

Approved as Presented
February 10, 2020

**Development Review Board – Panel A
Minutes– September 9, 2019 6:30 PM**

I. Call to Order

Chair **Joanne Linville** 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.

III. Roll Call

Present for roll call were: Joann Linville, Jennifer Willard, Daniel McKay, and Angela Niggli

Staff present: Daniel Pauly, Barbara Jacobson, Kim Rybold

IV. 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. Consent Agenda:

A. Approval of minutes of August 12, 2019 DRB Panel A meeting

Daniel McKay moved to approve the August 12, 2019 DRB Panel A meeting minutes as presented. Angela Niggli seconded the motion, which passed 3 to 0 to 1 with Jennifer Willard abstaining.

VI. Public Hearing:

A. **Resolution No. 367. Industrial Focus: Gavin Russell, CIDA Architects & Engineers – Representative for David Nicoli, Nicoli Pacific LLC – Owner.** The applicant is requesting approval of a Stage II Final Plan, Site Design Review, Class III Sign Review and Type C Tree Removal Plan for development of Phase I of a new three-phase multi-tenant industrial complex. The subject site is located on Tax Lots 300 and 500 of Section 14A, Township 3 South, Range 1 West, Clackamas County, Oregon. Staff: Cindy Luxhoj

Case Files: DB19-0013 Stage II Final Plan
 DB19-0014 Site Design Review
 DB19-0015 Class III Sign Review
 DB19-0016 Type C Tree Removal Plan

This item was continued to this date and time certain at the August 12, 2019 DRB Panel A meeting.

The applicant has withdrawn the application. No public hearing will be held.

B. Resolution No. 369. Wilsonville Library Sign: Pat Duke, City of Wilsonville – Applicant/Owner. The applicant is requesting approval of a Class 3 Sign Permit and Waiver for a new digital changeable copy monument sign at Wilsonville Public Library. The subject property is located at 8200 SW Wilsonville Road on a portion of Tax Lot 601 of Section 24, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Kimberly Rybold

Case Files: DB19-0030 Class 3 Sign Permit and Waiver

Chair Linville called the public hearing to order at 6:36 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.

Kim Rybold, Associate Planner, announced that the criteria applicable to the application were stated on pages 1 and 2 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room.

Ms. Rybold presented the Staff report via PowerPoint, briefly outlining the proposed sign's location and features with these key comments.

- The proposed monument sign contained a digital changeable copy sign within the overall sign area. The inclusion of the digital sign necessitated a Class III sign permit and associated waiver to allow for the electronic changeable copy sign.
- In March of 2019, City Council approved a Signage and Wayfinding Plan in hopes of developing a coordinated system of signage for City buildings, as well as other wayfinding signage and gateways into the city. The Wilsonville Public Library was the first building to upgrade its signage consistent with the Signage and Wayfinding Plan.
 - Features of the proposed sign that aligned with the Signage and Wayfinding Plan included building signs that featured a ledgerstone base, an aluminum sign cabinet with a corten powder coating finish with a bronze-like color, and white pin lettering that identified the library's location along with a font and style consistent with the Signage and Wayfinding Plan.
- Per City Code, certain signs listed as prohibited could be more aptly described as conditionally permitted. As such, a waiver was required for digital changeable copy signs, and specific criteria applied to the sign, such as automatic dimming technology that adjusted for ambient light, and conditions that the luminance could not exceed 5,000 candelas per sq meter between sunrise and sunset, or 500 candelas per sq meter between sunset and sunrise.
 - Also of note was the distinction between a changing image sign and a changeable copy sign. A changing image sign was identified as having the appearance of movement or copy change with a frequency less than once per 15 minutes and was outright prohibited per the Development Code. In contrast, a changeable copy sign had a frequency of copy change of at least 15 minutes or more and could be conditionally permitted through the DRB with a waiver.

- The proposed sign was consistent with the City's Wayfinding Signage Plan and the visual impact to the site and surrounding properties was substantially the same as other signs in the area. The digital sign would provide a sleek technological option to provide information about library activities, including community events and library programming. Ultimately, it would provide for easier maintenance and upkeep than a manual changeable copy sign.
- The proposal met with the conditions of approval listed in the Staff report and would not negatively impact safety. As always, content was not considered in the decision to approve a changeable copy sign.
- Staff recommended approval of the Class III Sign Permit and Waiver with the conditions as noted in the Staff report.

Chair Linville confirmed there were no questions for Staff and called for the Applicant's presentation.

Daniel Pauly, Planning Manager, noted he was representing the Applicant tonight. He had helped Mr. Duke prepare the application and Ms. Rybold had reviewed it.

