

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

**Development Review Board – Panel A
Minutes–January 13, 2015 6:30 PM**

**Approved
April 13, 2015**

I. Call to Order

Chair Mary Fierros Bower called the meeting to order at 6:30 p.m.

II. Chair's Remarks

The Conduct of Hearing and Statement of Public Notice were read into the record.

Manager of Current Planning Blaise Edmonds stated for the record that there had been a consensus via email to defer this meeting from January 12, 2015 to tonight.

III. Roll Call

Present for roll call were: Mary Fierros Bower, Lenka Keith, Simon Springall, Kristin Akervall and City Council Liaison Julie Fitzgerald. Also present in the audience were 2015-appointed DRB A members Ron Heberlein and Jim Frinell.

Staff present: Blaise Edmonds, Barbara Jacobson, and Linda Straessle

VI. Citizens' Input. This is an opportunity for visitors to address the Development Review Board on items not on the agenda. There were no comments.

V. City Council Liaison Report

Councilor Fitzgerald reported on the following City Council actions as follows:

- At the January 5, 2015 City Council meeting:
 - Judge Gleason administered the Oath of Office to newly-elected Councilor Charlotte Lehan and Councilor Scott Starr.
 - The Council elected Councilor Starr as the Council President.
 - The Council discussed and approved a Stormwater Utility Rate increase that is to be spread out over 25 years to pay for needed significant infrastructure improvements.
 - They tried to mitigate the impact on the taxpayers by starting out with a five-year period with an intra-fund loan, borrowing from ourselves, to start on the high-priority stormwater projects that need to be done right now, then taking on other projects year-by-year.
 - There will be a yearly rate increase starting in five years.
 - Approved a Zone Map amendment for an area in Villebois on the second reading.
 - The Council decided to spend about \$2,500 in order to bring the City of Wilsonville into the EPA Green Power Communities. This will enable Wilsonville, along with its neighboring communities, to purchase a certain amount of renewable energy that powers the city. This fits in with the Council Goals and does a number of good things.
- The Council held a goal setting work session last Friday and Saturday as the Council does every two years. The DRB will be hearing more about the goals once they are published.

VI. Election of 2015 Chair and Vice-Chair

Lenka Keith nominated Mary Fierros Bower to be the 2015 DRB Panel A Chair. **Ms. Fierros Bower was elected to be the Chair by a 4 – 0 vote.**

Lenka Keith nominated Kristin Akervall to be the 2015 DRB Panel A Vice Chair. Simon Springall seconded the nomination. **Ms. Akervall was elected as the 2015 Vice Chair by a 4 – 0 vote.**

VII. Consent Agenda:

- A. Approval of minutes of December 8, 2014 DRB Panel A meeting

Simon Springall moved to approve the December 8, 2014 DRB Panel A meeting minutes as presented. Kristin Akervall seconded the motion, which passed 4 - 0.

VIII. Public Hearing:

- A. **Resolution No. 294. Ridder House Offices Conditional Use Permit: KJD Properties - Owner.** The applicant is requesting approval of a conditional use permit for a home business. The subject property is located on at 10050 SW Wilsonville Road on Tax Lot 1100 of Section 23B, T3S, R1W, Clackamas County, Oregon. Staff: Blaise Edmonds

Case Files: DB14-0066 – Conditional Use Permit

This item was continued to this date and time certain at the December 8, 2014 DRB Panel A meeting.

Assistant City Attorney Barbara Jacobson stated for the record that this continued Public Hearing was supposed to be held last night, but because of extenuating circumstances, anyone who was involved in the December 8 Hearing was contacted and a poll was taken resulting in a consensus to move the meeting date to tonight. Also notice was posted that the meeting was to be moved.

Chair Fierros Bower called the public hearing to order at 6:43 p.m. and read the conduct of hearing format into the record. All Board members declared for the record that they had visited the site. No board member, however, declared a conflict of interest, bias, or conclusion from a site visit. No board member participation was challenged by any member of the audience. She called for the Staff Report and recommendations.

Mr. Edmonds reminded the Board that they had continued the Public Hearing for the Ridder House Offices Conditional Use Permit to January 12, 2015, which was moved to tonight as already explained, to bring more evidence from Tualatin Valley Fire and Rescue (TVF&R), which City Staff has received, and for further discussion about the driveway access from Wilsonville Road which was a Condition of Approval from the Engineering Division. The Condition was to gate that access. There was some concern from Sheri Young, who testified that it would block future availability to access her property. As of this morning, that discussion is still going on between the applicant, Dave Bernert, and Ms. Young. They are working towards an agreement, but did not reach one in time for tonight's Hearing.

Mr. Edmonds read an email he received this morning from Mr. Bernert asking for a continuance (Exhibit B4) into the record. He explained that the State has a 120-day Rule for cities to render a decision on an application, including appeals to City Council.

City Staff is recommending that the DRB Panel A agree to continue the Public Hearing, at the applicant's request, to a time and date certain of February 9, 2015.

Lenka Keith moved to continue the Public Hearing for Resolution No. 294, Ridder House Offices Conditional Use Permit, to February 9, 2015. Kristin Akervall seconded the motion.

Discussion of the motion.

Ms. Akervall noted that she may be out of town on February 9, 2015 and expressed concern about there being a quorum of Board members who were at the December 8, 2014 DRB Public Hearing for this matter given that tonight was Simon Springall's last meeting as a Board member.

Blaise Edmonds explained that the new Board members, Ron Heberlein and James Frinell (who were present in the audience) could read the public record on this matter before the February 9, 2015 meeting and could then vote on Resolution No. 294.

Barbara Jacobson offered another option of connecting with Ms. Akervall by telephone during the hearing and the vote on Resolution No. 294.

The motion passed 3 – 0 – 1 with Simon Springall abstaining.

IX. Board Member Communications

Mr. Springall stated that he has enjoyed serving on the DRB and working with the other members of the Board. He offered his good-byes to them. The other Board Members thanked him for his hard work and stated that he will be missed as he has been a great asset to the Board.

X. Staff Communications

Mr. Edmonds and Ms. Jacobson thanked Mr. Springall, on behalf of the City, City Council, and the citizens of Wilsonville, for volunteering on the DRB. Mr. Edmonds told Mr. Springall that his thoughtful insight had been a tremendous asset to the decision-making for approving applications. He invited all to stay after the meeting for cookies in honor of Mr. Springall's last night.

XI. Adjournment

The meeting adjourned at 6:55 p.m.

Respectfully submitted,

Linda Straessle, Planning Administrative Assistant