

December 11, 2019

City of Wilsonville
Attn: Planning Division
29799 SW Town Center Loop E
Wilsonville, OR 97070
Ph: 503.682.4960
Fax: 503.682.7025

RE: Ryan McTague
Woodblock Architecture
E-mail: ryan@wblock.com
Phone: 503.889.0604
Project: I&E Offices
27375 SW Parkway Ave
Wilsonville, OR 97070

Subject: Design Review Documents

Included in this package is:

1. Project summary including detailed responses to development code
2. Arborist report including tree protection narrative
3. Final traffic trip generation memo
4. Enclosure approval letter
5. Light fixture cut sheets for exterior light fixtures
6. Architectural and landscape drawings

A digital copy and seven (7) physical copies will be provided to the Philip Bradford at the City of Wilsonville Planning Division. Please do not hesitate to contact me with any questions or comments.

Ryan McTague
Woodblock Architecture



PROJECT SUMMARY & INTRODUCTION

DESIGN REVIEW SUBMITTAL — AUGUST 10, 2018

PROJECT SUMMARY

The property address is 27375 SW Parkway Ave in Wilsonville. The existing building and site were fully occupied by Pioneer Pacific College as classroom and educational spaces. The existing building is a two-story wood framed building, constructed around 1980 for Print Right, a printing company, and remodeled in 2004. The college had occupied the entire building. This application includes the entire building and associated site (Lot 31W11 00303). The parcel is approximately 1.64 acres in a PDI (Planned Development Industrial) zoning district with a LZ 2 lighting overlay zone.

The floor area of the building is approximately 25,800 square feet (first floor = 13,997 square feet and second floor = 11,803 square feet).

The new use of the entirety of Level 1 and Level 2 will be office use for a construction company.

The site and building were originally designed to accommodate the storage, production and office spaces of a printing company named Print Right including a portion of the ground floor to be leased to other tenants.

The 2004 remodel for Pioneer Pacific College changed the building to be largely offices and classrooms with a large records storage space. This campus of Pioneer Pacific primarily offered associates degrees and certifications in the medical field.

The intent of this proposal, as it relates to the existing site, is to:

- Update the site based on the change in use to accommodate increased parking counts, relocate garbage/recycling collection facilities but keep the existing landscaping from the 2004 remodel existing as it should comply with current regulations.
- Capture existing interior open-air entrance court and re-purpose into new two-story enclosed entrance lobby.
- Capture covered outdoor area at SW corner of building and fully cover/reconfigure both existing open air egress stairs.

The building renovation will reconfigure the interior of the building to accommodate new offices on both ground and second floors, add a new fitness center to the ground floor, a new lunch room on the second floor, capture a portion of the first floor roof as additional office space and utilize the balance of the first floor roof as an uncovered outdoor patio. Any equipment currently located on the first floor roof will be relocated to the second floor roof. Furthermore, the renovation will work around existing shear walls, retain and refinish existing restrooms, and retain the existing main stairway plus enclose the existing open-air egress stairs on the west side (I5 side) of the building.

The lobby will be a two story space with new storefront facing the parking field and a walkway connecting the two office wings on the second floor and a new pitched roof overhead.

We are also proposing removing the existing T1-11 siding and replacing it with new fiber cement siding.



CODE NARRATIVE

BACKGROUND INFORMATION

I&E Construction was founded by Karl Ivanov in 1993 as a small siding installation company and by the late 1990's had grown to be one of the largest siding installers in the Northwest. With a strong focus on providing high quality service to repeat clients it has grown beyond being a siding installer to develop multi-family residential and commercial projects throughout the Northwest. In the years since its founding Karl has turned I&E into a full service general contractor capable of rehabilitating and building hundreds of residential and commercial structures and through his commitment to maintaining integrity and excellence in every project he expects continued growth in the future. This proposed remodel and relocation of his business offices will give I&E the room it needs to grow as it takes on newer, bigger, and better projects.

KEY ISSUES

Site Scope:

Due to recent development for Pioneer Pacific to occupy the property and our intention is to leave the site largely untouched, we are anticipating that the site's storm water and frontage improvements will be compliant, however, the code implications will be addressed in more detail below. Existing site lighting locations will remain and fixtures will be repaired as required. Building lighting, including any wall packs or decorative lighting, will be replaced due to the re-skinning of the building and modification of the entrance path. We are not anticipating significant increased demand on existing utilities therefore they will remain the same. We are also proposing a new monument sign along SW Parkway Ave and a new screen wall with integral I&E logo along I-5.

Building Scope:

We are proposing to replace the entire exterior skin of the building from painted T1-11 siding to new fiber cement siding in both vertical and flat panel with reveal configurations. Due to the existing seismic system we are planning to keep the locations of most windows and replace any existing vinyl windows which have degraded over time. At the new entrance lobby we are proposing a new two-story storefront system, a new rooftop patio partially covered by a trellis at the second floor adjacent to the lobby, and a perforated metal panel shade system at the I-5 side of the building with I&E's logo punched into the panels. Our goal is to replace the outdated façade with a more contemporary and dynamic aesthetic while not completely alienating the adjacent church's redevelopment plan by utilizing a mixture of vertical siding (similar to what is present on the addition) and flat panels (similar to what is present on the existing building).

Waivers Sought:

No waivers being sought



2015 Development Code

Section 4.001 Definitions.

In addition to the definitions set forth in Section 4.001, below, for the purpose of this Chapter, the following terms are hereby defined. The word "occupy" includes premises designed or intended to be occupied. The word "shall" is always mandatory. All other words shall have the following respective meanings, unless the context otherwise requires:

1. Abutting: See Adjoining.
2. Access, Vehicular: The designed location of ingress and egress, where vehicles enter or leave property.
3. Access, Pedestrian: The designed location of ingress and egress, where pedestrians enter or leave property.
4. Access Control Restriction: A type of access restriction that involves establishing a reserve area adjacent to and paralleling a half street improvement, or across the end of a street that is to be extended in the future, to ensure proper participation by adjoining properties in completion of the required street improvements. See Street, Half. [Amended by Ord. #719, 6/17/13]
5. Access Drive: A private travel lane primarily used as a means of approach for vehicles.
6. Accessory Building or Use: A subordinate building or use, the function of which is clearly incidental to that of the main building or use on the same lot. An accessory use may be located on a lot adjoining that of the main use if approved for this purpose through the Administrative Review procedures of Section 4.030.
7. Accessory Dwelling Unit: A dwelling unit of not more than 800 square feet on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached. [Amended by Ord. 677, 3/1/10]
8. Address Overlay Zone: Distinct areas within the Villebois Village Center where additional information is provided for the definition of architectural character and community elements. [Added by Ord. No. 595, 12/5/05.]
9. Adjacent: See adjoining.
10. Adjoining: Contiguous or abutting exclusive of street width. It shall include the terms adjacent, abutting or contiguous.
11. Agriculture: The use of land larger than one acre for the primary purpose of deriving income from growing plants on land including, but not limited to, land used principally for the production of crops, land used for orchards or production of fruit, but not including land used primarily for another use and incidentally for growing plants, crops, or fruit.



12. Alley: A public or private way which includes a roadway used to provide vehicular ingress and egress to the back or side of properties otherwise abutting on a street, private drive, or shared common area. An alley typically has a width of no more than twenty (20) feet.
13. Alteration, Structural: Any change or repair which would tend to prolong the life of the supporting members of a building or structure, such as bearing walls, columns, beams or girders.
14. Ancillary Telecommunication Facilities: The structures and equipment required for operation of the telecommunication equipment, including but not limited to antennae, repeaters, equipment housing structure, footings and foundations, and ventilation or other electrical or mechanical equipment. [Added by Ord. #479, 5/19/97]
15. Antenna(e): Any exterior, apparatus, electrical conductor or group of electrical conductors, the surface of which is designed for telephonic, radio or television communications by sending and/or receiving radio-frequency or electromagnetic waves, including those sent and/or received by wireless communication facilities. Antennae include the following types:
 - A. Directional or Parabolic (“panel” or “disk”) antenna, which receives and transmits signals in a directional pattern typically encompassing an arc of 120 degrees.
 - B. Omni-direction (“whip”) antenna, which receives and transmits signals in a 360-degree pattern.
 - C. Other, which means all other transmitting or receiving equipment not specifically described herein. Other antennae shall be regulated in conformity with the type of antenna described herein which most closely resembles such equipment. For purposes of this ordinance, the term antenna shall not include ancillary antennae, which are antennae less than 12 inches in their largest dimension and are not directly used to provide personal wireless communication services. [Added by Ord. #479, 5/19/97]
 - D. Satellite Dish antenna, which receives signals from satellites.
16. Apartment: A type of multi-family dwelling.
17. Appeal: Means a request for a review of any land use decision or interpretation of any provision of this ordinance.
18. Appropriate Potential Tree Height: The Appropriate Potential Tree Height (APTH) is used to delineate certain areas adjacent to the riparian corridor. The APTH is the mature average height of the appropriate tree species that does or could potentially grow on the site. The term “appropriate” is meant to limit the potential tree species to those species that provide critical riparian functions, and are appropriate and acceptable on the specific site based on such factors as public safety, property protection, zoning and other factors. The minimum APTH is fifty feet.
19. Arborist: An arborist who is a member of the American Society of Consulting Arborists (ASCA) or is certified by the International Society of Arboriculture, or an ornamental



- horticulturist or urban forester who possesses equivalent credentials and experience, and who is approved by the City Planning Director.
20. Architectural Character: The distinctive qualities of the form, features, details, color and ornamentation that comprise a style of building.
 21. Area of Limited Conflicting Uses: See Section 4.139.00
 22. Area of Shallow Flooding: Means a designated AO or AH Zone on the Flood Insurance Rate Map (FIRM). The base flood depths range from one to three feet; a clearly defined channel does not exist; the path of flooding is unpredictable and indeterminate; and, velocity flow may be evident. AO is characterized as sheet flow and AH indicates ponding.
 23. Area of Special Flood Hazard: Means the land in the flood plain within a community subject to a one percent or greater chance of flooding in any given year. This is the area subject to a base flood event. Designation on FIRM maps always includes the letters A or V.
 24. Artificial Sky Glow. The brightening of the night sky attributable to human made sources of light. [Added by Ord. 649, 6/2/08]
 25. Attached Family Dwelling Units: A building or structure designed to house two (2) or more families, whether related to each other or not.
 26. Attached Wireless Communication Facility: A wireless communication facility that is affixed to an existing structure, (e.g., an existing building wall or roof, mechanical equipment, or alternative tower structure. [Added by Ord. #479, 5/19/97]
 27. Attachment: An antenna or other piece of related equipment affixed to a transmission tower. [Added by Ord. #479, 5/19/97]
 28. Accessory Dwelling Unit: A dwelling unit of not more than 600 square feet on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached.
 29. Base Flood: Means the flood having a one percent chance of being equaled or exceeded in any given year. Also referred to as the "100-year flood". Designation on FIRM maps always includes the letters A or V.
 30. Basement: A portion of a building which has less than one-half (1/2) of its height measured from finished floor to finished ceiling above the average elevation of the adjoining grade. For areas located in a Special Flood Hazard Area, the definition of basement is any area of the building having its floor subgrade (below ground level) on all sides.
 31. Bed and Breakfast Home or Boarding House: A building or premises used for the provision of lodging and meals, where not more than five (5) rooms are available for rent.
 32. Bikeway: Bikeway is a general term used to describe any type of transportation facility that is designated for use by bicycles in conformance with City standards. Bikeways may or may not be within a public right-of-way and include the following:



- A. Bike Lane: A bike lane facility is a type of bikeway where a section of the roadway is designated for exclusive bicycle use.
 - B. Recreational Trail: A recreation trail is a type of pedestrian, bicycle, or equestrian facility that is entirely separate from roadways and has unimproved, gravel, or bark dust surface.
 - C. Shared Roadway: A shared roadway facility is a type of bikeway where motorists and cyclists occupy the same roadway area.
 - D. Shoulder Bikeway: A shoulder bikeway facility is a type of bikeway where cyclists occupy the paved roadway shoulder. Shoulder bikeways are common in rural areas.
 - E. Cycle Track: A cycle track is a bike lane with a physical barrier between the bike and motor vehicle travel lanes, such as a curb or parking lanes. Cycle tracks must “rejoin” the motor vehicle travel lanes at signalized intersections. Cycle tracks may require a two stage left turn for bicyclists.
 - F. See also: Multipurpose Pathway or Path.
[Amended by Ord. #719, 6/17/13.]
- 33. Block: A tract of land bounded by streets, or bounded by such features as the City limits or barriers such as bodies of water or steep slopes.
 - 34. Block Complex: An assemblage of buildings bounded entirely by intersecting streets so as to form a single, comprehensive group.
 - 35. Block Perimeter: The outer boundary of a block.
 - 36. Board: The Development Review Board established pursuant to Chapter 2 of the Wilsonville Code.
 - 37. Buffers or Buffering: Distance, landscaping, walls, berms, or other measures used to separate one land use from another, and to mitigate or minimize the adverse effects of one land use on another.
 - 38. Build-To Line: A line shown on a final plat or other development plan indicating that buildings are required to be built to it, rather than set back from it.
 - 39. Building: Any structure built for the support, shelter or enclosure of any persons, animals, chattels, or property of any kind which requires location on the ground or is attached to something having a location on the ground.
 - 40. Building Façade: The exterior elevation(s) of a building; usually set parallel to the front lot line, often distinguished by elaboration of architectural characteristics.
 - 41. Building Façade, Primary: The main exterior elevation of a building; usually associated with its primary entrance and/or street address.
 - 42. Building Frontage Width, Minimum: A Development Standard that controls the degree of spatial definition of public open space. Described as a percentage, the Minimum Building Frontage Width is calculated as the ratio of the length of the primary building façade(s) to its corresponding lot line length, exclusive of required setbacks.



43. Building Line: A line that is adjacent to the front side of a main building parallel to the front lot line.
44. Building Official. The person holding the position of Building Official of the City of Wilsonville. [Added by Ord. 649, 6/2/08]
45. Building or Structure Height: The term 'height of building or structure' shall be deemed to mean the perpendicular distance from the average elevation of the adjoining ground to the highest point of the coping of a flat roof or to the deck line of a mansard roof or to the middle height gable between the eaves and ridge of a pitch or hip roof. If a building is divided into units by means of masonry division walls, each unit shall be considered separately in calculation for height of building.
46. Candela. The unit of luminous intensity of a lighting source emitted in a given direction. [Added by Ord. 649, 6/2/08]
47. Canopy. A roof-like covering over an area, in or under which a lighting fixture is mounted. [Added by Ord. 649, 6/2/08]
48. Category of Use: Type of use. See Mixed Use.
49. Change of Use: Within the Willamette River Greenway means making a different use of the land or water than that which existed on December 6, 1975. It includes a change which requires construction, alterations of the land, water or other areas outside of the existing buildings or structures and which substantially alters or affects the land or water. It does not include a change of use of a building or other structure which does not substantially alter or affect the land or water upon which it is situated. The sale of property is not in itself considered to be a change of use. An existing open storage area shall be considered to be the same as a building. Landscaping, construction of driveways, modifications of existing structures, or the construction or placement of such subsidiary structures or facilities as are usual and necessary to the use and enjoyment of existing improvements shall not be considered a change of use for the purposes of Sections 4.500.
50. Civic: Relating to, or derived from, a city or citizen.
51. Civic Building or Place: A building or place that functions communally, such as religious, cultural, environmental or educational institutions.
52. Clear Vision Area: A standard for sight lines at intersections of streets, railways, and driveways. See section 4.125.09, Street Improvement Standards.
53. Cluster Housing: Small lot detached single-family dwellings arranged in groups, with a courtyard(s) containing shared green space and a public access sidewalk easement.
54. Commercial: Development having to do with retail, service, commercial recreation, and/or office uses.
55. Common Residential Areas.
 - Areas shared in common by residents of buildings with three or more dwelling units, (i.e. common open space, play areas, trash receptacle areas, “common property” under a subdivision or partition declaration); and



- Three or more open off-street stripped parking spaces, either abutting or within 10 feet of each other and not separated by a wall or other physical barrier between the two parking spaces, designated or set aside for use by the three or more dwelling units, regardless of whether the parking space is assigned for exclusive use of each dwelling unit or non-exclusively used by three or more dwelling units, and are either commonly owned or were developed for the purpose of serving the parking needs of “multiple dwellings” or multiple attached single-family dwellings, as defined in the Development Code. [Added by Ord. 649, 6/2/08]
56. Community Center: A structure for the social, cultural, and educational activities of an entire neighborhood or group of people having common rights, privileges, or interests, or living in the same place under the same laws and regulations.
 57. Community Elements Book: A plan which is used to establish the type and location of community elements within the Village zone. Community elements may include lighting, site furniture, , bollards, trash receptacles, recycling receptacles, benches, bicycle racks, , and playground equipment. The Community Elements Book also includes a Street Tree Master Plan and Lighting Master Plan.
 58. Community Housing: Dwellings developed as defined by ORS 426.502(2).
 59. Collocation: The use or placement of two or more antenna systems or platforms by separate FCC license holders on a single support structure, transmission tower or building. [Added by Ord. #479, 5/19/97]
 60. Commercial Nursery or Tree Farm. A plant or tree nursery or tree farm where trees are planted and grown on the premises for sale in the ordinary course of business, but not including commercial woodlots, or land that is designated or assessed as forest land for tax deferral purposes or managed for timber production.
 61. Commercial Recreation: A planned development commercial center or complex of recreational and complimentary uses. Typical uses include miniature golf courses, bowling alleys, theaters, tennis and racquetball clubs, health spas, swim centers, pool halls and sports complexes. Appropriate complimentary uses would include restaurants and sporting goods stores.
 62. Commercial Woodlot. A site of at least 30,000 square feet on which trees are grown for the purpose of harvesting, and which is assessed as forest land for tax deferral purposes, and which is not a part of the approved open space or landscaping of a previously approved development.
 63. Commission: The Planning Commission of the City established in Chapter 2 of the Wilsonville Code.
 64. Comprehensive Plan: The City of Wilsonville Comprehensive Plan (effective date June 7, 2000).
 65. Conditional Use: A use allowable if processed in accordance with the procedures listed in Section 4.512 and 4.184.



66. Conference Center: A facility where the primary function is the formal gathering of large groups of people.
67. Contiguous: See Adjoining.
68. Convenience Store: A retail business that provides for the purchase of limited food and household sundries.
69. Critical Facility: Facilities for which even a slight chance of flooding might be too great. Critical facilities include, but are not limited to schools, nursing homes, hospitals, police, fire and emergency response installations, installations which produce, use or store hazardous materials or hazardous waste. [Added by Ord. # 647, 4/21/08]
70. Crown Cover: The area within the drip line or perimeter of the foliage of a tree.
71. Curb Line: The line indicating the edge of the roadway within the overall right-of-way.
72. Curfew. A time each night after which certain electric illumination must be turned off or reduced in intensity. [Added by Ord. 649, 6/2/08]
73. DATELUP: An acronym for the Dammasch Area Transportation-Efficient Land Use Plan, which is the City of Wilsonville's 1997 adopted land-use plan within the Comprehensive Plan Area of Special Concern "B".
74. Design: The conceptualization of the built environment in response to specific sets of human needs and desires.
75. Design Standards, Village Center: Criteria applicable to the design and construction of development within the Village Center, to guide the selection and arrangement of building elements to achieve a minimum level of quality and consistency in the finished product.
76. Design Principles, Village Zone: The fundamental concepts that support the objectives of the Master Plan and guide the intrinsic qualities of the built environment within the Residential Village Plan District. Design Principles are implemented through conformance with the Design Standards.
77. Design Standards, Village Zone: Criteria applicable to the design and construction of development within the Village zone, to guide the selection and arrangement of building elements to achieve a minimum level of quality and consistency in the finished product.
78. Density: The number of residential units per acre of land.
79. Development: Any human-caused change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations located or storage of equipment or materials located within the area of special flood hazard. [Amended by Ord. # 647, 4/21/08]
80. Development Standards: Criteria established for initial planning of any change to improved or unimproved real estate that determines the relative size and arrangement



of common building elements in order to achieve a certain level of quality and consistency in the built environment.

81. Diameter Breast Height (d.b.h.): A tree's diameter in inches measured by diameter tape at four and one-half (4-1/2) feet above grade. On multi-stem trees, the largest diameter stem shall be measured.
82. Director: The Planning Director as established in Section 2.190 of the Wilsonville Code. As used in this Chapter, the term "Planning Director" also applies to other staff persons or consultants specifically assigned to act on behalf of the Director.
83. Drip Line: An imaginary vertical line extending downward from the outermost tips of the tree branches to the ground; when delineating the drip line on the ground, it will appear as an irregularly shaped circle defining the canopy's perimeter. [Amended by Ord. # 674 11/16/09]
84. Driveway Approach: A driveway connection to a public street or highway where it meets a public right-of-way. [Added by Ord. #719, 6/17/13.]
85. Duplex: Two dwelling units on a single lot, neither of which meets the definition of an accessory dwelling unit.
86. Dwelling: A building, mobile home, or manufactured home, designed for residential occupancy, but not a house trailer or recreational vehicle.
87. Dwelling, Multiple Family: Three or more attached dwelling units located on a single tax lot. In the Village zone, such use also includes stacked flats or townhouses.
88. Dwelling, Single Family: A dwelling unit designed for occupancy by one family. A single-family dwelling may be detached or attached, provided that each such unit is located on its own tax lot. A single-family dwelling may also include an accessory dwelling unit, if approved for that use as specified in this Code.
89. Dwelling Unit: A building or portion thereof providing complete housekeeping facilities for one family, including a kitchen and bathroom, but not a trailer house or other recreational vehicle.
90. Encroachment Area: See Section 4.139.00
91. Equipment Enclosures: A small structure, shelter, cabinet or vault used to house and protect the electronic equipment necessary for processing wireless communication signals. Associated equipment may include air conditioning and emergency generators. [Added by Ord. #479, 5/19/97]
92. Essential Government Services. Services and facilities provided by a governmental unit, that are basis and inherent to the public health and welfare including, but not limited to, fire, police, water, sewer, transportation, emergency communication, and education, and governmental services and facilities in support thereof. [Added by Ord. 545, 8/19/02]
93. Exempt tree or vegetation: As used in the solar access provisions of this Code, the terms "exempt tree or exempt vegetation" refer to the full height and breadth of



vegetation that has been identified by the City as “solar friendly,” and any vegetation listed as exempt on a plat, a document recorded with the plat, or a solar access permit.

94. Existing Manufactured Home Park or Subdivision: A manufactured home park subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the adopted floodplain management regulations. [Added by Ord. # 647, 4/21/08]
95. Exterior Display: The outdoor exhibit of merchandise by a retail merchant.
96. Façade. The exterior wall or elevation of a building. [Added by Ord. 649, 6/2/08]
97. Family: One or two persons with or without their direct descendants and adopted children (and including domestic employees thereof) together with not more than five (5) persons not so related, living together in a room or rooms comprising a single housekeeping unit. Every additional group of five (5) or fewer persons living in such housekeeping unit shall be considered a separate family. For housing developed to implement ORS 426.508 or under the Fair Housing Amendments Act of 1988, family shall mean all persons living in a dwelling unit, regardless of relationship.
98. Feasible: Able to be accomplished, considering all aspects of preservation and proposed site development, including the cost of mitigation and relocation.
99. Fill: Any act by which earth, sand, gravel, rock, structures or any similar material is deposited, erected, placed, pulled or transported, including the conditions resulting therefrom, whether within the limits of the 100-year flood plain or not.
100. Final Development Plan: A plan that includes a final map and other writing containing all the descriptions, locations, specifications, dedications, provisions and information concerning a land development, in the form required by Section 4.125(.18).
101. Flag Lot: A flag-shaped lot located behind another lot where the frontage on the street is only wide enough for its vehicular and pedestrian access; often found at the end of a street or adjacent to the outside corner of an L-shaped block.
102. Flood or Flooding: General and temporary condition of partial or complete inundation of normally dry land areas from the overflow of inland waters, and/or the unusual and rapid accumulation of runoff of surface waters from any source.
103. Flood Insurance Rate Map (FIRM): The official map prepared for the City of Wilsonville on which the Federal Insurance Administration has delineated both the flood plain and the risk premium zones applicable to the community.
104. Flood Insurance Study: The official report prepared for the City of Wilsonville by the Federal Insurance Administration that includes flood profiles, the Flood Boundary-Floodway Map, and the water surface elevation of the base flood.
105. Flood Plain: Flood-prone areas as identified on the FIRM.
106. 100-Year Flood Plain: Land adjacent to a floodway that has a one percent chance of flooding in any given year, and as identified within the "A" zones of the FIRM.



107. Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.
108. Floodway Fringe: That portion of the flood plain not contained in the floodway.
109. Floor Area: The area of the building, exclusive of porches and exterior stairs which shall extend to the exterior faces of all walls. Floor area shall include all levels within a structure, including mezzanines and additional stories above the first floor. Within a residential structure, floor area does not include garages or carports.
110. Foot Candle. The unit of density of luminous flux (lumens) incident at a point on a surface having an area of one square foot. [Added by Ord. 649, 6/2/08; amended by Ord. 688, 11/15/10]
111. Front lot line: For purposes of the solar access regulations, a lot line abutting a street. For corner lots the front lot line is that with the narrowest frontage. When the lot line abutting a street is curved, the front lot line is the chord or straight line connecting the ends of the curve. For a flag lot, the front lot line is the shortest lot line adjoining the pole portion of the lot, excluding the unbuildable portion of the pole (see Figure 2: Front Line Lot).
112. Garage: Enclosure for the storage of vehicles.
113. Garage, private: An accessory building or portion of a main building used for the parking or temporary storage of vehicles owned or used by occupants of the main building.
114. Glare. Light that causes visual discomfort or disability, and the wattage and/or light distribution is excessive for the purposes for which the illumination is necessary. [Added by Ord. 649, 6/2/08]
115. Grocery Store: A retail business that sells food and household sundries.
116. Grocery Store, Specialty: A retail business that sells specialty food and specialty household sundries.
117. Habitable floor: Any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof. A floor used only for storage purposes is not a "habitable floor".
118. Habitat-Friendly Development: A method of developing property that protects our natural resources as we grow and focuses on land development and site design that mimic natural processes. Examples include clustering development to avoid habitat, minimizing tree removal and root disturbance, managing storm water on-site to help filter rainwater and recharge groundwater sources, and, where feasible, reducing the amount of impervious surface created by development. [Added by Ord. # 674 11/16/09]
119. Hardscape Permanent improvements to a site, including but not limited to, parking lots, driveways, streets, plazas, sidewalks, walkways, bikeways, abutments, stairs, ramps, and architectural features, such as fountains and sculptures. [Added by Ord. 649, 6/2/08]



120. Hearing Body: The City Council, the Development Review Board, or the Planning Commission having the authority to review an application assigned by Section 4.031, Section 4.032, and Section 4.033.
121. Heritage Tree: A tree that, due to age, size, species, quality or historic association, is considered of landmark importance to the community and has been designated as such by the City Council.
122. Home Business: A business operating from a dwelling unit that does not meet the definition of a "Home Occupation" listed below, and for which a conditional use permit has been issued by the City.
123. Home Occupation: "Home Occupation" means an occupation, profession, or craft, which is customarily incidental to or carried on in a dwelling place or premises and not one in which the use of the premises as a dwelling place is largely incidental to the business use. A home occupation is carried on by an immediate member of the family residing within the dwelling place. A home occupation shall require no structural alteration or changes to the exterior of the dwelling, and shall include no display of merchandise on the premises which can be seen from the exterior of the dwelling. Any instruction shall be limited to one pupil at a time. Noise, odor, smoke, gases, fallout, vibration, heat or glare resulting from the use shall not be of the intensity as to be detected outside of the containing structure. Traffic and parking are to be such as to give no outward appearance that a business is being conducted on the premises.
124. Hospital: A building or premises providing in-patient services that is used for human medical or surgical treatment.
125. Hospital, Animal: A building or premises for the medical or surgical treatment of domestic animals or pets, including dog, cat and veterinary hospitals.
126. Hotel, Motel, or Overnight Lodging Facility: A building which is designed or used to offer lodging, with or without meals, for compensation, for six (6) or more people.
127. House Side Shield. For fully shielded luminaires only, an internal shield designed and installed by the luminaire manufacturer that significantly attenuates candlepower in the back photometric hemisphere at all angles greater than 30 degrees relative to nadir. [Added by Ord. 649, 6/2/08]
128. Human Occupancy: For purposes of Section 4.172(.02)(C.)(4.), any structure usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof, is considered to be for human occupancy. A structure used only for storage purposes is not for "human occupancy." [Added by Ordinance No. 538, 2/21/02.]
129. IESNA. The Illuminating Engineering Society of North America (see www.iesna.com). [Added by Ord. 649, 6/2/08]
130. Impact Area: See Section 4.139.00



131. Impervious Area: An area with minimal infiltration of surface water into the underlying soil and shall include pavement (including but not limited to concrete or asphaltic concrete surfaces), gravel roads, structures, roadways, and roofs.
132. Intensification of Use: Within the Willamette River Greenway means any additions which increase or expand the area or amount of an existing use, or the level of activity. Remodeling of the exterior of a structure not excluded below is an intensification when it will substantially alter the appearance of the structure. Maintenance and repair usual and necessary for the continuance of an existing use is not an intensification of use. Reasonable emergency procedures necessary for the safety or the protection of property are not an intensification of use. Residential use of land within the Greenway includes the practices and activities customarily related to the use and enjoyment of one's home. Landscaping, construction of driveways, modification of existing structures or construction or placement of such subsidiary structures or facilities adjacent to the residence as are usual and necessary to such use and enjoyment shall not be considered an intensification for the purposes of this Code. Seasonal increases in gravel operations shall not be considered an intensification of use.
133. Kenel: Any lot or premises on which four (4) or more dogs, more than four (4) months of age, are kept for boarding, breeding or sales.
134. Landscaping: The term "landscaping" includes trees, grass, shrubs, flowers, water features, and garden areas, and the arrangement of paths, walkways, fountains, patios, decks, fencing, street furniture and ornamental concrete or stonework areas, earth forms such as grading, mounding and contours. The use of pervious materials is encouraged. Both native and non-native vegetation may constitute landscaping materials. This definition pertains to complete site modifications rather than just buildings. [Amended by Ord. # 674 11/16/09]
135. Landscape Lighting. Luminaires attached to structures, mounted on poles or otherwise, or at grade (luminaire not to exceed 3 feet above grade) and used solely for landscape rather than area lighting. [Added by Ord. 649, 6/2/08]
136. Legislative process: A process that leads to the adoption of rules or policies that have broad implications for a large geographic area or for the community overall.
137. Light Manufacturing: Low- to moderate-impact industrial, manufacturing, processing, and assembly uses that exhibit benign external characteristics compatible with the character and overall design of a Residential Village environment.
138. Light Source (or Lamp): The actual bulb or lamp that emits the light. [Added by Ord. 649, 6/2/08]
139. Light Trespass. Spill light that because of quantitative, directional, or spectral content causes light level at the property line that is greater than as provided on Table 4 of this Code. [Added by Ord. 649, 6/2/08]
140. Lighting Master Plan: A plan that indicates the criteria for, and general location of exterior lighting within the Village zone. See also Community Elements Book.



141. Lighting System. One or more luminaires, together with associated wires, conduits and poles that constitute the illumination system on the parcel. [Added by Ord. 649, 6/2/08]
142. Lighting Zones. Specific allowances and limitations for lighting systems and fixtures as specified in this Ordinance. [Added by Ord. 649, 6/2/08]
143. Lot: A unit of land owned by or under the lawful control and in the lawful possession of one distinct ownership, or separated from other land by a drawing on a recorded subdivision or partition plat, for separate individual use or development.
144. Lot Area: The total horizontal area within the lot lines of a lot, excluding the driveway portion of a flag lot.
145. Lot Coverage: The area of a lot covered by all of the buildings on that lot, expressed as a percentage of the total lot area.
146. Lot Depth: The lot depth is the mean average distance between the front lot line and rear lot line of a lot measured within the lot boundaries.
147. Lot, Front: The boundary line of a lot abutting a street, other than a boundary line along a side or rear yard. If the lot does not abut a street, the narrowest boundary line shall be considered to be the front.
148. Lot, Key: A lot, the side line of which abuts the rear line of one or more adjoining lots.
149. Lot Line, Front: The boundary line of a lot abutting a street or private drive, other than a boundary line along a side or rear yard. If the lot does not abut a street or private drive, the narrowest boundary line shall be considered to be the front. In the Village zone: the case of an interior lot, the lot line separating the lot from the public space, street or private drive, other than an alley. In the case of a corner lot, the shortest lot line along a public space, street or private drive, other than an alley. The boundary line of a lot abutting a street or private drive, other than a boundary line along a side or rear yard. If the lot does not abut a street or private drive, the narrowest boundary line shall be considered to be the front. A private drive bounded on two sides by a single lot shall not be considered in determining if a lot is a through lot.
150. Lot Line, Rear: Any boundary line opposite and most distant from a front line and not intersecting a front lot line, except in the case of a corner lot.
151. Lot Line, Side: Any boundary line not a front or rear lot line.
152. Lot, Through: Any lot, except a corner lot, that abuts two or more streets or private drives other than a freeway. Private drives which are bounded by two sides by a single lot shall not be considered in determining if a lot is a through lot.
153. Lot, Width: The 'lot width' is the mean horizontal distance between the side lot lines of a lot measured within the lot boundaries.
154. Lowest floor: Means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area, is not considered a building's



lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance.

155. Lumen. The unit of luminous flux: a measure of the amount of light emitted by a lamp. [Added by Ord. 649, 6/2/08]
156. Luminaire (or "Light Fixture"). A complete lighting unit consisting of one or more electric lamps, the lamp holder, reflector, lens, ballast, and/or other components and accessories. [Added by Ord. 649, 6/2/08]
157. Luminance. The amount of light emitted in a given direction from a surface by the light source or by reflection from a surface. The unit is candela per square meter. [Added by Ord. 649, 6/2/08]
158. Luminous Flux. A measure of the total light output from a source, the unit being the lumen. [Added by Ord. 649, 6/2/08]
159. Major Alteration: Any change, enlargement or modification to existing site improvements or structures, or use thereof or any which substantially alters the exterior appearance or function of the site or building or increases the previous floor area by an amount equal to or greater than one-third.
160. Major Transit Stop: Transit stops that are located where two or more existing or planned routes intersect or where there are existing or planned transfer locations between transit systems, Park & Ride lots, and shopping centers and other major destinations. [Added by Ord. #719, 6/17/13.]
161. Major Transit Street: A primary corridor for transit, receiving half-hour or better service during peak traffic hours. Typically, these streets are also arterials or major collectors. [Added by Ord. #719, 6/17/13.]
162. Manufactured Dwelling: Includes residential trailer, mobile home, mobile house, trailer and manufactured home. This definition does not include any building or structure subject to the structural specialty code adopted pursuant to ORS 455.100 to 455.450 or any unit identified as a recreational vehicle by the manufacturer.
163. Manufactured Home: A structure built on a permanent chassis and designed for use with or without a permanent foundation when attached to the required utilities, for movement on the public highways, that has sleeping, cooking and plumbing facilities, that is intended for human occupancy, and was constructed in accordance with Federal Manufactured Housing Construction and Safety Standards regulations in effect at the time of construction. [Amended, Ord. #317, 11/4/87]. For flood plain management purposes, the term "manufactured home" also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days. For flood insurance purposes, and City zoning standards, the term "manufactured home" does not include park trailers, travel trailers and other similar vehicles. [Amended by Ord. # 647, 4/21/08]
164. Manufactured Home or Mobile Home Park: Means a parcel (or contiguous parcels) of land divided into two or more spaces that are rented or leased for the placement of manufactured or mobile homes.



165. Manufactured Home or Mobile Home Subdivision: Means a group of three (3) or more separate lots intended for the location of manufactured or mobile homes, and which lots may be rented or sold.
166. Master Plan: See “Villebois Village Master Plan”.
167. Master Planner: A professional team selected by the City of Wilsonville and the State of Oregon in accordance with ORS 426.508 to master plan the area prescribed in DATELUP.
168. Master Signage and Wayfinding Plan: A plan that describes the design principles and standards of public and private signage and wayfinding elements within the Village zone.
169. Mixed Solid Waste: Solid Waste that contains recoverable or recyclable materials and materials that are not capable of being recycled or recovered for further use. [Amended by Ord. # 426 - April 4, 1994]
170. Mixed Use: A development in which a site or building provides more than one type of use, such as commercial and residential
171. Mobile Home: A structure constructed for movement on the public highways that has sleeping, cooking, and plumbing facilities, that is intended for human occupancy, and that was constructed between January 1, 1962, and June 15, 1976, and met the construction requirements of the Oregon mobile home law in effect at the time of construction. [Amended by Ord. #317, 11/4/87]
172. Modular Home: A structure intended for residential use that has sleeping, cooking and plumbing facilities and is constructed off-site in compliance with the Uniform Building Code (Oregon State Structural Specialty Code) and designed to be transported to a site for installation and/or assembly of modular components to form a permanent structure. [Amended by Ord. #317, 11/4/87].
173. Multiuse Pathway or Path: A path that is separate from the roadway either in the roadway right-of-way or in an independent right-of-way. It is designed and constructed to allow for safe walking, biking, and other human-powered travel modes. [Added by Ord. #719, 6/17/13.]
174. Native: As applied to any tree or plant, this term means indigenous to the northern Willamette Valley.
175. Neighborhood: An urban sector of multiple uses served by a network of pedestrian-friendly streets and alleys within approximately ¼ mile in radius. Neighborhoods are defined by arterial or collector streets and/or open space at their edges and include a Neighborhood Commons at their center.
176. Mounting Height. The vertical distance between the lowest part of the luminaire and the ground surface directly below the luminaire. [Added by Ord. 649, 6/2/08]
177. Multi-family housing. Buildings or structures that contains three or more dwelling units used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or that are occupied for living purposes, apartment houses,



condominiums, congregate residences, townhouses and similar non-transient dwellings. [Added by Ord. 649, 6/2/08, amended by Ord. 682 9/9/10]

178. Nadir. The downward direction; exactly vertical, directly below a luminaire. [Added by Ord. 649, 6/2/08]
179. Neighborhood Center: An area of mixed-use buildings at or near the center of a neighborhood, providing nearby residents with convenient access to goods and services.
180. Neighborhood Commons: A site within a neighborhood, for use by local residents, which may include a transit shelter and waiting place for transit riders, and public space, providing a social gathering place.
181. Neighborhood Commercial: A planned development commercial center or complex of commercial uses to provide for the daily convenience, goods and services of nearby residential areas. Typical uses include grocery, hardware, and drug stores; barber and beauty stores; banks; laundry and dry cleaning; and professional offices, but exclude service stations.
182. New Construction: For purposed of flood plain management, structures for which the "start of construction" commenced on or after June 17, 2008. [Added by Ord. # 647, 4/21/08]
183. New Facility: The installation of a new transmission tower. New attachments are not new facilities. [Added by Ord. #479, 5/19/97]
184. Non-Conforming Lot: A legally created lot or parcel that does not conform in terms of area, width, depth, or other dimensions with the standards of the zone in which it is located.
185. Non-Conforming Site Conditions: A legally established site that does not conform with the landscaping, parking or other site development standards of the zone in which it is located. A site may be rendered non-conforming to development standards through a change in zoning requirements or through the acquisition of some portion of the property by a public agency. For purposes of this Code, a site for which Stage II Planned Development approval has been granted by the City, and which approval remains in effect, shall not be deemed non-conforming. [Amended by Ordinance No. 538, 2/21/02.]
186. Non-Conforming Structure: A legally established building or other structure that does not conform with the height, setback, area, lot coverage, or other standards for structures of the zone in which it is located. A structure may be rendered non-conforming through a change in zoning requirements or through the acquisition of some portion of the property by a public agency. For purposes of this Code, a structure for which Stage II Planned Development approval has been granted by the City, and which approval remains in effect, shall not be deemed non-conforming. [Amended by Ordinance No. 538, 2/21/02.]
187. Non-Conforming Use: A legally established use, which was established prior to the adoption of the zoning use requirements for the site with which it does not conform. For purposes of this Code, a use for which or Stage II Planned Development approval



has been granted by the City, and which approval remains in effect, shall not be deemed non-conforming. [Amended by Ordinance No. 538, 2/21/02.]

188. Northern lot line: The lot line that is the smallest angle from a line drawn east-west and intersecting the northernmost point of the lot, excluding the pole portion of a flag lot. If the north line adjoins an undevelopable area other than a required yard area, the northern lot line shall be at the northern edge of such undevelopable area. If two lot lines have an identical angle relative to a line drawn east-west, or if the northern lot lines is less than 35 feet, then the northern lot line shall be a line 35 feet in length within the lot parallel with and at a maximum distance from the front lot line (see Figure 3: Northern Lot Line in Section 4.137).
189. North-south dimension: The length of a line beginning at the mid-point of the northern lot line and extending in a southerly direction perpendicular to the northern lot line until it reaches a property boundary (see Figure 4: North-South Dimension of the Lot in Section 4.137).
190. Office: A use category designating buildings commonly used as a workplace for professional or government functions.
191. Office Complex: A planned development commercial center or complex of administrative, professional and general office uses. Typical uses include governmental, financial, architectural, medical, dental, legal, real estate, accounting, insurance and general business offices.
192. Obtrusive Light. Glare and light trespass. [Added by Ord. 649, 6/2/08]
193. Office Complex - Technology. Applies to office uses in an industrial, typically high-technology, setting, including research and development, software or hardware development, telecommunication or data manipulation operations.

Typically in an industrial campus setting, Technology-Office Complexes are expected to generate less traffic than general office uses.

Technology-Office Complex is not intended to apply to general office uses such as medical offices, real estate sales offices, or similar operations that are more appropriately the predominate uses in non-industrial areas.
194. Official Map: The map established by the City Council on which the plan locations, particularly of streets, are indicated with detail and exactness so as to furnish the basis for property acquisition, building restrictions, building permits, zoning or other uses, the original of which is on file in the office of the City Recorder.
195. Open Space: Land that is not covered by buildings, paving , or other hard surfaces, unless such hard surfaces are part of an approved landscape plan.
196. Open Space Area: A specific measurement. See Section 4.125(.08), Open Space.
197. Ornamentation: The details of shape, texture, and color that are deliberately added to a structure for decorative effect.



