\$355,000



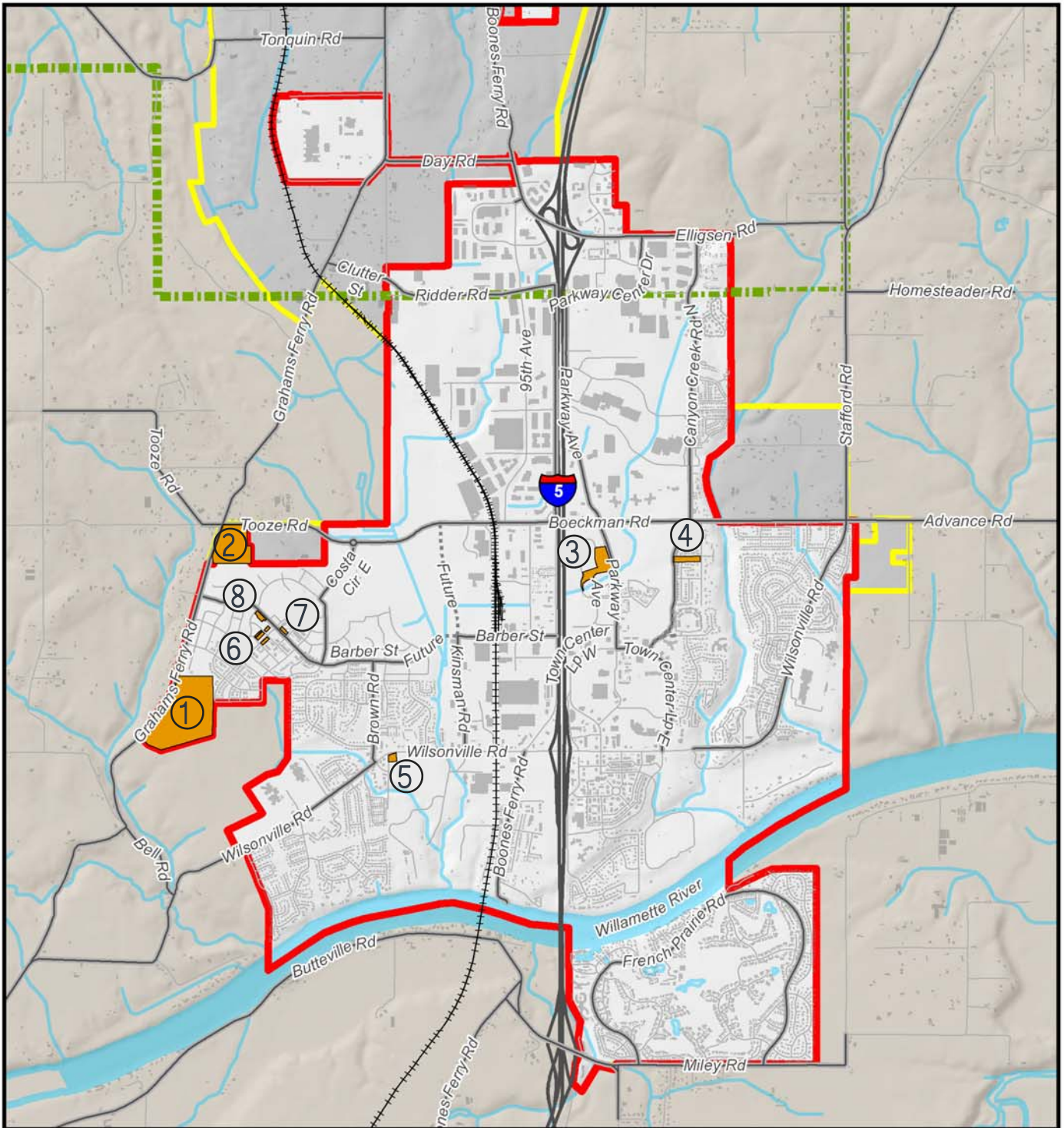


# HOUSING PLANS APPROVED



*"The last two years the City's planning division has been busier than ever working with developers and responding to requests from property owners. Each plan requires careful review to ensure it upholds the quality and vision of our community. Planning staff works hard to respond quickly and thoroughly in order to support new development in the City."*

— CHRIS NEAMTZU, WILSONVILLE PLANNING DIRECTOR



**The City of Wilsonville, Oregon**  
Clackamas and Washington Counties

**2014 Approved Housing Plans**

- City Limits
- County Boundary
- UGB

- ① GRANDE POINTE AT VILLEBOIS
- ② CALAIS AT VILLEBOIS
- ③ BRENCHLEY ESTATES NORTH
- ④ RENAISSANCE AT CANYON CREEK II
- ⑤ WILSONVILLE GREENS
- ⑥ CARVALHO ROW HOUSES
- ⑦ SEVILLE ROW HOUSES
- ⑧ CHATEAU VILLEBOIS



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# GRANDE POINTE AT VILLEBOIS

ATTENTION CELL

○ BE 8" DIAMETER

○ IS TO BE 8" DIAMETER  
UNLESS OTHERWISE NOTED.