Pat Duke, Library Director, stated the sign was the result of a Metro Community Enhancement Grant received within the last two years that brought an opportunity to the library and City to provide information for the community. The two-line signs currently on either side of Memorial Dr and Rebecca St would be removed. He believed it was nice that the proposed library sign was the first Wayfinding Plan piece that would be used by the City. The proposed sign would give the library the opportunity to be able to reach out to the community with its services and the services of the City itself. The library would be in control of the sign from day to day, and he believed it would be changed maybe once per day, as the library did not have much going on. However, the new sign would be a nice addition and allow the library to push its services out to the community and make a better connection with the community.

Daniel McKay asked why the library was removing the other two signs instead of replacing them.

Mr. Duke replied he did not believe the other two signs would be necessary. The existing signs were old, ugly, and at minimum needed to be replaced. At this point, they would simply be removed, and if that turned out to be a mistake, the library would do something else. The smaller signs that directed library patrons into the parking lot along Rebecca St and Memorial Dr might be replaced.

Mr. McKay responded the two signs might be good advertising for people coming from Memorial Park since the library was situated in such a way that it was not obvious it was a library until people got to Wilsonville Rd.

Mr. Duke responded that was fair, and believed the smaller signs next to the driveways were sufficient for that purpose.

Chair Linville noted Mr. Duke said the library would change the sign once per day and asked if the sign would therefore be static, with two or three items on it for the entire day, similar to the example provided to Staff. (Slide 4)

Mr. Duke replied that was a reasonable option. If there was more going on in the community or additional events, that approach might be changed. He believed the sign's usage would evolve to a degree over time, but changing the sign once a day would be sufficient to begin.

Chair Linville asked if he foresaw a situation in which the sign would change every 15 minutes.

Mr. Duke replied that was always a possibility. Changing the sign in that manner would imply that the sign displayed one message at a time. It was originally designed to have two or three messages displayed at a time, although it was possible that displaying only one message at a time was better. If that became the case, particularly in the summer, the sign might be changed more often, and every 15 minutes could be reasonable.

Chair Linville asked if the library was able to program how often the sign changed copy and how the technology worked.

Mr. Duke replied he believed that was how it worked, but he did not know any technology details other than it was run by a computer.

Chair Linville noted there was no one in the audience to provide testimony. She confirmed there were no other questions and closed the hearing at 6:53 pm.

Jennifer Willard moved to approve Resolution No. 369. The motion was seconded by Angela Niggli and passed unanimously.

Chair Linville read the rules of appeal into the record.

VII. Board Member Communications

- A. Results of the August 26, 2019 DRB Panel B meeting
- B. Recent City Council Action Minutes There were no comments.

Daniel Pauly, Planning Manager, stated that in August, DRB Panel B had a hearing regarding last year's DRB approval of a subdivision in Villebois. Presently, Staff did not know when the subdivision would be built or by whom as the property transaction had fallen through. Through the earlier review process, it was determined that the planned street could not be built due to topography and steep grade. During a prior phase, a street stub had been built and the DRB had addressed the vacation of that street stub. The issue would go before City Council for final action on September 16.

Kimberly Rybold, Senior Planner noted in August, City Council had made some minor modifications to the City's Mixed and Solid Waste and Recyclables Code to bring it in line with

future changes that might impact storage area relative to food waste. Those Code updates would apply to any future applications that dealt with commercial, industrial, or mixed-use spaces.

VIII. Staff Communications

Kimberly Rybold, Senior Planner noted that at the September 16 meeting, City Council would appoint Chair Linville to the City Council. She congratulated Chair Linville and thanked her for her wisdom and time spent on the DRB, wishing her good luck and success in her next endeavor.

Chair Linville thanked Staff, noting Ms. Rybold had been very helpful since she came on, and Mr. Pauly had been the standard bearer for the DRB and provided much assistance. She appreciated everything he had done. She thanked Barbara Jacobson for her legal advice that helped DRB run their meetings. She felt guilty leaving her colleagues on DRB without completing her term. She realized that due to Fred's departure and her own, the DRB would be shorthanded but believed they would still do well. She thanked the Board for being good colleagues and for all of the good work they had done. She was excited to join the City Council and looked forward to the opportunity to expand her decision-making, adding her time on the Board would be helpful in her Council work.

Barbara Jacobson thanked Chair Linville for all of her hard work on DRB.

Staff explained that Vice Chair Willard would chair the meetings on an interim basis until a new Chair was found. A recruitment announcement had already been made, and the DRB's replacements were anticipated to be appointed in October or November. At the next meeting, Ms. Willard would begin the meeting as Chair, but had the option of electing a permanent Chair and Vice Chair. The Chair and Vice Chair positions were usually incumbents, as opposed to new Board members, because incumbents had experience. Because Panel A was down to three Board members, Panel B members might be called on to help until the new appointments were made, especially if a current Board member was absent or to bring the Panel up to five members for major decisions.

IX. Adjournment

The meeting adjourned at 7:02 p.m.

Respectfully submitted,

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