

**Development Review Board – Panel A
Minutes– January 13, 2020 6:30 PM**

I. Call to Order

Acting Chair Richard Martens called the meeting to order at 6:32 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: Richard Martens (Panel B), Daniel McKay, and Angela Niggli

Staff present: Daniel Pauly, Barbara Jacobson, Kimberly Rybold, Philip Bradford, Khoi Le, and Mike Nacrelli

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 September 9, 2019 DRB Panel A meeting
- B. Approval of minutes of December 9, 2019 DRB Panel A meeting

Approval of the minutes was postponed due to the lack of a quorum. The minutes would be approved via signature by the Board members in attendance at the meetings.

VI. Public Hearing:

- A. **Resolution No. 373. Memorial Park Sewer Pump Station: Eddie Kreipe, Murraysmith – Representative for City of Wilsonville – Owner/Applicant.** The applicant is requesting approval of a Site Design Review and Type C Tree Removal Plan for a Sewer Pump Station, portion of the planned regional trail and associated improvements in Memorial Park. The site is located on Tax Lot 691, Section 24, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Philip Bradford

Case Files: DB19-0037 Site Design Review
 DB19-0038 Type C Tree Removal Plan

Chair Martens called the public hearing to order at 6:36 p.m. and read the conduct of hearing format into the record. Daniel McKay and Angela Niggli 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.

Philip Bradford, Associate Planner, announced that the criteria applicable to the application were stated on page 1 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room.

Mr. Bradford presented the Staff report on the Memorial Park Pump Station via PowerPoint, briefly noting the site's location and reviewing the application with these comments:

- The new pump station was proposed to address future capacity issues due to additional development in the Frog Pond area. The existing pump station had a capacity of 1300 gallons per minute (GPM) and the developed area served by the pump station currently produced a peak flow of 1100 GPM. Frog Pond development would increase the flow to 3200 GPM within the next 20 years, rendering the current pump station obsolete. The existing pump station would be converted to a storage structure once the new pump station was constructed several hundred feet to the east of the existing structure.
- The new pump station was accounted for in the 2014 City of Wilsonville Wastewater Collection System Master Plan for future wastewater collection, and unlike the existing pump station, it would be built above the 100-year flood plain and designed to withstand a seismic event via the use of restrained joints on the new force main pipe. (Slide 6)
- The proposed location of the new pump station within Memorial Park could also be seen on the 2015 Parks and Recreation Master Plan Update Map (Slide 7) along with the new regional trail segment.
- The application was noticed using the standard requirements of notifying residents who lived within 250 ft of the site, announcements in the newspaper, and additional announcements posted on the site and on the City's website.
- Site Design Review. The Applicant had prepared a professional site-specific design that carefully considered the relationship of the pump station with other improvements to the site. The building was screened with landscaping designed to blend the site into the surrounding natural environment. The trail segment and landscaping provided onsite served as a focal point or gateway feature to those entering this section of Memorial Park. The architecture of the pump station was consistent with the existing pump station and other structures within Memorial Park. The building would use CMU block, have a metal roof, and the end gables would have lap siding. (Slide 11)
 - Landscaping would be located in three distinct areas, two of which would be on both sides of the pump station to soften the appearance of the structure and associated equipment. The other, smaller landscaping area would be located south of the proposed trail extension.
- Type C Tree Plan. Six trees would be removed, two due to construction impacts and four due to either poor health or were currently dead. Mitigation was not required for dead trees, but the Applicant had proposed planting six new trees anyway. (Slide 12)
- Staff recommended approval of the Site Design Review and Type C Tree Plan with the conditions as noted in the Staff report.

Chair Martens confirmed there were no questions from the Board and called for the Applicant's presentation.

Mike Nacrelli, City Civil Engineer, Memorial Park Pump Station Project Manager, stated he did not have any prepared remarks, but was happy to answer any questions. Adam Crafts, with Murraysmith, the design engineering firm, was also present.

Chair Martens said he understood the new pump station would replace an existing one and asked if the existing pump station would be removed.

Mr. Nacrelli responded the existing pump station building would be utilized as a storage facility for Park Maintenance. All pumps and equipment would be removed and the wet well converted to a manhole, but the current building and underground structure would remain.