○ IN TO BE 12"  
UNLESS OTHERWISE NOTED.



**ACRES:**  
42.76 GROSS

**NUMBER OF HOMES:**  
100

**AVERAGE LOT SIZE:**  
4,830 SF

**NET DENSITY:**  
9.02 UNITS PER ACRE

**APPLICANT:**  
POLYGON NORTHWEST



APPROVED: APRIL 14, 2014

## LAND DEDICATIONS

HOUSING: 11.10 ACRES (26%)

OPEN SPACE: 24.10 ACRES (57%)

ALLEYS: 0.50 ACRES (1%)

PUBLIC STREETS: 6.80 ACRES (16%)

### HOUSING TYPES:

35 LARGE SINGLE

25 STANDARD SINGLE FAMILY

40 MEDIUM SINGLE FAMILY

LOCATION: VILLEBOIS SOUTH

# CALAIS AT VILLEBOIS



**ACRES:**  
15.16 GROSS

**NUMBER OF HOMES:**  
84

**AVERAGE LOT SIZE:**  
4,830 SF

**NET DENSITY:**  
9.72 UNITS PER ACRE

**APPLICANT:**  
POLYGON NORTHWEST

APPROVED: MAY 12, 2014

## LAND DEDICATIONS

HOUSING: 7.90 ACRES (52%)

OPEN SPACE: 2.00 ACRES (13%)

ALLEYS: 0.80 ACRES (5%)

PUBLIC STREETS: 4.50 ACRES (30%)