198. Outdoor Dining Area: A space designated for commercial dining, partially bounded by building walls, screening or property lines, but open to the sky, and open on at least one side to a street or public space.
199. Outdoor Living Area: Outdoor recreational area intended for the use of the residents of the development. In order to be considered "outdoor living area" it must be usable and accessible by the residents of the development.
200. Ornamental or Accent Lighting. Outdoor lighting that is installed mainly or entirely for its decorative effect or to accent an object or a feature, rather than as an aid to visibility. [Added by Ord. 649, 6/2/08]
201. Parking Facility, Commercial: A surface lot or parking structure that is operated as a business and is not integral to a specific use or uses within Villebois.
202. Parking Space: A permanently surfaced and marked area not less than nine (9) feet wide and eighteen (18) feet long, excluding paved area necessary for access, for the parking of a motor vehicle.
203. Parking Space, Accessible: A permanently surfaced and marked area meeting the standards established by ORS 447.233. Such spaces shall be appropriately reserved and signed for use by the disabled and shall be subject to any additional standards of the Americans with Disabilities Act (ADA) or other applicable provisions of local, state or federal law.
204. Parking Space, Compact: A permanently surfaced and marked area not less than seven (7) feet, six (6) inches wide and fifteen (15) feet long, excluding paved area necessary for access, for the parking of a compact motor vehicle. In order to be considered a compact parking space, it must be clearly labeled as such. [Amended by Ord. # 674 11/16/09]
205. Parking Space, Handicapped: Be designed for safe and convenient access that meets ADA and ODOT standards. All parking areas which contain ten (10) or more parking spaces, shall for every fifty (50) standard spaces, provide one ADA-accessible parking space that is constructed to building code standards, Wilsonville Code 9.000. [Amended by Ordinance No. 538, 2/21/02.]
206. Parking Space, Motorcycle: A permanently surfaced and marked area not less than four (4) feet wide and eight (8) feet long, excluding paved area necessary for access, for the parking of a compact motor vehicle. In order to be considered a motorcycle parking space, it must be clearly labeled as such.
207. Partition:
 - A. "Partition" means either an act of partitioning land or an area or tract of land partitioned under the provisions of Section 4.200. As used in this Code, a land partition may be either a "major" or "minor" partition, as those terms are commonly used.
 - B. "Partition land" means to divide 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. "Partition land" does not include divisions of land resulting from



lien foreclosures, and divisions of land made pursuant to a court order, including but not limited to court orders in proceedings involving testate or intestate succession; and "partition land" does not include any adjustment of a lot line by the relocation of a common boundary where an additional parcel is not created and where the existing parcel reduced in size by the adjustment is not reduced below the minimum lot size established by any applicable zoning ordinance.

208. Pathway: A pathway is a pedestrian facility that is entirely separate from the roadway and generally serves as an on-site pedestrian system for multi-family, commercial and industrial developments. The Americans with Disabilities Act defines a pathway as an "Exterior Accessible Route."
209. Pattern Book: An illustrative document that depicts the architectural character of a proposed development, in compliance with the Design Principles and Design Standards. See Section 4.125.15, Pattern Book.
210. Pedestrian Access: A path of travel to approach and enter a building , or open space on foot.
211. Permit (Tree cutting): Approval to remove trees according to the following categories:
 - A. Type A - Permits removal of one to three trees within a twelve (12) month period on any property.
 - B. Type B - Permits removal of four or more trees on any property (a) not subject to site development review, or b) previously approved for site development, and is c) not in a commercial woodlot.
 - C. Type C - Permits removal of trees on property under a site development application.
 - D. Type D - Permits removal of trees on a commercial woodlot.
212. Permit Grantee: Any person, including the person's successors-in-interest, whose application for a Permit has been approved, or who is acting on the permit grantee's behalf with the grantee's consent.
213. Person: Any individual or legal entity.
214. Phasing: To plan and then carry out development in stages over time. The length of time will be determined by several factors, including response to market conditions, availability and capacity of existing utilities and infrastructure, and timing of road improvement approval and funding.
215. Planning Commission: The Planning Commission of the City of Wilsonville established in Chapter 2 of the Wilsonville Code.
216. Planning Director: The Planning Director as established in Section 2.190 of the Wilsonville Code. As used in this Chapter, the term "Planning Director" also applies to other staff persons or consultants specifically assigned to act on behalf of the Planning Director.
217. Photometric Test Report. A report by an independent testing laboratory or one certified by the National Institute of Standards and Technology (NIST) describing the



candela distribution, shielding type, luminance, and other characteristics of a specific luminaire. [Added by Ord. 649, 6/2/08]

218. Plat: A map, diagram, drawing, replat or other writing containing all of the descriptions, locations, specifications, dedications, provisions and information concerning a subdivision, condominium division or land partition. A tentative plat is one that is prepared for review and consideration by the City. A final plat is one that is prepared for recordation with the County after the City has approved the tentative plat.
219. Plaza: A public space at the intersection of important streets, as illustrated and described in the Villebois Village Master Plan, for civic purposes and commercial activity.
220. Porch: An open-air room appended to the mass of a building, with floor and roof.
221. Pre-existing Towers and Pre-existing Antennae: Any tower or antennae for which a building permit has been properly issued prior to the effective date of this ordinance. [Added by Ord. 479, 5/19/97]
222. Preliminary Development Plan: A conceptual and quantitatively accurate representation of a defined area within an approved Specific Area Plan, in the form required by Section 4.125(.18).
223. Premises: A site with or without buildings.
224. Private Drive: A private way, other than an alley, that includes a roadway.
 - A. Private Access/Circulation Drive - Industrial/Commercial/Multi-family/Mixed Use: A private drive in an industrial, commercial, multi-family (including mobile home parks), or mixed-use development providing vehicular ingress and egress to the development and/or internal circulation.
 - B. Residential Private Access Drive: A private drive in a non-multi-family residential development providing primary vehicle access to no more than four (4) dwelling units, excluding accessory dwelling units. A residential private access drive provides for no through vehicle access and is not extendable. This definition does not include private alleys.
 - C. Residential Private Drive - Pre-existing: A private drive in a non-multi-family residential development approved prior to (effective date of ordinance) including those that provides vehicular access to more than four (4) dwelling units.
225. Private Way: A private area dedicated to circulation, including roadways, bikeways, paths, or utilities.
226. Professional-Type Services: A “professional-type service” shall include activities such as those offered by a physician, surgeon, dentist, lawyer, architect, engineer, accountant, artist, teacher, real estate and insurance sales.
227. Protected solar building line: A line on a plat or map recorded with the plat that identifies the location on a lot where a point two feet above may not be shaded by structures or non-exempt trees (see Figure 11: Soar Lot Option 2: Protected Solar Building Line in Section 4.137).



228. Protected Outdoor Space: An outdoor space that is partially protected from direct exposure to the weather by a roof, building walls, and/or other enclosures.
229. Private Way: A private area dedicated to circulation, including the roadway for private streets, bikeways, paths or utilities.
230. Public Space: An area without buildings, reserved for public use, whether owned and maintained by a public or private organization, including but not limited to, plazas, parks, natural preserves, and trails.
231. Public Way: A public area dedicated to circulation, including the roadway or street, bikeways, paths and public utilities.
232. Quasi-judicial process: A process that leads to a decision on a land use or development application involving a single property or small group of properties. (Please see the definition of Legislative Process, above.)
233. Rainwater Management Program: Infrastructure and procedures for the collection, filtration, and conveyance of rainwater.
234. Rainwater Management System: The physical components of the Rainwater Management Program.
235. Rainwater Path: The route of movement of rainwater from building roofs and paved surfaces to the Rainwater Management System.
236. Recreational Vehicle: Means a vehicle which is:
 - A. Built on a single chassis;
 - B. 400 square feet or less, when measured at the largest horizontal projection;
 - C. designed to be self-propelled or permanently towable by a light-duty truck; and
 - D. designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.
237. Religious Institution: A building or structure, or groups of buildings or structures, such as a church, synagogue, temple or mosque, that is used for conducting organized religious services, including ceremonies, rituals, and education pertaining to a particular system of beliefs.
238. Remove or Removal: The act of removing a tree by topping, digging up or cutting down, effecting removal through damage, or causing to be removed, transplanted or destroyed.
239. Replacement Area: the mitigation area required to compensate for an encroachment into the SROZ when allowed in accordance within Section 4.139.00
240. Research and Development: Commercial and non-profit establishments primarily engaged in performing laboratory or other physical or biological, primary, basic, or applied research, development and testing. Does not include Light Manufacturing.
241. Residential Facility: As used in ORS 197, a residential facility is a residential treatment or training facility, licensed by the State of Oregon, which provides care, treatment or training for six (6) to fifteen (15) individuals, and which may also provide housing



for staff persons who provide services to those individuals. For the purposes of this Code, unless inhabited by a single family, a residential facility is considered to be a form of multiple family residential development.

242. Residential Home: As used in ORS 197, a residential home is a residential treatment or training home, or adult foster home, licensed by the State of Oregon, which provides care, treatment or training for five (5) or fewer individuals, and which may also provide housing for staff persons who provide services to those individuals. For the purposes of this Code, a residential home is considered to be a form of single-family dwelling unit.
243. Residential Trailer: A structure constructed for movement on the public highways, that has sleeping, cooking and plumbing facilities, that is intended for human occupancy, is being used for residential purposes and was constructed before January 1, 1962. [Amended by Ordinance 317, II/4/87].
244. Residential Village Comprehensive Plan Designation: The area within which the Village zone applies, as illustrated on the Comprehensive Plan Map.
245. Row House: One of a series of houses, often of similar or identical design, situated side by side, with or without an accessory dwelling unit or building. Within the Villebois Village Center Boundary, row houses may be attached or detached in accordance with the Village Center Architectural Standards. [Amended by Ord. # 667 8/17/09]
246. Right-of-way: The area between boundary lines of a public way.
247. Riparian Corridor: See Section 4.139.00.
248. Riparian Corridor Cross Sections: See Section 4.139.00.
249. Riparian Impact Area: See Section 4.139.00.
250. Road: Same as "Street".
251. Roadway: The portion of a public way or street or private way developed for use by vehicular traffic.
252. Roadway, Shared: a roadway that is designed to be shared by additional users besides motor vehicles, especially bicycles.
253. School: An educational facility.
254. School, Commercial: A school operated as a commercial enterprise. See Section 4.125(.04), Conditional Uses.
255. School, Private: Schools, including kindergartens, nurseries, children's or adult day care facilities, play schools, and other such facilities, operated primarily through private funding sources. See Section 4.125(.04), Conditional Uses.
256. School, Public: A school endowed and/or supported by taxation. See Section 4.125(.04), Conditional Uses.
257. Screening: Any construction whose essential function is to visually conceal, as in sight-obscuring fencing or sight-obscuring planting. See Section 4.176.



258. Setback: The distance between a reference line (usually a property line) and the nearest point of a building, or portion thereof. In the Village Zone, see Section 4.125.06, Standards Applying to all Developments.
259. Service Center: A planned development commercial center or complex of uses related to serve the motoring public and located at or near the freeway interchanges. Typical uses include restaurants, motels, automobile and truck service stations and centers.
260. Shade point: The part of a structure or non-exempt tree that casts the longest shadow onto the adjacent northern lot(s) when the sun is at an altitude of 21.3 degrees and an azimuth ranging from 22.7 degrees east and west of true south; except a shadow caused by a narrow object such as a mast or whip antenna, a dish antenna with a diameter of 3 feet or less, a chimney, utility pole, or wire. The height of the shade point shall be measured from the shade point to either the average elevation at the front lot line or the elevation at the midpoint of the front lot line. If the shade point is located at the northern end of a ridgeline of a structure oriented within 45 degrees of a true north-south line, the shade point height computed according to the preceding sentence may be reduced by 3 feet. If a structure has a roof oriented within 45 degrees of a true east-west line with a pitch that is flatter than 5 feet (vertical) in 12 feet (horizontal) the shade point will be the eave of the roof. If such a roof has a pitch that is 5 feet in 12 feet or steeper, the shade point will be the peak of the roof (see Figures 5: Height of the Shade Point of the Structure and Figure 6: Shade Point Height in Section 4.137).
261. Shade reduction line: A line drawn parallel to the northern lot line that intersects the shade point (see Figure 7: Shade Reduction Line in Section 4.137).
262. Shade: As used in the solar access provisions of this Code, a shadow cast by the shade point of a structure or vegetation when the sun is at an altitude of 21.3 degrees and an azimuth ranging from 22.7 degrees east and west of true south.
263. Shadow pattern: A graphic representation of an area that would be shaded by the shade point of a structure or vegetation when the sun is at an altitude of 21.3 degrees and an azimuth ranging between 22.7 degrees east and west of true south (see Figure 13: Shadow Pattern in Section 4.137).
264. Shielding.
- Directional. A luminaire designed to be aimed or pointed.
 - Fully Shielded. A luminaire emitting no more than 0.5 percent of its luminous flux above the horizontal plane, including any luminaire rated “full cut off” according to IESNA RP-8-01.
 - Partly Shielded. A luminaire emitting no more than 10 percent of its total luminous flux above the horizontal plane, including any luminaire rated “semi-cutoff” according to IESNA RP-8-01.



- Shielded. A luminaire emitting no more than 2 percent of its total luminous flux above the horizontal plane, including any luminaire rated “cutoff” according to IESNA RP-8-01.
 - Unshielded. A luminaire that may emit its flux in any direction. [Added by Ord. 649, 6/2/08]
265. Sidewalk: A walkway, within or adjacent to a street right-of-way, paved to City standards.
266. Sight-Obscuring Planting: A dense perennial evergreen planting with sufficient foliage to obscure vision as specified in Section 4.176 and which will reach a height of at least six (6) feet within thirty (30) months after planting.
267. Sign: A device or display used or intended to be used for advertising purposes or used or intended to be used to inform or attract the attention of the public. “Sign” includes, where applicable, the structure, display surface, or other component parts of the device or display. Examples include, but are not limited to, advertising sign, banner, outdoor advertising sign, on-premises sign, temporary sign, window sign, message, light (other than a device used primarily to illuminate a building and/or premise), emblem, figure or, painting, mural, drawing, placard, or poster. The display of merchandise that is offered on the premises shall not be considered to be a sign unless it is attached to any exterior surface or structure of the building including, but not limited to, roofs, walls, marquees, monuments, or poles. The scope of the term “sign” does not depend on the content of the message or image conveyed. A sign does not include architectural or landscape features that may attract attention but do not convey a message or image considered speech, or trademark, protected under federal or state law.
- A. Addressing Signs: Signs indicating, at a minimum, the numerical address of the building.
 - B. Baseline: The invisible line on which text or other characters sit, the bottom extent of the cap height of a typeface.
 - C. Bowl: In a font or typeface, an open or closed circular line that creates an interior space, such as in the letters “d” and “c.”
 - D. Cap Height: In a font or typeface, the distance from the baseline to the top of uppercase letters like “H” and “J.”
 - E. Changing image sign. Any sign which, through the use of moving structural elements, flashing or sequential lights, lighting elements, prisms, or other method, results in movement, the appearance of movement, or change of sign image or text except changeable copy signs defined below.
 - F. Changeable copy sign. Any sign, digital or manual, which is designed to have the copy changed routinely and where the frequency of copy change does not exceed once every fifteen (15) minutes, except in emergency situations as requested by the City Manager or designee.



- G. Descender: In a font or typeface, the part of a letter extending below the baseline including lower portion of the lowercase letters “g,” “j,” “p,” “q,” and “y.”
- H. Directional signs: Signs on private property that provide directions for the traveling public and are deemed necessary for the safe traverse of the public.
- I. Flashing Sign: Any illuminated sign on which the artificial light is not maintained stationary or constant in intensity or color at all times when such sign is in use. For the purpose of this Code, any moving illuminated sign shall be considered a flashing sign.
- J. Freestanding Sign: A sign erected and maintained on a freestanding frame, mast, or pole not attached to any building, and not including ground-mounted signs.
- K. Ground-mounted Sign: A non-temporary sign which extends from the ground, or has support which places the bottom of the sign less than two (2) feet from the ground, including monument signs.
- L. Inflatable Sign: Any device that depends on a differential between internal and external air pressure to maintain its size, form or shape regardless of whether it is tied, tethered, mounted or connected to a pole, building, or ground.
- M. Institutional Signs: Signs that identify public buildings, churches, public and private schools and other such structures used for public gathering or to serve the general public. The Planning Director shall determine the nature of such signs if there is a question. Institutional signage shall comply with all applicable provisions of this Code.
- N. Integral Sign: A sign carved into stone, concrete or similar material or made of bronze, aluminum or other permanent type construction indicating names of buildings, date of erection, monumental citations, commemorative tablets and the like when made an integral a part of the structures.
- O. Lawn Sign. A temporary freestanding sign commonly made of corrugated plastic, greyboard, or similar type of material, constructed and maintained to prevent being moved or heavily damaged by typical exposure to natural elements. Lawn signs in the rights-of-way under W.C. 4.156.10 may be constructed to be portable.
- P. Marquee Sign: A canopy or covering structure bearing a signboard or graphics projecting from, and attached to, a building.
- Q. Permanent Sign: Any sign that does not meet the definition of a temporary sign, below.
- R. Portable Sign: A sign that is not permanently affixed to a building, structure, or the ground; a sign designed to be moved from place to place. These signs include, but are not limited to movable A-frame signs, sandwich board signs, signs on vehicles or trailers, and signs attached to wood or metal frames designed to be self-supporting and movable, including trailer reader boards.
- S. Projecting Sign: A sign, other than a wall sign which projects from and is supported by a wall of a building or structure. Projecting Signs are differentiated from Wall Flat Signs as defined below.



1. Blade Sign: A sign hanging, perpendicular to a building façade, from a canopy, building projection, or mounting bracket intended to aid pedestrians in wayfinding.
 - T. Rigid Sign: A temporary freestanding sign designed and constructed with materials of a grade and quality to withstand strong winds, rains, and harsh weather conditions, and maintained as a potentially year-long temporary sign to ensure that degradation or weathering does not present aesthetic and public safety concerns and the sign retains substantially the same quality throughout the year. Such signs may not be constructed of cardboard, poster board, or other similar lightweight paper products.
 - U. Roof Sign: A sign located on or above the roof of any building, not including a false mansard roof, canopy or other fascia.
 - V. Selling Slogans: A brief striking phrase used in advertising or promotion. The hours of operation of a business shall be considered to be a selling slogan.
 - W. Serif: In fonts and typefaces, the extra stroke at the end of a letter or character.
 - X. Shoulder: In fonts and typefaces, the curve at the beginning of a leg of a character such as the upper curved portion of the lowercase letters “m” and “n.”
 - Y. Sign Area: The display surface or face of the sign calculated as prescribed in Section 4.156.04
 - Z. Temporary Sign: A sign not permanently affixed to a building, structure, or the ground, intended to be displayed for a limited period of time.
 - AA. Video Sign: Moving visual messages projected on any surface.
 - BB. Wall Flat Sign: A sign affixed directly to or painted on or otherwise inscribed on an exterior wall and confined within the limits of any building and which projects from that surface not more than twelve (12) inches at all points.
 - CC. Wayfinding Sign: The term way finding sign has two different contextual meanings. First, it is used as a general description of one of the basic purposes or functions of signs, which is to assist in directing the general public to specific destinations within the community, so that they find their way. In this context almost all signs provide some degree of way finding information. Second, the term is used to describe a specific type of sign, such as local directional signs and district wayfinding signs, that provides specific identity and/or direction to particular businesses, facilities, or places of interest, such as parks, tourist attractions, public buildings, schools, special districts, or other locations to which the public commonly asks for directions.
- [Sign definitions revised by Ord. 675, 3/1/10.] [Sign definitions revised by Ord. No. 704, 6/18/12].
268. Significant Resource Impact Report (SRIR): See Section 4.139.00
 269. Significant Resource Overlay Zone (SROZ): See Section 4.139.00
 270. Site Area, Net: The area of a development site, excepting all areas in streets or private drives, driveways, and parking spaces.



271. Site Development: Any human-caused change to improved or unimproved property , including, but not limited to, land surface mining, grading, filling, excavation, tree cutting, clearing, construction, installation or alteration of a building or other structure, establishment or termination of an access or outdoor storage on the land.
272. Solar access height limit: A series of contour line establishing the maximum permitted height for non-exempt vegetation on lots affected by a Solar Access Permit (see Figure 12: Solar Access Height Limit in Section 4.137).
273. Solar access permit: A document issued by the city that describes the maximum height that non-exempt vegetation is allowed to grow on lots to which a solar access permit applies.
274. Solar feature: A device or combination of devices or elements that does or will use direct sunlight as a source of energy for such purposes as heating or cooling of a structure, heating or pumping of water, and generating electricity. Examples of a solar feature include a window or windows that contain(s) at least 20 square feet of glazing oriented within 45 degrees east and west of true south, a solar greenhouse, or a solar hot water heater. A solar feature may be used for purposes in addition to collecting solar energy, including but not limited to serving as a structural member or part of a roof, wall, or window. A south-facing wall without windows and without other features that use solar energy is not a solar feature for purposes of this Section.
275. Solar gain line: A line parallel to the northern property line(s) of the lot(s) south of and adjoining a given lot, including lots separated only by a street, that intersects the solar feature on that lot (see Figure 8: Solar Gain Line in Section 4.137).
276. Source Separated Recyclables: Recyclable materials designated “principle recyclable materials” by the Oregon Environmental Quality Commission under ORS 495A.025 with the exception of yard debris, as well as other source-separated recyclables that may be designated by local ordinance or regulation. [Amended by Ord. #426 – 4/1/94]
277. South or South facing: True south, or 20 degrees east of magnetic south.
278. Special Flood Hazard Area: Means an area having special flood, mudslide (i.e., mudflow), and/or flood-related erosion hazards, and shown on an FHBM or FIRM as zone A, AO, AE, AH, VE, or V. [Amended by Ord. # 647, 4/21/08; Ord. 686, 11/1/10]
279. Specific Area Plan (SAP): A plan with a series of detailed components covering one of the five distinct areas of the Villebois Village Master Plan. These plans provide a higher level of analysis and detail than the Villebois Village Master Plan.
280. Stacked Flats: Two or more single-level dwelling units, the second arranged above the first, etc.
281. Start of Construction: Includes substantial improvement, and means the date the building permit was issued provided the actual start of construction, repair, reconstruction, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of



piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Added by Ord. # 647, 4/21/08; amended by Ord. 686, 11/1/10]

282. Stoop: A small uncovered platform or porch at the entrance to a dwelling, usually up several steps from the sidewalk.
283. Storage Area for Solid Waste or Recyclables: The space necessary to store mixed solid waste and source separated recyclables that accumulate between collection days. [Amended by Ord. #426 – 4/1/94]
284. Story: That portion of a building included between a floor and the ceiling next above it, exclusive of a basement.
285. Street: The entire right-of-way of a dedicated public way, which provides vehicular and pedestrian access to adjacent properties. Except in the Village zone, a right-of-way less than twenty (20) feet in width shall not be recognized as a street.
286. Street, Arterial: A street used primarily for through traffic.
287. Street, Collector: A street used to some extent for through traffic and to some extent for access to abutting properties.
288. Street, Frontage: A minor street parallel to and adjacent to a major street providing access to abutting properties and protection from through traffic.
289. Street, Half: A portion of the width of a street, usually along the edge of a development where the remaining portion of the street could be provided in another adjacent development. In the Village Zone, see Section 4.125(.09), Street Improvement Standards.
290. Street, Private: Same as Private Drive.
291. Street Tree Master Plan: A plan that denotes the species, spacing, minimum size and location of all street trees.
292. Street, Local: A street used exclusively for access to abutting properties.
293. Structure: Anything built which requires location on the ground or is attached to something having a location on the ground. For floodplain management purposes a structure is a walled and roofed building including a gas or liquid storage tank that is principally above ground. [Amended by Ord. # 647, 4/21/08; Ord. 686, 11/1/10]
294. Structured Parking: Enclosure for the storage of four or more vehicles.
295. Subdivide: To effect a subdivision of land, as defined below.



296. Subdivider: Any owner commencing proceedings under Sections 4.200 to 4.290 to effect a subdivision of land.
297. Subdivision: Either an act of subdividing land, or an area or tract of land subdivided as defined in this Code. A subdivision means the division of land into more than three (3) lots.
298. Substantial Damage: Damage of any origin sustained by a structure whereby the cost of restoring the structure to it's before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. [Added by Ord. # 647, 4/21/08]
299. Substantial Development: Receipt of a valid public works permit or building permit for construction activities, other than a grading permit, is deemed to constitute "substantial development."
300. Substantial Improvement: Means any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty percent (50 percent) of the market value of the structure, as determined by the City's Building Official, either:
- A. Before the improvement or repair is started, or
 - B. If the structure has been damaged and is being restored, before the damage occurred. For the purposes of this definition "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term is not used in the same manner as the term "substantial development" and does not include either:
 - (1) Any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions, or
 - (2) Any alteration of a structure listed on the National Register of Historic Places or a State Inventory of Historic Places.
301. Sunchart: One or more photographs that plot the position of the sun between 10:30 am and 1:30 pm on January 21, prepared pursuant to guidelines issued by the Planning Director. The sunchart shall show the southern skyline through a transparent grid on which is imposed solar altitude for a 45-degree and 30-minute northern latitude in 10-degree increments and solar azimuth from true south in 15-degree increments.
302. Support Structure (Telecommunication): The structure to which wireless communication antennae and other necessary hardware are mounted. For purposes of this ordinance the terms "support structure," "tower," and "transmission tower" shall be interchangeable. Support structures include, but are not limited to:
- A. Guyed Tower: A tower which is supported, in whole or in part, but the use of cables (guy wires) and ground anchors.
 - B. Lattice tower: A freestanding support structure which consists of an open framework of crossed metal braces on three or four sides which stabilize the tower and which is built without guy wires and ground anchors.



- C. Monopole: A freestanding support structure consisting of a single upright pole sunk into the ground and/or attached to a foundation and engineered to be self-supporting without guy wires or ground anchors.
303. Terrace: A raised space or platform adjoining a building, paved or planted, especially one used for leisure enjoyment.
304. Temporary Lighting. Lighting installed with temporary wiring and operated for less than 120 days in any calendar year. [Added by Ord. 649, 6/2/08]
305. Theater: A building or outdoor structure providing facilities for the presentation of performances.
306. Through Zone: The width of unobstructed space on a sidewalk or pedestrian pathway. [Added by Ord. #719, 6/17/13.]
307. Tower Footprint: The area described at the base of a transmission tower as the perimeter of the transmission tower including the transmission tower foundation and any attached or overhanging equipment, attachments or structural members but excluding ancillary facilities and guy wires and anchors. [Added by Ord. #479, 5/19/97]
308. Tower Height: The distance measured vertically from the highest point when positioned for operation to the lowest point, which is defined as the bottom of the base of the structure being measured at either roof level for a roof-mounted structure or at ground level for a freestanding structure. The height of a tower shall include the height of any antennae positioned for operation attached or which may be attached to the highest point on the tower. [Added by Ord. #479, 5/19/97]
309. Tower Pad: The area encompassing the tower footprint, ancillary facilities, fencing and screening. [Added by Ord. #479, 5/19/97]
310. Town Center: That part of the community that is generally bounded by, or adjoining, Town Center Loop Road.
311. Townhouse: A configuration of a Multiple Family Dwelling where multi-story units are attached in an unbroken row sharing common walls, and each having a separate entrance.
312. Trailers, Travel Trailers, Mobile Coaches: A vehicle or structure constructed for movement on the public highways, that has sleeping, cooking or plumbing facilities and is intended for temporary residential and/or recreational uses. Trailers, travel trailers, and mobile coaches do not meet the standards to be considered mobile homes or manufactured dwellings noted above.
313. Transit Stop: A designated location along or near a transit street for pick-up and drop-off of transit users.
314. Transit Station: A facility at a major transit stop accommodating multiple types of transportation, including the seating, sheltering, pick-up, and drop-off of transit users; bicycle storage; automobile drop-off lanes; and other uses compatible with transit use.



315. Transit Street: A designated transit route with one or more transit stops serving TRI-MET or South Metro Area Rapid Transit (SMART) riders.
316. Tree: Any living, standing woody plant having a trunk six inches or more d.b.h. at four and one-half (4-1/2) feet above grade.
317. Tree Cutting: The falling or removal of a tree, or any procedure the natural result of which is to cause the death or substantial destruction of a tree, including topping and severe cutting back of limbs to such a degree as to destroy or adversely affect the normal growth pattern of the tree. Cutting does not include routine pruning or trimming.
318. Tree Preservation and Protection Plan: A plan that indicates the locations of existing trees to be preserved and the methods to be employed to do so. See the City of Wilsonville Tree Preservation Code, Section 4.600 for additional information.
319. Tree Pruning: Reduction of a tree to achieve a better shape and more fruitful growth, using common practices of the arboriculture industry, including the International Society of Arboriculture, the Oregon Department of Forestry (Urban Forestry), or other professional arboriculture industry organizations.
320. Tree Survey: Information provided by an arborist which describes size, species, health, and condition, and an accurate map that locates the trees on the property and descriptive text. Tree surveys shall be provided in keeping with WC 4.610.30 and 4.610.40.
321. Tree Topping: The severe cutting of the top or limbs within the tree's crown to such a degree so as to remove the natural canopy or disfigure the tree.
322. TRP: Tree Removal Permit.
323. Undevelopable area: As used in the solar access provisions of this Code, an area than cannot be used practicably for a habitable structure, because of natural conditions, such as slopes exceeding 20% in a direction greater than 45 degrees east or west of true south, severe topographic relief, water bodies, or conditions that isolate one portion of a property from another portion so that access is not practicable to the unbuildable portion; or man-made conditions, such as existing development which isolates a portion of the site and prevents its further development; setbacks or development restrictions that prohibit development of a given area of a lot by law or private agreement; or existence or absence of easements or access rights that prevent development of a given area.
324. Urban Growth Management Function Plan (UGMFP): Regulatory requirements imposed on local governments by Metro.
325. Use: The purpose for which land or a building is arranged, designed or intended, or for which either land or a building is or may be occupied.
326. Utilities: Any water, gas, sewer, storm drainage, electrical, telephone, or communication service and all persons, companies, and agencies supplying the same.



327. Value: Current market value or replacement cost as determined by a licensed or certified professional in the tree, nursery, or landscape field.
328. Variance: Means a grant of relief from the requirements of this ordinance which permits construction in a manner that would otherwise be prohibited by this ordinance. A Variance does not allow a use that is prohibited by this Chapter.
329. View Corridor: As located and defined in the Master Plan, a view corridor is a panorama or line-of-site that, for aesthetic or cultural reasons, is to remain free of noncontributing elements.
330. Village Center: An area illustrated and described in the Villebois Village Master Plan, providing a mixture of residential and commercial uses, at the intersection of three neighborhoods. The Village Center is the focal point of civic and commercial activity.
331. Village Center Architectural Standards: *A document that includes standards for all buildings within the Village Center.* [Definition amended by Ord. No. 595, 12/5/05.]
332. Village Zone: The zoning district that is applied to areas designated Residential Village on the Wilsonville Comprehensive Plan Map. The Village zone implements the Residential-Village designation and the Villebois Village Master Plan. Also known as the V zone.
333. Villebois Village Master Plan: The approved document depicting the general organizational structure of the Villebois Village Concept Plan, implemented by the Residential-Village Comprehensive Plan designation, and the Village (V) zone, including but not limited to the form and location of public open spaces, types and alignment of the utilities and various thoroughfares, and land use types and locations.
334. Violation: The division or use of land or structures, or the construction of, addition to, or alteration of, structures in a manner that does not fully comply with the provisions of Chapter 4. Structures located in flood hazard areas without adequate elevation certificates or other satisfactory proof of compliance with the provisions of Section 4.172 will be presumed to be in violation until such time as the necessary information has been provided to the Community Development Director.
335. Wall: An upright construction having a length greater than the thickness and presenting a continuous surface except where pierced by doors, windows, etc., used for shelter, protection, or privacy.
336. Water-Dependent: A use or activity which can be carried out only on, in, or adjacent to water areas because the use requires access to the water body for water-borne transportation, recreation, energy production or source of water.
337. Water-Related: Uses which are not directly dependent upon access to a water body, but which provide goods or services that are directly associated with water-dependent land or waterway use, and which, if not located adjacent to water, would result in a public loss of quality in the goods or services offered. Except as necessary for water-dependent or water-related uses or facilities, residences, parking lots, spoil and dump



sites, roads and highways, restaurants, businesses, factories; and trailer parks are not generally considered dependent on or related to water location needs.

338. Wayfinding Plan: See Master Signage and Wayfinding Plan.
339. Wetlands: Existing wetlands include jurisdictional wetlands as determined by the Division of State Lands (DSL) and/or the US Army Corps of Engineers (COE). “Wetlands” are those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Created wetlands are mitigation wetlands as defined by the Division of State Lands or US Army Corps of Engineers. For the purpose of this ordinance, wetlands shall not include these constructed facilities:
- A. stormwater treatment ponds or swales;
 - B. stormwater treatment wetlands;
 - C. detention ponds;
 - D. a 25-foot buffer adjacent to the wetland;
 - E. an off-stream recreational lake, lagoon, fire pond or reservoir; and
 - F. ditches that are not mapped within the Significant Resources Overlay Zone and are constructed solely for the purpose of draining roads, lots, and outfalls of storm drains.
340. Wildlife Habitat: A Goal 5 resource defined as an area upon which wildlife depend in order to meet their requirements for food, water, shelter and reproduction. Wildlife habitat in the *City of Wilsonville Natural Resource Inventory and Goal 5, Title 3, Endangered Species Act Compliance and Protection Plan* refers to upland, forested areas of at least one-acre size. Hazelnut orchards, small clumps of trees and areas with only a few scattered trees are not included as wildlife habitat.
341. Wireless Communication Facilities (WCF): An unstaffed facility for the transmission and reception of radio or microwave signals used for commercial communications. WCFs are composed of two or more of the following components: (1) antenna; (2) support structure; (3) equipment enclosures; and (4) security barrier. [Added by Ord. #479, 5/19/97]
342. Yard: The open space, other than a court, on a lot, unoccupied and unobstructed other than by landscaping or permitted fences from the ground upward, between a structure or structures and any lot line. The minimum horizontal distance between any point on a lot line and the nearest part of any structure or building is the yard depth.
343. Yard, Front: Any yard abutting a street or private drive, unless one side is determined to meet the definition of a side yard, below. Private drives which are bounded on two sides by a single lot shall not be considered in determining if a yard is a front yard.



344. Yard, Rear: Any yard abutting a rear lot line.
345. Yard, Side: Any yard abutting a side lot line and, for corner lots, the side with the longest frontage along a street or private drive. Where a corner lot has an existing building with a primary entrance, the side along a street or private drive without the entrance shall be deemed the side yard. Where a corner lot has the same amount of frontage on both streets or private drives, and no primary building entrance facing either street or private drive, the Planning Director may designate the side yard in order to determine required setbacks. Private drives which are bounded on two sides by a single lot shall not be considered in determining if a yard is a side yard.

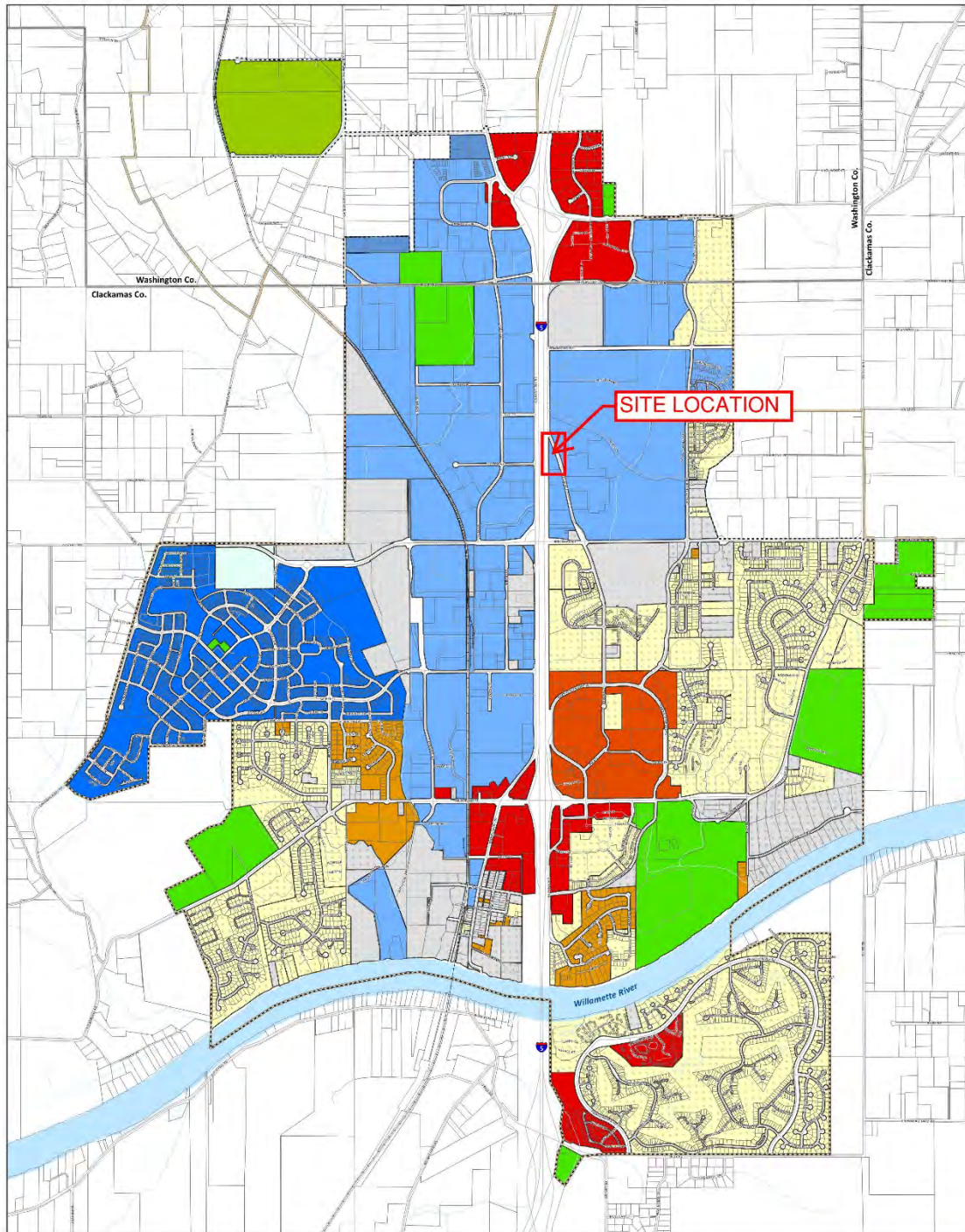
[Definitions amended by Ord. 557, 9/5/03; Ord. 682, 9/9/10; Ord. 686, 11/1/10]



Section 4.117. Standards Applying To Industrial Developments In Any Zone.

- (.01) All industrial developments, uses, or activities are subject to performance standards. If not otherwise specified in the Planning and Development Code, industrial developments, uses, and activities shall be subject to the performance standards specified in Section 4. 135 (.05) (PDI Zone).

Response: The proposed development for I&E Construction will meet the performance standards in this code as outlined below.



Zoning Map



0 Mile 0.5

June 5, 2017

Zoning Designations

- Residential Agricultural Holding (RA-H)
- Residential (R)
- Planned Development Residential (PDR)
- Village (V)
- Planned Development Commercial (PDC)
- Planned Development Commercial Town Center (PDC-TC)
- Planned Development Industrial (PDI)
- PDI - Regionally Significant Industrial Area (PDI-RSIA)
- Public Facility (PF)
- Public Facility - Corrections (PF-C)
- Exclusive Farm Use (EFU)

Note: Refer to individual overlay zone maps for overlay district boundaries

- County Boundary
- City Boundary
- Urban Growth Boundary
- Taxlots



Official Zoning Map

Mayor _____ Date _____
 City Recorder _____ Date _____
 Resolution Number: _____

Disclaimer: The City of Wilsonville makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information displayed. Data errors and omissions may exist in this report. This map is not suitable for legal, engineering, or surveying purposes. Please contact the City of Wilsonville Planning Division to verify report information is complete and accurate.



Section 4.135. PDI- Planned Development Industrial Zone.

(.01) Purpose: The purpose of the PDI zone is to provide opportunities for a variety of industrial operations and associated uses.

Response: See below for detailed response on proposed use of site.

(.02) The PDI Zone shall be governed by Section 4.140, Planned Development Regulations, and as otherwise set forth in this Code.

Response: See responses to section 4.140.

(.03) Uses that are typically permitted:

- A. Warehouses and other buildings for storage of wholesale goods, including cold storage plants.
- B. Storage and wholesale distribution of agricultural and other bulk products, provided that dust and odors are effectively contained within the site.
- C. Assembly and packing of products for wholesale shipment
- D. Manufacturing and processing
- E. Motor vehicle services, or other services complementary or incidental to primary uses, and which support the primary uses by allowing more efficient or cost-effective operations
- F. Manufacturing and processing of electronics, technical instrumentation components and health care equipment.
- G. Fabrication
- H. Office complexes - Technology
- I. Corporate headquarters
- J. Call centers
- K. Research and development
- L. Laboratories
- M. Repair, finishing and testing of product types manufactured or fabricated within the zone.
- N. Industrial services
- O. Any use allowed in a PDC Zone, subject to the following limitations:

Response: Per 4.131 (.01) point 3 offices are an allowed use in PDC zones therefore they are allowed this site. This site will be the main headquarters of I&E construction utilized as a single-occupancy building predominately used for offices with a portion used for secure tool and record storage.

- 1. Service Commercial uses (defined as professional services that cater to daily customers such as financial, insurance, real estate, legal, medical or dental offices) not to exceed 5000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.



Response: The proposed use does not meet the definition of a service commercial use, it does not cater to daily customers and is solely for the use of I&E employees and clients.

2. Office Complex Use (as defined in Section 4.001) shall not exceed 30% of total floor area within a project site.

Response: The proposed use is not an Office Complex, it is a single-occupancy building and not a “commercial center” or “complex” with multiple buildings as defined in 4.001 point 191.

3. Retail uses, not to exceed 5000 square feet of indoor and outdoor sales, service or inventory storage area for a single building and 20,000 square feet of indoor and outdoor sales, service or inventory storage area for multiple buildings.

Response: The proposed development will not be a retail use.

4. Combined uses under Subsections 4.135(.03)(O.)(1.) and (3.) shall not exceed a total of 5000 square feet of floor area in a single building or 20,000 square feet of combined floor area within a multi-building development.

Response: The proposed use does not combine uses in the sections above.

- P. Training facilities whose primary purpose is to provide training to meet industrial needs.
- Q. Public facilities.
- R. Accessory uses, buildings and structures customarily incidental to any permitted uses.
- S. Temporary buildings or structures for uses incidental to construction work. Such structures to be removed within 30 days of completion or abandonment of the construction work.
- T. Other similar uses, which in the judgment of the Planning Director, are consistent with the purpose of the PDI Zone.

(.04) Block and access standards:

The PDI zone shall be subject to the same block and access standards as the PDC zone, Section 4.131(.02) and (.03).

Response: We are not proposing any of the prohibited uses in (.02). We are also not modifying the accessibility of the site by pedestrians, bicycles or vehicles nor are we a residential or mixed-use development as outlined in (0.3).

(.05) Performance Standards. The following performance standards apply to all industrial properties and sites within the PDI Zone, and are intended to minimize the potential adverse impacts of industrial activities on the general public and on other land uses or activities. They are not intended to prevent conflicts between different uses or activities that may occur on the same property.

- A. All uses and operations except storage, off-street parking, loading and unloading shall be confined, contained, and conducted wholly within completely enclosed buildings, unless outdoor activities have been approved as part of Stage II, Site Design or Administrative Review.



Response: All uses for the proposed development are proposed to be within the existing building and existing building footprint.

- B. Vibration: Every use shall be so operated that the ground vibration inherently and recurrently generated from equipment other than vehicles is not perceptible without instruments at any boundary line of the property on which the use is located.

Response: The proposed use does not generate any equipment vibration.

- C. Emission of odorous gases or other odorous matter in quantities as detectable at any point on any boundary line of the property on which the use is located shall be prohibited.

Response: The proposed use does not generate any odorous gases or matter.