Angela Niggli asked if there was a smell associated with the sewer pump station.

Mr. Nacrelli replied it was designed to cycle enough to avoid malodorous smells. He was not aware of any issues with the current pump station and did not anticipate any in the new one.

Ms. Niggli stated she was only concerned about smell because the existing pump station did not have a trail nearby, but a nice walking path was proposed near the new pump station

Adam Crafts stated that odor control was incorporated into the design process. A carbon filter inside the building would aerate any potential odors from the wet well through the filter and vent them out the roof.

Chair Martens called for public testimony in favor of, opposed and neutral to the application. Seeing none, he closed the public hearing at 6:49 pm.

Daniel McKay moved to adopt Resolution No. 373 as presented. Angela Niggli seconded the motion, which passed unanimously.

Chair Martens read the rules of appeal into the record.

- B. Resolution No. 374. Dutch Bros. Drive-thru Coffee Shop: Casey McGuirl, McGuirl Designs & Architecture – Representative for Douglas Fry – Owner/Applicant.** The applicant is requesting approval of a Stage I Preliminary Plan Modification, a Stage II Final Plan, Site Design Review and Class 3 Sign Permit for a drive-thru coffee shop with outdoor seating. The site is located at 29702 SW Town Center Lp W on Tax Lot 500 of Section 13CC, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Kimberly Rybold

Case Files: DB19-0024 Stage I Preliminary Plan Modification

DB19-0025	Stage II Final Plan
DB19-0026	Site Design Review
DB19-0027	Class 3 Sign Permit

Chair Martens called the public hearing to order at 6:50 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.

Kimberly Rybold, Senior Planner, announced that the criteria applicable to the application were stated on page 2 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room.

The following exhibits were entered into the record:

- Exhibit D1: Public comment dated January 13, 2020 from John Wynton, Director of Leasing, ROIC.
- Exhibit B5: Copy of an Easement Agreement dated February 17, 2006 submitted by the Applicant.

Ms. Rybold presented the Staff report via PowerPoint, briefly noting the site's location and surrounding features and reviewing the four proposed applications with these key comments:

- Last year, the City adopted a Town Center Plan, a long-term vision for how the larger Wilsonville Town Center area would evolve over the next 20+ years. The Plan envisioned the area as a connected, walkable destination, and a new zoning designation had been created specifically for the Town Center area called the Town Center Zone.
 - The City received the subject application prior to the new Code section going into effect, so the project was subject to the standards and requirements contained in the previous zoning designation, the Planned Development Commercial Town Center. Therefore, that prior section of the Development Code was included in Board's packet as Exhibit A2.
- The subject property was a part of the Town Center Master Plan improved during the 1980s, which covered a large portion of the Town Center area that was planned for a variety of commercial uses. That 1980 Master Plan served as the Stage I Preliminary Plan for the site for the proposed project.
 - The half-acre subject site highlighted in red had been partitioned off from a larger property in 2006. (Slide 5) In 2008, a proposal was reviewed and approved by the DRB for a paint store with an associated storage component which modified the Stage I Preliminary Plan and also had a Stage II Final Plan associated with it. That project was never built, and both the previously approved Stage II Final Plan Site Design Review request and Master Sign Plan expired in 2012.
- Standard noticing protocol was followed, which included notice sent out to all property owners within 250 ft of the site, a posting in the local newspaper, site posting on the property, and information posted to the City's website.