### HOUSING TYPES:

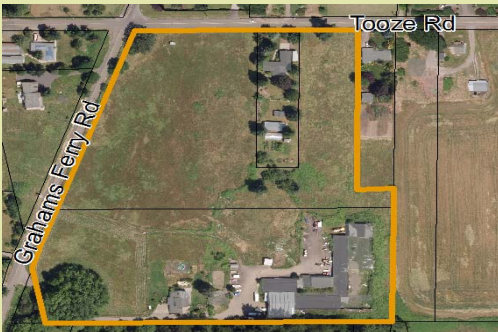
23 LARGE SINGLE FAMILY

3 STANDARD SINGLE FAMILY

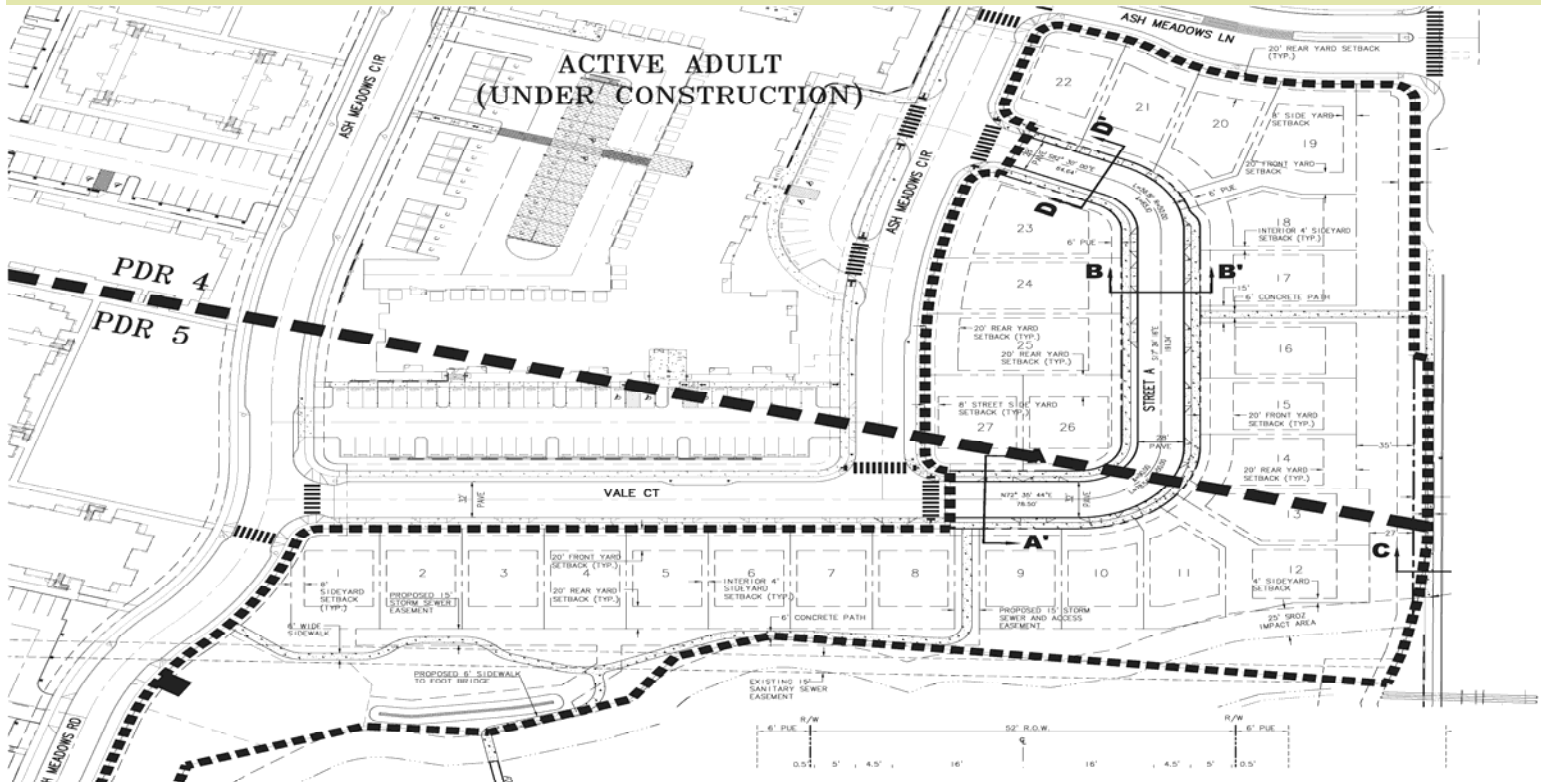
26 MEDIUM SINGLE FAMILY

32 SMALL SINGLE FAMILY

LOCATION: VILLEBOIS NORTH



# BRENCHLEY ESTATES NORTH



ACRES:  
5.22 GROSS

NUMBER OF HOMES:  
27

AVERAGE LOT SIZE:  
4,990 SF

NET DENSITY:  
8.52 UNITS PER ACRE

APPLICANT:  
HOLLAND PARTNERS GROUP

APPROVED: APRIL 14, 2014

## LAND DEDICATIONS

HOUSING: 3.20 ACRES (61%)

OPEN SPACE: 1.30 ACRES (25%)

ALLEYS: 0 ACRES (0%)

STREETS: 0.80 ACRES (14%)