- D. Any open storage shall comply with the provisions of Section 4.176, and this Section.

Response: All proposed storage is to be within the building.

- E. No building customarily used for night operation, such as a baker or bottling and distribution station, shall have any opening, other than stationary windows or required fire exits, within one hundred (100) feet of any residential district and any space used for loading or unloading commercial vehicles in connection with such an operation shall not be within one hundred (100) feet of any residential district.

Response: The proposed building is no intended for operation at night nor is it within 100 feet of a residential district.

- F. Heat and Glare:

1. Operations producing heat or glare shall be conducted entirely within an enclosed building.
2. Exterior lighting on private property shall be screened, baffled, or directed away from adjacent residential properties. This is not intended to apply to street lighting.

Response: The proposed building operations will not produce heat or glare. There is not an adjacent residential property to direct lights away from.

- G. Dangerous Substances: Any use which involves the presence, storage or handling of any explosive, nuclear waste product, or any other substance in a manner which would cause a health or safety hazard for any adjacent land use or site shall be prohibited.

Response: No explosive, nuclear or any other hazardous waste product will be stored on-site or is required for the operation of I&E's business.

- H. Liquid and Solid Wastes:

1. Any storage of wastes which would attract insects or rodents or otherwise create a health hazard shall be prohibited.
2. Waste products which are stored outside shall be concealed from view from any property line by a sight-obscuring fence or planting as required in Section 4.176.
3. No connection with any public sewer shall be made or maintained in violation of applicable City or State standards.



4. No wastes conveyed shall be allowed to or permitted, caused to enter, or allowed to flow into any public sewer in violation of applicable City or State standards.
5. All drainage permitted to discharge into a street gutter, caused to enter or allowed to flow into any pond, lake, stream, or other natural water course shall be limited to surface waters or waters having similar characteristics as determined by the City, County, and State Department of Environmental Quality.
6. All operations shall be conducted in conformance with the City's standards and ordinances applying to sanitary and storm sewer discharges.

Response: The proposed use will result in primarily disposing of office supplies which will be deposited in a screened trash/dumpster enclosure on-site. This enclosure location and layout is shown in the attached documentation. Additional information is provided in section 4.176.

- I. Noise: Noise generated by the use, with the exception of traffic noises from automobiles, trucks, and trains, shall not violate any applicable standards adopted by the Oregon Department of Environmental Quality and W.C. 6.204 governing noise control in the same or similar locations. [Amended by Ord. 631, 7/16/07]

Response: The proposed building use will be an office. The use will not produce excessive noise as defined by W.C. 6.204. Primary functions of the use are conducted with the building premise and take place during city noted allowed hours. Cleaning function deliveries etc. may take place in the overnight hours as allowed by the code.

- J. Electrical Disturbances. Except for electrical facilities wherein the City is preempted by other governmental entities, electrical disturbances generated by uses within the PDI zone which interfere with the normal operation of equipment or instruments within the PDI Zone are prohibited. Electrical disturbances which routinely cause interference with normal activity in abutting residential use areas are also prohibited.

Response: The proposed use will not put any atypical or unusual electrical load on the local electrical grid which could impact nearby properties or the electrical grid itself. There will be no manufacturing or similar operations heavily dependent on electrical systems present on the site.

- K. Discharge Standards: There shall be no emission of smoke, fallout, fly ash, dust, vapor, gases, or other forms of air pollution that may cause a nuisance or injury to human, plant, or animal life, or to property. Plans of construction and operation shall be subject to the recommendations and regulations of the State Department of Environmental Quality. All measurements of air pollution shall be by the procedures and with equipment approved by the State Department of Environmental Quality or equivalent and acceptable methods of measurement approved by the City. Persons responsible for a suspected source of air pollution upon the request of the City shall provide quantitative and qualitative information regarding the discharge that will adequately and accurately describe operation conditions.

Response: The proposed use does require the emission of any of the above air pollutants. Construction activities will be monitored for air pollutants as a matter of



course when working in an existing building, testing and monitoring reports will be provided as part of construction and/or by request.

L. Open burning is prohibited.

Response: Open burning is neither required nor will occur due to the building's use.

M. Storage:

1. Outdoor storage must be maintained in an orderly manner at all times.
2. Outdoor storage area shall be gravel surface or better and shall be suitable for the materials being handled and stored. If a gravel surface is not sufficient to meet the performance standards for the use, the area shall be suitably paved.
3. Any open storage that would otherwise be visible at the property line shall be concealed from view at the abutting property line by a sight obscuring fence or planting not less than six (6) feet in height.

Response: The proposed use does not include any outdoor storage other than garbage collection which will be screened per municipal standards.

N. Landscaping:

1. Unused property, or property designated for expansion or other future use, shall be landscaped and maintained as approved by the Development Review Board. Landscaping for unused property disturbed during construction shall include such things as plantings of ornamental shrubs, lawns, native plants, and mowed, seeded field-grass.

Response: The south section of the site is currently a parking field and building, the north section of the site is open area with street trees and a lawn which will remain.

2. Contiguous unused areas of undisturbed field-grass may be maintained in their existing state. Large stands of invasive weeds such as Himalayan blackberries, English ivy, cherry Laurel, reed canary grass or other identified invasive plants shall be removed and/or mowed at least annually to reduce fire hazard. These unused areas, located within a phased development project or a future expansion, cannot be included in the area calculated to meet the landscape requirements for the initial phase(s) of the development.

Response: The north portion of the site has been consistently maintained as a lawn free of invasive weeds or other plants which is regularly mowed, it will continue to be maintained as such.

3. Unused property shall not be left with disturbed soils that are subject to siltation and erosion. Any disturbed soil shall be seeded for complete erosion cover germination and shall be subject to applicable erosion control standards.

Response: No area of disturbed soil is currently present, any area disturbed during construction will be re-planted to match the existing character.

(.06) Other Standards:

- A. Minimum Individual Lot Size: No limit save and except as shall be consistent with the other provisions of this Code (e.g., landscaping, parking, etc.).



Response: The proposed development is on an existing lot with no modification to the existing size.

- B. Maximum Lot Coverage: No limit save and except as shall be consistent with the other provisions of this Code (e.g., landscaping, parking, etc.).

Response: The existing structure covers 18% of the lot, refer to landscaping plans for additional coverage amounts.

- C. Front Yard Setback: Thirty (30) feet. Structures on corner or through lots shall observe the minimum front yard setback on both streets. Setbacks shall also be maintained from the planned rights-of-way shown on any adopted City street plan.

Response: The NE corner of the building is 21'-6" from the East Property Line which is less than the 30' required minimum setback. However this is an existing building and no changes are proposed to the building footprint.

- D. Rear and Side Yard Setback: Thirty (30) feet. Structures on corner or through lots shall observe the minimum rear and side yard setbacks on both streets. Setbacks shall also be maintained from the planned rights-of-way shown on any adopted City street plan.

Response: The North line of the building at the NE corner is 54'-0" from the North Lot Line which is more than the 30' required minimum setback.

The South building line is 173'-0" from the South Lot Line which exceeds the 30' requirement.

The West building line is 20'-0" from the West Lot Line which is less than the 30' requirement. However, this is an existing building and no changes are proposed to the building perimeter footprint.

- E. No setback is required when side or rear yards abut on a railroad siding.

Response: The property does not abut a railroad. This section is not applicable.

- F. Corner Vision: Corner lots shall have no sight obstruction to exceed the vision clearance standards of Section 4.177.

Response: The property does not abut a railroad. This section is not applicable.

- G. Off-Street Parking and Loading: As provided in Section 4.155.

Response: The proposed development will modify the existing parking lot for the new use. Parking lot requirements are in compliance with Section 4.155 as noted within this section.

- H. Signs: As provided in Sections 4.156.01 through 4.156.11. [Amended by Ord. No. 704, 6/18/12]

Response: The proposed development includes one monument sign.

[Section 4.135 amended by Ordinance No. 574, 11/1/04.]



Section 4.135.5: Planned Development Industrial – Regionally Significant Industrial Area

- (.01) Purpose. The purpose of the PDI-RSIA Zone is to provide opportunities for regionally significant industrial operations along with a limited and appropriate range of related and compatible uses; to provide the flexibility to accommodate the changing nature of industrial employment centers, to protect industrially zoned lands for industrial uses, primarily in those areas near significant transportation facilities for the movement of freight and to facilitate the redevelopment of under-utilized industrial sites.

Response: The proposed development is not located with an a PDI-RSIA zone. Section 4.125.5 and subsections below are not applicable.

- (.02) The PDI-RSIA Zone shall be governed by Section 4.140, Planned Development Regulations, and as otherwise set forth in this Code.

(.03) Uses that are typically permitted:

- A. Wholesale houses, storage units, and warehouses.
- B. Laboratories, storage buildings, warehouses, and cold storage plants.
- C. Assembly of electrical equipment, including the manufacture of small parts.
- D. The light manufacturing, simple compounding or processing packaging, assembling and/or treatment of products, cosmetics, drugs, and food products, unless such use is inconsistent with air pollution, excess noise, or water pollution standards.
- E. Office Complexes-Technology (as defined in Section 4.001).
- F. Experimental, film or testing laboratories.
- G. Storage and distribution of grain, livestock feed, provided dust and smell is effectively controlled.
- H. Motor vehicle service facilities complementary or incidental to permitted uses.
- I. Any use allowed in a PDC Zone or any other light industrial uses provided that any such use is compatible with industrial use and is planned and developed in a manner consistent with the purposes and objectives of Sections 4.130 to 4.140 and is subject to the following criteria:
 - 1. Service Commercial (defined as professional services that cater to daily customers such as financial, insurance, real estate, legal, medical or dental offices) shall not exceed 3000 square feet of floor space in a single building or 20,000 square feet of combined floor area within a multiple building development.
 - 2. Office Use (as defined in Section 4.001) shall not exceed 20% of total floor area within a project site.
 - 3. Retail uses not to exceed 3000 square feet of indoor and outdoor sales, service, or inventory storage area for a single building or 20,000 square feet of indoor and outdoor sales, service or inventory storage area for multiple buildings.
 - 4. Combined uses under 1.1 and 3. above shall not exceed a total of 3000 square feet of floor area in a single building or 20,000 square feet of combined floor area within a multi-building development.
- J. Residential uses shall not exceed 10% of total floor area.



- K. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses.
- L. Temporary buildings or structures for uses incidental to construction work, which buildings or structures shall be removed upon completion or abandonment of the construction work.
- M. Expansion of a building, structure or use approved prior to October 25, 2004 of up to 20% additional floor area and/or 10% additional land area.
- N. Other similar uses which in the judgment of the Planning Director are consistent with the purpose of the PDI-RSIA Zone.

(.04) Prohibited uses.

- A. Retail operations exceeding 3,000 square feet of area for sales, service area or storage area for retail inventory in a single building, or 20,000 square feet of sales, service or storage area for multiple buildings, except training facilities whose primary purpose is to provide training to meet industrial needs.
- B. Any use or activity that violates the performance standards specified in Subsection 4.135.5(.06), below.

(.05) Block and Access Standards. The PDI-RSIA Zone shall be subject to the same block and access standards as the PDC Zone [Section 4.131(.02) and (.03)].

(.06) Performance Standards. The following performance standards apply to all industrial properties and sites within the PDI-RSIA Zone, and are intended to minimize the potential adverse impacts of industrial activities on the general public and on other land uses or activities. They are not intended to prevent conflicts between different uses or activities that may occur on the same property or site.

- A. All uses and operations except storage, off-street parking, loading and unloading shall be confined, contained and conducted wholly within completely enclosed buildings, unless outdoor activities have been approved as part of Stage II, Site Design or Administrative Review.
- B. Vibration: Every use shall be so operated that the ground vibration inherently and recurrently generated from equipment other than vehicles is not perceptible without instruments at any boundary line of the property or site on which the use is located.
- C. Emission of odorous gases or other odorous matter in quantities detectable at any time and at any point on any boundary line of the property or site on which the use is located are prohibited.
- D. Any open storage shall comply with the provisions of Section 4.176 and this Section.
- E. No building customarily used for night operation, such as a bakery, bottling and distribution plant or other similar use, shall have any opening, other than stationary windows or required fire exits, within one hundred (100) feet of any residential district and any space used for loading or unloading commercial vehicles in connection with such an operation shall not be within one hundred (100) feet of any residential district.



- F. Heat and Glare.
 - 1. Operations producing heat or glare shall be conducted entirely within an enclosed building.
 - 2. Exterior lighting on private property shall be screened, baffled, or otherwise directed away from adjacent residential properties. This is not intended to apply to street lighting.
- G. Dangerous Substances: Any use which involves the presence, storage or handling of any explosive, nuclear waste product or any other substance in a manner which would cause a health or safety hazard on any adjacent land use or site shall be prohibited.
- H. Liquid and Solid Wastes:
 - 1. Any storage of wastes which would attract rodents or insects or otherwise create a health hazard shall be prohibited.
 - 2. Waste products which are stored outside shall be concealed from view from any property line by a sight-obscuring fence or planting as required by Section 4.176.
 - 3. No connection with any public sewer shall be made or maintained in violation of applicable City or State standards.
 - 4. No wastes conveyed shall be allowed to or permitted, caused to enter, or allowed to flow into any public sewer in violation of applicable City or State standards.
 - 5. All drainage permitted to discharge into a street gutter, caused to enter or allowed to flow into any pond, lake, stream or other natural water course shall be limited to surface waters or waters having similar characteristics as determined by the City, County, and State Department of Environmental Quality.
 - 6. All operations shall be conducted in conformance with the city's standards and ordinances applying to sanitary and storm sewer discharges.
- I. Noise: Noise generated by the use, with the exception of traffic uses from automobiles, trucks and trains, shall not violate any applicable standards adopted by the Oregon Department of Environmental Quality and W.C. 6.204 governing noise control in the same or similar locations. [Amended by Ord. 631, 7/16/07]
- J. Electrical Disturbances. Except for electrical facilities wherein the City is pre-empted by other governmental entities, electrical disturbances generated by uses within the PDI-RSIA Zone which interfere with the normal operation of equipment or instruments within the PDI-RSIA Zone are prohibited. Electrical disturbances which routinely cause interference with normal activity in abutting residential uses are also prohibited.
- K. Discharge Standards: There shall be no emission of smoke, fallout, fly ash, dust, vapors, gases or other forms of air pollution that may cause a nuisance or injury to human, plant or animal life or to property. Plans for construction and operation shall be subject to the recommendations and regulations of the State Department of Environmental Quality. All measurements of air pollution shall be by the procedures and with equipment approved by the State Department of Environmental Quality or equivalent and acceptable methods of measurement approved by the City. Persons responsible for a suspected source of air pollution upon request of the City shall provide quantitative and qualitative information regarding the discharge that will adequately and accurately describe operation conditions.



L. Open burning is prohibited.

M. Storage.

1. Outdoor storage must be maintained in an orderly manner at all times.
2. Outdoor storage areas shall be gravel surfaced or better and shall be sufficient for the materials being handled and stored. If a gravel surface is not sufficient to meet the performance standards for the use, the area shall be suitably paved.
3. Any open storage that would otherwise be visible at the property line shall be concealed from view at the abutting property line by a sight obscuring fence or planting not less than 6' in height.

N. Landscaping.

1. Unused property, or property designated for expansion or other future use shall be landscaped and maintained as approved by the Development Review Board. Landscaping for unused property disturbed during construction shall include such materials as plantings of ornamental shrubs, lawns, native plants, and mowed, seeded field-grass.
2. Contiguous unused areas of undisturbed field-grass may be maintained in their existing state. Large stands of invasive weeds such as Himalayan blackberry, English ivy, cherry laurel, reed canary grass or other identified invasive species shall be removed and/or mowed at least annually to reduce fire hazard. These unused areas, located with a phased development project or a future expansion, cannot be included in the area calculated to meet the landscape requirements for the initial phase(s) of the development.
3. Unused property shall not be left with disturbed soils that are subject to siltation and erosion. Any disturbed soil shall be seeded for complete erosion cover germination and shall be subject to applicable erosion control standards.

(.07) Other Standards.

A. Lot Size:

1. Parcels less than 50 acres in size at the time of adoption of this amended Section: Land divisions may occur in conformance with an approved Master Plan consistent with the requirements of this section. No lot size limit, save and except as shall be consistent with the other provisions of this code.
2. Parcels 50 acres or greater in size existing on October 25, 2004 may be divided into any number of parcels or lots pursuant to an approved Master Plan provided that at least one lot or parcel of at least 50 acres in size remains. Provided further however, at least forty percent (40%) of the lot or parcel so created has been developed or planned for industrial uses and associated accessory uses and no portion has been developed or planned for the uses listed in Section 4.135.5(03)(l.)(1.) through (3).
3. Uses not subject to the foregoing lot size provisions:
 - a. Public facilities and services



- b. Separation of a lot or parcel in order to protect a natural resource, to provide a public amenity, or to implement a remediation plan for a site identified by DEQ pursuant to ORS 465.225.
 - c. Separation of a lot or parcel containing a nonconforming use from the remainder of the site in order to improve the utility of the remainder site for the intended industrial uses
 - d. Separation for the purposes of financing when the new lot or parcel is consistent with the approved Master Plan.
 - e. Division of lots or parcels consistent with a Master Plan approved by the City prior to July 1, 2004.
- B. Maximum Lot Coverage. No limit save and except as shall be consistent with the other provisions of this code.
- C. Front Yard Setback. Thirty (30) feet. Structures on corner or through lots shall observe the minimum front yard setback on both streets. Setbacks shall also be maintained from the planned rights-of-way shown on any adopted City street plan.
- D. Rear and Side Yard Setback. Thirty (30) feet. Structures on corner or through lots shall observe the minimum rear and side yard setback on both streets. Setbacks shall also be maintained from the planned rights-of-way shown on any adopted City street plan.
- E. No setback is required when rear or side yards abut a railroad siding.
- F. Corner Vision. Corner lots shall have no lot obstruction to exceed the vision clearance standards of Section 4.177.
- G. Off-street Parking and Loading. As required in Section 4.155.
- H. Signs. As required in Sections 4.156.01 through 4.156.11. [Amended by Ord. No. 704, 6/18/12]

[Section 4.135.5 added by Ordinance No. 574, 11/1/04.]



Section 4.118. Standards applying to all Planned Development Zones:

- (.01) Height Guidelines: In “S” overlay zones, the solar access provisions of Section 4.137 shall be used to determine maximum building heights. In cases that are subject to review by the Development Review Board, the Board may further regulate heights as follows:
- A. Restrict or regulate the height or building design consistent with adequate provision of fire protection and fire-fighting apparatus height limitations.
 - B. To provide buffering of low-density developments by requiring the placement of three or more story buildings away from the property lines abutting a low density zone.
 - C. To regulate building height or design to protect scenic vistas of Mt. Hood or the Willamette River.

Response: The subject site does not include an “S” overlay zone therefore the solar access provisions are not applicable to this project.

- (.02) Underground Utilities shall be governed by Sections 4.300 to 4.320. All utilities above ground shall be located so as to minimize adverse impacts on the site and neighboring properties.

Response: All site utilities to the site are existing and are underground. No modifications to the site utilities are currently planned.

- (.03) Notwithstanding the provisions of Section 4.140 to the contrary, the Development Review Board, in order to implement the purposes and objectives of Section 4.140, and based on findings of fact supported by the record may:

- A. Waive the following typical development standards:

1. minimum lot area;

Response: No waiver for lot area requested. Existing lot to remain.

2. lot width and frontage;

Response: No waiver for lot width or frontage requested. Existing lot to remain.

3. height and yard requirements;

Response: No waiver for height or yard requirements requested.

4. lot coverage;

Response: No waiver for lot coverage is requested. The proposed development complies with the allowed coverage requirements.

5. lot depth;

Response: No waiver for lot depth requested. Existing lot dimensions to remain

6. street widths;

Response: No adjustments to existing streets are proposed.

7. sidewalk requirements;

Response: Existing public sidewalks are existing along entire frontage and modification is not proposed.

8. height of buildings other than signs;



Response: The PDC zone does not have a maximum height, 4.116 (.10) sets the maximum building height for a commercial development at (35) feet. Our proposed lobby roof has a maximum height of 36'-5" but an average height of 33'-9".

9. parking space configuration and drive aisle design;

Response: No waiver for parking or drive aisle design. Layout and sizing meet the development code standards.

10. minimum number of parking or loading spaces;

Response: No waiver for parking quantities requested. See description of use and calculations for required parking in Section 4.155.

11. shade tree islands in parking lots, provided that alternative shading is provided;

Response: No parking lot islands added to existing parking lot, waiver not requested.

12. fence height;

No waiver for fence height is requested, existing fencing is less than maximum allowed and is located at rear property line only.

13. architectural design standards;

Response: The proposed development includes renovations to an existing building. The development does not request any waiver of architectural design standards.

14. transit facilities;

Response: Proposed development does not include transit facilities.

15. On-site pedestrian access and circulation standards;

Response: No waiver of on-site pedestrian access or circulation standards is proposed.

16. Solar access standards, as provided in section 4.137.

[Amended by Ord. #719, 6/17/13.]

Response: No requirement for solar access "S" overlay.

B. The following shall not be waived by the Board, unless there is substantial evidence in the whole record to support a finding that the intent and purpose of the standards will be met in alternative ways:

1. open space requirements in residential areas;

Response: Not applicable, the proposed development is not location in a residential area.

2. minimum density standards of residential zones;

Response: Not applicable, the project site is not located in a residential zone.

3. minimum landscape, buffering, and screening standards;

Response: No waiver for landscape, buffering or screening standard is requested.

C. The following shall not be waived by the Board, unless there is substantial evidence in the whole record to support a finding that the intent and purpose of the standards will be met in alternative ways, and the action taken will not violate any applicable federal, state, or regional standards:

1. maximum number of parking spaces;



Response: The proposed project will not require more parking than the maximum number calculated and noted in Section 4.155

2. standards for mitigation of trees that are removed;

Response: Trees to be removed are mitigated through the proposed landscape plan. See the landscape plan and arborist report for additional information about removed trees.

3. standards for mitigation of wetlands that are filled or damaged;

Response: Not applicable, there are no wetlands on the site being impacted.

4. trails or pathways shown in the Parks and Recreation Master Plan.

Response: Not applicable, there are no trails or pathways as part of the existing or proposed renovations. Parkway Ave. is shown on bike path mapping as having bike lanes on either side. These lanes will not be impacted by the proposed renovations.

D. Locate individual building, accessory buildings, off-street parking and loading facilities, open space and landscaping and screening without reference to lot lines;

E. Adopt other requirements or restrictions, inclusive of, but not limited to, the following:

1. Percent coverage of land by buildings and structures in relationship to property boundaries to provide stepped increases in densities away from low-density development.

Response: Proposed renovation does not seek lot coverage beyond maximum percentage noted.

2. Parking ratios and areas expressed in relation to use of various portions of the property and/or building floor area.

Response: Proposed parking is based on the proposed use and as calculated within Section 4.155.

3. The locations, width and improvement of vehicular and pedestrian access to various portions of the property, including portions within abutting street or private drive. [amended by Ord. 682, 9/9/10]

Response: Proposed renovation does not seek to modify existing vehicular access.

4. Arrangement and spacing of buildings and structures to provide appropriate open spaces around buildings.

Response: Arrangement and spacing of building on site not to be modified.

5. Location and size of off-street loading areas and docks.

Response: Renovation will add a single on-grade overhead door on the south side of the building which opens onto the parking field, no dock proposed.

6. Uses of buildings and structures by general classification, and by specific designation when there are unusual requirements for parking, or when the use involves noise, dust, odor, fumes, smoke, vibration, glare or radiation incompatible with present or potential development of surrounding property. Such incompatible uses may be excluded in the amendment approving the zone change or the approval of requested permits.



Response: Proposed renovation project does not propose any use, parking requirements or pollution incompatible to the surrounding area.

7. Measures designed to minimize or eliminate noise, dust, odor, fumes, smoke, vibration, glare, or radiation which would have an adverse effect on the present or potential development on surrounding properties.

Response: Proposed renovation project does not propose uses which produce noise, dust, odor etc. and therefore additional measures to minimize are not needed.

8. Schedule of time for construction of the proposed buildings and structures and any stage of development thereof to insure consistency with the City's adopted Capital Improvements Plan and other applicable regulations.

Response: Proposed development does not alter existing public right of ways or other capital systems, therefore construction schedules should not impede or create inconsistency with City plans.

9. A waiver of the right of remonstrance by the applicant to the formation of a Local Improvement District (LID) for streets, utilities and/or other public purposes.

Response: Existing public facilities for streets and utilities are already existing and improved along property frontage.

10. Modify the proposed development in order to prevent congestion of streets and/or to facilitate transportation.

Response: Proposed development maintains two points of access from the street to allow traffic to flow through the site independent of the street.

11. Condition the issuance of an occupancy permit upon the installation of landscaping or upon a reasonable scheduling for completion of the installation of landscaping. In the latter event, a posting of a bond or other security in an amount equal to one hundred ten percent (110%) of the cost of the landscaping and installation may be required.

Response: Owner will work with the contractor and city on coordination of landscape installation schedule relative to occupancy and obtain necessary bond as indicated if required. Currently no plan to modify landscaping, some replacement may be required due to construction disturbance.

12. A dedication of property for streets, pathways, and bicycle paths in accordance with adopted Facilities Master Plans or such other streets necessary to provide proper development of adjacent properties.

Response: Development of the existing lot is along an existing street which is currently developed to right-of-way requirements as presented by City staff during the pre-application conference noting that no further dedication is required. SW Parkway includes full pedestrian and bike lane along with paved travel lanes and turn lanes meeting standards and as noted by City staff, no further improvements are required.

- (.04) The Planning Director and Development Review Board shall, in making their determination of compliance in attaching conditions, consider the effects of this action on availability and cost. The provisions of this section shall not be used in such a manner that additional conditions, either singularly or cumulatively, have the effect of unnecessarily increasing the cost of development. However, consideration of these factors shall not prevent the Board from



imposing conditions of approval necessary to meet the minimum requirements of the Comprehensive Plan and Code.

- (.05) The Planning Director, Development Review Board, or on appeal, the City Council, may as a condition of approval for any development for which an application is submitted, require that portions of the tract or tracts under consideration be set aside, improved, conveyed or dedicated for the following uses:
- A. Recreational Facilities: The Director, Board, or Council, as the case may be, may require that suitable area for parks or playgrounds be set aside, improved or permanently reserved for the owners, residents, employees or patrons of the development consistent with adopted Park standards and Parks and Recreation Master Plan.
 - B. Open Space Area: Whenever private and/or common open space area is provided, the City shall require that an association of owners or tenants be established which shall adopt such Articles of Incorporation, By-Laws or other appropriate agreement, and shall adopt and impose such Declaration of Covenants and Restrictions on such open space areas and/or common areas that are acceptable to the Development Review Board. Said association shall be formed and continued for the purpose of maintaining such open space area. Such an association, if required, may undertake other functions. It shall be created in such a manner that owners of property shall automatically be members and shall be subject to assessments levied to maintain said open space area for the purposes intended. The period of existence of such association shall be not less than twenty (20) years and it shall continue thereafter and until a majority vote of the members shall terminate it, and the City Council formally votes to accept such termination.
 - C. Easements: Easements necessary to the orderly extension of public utilities, and the protection of open space, may be required as a condition of approval. When required, such easements must meet the requirements of the City Attorney prior to recordation.
- (.06) Nothing in this Code shall prevent the owner of a site that is less than two (2) acres in size from filing an application to rezone and develop the site as a Planned Development. Smaller properties may or may not be suitable for such development, depending upon their particular sizes, shapes, locations, and the nature of the proposed development, but Planned Developments shall be encouraged at any appropriate location.
- Response: The existing property is less than (2) acres, we are not seeking to rezone the property.**
- (.07) Density Transfers. In order to protect significant open space or resource areas, the Development Review Board may authorize the transfer of development densities from one portion of a proposed development to another. Such transfers may go to adjoining properties, provided that those properties are considered to be part of the total development under consideration as a unit.
- Response: The project site is a single property with a single building on it, this code does not apply.**
- (.08) Wetland Mitigation and other mitigation for lost or damaged resources. The Development Review Board may, after considering the testimony of experts in the field, allow for the replacement of resource areas with newly created or enhanced resource areas. The Board may specify the ratio of lost to created and/or enhanced areas after making findings based



on information in the record. As much as possible, mitigation areas shall replicate the beneficial values of the lost or damaged resource areas.

Response: The existing property does not contain existing wetlands therefore mitigation requirements are not required.

(.09) Habitat-Friendly Development Practices. To the extent practicable, development and construction activities of any lot shall consider the use of habitat-friendly development practices, which include:

- A. Minimizing grading, removal of native vegetation, disturbance and removal of native soils, and impervious area;
- B. Minimizing adverse hydrological impacts on water resources, such as using the practices described in Part (a) of Table NR-2 in Section 4.139.03, unless their use is prohibited by an applicable and required state or federal permit, such as a permit required under the federal Clean Water Act, 33 U.S.C. §§1251 et seq., or the federal Safe Drinking Water Act, 42 U.S.C. §§300f et seq., and including conditions or plans required by such permit;
- C. Minimizing impacts on wildlife corridors and fish passage, such as by using the practices described in Part (b) of Table NR-2 in Section 4.139.03; and
- D. Using the practices described in Part (c) of Table NR-2 in Section 4.139.03. [Section 4.118(.09) added by Ord. # 674 11/16/09]

Response: The proposed project is repurposing an existing developed site and structure and will redevelop the site elements to similar standards. Trees and vegetation removed will be mitigated with new vegetation and trees per code requirements. Project will have no impact on hydrological, water resources, wildlife corridors or fish passage.



Section 4.155. General Regulations - Parking, Loading and Bicycle Parking.

(.01) Purpose:

- A. The design of parking areas is intended to enhance the use of the parking area as it relates to the site development as a whole, while providing efficient parking, vehicle circulation and attractive, safe pedestrian access.

Response: We are not proposing any significant change to the existing parking layout, it currently provides pedestrian access throughout, to the public way and to the building entrance and exits. There are two existing access points to the parking field off the street allowing for easy vehicle circulation through the site.

- B. As much as possible, site design of impervious surface parking and loading areas shall address the environmental impacts of air and water pollution, as well as climate change from heat islands.

Response: The site design will remain largely as-is, repurposing existing parking lot and landscaping reduces environmental impacts compared to completely wiping and re-designing the parking field. Additionally, a large portion of the site is open pervious space with landscaping present in the existing parking and islands.

- C. The view from the public right of way and adjoining properties is critical to meet the aesthetic concerns of the community and to ensure that private property rights are met. Where developments are located in key locations such as near or adjacent to the I-5 interchanges, or involve large expanses of asphalt, they deserve community concern and attention.

Response: The site abuts I-5 (but not adjacent to an interchange) and SW Parkway Ave. The site contains an existing development. The design includes improvements to the exterior façades that improves the appearance of the development. The building is set back approximately 42'-0" from the street at the narrowest point and does not obstruct the view of traffic down Parkway Ave.

(.02) General Provisions:

- A. The provision and maintenance of off-street parking spaces is a continuing obligation of the property owner. The standards set forth herein shall be considered by the Development Review Board as minimum criteria.

1. The Board shall have the authority to grant variances or planned development waivers to these standards in keeping with the purposes and objectives set forth in the Comprehensive Plan and this Code.

Response: The application is not requesting waivers or variances for parking.

2. Waivers to the parking, loading, or bicycle parking standards shall only be issued upon a findings that the resulting development will have no significant adverse impact on the surrounding neighborhood, and the community, and that the development considered as a whole meets the purposes of this section.

Response: The application is not requesting waivers or variances for parking.

- B. No area shall be considered a parking space unless it can be shown that the area is accessible and usable for that purpose, and has maneuvering area for the vehicles, as determined by the Planning Director.

Response: All proposed parking meets the Wilsonville Development Code for space



and maneuvering.

- C. In cases of enlargement of a building or a change of use from that existing on the effective date of this Code, the number of parking spaces required shall be based on the additional floor area of the enlarged or additional building, or changed use, as set forth in this Section. Current development standards, including parking area landscaping and screening, shall apply only to the additional approved parking area.

Response: The parking calculations are based on the prescribed standards for commercial office/flex space and not based on the previous use. The current parking lot layout has (67) off-street parking spaces, we are providing (71) parking spaces due to additional area being captured for the lobby & second story office expansion.

- D. In the event several uses occupy a single structure or parcel of land, the total requirement for off-street parking shall be the sum of the requirements of the several uses computed separately, except as modified by subsection "E," below.

Response: Several uses are not proposed for the site.

- E. Owners of two (2) or more uses, structures, or parcels of land may utilize jointly the same parking area when the peak hours of operation do not overlap, provided satisfactory legal evidence is presented in the form of deeds, leases, or contracts securing full and permanent access to such parking areas for all the parties jointly using them. [Amended by Ord. # 674 11/16/09]

Response: We are not proposing sharing our parking area with an adjacent property. Existing parking lot connection between our site and Grace Chapel is being closed as part of their submittal.

- F. Off-street parking spaces existing prior to the effective date of this Code may be included in the amount necessary to meet the requirements in case of subsequent enlargement of the building or use to which such spaces are necessary.

Response: Parking exists on site and modifications are proposed to accommodate the modifications to the entry and second floor office. The existing parking will contribute to the required parking.

- G. Off-Site Parking. Except for single-family dwellings, the vehicle parking spaces required by this Chapter may be located on another parcel of land, provided the parcel is within 500 feet of the use it serves and the DRB has approved the off-site parking through the Land Use Review. The distance from the parking area to the use shall be measured from the nearest parking space to the main building entrance, following a sidewalk or other pedestrian route. The right to use the off-site parking must be evidenced in the form of recorded deeds, easements, leases, or contracts securing full and permanent access to such parking areas for all the parties jointly using them. [Amended by Ord. # 674 11/16/09]

Response: The parking proposed meets the minimum requirements. No off-site parking agreements are proposed as part of the DRB approval process.

- H. The conducting of any business activity shall not be permitted on the required parking spaces, unless a temporary use permit is approved pursuant to Section 4.163.

Response: No business activities are proposed that would occupy the required parking.



- I. Where the boundary of a parking lot adjoins or is within a residential district, such parking lot shall be screened by a sight-obscuring fence or planting. The screening shall be continuous along that boundary and shall be at least six (6) feet in height.

Response: The parking lot does not adjoin a residential district, therefore, this section does not apply.

- J. Parking spaces along the boundaries of a parking lot shall be provided with a sturdy bumper guard or curb at least six (6) inches high and located far enough within the boundary to prevent any portion of a car within the lot from extending over the property line or interfering with required screening or sidewalks.

Response: The existing parking has a 6" concrete curb that will remain or be repaired in its current location. All new parking will include a new 6" concrete curb to protect the landscaping from the parking.

- K. All areas used for parking and maneuvering of cars shall be surfaced with asphalt, concrete, or other surface, such as pervious materials (i. e. pavers, concrete, asphalt) that is found by the City's authorized representative to be suitable for the purpose. In all cases, suitable drainage, meeting standards set by the City's authorized representative, shall be provided. [Amended by Ord. # 674 11/16/09]

Response: Parking field to remain existing, limited re-striping to occur to accommodate modified parking spaces and relocation of trash enclosure.

- L. Artificial lighting which may be provided shall be so limited or deflected as not to shine into adjoining structures or into the eyes of passers-by.

Response: The existing site has a mix of pole and building mounted site lighting. Existing parking lot pole lights to remain, building-mounted lighting to be replaced with downlight wall packs at exterior walkways & egress paths.

- M. Off-street parking requirements for types of uses and structures not specifically listed in this Code shall be determined by the Development Review Board if an application is pending before the Board. Otherwise, the requirements shall be specified by the Planning Director, based upon consideration of comparable uses.

Response: Parking requirements based on floor area calculations and 4.155 table 5 e. 5. "Office or flex space" factor of 2.7 spaces per 1,000 sq. ft.

- N. Up to forty percent (40%) of the off-street spaces may be compact car spaces as identified in Section 4.001 - "Definitions," and shall be appropriately identified.

Response: Existing parking lot does not currently have any spaces smaller than 7'-6"x15'-0" and we do not plan on adding any.

- O. Where off-street parking areas are designed for motor vehicles to overhang beyond curbs, planting areas adjacent to said curbs shall be increased to a minimum of seven (7) feet in depth. This standard shall apply to a double row of parking, the net effect of which shall be to create a planted area that is a minimum of seven (7) feet in depth.

Response: Wheel stops present at every existing parking space & will be added for any new spaces to match existing.

(.03) Minimum and Maximum Off-Street Parking Requirements:

- A. Parking and loading or delivery areas shall be designed with access and maneuvering area adequate to serve the functional needs of the site and shall:



1. Separate loading and delivery areas and circulation from customer and/or employee parking and pedestrian areas. Circulation patterns shall be clearly marked.

Response: The function of the building does not require the delivery of bulk goods. We are proposing adding a roll up door which leads to I&E's storage room and is designated for secure tool storage which will be loaded and unloaded into pickup trucks and panel vans at the beginning and end of the work day.

2. To the greatest extent possible, separate vehicle and pedestrian traffic.

Response: Most of the site parking and building currently exists. The existing pedestrian circulation path provides continuous access to all portions of the parking field from the right of way and the main entrance.

- B. Parking and loading or delivery areas shall be landscaped to minimize the visual dominance of the parking or loading area, as follows:

1. Landscaping of at least ten percent (10%) of the parking area designed to be screened from view from the public right-of-way and adjacent properties. This landscaping shall be considered to be part of the fifteen percent (15%) total landscaping required in Section 4.176.03 for the site development.

Response: The existing parking area is approximately 24% landscaped with planted parking lot islands and landscaping between parking fields and is not planned to change.

2. Landscape tree planting areas shall be a minimum of eight (8) feet in width and length and spaced every eight (8) parking spaces or an equivalent aggregated amount.

Response: Existing parking area to remain, existing landscaped strips between parking fields are approximately 14'-0" wide and existing landscaped islands to remain.

- a. Trees shall be planted in a ratio of one (1) tree per eight (8) parking spaces or fraction thereof, except in parking areas of more than two hundred (200) spaces where a ratio of one (1) tree per six (six) spaces shall be applied as noted in subsection (.03)(B.) (3.). A landscape design that includes trees planted in areas based on an aggregated number of parking spaces must provide all area calculations.

Response: Proposed parking area has (71) parking spaces which requires (9) trees. There are at least (20) existing trees in the parking area and an additional (7) to be re-planted.

- b. Except for trees planted for screening, all deciduous interior parking lot trees must be suitably sized, located, and maintained to provide a branching minimum of seven (7) feet clearance at maturity.

Response: Parking lot trees are existing, all trees to be re-planted will meet this standard.

3. Due to their large amount of impervious surface, new development with parking areas of more than two hundred (200) spaces that are located in any zone, and that may be viewed from the public right of way, shall be landscaped to the following additional standards:

Response: The site is not a new development. The parking lot is proposed to have 71 parking spaces. For both reasons, this entire section does not apply.



- a. One (1) trees shall be planted per six (6) parking spaces or fraction thereof. At least twenty-five percent (25%) of the required trees must be planted in the interior of the parking area.
- b. Required trees may be planted within the parking area or the perimeter, provided that a minimum of forty percent (40%) of the canopy dripline of mature perimeter trees can be expected to shade or overlap the parking area. Shading shall be determined based on shadows cast on the summer solstice.
- c. All parking lots in excess of two hundred (200) parking spaces shall provide an internal pedestrian walkway for every six (6) parking aisles. Minimum walkway clearance shall be at least five (5) feet in width. Walkways shall be designed to provide pedestrian access to parking areas in order to minimize pedestrian travel among vehicles. Walkways shall be designed to channel pedestrians to the front entrance of the building.
- d. Parking lots more than three acres in size shall provide street-like features along principal drive isles, including curbs, sidewalks, street trees or planting strips, and bicycle routes.
- e. All parking lots viewed from the public right of way shall have a minimum twelve (12) foot landscaped buffer extending from the edge of the property line at the right of way to the edge of the parking area. Buffer landscaping shall meet the low screen standard of 4.176(.02)(D) except that trees, groundcovers and shrubs shall be grouped to provide visual interest and to create view openings no more than ten (10) feet in length and provided every forty (40) feet. Notwithstanding this requirement, view of parking area that is unscreened from the right of way due to slope or topography shall require an increased landscaping standard under 4.176(.02) in order to buffer and soften the view of vehicles as much as possible. For purposes of this section, "view from the public right of way" is intended to mean the view from the sidewalk directly across the street from the site, or if no sidewalk, from the opposite side of the adjacent street or road.
- f. Where topography and slope condition permit, the landscape buffer shall integrate parking lot storm water treatment in bioswales and related plantings. Use of berms or drainage swales are allowed provided that planting areas with lower grade are constructed so that they are protected from vehicle maneuvers. Drainage swales shall be constructed to Public Works Standards.
- g. In addition to the application requirements of section 4.035(.04)(6)(d), where view of signs is pertinent to landscape design, any approved or planned sign plan shall accompany the application for landscape design approval.

[Amended by Ord. #719, 6/17/13]

- C. Off Street Parking shall be designed for safe and convenient access that meets ADA and ODOT standards. All parking areas which contain ten (10) or more parking spaces, shall for every fifty (50) standard spaces., provide one ADA-accessible parking space that is constructed to building code standards, Wilsonville Code 9.000.

Response: The site proposes to have two (2) ADA stalls which meets the requirement of two (2) for 71 parking spaces. The stalls are located directly out the main entrance and lobby.



D. Where possible, parking areas shall be designed to connect with parking areas on adjacent sites so as to eliminate the necessity for any mode of travel of utilizing the public street for multiple accesses or cross movements. In addition, on-site parking shall be designed for efficient on-site circulation and parking.

Response: Existing access to adjacent property's parking area has been eliminated under a separate application.

E. In all multi-family dwelling developments, there shall be sufficient areas established to provide for parking and storage of motorcycles, mopeds and bicycles. Such areas shall be clearly defined and reserved for the exclusive use of these vehicles.

Response: The site is not a multi-family development; therefore, this section does not apply.

F. On-street parking spaces, directly adjoining the frontage of and on the same side of the street as the subject property, may be counted towards meeting the minimum off-street parking standards.

Response: There is no on-street parking adjacent; therefore, this section does not apply.

G. Tables 5 shall be used to determine the minimum and maximum parking standards for various land uses. The minimum number of required parking spaces shown on Tables 5 shall be determined by rounding to the nearest whole parking space. For example, a use containing 500 square feet, in an area where the standard is one space for each 400 square feet of floor area, is required to provide one off-street parking space. If the same use contained more than 600 square feet, a second parking space would be required. Structured parking and on-street parking are exempted from the parking maximums in Table 5. [Amended by Ordinance No. 538, 2/21/02.]

Response: Based on Table 5 our parking stall count is 2.7 per 1,000 sq. ft. The total floor area of the building is 25,800 sq. ft. Rounding to the nearest stall we are required to have: $2.7 \times 25.8 = 69.66$ parking stalls rounded up to 70.

H. Electrical Vehicle Charging Stations:

1. Parking spaces designed to accommodate and provide one or more electric vehicle charging stations on site may be counted towards meeting the minimum off-street parking standards.

Response: No EV charging stations are proposed.

2. Modification of existing parking spaces to accommodate electric vehicle charging stations on site is allowed outright.

Response: No EV charging stations are proposed.