- The Stage I Preliminary Plan Revision would change the envisioned use of the site from the previously approved service commercial use to allow for a drive-through coffee shop on the site.
- Stage II Final Plan reviewed the function and design of the drive-through coffee shop and the associated site layout. In the Final Plan, concurrency in terms of public services and traffic capacity was reviewed. The site already included parking areas, circulation areas, pedestrian connections, and landscaped areas that met or exceeded current City standards.
- During Site Design Review, items such as the exterior appearance of the site were reviewed. Renderings of the proposed building were shown on Slide 11. The Applicant also submitted a Materials Board, which provided more information about the specific materials proposed.
 - Staff believed the Application used appropriate professional services to design the structures on the site, using quality materials and design. The proposed building would have neutral-colored building materials such as brick, woodgrain plank, and concrete masonry with metal panel siding.
 - The proposed landscape materials met or exceeded City standards.
- Class 3 Sign Permit. The Applicant had applied for building signs and one monument sign. Four face lit wall signs were proposed on the building, one each on the north and west elevations and two on the east elevation. All three elevations were sign eligible per the Code requirements and the proposed sign area was below the Sign Code allowance for each elevation. The signs' placement would be within definable sign bands on the building, blending appropriately with the architecture consistent with City standards.
 - The Applicant also proposed one internally illuminated monument sign at the corner of Town Center Lp W and Park Place, along with directional signs onsite to assist in navigation. The landscaping around the proposed monument sign avoided conflicts between the sign and any shrubs or other site features. No trees were in close proximity to the sign.
 - The monument sign would not block the vision clearance area required for vehicles exiting onto Park Place, which was indicated by the site triangle shown on Slide 13.
- Traffic Impacts & Public Improvements. The traffic study conducted trip generation surveys at two existing Dutch Bros coffee locations in the Portland Metro area during AM and PM peak periods. It also looked at historical trip generation survey data for a Dutch Bros located in Dallas, OR because it had similar amenities to the one proposed for Wilsonville. Taken together, the locations had a range of PM peak hour trip generation rates from 72 to 114 trips with AM peak hour rates ranging from 156 to 176 at those locations.
 - That data became the basis for estimating the number of trips that would be generated by the proposed drive-through coffee shop, which was determined to be approximately 96 total trips and 11 net PM peak hour trips. Consistent with the City's standard methodology used in transportation studies, a pass-by reduction was applied to account for vehicles already on the road and in the network that would stop at this destination en route to somewhere else as opposed to the coffee shop being the sole destination.
 - While the traffic study determined there would be 11 net PM peak hour trips for the site, using the City's measuring tool for determining whether the City's operational standards were met, Staff found that the proposed project would result in 167 total,

and 18 net, AM peak hour trips as people often associate getting coffee as a morning activity.

- The traffic study determined that the intersections would continue to perform at Level of Service (LOS) D or better in the surrounding area, which met City standards, with the exception of the Town Center Lp W/Citizens Dr intersection, which would fall to a LOS F when existing development, approved future development, and the proposed coffee shop were all taken into consideration. However, the Citizens Dr approach was privately owned and not required to meet the City's operational standards like a public right-of-way.
- The traffic study also included an analysis of site circulation and queuing for the proposed drive-through. (Slide 16) The site plan showed two drive-through aisles that merged into a single lane prior to reaching the service window. As designed, it could accommodate approximately 13 vehicles within the drive-through lane. The Trip Generation Survey observed maximum queues of 12 vehicles, both in the AM and PM peak hours, at the other locations.
 - Given that information, and noting the proposed location of the drive-through entryway in the center of the site, it was expected that the design of the drive-through aisles would accommodate the anticipated vehicular queuing with sufficient room on the remainder of the site to store additional vehicles without impacting the public right-of-way.
- The traffic study also looked at counts of pedestrians using the walkup window at both the Happy Valley and Beaverton Dutch Bros locations. During the AM peak hour, an average of 15 customers used the walkup window and an average of 8 customers used the window during the PM peak hour.
 - Given the location of the new coffee shop and future plans for Town Center to become a more walkable place, a similar increase in pedestrian demand was anticipated at the proposed location. Therefore, the traffic study recommended installation of a marked crosswalk, pedestrian refuge island, intersection lighting, and a rectangular rapid-flashing beacon with signage on the south leg of Town Center Lp W to provide a safe, enhanced pedestrian crossing at that location. (Slide 17) A marked crosswalk was also recommended at the east leg of the intersection at Park Place.
 - The outlined improvements would ensure a direct, enhanced crossing to connect pedestrians from the project site to other retail, office, and hotel uses on the west side of Town Center Lp W and make pedestrians more visible to southbound vehicles on Town Center Lp W due to the curvature of the roadway. In addition, the sidewalk along Town Center Lp W would be widened to 10-ft along the project frontage, which was consistent with the Transportation System Plan (TSP) and Bicycle and Pedestrian Master Plan recommendations.
- She noted one additional comment was received today from a representative of the owner of ROIC, which was located on an adjacent property. She entered the letter into the record Exhibit D1. The property owner was concerned about the parking easement for 20 spaces associated with the subject property. Staff looked into the issue to ensure parking standards were met, and based upon a review of the documentation submitted by the Applicant about

the easement, Staff determined that the 20-space easement was in fact on the ROIC property for the benefit of the subject property. As such, Staff believed the Development Code parking requirements would continue to be met.