HOUSING TYPES:  
27 DETACHED SINGLE FAMILY

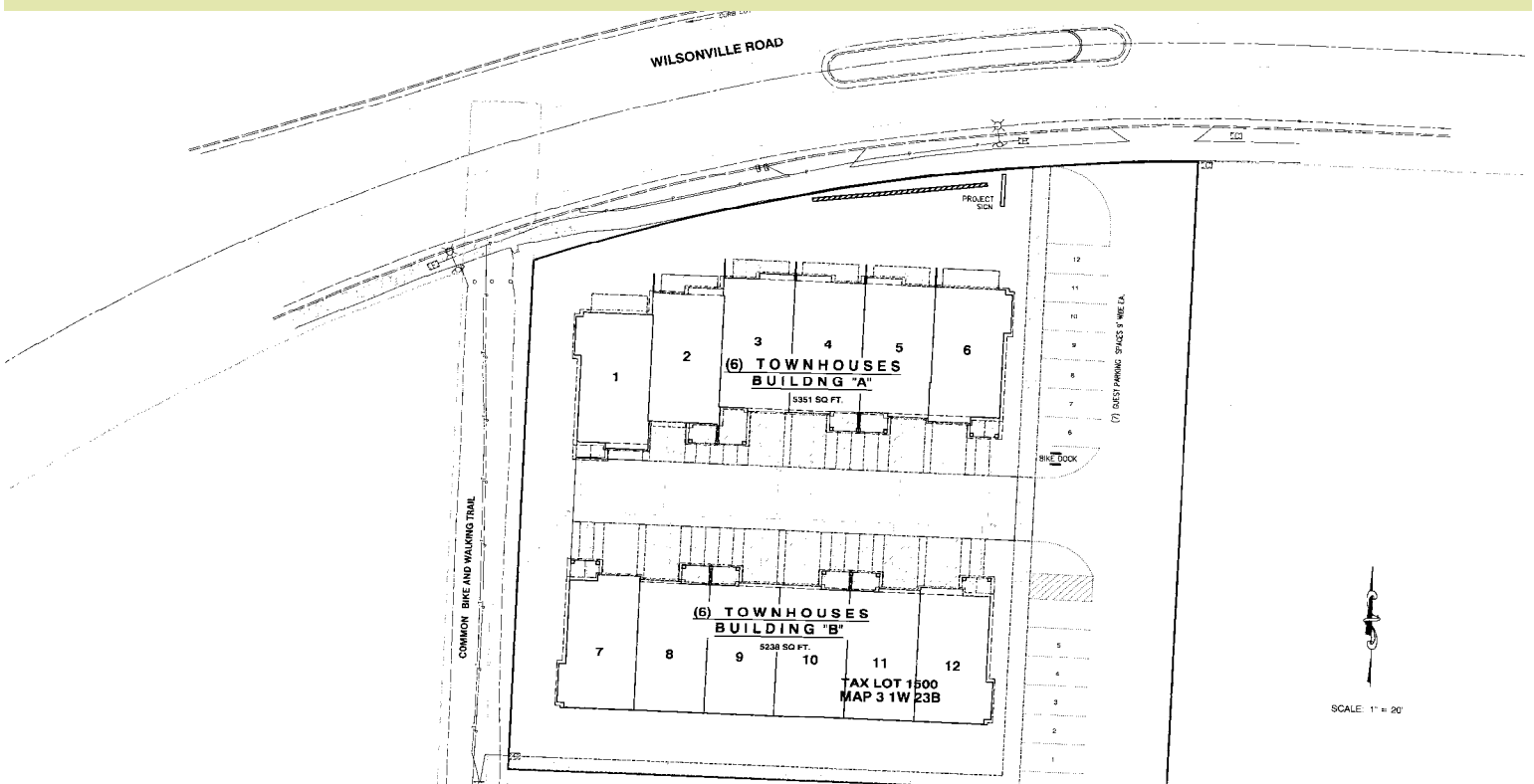
LOCATION: NORTH OF TOWN CENTER OFF PARKWAY AVENUE, ADJACENT TO THE TERRENE COMMUNITY CENTER







# WILSONVILLE GREENS



**ACRES:**  
0.79 GROSS

**NUMBER OF HOMES:**  
12

**AVERAGE LOT SIZE:**  
N/A

**NET DENSITY:**  
25 UNITS PER ACRE

**APPLICANT:**  
BAYNARD MENTRUM,  
ARCHITECT



APPROVED: JULY 14, 2014

## LAND DEDICATIONS

HOUSING: 0.20 ACRES (29%)

OPEN SPACE: 0.30 ACRES (38%)