I. Motorcycle parking:

1. Motorcycle parking may substitute for up to 5 spaces or 5 percent of required automobile parking, whichever is less. For every 4 motorcycle parking spaces provided, the automobile parking requirement is reduced by one space.

Response: Motorcycle parking is not proposed.

2. Each motorcycle space must be at least 4 feet wide and 8 feet deep. Existing parking may be converted to take advantage of this provision.

[Amended by Ord. #719, 6/17/13]

Response: Motorcycle parking is not proposed.

(.04) Bicycle Parking:



A. Required Bicycle Parking - General Provisions.

1. The required minimum number of bicycle parking spaces for each use category is shown in Table 5, Parking Standards.

Response: Per Table 5 minimum required is 1 per 5,000 sq. ft., 25,800/5000=6 bicycle parking spaces rounded to nearest whole number.

2. Bicycle parking spaces are not required for accessory buildings. If a primary use is listed in Table 5, bicycle parking is not required for the accessory use.

Response: There are no accessory buildings proposed.

3. When there are two or more primary uses on a site, the required bicycle parking for the site is the sum of the required bicycle parking for the individual primary uses.

Response: There is only a single primary use proposed.

4. Bicycle parking space requirements may be waived by the Development Review Board per Section 4.118(.03)(A.)(9.) and (10.).

Response: This application is not requesting a waiver of the requirement.

B. Standards for Required Bicycle Parking

1. Each space must be at least 2 feet by 6 feet in area and be accessible without moving another bicycle.

Response: The site plan indicates a 2'x6' clear space for each bike.

2. An aisle at least 5 feet wide shall be maintained behind all required bicycle parking to allow room for bicycle maneuvering. Where the bicycle parking is adjacent to a sidewalk, the maneuvering area may extend into the right-of-way.

Response: The proposed bicycle parking opens onto a drive aisle which will allow for plenty of maneuvering space.

3. When bicycle parking is provided in racks, there must be enough space between the rack and any obstructions to use the space properly.

Response: Bicycle parking is planned to be 2'x6'. The clear space for each bicycle parking is shown on the site plan.

4. Bicycle lockers or racks, when provided, shall be securely anchored.

Response: Wall mounted bicycle racks are proposed for the long term. Exterior loop style bicycle racks are proposed for the short-term parking.

5. Bicycle parking shall be located within 30 feet of the main entrance to the building or inside a building, in a location that is easily accessible for bicycles. For multi-tenant developments, with multiple business entrances, bicycle parking may be distributed on-site among more than one main entrance.

Response: We are proposing (3) short-term bicycle parking spots located approximately 28'-9" from the main entrance and (3) long-term parking is located inside the building's storage space. This is not a multi-tenant building.

C. Long-term Bicycle Parking

1. Long-term bicycle parking provides employees, students, residents, commuters, and others who generally stay at a site for several hours a weather-protected place to park bicycles.

Response: Total bike parking required is (6), we are proposing (3) spaces outside of the main entrance (3) long term spaces for employees in the storage room.



2. For a proposed multi-family residential, retail, office, or institutional development, or for a park and ride or transit center, where six (6) or more bicycle parking spaces are required pursuant to Table 5, 50% of the bicycle parking shall be developed as long-term, secure spaces. Required long-term bicycle parking shall meet the following standards:

Response: A total of (6) stalls is required, (3) of those will be long term spaces located within the building's storage space are being provided.

- a. All required spaces shall meet the standards in subsection (B.) above, and must be covered in one of the following ways: inside buildings, under roof overhangs or permanent awnings, in bicycle lockers, or within or under other structures.

Response: Long term parking is within the building.

- b. All spaces must be located in areas that are secure or monitored (e.g., visible to employees, monitored by security guards, or in public view).

Response: Long term parking is within the building in a secure storage room.

- c. Spaces are not subject to the locational criterion of (B.)(5.).

[Section 4.155(.04) Added by Ord. #719, 6/17/13]



Note: In considering proposed waivers to the following standards, the City will consider the potential uses of the site and not just the uses that are currently proposed. For waivers to exceed the maximum standards, applicants shall bear the burden of proving that Metro, State, and federal clean air standards will not be violated.

TABLE 5: PARKING STANDARDS			
USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
5. Office or flex space (except medical and dental)	2.7 per 1000 sq. ft.	4.1 per 1000 sq. ft.	1 per 5000 sq. ft Min. of 2

[Table 5 amended by Ordinance No. 538, 2/21/02]

[Table 5 amended by Ordinance No. 548, 10/9/02]

[Table 5 amended by Ordinance No. 719, 6/17/13]

(.05) Minimum Off-Street Loading Requirements:

A. Every building that is erected or structurally altered to increase the floor area, and which will require the receipt or distribution of materials or merchandise by truck or similar vehicle, shall provide off-street loading berths on the basis of minimum requirements as follows:

Response: The proposed use does not require receipt or distributions of materials or merchandise by truck or similar vehicle. Therefore this section does not apply.

- Commercial, industrial, and public utility uses which have a gross floor area of 5,000 square feet or more, shall provide truck loading or unloading berths in accordance with the following tables:

Square feet of Floor Area	Number of Berths Required
Less than 5,000	0
5,000 - 30,000	1
30,000 - 100,000	2
100,000 and over	3

Response: The use of the building does not require the receipt or distribution of materials or merchandise by trucks.

- Restaurants, office buildings, hotels, motels, hospitals and institutions, schools and colleges, public buildings, recreation or entertainment facilities, and any similar use which has a gross floor area of 30,000 square feet or more, shall provide off-street truck loading or unloading berths in accordance with the following table:

Square feet of Floor Area	Number of Berths Required
Less than 30,000	0
30,000 - 100,000	1
100,000 and over	2

Response: The project is less than 30,000 square feet. Therefore, this section does not apply.

3. A loading berth shall contain space twelve (12) feet wide, thirty-five (35) feet long, and have a height clearance of fourteen (14) feet. Where the vehicles generally used for loading and unloading exceed these dimensions, the required length of these berths shall be increased to accommodate the larger vehicles.

Response: The project is less than 30,000 square feet. Therefore, this section does not apply.

4. If loading space has been provided in connection with an existing use or is added to an existing use, the loading space shall not be eliminated if elimination would result in less space than is required to adequately handle the needs of the particular use.

Response: The project is less than 30,000 square feet. Therefore, this section does not apply.

5. Off-street parking areas used to fulfill the requirements of this Ordinance shall not be used for loading and unloading operations except during periods of the day when not required to meet parking needs.

Response: Existing off-street parking is not being proposed to be used for the loading zone. Therefore, this section does not apply.

B Exceptions and Adjustments.

1. The Planning Director or Development Review Board may approve a loading area adjacent to or within a street right-of-way where it finds that loading and unloading operations:

- a. Are short in duration (*i.e.*, less than one hour);
- b. Are infrequent (less than three operations daily);
- c. Do not obstruct traffic during peak traffic hours;
- d. Do not interfere with emergency response services or bicycle and pedestrian facilities;
and
- e. Are acceptable to the applicable roadway authority.

Response: No exceptions or adjustment is requested.

(.06) Carpool and Vanpool Parking Requirements:

- A. Carpool and vanpool parking spaces shall be identified for the following uses:

1. New commercial and industrial developments with seventy-five (75) or more parking spaces,

Response: The project is only proposing (71) parking spaces therefore a carpool and/or vanpool space is not required.

2. New institutional or public assembly uses, and

Response: The project is not an institutional or public assembly use.

3. Transit park-and-ride facilities with fifty (50) or more parking spaces.

Response: The project is not a transit park-and-ride. Therefore, this section does not apply.

- B. Of the total spaces available for employee, student, and commuter parking, at least five percent, but not fewer than two, shall be designated for exclusive carpool and vanpool parking.

Response: Per A.1. carpool and vanpool spaces are not required.

- C. Carpool and vanpool parking spaces shall be located closer to the main employee, student or commuter entrance than all other parking spaces with the exception of ADA parking spaces.

Response: Per A.1. carpool and vanpool spaces are not required.

- D. Required carpool/vanpool spaces shall be clearly marked "Reserved - Carpool/Vanpool Only."

Response: Per A.1. carpool and vanpool spaces are not required.

- (.07) Parking Area Redevelopment. The number of parking spaces may be reduced by up to 10% of the minimum required parking spaces for that use when a portion of the existing parking area is modified to accommodate or provide transit-related amenities such as transit stops, pull-outs, shelters, and park and ride stations.

Response: A parking reduction is not being requested.

[Section 4.155 Amended by Ordinance. No. 536, 1/7/02]

[Section 4.155 Amended by Ordinance. No. 719, 6/17/13]

Section 4.156.01. Sign Regulations Purpose and Objectives.

- (.01) Purpose. The general purpose of the sign regulations are to provide one of the principal means of implementing the Wilsonville Comprehensive Plan by fostering an aesthetically pleasing, functional, and economically vital community, as well as promoting public health, safety, and well-being. The sign regulations strive to accomplish the above general purpose by meeting the needs of sign owners while maintaining consistency with the development and design standards elsewhere in Chapter 4. This code regulates the design, variety, number, size, location, and type of signs, as well as the processes required to permit various types of signs. Sign regulations have one or more of the following specific objectives:

- A. Well-designed and aesthetically pleasing signs sufficiently visible and comprehensible from streets and rights-of-way that abut a site as to aid in wayfinding, identification and provide other needed information.
- B. Sign design and placement that is compatible with and complementary to the overall design and architecture of a site, along with adjoining properties, surrounding areas, and the zoning district.
- C. A consistent and streamlined sign review process that maintains the quality of sign development and ensures due process.
- D. Consistent and equitable application and enforcement of sign regulations.
- E. All signs are designed, constructed, installed, and maintained so that public safety, particularly traffic safety, are not compromised.
- F. Sign regulations are content neutral.

Response: The proposed development includes one (1) sign, a single free-standing monument sign which is integrated and cohesive with the building architecture and placed as to not interfere with adjacent development or the safe use of the property including vehicular movement nor impede public right-of-way improvements.

Section 4.156.02. Sign Review Process and General Requirements.

- (.01) Permit Required. Unless exempt under Section 4.156.05, no sign, permanent or temporary, shall be displayed or installed in the City without first obtaining a sign permit.
Response: Permits are sought for the one noted sign. Other exempt signs for wayfinding etc. are noted below.
- (.02) Sign Permits and Master Sign Plans. Many properties in the City have signs pre-approved through a Master Sign Plan. For the majority of applications where a Master Sign Plan has been approved the applicant need not consult the sign requirements for the zone, but rather the Master Sign Plan, copies of which are available from the Planning Division. Signs conforming to a Master Sign Plan require only a Class I Sign Permit.
Response: The proposed development does not have an existing pre-approved Master Sign Plan.
- (.03) Classes of Sign Permits, Master Sign Plans, and Review Process. The City has three classes of sign permits for permanent signs: Class I, Class II, and Class III. In addition, non-residential developments with three or more tenants require a Master Sign Plan. Class I sign permits are reviewed through the Class I Administrative Review Process as outlined in Subsection 4.030(.01)(A.). Class II sign permits are reviewed through the Class II Administrative Review Process as outlined in Subsection 4.030 (.01)(B.). Class III Sign Permits and Master Sign Plans are reviewed by the Development Review Board (DRB) as outlined in Section 4.031.
Response: The proposed sign is part of a new development to remodel to an existing building. The development is subject to the DRB approval and therefore as noted below is part of a Class III Sign Permit.
- (.04) Class I Sign Permit. Sign permit requests shall be processed as a Class I Sign Permit when the requested sign or signs conform to a Master Sign Plan or other previous sign approval. In addition, a Minor Adjustment to a Master Sign Plan or other previous sign approval may be approved in connection with a Class I Sign Permit.
- A. Class I Sign Permit Submission Requirements: Application for a Class I Sign Permit shall include two (2) copies of the following along with all required application fees:
1. Completed application form prescribed by the City and signed by the property owner or the property owner's representative,
 2. Sign drawings showing all materials, the sign area and dimensions used to calculate sign areas, and other details sufficient to judge the full scale of the associated sign or signs and related improvements,
 3. Information showing how the proposed sign or signs conform with all applicable code requirements, Master Sign Plans, or other previous sign approvals for the property, and
 4. Information supporting any minor adjustment requests.
- B. Class I Sign Permit Review Criteria: The sign or signs conform with the applicable master sign plan or other previous sign approvals, and applicable code requirements.
- C. Minor Adjustments: Notwithstanding approved Master Sign Plans or other previous sign approvals, as part of a Class I Sign Permit Minor Adjustments may be approved as described in 1. and 2. below. Minor Adjustments are valid only for the Sign Permit with which they are associated and do not carry over to future sign permits or copy changes.
1. Adjustment to Sign Height or Length: Adjustment of not more than ten (10) percent from the sign height (not height from ground) and/or length may be approved for the reasons listed in a. through d. below, unless otherwise specifically prohibited in the Master Sign Plan. Minor

adjustments to sign height and length shall not cause the sign to cross the edge of any fascia, architectural element or area of a building facade identified as a sign band. The area of the sign exceeding the height or length as part of a minor adjustment shall not count against the sign area indicated in a Master Sign Plan or other previous sign approval.

- a. To accommodate the descender on the lower case letters “q, y, p g, or j”, not otherwise accommodated by the measurement method used, where the letter matches the font of other letters in the sign, the descender is no more than 1/2 the cap height of the font, and the descender is no wider than the main body of the letter;
 - b. To accommodate stylized fonts where bowls, shoulders, or serifs of the stylized letters extend beyond the cap height;
 - c. To accommodate an arching or other non-straight baseline; or
 - d. To accommodate a federally registered trademark logo where compliance with the defined maximum sign height would result in the cap height of the text in the logo being ninety (90) percent or less of the cap height for letters otherwise allowed. (i.e. if a Master Sign Plan allowed 24” letters and 24” total sign height, and a 24” logo would result in the cap height of the text within the logo being less than 21.6”, the total height of the logo could be increased to 26.4”)
2. Lateral Adjustment of Building Sign Location: Lateral adjustment of a building sign location identified in drawings or plans for a Master Sign Plan or other sign approval when all of the following are met:
- a. The lateral distance being moved does not exceed fifty (50) percent of the sign length or ten (10) feet, whichever is greater;
 - b. The exact location is not specifically supported or required by written findings or a condition of approval;
 - c. The sign remains within the same architectural feature and sign band, except if the location is on a pillar, column, or similar narrow architectural support feature, the sign may be moved to a sign band on the architecture feature which it supports if no other sign is already placed in that sign band for the tenant space; and
 - d. The placement maintains any spacing from the edge of an architectural feature, building, or tenant space specifically identified in the Master Sign plan or other sign approval or if no spacing is identified, maintains a definable space between the sign and the edge of architectural features, the tenant space, and building.

Response: The proposed renovation requires design review therefore a Class III Sign Permit, this section is not applicable.

- (.05) Class II Sign Permit. Sign permit requests for meeting one or more of the descriptions listed in A. through C. below shall be processed as a Class II Sign Permit when the request does not conform with a Master Sign Plan or other previous sign approval but meets the requirements of the applicable sign regulations, unless the request would modify a condition of approval specifically imposed by the DRB or City Council:
- A. Existing residential development;
 - B. Existing non-residential development with less than three (3) tenants unless the request involves a freestanding or ground mounted sign greater than eight (8) feet in height in a new location;
 - C. Major Adjustments to a Master Sign Plan when all of the following criteria are met:
 1. The request is compatible with the pattern of signage established in the sign plan in terms of locations, placement on buildings, proportionality to fascia and building facade, architectural design, and materials used;

2. The request is due to special conditions or circumstances that make it difficult to comply with the established Master Sign Plan;
 3. The request involves signs for a single tenant, a single multi-tenant freestanding or ground mounted sign, or a series of similar related multi-tenant freestanding or ground mounted signs in the same development; and
 4. The request does not involve a freestanding or ground mounted sign greater than eight (8) feet in height at a new location.
- D. Class II Sign Permit Submission Requirements: Application for a Class II Sign Permit shall include two (2) paper copies and one (1) electronic copy of the following in addition to all required fees:
1. Completed application form prescribed by the City and signed by the property owner or their authorized representative;
 2. Sign drawings or descriptions of all materials, sign area and dimensions used to calculate areas, lighting methods, and other details sufficient to judge the full scale of the signs and related improvements;
 3. Documentation of the lengths of building or tenant space facades used in calculating maximum allowed sign area;
 4. Drawings of all building facades on which signs are proposed indicating the areas of the facades on which signs will be allowed;
 5. Narrative describing the scope of the project, including written findings addressing all applicable review criteria, along with any other information showing how the proposed signage conforms with requirements for the applicable zone;
- E. Class II Sign Permit Review Criteria: Class II Sign Permits shall satisfy the sign regulations for the applicable zoning district and the Site Design Review Criteria in Sections 4.400 through 4.421, as well as the following criteria:
1. The proposed signage is compatible with developments or uses permitted in the zone in terms of design, materials used, color schemes, proportionality, and location, so that it does not interfere with or detract from the visual appearance of surrounding development;
 2. The proposed signage will not create a nuisance or result in a significant reduction in the value or usefulness of surrounding development; and
 3. Special attention is paid to the interface between signs and other site elements including building architecture and landscaping, including trees.

Response: The proposed renovation requires design review therefore a Class III Sign Permit, this section is not applicable.

- (.06) Class III Sign Permit. Sign permit requests shall be processed as a Class III Sign Permit when associated with new development, or redevelopment requiring DRB review, and not requiring a Master Sign Plan; when a sign permit request is associated with a waiver or non-administrative variance; or when the sign permit request involves one or more freestanding or ground mounted signs greater than eight (8) feet in height in a new location.

Response: The proposed sign is part of a new development for remodel and addition to an existing building. The development is subject to the DRB approval and therefore as noted below is part of a Class III Sign Permit.

- A. Class III Sign Permit Submission Requirements: Ten (10) paper and electronic copies of the submission requirements for Class II Sign Permits plus information on any requested waivers or variances in addition to all required fees.



Response: The drawing and submittal package denote locations of signs, provide information on size and materials as well as calculation notes related to allowed sign areas.

B. Class III Sign Permit Review Criteria: The review criteria for Class II Sign Permits plus waiver or variance criteria when applicable.

Response: The proposed sign is integrated into the development of the site and elevation layouts including proportions, sizes and materials. The sign is positioned on the site frontage in locations not interfering the safe maneuvering within or adjacent to the site. The sign is integrated into the development as part of the overall concept and not positioned to deter from adjacent site or building components.

(.07) Master Sign Plans. A Master Sign Plan is required for non-residential developments with three (3) or more tenants. In creating a Master Sign Plan thought should be given to needs of initial tenants as well as the potential needs of future tenants.

A. Master Sign Plan Submission Requirements: Applications for Master Sign Plans shall include ten (10) paper and electronic copies of all the submission requirements for Class II and III Sign Permits and the following in addition to all required fees:

1. A written explanation of the flexibility of the Master Sign Plan for different potential tenant space configurations over time;
2. A written explanation of the extent to which different sign designs, including those incorporating logos, stylized letters, multiple lines of text, non-straight baselines, or different materials and illumination will be allowed and if allowed how the flexibility of the master sign plan will allow these different sign designs over time;
3. A written explanation of how the sign plan provides for a consistent and compatible sign design throughout the subject development.

B. Master Sign Plan Review Criteria: In addition to the review criteria for Class II and Class III Sign Permits, Master Sign Plans shall meet the following criteria:

1. The Master Sign Plan provides for consistent and compatible design of signs throughout the development; and
2. The Master Sign Plan considers future needs, including potential different configurations of tenant spaces and different sign designs, if allowed.

C. Modifications of a Master Sign Plan: Modifications of a Master Sign Plan, other than Minor and Major Adjustments, shall be reviewed the same as a new Master Sign Plan.

Response: The proposed renovation does not include three or more tenants. Therefore, this section is not applicable for the single user site development.

(.08) Waivers and Variances. Waivers and variances are similar in that they allow deviation from requirements such as area, and height from ground. They differ in that waivers are granted by the DRB as part of a comprehensive review of the design and function of an entire site to bring about an improved design and variances are granted by either the Planning Director or DRB to relieve a specific hardship caused by the regulations.

A. Waivers. The DRB may grant waivers for sign area, sign height from ground (no waiver shall be granted to allow signs to exceed thirty-five (35) feet in height), number of signs, or use of electronic changeable copy signs in order to better implement the purpose and objectives of the sign regulations as determined by making findings that all of the following criteria are met:

1. The waiver will result in improved sign design, in regards to both aesthetics and functionality.

2. The waiver will result in a sign or signs more compatible with and complementary to the overall design and architecture of a site, along with adjoining properties, surrounding areas, and the zoning district than signs allowed without the waiver.
 3. The waiver will result in a sign or signs that improve, or at least do not negatively impact, public safety, especially traffic safety.
 4. Sign content is not being considered when determining whether or not to grant a waiver.
- B. Variances.

1. Administrative Variance: In reviewing a Sign Permit the Planning Director may grant or deny a variance to relieve a hardship through the Class II Administrative Review process. Such a variance shall only be approved where the variance does not exceed twenty percent (20%) of area, height, or setback requirements. The Planning Director shall approve such a variance only upon finding that the application complies with all of the required variance criteria listed in Section 4.196.
2. Other Variances: In addition to the authority of the Planning Director to issue administrative variances as noted above, the Development Review Board may authorize variances from sign requirements of the Code, subject to the standards and criteria listed in Section 4.196.

Response: The proposed renovation project will not require a waiver for signs.

(.09) Temporary Sign Permits. Temporary sign permits shall be reviewed as follows:

- A. 30 days and less- Class I Administrative Review
- B. 31 days up to 120 days- Class II Administrative Review
- C. Submission Requirements: Applications for a temporary sign permit shall include the following in addition to the required application fee:
 1. Completed application form prescribed by the City and signed by the property owner or their authorized representative,
 2. Two (2) copies of sign drawings or descriptions showing all materials, sign area and dimensions used to calculate areas, number of signs, location and placement of signs, and other details sufficient to judge the full scale of the sign or signs,
 3. Information showing the proposed sign or signs conform with all applicable code requirements.
- D. Review Criteria: Temporary Sign Regulations in Section 4.156.09
- E. When a temporary sign permit request is submitted as part of the broader temporary use permit request of the same duration, the sign request shall not require an additional fee.

Response: The proposed renovation project does not include any temporary signs.

(.10) Waiver of Documentation. The Planning Director may, in his or her discretion, waive an application document for Class I, Class II, and temporary sign permits where the required information has already been made available to the City, or where the Planning Director determines the information contained in an otherwise required document is not necessary to review the application.

Section 4.156.03. Sign Measurement

(.01) Sign Area:

- A. Cabinet Signs and Similar: The area for signs enclosed by cabinet, frame, or other background (including lighted surface) not otherwise part of the architecture of a building or structure shall be the area of a shape drawn around the outer dimension of the cabinet, frame, or background.

1. If the cabinet, frame, or background is an irregular shape the signs perimeter shall be measured the same as an individual element sign under B. below.
2. The sign area does not include:
 - a. Foundations, supports, and other essential structures that are not designed to serve as a backdrop or border to the sign;
 - a. Architectural elements of a freestanding or ground mounted sign designed to match or complement the architectural design of buildings on the site not and otherwise meeting the definition of a sign;
 - c. A pole or other structural support, unless such pole or structural support is internally illuminated or otherwise so designed to constitute a display device.

Response: A free-standing sign will be mounted to a cabinet. This cabinet will be designed to match the building architectural design and materials and therefore meets the exception 2.b above. The sign area will be calculated based on the area of the individual elements for each sign face.

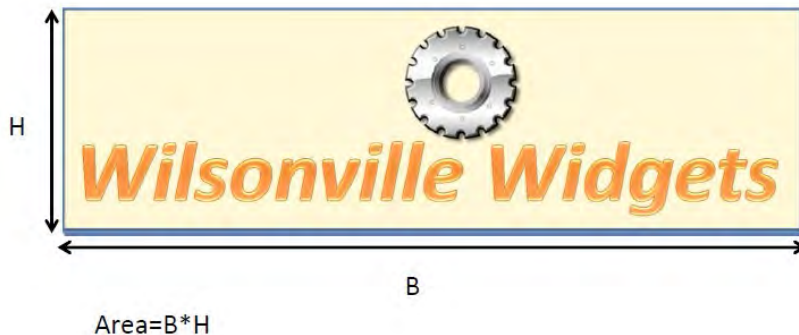
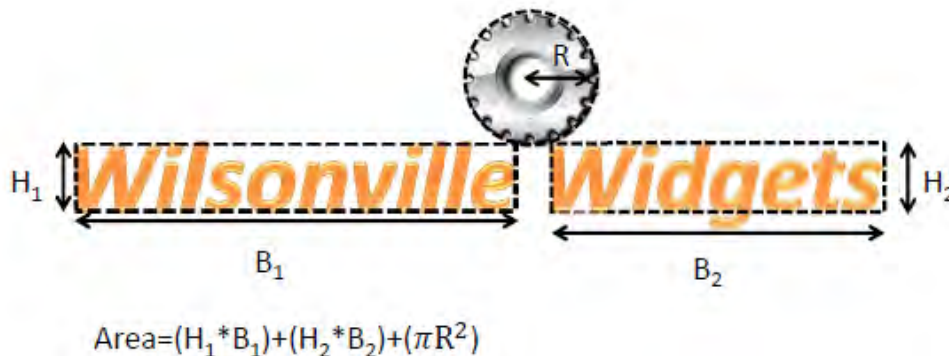


Figure S-1. Measurement of Cabinet or Similar Signs

- B. **Individual Element Signs:** The area for signs constructed of individual elements (letters, figures, etc.) attached to a building wall or similar surface or structure shall be the summed area of up to three squares, rectangles, circles, or triangles drawn around all sign elements.
1. The descender on the lower case letters “q, y, p g, or j.” shall not be included in sign area when the letter otherwise matches the font of other letters in the sign, the descender is no more than 1/2 the cap height of the font, and the descender is no wider than the main body of the letter.



Response: The individual elements of each sign including the logo and lettering is calculated using the perimeter areas noted above.

Figure S-2. Measurement of Individual Element Signs

C. Round or Three-Dimensional Signs: The area of a round or three-dimensional sign shall be the maximum surface area visible from any one location on the ground measured the same as A. above except if the maximum surface area is an irregular shape the signs perimeter shall be measured the same as an individual element sign under B. above.

Response: The I&E logo includes alphabetical characters and is calculated as noted above.

D. Awning or Marquee Signs: The area of signs incorporated into awnings or marquees shall be the area of the entire panel containing the sign measured the same as A. above unless it is clear that part of the panel contains no sign-related display or decoration, other than the background color of the awning.

Response: The development does not propose any marquee or awning style signs. Therefore, this section does not apply.

E. Painted Wall Signs: The area of painted wall signs shall be determined as follows:

1. If individual elements are painted without a background it shall be calculated in the manner indicated in B. above.
2. If a background is painted it shall be calculated in the manner indicated in A. above.

Response: All proposed signs do not include painted wall signs. Therefore, this section does not apply.

F. Temporary Signs: The area of temporary signs including banners, lawn signs, and rigid signs shall be calculated in the manner indicated in A. above.

Response: The development does not include any temporary signs. Therefore, this section does not apply.

G. Unless otherwise specified, the sign area of a two-sided sign, with two matching sides, shall be considered to be the area of one side. For example, the sign area of a two-sided sign having thirty-two (32) square feet per sign face shall be considered to be thirty-two (32) square feet, unless this code specifies otherwise.

Response: The proposed free-standing monument sign will be two-sided with each side mirroring the other. Therefore, the sign area for both sides is assumed to be equal just the single side.

(.02) Sign Height above Ground.

A. The height above ground of a freestanding or ground-mounted sign is measured from the average grade directly below the sign to the highest point of the sign or sign structure except as follows:

1. A freestanding or ground mounted sign on a man-made base, including a graded earth mound, shall be measured from the grade of the nearest pavement or top of any pavement curb to the highest point of the sign or sign structure. In all cases signs on a berm shall be allowed to be eight (8) feet in height from the top of the berm.
2. A freestanding or ground mounted sign placed below the elevation of the right-of-way it fronts shall be measured from the lowest point in the right-of-way along the frontage to the highest point of the sign.

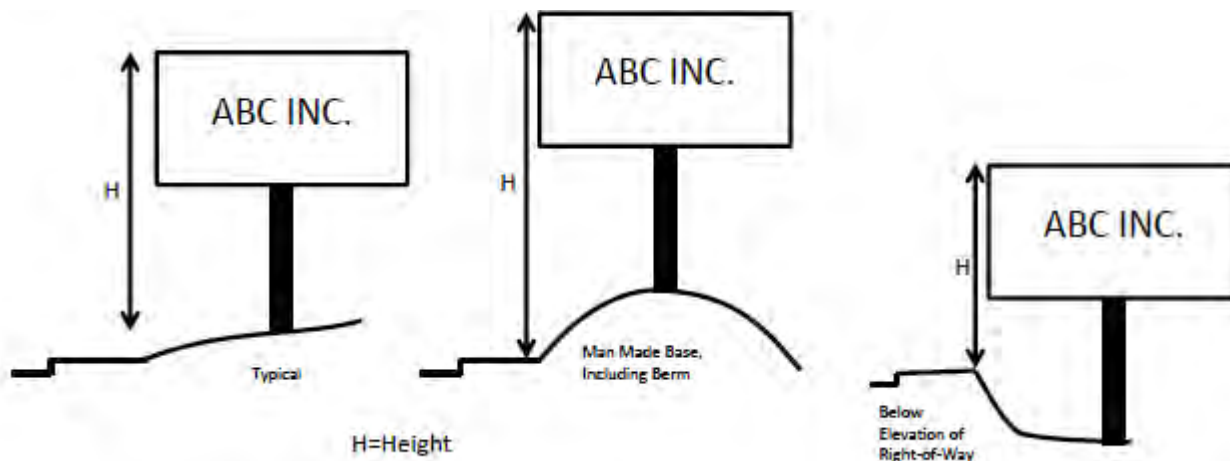


Figure S-3. How to Measure Height of a Freestanding or Ground Mounted Sign

Response: The proposed monument sign is placed at grade and the elevation of the sign is based on the base grade elevation at the sign to the top of the sign as noted (0.2)1 above.

(.03) Sign Height and Length.

A. Height of a sign is the vertical distance between the lowest and highest points of the sign.

B. Length of a sign is the horizontal distance between the furthest left and right points of the sign.

Response: These methods of sign measurements are used on the provided drawings to indicate the height and length of each sign.

(.04) Final Determination of Sign Measurement. The Planning Director shall be responsible for determining the area, height above ground and height and length of a sign, subject to appeal as specified in Section 4.022. Applicants for sign plans and permits shall provide the dimensions needed to calculate the area, height above ground, height, and length.

Response: Sign areas and dimensions along with locations are noted with the design review drawing package on sheet A0.1 Site Plan and A0.2 Site Details related to the free-standing sign and A2.1 and A2.2 Elevations for the two building mounted signs. Section 4.156.04. Non-Conforming Signs.

Section 4.156.04. Non-Conforming Signs.

(.01) Non-Conforming Signs. Non-conforming signs, which may be non-conforming structures or non-conforming uses, are subject to the standards for non-conforming uses and non-conforming structures delineated in Sections 4.189 through 4.190. Except, however, that a non-conforming sign that is damaged beyond fifty percent (50%) of its value, as determined by the City Building Official, may only be reconstructed if the reconstructed sign meets all applicable zoning, structural, and electrical standards applicable at the time of reconstruction. Nothing in this Section is intended to impair any previously approved sign permit that has been issued by the City of Wilsonville, subject to state or federal law, or to require the removal of any sign that was legally erected or installed prior to the effective date of these regulations. In the event that a previously erected or installed sign no longer meets applicable City zoning standards it may remain in place, subject to the standards for non-conforming uses or nonconforming structures noted above. However, a sign that is required to be moved solely because of a public taking may be replaced on the site, and maintain its non-conforming status, subject to a Class II Sign Permit, provided the replacement sign is found to not increase in non-conformity to current code standards other than required setbacks.

Response: All existing signs are being removed as part of this project.

Section 4.156.05. Signs Exempt From Sign Permit Requirements.

- (.01) The following signs are exempt from the permit requirements of this code and do not require sign permits. Unless otherwise specified, the area of the exempted signs shall not be included in the calculations of sign area permitted on a given site:
 - A. Traffic or other governmental or directional signs, as may be authorized by the City or other units of government having jurisdiction within the City.
 - B. Signs installed by public utility companies indicating danger, or which serve as an aid to public safety, or which show the location of utilities or public facilities, including underground utilities.
 - C. Flags displayed from permanently-located freestanding or wall-mounted flagpoles that are designed to allow raising and lowering of flags. One site may have up to two (2) exempt flags; no exempt flag may be more than thirty (30) feet in height.

- (.02) Other Signs. No sign permit is necessary before placing, constructing or erecting the following signs. However, in all other particulars such signs shall conform to the requirements of applicable Building and Electrical Codes, as well as this Code.
 - A. Signs inside a building except for prohibited signs listed in Section 4.156.06.
 - B. Name Plates and Announcements.
 - 1. A sign identifying the name, street address, occupation and/or profession of the occupant of the premises in the aid of public health and safety. One name plate, not exceeding a total of three (3) square feet shall be allowed for each occupant. The name plate shall be affixed to the building.
 - 2. Announcements posted on a given property (e.g., no smoking, no parking, rules of conduct, etc.) and not intended to be read from off-site, are permitted to be located as needed. Such announcements shall not be considered to be part of the sign allotment for the property.
 - C. Directional Signs. Designed for non-changing messages, directional signs facilitate the safe movement of the traveling public. Such signs are subject to the following standards and conditions:
 - 1. The sign area does not exceed three (3) square feet per sign face,
 - 2. The sign location is not within public rights-of-way and meets City vision clearance requirements;
 - 3. No sign lighting;
 - 4. No logo or a logo that does not exceed one (1) square foot in size; and
 - 5. No more than one (1) directional sign is located on the same tax lot.
 - D. Changes of Copy Only, where the graphics contained on an existing sign are changed, but the sign itself is not structurally altered, and no building or electrical permit is required.
 - E. Signs not visible from any off-site location.

 - F. Holiday lights and decorations, in place between November 15 and January 15.
 - G. Signs on scoreboards or ballfields located on public property.
 - H. One small decorative banner per dwelling unit placed on site, in residential zones.

- I. Lawn Signs meeting the standards of Table S-1 and the following conditions:
 - 1. Such signs shall not be intentionally illuminated and shall not display movement.
 - 2. Such signs shall not obscure sight lines of the motoring public, obscure traffic or other government signs, or create a nuisance to the use or occupancy of any property.
 - 3. Lawn signs associated with temporary events may be posted no longer than sixty (60) days before the beginning of an event and must be removed at the event's completion.
 - 4. Lawn signs not associated with temporary events may be posted for one period of up to sixty (60) days in a calendar year.
 - 5. Such signs may be up to six (6) feet in height.
 - 6. Such signs may be one (1) or two (2) sided.
- J. Rigid Signs meeting the standards of Table S-1 and the following conditions:
 - 1. Such signs shall not be intentionally illuminated and shall not display movement.
 - 2. Such signs shall not obscure sight lines of the motoring public, obscure traffic or other government signs, or create a nuisance to the use or occupancy of any property.
 - 3. Such signs may be up to six (6) feet in height, except signs on lots with an active construction project (active building permit), which may be up to ten (10) feet in height. (Note that signs exceeding six (6) feet in height typically require building permits.)
 - 4. Such signs may be one (1), two (2), or three (3) sided.
 - 5. On Residential and Agriculture zoned lots:
 - a. A rigid sign not associated with an ongoing temporary event may be displayed for no more than sixty (60) days each calendar year.
 - b. A rigid sign associated with an ongoing temporary event may be displayed for the duration of that event. Note: Section 4.156.06 (.01) Q. of this Code prohibits signs associated with temporary events to remain posted after the completion of the event.
 - 6. On Commercial, Industrial, or Public Facility zoned lots:
 - a. A rigid sign not associated with an ongoing temporary event may be displayed for no more than ninety (90) days each calendar year.
 - b. A rigid sign associated with an ongoing temporary event may be displayed for the duration of that temporary event. Note: Section 4.156.06(.01)(Q.) of this Code prohibits signs associated with temporary events to remain posted after the completion of the event.
 - c. A temporary event must have an end, marked by the occurrence of a specifically anticipated date or happening. A temporary event may not be a part of a broader, continuing event or of related, serial events. Temporary events shall not be defined by content, but may include isolated merchandise sales or discounts, or availability of real estate for sale or lease.
- K. Signs allowed in Subsections 6.150 (1) and (2) Wilsonville Code for special events.

Response: Our proposal does not include any signs exempt from application requirements.

Section 4.156.06. Prohibited Signs

- (.01) Prohibited Signs. The following signs are prohibited and shall not be placed within the City:
- A. Search lights, strobe lights, and signs containing strobe lights or other flashing lights, unless specifically approved in a sign permit.
 - B. Obstructing signs, a sign or sign structure such that any portion of its surface or supports will interfere in any way with the free use of any fire escape, exit, hydrant, standpipe, or the exterior of any window; any sign projecting more than twelve (12) inches from a wall, except projecting signs that are specifically permitted through the provisions of this Code.
 - C. Changing image signs, including those within windows.
 - D. Changeable copy signs that use lighting changed digitally, unless specifically approved through a waiver process connected with a Class III Sign Permit or Master Sign Plan. In granting a waiver for a digital changeable copy signs the DRB shall ensure the following criteria will be met:
 - 1. The sign shall be equipped with automatic dimming technology which automatically adjusts the sign's brightness in direct correlation with ambient light conditions and the sign owner shall ensure appropriate functioning of the dimming technology for the life of the sign.
 - 2. The luminance of the sign shall not exceed five thousand (5000) candelas per square meter between sunrise and sunset, and five hundred (500) candelas per square meter between sunset and sunrise.
 - E. Roof signs - signs placed on the top of a building or attached to the building and projecting above the top of that building, unless specifically approved through the temporary sign permit procedures or the architectural design of a building makes the slope of the roof below the peak a practicable location of signs on a building and the general location of signs on the roof is approved by the DRB during Stage II Approval, as applicable, and Site Design Review.
 - F. Signs obstructing vision clearance areas.
 - G. Pennants, streamers, festoon lights, balloons, and other similar devices intended to be moved by the wind, unless specifically authorized in an approved sign permit.
 - H. Signs attached to trees, public sign posts, or public utility poles, other than those placed by appropriate government agencies or public utilities.
 - I. Signs using bare-bulb illumination or signs lighted so that the immediate source of illumination is visible, unless specifically authorized by the Development Review Board or City Council such as Digital Changeable Copy Signs. This is not intended to prohibit the use of neon or LED's as a source of illumination.
 - J. Signs that use flame as a source of light or that emit smoke or odors.
 - K. Any sign, including a window sign, which is an imitation of or resembles an official traffic sign or signal; and which may include display of words or graphics that are likely to cause confusion for the public, such as "STOP," "GO," "SLOW," "CAUTION," "DANGER," "WARNING," etc.
 - L. Any sign, including a window sign, which by reason of its size, location, movements, content, coloring or manner of illumination may be confused with, or construed as, a traffic control device, or which hides from view any traffic sign, signal, or device.
 - M. Portable signs, exceeding six (6) square feet of sign area per side, other than those on vehicles or trailers. The display of signs on a vehicle or trailer is prohibited where the vehicle or trailer is not fully operational for use on public roads or where the primary function of the vehicle or trailer is

advertising. Examples where the primary function of the vehicle or trailer is advertising include mobile billboards such as those on which advertising space is rented, sold, or leased.

- N. Signs located on public property in violation of Section 4.156.10.
- O. Signs placed on private property without the property owner’s permission.
- P. Signs erected or installed in violation of standards prescribed by the City of Wilsonville, State of Oregon or the U.S. government.
- Q. Signs associated with temporary events, after the temporary event is completed.
- R. Any private signs, including window signs, with a luminance greater than five thousand (5000) candelas per square meter between sunrise and sunset and five hundred (500) candelas per square meter between sunset and sunrise.
- S. Video Signs

Response: Proposed signs do not include any of the prohibited items listed above.

Section 4.156.07. Sign Regulations In Residential Zones.

- (.01) Ground Mounted Signs for Residential Developments. One ground mounted sign, not exceeding eighteen (18) square feet in area and six (6) feet in height above ground, shall be permitted for each residential subdivision or for any multi-family development.
 - A. Additional ground mounted signs of eighteen (18) square feet or less shall be permitted for additional entrances to the subdivision or development located on a separate street frontage or on the same street frontage located at least two hundred (200) feet apart.
 - B. For one entrance on a street frontage, an additional ground mounted sign may be placed on opposite side of the street or private drive at the intersection.
- (.02) Ground Mounted Signs for Outdoor Recreational Areas on Separate Lots. Public or private parks or other similar outdoor recreational areas on separate lots than dwelling units are allowed one (1) ground mounted sign of eighteen (18) square feet or less in area and six (6) feet or less in height above ground.
- (.03) Non-Residential Uses. Uses, other than residential and outdoor recreation, shall be subject to the sign regulations for PDC, PDI, and Public Facility zones.

Response: Subject site is not in a Residential Zone. Therefore, this section does not apply.

Section 4.156.08. Sign Regulations in the PDC, PDI, and PF Zones.

- (.01) Freestanding and Ground Mounted Signs:
 - A. One freestanding or ground mounted sign is allowed for the first two-hundred (200) linear feet of site frontage. One additional freestanding or ground mounted sign may be added for through and corner lots having at least two-hundred (200) feet of frontage on one street or right-of-way and one-hundred (100) feet on the other street or right-of-way.

Response: The property has greater than 200 lineal feet of frontage on SW Parkway Ave. and is not considered a through lot or corner lot. Therefore, a single freestanding sign is allowed, and one sign is proposed at the SW Parkway Ave. frontage.
 - B. The allowed height above ground of a freestanding or ground mounted sign is twenty (20) feet except as noted in 1-2 below.
 - 1. The maximum allowed height above ground for signs along the frontage of Interstate 5, and parallel contiguous portions of streets, as identified in Figure S-4, associated with multiple



tenants or businesses may be increased by three (3) feet for each tenant space of ten thousand (10,000) square feet or more of gross floor area up to a maximum of thirty-five (35) feet.

2. The allowed height above ground for signs in the PDC-TC Zone, Old Town Overlay Zone, and PDI Zone is eight (8) feet, except those signs along the frontage of Interstate 5 and parallel contiguous portions of streets identified in Figure S-4.

Response: The proposed ground-mounted sign is 6'-0" feet above grade.

- C. The maximum allowed area for each freestanding or ground-mounted sign is determined based on gross floor area and number of tenant spaces:

1. For frontages along streets other than those indicated in 2 below sign area allowed is calculated as follows:
 - a. The sign area allowed for signs pertaining to a single tenant:

Gross Floor Area in a Single Building	Maximum Allowed Sign Area
Less than 11,000 sq. ft.	32 sq. ft.
11,000-25,999 sq. ft.	32 sq. ft. + 2 sq. ft. per 1000 sq. ft. of floor area greater than 10,000 rounded down to the nearest 1,000 sq. ft.
26,000 sq. ft. or more	64 sq. ft.