- She entered the parking easement received from the Applicant into the record as Exhibit B5.
- Staff recommended approval of the applications with the conditions outlined within the Staff report.

Daniel McKay confirmed that the studies done at the Happy Valley and Beaverton Dutch Bros locations showed a maximum of 12 cars queued in the drive-through aisles, while the proposed site would allow for 13 cars. He expressed concern with the small sample size and the resulting confidence that queues would be limited to approximately 12 cars at any given time. He asked if it was possible to review additional sites to ensure there was no blockage of the main driveways.

Ms. Rybold noted those locations were chosen specifically because they had comparable characteristics to the location of the proposed coffee shop.

Khoi Le, Development Engineer Manager, explained that typically during traffic surveys, traffic patterns at a location would be observed over the course of a few days and during specific time periods. For this study, they recorded 12 vehicles in the queue in that observation period of time.

Daniel Pauly, Planning Manager, added that traffic studies involved a vigorous process. Traffic surveyors purposefully chose certain days, always on a weekday, and a number of data points were always collected. For this particular study, the survey was purposely conducted while neighboring high schools were still in session to help ensure the data was as accurate as possible.

Mr. Le confirmed traffic surveyors only collected data on Tuesdays through Thursdays because Mondays and Fridays resulted in different data.

Chair Martens stated he was confident the Applicant could their knowledge about the likelihood that at some point, the queueing tended to discourage additional cars from joining the line.

Mr. McKay noted the recent holiday season and asked on what dates was the study done.

Ms. Rybold responded the traffic study it was finalized much earlier in the year. The Applicant submitted their request in June so the study would not have been conducted over the holiday season.

Mr. Pauly acknowledged comments coming from an audience member and reiterated the traffic study had been conducted on a typical weekday while school was in session.

Ms. Rybold suggested that any further questions on the topic be asked of the Applicant.

Mr. McKay reiterated that per the traffic study only one street, Citizens Dr, would fall to a LOS F. Because Citizens Dr was the current entrance to Starbucks and shopping center, he was concerned about safety at the intersection because it was already risky when attempting to go straight or left when exiting the shopping center. Although there was no requirement that the private owner maintain the service level, given that an external party was making a decision that would affect that service level, he asked if it was the responsibility of the private drive owner to maintain the service level if they wished or if that fell upon the City or Applicant.

Mr. Pauly explained that because maintenance of the service level was not clearly delineated as a standard in the Code, it could be a criteria applied to the current application. The Code was purposely specific about traffic performance at intersections in order to approve an application. There had been efforts over the years to make the process of determining traffic patterns as clear and objective as possible, so the Code required review of traffic based on those criteria. It was very specific about private drives, local streets, and the type of intersections that needed to perform for a project to be approvable.

Chair Martens asked if there would be any restrictions on entering or exiting the facility in terms of directing traffic, or if could vehicles access the site from any direction.

Ms. Rybold replied there would be no restrictions. She understood cross access easements existed throughout the adjacent property, and she assumed individual customers would decide whether to go left or right to exit based on the observed traffic pattern. Sometimes when queues were involved, individual businesses might have their own way of managing traffic. If the Applicant had any plans in place or restrictions in mind, they could address that issue, but in terms of the City's requirements for the site, Staff was not recommending any restrictions on either side of the property.

Chair Martens called for the Applicant's presentation.

Brian Lee, Civil Engineer, Pace Engineers, 4500 Kruse Way, Suite 245, Lake Oswego, OR introduced himself.