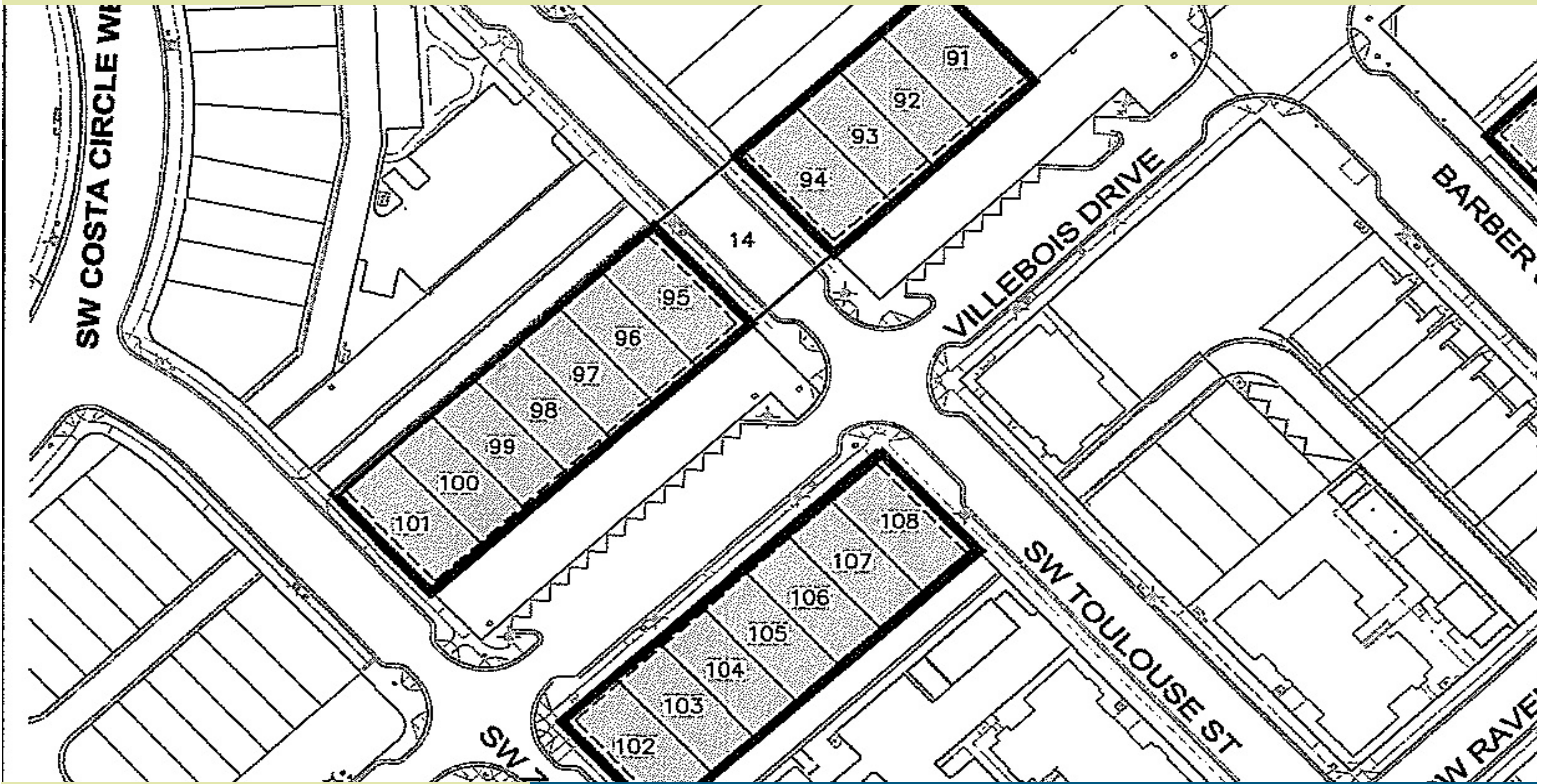
PARKING & CIRCULATION: 0.30 ACRES (33%)

HOUSING TYPES:

12 MULTI FAMILY UNITS FOR RENT/LEASE

LOCATION: WEST WILSONVILLE NEAR INTERSECTION OF  
BROWN AND WILSONVILLE ROADS

# CARVALHO ROW HOUSES



**ACRES:**  
0.89 GROSS

**NUMBER OF HOMES:**  
18

**AVERAGE LOT SIZE:**  
2,150 SF

**NET DENSITY:**  
20 UNITS PER ACRE

**APPLICANT:**  
RCS- VILLEBOIS  
DEVELOPMENT, LLC



APPROVED: SEPTEMBER 8, 2014

## LAND DEDICATIONS

HOUSING: 0.90 ACRES (100%)

OPEN SPACE: 0 ACRES (0%)\*

ALLEYS: 0 ACRES (0%), ALREADY CONSTRUCTED

PUBLIC STREETS: 0 ACRES (0%), ALREADY CONSTRUCTED

HOUSING TYPES:

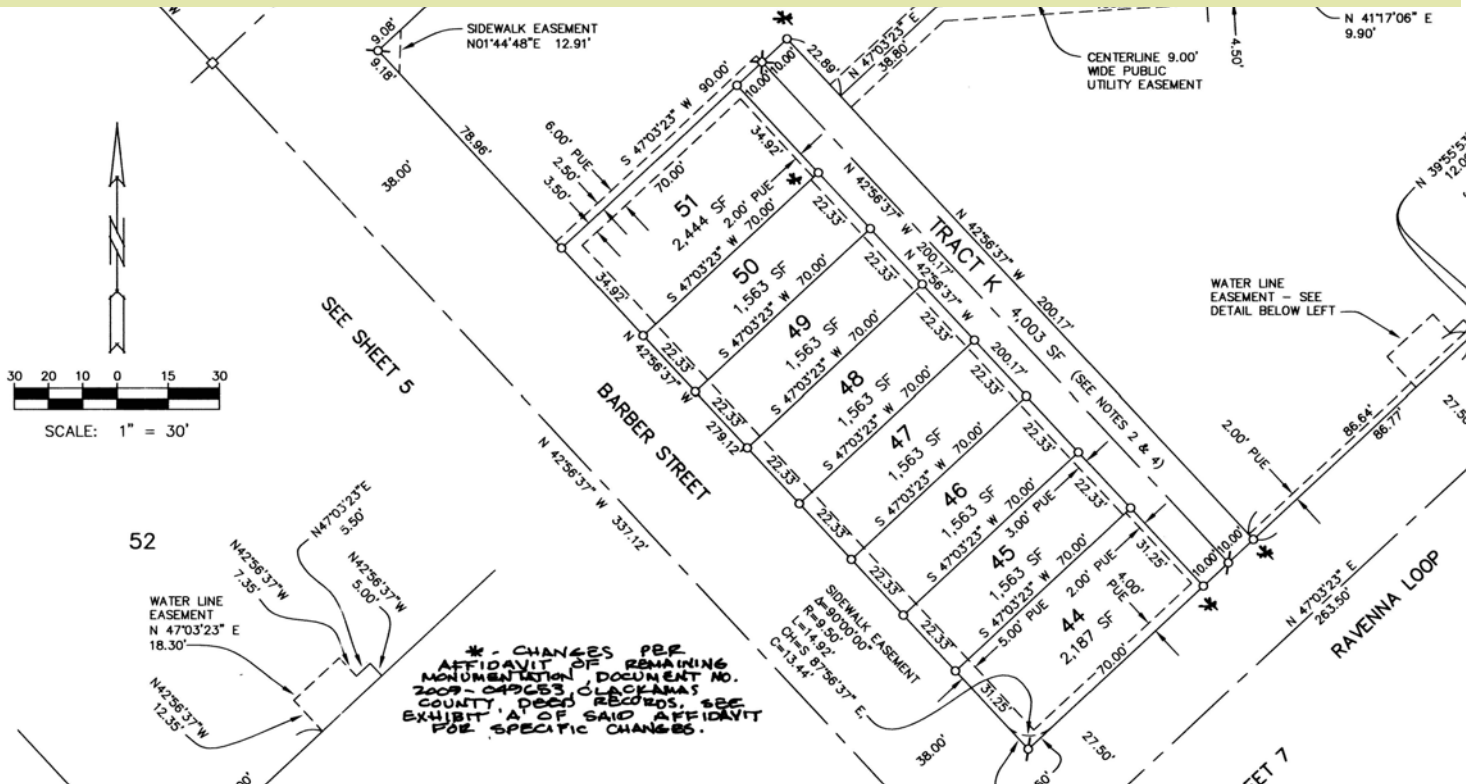
18 DETACHED SINGLE FAMILY

LOCATION: VILLEBOIS CENTRAL

\*OPEN SPACE PROVIDED OFF-SITE THROUGH CENTRAL VILLEBOIS AREA PLAN



# SEVILLE ROW HOUSES



**ACRES:**  
0.32 GROSS

**NUMBER OF HOMES:**  
7

**AVERAGE LOT SIZE:**  
1,990 SF

**NET DENSITY:**  
21 UNITS PER ACRE

**APPLICANT:**  
RCS-VILLEBOIS INVESTMENT,  
LLC



APPROVED: SEPTEMBER 8, 2014

## LAND DEDICATIONS

HOUSING: 0.30 ACRES (100%)