- i. For PF (Public Facility) zoned properties adjacent to residential zoned land the maximum allowed area is thirty-two (32) square feet.
 - b. The maximum allowed sign area for signs pertaining to multiple tenants or businesses is thirty-two (32) square feet plus the following for each tenant space:

Gross Floor Area of Tenant Space	Additional Allowed Sign Area for Tenant Space
Less than 1,000 sq. ft.	3 sq. ft.
1,000-10,999	3 sq. ft. + 3 sq. ft. per 1,000 sq. ft. of floor area rounded down to the nearest 1,000 sq. ft.
11,000 sq. ft. or more	32 sq. ft.

- i. The total sign area shall not exceed two hundred (200) square feet, except in the PDC-TC Zone, Old Town Overlay Zone, and PDI Zone the total sign area shall not exceed eighty (80) square feet.
- ii. Though the maximum allowed sign area is calculated based on number of tenant spaces and their size, the content of the sign and area used for different content is at the discretion of the sign owner, except for required addressing.

Response: The proposed project is for a single building with single tenant, I&E Construction. The building is less than 26,000 square feet; at 25,800 square feet the max allowed sign area is: $32 + (2 \times 15) = 62$ square feet. The proposed monument sign is double sided and has a calculated sign area of (48) square feet per side. As noted in 4.156.03(.01)G, two-sided signs with matching elevations count as a single sign; therefore, the area of sign at (48) square feet complies.

- 2. Signs fronting Interstate 5 and parallel contiguous street sections, as identified in Figure S-4.
 - a. For signs on properties or within developments with a single tenant or business the sign area allowed is sixty-four (64) square feet.
 - b. For signs on properties or within developments with multiple tenants or businesses the maximum allowed area is sixty-four (64) square feet plus an additional thirty-two (32) square feet for each tenant space of 10,000 square feet or more of gross floor area up to a maximum total sign area of three hundred (300) square feet.
 - i. Though the sign area allowed is calculated based on number of large tenant spaces, the content of the sign and area used for different content is at the discretion of the sign owner, except for any required addressing.

Response: No sign is proposed facing I5.

D. Pole or sign support placement shall be installed in a full vertical position.

Response: The free-standing sign is not installed on a pole.

E. Freestanding and ground mounted signs shall not extend into or above public rights-of-way, parking areas, or vehicle maneuvering areas.

Response: The free-standing sign is setback from and does not project into either the public right-of-way of SW Parkway or to the internal parking and vehicle maneuvering areas.

F. The location of free standing or ground mounted signs located adjacent to or near the Public Right-of-Way shall be in compliance with the City's Public Works Standards for sight distance clearance. Prior to construction, the location of the sign shall be approved by the City of Wilsonville Engineering Division.

Response: The free-standing sign is positioned greater than twenty feet north of the nearest driveway approach and outside of a 30x30 vision triangle at the northern driveway curb of this curb cut.

G. Freestanding and ground mounted signs shall be designed to match or complement the architectural design of buildings on the site.

Response: The freestanding sign will be placed on a concrete base. The sign cabinet itself will be constructed of metal siding matching the profiles and colors of the building renovation.

H. For freestanding and ground mounted signs greater than eight (8) feet in height, the width of the sign shall not exceed the height.

Response: The proposed sign is less than eight feet in height and will be square.

I. Along street frontages in the PDC-TC Zone and Old Town Overlay Zone monument style signs are required.

Response: The site is not located in a PDC-TC or Old Town Overlay zone. Therefore, this section does not apply.

J. Freestanding and ground mounted signs shall be no further than fifteen (15) feet from the property line and no closer than two (2) feet from a sidewalk or other hard surface in the public right-of-way.

Response: The free-standing site is situated two feet behind the public sidewalk.

K. Except for those signs fronting Interstate 5, freestanding and ground mounted signs shall include the address number of associated buildings unless otherwise approved in writing by the City and the Fire District.

Response: The address number of the building is depicted on the end of the sign cabinet. This end faces the public street and clearly visible from the right-of-way.

L. When a sign is designed based on the number of planned tenant spaces it shall remain a legal, conforming sign regardless of the change in the number of tenants or configuration of tenant spaces.

Response: The building is a single tenant building and all sign calculations are based on the single tenant. Therefore, this section does not apply.

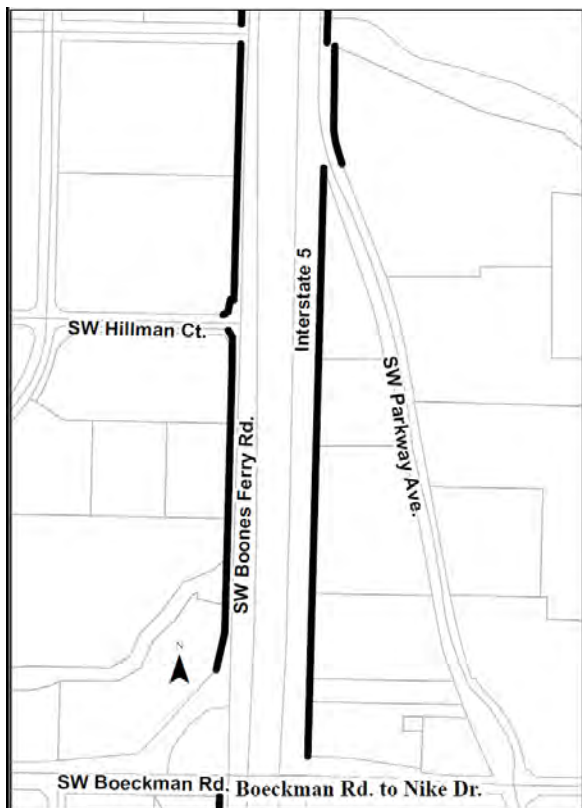


Figure S-4. Interstate 5 and Contiguous Parallel Street Frontages (continued)

Response: The subject parcel does front to I-5 as shown S-4 map above. The free-standing sign is located at the Parkway Ave. frontage instead of at the I-5 frontage.

(.02) Signs on Buildings.

- A. Sign Eligible Facades: Building signs are allowed on a facade of a tenant space or single tenant building when one or more of the following criteria are met:
1. The facade has one or more entrances open to the general public;
 2. The facade faces a lot line with frontage on a street or private drive with a cross section similar to a public street, and no other buildings on the same lot obstruct the view of the building facade from the street or private drive; or
 3. The facade is adjacent to the primary parking area for the building or tenant.

Response: The building will include no façade mounted signs.

B. Sign Area Allowed:

1. The sign area allowed for all building signs on a sign eligible façade is shown in the table below:

Linear Length of Façade (feet)	Sign Area Allowed*
Less than 16	Area equal to linear length
16 to 24	24 sq. ft.
Greater than 24 to 32	32 sq. ft.

Greater than 32 to 36	Area equal to linear length
Greater than 36 to 72	36 sq. ft.
Greater than 72	36 sq. ft. plus 12 sq. ft. for each 24 linear feet or portion thereof greater than 72 up to a maximum of 200 sq. ft.

*Except as noted in 2. through 5. Below

Response: The building will include no façade mounted signs.

2. The sign area allowed for facades with a primary public entrance or with a frontage along a public street dominated by windows or glazing may be increased by transferring to the façade up to one half (1/2) the sign area allowed for adjacent facades up to fifty (50) square feet. In no case shall the allowed sign area exceed an area equal to the linear length of the façade.

Response: The building will include no façade mounted signs.

3. The sign area allowed is increased as follows for signs at separate building entrances:
 - a. For building entrances open to the general public located at least fifty (50) feet apart on the same facade, the sign area allowed is increased by fifty (50) percent up to fifty (50) square feet.
 - b. For building entrances located less than fifty (50) feet apart on the same facades, the sign area allowed is increased by twenty (20) percent up to twenty (20) square feet.

Response: The building will include no façade mounted signs.

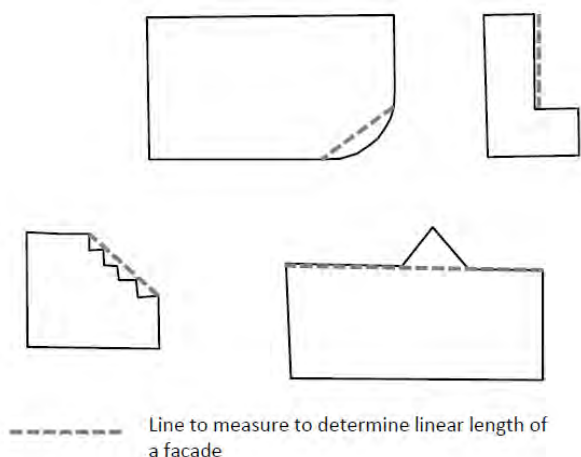
4. For businesses occupying multiple buildings in a campus setting, sign area shall be limited to that allowed for the largest building, which may then be distributed throughout the campus.

Response: The building will include no façade mounted signs.

5. If a façade otherwise not sign eligible faces a lot line with frontage on Interstate 5, the applicant can transfer sign area allowed from one (1) of the locations described in a. and b. below. In no case shall the allowed sign area exceed an area equal to the allowed sign area for a sign eligible façade of the same linear length.
 - a. The freestanding sign along the Interstate 5 frontage. This generally involves placing building signs on the subject façade in lieu of installing a freestanding sign.
 - b. Adjacent façade up to fifty (50) square feet, when a majority of the adjacent façade from which the sign area is being transferred is visible from Interstate 5.

Response: The building will include no façade mounted signs.

6. Calculating linear length of a façade for the purpose of determining maximum sign area allowed. For facades of a single tenant building the length the facade measured at the building line, except as noted in a. and b. below. For multi-tenant buildings the width of the façade of the tenant space shall be measured from the centerline of the party walls or the outer extent of the exterior wall at the building line, as applicable, except as noted in a. and b. below. Applicants shall provide the dimensions needed to calculate the length. Each tenant space or single occupant building shall not be considered to have more than five (5) total facades.
 - a. If a façade is curvilinear, stepped, or otherwise not a straight line, the façade shall be measured by drawing a straight line between the edges of the façade as shown in the figure below.
 - b. For an “L” shaped tenant space or single tenant building the longest leg of the interior of the “L” shall be basis for measuring the length of the L-shaped facade. Sign area allowed based on the longest leg can be distributed between legs.



Response: Not applicable.

C. The length of individual tenant signs shall not exceed seventy-five (75) percent of the length of the facade of the tenant space.

Response: Not applicable.

D. The height of building signs shall be within a definable sign band, fascia, or architectural feature and allow a definable space between the sign and the top and bottom of the sign band, fascia, or architectural feature.

Response: Not applicable.

E. Types of signs permitted on buildings include wall flat, fascia, projecting, blade, marquee and awning signs. Roof-top signs are prohibited.

Response: The proposed monument sign has a flat metal logo and building number that are mounted to the front and side of the sign box respectively.

(.03) Additional signs. Notwithstanding the signs allowed based on the site in (.01) and (.02) above, the following signs may be permitted, subject to standards and conditions in this Code:

A. Directional Signs: In addition to exempt directional signs allowed under Subsection 4.156.05 (.02) C. freestanding or ground mounted directional signs six (6) square feet or less in area and four (4) feet or less in height:

1. The signs shall be designed to match or complement the architectural design of buildings on the site;
2. The signs shall only be placed at the intersection of internal circulation drives; and
3. No more than one (1) sign shall be placed per intersection corner with no more than two (2) signs per intersection.

B. Planned Development Signs. Up to thirty (32) square feet of the allowed sign area for freestanding signs in a planned development may be used for a separate on-site monument sign or off-site monument sign on an adjacent parcel identifying the Planned Development project.

Response: The project does not include signs for a planned development. All signs, including the single monument sign, are located on the subject parcel.

C. Blade Signs. To aid in pedestrian wayfinding, one (1) blade sign, not to exceed six (6) square feet, per facade eligible for building signs. Blade signs over pedestrian accessible areas shall provide a minimum of eight (8) feet of clearance from the ground.

Response: The proposed development does not include any blade style signs.

- D. Fuel or Service Station Price Signs. In addition to the freestanding or ground mounted signs allowed, changeable copy signs shall be allowed for the purpose of advertising fuel prices, subject to the following standards and conditions:
1. The signs shall have a maximum of eleven (11) square feet in area per face per type of fuel sold and shall be permanently affixed to the building or a freestanding sign.
 2. The signs shall not be considered in calculating the sign area or number of signs allowed.
 3. Signs on fuel pumps shall be permitted, providing that they do not project beyond the outer edge of the pump in any direction.

Response: The development does not include fuel or service station use. Therefore, this section is not applicable.

Section 4.156.09. Temporary Signs In All Zones.

The following temporary signs may be permitted in addition to the permanent signs allowed in different zones and exempt temporary signs unless specifically prohibited in a master sign plan or other sign approval:

- (.01) General Allowance. Except as noted in subsection (.02) below up to two (2) temporary signs not exceeding a combined total of twenty four (24) square feet may be permitted per lot or non-residential tenant. Such signs may be banners, rigid signs, lawn signs, portable signs, or other signs of similar construction.
- (.02) Opening Banner for a New Business or Housing Development. A banner corresponding with the opening of a new business or housing development may be permitted, subject to the following standards and conditions:
- A. One such banner shall be allowed either from the date of issuance of Building Permits until four (4) weeks after issuance of Certificates of Occupancy, or if no Building Permit is issued, for four (4) weeks after occupancy of a new business.
 - B. Such banner may be two-sided but shall not exceed thirty-two (32) square feet per face.
 - C. Such signs shall not be permitted at the same time as general allowance signs in (.01) above.
- (.03) Annual Event Signs. Up to ten (10) lawn signs may be permitted to be located in the public right-of-way for up to fourteen (14) days if all of the following are met:
- A. Signs will not be located in the areas listed in Subsection 4.156.10 (.01) A. 4.
 - B. The applicant or event has not been issued a permit for and placed signs in the public right-of-way in the previous six (6) months;
 - C. Not more than one (1) other permit has been issued for lawn signs in the right-of-way during the time period the applicant is requesting;
 - D. The event to which the signs pertain is expected to attract two hundred fifty (250) or more people;
 - E. The request is not in addition to exempt lawn signs for large special events allowed for in Section 6.150; and
 - F. The applicant has indicated on a map the exact locations the signs will be placed and has submitted an application along with the required fee.
- (.04) Inflatable Signs. Inflatable signs may be permitted for a maximum of fifteen (15) days of display use in any calendar year subject to the following standards and conditions:
- A. Does not exceed ten (10) feet in overall height; and



- B. If attached to a building in any manner, it meets applicable building code requirements including consideration of wind loads.

Response: Temporary signs will not be utilized by the proposed office function. Therefore, this section does not apply.

Section 4.156.10. Signs on City and ODOT Right-Of-Way.

(.01) Signs on City Property. For the purposes of this section, City property is defined as physical sites, City rights-of-way, and rights-of-way over which the City has jurisdiction. City property includes, but is not limited to, the following: City Hall, the Community Center, the Library, parks and open space, Transit and Fleet Building, SMART Central, and the City's reservoir, pump station, and treatment plant properties.

A. Allowed Signs. The following signs may be placed on City property and/or City rights-of-way and right-of-ways over which the City has jurisdiction under the following conditions:

1. Such signs as are necessary to locate and direct the public to City premises, or other governmental premises.
2. Such signs as are necessary for the public's health, safety and welfare authorized under law, regulation, ordinance, or order including but not limited to traffic signs. This shall include signs authorized to conform with the State's Tourism Information program and any similar local government program.
3. Signs and their placement as authorized in subsections 1 and 2, above, shall meet all other applicable standards and criteria under law, regulation, ordinance, or order.
4. Lawn signs may be placed, subject to the standards in subsection 4.156.10 (.01)A. 5., below, on City rights-of-way and rights-of-way over which the City has jurisdiction except 1) those rights-of-way adjoining City properties defined in subsection 4.156.10 (.01) above, and 2) in the following locations where the placement of signs could damage landscaping or interfere with the maintenance of the rights-of-way:
 - a. In any median or landscaped strip inside the City limits as identified below in Sections 4.156.10 (.01) A. 4. b. through p.
 - b. Either side of French Prairie Road.
 - c. Either side of Canyon Creek Road North, from Boeckman Road to Elligsen Road.
 - d. Either side of Wilsonville Road between Town Center Loop East and the Portland & Western (previously Burlington Northern) Railroad property.
 - e. Either side of Town Center Loop West and East.
 - f. Both sides of former S.W. Parkway frontage between Town Center Loop West and Wilsonville Road.
 - g. Wilsonville Road between Willamette Way West and Willamette Way East.
 - h. The north side of Wilsonville Road from Town Center Loop East to Boeckman Creek.
 - i. Either side of Wilsonville Road between Boeckman Road and the southern boundary of the Wilsonville High School property.
 - j. Either side of Parkway Center Avenue.
 - k. The south side of Elligsen Road from the eastern city limits to a point directly across from the west side of the Tualatin Valley Fire District fire station.
 - l. Either side of Boeckman Road and all islands, from the railroad tracks west to 110th.
 - m. Either side of 110th between Barber Street and Boeckman Road.
 - n. The eastern side of Grahams Ferry Road from Tooze Road to the City limits.

- o. Either side of Barber Street between 110th and Brown Road, including islands and roundabouts.
 - p. Such other areas as the City may designate as requiring protection from landscape damage.
5. Lawn signs shall meet the following standards and conditions:
- a. Allowed only between the hours of 6 a.m. Friday and 8 p.m. Sunday, and the hours of 9 a.m. and 4 p.m. Tuesdays;
 - b. Not greater than thirty (30) inches in height. A-frame signs may be 24" by 36" provided that they are designed to meet vision clearance requirements (typically not over 30 inches in height when standing);
 - c. Not placed on street surfaces, sidewalks, paths, median strips, or bicycle ways;
 - d. Located within forty (40) feet of an intersection;
 - e. No more than three (3) signs per person; and
 - f. Placed no more than one every fifty (50) feet and at least ten (10) feet away from any other temporary sign.
6. Banners on public light and other poles identified in a plan maintained or adopted by the City and installed by or under arrangement with the Public Works Department.

Response: The proposed renovation project does not propose signs be placed on City property.

- (.02) Signs within ODOT Right-Of-Way. Consistent with the Laws and Administrative Rules of the State of Oregon, all signs of any kind are prohibited within right-of-way of the Oregon Department of Transportation (ODOT), except those signs that are specifically determined by ODOT to be necessary for the public's health, safety, or welfare. The City may assist the State in the removal of signs that are illegally placed within ODOT right-of-way, as provided above for signs in City right-of-way. City assistance is justified in view of the substantial public investment that has recently been made to improve and beautify both freeway interchange areas north of the Willamette River.

Response: The proposed renovation project does not include any signs within the ODOT right-of-way.

Section 4.156.11. Sign Enforcement.

- (.01) General. Any person who places a sign that requires a permit under this section, and who fails to obtain a permit before installing the sign, shall be subject to penalties and fines as established in Wilsonville Code 4.025.
- (.02) Removal of Signs. Any sign placed on public property in violation of the provisions of this Code shall be immediately removed by the City. As soon thereafter as reasonable, the City shall notify the owner or the owner's representative that the sign has been removed, and that if the sign is not claimed within ten (10) days, the sign will be deemed abandoned and subject to disposal by the City. The City shall have no responsibility to contact the owner of the sign if the owner's name, address, and telephone number are not clearly indicated on the sign and shall dispose of the sign ten days after its removal by the City. The City Council may establish fees to be collected at the time of releasing impounded signs in order to cover the City's costs in collecting, storing, and returning these signs and administering the sign removal program.
- (.03) Civil Enforcement. Any sign which is intentionally placed in violation of the provisions of this code after the owner of the sign has been notified of the initial sign removal and reason for its removal, shall subject the owner to a civil violation not to exceed \$100.00 as and for a civil fine for each day that a violation continues to exist.



(.04) Additional enforcement. The remedies described herein are not exclusive and may be used in addition to those prescribed elsewhere in the Wilsonville Code, including Sections 1.012 and 1.013, Violations, and 6.200 through 6.620, Nuisances. The City Attorney may use any enforcement process available at law or equity, including but not limited to, seeking injunctive relief, equitable relief, damages, or fines for violations.

Response: All proposed signs are included with this application for Design Review. Additional future signs, or modifications of proposed, will be reviewed with the city as required.

<u>Sign Location Description</u>		<u>Lawn Signs</u> [see WC 4.156.05 (.02) I.]	<u>Rigid Signs</u> [see WC 4.156.05 (.02) J.]	<u>Maximum Combined Lawn and Rigid Signs</u>
Part 1. General Allowances for Lawn and Rigid Signs				
Residential or Agriculture zoned lots. ¹	Area per sign face	6 sq. ft.	6 sq. ft.	
	Exempt at one time	3 signs per lot	1 sign per lot	<i>3 signs per lot</i>
Commercial, Industrial, or Public Facility zoned lots. ²	Area per sign face	6 sq. ft.	32 sq. ft.	
	Exempt at one time	3 signs per lot	1 sign per lot, plus 1 additional sign if the lot is more than 3 acres in area or has multiple street frontages	<i>3 signs per lot, plus 1 additional rigid sign if the lot is more than 3 acres in area or has multiple street frontages.</i>
Part 2. Additional Special Allowances for Rigid Signs³				
Lots with <i>active</i> commercial, industrial, public facility, or multi-family construction projects. ⁴	Area per sign face		64 sq. ft.	
	Exempt at one time		1 sign per lot	
Residential or Agriculture tracts of land in excess of 5 acres or recorded residential subdivisions with more than 25% of the lots	Area per sign face		32 sq. ft.	
	Exempt at one time		1 sign per qualifying tract or subdivision	

remaining unsold and undeveloped.				
<p>¹ Residential and Agriculture zones include all PDR (Planned Development Residential) zones, along with the R (Residential), RA-H (Residential Agriculture-Holding) zone, and any county-zoned land within Wilsonville City limits. In addition, lots not zoned Residential, but designated exclusively for residential use in an approved Master Plan, shall be considered residentially-zoned for the purposes of this table. This includes residential lots and in the Village Zone.</p> <p>² Commercial, Industrial, Public Facility zones include all PDC (Planned Development Commercial), PDI (Planned Development Industrial), and PF (Public Facility) zones. In addition, lots zoned Village, but designated for commercial, mixed-use, or publically-owned use in an approved Master Plan, shall fall under this description category for the purposes of this table.</p> <p>³ Sign allowances in Part 2 are in addition to the allowances and maximums in Part 1.</p> <p>⁴ An active construction project means a construction project for which any required building permits have been obtained <u>and</u> for which the City Building Official has <u>not</u> approved building occupancy. When the Building Official issues a temporary Certificate of Occupancy, the construction project shall be considered active until a permanent Certificate of Occupancy is issued. Active construction projects involving churches, private schools, or other non-single-family uses are included in this description.</p>				

Table S-1: Exempt Lawn and Rigid Sign Allowances

[Table added by Ord. No. 675, 3/1/10]

[Sign Regulations revised by Ord. No. 704, 6/18/12.]



Section 4.171. General Regulations - Protection of Natural Features and Other Resources.

(.01) Purpose. It is the purpose of this Section to prescribe standards and procedures for the use and development of land to assure the protection of valued natural features and cultural resources. The requirements of this Section are intended to be used in conjunction with those of the Comprehensive Plan and other zoning standards. It is further the purpose of this Section:

- A. To protect the natural environmental and scenic features of the City of Wilsonville.
- B. To encourage site planning and development practices which protect and enhance natural features such as riparian corridors, streams, wetlands, swales, ridges, rock outcroppings, views, large trees and wooded areas.
- C. To provide ample open space and to create a constructed environment capable and harmonious with the natural environment.

Response: The project is a remodel of an existing commercially developed site. The existing site conditions include an existing building, parking and typical landscaping of a commercial/industrial development. The remodel will preserve the existing landscaping and replant overgrown or otherwise damaged trees as outlined in the arborist report.

The site contains no scenic features or views and does not have natural features including streams or wetlands. Existing trees have been maintained around the perimeter of the site parking layout. See the arborist report for condition assessment of the existing trees and protection requirements noted within the tree protection plans.

(.02) General Terrain Preparation:

- A. All developments shall be planned, designed, constructed and maintained with maximum regard to natural terrain features and topography, especially hillside areas, floodplains, and other significant landforms.
- B. All grading, filling and excavating done in connection with any development shall be in accordance with the Uniform Building Code
- C. In addition to any permits required under the Uniform Building Code, all developments shall be planned, designed, constructed and maintained so as to:
 - 1. Limit the extent of disturbance of soils and site by grading, excavation and other land alterations.
 - 2. Avoid substantial probabilities of: (1) accelerated erosion; (2) pollution, contamination, or siltation of lakes, rivers, streams and wetlands; (3) damage to vegetation; (4) injury to wildlife and fish habitats.
 - 3. Minimize the removal of trees and other native vegetation that stabilize hillsides, retain moisture, reduce erosion, siltation and nutrient runoff, and preserve the natural scenic character.

Response: The project is a remodel of an existing commercially developed site. The existing site conditions include an existing building, parking and typical landscaping of a commercial/industrial development. The remodel will preserve the landscaping, a minor modification to the parking area to accommodate a new trash enclosure, and all additions/modifications to the building are within the footprint.

The site contains no scenic features or views and does not have natural features including streams or wetlands. Existing trees have been maintained and any being removed will be replaced in place. See the arborist report for condition assessment of the existing trees and protection requirements noted within the tree protection plans.

(.03) Hillsides: All developments proposed on slopes greater than 25% shall be limited to the extent that:

- A. An engineering geologic study approved by the City, establishes that the site is stable for the proposed development, and any conditions and recommendations based on the study are incorporated into the plans and construction of the development. The study shall include items specified under subsection 4.171(.07)(A.)(2.)(a-j):
- B. Slope stabilization and re-vegetation plans shall be included as part of the applicant's landscape plans.
- C. Buildings shall be clustered to reduce alteration of terrain and provide for preservation of natural features.
- D. Creation of building sites through mass pad grading and successive padding or terracing of building sites shall be avoided where feasible.
- E. Roads shall be of minimum width, with grades consistent with the City's Public Works Standards.
- F. Maintenance, including re-vegetation, of all grading areas is the responsibility of the developer, and shall occur through October 1 of the second growing season following receipt of Certificates of Occupancy unless a longer period is approved by the Development Review Board.
- G. The applicant shall obtain an erosion and sediment control permit from the City's Building and Environmental Services Division's.

Response: The project site is not on a hillside. All slopes on site are less than 25%.

(.04) Trees and Wooded Areas.

- A. All developments shall be planned, designed, constructed and maintained so that:
 - 1. Existing vegetation is not disturbed, injured, or removed prior to site development and prior to an approved plan for circulation, parking and structure location.
 - 2. Existing wooded areas, significant clumps/groves of trees and vegetation, and all trees with a diameter at breast height of six inches or greater shall be incorporated into the development plan and protected wherever feasible.
 - 3. Existing trees are preserved within any right-of-way when such trees are suitably located, healthy, and when approved grading allows.
- B. Trees and woodland areas to be retained shall be protected during site preparation and construction according to City Public Works design specifications, by:
 - 1. Avoiding disturbance of the roots by grading and/or compacting activity.
 - 2. Providing for drainage and water and air filtration to the roots of trees which will be covered with impermeable surfaces.
 - 3. Requiring, if necessary, the advisory expertise of a registered arborist/horticulturist both during and after site preparation.
 - 4. Requiring, if necessary, a special maintenance, management program to insure survival of specific woodland areas of specimen trees or individual heritage status trees.

Response: The project retains the existing building and parking areas on site, limited excavation and grading will occur on site and will not impact existing trees.

(.05) High Voltage Powerline Easements and Rights of Way and Petroleum Pipeline Easements:

- A. Due to the restrictions placed on these lands, no residential structures shall be allowed within high voltage powerline easements and rights of way and petroleum pipeline easements, and any development, particularly residential, adjacent to high voltage powerline easements and rights of way and petroleum pipeline easements shall be carefully reviewed.

- B. Any proposed non-residential development within high voltage powerline easements and rights of way and petroleum pipeline easements shall be coordinated with and approved by the Bonneville Power Administration, Portland General Electric Company or other appropriate utility, depending on the easement or right of way ownership.

Response: The site includes no high voltage powerlines or petroleum pipeline easements. Therefore, this section does not apply.

(.06) Hazards to Safety: Purpose:

- A. To protect lives and property from natural or human-induced geologic or hydrologic hazards and disasters.
- B. To protect lives and property from damage due to soil hazards.
- C. To protect lives and property from forest and brush fires.
- D. To avoid financial loss resulting from development in hazard areas.

Response: The project is a remodel of an existing commercially developed site and is not indicated as a hazard area. The development proposed is typical of the area and will not contribute to potential hazards.

(.07) Standards for Earth Movement Hazard Areas:

- A. No development or grading shall be allowed in areas of land movement, slump or earth flow, and mud or debris flow, except under one of the following conditions:
 - 1. Stabilization of the identified hazardous condition based on established and proven engineering techniques which ensure protection of public and private property. Appropriate conditions of approval may be attached by the City.
 - 2. An engineering geologic study approved by the City establishing that the site is stable for the proposed use and development. The study shall include the following:
 - a. Index map.
 - b. Project description, to include: location; topography, drainage, vegetation; discussion of previous work; and discussion of field exploration methods.
 - c. Site geology, to include: site geologic map; description of bedrock and superficial materials including artificial fill; location of any faults, folds, etc.; and structural data including bedding, jointing, and shear zones.
 - d. Discussion and analysis of any slope stability problems.
 - e. Discussion of any off-site geologic conditions that may pose a potential hazard to the site or that may be affected by on-site development.
 - f. Suitability of site for proposed development from geologic standpoint.
 - g. Specific recommendations for cut slope stability, seepage and drainage control, or other design criteria to mitigate geologic hazards.
 - h. Supportive data, to include: cross sections showing subsurface structure; graphic logs of subsurface explorations; results of laboratory tests; and references.
 - i. Signature and certification number of engineering geologist registered in the State of Oregon.
 - j. Additional information or analyses as necessary to evaluate the site.
- B. Vegetative cover shall be maintained or established for stability and erosion control purposes.
- C. Diversion of storm water into these areas shall be prohibited.

D. The principal source of information for determining earth movement hazards is the State Department of Geology and Mineral Industries (DOGAMI) Bulletin 99 and any subsequent bulletins and accompanying maps. Approved site specific engineering geologic studies shall be used to identify the extent and severity of the hazardous conditions on the site, and to update the earth movement hazards database.

Response: The project scope does not include any significant modification of the site, vegetation will remain and there is an existing storm water control system which we will not be modifying. Per DOGAMI B-099 Hazards Map of the Sherwood Quadrangle our site has “Wet soils – high water table”.

(.08) Standards for Soil Hazard Areas:

A. Appropriate siting and design safeguards shall insure structural stability and proper drainage of foundation and crawl space areas for development on land with any of the following soil conditions: wet or high water table; high shrink-swell capability; compressible or organic; and shallow depth-to-bedrock.

B. The principal source of information for determining soil hazards is the State DOGAMI Bulletin 99 and any subsequent bulletins and accompanying maps. Approved site-specific soil studies shall be used to identify the extent and severity of the hazardous conditions on the site, and to update the soil hazards database accordingly.

Response: The project scope does not include any significant modification of the site, vegetation will remain and there is an existing storm water control system which we will not be modifying. Per DOGAMI B-099 Hazards Map of the Sherwood Quadrangle our site has “Wet soils – high water table”.

(.09) Historic Protection: Purpose:

A. To preserve structures, sites, objects, and areas within the City of Wilsonville having historic, cultural, or archaeological significance.

B. Standards:

1. All developments shall be planned, designed, constructed, and maintained to assure protection of any designated historic or cultural resource on or near the site. Restrictions on development may include:

- a. Clustering of buildings and incorporation of historic and/or cultural resources into site design in a manner compatible with the character of such resource.
- b. Limitations on site preparation and grading to avoid disturbance of areas within any historic or archaeological sites, monuments or objects of antiquity.
- c. Provision of adequate setbacks and buffers between the proposed development and the designated resources.

2. The city may attach additional conditions with respect to the following design factors in protecting the unique character of historic/cultural resources:

- a. Architectural compatibility;
- b. Proposed intensity of development;
- c. Relationship to designated open space;
- d. Vehicular and pedestrian access; and
- e. Proposed building or structural mass in relation to the designated resource.

C. Review Process:

1. The Development Review Board shall be the review body for:

- a. All development which proposes to alter a designated historic, or cultural resource or resource site; and

- b. All development which proposes to use property adjacent to a designated cultural resource; and
 - c. All applications requesting designation of a cultural or historic resource
2. The application shall include the following:
- a. A complete list of exterior materials, including color of these materials.
 - b. Drawings:
 - i. Side elevation for each side of any affected structure.
 - ii. Drawings shall show dimensions or be to scale.
 - iii. Photographs may be used as a substitute for small projects.
 - c. Plot plans shall be submitted for new structures, fences, additions exceeding fifty (50) square feet, or any building relocation.
3. Any improvement proposed for property adjacent to a designated, cultural or historic resource site, shall be subject to the following provisions:
- a. All uses and structures which are incompatible with the character of the cultural or historic resource are prohibited. The criteria used to determine incompatibility shall include the following:
 - i. The intensity and type of use when compared with the historic use patterns of the areas.
 - ii. The orientation, setback, alignment, spacing and placement of buildings.
 - iii. The scale, proportions, roof forms, and various architectural features of building design.
 - b. Setbacks may be required which are over and above those required in the base zone in order to protect the resource. Setbacks should be appropriate to the scale and function of the resource, but allow reasonable use of the adjacent property.
 - c. An appropriate buffer or screen may be required between the new or converting use on the adjacent property and the resource.
4. Nothing in this chapter shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in or on any property covered by this chapter that does not involve a change in design, material or external reconstruction thereof, nor does this Code prevent the construction, reconstruction, alteration, restoration, demolition or removal of any such feature when the Building Official certifies to the Development Review Board that such action is required for the public safety due to an unsafe or dangerous condition which cannot be rectified through the use of acceptable building practices.
5. The owner, occupant or other person in actual charge of a cultural resource, or an improvement, building or structure in an historic district shall keep in good repair all of the exterior portions of such improvement, building or structure, all of the interior portions thereof when subject to control as specified in the designating ordinance or permit, and all interior portions thereof whose maintenance is necessary to prevent deterioration and decay or any exterior architectural feature.

Response: The building and site are not historically significant therefore this section does not apply.

(.10) Alteration and Development Criteria:

- A. Demolition or alteration of any structure, or any change in any site or object which has been designated as a cultural resource, is prohibited unless it is determined:
 1. In the case of a designated cultural resource, the proposed work would not detrimentally alter, destroy or adversely affect any exterior architectural or other identified feature; or

2. In the case of any property located within a historic district, the proposed construction, removal, rehabilitation, alteration, remodeling, excavation or exterior alteration conforms to any prescriptive standards as adopted by the City, and does not adversely affect the character of the district; or
3. In the case of construction of a new improvement, building or structure upon a cultural resource site, the exterior of such improvements will not adversely affect and will be compatible with the external appearance of existing designated improvements, buildings and structures on said site; or
4. That no reasonable use can be made of the property without such approval.

Response: The building and site are not historically significant therefore this section does not apply.

(.11) Cultural Resource Designation Criteria: A cultural resource may be designated and placed on the Cultural Resources Inventory if it meets the following criteria:

- A. It exemplifies or reflects special elements of the City's cultural, social, economic, political, aesthetic, engineering or architectural history; or
- B. It is identified with persons or events significant in local, state, or national history; or
- C. It embodies distinctive characteristics of a style, type, period, or method of construction, or it is a valuable example of the use of indigenous materials or craftsmanship; or
- D. It is representative of the notable work of a builder, designer, or architect.

Response: The building and site are not historically significant therefore this section does not apply.



Section 4.175. Public Safety and Crime Prevention.

(.01) All developments shall be designed to deter crime and insure public safety.

Response: Building within the existing courtyard and adding a glazed lobby removes a potential blind spot on the existing site making the building safer to approach. The siting and openness of the site along a well-used road and within view of I-5 make it difficult for a potential criminal to victimize anyone out of public view.

(.02) Addressing and directional signing shall be designed to assure identification of all buildings and structures by emergency response personnel, as well as the general public.

Response: The building number will be placed along the ROW-facing side of our proposed monument sign.

(.03) Areas vulnerable to crime shall be designed to allow surveillance. Parking and loading areas shall be designed for access by police in the course of routine patrol duties.

Response: The proposed function is an office, the only objects of value likely to be located in the building are tools which will be in a secured room. We are proposing adding a single overhead door to facilitate moving larger tools from the secure storage space into the parking area, this activity will be visible from the street.

(.04) Exterior lighting shall be designed and oriented to discourage crime.

Response: Along the north and south face of the building will be sidewalks requiring egress lighting in addition to parking lot lighting which will wrap the south and east sides ensuring the site remains safely lit.

Section 4.176. Landscaping, Screening, and Buffering.

Note: the reader is encouraged to see Section 4.179, applying to screening and buffering of storage areas for solid waste and recyclables.

- (.01) Purpose. This Section consists of landscaping and screening standards and regulations for use throughout the City. The regulations address materials, placement, layout, and timing of installation. The City recognizes the ecological and economic value of landscaping and requires the use of landscaping and other screening or buffering to:
- A. Promote the re-establishment of vegetation for aesthetic, health, erosion control, flood control and wildlife habitat reasons;
 - B. Restore native plant communities and conserve irrigation water through establishment, or re-establishment, of native, drought-tolerant plants;
 - C. Mitigate for loss of native vegetation;
 - D. Establish and enhance a pleasant visual character which recognizes aesthetics and safety issues;
 - E. Promote compatibility between land uses by reducing the visual, noise, and lighting impacts of specific development on users of the site and abutting sites or uses;
 - F. Unify development and enhance and define public and private spaces;
 - G. Promote the retention and use of existing topsoil and vegetation. Amended soils benefit stormwater retention and promote infiltration;
 - H. Aid in energy conservation by providing shade from the sun and shelter from the wind; and
 - I. Screen from public view the storage of materials that would otherwise be considered unsightly.
 - J. Support crime prevention, create proper sight distance clearance, and establish other safety factors by effective landscaping and screening.
 - K. Provide landscaping materials that minimize the need for excessive use of fertilizers, herbicides and pesticides, irrigation, pruning, and mowing to conserve and protect natural resources, wildlife habitats, and watersheds.

Response: Any new landscaping will meet these standards, the majority of the landscaping on site is existing and will remain untouched, anything required to be modified due to the work being proposed will be replanted to match existing.

- (.02) Landscaping and Screening Standards.
- A. Subsections “C” through “I,” below, state the different landscaping and screening standards to be applied throughout the City. The locations where the landscaping and screening are required and the depth of the landscaping and screening is stated in various places in the Code.
 - B. All landscaping and screening required by this Code must comply with all of the provisions of this Section, unless specifically waived or granted a Variance as otherwise provided in the Code. The landscaping standards are minimum requirements; higher standards can be substituted as long as fence and vegetation-height limitations are met. Where the standards set a minimum based on square footage or linear footage, they shall be interpreted as applying to each complete or partial increment of area or length (e.g., a landscaped area of between 800 and 1600 square feet shall have two trees if the standard calls for one tree per 800 square feet.
 - C. General Landscaping Standard.

1. Intent. The General Landscaping Standard is a landscape treatment for areas that are generally open. It is intended to be applied in situations where distance is used as the principal means of separating uses or developments and landscaping is required to enhance the intervening space. Landscaping may include a mixture of ground cover, evergreen and deciduous shrubs, and coniferous and deciduous trees.
 2. Required materials. Shrubs and trees, other than street trees, may be grouped. Ground cover plants must fully cover the remainder of the landscaped area (see Figure 21: General Landscaping). The General Landscaping Standard has two different requirements for trees and shrubs:
 - a. Where the landscaped area is less than 30 feet deep, one tree is required for every 30 linear feet.
 - b. Where the landscaped area is 30 feet deep or greater, one tree is required for every 800 square feet and two high shrubs or three low shrubs are required for every 400 square feet.
- D. Low Screen Landscaping Standard.
1. Intent. The Low Screen Landscaping Standard is a landscape treatment that uses a combination of distance and low screening to separate uses or developments. It is intended to be applied in situations where low screening is adequate to soften the impact of one use or development on another, or where visibility between areas is more important than a total visual screen. The Low Screen Landscaping Standard is usually applied along street lot lines or in the area separating parking lots from street rights-of-way.
 2. Required materials. The Low Screen Landscaping Standard requires sufficient low shrubs to form a continuous screen three (3) feet high and 95% opaque, year-round. In addition, one tree is required for every 30 linear feet of landscaped area, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area. A three (3) foot high masonry wall or a berm may be substituted for the shrubs, but the trees and ground cover plants are still required. When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area. (See Figure 22: Low Screen Landscaping).
- E. High Screen Landscaping Standard.
1. Intent. The High Screen Landscaping Standard is a landscape treatment that relies primarily on screening to separate uses or developments. It is intended to be applied in situations where visual separation is required.
 2. Required materials. The High Screen Landscaping Standard requires sufficient high shrubs to form a continuous screen at least six (6) feet high and 95% opaque, year-round. In addition, one tree is required for every 30 linear feet of landscaped area, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area. A six (6) foot high masonry wall or a berm may be substituted for the shrubs, but the trees and ground cover plants are still required. When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area. (See Figure 23: High Screen Landscaping).
- F. High Wall Standard.
1. Intent. The High Wall Standard is intended to be applied in situations where extensive screening to reduce both visual and noise impacts is needed to protect abutting uses or developments from one-another. This screening is most important where either, or both, of the abutting uses or developments can be expected to be particularly sensitive to noise or visual impacts, or where there is little space for physical separation.

2. Required materials. The High Wall Standard requires a masonry wall at least six (6) feet high along the interior side of the landscaped area (see Figure 24: High Wall Landscaping). In addition, one tree is required for every 30 linear feet of wall, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area.

G. High Berm Standard.

1. Intent. The High Berm Standard is intended to be applied in situations where extensive screening to reduce both visual and noise impacts is needed to protect abutting uses or developments from one-another, and where it is desirable and practical to provide separation by both distance and sight-obscuring materials. This screening is most important where either, or both, of the abutting uses or developments can be expected to be particularly sensitive to noise or visual impacts.
2. Required materials. The High Berm Standard requires a berm at least four (4) feet high along the interior side of the landscaped area (see Figure 25: High Berm Landscaping). If the berm is less than six (6) feet high, low shrubs meeting the Low Screen Landscaping Standard, above, are to be planted along the top of the berm, assuring that the screen is at least six (6) feet in height. In addition, one tree is required for every 30 linear feet of berm, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area.

H. Partially Sight-Obscuring Fence Standard.

1. Intent. The Partially Sight-Obscuring Fence Standard is intended to provide a tall, but not totally blocked, visual separation. The standard is applied where a low level of screening is adequate to soften the impact of one use or development on another, and where some visibility between abutting areas is preferred over a total visual screen. It can be applied in conjunction with landscape plantings or applied in areas where landscape plantings are not necessary and where nonresidential uses are involved.
2. Required materials. Partially Sight-Obscuring Fence Standard are to be at least six (6) feet high and at least 50% sight-obscuring. Fences may be made of wood (other than plywood or particle-board), metal, bricks, masonry or other permanent materials (see Figure 26: Partially Sight-Obscuring Fence).