Casey McGuirl, McGuirl Designs & Architecture, 811 E Burnside, Portland, OR, noted that during negotiations with Dutch Bros, he learned they had very specific criteria for the traffic queue based upon the performance of other Dutch Bros sites, and the capacity of the proposed design for the drive-through queue exceeded those queuing criteria.

- He confirmed that Dutch Bros had designed a 150-linear-ft queue, and while he did not know the exact linear footage of queuing in the subject drive aisle, he knew it well exceeded that. He assumed that was based on Dutch Bros' data across all of its properties.

Chair Martens asked if Dutch Bros knew at what point customers would become discouraged by the length of the queue and keep driving.

Mr. McGuirl replied he imagined an operation of that scale had people who did market research on that level. He also reiterated that the proposed design provided outdoor seating, a walk-up window, and parking, so it was not solely a drive-up kiosk.

- He confirmed there were 19 parking spots on the subject property itself, including the ADA space, along with the additional 20 parking spaces granted to the property owner via the easement, for a total of 39 parking spaces.

Mr. McKay stated he had been to quite a few Dutch Bros and believed 19 spots was ample as most customers used the drive through.

Mr. McGuirl confirmed that was his experience as well. The Dutch Bros in West Linn had similar conditions being part of a larger shopping center, but most were drive-through customers.

Chair Martens believed the Development Code was based upon the square footage of the building, which meant 19 parking spaces would well exceed the requirement.

Ms. Rybold agreed, adding the range, based on the use, which was a Fast Food Use, was a minimum 9.9 and maximum 14.9 parking spots per 1,000 sq ft. resulting in 6 to 7 required spaces for the subject property. Because the existing parking lot was already approved, Staff determined that conformed to the parking requirements, so not additional parking spots were needed.

Mr. McKay stated that per the Staff report, part of the Master Plan was to create a walkable Town Center area. If the Applicant wanted to repurpose some of the parking spaces into seating areas or something else that encouraged walkability, could the existing design be modified without new DRB approval?

Ms. Rybold responded that when changing an approved site plan, certain thresholds triggered different levels of review, so Staff would review what changes were proposed relative to the percentage of the overall site area. The vision for how the different connections would fall into place would happen over a number of years, and as opportunities arose in the future. If the Applicant wanted to modify the site according to the new Town Center Plan, any DRB review would depend on the extent of the proposed changes.

Chair Martens understood the project application was submitted prior to the adoption of the current Master Plan. He asked if the proposed use would be allowable on the subject site under the current Master Plan.

Ms. Rybold replied yes, drive-through uses were still permitted in certain parts of the new Town Center Zone, although some criteria were different, including building placement

requirements, minimum building height requirements, and drive-through orientation and access, which might have affected how the Applicant configured the site.

Chair Martens called for public testimony in favor of, opposed, and neutral to the application. Seeing none, he noted there was no Applicant rebuttal and closed the public hearing at 7:24 pm.

Angela Niggli moved to adopt Resolution No. 374 as presented. The motion was seconded by Daniel McKay and passed unanimously.

Chair Martens read the rules of appeal into the record.

C. Resolution No. 375. I & E Construction: Ryan McTague, Woodblock Architecture – Representative for I & E Construction – Owner/ Applicant. The applicant is requesting approval of a Stage II Final Plan Modification, Site Design Review, Class 3 Sign Permit and Type C Tree Removal Plan for a change of use, exterior remodel and expansion of an existing 21,313 square foot building for I & E Construction. The site is located at 27375 SW Parkway Avenue on Tax Lot 303 of Section 11, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Staff: Philip Bradford

Case Files:	DB19-0031	Stage II Final Plan Modification
	DB19-0033	Site Design Review
	DB19-0034	Class 3 Sign Permit
	DB19-0035	Type C Tree Removal Plan

Chair Martens called the public hearing to order at 7:26 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.

Philip Bradford, Associate Planner, announced that the criteria applicable to the application were stated on page 2 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room.

Mr. Bradford presented the Staff report via PowerPoint, briefly noting the site's location and background, and summarizing the applications and proposed architectural changes as follows:

- The existing property was originally approved in the 1970s, which allowed for a mixture of commercial and industrial uses on the site. The existing building had been vacant for some time which had led to some deterioration.
- Standard noticing had been provided including notification to all property owners within 250 ft of the project, as well as postings published in the newspaper, placed onsite, and on the City's website.