OPEN SPACE: 0 ACRES (0%)\*

ALLEYS: 0 ACRES (0%), ALREADY CONSTRUCTED

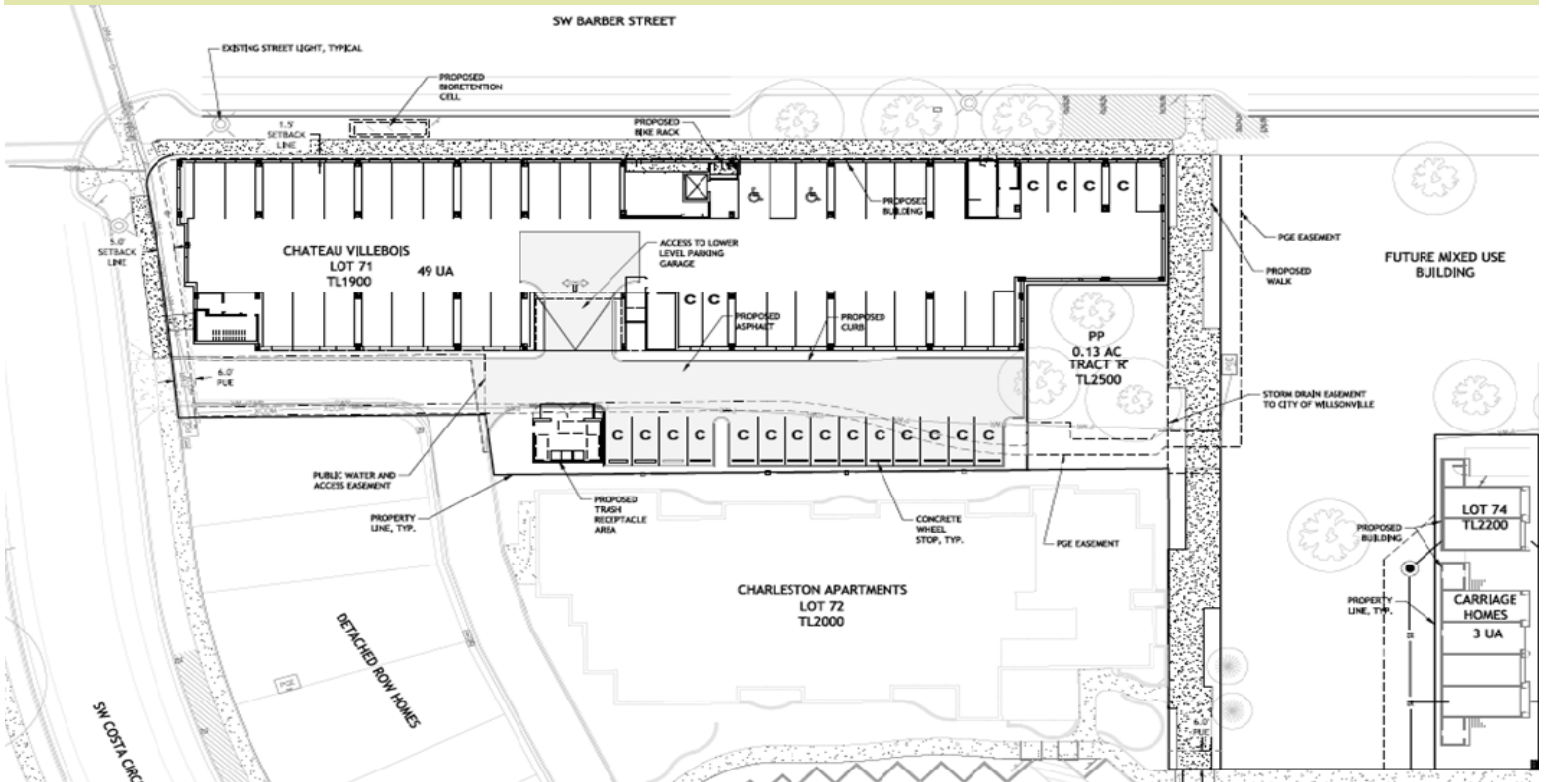
PUBLIC STREETS: 0 ACRES (0%), ALREADY CONSTRUCTED

HOUSING TYPES:  
7 DETACHED SINGLE FAMILY

LOCATION: VILLEBOIS CENTRAL

\*OPEN SPACE PROVIDED OFF-SITE THROUGH CENTRAL VILLEBOIS AREA PLAN

# CHATEAU VILLEBOIS



**ACRES:**  
0.61 GROSS

**NUMBER OF HOMES:**  
49

**AVERAGE LOT SIZE:**  
N/A

**NET DENSITY:**  
89 UNITS PER ACRE

**APPLICANT:**  
CHATEAU VILLEBOIS, LLC



APPROVED: DECEMBER 8, 2014

## LAND DEDICATIONS

HOUSING: 0.60 ACRES (90%)

LANDSCAPING: 0.10 ACRES (10%)

OPEN SPACE: 0 ACRES (0%)\*

PARKING: 0 ACRES (0%), tuck-under

HOUSING TYPES:  
49 MULTI FAMILY UNITS

LOCATION: VILLEBOIS CENTRAL

\*OPEN SPACE PROVIDED OFF-SITE THROUGH CENTRAL VILLEBOIS AREA PLAN

# PARTITIONS

In addition to issued building permits and approved plans for subdivisions, the city approved a handful of partition applications increasing potential development on those sites.