I. Fully Sight-Obscuring Fence Standard.

1. Intent. The Fully Sight-Obscuring Fence Standard is intended to provide a totally blocked visual separation. The standard is applied where full visual screening is needed to reduce the impact of one use or development on another. It can be applied in conjunction with landscape plantings or applied in areas where landscape plantings are not necessary.
2. Required materials. Fully sight-obscuring fences are to be at least six (6) feet high and 100% sight-obscuring. Fences may be made of wood (other than plywood or particle-board), metal, bricks, masonry or other permanent materials (see Figure 27: Totally Sight-Obscuring Fence).

(.03) Landscape Area. Not less than fifteen percent (15%) of the total lot area, shall be landscaped with vegetative plant materials. The ten percent (10%) parking area landscaping required by section 4.155.03(B)(1) is included in the fifteen percent (15%) total lot landscaping requirement. Landscaping shall be located in at least three separate and distinct areas of the lot, one of which must be in the contiguous frontage area. Planting areas shall be encouraged adjacent to structures. Landscaping shall be used to define, soften or screen the appearance of buildings and off-street parking areas. Materials to be installed shall achieve a balance between various plant forms, textures, and heights. The installation of native plant materials shall be used whenever practicable. (For recommendations refer to the Native Plant List maintained by the City of Wilsonville). [Amended by Ord. # 674 11/16/09]

Response: Currently 43% of the site is landscaped and 24% of the parking lot is landscaped (including planted islands and landscaped spaces between parking areas).

(.04) Buffering and Screening. Additional to the standards of this subsection, the requirements of the Section 4.137.5 (Screening and Buffering Overlay Zone) shall also be applied, where applicable.

A. All intensive or higher density developments shall be screened and buffered from less intense or lower density developments.

Response: I&E and Grace Chapel have existing landscaped screening between each property, no other properties are adjacent to I&E's.

B. Activity areas on commercial and industrial sites shall be buffered and screened from adjacent residential areas. Multi-family developments shall be screened and buffered from single-family areas.

Response: There are no adjacent residential areas.

C. All exterior, roof and ground mounted, mechanical and utility equipment shall be screened from ground level off-site view from adjacent streets or properties.

Response: The existing building and proposed additions will include parapet walls screening rooftop equipment from ground level.

D. All outdoor storage areas shall be screened from public view, unless visible storage has been approved for the site by the Development Review Board or Planning Director acting on a development permit.

Response: The only proposed outdoor storage space is the trash enclosure which will include screen walls.

E. In all cases other than for industrial uses in industrial zones, landscaping shall be designed to screen loading areas and docks, and truck parking.

Response: The proposed use is an office which will largely consist of personal vehicles. Some vans and pickup trucks utilized by I&E will be present on site but no industrial-scale loading/unloading.

F. In any zone any fence over six (6) feet high measured from soil surface at the outside of fenceline shall require Development Review Board approval.

Response: We are not proposing any fences over six (6) feet high.

(.05) Sight-Obscuring Fence or Planting. The use for which a sight-obscuring fence or planting is required shall not begin operation until the fence or planting is erected or in place and approved by the City. A temporary occupancy permit may be issued upon a posting of a bond or other security equal to one hundred ten percent (110%) of the cost of such fence or planting and its installation. (See Sections 4.400 to 4.470 for additional requirements.)

Response: The only sight-obscuring fence proposed is for the trash enclosure which is required by the garbage hauler for pick up.

(.06) Plant Materials.

A. Shrubs and Ground Cover. All required ground cover plants and shrubs must be of sufficient size and number to meet these standards within three (3) years of planting. Non-horticultural plastic sheeting or other impermeable surface shall not be placed under mulch. Native topsoil shall be preserved and reused to the extent feasible. Surface mulch or bark dust are to be fully raked into soil of appropriate depth, sufficient to control erosion, and are confined to areas around plantings.

- Areas exhibiting only surface mulch, compost or barkdust are not to be used as substitutes for plant areas. [Amended by Ord. # 674 11/16/09]
1. Shrubs. All shrubs shall be well branched and typical of their type as described in current AAN Standards and shall be equal to or better than 2-gallon containers and 10" to 12" spread.
 2. Ground cover. Shall be equal to or better than the following depending on the type of plant materials used: gallon containers spaced at 4 feet on center minimum, 4" pot spaced 2 feet on center minimum, 2-1/4" pots spaced at 18 inch on center minimum. No bare root planting shall be permitted. Ground cover shall be sufficient to cover at least 80% of the bare soil in required landscape areas within three (3) years of planting. Where wildflower seeds are designated for use as a ground cover, the City may require annual re-seeding as necessary.
 3. Turf or lawn in non-residential developments. Shall not be used to cover more than ten percent (10%) of the landscaped area, unless specifically approved based on a finding that, due to site conditions and availability of water, a larger percentage of turf or lawn area is appropriate. Use of lawn fertilizer shall be discouraged. Irrigation drainage runoff from lawns shall be retained within lawn areas.
 4. Plant materials under trees or large shrubs. Appropriate plant materials shall be installed beneath the canopies of trees and large shrubs to avoid the appearance of bare ground in those locations.
 5. Integrate compost-amended topsoil in all areas to be landscaped, including lawns, to help detain runoff, reduce irrigation and fertilizer needs, and create a sustainable, low-maintenance landscape. [Added by Ord. # 674 11/16/09]
- B. Trees. All trees shall be well-branched and typical of their type as described in current American Association of Nurserymen (AAN) Standards and shall be balled and burlapped. The trees shall be grouped as follows:
1. Primary trees which define, outline or enclose major spaces, such as Oak, Maple, Linden, and Seedless Ash, shall be a minimum of 2" caliper.
 2. Secondary trees which define, outline or enclose interior areas, such as Columnar Red Maple, Flowering Pear, Flame Ash, and Honeylocust, shall be a minimum of 1-3/4" to 2" caliper.
 3. Accent trees which, are used to add color, variation and accent to architectural features, such as Flowering Pear and Kousa Dogwood, shall be 1-3/4" minimum caliper.
 4. Large conifer trees such as Douglas Fir or Deodar Cedar shall be installed at a minimum height of eight (8) feet.
 5. Medium-sized conifers such as Shore Pine, Western Red Cedar or Mountain Hemlock shall be installed at a minimum height of five to six (5 to 6) feet.
- C. Where a proposed development includes buildings larger than twenty-four (24) feet in height or greater than 50,000 square feet in footprint area, the Development Review Board may require larger or more mature plant materials:
1. At maturity, proposed trees shall be at least one-half the height of the building to which they are closest, and building walls longer than 50 feet shall require tree groups located no more than fifty (50) feet on center, to break up the length and height of the façade.
 2. Either fully branched deciduous or evergreen trees may be specified depending upon the desired results. Where solar access is to be preserved, only solar-friendly deciduous trees are to be used. Where year-round sight obscuring is the highest priority, evergreen trees are to be used.
 3. The following standards are to be applied:

- a. Deciduous trees:
 - i. Minimum height of ten (10) feet; and
 - ii. Minimum trunk diameter (caliper) of 2 inches (measured at four and one-half [4 1/2] feet above grade).
- b. Evergreen trees: Minimum height of twelve (12) feet.

Response: The existing building is over twenty-four (24) feet in height, see the arborist's report for trees being removed/replaced.

D. Street Trees. In order to provide a diversity of species, the Development Review Board may require a mix of street trees throughout a development. Unless the Board waives the requirement for reasons supported by a finding in the record, different types of street trees shall be required for adjoining blocks in a development.

1. All trees shall be standard base grafted, well branched and typical of their type as described in current AAN Standards and shall be balled and burlapped (b&b). Street trees shall be planted at sizes in accordance with the following standards:
 - a. Arterial streets - 3" minimum caliper
 - b. Collector streets - 2" minimum caliper.
 - c. Local streets or residential private access drives - 1-3/4" minimum caliper. [Amended by Ord. 682, 9/9/10]
 - d. Accent or median tree -1-3/4" minimum caliper.
2. The following trees and varieties thereof are considered satisfactory street trees in most circumstances; however, other varieties and species are encouraged and will be considered:
 - a. Trees over 50 feet mature height: Quercus garryana (Native Oregon White Oak), Quercus rubra borealis (Red Oak), Acer Macrophyllum (Native Big Leaf Maple), Acer nigrum (Green Column Black Maple), Fraxinus americanus (White Ash), Fraxinus pennsylvannica 'Marshall' (Marshall Seedless Green Ash), Quercus coccinea (Scarlet Oak), Quercus pulustris (Pin Oak), Tilia americana (American Linden).
 - b. Trees under 50 feet mature height: Acer rubrum (Red Sunset Maple), Cornus nuttallii (Native Pacific Dogwood), Gleditsia triacanthos (Honey Locust), Pyrus calleryana 'Bradford' (Bradford Pear), Tilia cordata (Little Leaf Linden), Fraxinus oxycarpa (Flame Ash).
 - c. Other street tree species. Other species may be specified for use in certain situations. For instance, evergreen species may be specified where year-round color is desirable and no adverse effect on solar access is anticipated. Water-loving species may be specified in low locations where wet soil conditions are anticipated.

[Section 4.176(.06)(D.) amended by Ordinance No. 538, 2/21/02.]

Response: Street trees are existing and in good condition therefore not part of proposed project.

E. Types of Plant Species.

1. Existing landscaping or native vegetation may be used to meet these standards, if protected and maintained during the construction phase of the development and if the plant species do not include any that have been listed by the City as prohibited. The existing native and non-native vegetation to be incorporated into the landscaping shall be identified.
2. Selection of plant materials. Landscape materials shall be selected and sited to produce hardy and drought-tolerant landscaping. Selection shall be based on soil characteristics, maintenance requirements, exposure to sun and wind, slope and contours of the site, and compatibility with other vegetation that will remain on the site. Suggested species lists for street trees, shrubs and groundcovers shall be provided by the City of Wilsonville.



- 3. Prohibited plant materials. The City may establish a list of plants that are prohibited in landscaped areas. Plants may be prohibited because they are potentially damaging to sidewalks, roads, underground utilities, drainage improvements, or foundations, or because they are known to be invasive to native vegetation.

[Section 4.176(.06)(E.) amended by Ordinance No. 538, 2/21/02.]

F. Tree Credit.

Existing trees that are in good health as certified by an arborist and are not disturbed during construction may count for landscaping tree credit as follows (measured at four and one-half feet above grade and rounded to the nearest inch):

Existing trunk diameter	Number of Tree Credits
18 to 24 inches in diameter	3 tree credits
25 to 31 inches in diameter	4 tree credits
32 inches or greater	5 tree credits

[Amended by Ord. # 674 11/16/09]

- 1. It shall be the responsibility of the owner to use reasonable care to maintain preserved trees. Trees preserved under this section may only be removed if an application for removal permit under Section 4.610.10(01)(H) has been approved. Required mitigation for removal shall be replacement with the number of trees credited to the preserved and removed tree.
- 2. Within five years of occupancy and upon notice from the City, the property owner shall replace any preserved tree that cannot be maintained due to disease or damage, or hazard or nuisance as defined in Chapter 6 of this code. The notice shall be based on complete information provided by an arborist Replacement with the number of trees credited shall occur within one (1) growing season of notice.

Response: See arborist report for trees requiring removal and replanting.

- G. Exceeding Standards. Landscape materials that exceed the minimum standards of this Section are encouraged, provided that height and vision clearance requirements are met. [Amended by Ordinance No. 538, 2/21/02.]
- H. Compliance with Standards. The burden of proof is on the applicant to show that proposed landscaping materials will comply with the purposes and standards of this Section.[Amended by Ordinance No. 538, 2/21/02.]

(.07) Installation and Maintenance.

- A. Installation. Plant materials shall be installed to current industry standards and shall be properly staked to assure survival. Support devices (guy wires, etc.) shall not be allowed to interfere with normal pedestrian or vehicular movement.
- B. Maintenance. Maintenance of landscaped areas is the on-going responsibility of the property owner. Any landscaping installed to meet the requirements of this Code, or any condition of approval established by a City decision-making body acting on an application, shall be continuously maintained in a healthy, vital and acceptable manner. Plants that die are to be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City. Failure to maintain landscaping as required in this Section shall constitute a violation of this Code for which appropriate legal remedies, including the revocation of any applicable land development permits, may result.
- C. Irrigation. The intent of this standard is to assure that plants will survive the critical establishment period when they are most vulnerable due to a lack of watering and also to assure that water is

not wasted through unnecessary or inefficient irrigation. Approved irrigation system plans shall specify one of the following:

1. A permanent, built-in, irrigation system with an automatic controller. Either a spray or drip irrigation system, or a combination of the two, may be specified.
2. A permanent or temporary system designed by a landscape architect licensed to practice in the State of Oregon, sufficient to assure that the plants will become established and drought-tolerant.
3. Other irrigation system specified by a licensed professional in the field of landscape architecture or irrigation system design.
4. A temporary permit issued for a period of one year, after which an inspection shall be conducted to assure that the plants have become established. Any plants that have died, or that appear to the Planning Director to not be thriving, shall be appropriately replaced within one growing season. An inspection fee and a maintenance bond or other security sufficient to cover all costs of replacing the plant materials shall be provided, to the satisfaction of the Community Development Director. Additionally, the applicant shall provide the City with a written license or easement to enter the property and cause any failing plant materials to be replaced.

Response: The existing irrigation system will remain, portions impacted by proposed work will be repaired/replaced.

- C. Protection. All required landscape areas, including all trees and shrubs, shall be protected from potential damage by conflicting uses or activities including vehicle parking and the storage of materials.

Response: Parking areas include curbs and stops throughout, no other activities are present on site which could impact landscape areas.

- (.08) Landscaping on Corner Lots. All landscaping on corner lots shall meet the vision clearance standards of Section 4.177. If high screening would ordinarily be required by this Code, low screening shall be substituted within vision clearance areas. Taller screening may be required outside of the vision clearance area to mitigate for the reduced height within it.

Response: Project site is not a corner lot.

- (.09) Landscape Plans. Landscape plans shall be submitted showing all existing and proposed landscape areas. Plans must be drawn to scale and show the type, installation size, number and placement of materials. Plans shall include a plant material list. Plants are to be identified by both their scientific and common names. The condition of any existing plants and the proposed method of irrigation are also to be indicated. Landscape plans shall divide all landscape areas into the following categories based on projected water consumption for irrigation:

- A. High water usage areas (+/- two (2) inches per week): small convoluted lawns, lawns under existing trees, annual and perennial flower beds, and temperamental shrubs;
- B. Moderate water usage areas (+/- one (1) inch per week): large lawn areas, average water-using shrubs, and trees;
- C. Low water usage areas (Less than one (1) inch per week, or gallons per hour): seeded fieldgrass, swales, native plantings, drought-tolerant shrubs, and ornamental grasses or drip irrigated areas.
- D. Interim or unique water usage areas: areas with temporary seeding, aquatic plants, erosion control areas, areas with temporary irrigation systems, and areas with special water-saving features or water harvesting irrigation capabilities.

These categories shall be noted in general on the plan and on the plant material list.

- (.10) Completion of Landscaping. The installation of plant materials may be deferred for a period of time specified by the Board or Planning Director acting on an application, in order to avoid hot summer or cold winter periods, or in response to water shortages. In these cases, a temporary permit shall be issued, following the same procedures specified in subsection (.07)(C)(3), above, regarding temporary irrigation systems. No final Certificate of Occupancy shall be granted until an adequate bond or other security is posted for the completion of the landscaping, and the City is given written authorization to enter the property and install the required landscaping, in the event that the required landscaping has not been installed. The form of such written authorization shall be submitted to the City Attorney for review.

Response: Noted.

- (.11) Street Trees Not Typically Part of Site Landscaping. Street trees are not subject to the requirements of this Section and are not counted toward the required standards of this Section. Except, however, that the Development Review Board may, by granting a waiver or variance, allow for special landscaping within the right-of-way to compensate for a lack of appropriate on-site locations for landscaping. See subsection (.06), above, regarding street trees.

Response: Noted

- (.12) Mitigation and Restoration Plantings. A mitigation plan is to be approved by the City's Development Review Board before the destruction, damage, or removal of any existing native plants. Plantings intended to mitigate the loss of native vegetation are subject to the following standards. Where these standards conflict with other requirements of this Code, the standards of this Section shall take precedence. The desired effect of this section is to preserve existing native vegetation.

- A. Plant Sources. Plant materials are to be native and are subject to approval by the City. They are to be non-clonal in origin; seed source is to be as local as possible, and plants must be nursery propagated or taken from a pre-approved transplantation area. All of these requirements are to be addressed in any proposed mitigation plan.
- B. Plant Materials. The mitigation plan shall specify the types and installation sizes of plant materials to be used for restoration. Practices such as the use of pesticides, fungicides, and fertilizers shall not be employed in mitigation areas unless specifically authorized and approved.
- C. Installation. Install native plants in suitable soil conditions. Plant materials are to be supported only when necessary because of extreme winds at the site. Where support is necessary, all stakes, guy wires or other measures are to be removed as soon as the plants can support themselves. Protect from animal and fowl predation and foraging until establishment.
- D. Irrigation. Permanent irrigation systems are generally not appropriate in restoration situations, and manual or temporary watering of new plantings is often necessary. The mitigation plan shall specify the method and frequency of manual watering, including any that may be necessary after the first growing season.
- E. Monitoring and Reporting. Monitoring of native landscape areas is the on-going responsibility of the property owner. Plants that die are to be replaced in kind and quantity within one year. Written proof of the survival of all plants shall be required to be submitted to the City's Planning Department one year after the planting is completed.

[Section 4.176 amended by Ordinance No. 536, 1/7/02]

Response: Site is currently developed, no destruction of a previously native site will occur.



Figure 21: General Landscaping



Figure 22: Low Screen Landscaping



Figure 23: High Screen Landscaping

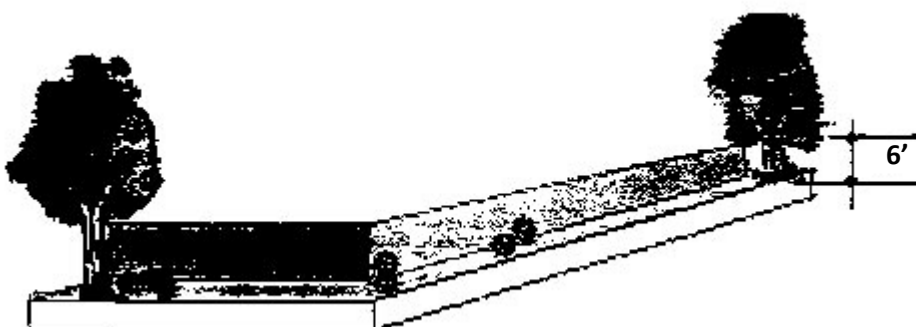


Figure 24: High Wall Landscaping

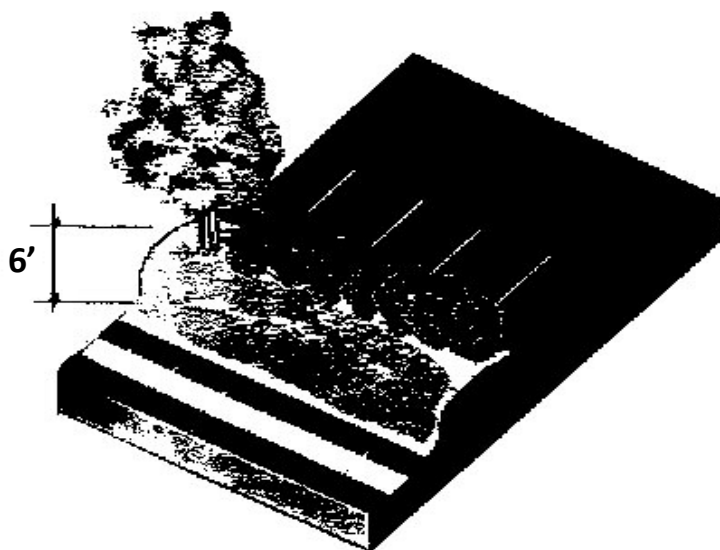


Figure 25: High Berm Landscaping

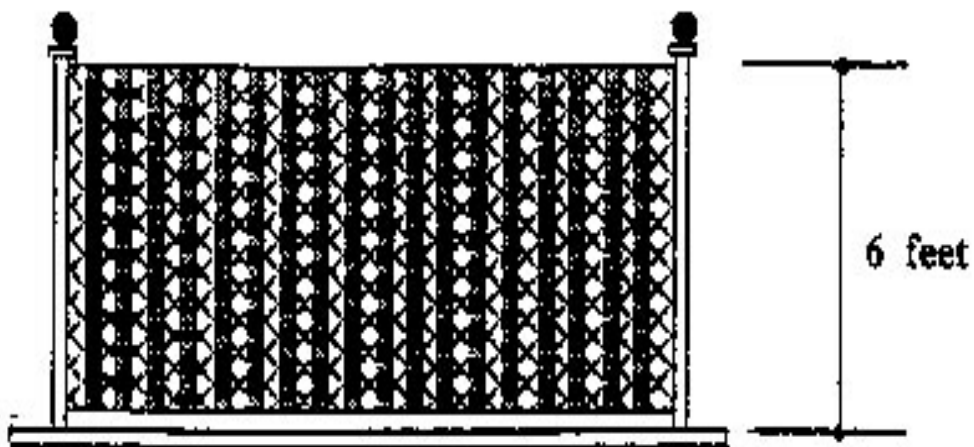


Figure 26: Partially Sight-Obscuring Fence

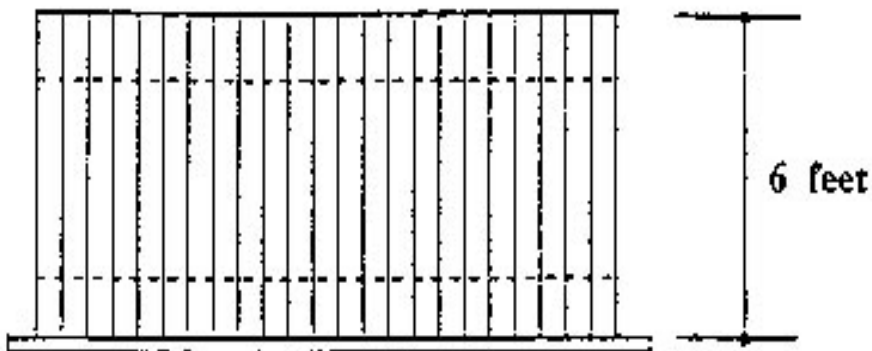
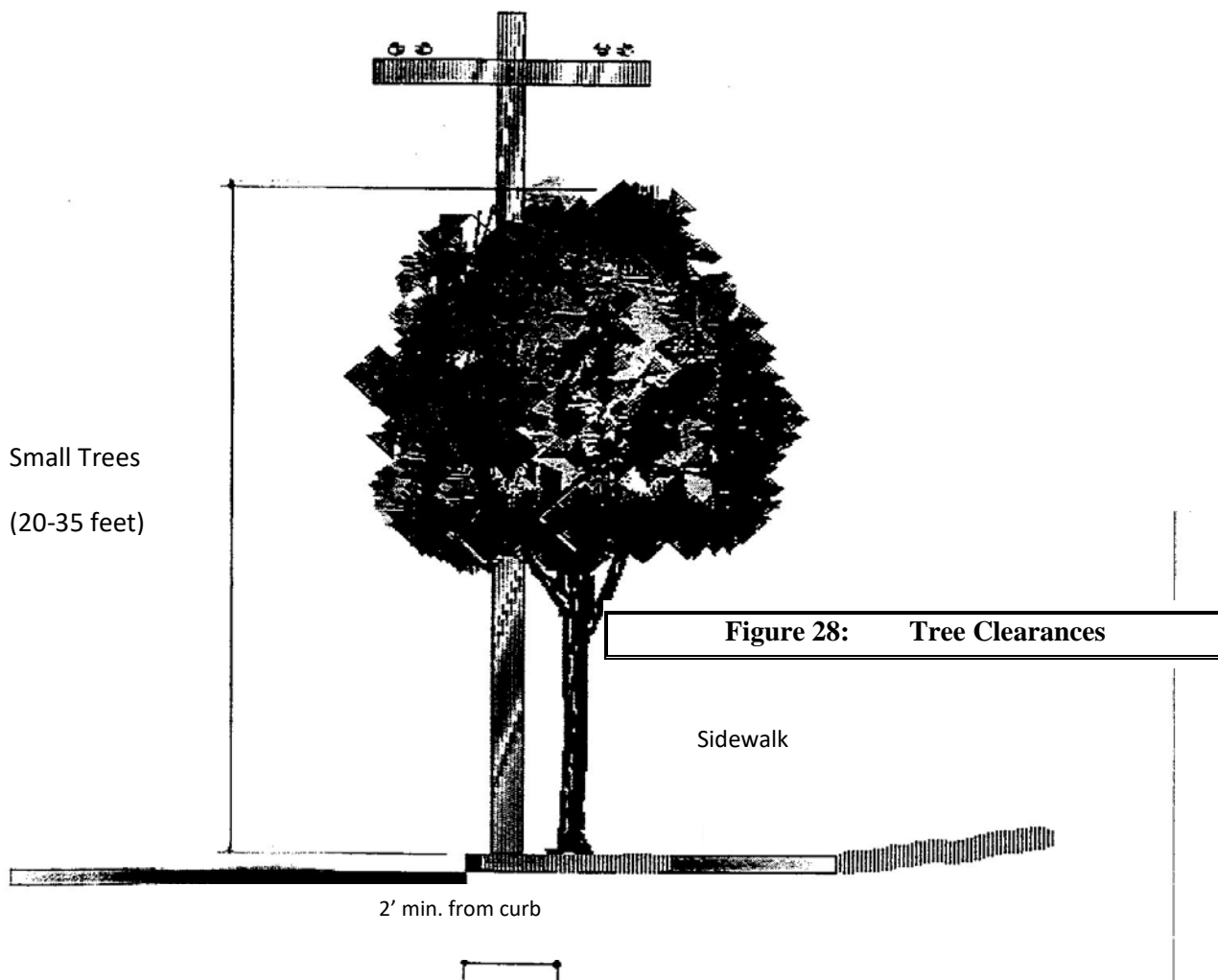


Figure 27: Totally Sight-Obscuring Fence

TREE CLEARANCES

The Landscaping Graphics



0 or e-mail

Figure 28: Tree Clearances

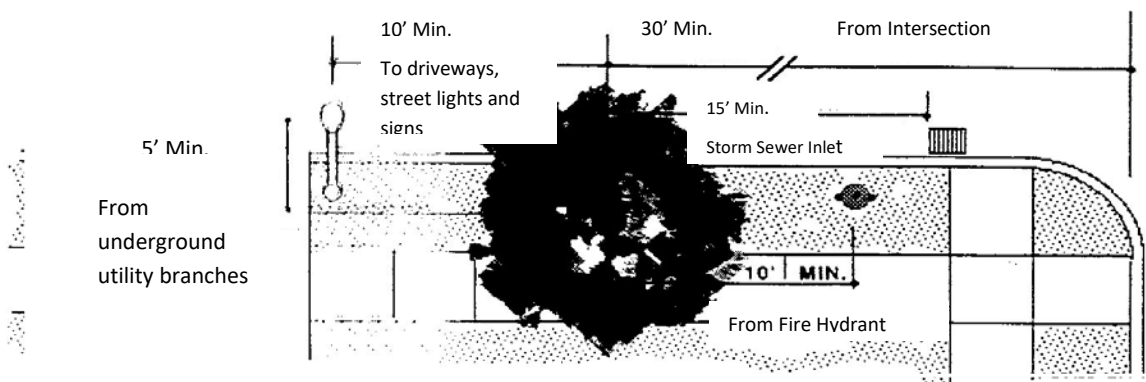


Figure 29: Tree Clearances



Section 4.177. Street Improvement Standards.

This section contains the City's requirements and standards for pedestrian, bicycle, and transit facility improvements to public streets, or within public easements. The purpose of this section is to ensure that development, including redevelopment, provides transportation facilities that are safe, convenient, and adequate in rough proportion to their impacts.

- (.01) Development and related public facility improvements shall comply with the standards in this section, the Wilsonville Public Works Standards, and the Transportation System Plan, in rough proportion to the potential impacts of the development. Such improvements shall be constructed at the time of development or as provided by Section 4.140, except as modified or waived by the City Engineer for reasons of safety or traffic operations..

Response: Project site is an existing development along an existing improved street, no additional measures are expected to be required per early assistance meeting. Preliminary traffic study information indicates trips will be slightly increased due to development.

(.02) Street Design Standards.

- A. All street improvements and intersections shall provide for the continuation of streets through specific developments to adjoining properties or subdivisions.

1. Development shall be required to provide existing or future connections to adjacent sites through the use of access easements where applicable. Such easements shall be required in addition to required public street dedications as required in Section 4.236(.04).

Response: Project site has one adjoining property with existing connections between the two properties which will be maintained. Parking access between the two sites has been closed off by a previous application.

- C. The City Engineer shall make the final determination regarding right-of-way and street element widths using the ranges provided in Chapter 3 of the Transportation System Plan and the additional street design standards in the Public Works Standards.

Response: Project is on an existing developed site, no additional ROW improvements should be required.

- C. Rights-of-way.

1. Prior to issuance of a Certificate of Occupancy Building permits or as a part of the recordation of a final plat, the City shall require dedication of rights-of-way in accordance with the Transportation System Plan. All dedications shall be recorded with the County Assessor's Office.
2. The City shall also require a waiver of remonstrance against formation of a local improvement district, and all non-remonstrances shall be recorded in the County Recorder's Office as well as the City's Lien Docket, prior to issuance of a Certificate of Occupancy Building Permit or as a part of the recordation of a final plat.
3. In order to allow for potential future widening, a special setback requirement shall be maintained adjacent to all arterial streets. The minimum setback shall be 55 feet from the centerline or 25 feet from the right-of-way designated on the Master Plan, whichever is greater.

Response: Project is on an existing developed site, no additional ROW improvements should be required.

- D. Dead-end Streets. New dead-end streets or cul-de-sacs shall not exceed 200 feet in length, unless the adjoining land contains barriers such as existing buildings, railroads or freeways, or

environmental constraints such as steep slopes, or major streams or rivers, that prevent future street extension and connection. A central landscaped island with rainwater management and infiltration are encouraged in cul-de-sac design. No more than 25 dwelling units shall take access to a new dead-end or cul-de-sac street unless it is determined that the traffic impacts on adjacent streets will not exceed those from a development of 25 or fewer units. All other dimensional standards of dead-end streets shall be governed by the Public Works Standards. Notification that the street is planned for future extension shall be posted on the dead-end street. [Amended by Ord. # 674 11/16/09]

Response: The project does not include any dead-end streets or cul-de-sacs.

E. Corner or clear vision area.

1. A clear vision area which meets the Public Works Standards shall be maintained on each corner of property at the intersection of any two streets, a street and a railroad or a street and a driveway. However, the following items shall be exempt from meeting this requirement:
 - a. Light and utility poles with a diameter less than 12 inches.
 - b. Trees less than 6" d.b.h., approved as a part of the Stage II Site Design, or administrative review.
 - c. Except as allowed by b., above, an existing tree, trimmed to the trunk, 10 feet above the curb.
 - d. Official warning or street sign.
 - e. Natural contours where the natural elevations are such that there can be no cross-visibility at the intersection and necessary excavation would result in an unreasonable hardship on the property owner or deteriorate the quality of the site.

Response: The site has two access driveways, proposed project will maintain existing clear vision area.

E. Vertical clearance - a minimum clearance of 12 feet above the pavement surface shall be maintained over all streets and access drives.

Response: No portion of the project is planned to extend over paving, streets or access drives.

G. Interim improvement standard. It is anticipated that all existing streets, except those in new subdivisions, will require complete reconstruction to support urban level traffic volumes. However, in most cases, existing and short-term projected traffic volumes do not warrant improvements to full Master Plan standards. Therefore, unless otherwise specified by the Development Review Board, the following interim standards shall apply.

1. Arterials - 24 foot paved, with standard sub-base. Asphalt overlays are generally considered unacceptable, but may be considered as an interim improvement based on the recommendations of the City Engineer, regarding adequate structural quality to support an overlay.
2. Half-streets are generally considered unacceptable. However, where the Development Review Board finds it essential to allow for reasonable development, a half-street may be approved. Whenever a half-street improvement is approved, it shall conform to the requirements in the Public Works Standards:
3. When considered appropriate in conjunction with other anticipated or scheduled street improvements, the City Engineer may approve street improvements with a single asphalt lift. However, adequate provision must be made for interim storm drainage, pavement transitions at seams and the scheduling of the second lift through the Capital Improvements Plan.

[Amended by Ord. 610, 5/1/06]

Response: The project is on an existing developed site, no additional ROW improvements are expected or planned.

- (.03) Sidewalks. Sidewalks shall be provided on the public street frontage of all development. Sidewalks shall generally be constructed within the dedicated public right-of-way, but may be located outside of the right-of-way within a public easement with the approval of the City Engineer.
- A. Sidewalk widths shall include a minimum through zone of at least five feet. The through zone may be reduced pursuant to variance procedures in Section 4.196, a waiver pursuant to Section 4.118, or by authority of the City Engineer for reasons of traffic operations, efficiency, or safety.
 - B. Within a Planned Development, the Development Review Board may approve a sidewalk on only one side. If the sidewalk is permitted on just one side of the street, the owners will be required to sign an agreement to an assessment in the future to construct the other sidewalk if the City Council decides it is necessary.

Response: Existing sidewalks shall remain unmodified as part of this development.

- (.04) Bicycle Facilities. Bicycle facilities shall be provided to implement the Transportation System Plan, and may include on-street and off-street bike lanes, shared lanes, bike boulevards, and cycle tracks. The design of on-street bicycle facilities will vary according to the functional classification and the average daily traffic of the facility.

Response: SW Parkway Ave is currently developed with bicycle lanes.

- (.05) Multiuse Pathways. Pathways may be in addition to, or in lieu of, a public street. Paths that are in addition to a public street shall generally run parallel to that street, and shall be designed in accordance with the Public Works Standards or as specified by the City Engineer. Paths that are in lieu of a public street shall be considered in areas only where no other public street connection options are feasible, and are subject to the following standards.
- A. Paths shall be located to provide a reasonably direct connection between likely pedestrian and bicyclist destinations. Additional standards relating to entry points, maximum length, visibility, and path lighting are provided in the Public Works Standards.
 - B. To ensure ongoing access to and maintenance of pedestrian/bicycle paths, the City Engineer will require dedication of the path to the public and acceptance of the path by the City as public right-of-way; or creation of a public access easement over the path.

Response: No additional pathways are required, existing street and sidewalk are improved to meet existing standards.

- (.06) Transit Improvements

Development on sites that are adjacent to or incorporate major transit streets shall provide improvements as described in this section to any bus stop located along the site's frontage, unless waived by the City Engineer for reasons of safety or traffic operations. Transit facilities include bus stops, shelters, and related facilities. Required transit facility improvements may include the dedication of land or the provision of a public easement.

- A. Development shall at a minimum provide:
 - 1. Reasonably direct pedestrian connections, as defined by Section 4.154, between building entrances and the transit facility and between buildings on the site and streets adjoining transit stops.
 - 2. Improvements at major transit stops. Improvements may include intersection or mid-block traffic management improvements to allow for pedestrian crossings at major transit stops.

- B. Developments generating an average of 49 or more pm peak hour trips shall provide bus stop improvements per the Public Works Standards. Required improvements may include provision of benches, shelters, pedestrian lighting; or provision of an easement or dedication of land for transit facilities.
- C. In addition to the requirements of 4.177(.06)(A.)(2.), development generating more than 199 pm peak hour trips on major transit streets shall provide a bus pullout, curb extension, and intersection or mid-block traffic management improvements to allow for pedestrian crossings at major transit stops.
- D. In addition to the requirements of 4.177(.06)(A.) and (B.), development generating more than 500 pm peak-hour trips on major transit streets shall provide on-site circulation to accommodate transit service.

Response: The site is not adjacent to an existing bus stop therefore this section does not apply.

(.07) Residential Private Access Drives. Residential Private Access Drives shall meet the following standards:

- A. Residential Private Access Drives shall provide primary vehicular access to no more than four (4) dwelling units, excluding accessory dwelling units.
- B. The design and construction of a Residential Private Access Drive shall ensure a useful lifespan and structural maintenance schedule comparable, as determined by the City Engineer or City's Authorized Representative, to a local street constructed in conformance to current public works standards.
 - 1. The design of residential private access drives shall be stamped by a professional engineer registered in the state of Oregon and shall be approved by the City Engineer or City's Authorized Representative to ensure the above requirement is met.
 - 2. Prior to issuing a certificate of occupancy for any residential dwelling unit whose primary vehicular access is from a Residential Private Access Drive the City Engineer or City's Authorized Representative shall certify construction of the Residential Private Access Drive substantially conforms the design approved by the City Engineer or City's Authorized Representative.
- C. Residential Private Access Drives shall be named for addressing purposes. All Residential Private Access Drives shall use the suffix "Lane", i.e. SW Oakview Lane.
- D. Residential Private Access Drives shall meet or exceed the standards for access drives and travel lanes established in Subsection (.08) of this Section.

[Amended by Ord. 682, 9/1/10]

Response: This is a commercial development with no adjacent residential properties, section is not applicable.

(.08) Access Drive and Driveway Approach Development Standards.

- A. An access drive to any proposed development shall be designed to provide a clear travel lane free from any obstructions.
- B. Access drive travel lanes shall be constructed with a hard surface capable of carrying a 23-ton load.
- C. Where emergency vehicle access is required, approaches and driveways shall be designed and constructed to accommodate emergency vehicle apparatus and shall conform to applicable fire protection requirements. The City may restrict parking, require signage, or require other public safety improvements pursuant to the recommendations of an emergency service provider.

- D. Secondary or emergency access lanes may be improved to a minimum 12 feet with an all-weather surface as approved by the Fire District. All fire lanes shall be dedicated easements.
- E. Minimum access requirements shall be adjusted commensurate with the intended function of the site based on vehicle types and traffic generation.
- F. The number of approaches on higher classification streets (e.g., collector and arterial streets) shall be minimized; where practicable, access shall be taken first from a lower classification street.
- G. The City may limit the number or location of connections to a street, or impose access restrictions where the roadway authority requires mitigation to alleviate safety or traffic operations concerns.
- H. The City may require a driveway to extend to one or more edges of a parcel and be designed to allow for future extension and inter-parcel circulation as adjacent properties develop. The City may also require the owner(s) of the subject site to record an access easement for future joint use of the approach and driveway as the adjacent property(ies) develop(s).
- I. Driveways shall accommodate all projected vehicular traffic on-site without vehicles stacking or backing up onto a street.
- J. Driveways shall be designed so that vehicle areas, including but not limited to drive-up and drive-through facilities and vehicle storage and service areas, do not obstruct any public right-of-way.
- K. Approaches and driveways shall not be wider than necessary to safely accommodate projected peak hour trips and turning movements, and shall be designed to minimize crossing distances for pedestrians.
- L. As it deems necessary for pedestrian safety, the City, in consultation with the roadway authority, may require traffic-calming features, such as speed tables, textured driveway surfaces, curb extensions, signage or traffic control devices, or other features, be installed on or in the vicinity of a site.
- M. Approaches and driveways shall be located and designed to allow for safe maneuvering in and around loading areas, while avoiding conflicts with pedestrians, parking, landscaping, and buildings.
- N. Where a proposed driveway crosses a culvert or drainage ditch, the City may require the developer to install a culvert extending under and beyond the edges of the driveway on both sides of it, pursuant to applicable Public Works standards.
- O. Except as otherwise required by the applicable roadway authority or waived by the City Engineer, temporary driveways providing access to a construction site or staging area shall be paved or graveled to prevent tracking of mud onto adjacent paved streets.
- P. Unless constrained by topography, natural resources, rail lines, freeways, existing or planned or approved development, or easements or covenants, driveways proposed as part of a residential or mixed-use development shall meet local street spacing standards and shall be constructed to align with existing or planned streets, if the driveway.
 - 1. Intersects with a public street that is controlled, or is to be controlled in the planning period, by a traffic signal;
 - 2. Intersects with an existing or planned arterial or collector street; or
 - 3. Would be an extension of an existing or planned local street, or of another major driveway.

Response: The existing two (2) access drives will remain.

(.09) Minimum street intersection spacing standards.

A. New streets shall intersect at existing street intersections so that centerlines are not offset. Where existing streets adjacent to a proposed development do not align properly, conditions shall be imposed on the development to provide for proper alignment.

B. Minimum intersection spacing standards are provided in Transportation System Plan Table 3-2.

Response: No new streets are proposed as part of this development, section not applicable.

(.10) Exceptions and Adjustments. The City may approve adjustments to the spacing standards of subsections (.08) and (.09) above through a Class II process, or as a waiver per Section 4.118(.03)(A.), where an existing connection to a City street does not meet the standards of the roadway authority, the proposed development moves in the direction of code compliance, and mitigation measures alleviate all traffic operations and safety concerns. Mitigation measures may include consolidated access (removal of one access), joint use driveways (more than one property uses same access), directional limitations (e.g., one-way), turning restrictions (e.g., right in/out only), or other mitigation.

[Section 4.177 amended by Ord. 719, 6/17/13]

Response: No exceptions or adjustments are requested for spacing standards.

Section 4.179. Mixed Solid Waste and Recyclables Storage in New Multi-Unit Residential and Non-Residential Buildings.

(.01) All site plans for multi-unit residential and non-residential buildings submitted to the Wilsonville Development Review Board for approval shall include adequate storage space for mixed solid waste and source separated recyclables. [Amended by Ordinance No. 538, 2/21/02.]

Response: Project will include a trash enclosure, construction and location coordinated with trash hauler, see attached approval letter.

(.02) The floor area of an interior or exterior storage area shall be excluded from the calculation of building floor area for purposes of determining minimum storage requirements.

Response: The project does not include exterior storage.

(.03) The storage area requirement shall be based on the predominant use(s) of the building. If a building has more than one of the uses listed herein and that use occupies 20 percent or less of the floor area of the building, the floor area occupied by that use shall be counted toward the floor area of the predominant use(s). If a building has more than one of the uses listed herein and that use occupies more than 20 percent of the floor area of the building, then the storage area requirement for the whole building shall be the sum of the requirement for the area of each use.

Response: The entire building is proposed as an office use.

(.04) Storage areas for multiple uses on a single site may be combined and shared.

Response: The project includes a single use and a single trash enclosure.

(.05) The specific requirements are based on an assumed storage height of four feet for solid waste/recyclables. Vertical storage higher than four feet but no higher than seven feet may be used to accommodate the same volume of storage in a reduced floor space. Where vertical or stacked storage is proposed, the site plan shall include drawings to illustrate the layout of the storage area and dimensions for the containers.

Response: The enclosure is based on the standard height.

(.06) The specific requirements for storage area are as follows:

A. Multi-unit residential buildings containing five-ten units shall provide a minimum storage area of 50 square feet. Buildings containing more than ten residential units shall provide an additional five square feet per unit for each unit above ten.

Response: The project is a commercial development, section not applicable.

B. Non-residential buildings shall provide a minimum storage area of ten square feet, plus:

1. Office: Four square feet per 1,000 square feet gross floor area (GFA);
2. Retail: Ten square feet per 1,000 square feet GFA;
3. Wholesale / Warehouse / Manufacturing: Six square feet per 1,000 square feet GFA; and
4. Other: Four square feet per 1,000 square feet GFA.

Response: See attached drawings & letter from trash hauler for enclosure information.