- Stage II Final Plan Revision. The requested revision would result in a change of use for the structure from academic usage to a corporate headquarters, which was a permitted use in the PDI zone.
 - The Applicant also requested a 4,487 sq ft building expansion of, increasing the current 21,313 sq ft structure to 25,800 sq ft. The roof line would be changed and the exterior of the building replaced with fiber cement panels, aluminum panels, and the roof line would be altered, along with the existing entry area, which would be enclosed. A second floor patio area would be added, and a new solid waste enclosure was proposed in the parking lot along with new landscaping.
- Site Design Review. The rendering showed the new enclosed entry area, sloped roofline, as well as the new second floor patio area. (Slide 9) The Applicant had used appropriate professional services to design the remodel and used quality materials and design. The architect's description of the proposed design further illustrated the appropriateness and quality of the design, stating their goal was to replace the outdated façade with a more contemporary and dynamic aesthetic, while not completely alienating the adjacent church redevelopment plan by utilizing a mixture of vertical siding and flat panels.
 - The Applicant's proposed landscaping materials met or exceeded City standards.
 - He circulated the Applicant's Materials Board, which displayed the different materials proposed. He confirmed the panels were aluminum, with some perforated and some non-perforated. He believed the panels were rigid, but deferred to the Applicant for comment.
- Class 3 Sign Permit. The ground sign proposed by the Applicant was smaller than the maximum allowed for a freestanding or ground mounted sign in the PDI zone. The proposed sign was shown within the public right-of-way on the Applicant's plan set but Staff included a condition of approval requiring the sign to be relocated elsewhere on the site in a Code compliant location. Other than its current location, the sign met the Code requirements.
- Type C Tree Permit. Fourteen trees would be removed on site due to construction impacts and poor health. All trees would be mitigated at a one-to-one ratio and replaced with more drought-tolerant species of trees.
- The general office/corporate headquarters use reduced the PM peak hour trips on the site and the impact on city streets. The site was already under active construction, as the Applicant had previously obtained a building permit for the interior work, excluding all elements of the proposal under the scope of tonight's DRB hearing.
- Staff recommended approval of all the requested applications with the conditions as noted in the Staff report.

Daniel McKay asked where the metal pieces would be installed on the building.

Mr. Bradford replied on the western side of the building facing I-5. He understood there would be a new staff break area with windows underneath, and the metal panels would be used as a sun screen for that elevation.

Chair Martens called for the Applicant's presentation.

Ryan McTague, Woodblock Architecture, 827 SW 2nd Ave, Portland, OR, stated he had no prepared remarks, but was excited to be a part of the community and was happy to answer any questions.

Chair Martens asked if the footprint was being expanded, noting that an additional 4,000 to 5,000 sq ft was being built.

Mr. McTague responded an exterior atrium was being enclosed to use as a lobby, which was already included in the building footprint. The building would also be expanded over the first floor to provide more office space on the second floor and access to a new rooftop patio. There were currently no plans to expand beyond that.

Angela Niggli commented that the design was very nice.

Chair Martens called for public testimony in favor of, opposed and neutral to the application. Seeing none, he closed the public hearing at 7:38 pm.

Daniel McKay moved to adopt Resolution No 375 as presented. Angela Niggli seconded the motion, which passed unanimously.

Chair Martens read the rules of appeal into the record.

VII. Board Member Communications

A. Recent City Council Action Minutes

No comments.

VIII. Staff Communications

Daniel Pauly, Planning Manager, thanked Richard Martens for filling in on Panel A and announced that Jean Svadlenka, Ken Pitta, and Katie Hamm, would join DRB Panel A as new members, and Nicole Hendrix was the new DRB Panel B member. Ms. Svadlenka, Mr. Pitta and Nicole Hendrix were in attendance. He noted Khoi Le was the City's new Development Engineering Manager.

The new and current Panel A Board members introduced themselves, noting how long they had lived in Wilsonville, other organizations they had served in, and their interest in serving on the DRB.

IX. Adjournment

The meeting adjourned at 7:46 p.m.

Respectfully submitted,

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