## AR14-0020

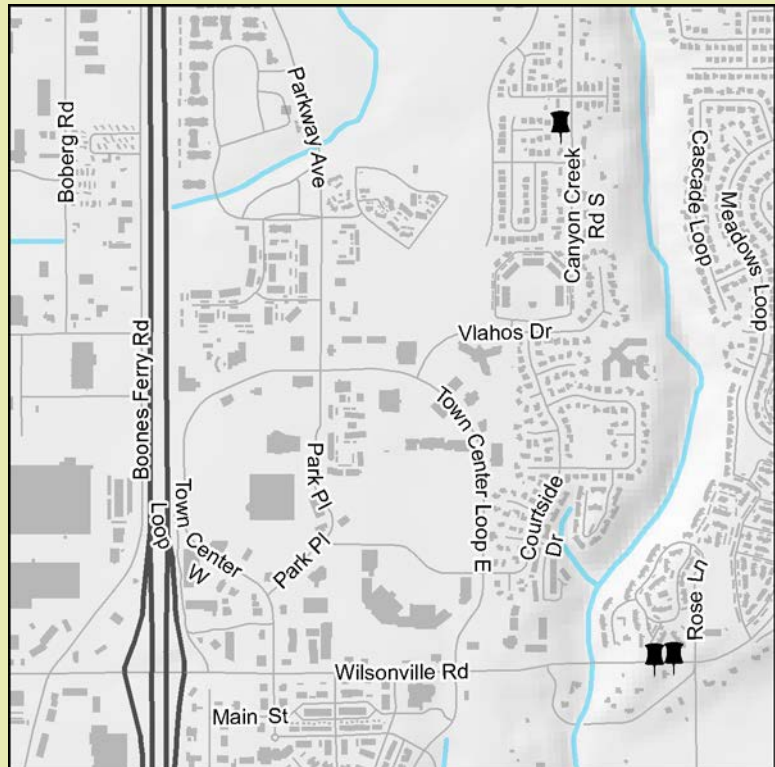
FIRENZE DEVELOPMENT  
CREATED 2 PARCELS TOTAL  
1.60 ACRES  
SCHROEDER WAY

## AR14-0021

FIRENZE DEVELOPMENT  
CREATED 2 PARCELS TOTAL  
1.22 ACRES  
SCHROEDER WAY

## AR14-0065

LARRY HUCKEY AND  
RENAISSANCE  
CREATED 3 PARCELS TOTAL  
0.58 ACRES  
CANYON CREEK ROAD S.



# 7 PARCELS

# 3.4 ACRES

ZONED SINGLE-FAMILY RESIDENTIAL

*A **land partition** is a division of an area or tract of land into two or three parcels when such area or tract of land exists as a unit or contiguous units of land under single ownership*

# LOOKING FORWARD

The City of Wilsonville has experienced notable growth over the past four years; with a 3.8% increase in households, as compared to 2.8% over the past ten years, it is double regional expectations. Villebois is over half built, and as infrastructure is completed housing development is moving faster. Coupled with an economy back at pre-recession activity, the city expects similar development rates in 2015.

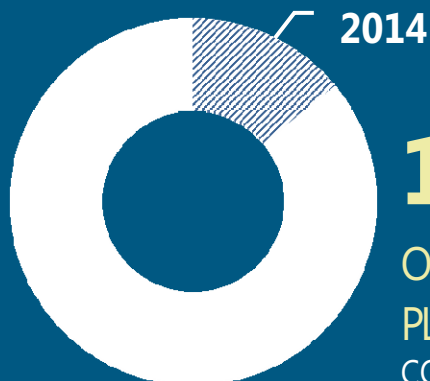
At the current rate of development, household growth would surpass the regional forecast by 2024 and the city would be looking beyond its current residential buildable land inventory. Last year, the city approved housing plans on 67.5 acres, 14% of the total inventory (477 acres), and will likely be constructed over the next few years. This reinforces the importance of the Frog Pond Area Plan.

People are attracted to live in Wilsonville and employers continue to locate here, consistently rating the city as a great place to live, work, and do business. Looking forward, it will be integral to the health and sustainability of the city to provide adequate housing options for new employees, growing families, and retiring residents.

*"The community survey results confirm that the City is headed in the right direction as our community develops, and Wilsonville seeks to provide top-quality services to residents and businesses. We still have a lot of work to do to ensure that our community grows in a responsible manner that retains our high quality of life and level of City services that community members currently enjoy."*

– MAYOR TIM KNAPP

## RESIDENTIAL BUILDABLE LAND IN THE CITY



**14%** (67.5 OF 477 ACRES)

OF LAND INVENTORY DEDICATED BY  
PLANS APPROVED LAST YEAR  
CONSTRUCTION ANTICIPATED 2015-2017