(.07) The applicant shall work with the City's franchised garbage hauler to ensure that site plans provide adequate access for the hauler's equipment and that storage area is adequate for the anticipated volumes, level of service and any other special circumstances which may result in the storage area

exceeding its capacity. The hauler shall notify the City by letter of their review of site plans and make recommendations for changes in those plans pursuant to the other provisions of this section.

Response: The storage area plan and details have been provided to the hauler and approved, see attached letter.

- (.08) Existing multi-unit residential and non-residential developments wishing to retrofit their structures to include storage areas for mixed solid waste and recycling may have their site plans reviewed and approved through the Class I Administrative Review process, according to the provisions of Section 4.035. Site plans for retrofitting existing developments must conform to all requirements of this Section, "Mixed Solid Waste and Recyclables Storage In New Multi-Unit Residential and Non-Residential Buildings," and 4.430, "Location, Design and Access Standards for Mixed Solid Waste and Recycling Areas," of the Wilsonville City Code. [Added by Ordinance #426 - April 4, 1994]

Response: The trash enclosure is included in the Class II Review required by the overall development scope.

Section 4.180. Exceptions and Modifications - Projections into Required Yards.

(.01) Certain non-structural architectural features are permitted to project into required yards or courts, without requiring the approval of a Variance or Reduced Setback Agreement, as follows:

A. Into any required yard:

1. Architectural features may project into the required yard not more than two (2) inches for each foot of required setback.
2. Open, unenclosed fire escapes may project a distance not exceeding forty-eight (48) inches.

Response: This proposal does not include any portion of the building to projecting into a required yard.

B. Into any required yard, adjoining a street or tract with a private drive: [Amended by Ord. 682, 9/9/10]

1. Architectural features may project a distance not exceeding forty (40) inches.
2. An uncovered porch, terrace, or patio extending no more than two and one-half (2 1/2) feet above the finished elevation may extend within three (3) feet of an interior side lot line, or within ten (10) feet of a front lot line or of an exterior side lot line.

Response: This proposal does not include any portion of the building to projecting into a required yard.

Section 4.181. Exceptions & Modifications - Height Limits.

Except as stipulated in Sections 4.800 through 4.804, height limitations specified elsewhere in this Code shall not apply to barns, silos or other farm buildings or structures on farms; to church spires; belfries; cupolas; and domes; monuments; water towers; windmills; chimneys; smokestacks; fire and hose towers; flag poles; above-ground electric transmission, distribution, communication and signal lines, towers and poles; and properly screened mechanical and elevator structures.

Response: This proposal does not include any of the architectural features listed above.

Section 4.182. Exceptions and Modifications - Setback Modifications.

In any residential zone where the average depth of at least two (2) existing front yards on adjoining lots or within one hundred fifty (150) feet of the lot in question and within the same block front is less or greater than the minimum or maximum front yard depth prescribed elsewhere in this Code, the required depth of the front yard on such lot shall be modified. In such case, the front yard depth shall not be less than the average depth, nor more than the greater depth, of existing front yards on at least two (2) adjoining lots within one hundred and fifty (150) feet. In the case of a corner lot, the depth of the front yard may be reduced to that of the lot immediately adjoining, provided, however, that the depth of a front yard on any corner lot shall be at least ten (10) feet.

Response: This project is on an existing commercial development, this section not applicable.



Section 4.196. Variances.

- (.01) Where difficulties exist rendering compliance with Chapter 4 impractical and such compliance would create unnecessary hardship to the owner or user of land or buildings, the Development Review Board may grant a variance from the provisions of this Code after the prescribed public hearing as set forth in Section 4.013, and after an investigation; provided all of the following conditions exist:
- A. The difficulty would apply to the particular land or building regardless of the owner.
 - B. The request for a variance is not the result of an illegal act on the part of the applicant or the applicant's agent.
 - C. The plight of the owner is due to unique circumstances, such as lot size or shape, topography, and size or shape of building, which are not typical of the general conditions of the surrounding area.
 - D. The practical difficulty or unnecessary hardship asserted as a ground for a variance must relate to the premises for which the variance is sought and not to other premises or personal conditions of the applicant.
 - E. The variance does not allow the property to be used for purposes not authorized within the zone involved.
 - F. The variance is the minimum necessary to relieve the hardship.
 - G. Where the variance is sought to allow development within a flood zone, the following additional standards shall apply:
 1. Generally, the only condition under which a variance from the flood hazard elevation standard may be issued is for new construction and substantial improvements to be erected on a lot of one-half acre or less in size, contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing items a-k in Section 4.172 have been fully considered. As the lot size increases, the technical justification required for issuing the variance increases.
 2. Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in this subsection.
 3. Variances shall not be issued within a designated floodway if any increase in flood levels during the base flood discharge would result.
 4. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 5. Variances shall only be issued upon:
 - a. a showing of good and sufficient cause;
 - b. a determination that failure to grant the variance would result in exceptional hardship to the applicant;
 - c. a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, or conflict with other existing local laws or ordinances.
 6. Variances as interpreted in the National Flood Insurance Program are based on the general zoning law principle that they pertain to a physical piece of property; they are not personal in nature and do not pertain to the structure, its inhabitants, economic or financial circumstances. They primarily address small lots in densely populated residential neighborhoods. As such, variances from the flood elevations will rarely be granted.



7. Variances may be issued for nonresidential buildings in very limited circumstances to allow a lesser degree of flood proofing than watertight or dry-floodproofing, where it can be determined that such action will have low damage potential, and complies with all other variance criteria except Section 4.172.
8. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with a lowest floor elevation below the base flood elevation and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

Section 4.199 OUTDOOR LIGHTING

- Section 4.199.10 Outdoor Lighting In General.
- Section 4.199.20 Applicability.
- Section 4.199.30 Lighting Zones.
- Section 4.199.40 Lighting Systems Standards for Approval.
- Section 4.199.50 Submittal Requirements.
- Section 4.199.60 Major Additions or Modifications.

Section 4.199.10. Outdoor Lighting In General.

- (.01) Purpose: The purpose of this Code is to provide regulations for outdoor lighting that will:
 - A. Permit reasonable uses of outdoor lighting for nighttime safety, utility, security, productivity, enjoyment and commerce.
 - B. Conserve energy and resources to the greatest extent possible.
 - C. Minimize glare, particularly in and around public rights-of-way; and reduce visual discomfort and improve visual acuity over large areas by avoiding “light islands” and “spotlighting” that result in reduced visual perception in areas adjacent to either the source of the glare or the area illuminated by the glare.
 - D. Minimize light trespass, so that each owner of property does not cause unreasonable light spillover to other property.
 - E. Curtail the degradation of the nighttime environment and the night sky.
 - F. Preserve the dark night sky for astronomy and enjoyment.
 - G. Protect the natural environment, including wildlife, from the damaging effects of night lighting from human sources.

Response: The existing parking area currently includes pole mounted lights, fixtures will be repaired/replaced as required. New building-mounted LED down-lighting will be installed at the main entrance and at all egress paths to the ROW.

- (.02) Purpose Statement as Guidelines: Declaration of purpose statements are guidelines and not approval criteria in the application of WC Section 4.199.

Section 4.199.20. Applicability.

- (.01) This Ordinance is applicable to:
 - A. Installation of new exterior lighting systems in public facility, commercial, industrial and multi-family housing projects with common areas.

- B. Major additions or modifications (as defined in this Section) to existing exterior lighting systems in public facility, commercial, industrial and multi-family housing projects with common areas.

(.02) Exemption. The following luminaires and lighting systems are EXEMPT from these requirements:

- A. Interior lighting.
- B. Internally illuminated signs.
- C. Externally illuminated signs.
- D. Temporary lighting for theatrical, television, and performance areas.
- E. Lighting in swimming pools and other water features governed by Article 680 of the National Electrical Code.
- F. Building Code required exit path lighting.
- G. Lighting specifically for stairs and ramps.
- H. Temporary and seasonal lighting provided that individual lamps are 10 watts or less.
- I. Lighting required and/or regulated by the City (i.e. construction related activities), Federal Aviation Administration, U.S. Coast Guard or other Federal or State agency.
- J. Single-family residential lighting.
- K. Code Required Signs.
- L. American flag.
- M. Landscape lighting.
- N. Lights approved by the City through an Administrative Review Temporary Use Permit process.
- O. Public street lights.
- P. ATM security lighting.
- Q. Those “Exceptions” listed in the “Exterior Lighting Power Allowance” provisions of the *Oregon Energy Efficiency Specialty Code*. [Added by Ord. 688, 11/15/10]

Section 4.199.30. Lighting Overlay Zones.

- (.01) The designated Lighting Zone as indicated on the Lighting Overlay Zone Map for a commercial, industrial, multi-family or public facility parcel or project shall determine the limitations for lighting systems and fixtures as specified in this Ordinance.
 - A. Property may contain more than one lighting zone depending on site conditions and natural resource characteristics.

(.02) The Lighting Zones shall be:

- A. LZ 1. Developed areas in City and State parks, recreation areas, SROZ wetland and wildlife habitat areas; developed areas in natural settings; sensitive night environments; and rural areas. This zone is intended to be the default condition for rural areas within the City.
- B. LZ 2. Low-density suburban neighborhoods and suburban commercial districts, industrial parks and districts. This zone is intended to be the default condition for the majority of the City.

Response: Property is in a LZ 2 lighting overlay zone.

- C. LZ 3. Medium to high-density suburban neighborhoods and districts, major shopping and commercial districts as depicted on the Lighting Overlay Zone Map.
- D. LZ 4. Reserved for limited applications with special lighting requirements. This zone is appropriate for users who have unique site or operating circumstances that warrant additional light. This zone shall not be applied to residential or agricultural areas.

[Section 4.199.30(.02) amended by Ord. 688, 11/15/10]

(.03) Modification of Lighting Zones.

- A. The City Council may modify the designated Lighting Zones of one or more parcels if the City Council finds that the original Lighting Zone was in error, a change in circumstances has occurred warranting the change since the designation was established or the purposes of this section are better served.
- B. The Development Review Board (DRB) may modify the designated Lighting Zones as part of the Stage II, Site Design Review Process if the DRB finds that the original Lighting Zone was in error, or a change in circumstances has occurred warranting the change since the designation was established or the purposes of this section are better served.
- C. This ordinance establishes a Lighting Overlay Zone Map. The Planning Division shall maintain the current Lighting Overlay Zone Map.

Section 4.199.40. Lighting Systems Standards for Approval.

(.01) Non-Residential Uses and Common Residential Areas.

- A. All outdoor lighting shall comply with either the Prescriptive Option or the Performance Option below.

Response: Project will proceed by complying with the prescriptive option.

- B. Prescriptive Option. If the lighting is to comply with this Prescriptive Option, the installed lighting shall meet all of the following requirements according to the designated Lighting Zone.

1. The maximum luminaire lamp wattage and shielding shall comply with Table 7.

2. Except for those exemptions listed in Section 4.199.20(.02), the exterior lighting for the site shall comply with the *Oregon Energy Efficiency Specialty Code, Exterior Lighting*.
3. The maximum pole or mounting height shall be consistent with Table 8.

Response: Existing pole lights will remain, no new pole mounted lights proposed.

4. Each luminaire shall be set back from all property lines at least 3 times the mounting height of the luminaire:
 - a. Exception 1: If the subject property abuts a property with the same base and lighting zone, no setback from the common lot lines is required.

Response: All adjacent properties are within the same lighting overlay zone.

- b. Exception 2: If the subject property abuts a property which is zoned (base and lighting) other than the subject parcel, the luminaire shall be setback three times the mounting height of the luminaire, measured from the abutting parcel's setback line. (Any variance or waiver to the abutting property's setback shall not be considered in the distance calculation).
- c. Exception 3: If the luminaire is used for the purpose of street, parking lot or public utility easement illumination and is located less than 3 mounting heights from the property line, the luminaire shall include a house side shield to protect adjoining property.
- d. Exception 4: If the subject property includes an exterior column, wall or abutment within 25 feet of the property line, a luminaire partly shielded or better and not exceeding 60 lamp watts may be mounted onto the exterior column, wall or abutment or under or within an overhang or canopy attached thereto.
- e. Exception 5: Lighting adjacent to SROZ areas shall be set back 3 times the mounting height of the luminaire, or shall employ a house side shield to protect the natural resource area.

C. Performance Option. If the lighting is to comply with the Performance Option, the proposed lighting design shall be submitted by the applicant for approval by the City meeting all of the following:

1. The weighted average percentage of direct uplight lumens shall be less than the allowed amount per Table 9.
2. The maximum light level at any property line shall be less than the values in Table 9, as evidenced by a complete photometric analysis including horizontal illuminance of the site and vertical illuminance on the plane facing the site up to the mounting height of the luminaire mounted highest above grade. The Building Official or designee may accept a photometric test report, demonstration or sample, or other satisfactory confirmation that the luminaire meets the shielding requirements of Table 7. Luminaires shall not be mounted so as to permit aiming or use in any way other than the manner maintaining the shielding classification required herein:

- a. Exception 1. If the property line abuts a public right-of-way, including a sidewalk or street, the analysis may be performed across the street at the adjacent property line to the right-of-way.
 - b. Exception 2. If, in the opinion of the Building Official or designee, compliance is impractical due to unique site circumstances such as lot size or shape, topography, or size or shape of building, which are circumstances not typical of the general conditions of the surrounding area. The Building Official may impose conditions of approval to avoid light trespass to the maximum extent possible and minimize any additional negative impacts resulting to abutting and adjacent parcels, as well as public rights-of-way, based on best lighting practices and available lighting technology.
3. The maximum pole or mounting height shall comply with Table 8.
- D. Curfew. All prescriptive or performance based exterior lighting systems shall be controlled by automatic device(s) or system(s) that:
- 1. Initiate operation at dusk and either extinguish lighting one hour after close or at the curfew times according to Table 10; or
 - 2. Reduce lighting intensity one hour after close or at the curfew time to not more than 50% of the requirements set forth in the *Oregon Energy Efficiency Specialty Code* unless waived by the DRB due to special circumstances; and
 - 3. Extinguish or reduce lighting consistent with 1. and 2. above on Holidays.

The following are exceptions to curfew:

- a. Exception 1: Building Code required lighting.
- b. Exception 2: Lighting for pedestrian ramps, steps and stairs.
- c. Exception 3: Businesses that operate continuously or periodically after curfew.

Response: All exterior lighting will be controlled by an automatic lighting system, building will not operate continuously. All parking lot/site lighting is existing to remain. All building-mounted lighting being added is required at exits/ramps.

[Section 4.199.40 amended by Ord. 688, 11/15/10]

(.02) Special Permit for Specific Lighting Fixtures and Systems and When Exceeding Lighting Requirements.

- A. This section is intended to apply to situations where more than normal foot candles are required due to a unique circumstance or use or where it is absolutely essential to perform the proposed activities after dark. All special permits shall be reviewed by the DRB.
- B. Upon issuance of a special permit by the Development Review Board (DRB), lighting systems not complying with the technical requirements of this Ordinance may be installed, maintained, and replaced for lighting that exceeds the maximums permitted by this Ordinance. This section is

- intended to be applied to uses such as sports lighting systems including but not limited to, sport fields and stadiums, such as baseball and football field lighting, tennis court lighting, swimming pool area lighting and prisons; other very intense lighting defined as having a light source exceeding 200,000 lumens or an intensity in any direction of more than 2,000,000 candelas; building façade lighting of portions of buildings over two stories high; and public monuments.
- C. To obtain such a permit, applicants shall demonstrate that the proposed lighting installation:
1. Is within Lighting Zone 3 or above.
 2. Has been designed to minimize obtrusive light and artificial sky glow, supported by a signed statement from a registered civil or electrical engineer describing the mitigation measures. Such statement shall be accompanied by calculations indicating the light trespass levels (horizontal and vertical at ground level) at the property line.
 3. Will not create excessive glare, sky glow, or light trespass beyond that which can be reasonably expected by application of best lighting practices, and available technology.
 4. Provides appropriate lighting curfew hours based on the use and the surrounding areas.
- D. The DRB may impose conditions of approval to mitigate any negative impacts resulting to the abutting parcel, based on best lighting practices and available lighting technology.
- E. The City may charge a review fee and may, at the Building Official's option, employ the services of a qualified professional civil or electrical engineer to review such submittals and the cost thereof shall be an additional fee charged to the applicant.

Response: No special permit for lighting is being sought as part of this submittal.

Section 4.199.50. Submittal Requirements.

- (.01) Applicants shall submit the following information as part of DRB review or administrative review of new commercial, industrial, multi-family or public facility projects:
- A. A statement regarding which of the lighting methods will be utilized, prescriptive or performance, and a map depicting the lighting zone(s) for the property.
 - B. A site lighting plan that clearly indicates intended lighting by type and location. For adjustable luminaires, the aiming angles or coordinates shall be shown.
 - C. For each luminaire type, drawings, cut sheets or other documents containing specifications for the intended lighting including but not limited to, luminaire description, mounting, mounting height, lamp type and manufacturer, lamp watts, ballast, optical system/distribution, and accessories such as shields.
 - D. Calculations demonstrating compliance with *Oregon Energy Efficiency Specialty Code, Exterior Lighting*, as modified by Section 4.199.40(.01)(B).(2.) [Amended by Ord. 688, 11/15/10]

- E. Lighting plans shall be coordinated with landscaping plans so that pole lights and trees are not placed in conflict with one another. The location of lights shall be shown on the landscape plan. Generally, pole lights should not be placed within one pole length of landscape and parking lot trees.
 - F. Applicants shall identify the hours of lighting curfew.
- (.02) In addition to the above submittal requirements, Applicants using the Prescriptive Method shall submit the following information as part of the permit set plan review:
- A. A site lighting plan (items 1 A - F, above) which indicates for each luminaire the 3 mounting height line to demonstrate compliance with the setback requirements. For luminaires mounted within 3 mounting heights of the property line the compliance exception or special shielding requirements shall be clearly indicated.
- (.03) In addition to the above submittal requirements, Applicants using the Performance Method shall submit the following information as part of the permit set plan review:
- A. Site plan showing horizontal isocandle lines, or the output of a point-by-point computer calculation of the horizontal illumination of the site, showing property lines and light levels immediately off of the subject property.
 - B. For each side of the property, the output of a point-by-point vertical footcandle calculation showing illumination in the vertical plane at the property line from grade to at least 10 feet higher than the height of the tallest pole.
 - C. Lighting plans shall be prepared by a qualified licensed engineer.
- (.04) In addition to the above applicable submittal requirements, Applicants for Special Permits shall submit the following to the DRB for review:
- A. Tabulation of International Engineering Society of North America (IESNA) lighting recommendations for each task including area illuminated, recommended illumination level, actual maintained illumination level, and luminaires used specifically to achieve the indicated criteria.
 - B. Lighting plans shall be prepared by a qualified licensed engineer.
- (.05) For all calculations, the following light loss factors shall be used unless an alternative is specifically approved by the City:
- | | |
|-----------------------|------|
| Metal halide | 0.6 |
| High pressure sodium | 0.8 |
| Compact fluorescent | 0.7 |
| Full size fluorescent | 0.75 |
| Incandescent | 0.9 |



Halogen	0.95
Other	As approved

Response: Project will comply with requirements above based on proceeding with the prescriptive method.

Section 4.199.60. Major Additions or Modifications to Pre-Existing Sites.

(01.) Major Additions. If a major addition occurs on a property, all of the luminaires on the site shall comply with the requirements of this Section. For purposes of this sub-section, the following are considered to be major additions:

A. Additions of 50 percent or more in terms of additional dwelling units, gross floor area, seating capacity, or parking spaces, either with a single addition or with cumulative additions after July 2, 2008.

Response: Project is not proposing an addition of 50% or more gross floor area or parking spaces.

B. Modification or replacement of 50 percent or more of the outdoor lighting luminaries' within a 5-year timeframe existing as of July 2, 2008.

Response: Existing parking lot lighting to remain, installing new egress lighting at exits & sidewalks around building.

Table 7: Maximum Wattage And Required Shielding				
Lighting Zone	Fully Shielded	Shielded	Partly Shielded	Unshielded
LZ 1	70	20	13	Low voltage landscape lighting 50 watts or less
LZ 2	100	35	39	Low voltage landscape lighting 50 watts or less
LZ 3	250	100	70	Landscape and facade lighting 100 watts or less; ornamental lighting on private drives of 39 watts and less
LZ 4	450	150	150	Landscape and facade lighting 250 watts or less; ornamental lights on private drives and lanterns 70 watts or less; marquee lighting not employing medium based lamps

[Table 7 amended by Ord. 682, 9/9/10; Ord. 688, 11/15/10]



Table 8: Maximum Lighting Mounting Height In Feet			
Lighting Zone	Lighting for private drives, driveways, parking, bus stops and other transit facilities	Lighting for walkways, bikeways, plazas and other pedestrian areas	All other lighting
LZ 0	20	8	4
LZ 1	25	12	4
LZ 2	40	18	8
LZ 3	40	18	16
LZ 4	Height limit to be determined by Special Use Permit Only		

Lighting mounted onto buildings or other structures shall not exceed a mounting height greater than 4 feet higher than the tallest part of the building or structure at the place where the lighting is installed, nor higher than 33.33 percent of the horizontal distance of the light from the nearest property line, whichever is less.

[Table amended by Ord. 682, 9/9/10]

Table 9: Performance Method			
Lighting Zone	Maximum percentage of direct upright lumens	Maximum Light Level at Property Line	
		Horizontal plane at grade (foot candles - fc)	Vertical plane facing the site in question, from grade to mounting height of highest mounted luminaire (foot candles – fc)
LZ 0	0	0.01 fc	0.02 fc
LZ 1	1%	0.05 fc	0.1 fc
LZ 2	5%	0.2 fc	0.4 fc
LZ 3	10%	0.4 fc	0.8 fc
LZ 4	20%	0.8 fc	1.6 fc

Table 10: Curfew	
Lighting Zone	Curfew Time
LZ 0	8:00 PM (2000 hours)
LZ 1	
LZ 2	10:00 PM (2200 hours)
LZ 3	Midnight (2400 hours)
LZ 4	

[Tables, above, renumbered by Ord. 688, 11/15/10

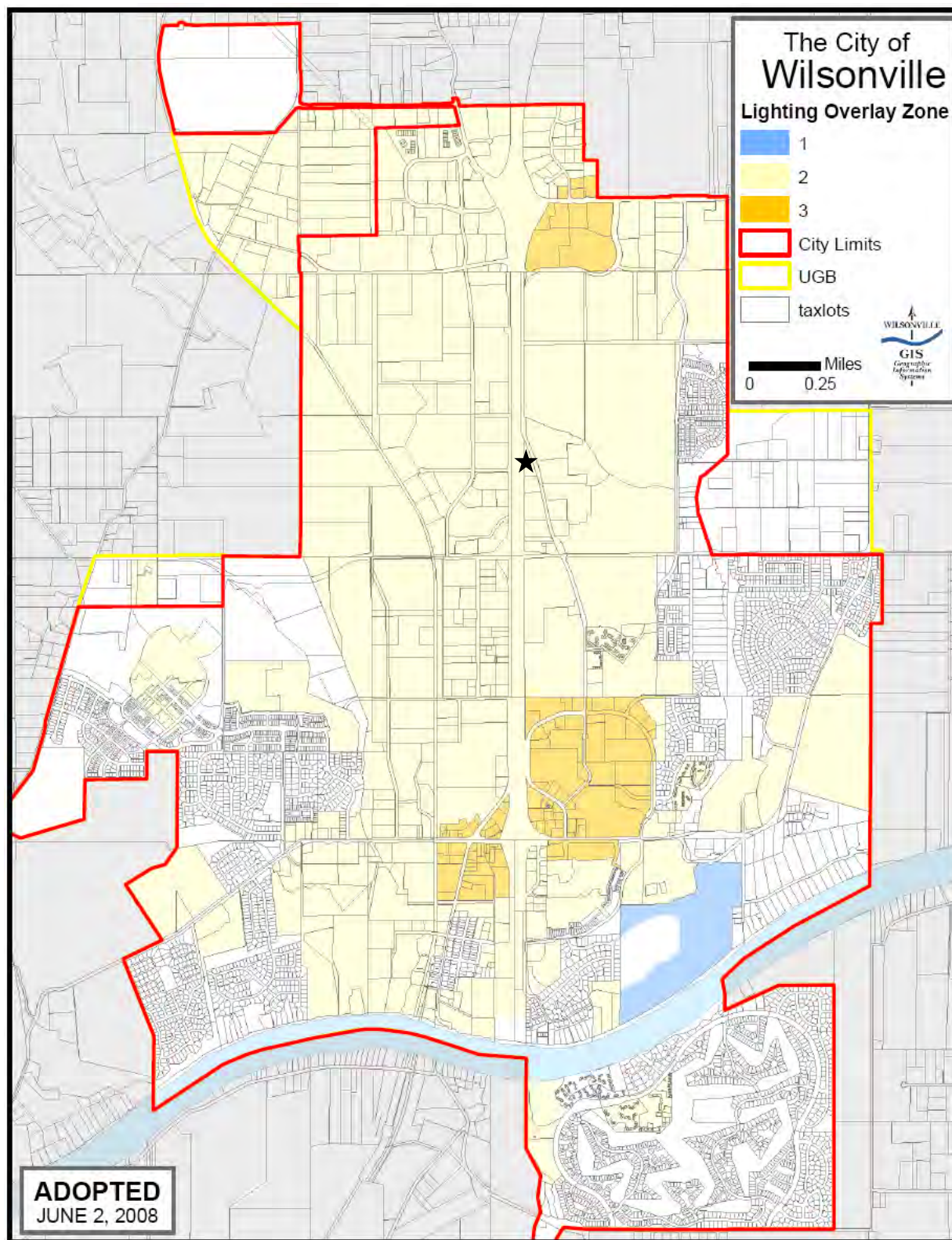


Figure 30: Lighting Overlay Zone Map

[Section 4.199 – 4.199.60 added by Ord. No. 649, adopted 6/2/08]



UNDERGROUND UTILITIES

Section 4.300. General.

- (.01) The City Council deems it reasonable and necessary in order to accomplish the orderly and desirable development of land within the corporate limits of the City, to require the underground installation of utilities in all new developments.

Response: Existing utilities are all underground, no modifications expected.

- (.02) After the effective date of this Code, the approval of any development of land within the City will be upon the express condition that all new utility lines, including but not limited to those required for power, communication, street lighting, gas, cable television services and related facilities, shall be placed underground.

Response: Project does not include developing any new land, section not applicable.

- (.03) The construction of underground utilities shall be subject to the City's Public Works Standards and shall meet applicable requirements for erosion control and other environmental protection.

Response: Project does not include construction of any new underground utilities, section not applicable.

Section 4.310 Exceptions.

Section 4.300 of this Code shall not apply to surface-mounted transformers, surface-mounted connection boxes, wireless communication facilities, and meter cabinets and other appurtenances which are reasonably necessary to be placed above ground, or to temporary utility service facilities during construction, or to high capacity electric and communication feeder lines, or to utility transmission lines operating at 50,000 volts or more.

Section 4.320. Requirements.

- (.01) The developer or subdivider shall be responsible for and make all necessary arrangements with the serving utility to provide the underground services (including cost of rearranging any existing overhead facilities). All such underground facilities as described shall be constructed in compliance with the rules and regulations of the Public Utility Commission of the State of Oregon relating to the installation and safety of underground lines, plant, system, equipment and apparatus.
- (.02) The location of the buried facilities shall conform to standards supplied to the subdivider by the City. The City also reserves the right to approve location of all surface-mounted transformers.
- (.03) Interior easements (back lot lines) will only be used for storm or sanitary sewers, and front easements will be used for other utilities unless different locations are approved by the City Engineer. Easements satisfactory to the serving utilities shall be provided by the developer and shall be set forth on the plat.



SITE DESIGN REVIEW.

Section 4.400. Purpose.

- (.01) Excessive uniformity, inappropriateness or poor design of the exterior appearance of structures and signs and the lack of proper attention to site development and landscaping in the business, commercial, industrial and certain residential areas of the City hinders the harmonious development of the City, impairs the desirability of residence, investment or occupation in the City, limits the opportunity to attain the optimum use in value and improvements, adversely affects the stability and value of property, produces degeneration of property in such areas and with attendant deterioration of conditions affecting the peace, health and welfare, and destroys a proper relationship between the taxable value of property and the cost of municipal services therefor.

Response: The existing site layout is clear and allows vehicular and pedestrian traffic easy access through and around the site. Existing trees, per the arborist's report, have had regular maintenance deferred to the point where multiple trees need to be either removed or heavily trimmed back due to overgrowth which will be pursued as part of this project.

The existing building was repainted in the previous remodel but is in need of a refresh. As part of our proposal we would like to re-skin the entire structure, incorporate a custom-fabricated screen wall at the I-5 side, and re-purpose an existing courtyard into an interior two (2) story lobby including a new roof and storefront system at the entry. It is our desire to provide a more contemporary and safe space as an entry to the building than the original design.

- (.02) The City Council declares that the purposes and objectives of site development requirements and the site design review procedure are to:
- A. Assure that Site Development Plans are designed in a manner that insures proper functioning of the site and maintains a high quality visual environment.
 - B. Encourage originality, flexibility and innovation in site planning and development, including the architecture, landscaping and graphic design of said development;
 - C. Discourage monotonous, drab, unsightly, dreary and inharmonious developments;
 - D. Conserve the City's natural beauty and visual character and charm by assuring that structures, signs and other improvements are properly related to their sites, and to surrounding sites and structures, with due regard to the aesthetic qualities of the natural terrain and landscaping, and that proper attention is given to exterior appearances of structures, signs and other improvements;
 - E. Protect and enhance the City's appeal and thus support and stimulate business and industry and promote the desirability of investment and occupancy in business, commercial and industrial purposes;
 - F. Stabilize and improve property values and prevent blighted areas and, thus, increase tax revenues;
 - G. Insure that adequate public facilities are available to serve development as it occurs and that proper attention is given to site planning and development so as to not adversely impact the orderly, efficient and economic provision of public facilities and services.
 - H. Achieve the beneficial influence of pleasant environments for living and working on behavioral patterns and, thus, decrease the cost of governmental services and reduce opportunities for crime through careful consideration of physical design and site layout under defensible space guidelines that clearly define all areas as either public, semi-private, or private, provide clear identity of structures and opportunities for easy surveillance of the site that maximize resident control of behavior -- particularly crime;
 - I. Foster civic pride and community spirit so as to improve the quality and quantity of citizen participation in local government and in community growth, change and improvements;



- J. Sustain the comfort, health, tranquility and contentment of residents and attract new residents by reason of the City's favorable environment and, thus, to promote and protect the peace, health and welfare of the City.

Response: It is our intention to keep the existing site as it functions well for allowing people to access and traverse the site, it is landscaped well, and with the proposed refresh of the building exterior will act as a positive aesthetic and economic influence in the area and city.

Section 4.420. Jurisdiction and Powers of the Board.

- (.01) Application of Section. Except for single-family or two-family dwellings in any residential zoning district, and in the Village zone, row houses or apartments, no Building Permit shall be issued for a new building or major exterior remodeling of an existing building, and no Sign Permit, except as permitted in Sections 4.156.02 and 4.156.05, shall be issued for the erection or construction of a sign relating to such new building or major remodeling, until the plans, drawings, sketches and other documents required for a Sign Permit application have been reviewed and approved by the Board. [Amended by Ord. No. 538, 2/21/02.] [Amended by Ord. No. 557, 9/5/03.] [Amended by Ord. No. 704, 6/18/12]
- (.02) Development in Accord with Plans. Construction, site development and landscaping shall be carried out in substantial accord with the plans, drawings, sketches and other documents approved by the Board, unless altered with Board approval. Nothing in this subsection shall be construed to prevent ordinary repair, maintenance and replacement of any part of the building or landscaping which does not involve a substantial change from the purpose of Section 4.400. If the Board objects to such proposed changes, they shall be subject to the procedures and requirements of the site design review process applicable to new proposals.
- (.03) Variances. The Board may authorize variances from the site development requirements, based upon the procedures, standards and criteria listed in Section 4.196. Variances shall be considered in conjunction with the site design review process.

Section 4.421. Criteria and Application of Design Standards.

- (.01) The following standards shall be utilized by the Board in reviewing the plans, drawings, sketches and other documents required for Site Design Review. These standards are intended to provide a frame of reference for the applicant in the development of site and building plans as well as a method of review for the Board. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention and innovation. The specifications of one or more particular architectural styles is not included in these standards. (Even in the Boones Ferry Overlay Zone, a range of architectural styles will be encouraged.)
- A. Preservation of Landscape. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soils removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.
- Response:** The project is proposing minimum disturbance to the existing site landscaping and undisturbed area north of the building.
- B. Relation of Proposed Buildings to Environment. Proposed structures shall be located and designed to assure harmony with the natural environment, including protection of steep slopes, vegetation and other naturally sensitive areas for wildlife habitat and shall provide proper buffering from less intensive uses in accordance with Sections 4.171 and 4.139 and 4.139.5. The achievement of such relationship may include the enclosure of space in conjunction with other existing buildings or other proposed buildings and the creation of focal points with respect to avenues of approach, street access or relationships to natural features such as vegetation or topography.



Response: The existing building will remain.

- C. Drives, Parking and Circulation. With respect to vehicular and pedestrian circulation, including walkways, interior drives and parking, special attention shall be given to location and number of access points, general interior circulation, separation of pedestrian and vehicular traffic, and arrangement of parking areas that are safe and convenient and, insofar as practicable, do not detract from the design of proposed buildings and structures and the neighboring properties.

Response: Existing drives, parking and circulation will remain.

- D. Surface Water Drainage. Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties of the public storm drainage system.

Response: Existing surface water drainage systems will remain, currently direct water to public storm drainage systems and not to adjacent properties.

- E. Utility Service. Any utility installations above ground shall be located so as to have a harmonious relation to neighboring properties and site. The proposed method of sanitary and storm sewage disposal from all buildings shall be indicated.

Response: Currently all utilities are located below ground including power.

- F. Advertising Features. In addition to the requirements of the City's sign regulations, the following criteria should be included: the size, location, design, color, texture, lighting and materials of all exterior signs and outdoor advertising structures or features shall not detract from the design of proposed buildings and structures and the surrounding properties.

Response: Development will include one monument sign and one screen wall with the company logo incorporated into the wall.

- G. Special Features. Exposed storage areas, exposed machinery installations, surface areas, truck loading areas, utility buildings and structures and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall be required to prevent their being incongruous with the existing or contemplated environment and its surrounding properties. Standards for screening and buffering are contained in Section 4.176.

Response: No special features are proposed.

- (.02) The standards of review outlined in Sections (a) through (g) above shall also apply to all accessory buildings, structures, exterior signs and other site features, however related to the major buildings or structures.

Response: The project does not include any accessory structures on the site.

- (.03) The Board shall also be guided by the purpose of Section 4.400, and such objectives shall serve as additional criteria and standards.

- (.04) Conditional application. The Planning Director, Planning Commission, Development Review Board or City Council may, as a Condition of Approval for a zone change, subdivision, land partition, variance, conditional use, or other land use action, require conformance to the site development standards set forth in this Section.

- (.05) The Board may attach certain development or use conditions in granting an approval that are determined necessary to insure the proper and efficient functioning of the development, consistent with the intent of the Comprehensive Plan, allowed densities and the requirements of this Code. In making this determination of compliance and attaching conditions, the Board shall, however, consider the effects of this action on the availability and cost of needed housing. The provisions of this section shall not be used in such a manner that additional conditions either singularly or accumulatively have the effect of unnecessarily increasing the cost of housing or effectively excluding a needed housing type.



- (.06) The Board or Planning Director may require that certain paints or colors of materials be used in approving applications. Such requirements shall only be applied when site development or other land use applications are being reviewed by the City.
- A. Where the conditions of approval for a development permit specify that certain paints or colors of materials be used, the use of those paints or colors shall be binding upon the applicant. No Certificate of Occupancy shall be granted until compliance with such conditions has been verified.
 - B. Subsequent changes to the color of a structure shall not be subject to City review unless the conditions of approval under which the original colors were set included a condition requiring a subsequent review before the colors could be changed.

Section 4.430. Location, Design and Access Standards for mixed Solid Waste and Recycling Areas

(.01) The following locations, design and access standards for mixed solid waste and recycling storage areas shall be applicable to the requirements of Section 4.179 of the Wilsonville City Code.

(.02) Location Standards:

- A. To encourage its use, the storage area for source separated recyclables shall be co-located with the storage area for residual mixed solid waste.

Response: The proposed trash enclosure includes space for dumpsters with a wheel stop to allow for bins to be stored within the same structure.

- B. Indoor and outdoor storage areas shall comply with Uniform Building and Fire Code requirements.
- C. Storage area space requirements can be satisfied with a single location or multiple locations and can combine with both interior and exterior locations.

Response: We are proposing a single trash enclosure.

- C. Exterior storage areas can be located within interior side yard or rear yard areas. Minimum setback shall be three (3) feet. Exterior storage areas shall not be located within a required front yard setback, including double frontage lots.

Response: Proposed enclosure is located within the parking field in the northwest corner of the site.

- D. Exterior storage areas shall be located in central and visible locations on a site to enhance security for users.

Response: Enclosure is located within the parking field near SW Parkway Ave in a secure and visible location.

- E. Exterior storage areas can be located in a parking area if the proposed use provides at least the minimum number of parking spaces required for the use after deducting the area used for storage. Storage areas shall be appropriately screened according to the provisions of Section 4.430 (.03), below.

Response: The location preferred by the trash hauler is within the parking field.

- F. The storage area shall be accessible for collection vehicles and located so that the storage area will not obstruct pedestrian or vehicle traffic movement on the site or on public streets adjacent to the site.

Response: The proposed trash enclosure is in a location chosen by the hauler to allow them access near access off of SW Parkway ensure vehicular movement through the site is not adversely impacted.

(.03) Design Standards.

- A. The dimensions of the storage area shall accommodate containers consistent with current methods of local collection.



Response: Dimensions of area coordinated with hauler to ensure containers have adequate space for access.

- B. Storage containers shall meet Uniform Fire Code standards and be made of or covered with waterproof materials or situated in a covered area.

Response: Containers will be provided by hauler, assumed to be typical covered metal dumpsters or plastic bins.

- C. Exterior storage areas shall be enclosed by a sight obscuring fence, wall or hedge at least six (6) feet in height. Gate openings for haulers shall be a minimum of ten (10) feet wide and shall be capable of being secured in a closed or open position. In no case shall exterior storage areas be located in conflict with the vision clearance requirements of Section 4.177.

Response: Proposed enclosure will include 8'-0" tall masonry walls and a single 20'-0" gate with two (2) 10'-0" leaves.

- D. Storage area(s) and containers shall be clearly labeled to indicate the type of materials accepted.

(.04) Access Standards.

- A. Access to storage areas can be limited for security reasons. However, the storage area shall be accessible to users at convenient times of the day and to collect service personnel on the day and approximate time they are scheduled to provide collection service.

Response: Access to trash enclosure is unobstructed by any special access restrictions or requirements.

- B. Storage areas shall be designed to be easily accessible to collection trucks and equipment, considering paving, grade and vehicle access. A minimum of ten (10) feet horizontal clearance and eight feet of vertical clearance is required if the storage area is covered.

Response: Access to trash enclosure has approximately sixty (60) feet of clearance in front and no structures limiting access height.

- C. Storage areas shall be accessible to collection vehicles without requiring backing out of a driveway onto a public street. If only a single access point is available to the storage area, adequate turning radius shall be provided to allow collection vehicles to safely exit the site in a forward motion. (Added by Ordinance #426, April 4, 1994.)

Response: Access to trash enclosure will be through one of two access driveways with adequate maneuvering space within the parking field.

Section 4.440. Procedure.

- (.01) Submission of Documents. A prospective applicant for a building or other permit who is subject to site design review shall submit to the Planning Department, in addition to the requirements of Section 4.035, the following:

- A. A site plan, drawn to scale, showing the proposed layout of all structures and other improvements including, where appropriate, driveways, pedestrian walks, landscaped areas, fences, walls, off-street parking and loading areas, and railroad tracks. The site plan shall indicate the location of entrances and exits and direction of traffic flow into and out of off-street parking and loading areas, the location of each parking space and each loading berth and areas of turning and maneuvering vehicles. The site plan shall indicate how utility service and drainage are to be provided.

- B. A Landscape Plan, drawn to scale, showing the location and design of landscaped areas, the variety and sizes of trees and plant materials to be planted on the site, the location and design of landscaped areas, the varieties, by scientific and common name, and sizes of trees and plant materials to be retained or



planted on the site, other pertinent landscape features, and irrigation systems required to maintain trees and plant materials. An inventory, drawn at the same scale as the Site Plan, of existing trees of 4" caliper or more is required. However, when large areas of trees are proposed to be retained undisturbed, only a survey identifying the location and size of all perimeter trees in the mass is necessary.

- C. Architectural drawings or sketches, drawn to scale, including floor plans, in sufficient detail to permit computation of yard requirements and showing all elevations of the proposed structures and other improvements as they will appear on completion of construction. Floor plans shall also be provided in sufficient detail to permit computation of yard requirements based on the relationship of indoor versus outdoor living area, and to evaluate the floor plan's effect on the exterior design of the building through the placement and configuration of windows and doors.
- D. A Color Board displaying specifications as to type, color, and texture of exterior surfaces of proposed structures. Also, a phased development schedule if the development is constructed in stages.
- E. A sign Plan, drawn to scale, showing the location, size, design, material, color and methods of illumination of all exterior signs.
- F. The required application fee.

Response: All requirements acknowledged.

- (.02) As soon as possible after the preparation of a staff report, a public hearing shall be scheduled before the Development Review Board. In accordance with the procedures set forth in Section 4.010(2) and 4.012, the Development Review Board shall review and approve, approve with conditions, or deny the proposed architectural, site development, landscaping or sign plans of the applicant. If the Board finds that additional information or time are necessary to render a decision, the matter may be continued to a date certain. The applicant shall be immediately notified in writing of any such continuation or delay together with the scheduled date of review.

Section 4.441. Effective Date of Decisions.

A decision of the Board shall become effective fourteen (14) calendar days after the date of the decision, unless the decision is appealed to, or called up by, the Council. If the decision of the Board is appealed to, or called up by, the City Council, the decision of the Council shall become effective immediately.

Section 4.442. Time Limit on Approval.

Site design review approval shall be void after two (2) years unless a building permit has been issued and substantial development pursuant thereto has taken place; or an extension is granted by motion of the Board.

Section 4.443. Preliminary Consideration.

An applicant may request preliminary consideration by the Board of general plans prior to seeking a building permit. When seeking preliminary consideration, the applicant shall submit a site plan showing the proposed structures, improvements and parking, together with a general description of the plans. The Board shall approve or reject all or part of the applicant's general plan within the normal time requirements of a formal application. Preliminary approval shall be deemed to be approval of the final plan to the extent that the final design contains the characteristics of the preliminary design.

Section 4.450. Installation of Landscaping.

- (.01) All landscaping required by this section and approved by the Board shall be installed prior to issuance of occupancy permits, unless security equal to one hundred and ten percent (110%) of the cost of the



landscaping as determined by the Planning Director is filed with the City assuring such installation within six (6) months of occupancy. "Security" is cash, certified check, time certificates of deposit, assignment of a savings account or such other assurance of completion as shall meet with the approval of the City Attorney. In such cases the developer shall also provide written authorization, to the satisfaction of the City Attorney, for the City or its designees to enter the property and complete the landscaping as approved. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the installation. Upon completion of the installation, any portion of the remaining security deposited with the City shall be returned to the applicant.

