

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

**Development Review Board (DRB) Panels A & B
Form Based Code Work Session
Minutes–July 24, 2017 6:30 PM**

Chair Shawn O’Neil opened the work session at 6:30 p.m.

DRB Panel A & B Members present: Shawn O’Neil, Richard Martens, Aaron Woods, Samuel Scull, Ron Heberlein, Fred Ruby, James Frinell, and Joann Linville

Staff present: Daniel Pauly, Kimberly Rybold, and Jordan Vance

Form Based Code Presentation

Marcy McInelly of Urbsworks, Inc. and Keith Liden of Bainbridge presented the Coffee Creek Industrial Form-based Code and Pattern Book via PowerPoint, with additional comments by Staff. The Code’s purpose, background, and paths to adoption and policy options were reviewed, as well as some of the existing Form-based code language and graphics, which were subject to change.

Staff and the consultants addressed several clarifying questions about the Form based code, its standards, the streamlined review process, and how Form based code was developed, which involved Staff, typically with consultants, and a public hearing process.

- Citizens would be able to provide input as essential components of the template, like traffic studies, tree preservation, and the signage master plan, were reviewed and established. The City would need to provide consistent education as people and businesses come to the area to ensure they understood the processes that had already occurred, and were not surprised as the Form based code continued to be implemented over time.
- Though streamlined, Form based code provisions would still exist for calling an application up for DRB review if a lot of citizen impact was received.
- As the Form based code was implemented, there would be opportunities to revisit the code once the City saw how the area was progressing and Form based Code was actually working on the ground.

Discussion included the importance of preserving the opportunity for citizen input and allowing people and businesses new to the area to also have input when Form based code projects were reviewed. Quantifying the cost savings resulting streamlining and changing the process was suggested to get people excited about the benefits of the Form based code.

The work session ended at 7:29 p.m.

Respectfully submitted,

Paula Pinyerd, ABC Transcription Services, Inc. for
Shelley White, Planning Administrative Assistant