- (.02) Action by the City approving a proposed landscape plan shall be binding upon the applicant. Substitution of plant materials, irrigation systems, or other aspects of an approved landscape plan shall not be made without official action of the Planning Director or Development Review Board, as specified in this Code.
- (.03) All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Board, unless altered with Board approval.
- (.04) If a property owner wishes to add landscaping for an existing development, in an effort to beautify the property, the Landscape Standards set forth in Section 4.176 shall not apply and no Plan approval or permit shall be required. If the owner wishes to modify or remove landscaping that has been accepted or approved through the City's development review process, that removal or modification must first be approved through the procedures of Section 4.010.

TREE PRESERVATION AND PROTECTION

Section 4.600. Purpose and Declaration

- (.01) Rapid growth, the spread of development, need for water and increasing demands upon natural resources have the effect of encroaching upon, despoiling, or eliminating many of the trees, other forms of vegetation, and natural resources and processes associated therewith which, if preserved and maintained in an undisturbed and natural condition, constitute important physical, aesthetic, recreational and economic assets to existing and future residents of the City of Wilsonville.
- (.02) Specifically, the City Council finds that:
 - A. Woodland growth protects public health through the absorption of air pollutants and contamination, through the reduction of excessive noise and mental and physical damage related to noise pollution, and through its cooling effect in the summer months, and insulating effects in winter;
 - B. Woodlands provide for public safety through the prevention of erosion, siltation, and flooding; and
 - C. Trees make a positive contribution to water quality and water supply by absorbing rainfall, controlling surface water run-off, and filtering and assisting in ground water recharge; and
 - D. Trees and woodland growth are an essential component of the general welfare of the City of Wilsonville by producing play areas for children and natural beauty, recreation for all ages and an irreplaceable heritage for existing and future City residents.
- (.03) Therefore, the purposes of this subchapter are:
 - A. To preserve Significant Resource Overlay Zone areas, recognizing that development can and will occur.
 - B. To provide for the protection, preservation, proper maintenance and use of trees and woodlands in order to protect natural habitat and prevent erosion.



- C. To protect trees and other wooded areas for their economic contribution to local property values when preserved, and for their natural beauty and ecological or historical significance.
- D. To protect water quality, control surface water run-off, and protect ground water recharge.
- E. To reflect the public concern for these natural resources in the interest of health, safety and general welfare of Wilsonville residents.
- F. To encourage replanting where trees are removed.

Response: The proposed site is not within a Resource Overlay Zone, any tree being removed will be replaced.



Section 4.600.20. Applicability of Subchapter

- (.01) The provisions of this subchapter apply to the United States and the State of Oregon, and to their agencies and subdivisions, including the City of Wilsonville, and to the employees and agents thereof.
- (.02) By this subchapter, the City of Wilsonville regulates forest practices on all lands located within its urban growth boundary, as provided by ORS 527.722.
- (.03) The provisions of this subchapter apply to all land within the City limits, including property designated as a Significant Resource Overlay Zone or other areas or trees designated as protected by the Comprehensive Plan, City zoning map, or any other law or ordinance; except that any tree activities in the Willamette River Greenway that are regulated by the provisions of WC 4.500 - 4.514 and requiring a conditional use permit shall be reviewed by the DRB under the application and review procedures set forth for Tree Removal Permits.

Section 4.600.30. Tree Removal Permit Required

- (.01) Requirement Established. No person shall remove any tree without first obtaining a Tree Removal Permit (TRP) as required by this subchapter.
- (.02) Tree Removal Permits will be reviewed according to the standards provided for in this subchapter, in addition to all other applicable requirements of Chapter 4.
- (.03) Although tree activities in the Willamette River Greenway are governed by WC 4.500 - 4.514, the application materials required to apply for a conditional use shall be the same as those required for a Type B or C permit under this subchapter, along with any additional materials that may be required by the Planning Department. An application for a Tree Removal Permit under this section shall be reviewed by the Development Review Board.

Section 4.600.40. Exceptions

- (.01) Exception from requirement. Notwithstanding the requirement of WC 4.600.30(1), the following activities are allowed without a Tree Removal Permit, unless otherwise prohibited:
 - A. Agriculture, Commercial Tree Farm or Orchard. Tree removal or transplanting occurring during use of land for commercial purposes for agriculture, orchard(s), or tree farm(s), such as Christmas tree production.
 - B. Emergencies. Actions made necessary by an emergency, such as tornado, windstorm, flood, freeze, utility damage or other like disasters, in order to prevent imminent injury or damage to persons or property or restore order and it is impractical due to circumstances to apply for a permit.
 - 1. When an emergency has occurred, a Tree Removal Permit must be applied for within thirty (30) days following the emergency tree removal under the application procedures established in this subchapter.
 - 2. In addition to complying with the permit application requirements of this subchapter, an applicant shall provide a photograph of any tree removed and a brief description of the conditions that necessitated emergency removal. Such photograph shall be supplied within seven days of application for a permit. Based on good cause shown arising out of the emergency, the Planning Director may waive any or all requirements of this section.
 - 3. Where a Type A Permit is granted for emergency tree removal, the permittee is encouraged to apply to the City Tree Fund for replanting assistance.



- C. City utility or road work in utility or road easements, in utility or road right-of-ways, or in public lands. However, any trees removed in the course of utility work shall be mitigated in accordance with the standards of this subchapter.
- D. Nuisance abatement. The City is not required to apply for a Tree Removal Permit to undertake nuisance abatement as provided in WC 6.200 et seq. However, the owner of the property subject to nuisance abatement is subject to all the provisions of this subchapter in addition to the requirements of WC 6.200 et seq.
- E. The removal of filbert trees is exempt from the requirements of this subchapter.
- F. The Charbonneau District, including its golf course, is exempt from the requirements of WC 4.600.30(1) on the basis that by and through the current CC&R's of the Charbonneau Country Club, the homeowners' association complies with all requirements of WC 4.610.30(1)(C)(1). This exception has been based upon the Tree Maintenance and Protection Plan that has been submitted by the Charbonneau Country Club and approved by the Planning Director. Tree removal activities remain subject to all applicable standards of this subchapter. Unless authorized by the City, this exception does not include tree removal upon any public easements or public property within the district. In the event that the CC&R's are changed relative to the effect of the Tree Maintenance and Protection Plan, then the Planning Director shall review whether such effect is material, whether it can be mitigated, and if not, may disallow the exemption.

Section 4.600.50. Application For Tree Removal Permit

- (.01) Application for Permit. A person seeking to remove one or more trees shall apply to the Director for a Tree Removal Permit for a Type A, B, C, or D permit, depending on the applicable standards as provided in this subchapter.
 - (A) An application for a tree removal permit that does not meet the requirements of Type A may be submitted as a Type B application.
- (.02) Time of Application. Application for a Tree Removal Permit shall be made before removing or transplanting trees, except in emergency situations as provided in WC 4.600.40 (1)(B) above. Where the site is proposed for development necessitating site plan or plat review, application for a Tree Removal Permit shall be made as part of the site development application as specified in this subchapter.
- (.03) Fees. A person applying for a Tree Removal Permit shall pay a non-refundable application fee; as established by resolution of the City Council.
 - A. By submission of an application, the applicant shall be deemed to have authorized City representatives to have access to applicant's property as may be needed to verify the information provided, to observe site conditions, and if a permit is granted, to verify that terms and conditions of the permit are followed.

Section 4.610.00. Application Review Procedure

- (.01) The permit applicant shall provide complete information as required by this subchapter in order for the City to review the application.
- (.02) Departmental Review. All applications for Tree Removal Permits must be deemed complete by the City Planning Department before being accepted for review. When all required information has been supplied, the Planning Department will verify whether the application is complete. Upon request of either the applicant or the City, the City may conduct a field inspection or review meeting. City departments involved in the review shall submit their report and recommendations to the Planning Director who shall forward them to the appropriate reviewing authority.



(.03) Reviewing Authority.

- A. Type A or B. Where site plan review or plat approval by the Development Review Board is not required by City ordinance, the grant or denial of the Tree Removal Permit application shall be the responsibility of the Planning Director. The Planning Director has the authority to refer a Type B permit application to the DRB under the Class II administrative review procedures of this Chapter. The decision to grant or deny a permit shall be governed by the applicable review standards enumerated in WC 4.610.10
- B. Type C. Where the site is proposed for development necessitating site plan review or plat approval by the Development Review Board, the Development Review Board shall be responsible for granting or denying the application for a Tree Removal Permit, and that decision may be subject to affirmance, reversal or modification by the City Council, if subsequently reviewed by the Council.
- C. Type D. Type D permit applications shall be subject to the standards and procedures of Class I administrative review and shall be reviewed for compliance with the Oregon Forest Practice Rules and Statutes. The Planning Director shall make the decision to grant or deny an application for a Type D permit.
- D. Review period for complete applications. Type A permit applications shall be reviewed within 10 (ten) working days. Type B permit applications shall be reviewed by the Planning Director within thirty (30) calendar days, except that the DRB shall review any referred application within sixty (60) calendar days. Type C permit applications shall be reviewed within the time frame established by this Chapter. Type D permit applications shall be reviewed within 15 calendar days.

(.04) Notice. Before the granting of a Type C Tree Removal Permit, notice of the application shall be sent by regular mail to all owners within two hundred fifty feet (250') of the property where the trees are located as provided for in WC 4.010. The notice shall indicate where the application may be inspected and when a public hearing on the application will be held.

(.05) Denial of Tree Removal Permit. Whenever an application for a Tree Removal Permit is denied, the permit applicant shall be notified, in writing, of the reasons for denial.

(.06) Grant of a Tree Removal Permit. Whenever an application for a Type B, C or D Tree Removal Permit is granted, the reviewing authority shall:

- A. Conditions. Attach to the granting of the permit any reasonable conditions considered necessary by the reviewing authority including, but not limited to, the recording of any plan or agreement approved under this subchapter, to ensure that the intent of this Chapter will be fulfilled and to minimize damage to, encroachment on or interference with natural resources and processes within wooded areas;
- B. Completion of Operations. Fix a reasonable time to complete tree removal operations; and
- C. Security. Require the Type C permit grantee to file with the City a cash or corporate surety bond or irrevocable bank letter of credit in an amount determined necessary by the City to ensure compliance with Tree Removal Permit conditions and this Chapter.
 - 1. This requirement may be waived by the Planning Director if the tree removal must be completed before a plat is recorded, and the applicant has complied with WC 4.264(1) of this Code.

Section 4.610.10. Standards For Tree Removal, Relocation Or Replacement

(.01) Except where an application is exempt, or where otherwise noted, the following standards shall govern the review of an application for a Type A, B, C or D Tree Removal Permit:



- A. Standard for the Significant Resource Overlay Zone. The standard for tree removal in the Significant Resource Overlay Zone shall be that removal or transplanting of any tree is not inconsistent with the purposes of this Chapter.
- B. Preservation and Conservation. No development application shall be denied solely because trees grow on the site. Nevertheless, tree preservation and conservation as a design principle shall be equal in concern and importance to other design principles.
- C. Developmental Alternatives. Preservation and conservation of wooded areas and trees shall be given careful consideration when there are feasible and reasonable location alternatives and design options on-site for proposed buildings, structures or other site improvements.
- D. Land Clearing. Where the proposed activity requires land clearing, the clearing shall be limited to designated street rights-of-way and areas necessary for the construction of buildings, structures or other site improvements.
- E. Residential Development. Where the proposed activity involves residential development, residential units shall, to the extent reasonably feasible, be designed and constructed to blend into the natural setting of the landscape.
- F. Compliance With Statutes and Ordinances. The proposed activity shall comply with all applicable statutes and ordinances.
- G. Relocation or Replacement. The proposed activity shall include necessary provisions for tree relocation or replacement, in accordance with WC 4.620.00, and the protection of those trees that are not to be removed, in accordance with WC 4.620.10.
- H. Limitation. Tree removal or transplanting shall be limited to instances where the applicant has provided completed information as required by this Chapter and the reviewing authority determines that removal or transplanting is necessary based on the criteria of this subsection.
 - 1. Necessary For Construction. Where the applicant has shown to the satisfaction of the reviewing authority that removal or transplanting is necessary for the construction of a building, structure or other site improvement, and that there is no feasible and reasonable location alternative or design option on-site for a proposed building, structure or other site improvement; or a tree is located too close to existing or proposed buildings or structures, or creates unsafe vision clearance.
 - 2. Disease, Damage, or Nuisance, or Hazard. Where the tree is diseased, damaged, or in danger of falling, or presents a hazard as defined in WC 6.208, or is a nuisance as defined in WC 6.200 et seq., or creates unsafe vision clearance as defined in this Code.
 - (a) As a condition of approval of Stage II development, filbert trees must be removed if they are no longer commercially grown or maintained.
 - 3. Interference. Where the tree interferes with the healthy growth of other trees, existing utility service or drainage, or utility work in a previously dedicated right-of-way, and it is not feasible to preserve the tree on site.
 - 4. Other. Where the applicant shows that tree removal or transplanting is reasonable under the circumstances.
- I. Additional Standards for Type C Permits.
 - 1. Tree survey. For all site development applications reviewed under the provisions of Chapter 4 Planning and Zoning, the developer shall provide a Tree Survey before site development as required by WC 4.610.40, and provide a Tree Maintenance and Protection plan, unless specifically exempted by the Planning Director or DRB, prior to initiating site development.
 - 2. Platted Subdivisions. The recording of a final subdivision plat whose preliminary plat has been reviewed and approved after the effective date of Ordinance 464 by the City and that conforms with



this subchapter shall include a Tree Survey and Maintenance and Protection Plan, as required by this subchapter, along with all other conditions of approval.

3. Utilities. The City Engineer shall cause utilities to be located and placed wherever reasonably possible to avoid adverse environmental consequences given the circumstances of existing locations, costs of placement and extensions, the public welfare, terrain, and preservation of natural resources. Mitigation and/or replacement of any removed trees shall be in accordance with the standards of this subchapter.
- J. Exemption. Type D permit applications shall be exempt from review under standards D, E, H and I of this subsection.

Section 4.610.20. Type A Permit

- (.01) Approval to remove one to three trees within a twelve (12) month period on any property shall be granted if the application meets all of the following requirements:
 - A. The trees subject to removal are not located in the Significant Resource Overlay Zone; and
 - B. The trees subject to removal are not located in the Willamette River Greenway;
 - C. The trees subject to removal are not Heritage Trees.
 - D. The trees subject to removal are not street trees;
 - E. The trees subject to removal must not be retained as a condition of site development approval.
- (.02) Where the City determines that an application to remove a tree or trees does not meet the criteria of 1(A) - (E) of this section, then the application may be submitted as a Type B application.
- (.03) An application for a Type A Permit shall contain the following information:
 - A. A brief statement explaining why tree removal is necessary.
 - B. A brief description of the trees proposed for removal or relocation, including common name, approximate height, diameter (or circumference) at four and one-half (4 1/2) feet d.b.h. above grade, and apparent health.
 - C. A drawing that depicts where trees are located and provides sufficient detail to indicate to a City reviewer where removal or relocation will occur.
 - D. The name of the person who will perform the removal or transplanting, if known, and the approximate date of removal.
 - E. Additional supporting information which the Planning Department requests, in order to determine whether an application meets the requirements of this section.
- (.04) The City shall accept a Type A permit application under the following procedure:
 - A. Review Period. Completed Type A permit applications shall be reviewed within ten (10) working days. The grant or denial of the Tree Removal Permit application shall be the responsibility of the Planning Director.
 - B. The Type A permit application shall be reviewed under the standards of Class I administrative review and applicable requirements of this subchapter.

Section 4.610.30. Type B Permit

- (.01) An applicant may apply for a Type B Permit based on the following criteria:



- A. The applicant proposes to remove four (4) or more trees on property not subject to site development review; or
 - B. The applicant proposes major or minor changes in a condition or conditions of a development permit previously approved under the provisions of this Chapter; or
 - C. The applicant is a homeowners' association that proposes to remove trees on property previously approved by the City for development.
 - 1. A Tree Maintenance and Protection Plan submitted for approval under (1)(C) of this subsection shall meet the following criteria:
 - a. The Development Review Board shall review the Covenants, Conditions and Restrictions (CC&R's) to verify that the homeowners' association is designated and authorized by the CC&R's to review tree maintenance, removal, and planting requests.
 - b. A request for tree removal shall indicate the reason for the request, as well as the location, size, species and health of tree.
 - c. Decisions on requests and actions taken are documented and retained and shall be made available to the City's Development Review Board upon request.
 - d. A replanting program is established and reviewed on an annual basis. Where such a program is approved, mitigation under this Chapter shall not be required.
 - 2. Any permit approved under this subsection shall require that all maintenance, planting, and removal be performed to the standards established in this subchapter and in Wilsonville Code.
 - 3. Failure of a homeowners' association to meet the requirements of this subsection shall be grounds for revocation of a Type B permit.
- (.02) Application for the Type B permit shall consist of the information required for a Type A Permit, as provided in WC 4.610.20, and a Tree Maintenance and Protection Plan, which shall contain the following information:
- A. An accurate topographical survey, subdivision map or plat map, that bears the signature of a qualified, registered surveyor or engineer, and which shows:
 - 1. the shape and dimensions of the property, and the location of any existing and proposed structure or improvement,
 - 2. the location of the trees on the site, and indicating species, approximate height, d.b.h. diameter, canopy spread and common name,
 - 3. the location of existing and proposed easements, as well as setbacks required by existing zoning requirements.
 - B. In lieu of the map or survey, an applicant proposing to remove trees under (1)(B) or (1)(C) of this subsection may provide aerial photographs with overlays, GIS documentation, or maps approved by the Planning Director, and clearly indicating the information required by (2)(A) of this subsection.
 - C. Arborist Report. The report shall describe the health and condition of all trees subject to removal or transplanting, and shall include information on species, common name, diameter at four and one-half (4 1/2) feet d.b.h., approximately height and age.
 - D. Tree Protection. Unless specifically exempted by the Planning Director, a statement describing how trees intended to remain will be protected during tree removal, and how remaining trees will be maintained.
 - E. Tree Identification. Unless specifically exempted by the Planning Director, a statement that any trees proposed for removal will be identified by a method obvious to a site inspector, such as tagging, painting, or flagging, in addition to clear identification on construction documents.
 - F. Replacement Trees. A description of the proposed tree replacement program with a detailed explanation including the number, size, and species, and cost. In lieu of replacing trees, the applicant may propose to



pay into the City Tree Fund an amount equivalent to the value of the replacement trees after installation, as provided in this subchapter.

- G. Covenants, Conditions and Restrictions (CC&R's). Where the applicant is proposing to remove trees on common areas, the applicant shall provide a copy of the applicable CC&R's, including any landscaping provisions.
- H. Waiver of documentation. The Planning Director may waive an application document where the required information has already been made available to the City, or where the Director determines the information is not necessary to review the application.

(.03) Review.

- A. The Type B permit application, including major or minor changes in a condition or conditions of a development permit previously approved under the provisions of this chapter, shall be reviewed under the standards of Class II administrative review and the requirements of this subchapter. Where site plan review or plat approval by the Development Review Board is not required by City ordinance, the grant or denial of the Type B permit shall be the responsibility of the Planning Director. The Planning Director has the authority to refer a Type B permit application to DRB under the Class II administrative review procedures of this Chapter.
- B. The DRB shall review and render a decision on any application referred by the Planning Director within sixty (60) days. The Planning Director shall review a completed permit application within thirty (30) days.
- C. The decision to grant or deny a Type B permit shall be governed by the standards established in WC 4.610.10.

Section 4.610.40. Type C Permit

- (.01) Approval to remove any trees on property as part of a site development application may be granted in a Type C permit. A Type C permit application shall be reviewed by the standards of this subchapter and all applicable review criteria of Chapter 4. Application of the standards of this section shall not result in a reduction of square footage or loss of density, but may require an applicant to modify plans to allow for buildings of greater height. If an applicant proposes to remove trees and submits a landscaping plan as part of a site development application, an application for a Tree Removal Permit shall be included. The Tree Removal Permit application will be reviewed in the Stage II development review process, and any plan changes made that affect trees after Stage II review of a development application shall be subject to review by DRB. Where mitigation is required for tree removal, such mitigation may be considered as part of the landscaping requirements as set forth in this Chapter. Tree removal shall not commence until approval of the required Stage II application and the expiration of the appeal period following that decision. If a decision approving a Type C permit is appealed, no trees shall be removed until the appeal has been settled.
- (.02) The applicant must provide ten copies of a Tree Maintenance and Protection Plan completed by an arborist that contains the following information:
 - A. A plan, including a topographical survey bearing the stamp and signature of a qualified, registered professional containing all the following information:
 - 1. Property Dimensions. The shape and dimensions of the property, and the location of any existing and proposed structure or improvement.
 - 2. Tree survey. The survey must include:
 - a. An accurate drawing of the site based on accurate survey techniques at a minimum scale of one inch (1") equals one hundred feet (100') and which provides a) the location of all trees having six inches (6") or greater d.b.h. likely to be impacted, b) the spread of canopy of those trees, (c) the



- common and botanical name of those trees, and d) the approximate location and name of any other trees on the property.
- b. A description of the health and condition of all trees likely to be impacted on the site property. In addition, for trees in a present or proposed public street or road right-of-way that are described as unhealthy, the description shall include recommended actions to restore such trees to full health. Trees proposed to remain, to be transplanted or to be removed shall be so designated. All trees to remain on the site are to be designated with metal tags that are to remain in place throughout the development. Those tags shall be numbered, with the numbers keyed to the tree survey map that is provided with the application.
 - c. Where a stand of twenty (20) or more contiguous trees exist on a site and the applicant does not propose to remove any of those trees, the required tree survey may be simplified to accurately show only the perimeter area of that stand of trees, including its drip line. Only those trees on the perimeter of the stand shall be tagged, as provided in "b," above.
 - d. All Oregon white oaks, native yews, and any species listed by either the state or federal government as rare or endangered shall be shown in the tree survey.
3. Tree Protection. A statement describing how trees intended to remain will be protected during development, and where protective barriers are necessary, that they will be erected before work starts. Barriers shall be sufficiently substantial to withstand nearby construction activities. Plastic tape or similar forms of markers do not constitute "barriers."
 4. Easements and Setbacks. Location and dimension of existing and proposed easements, as well as all setbacks required by existing zoning requirements.
 5. Grade Changes. Designation of grade changes proposed for the property that may impact trees.
 6. Cost of Replacement. A cost estimate for the proposed tree replacement program with a detailed explanation including the number, size and species.
 7. Tree Identification. A statement that all trees being retained will be identified by numbered metal tags, as specified in subsection "A," above in addition to clear identification on construction documents.

Section 4.610.50. Type D Permit

- (.01) The owner or operator of a commercial woodlot shall apply and receive approval for a Type D Permit before beginning harvesting operations of more than three (3) trees within any twelve (12) month period. Type D permit applications shall be subject to the standards and procedures of Class I administrative review and shall be reviewed for compliance with the Oregon Forest Practice Rules. The removal of three (3) or fewer trees in a commercial woodlot within any twelve (12) month period shall not require a tree removal permit.
- (.02) Sites which meet the following criteria on the effective date of this regulation shall be designated as commercial woodlots by the Planning Director:
 - A. The site is at least 30,000 square feet.
 - B. Trees have been maintained on the site for the purpose of harvesting.
 - C. The property from which the forest species are to be harvested are in a property tax deferred status based on agricultural and/or forest use under state law provisions for Farm Deferral, Forest Land Deferral, or Small Woodlands Deferral.
- (.03) All other sites which potentially meet the criteria of WC 4.610.50(B) shall be reviewed by the Development Review Board, which shall determine whether a site meets the criteria for a commercial woodlot designation when an application is submitted for a tree removal permit.



- (.04) Approval to remove trees as part of a commercial harvest shall be granted if a plan meets all of the following criteria:
- A. Trees will be grown and maintained according to an established plan.
 - B. Approved forestry practices will be followed. Forest practices include the administrative rules as adopted by the Oregon Department of Forestry.
 - C. Harvested trees will be replanted according to an established plan. Where trees are proposed to be removed as a final harvest and no further planting, maintenance, or rotation of trees will occur after trees are removed, the applicant shall propose an erosion control and revegetation plan for review.

Section 4.620.00. Tree Relocation, Mitigation, Or Replacement

- (.01) Requirement Established. A Type B or C Tree Removal Permit grantee shall replace or relocate each removed tree having six (6) inches or greater d.b.h. within one year of removal.
- (.02) Basis For Determining Replacement. The permit grantee shall replace removed trees on a basis of one (1) tree replanted for each tree removed. All replacement trees must measure two inches (2") or more in diameter. Alternatively, the Planning Director or Development Review Board may require the permit grantee to replace removed trees on a per caliper inch basis, based on a finding that the large size of the trees being removed justifies an increase in the replacement trees required. Except, however, that the Planning Director or Development Review Board may allow the use of replacement Oregon white oaks and other uniquely valuable trees with a smaller diameter.
- (.03) Replacement Tree Requirements. A mitigation or replacement tree plan shall be reviewed by the City prior to planting and according to the standards of this subsection.
- A. Replacement trees shall have shade potential or other characteristics comparable to the removed trees, shall be appropriately chosen for the site from an approved tree species list supplied by the City, and shall be state Department of Agriculture Nursery Grade No. 1 or better.
 - B. Replacement trees must be staked, fertilized and mulched, and shall be guaranteed by the permit grantee or the grantee's successors-in-interest for two (2) years after the planting date.
 - C. A "guaranteed" tree that dies or becomes diseased during that time shall be replaced.
 - D. Diversity of tree species shall be encouraged where trees will be replaced, and diversity of species shall also be maintained where essential to preserving a wooded area or habitat.
- (.04) All trees to be planted shall consist of nursery stock that meets requirements of the American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade.
- (.05) Replacement Tree Location.
- A. City Review Required. The City shall review tree relocation or replacement plans in order to provide optimum enhancement, preservation and protection of wooded areas. To the extent feasible and desirable, trees shall be relocated or replaced on-site and within the same general area as trees removed.
 - B. Relocation or Replacement Off-Site. When it is not feasible or desirable to relocate or replace trees on-site, relocation or replacement may be made at another location approved by the City.
- (.06) City Tree Fund. Where it is not feasible to relocate or replace trees on site or at another approved location in the City, the Tree Removal Permit grantee shall pay into the City Tree Fund, which fund is hereby created, an amount of money approximately the value as defined by this subchapter, of the replacement trees that would otherwise be required by this subchapter. The City shall use the City Tree Fund for the purpose of producing, maintaining and preserving wooded areas and heritage trees, and for planting trees within the City.



- A. The City Tree Fund shall be used to offer trees at low cost on a first-come, first-serve basis to any Type A Permit grantee who requests a tree and registers with the City Tree Fund.
 - B. In addition, and as funds allow, the City Tree Fund shall provide educational materials to assist with tree planting, mitigation, and relocation.
- (.07) Exception. Tree replacement may not be required for applicants in circumstances where the Director determines that there is good cause to not so require. Good cause shall be based on a consideration of preservation of natural resources, including preservation of mature trees and diversity of ages of trees. Other criteria shall include consideration of terrain, difficulty of replacement and impact on adjacent property.

Section 4.620.10. Tree Protection During Construction

- (.01) Where tree protection is required by a condition of development under Chapter 4 or by a Tree Maintenance and Protection Plan approved under this subchapter, the following standards apply:
- A. All trees required to be protected must be clearly labeled as such.
 - B. **Placing Construction Materials Near Tree.** No person may conduct any construction activity likely to be injurious to a tree designated to remain, including, but not limited to, placing solvents, building material, construction equipment, or depositing soil, or placing irrigated landscaping, within the drip line, unless a plan for such construction activity has been approved by the Planning Director or Development Review Board based upon the recommendations of an arborist.
 - C. **Attachments to Trees During Construction.** Notwithstanding the requirement of WC 4.620.10(1)(A), no person shall attach any device or wire to any protected tree unless needed for tree protection.
 - D. **Protective Barrier.** Before development, land clearing, filling or any land alteration for which a Tree Removal Permit is required, the developer shall erect and maintain suitable barriers as identified by an arborist to protect remaining trees. Protective barriers shall remain in place until the City authorizes their removal or issues a final certificate of occupancy, whichever occurs first. Barriers shall be sufficiently substantial to withstand nearby construction activities. Plastic tape or similar forms of markers do not constitute "barriers." The most appropriate and protective barrier shall be utilized. Barriers are required for all trees designated to remain, except in the following cases:
 - 1. **Right-of-Ways and Easements.** Street right-of-way and utility easements may be cordoned by placing stakes a minimum of fifty (50) feet apart and tying ribbon, plastic tape, rope, etc., from stake to stake along the outside perimeters of areas to be cleared.
 - 2. Any property area separate from the construction or land clearing area onto which no equipment will venture may also be cordoned off as described in paragraph (D) of this subsection, or by other reasonable means as approved by the reviewing authority.

Section 4.620.20. Maintenance And Protection Standards

- (.01) The following standards apply to all activities affecting trees, including, but not limited to, tree protection as required by a condition of approval on a site development application brought under this Chapter or as required by an approved Tree Maintenance and Protection Plan.
- A. Pruning activities shall be guided by the most recent version of the ANSI 300 Standards for Tree, Shrub, and Other Woody Plant Maintenance. Information on these standards shall be available upon request from the Planning Department.
 - B. Topping is prohibited.
 - 1. Exception from this section may be granted under a Tree Removal Permit if necessary for utility work or public safety.



Section 4.630.00. Appeal

- (.01) The City shall not issue a Tree Removal Permit until approval has been granted by either the Planning Director or the DRB. Any applicant denied a Type A or B permit may appeal the decision as provided for in review of Class I Development Applications, or Class II Development Applications, whichever is applicable. Decisions by the Planning Director may be appealed to the DRB as provided in WC 4.022. Decisions by the DRB may be appealed to the City Council as provided in WC 4.022.
- (.02) The City shall not issue a Tree Removal Permit approved by the Development Review Board until fifteen (15) calendar days have passed following the approval. The grant or denial of a Tree Removal Permit may be appealed to the City Council in the same manner as provided for in WC 4.022. An appeal must be filed in writing, within the fifteen (15) calendar day period following the decision being appealed. The timely filing of an appeal shall have the effect of suspending the issuance of a permit pending the outcome of the appeal. The City Council, upon review, may affirm, reverse or modify the decision rendered by the Development Review Board based upon the same standards of review specified for the DRB in the Wilsonville Code.

Section 4.630.10. Display Of Permit; Inspection

The Tree Removal Permit grantee shall conspicuously display the permit on-site. The permit grantee shall display the permit continuously while trees are being removed or replaced or while activities authorized under the permit are performed. The permit grantee shall allow City representatives to enter and inspect the premises at any reasonable time, and failure to allow inspection shall constitute a violation of this subchapter.

Section 4.630.20. Variance For Hardship

Any person may apply for a variance of this subchapter as provided for in Section 4.196 of this Chapter.

Section 4.630.30. Severability

If any part of this ordinance is found by a court of competent jurisdiction to be invalid, that part shall be severable and the remainder of this ordinance shall not be affected.

Section 4.640.00. Violation; Enforcement

- (.01) The cutting, damaging, or removal of any individual tree without a permit as required by this ordinance constitutes a violation punishable as a separate infraction under WC 1.013. In addition, each violation of a condition or a violation of any requirement of this Chapter shall constitute a separate infraction.
- (.02) Retroactive Permit. A person who removes a tree without obtaining a Type A or Type B permit may apply retroactively for a permit. In addition to all application requirements of this Chapter, the person must be able to demonstrate compliance with all requirements of this subchapter, in addition to paying a triple permit fee and a penalty per tree in an amount established by resolution of City Council. Mitigation requirements of this subchapter apply to all retroactive permits.
- (.03) Nuisance Abatement. Removal of a tree in violation of this Chapter is a nuisance and may be abated as provided in Sections 6.230 to 6.244, 6.250, and 6.260 of the Wilsonville Code.
- (.04) Withholding Certificate of Occupancy. The City Building Official has the authority to issue a stop-work order, withhold approval of a final plat, or withhold issuance of a certificate of occupancy, permits or inspections until the provisions of this Chapter, including any conditions attached to a Tree Removal Permit, have been fully met.
- (.05) Fines. Fines for a violation shall be imposed according to WC 1.012.



- (.06) **Mitigation.** The City shall require the property owner to replace illegally removed or damaged trees. The City may also require a combination of payment and tree replacement.
 - A. The City shall notify the property owner in writing that a violation has occurred and mitigation is required. Within thirty (30) days of the date of mailing of the notice, the property owner shall provide a mitigation plan to the City. The plan shall provide for replacement of a tree of similar species and size taking into account the suitability of the site and nursery stock availability.
 - B. Replacement will be on an inch-for-inch basis computed by adding the total diameter measured at d.b.h. in inches of the illegally removed or damaged trees. The City may use any reasonable means to estimate the tree loss if destruction of the illegally removed or damaged trees prevents exact measurement. All replaced trees must be a minimum two-inch (2”) caliper. If the mitigation requirements cannot be completed on the property, the City may require completion at another approved location. Alternatively, the City may require payment into the City Tree Fund of the value of the removed tree as established by the Planning Department.

Section 4.640.10. Alternative Enforcement

- (.01) In the event that a person commits more than one violation of WC 4.600.30 to WC 4.630.00, the following alternative sentence may be imposed:
 - A. If a person has gained money or property through the commission of an offense under this section, then upon conviction thereof, the court, in lieu of imposing a fine, may sentence the person to pay an amount, fixed by the court, not to exceed double the amount of the gain from the commission of the offense.
 - B. “Gain” is defined as the amount of money or value of property derived from the commission of the violation, less the amount of money or value of property seized by or surrendered to the City. “Value” shall be the greater of the market value or replacement cost as determined by a licensed professional in the tree, nursery, or landscape field.
 - C. Any fines collected by the City under this section shall accrue to the City Tree Fund.

Section 4.640.20. Responsibility For Enforcement.

Compliance with this Chapter shall be enforced by the City Attorney, the City Attorney’s designee, and Clackamas County or Washington County law enforcement officers.

END OF DEVELOPMENT CODE RESPONSES

NEXT SECTION – TRAFFIC STUDY DOCUMENTS – REPORT AND SUPPORTING DOCS

NEXT SECTION – STORMWATER MITIGATION DOCUMENTS – REPORT AND SUPPORTING DOCS

NEXT SECTION – TREE MAINTENANCE AND PROTECTION – REPORT AND SUPPORTING DOCS

NEXT SECTION – GEOTECH REPORT

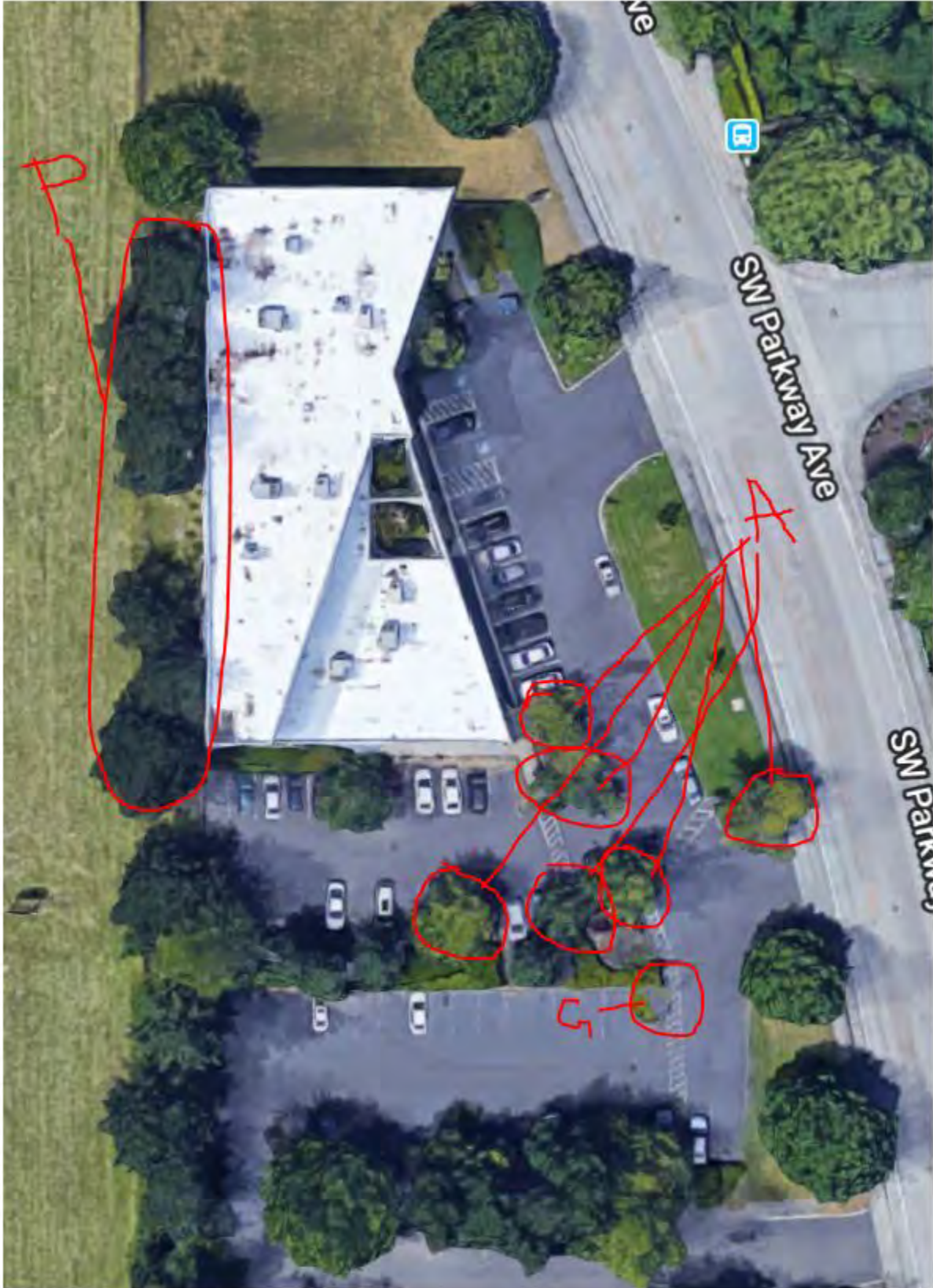
NEXT SECTION – LIST OF ADJACENT PARCELS

NEXT SECTION – EXTERIOR MATERIALS BOARD



NEXT SECTION – MATERIALS AND LIGHTING CUTSHEETS AND PRODUCT INFORMATION

NEXT SECTION – LETTER FROM TRASH HAULER



HARRITY
TREE SPECIALISTS, INC.
PO Box 12395
PORTLAND, OR 97212
503-331-0452
harritytree@comcast.net

Attn:
Ryan Mctague
Woodblock Architecture
827 SW 2nd Ave Suite 300
Portland, OR 97204

MATTHEW SANCHEZ
CERTIFIED ARBORIST
PNW/ ISA #7830A
TRAQ QUALIFIED
CCB #84426

RE:
Wilsonville Office Building
27375 SW Parkway Ave
Wilsonville, OR 97070

PROVIDING
KNOWLEDGEABLE
CARE FOR TREES
IN THE URBAN
ENVIRONMENT

Site visit: November 4th at 8:30 am

Harrity Tree Specialists, Inc. have been requested to assess the trees in relation to the construction work taking place at the listed location. Our goal is to determine the needs of the trees to maintain a functioning landscape in relation to the business. Generally, all the trees are in good health and their preservation can be maintained well after the construction is complete. There are a select number of trees that require a different level of attention that will be addressed in this report.

There are 6 *Pinus contorta*, lodgepole pine trees located on the West side of the building that have two options for management. Harrity has been informed that the property owner is concerned with the proximity of the trees to the building and that there is a need to install a business sign that is currently obstructed by the trees. One option is to simply remove these trees which would eliminate the problem entirely; the building conflict would be avoided and the sign would be well displayed. A variety of trees could be replanted to fit back into the landscape that would avoid sign and building obstruction. Harrity recommends a variety of small trees such as crepe myrtle, Kousa dogwood, coral bark maple, hinoki, and snowbell.

The second option is to prune the trees away from the building, shape them away from the building site line and thin interiors. This option would allow for semi mature tree retention which would be difficult to attain in a short period of time if the trees were removed and replanted. Retaining the trees would also be beneficial to the landscape and to help reduce the noise and air pollution coming from I-5.

The other trees that need removal are the *Alnus rubra*, red alder. All of these trees are rapidly dying or are already dead. There are two ginkgos listed for removal that do not fit in the landscape due to utility interference (street lamp) and one is a fruiting ginkgo that produces a fruit that emits a rancid smell when fallen.

Replacement options can also be the crepe myrtle, Kousa dogwood, coral bark maple, hinoki, and snowbell.

All the trees for retention need individual pruning to help maintain their longevity. Removal of low branches, large deadwood, and ivy is critical to the future health and stability of the trees.

Harrity Tree Specialists, Inc. do not see a necessary requirement to produce a tree protection plan. There is no underground disturbance i.e. utility installation or foundation work that could interfere with root systems. Exterior work will be in close contact with some trees, but if the trees are properly pruned away from the building then there should be no issue. There is no need for an arborist to be on site during any activity.

Please refer to the attached map and spreadsheet that display the tree inventory information.



Matt Sanchez 11/5/2019



117 Commercial Street NE
 Suite 310
 Salem, OR 97301
 503.391.8773
 www.dksassociates.com

MEMORANDUM

DATE: September 9, 2019

TO: Dominique Huffman, P.E. | City of Wilsonville

FROM: Scott Mansur, P.E., PTOE | DKS Associates
 Benjamin Lindell, EIT | DKS Associates

SUBJECT: I & E Construction Trip Generation Memo



This memorandum documents the trip generation estimates for the proposed renovation of the existing northern building of Pioneer Pacific College located at 27375 SW Parkway Avenue in Wilsonville, Oregon. The renovation includes increasing size from the existing 21,313 square foot building to 25,080 square feet to accommodate the main offices of I & E Construction Inc and will change the existing educational use to general office use. During the week, the administrative offices will mainly be open during regular business hours and offices may be open later or earlier seasonally.

The purpose of this memorandum is to evaluate the weekday PM peak hour trip generation comparison between the prior Pioneer Pacific College use and the proposed I&E Construction use, and evaluate site access, internal circulation, bicycle and pedestrian needs, and safety. The following sections include the historical site trips, project trip generation, site plan review, and summary of findings.

Historical Site Trips

The existing northern building of Pioneer Pacific College is currently occupied as classroom and educational spaces. As part of a previous traffic study, DKS conducted a driveway survey on two consecutive weekday PM peak periods (4:00 to 6:00 PM) to determine the existing trip generation rate for the college. ¹ Table 1 summarizes the trip generation for the existing approved land use.

Table 1: Historical Pioneer Pacific College (Northern Building) Trip Generation PM Peak Hour

Land Use	Size	Trip Rate	In% / Out%	Trips (In/Out)
College	172 Students	0.77 Trips/Student	68% / 32%	132 (90/42)

Project Trip Generation Comparison

Trip generation is the method used to estimate the number of vehicles that are added to the roadway network by the proposed project during a specified period (i.e., PM peak hour). Table 2 documents the trip generation

¹ Pioneer Pacific College Trip Generation Memo, DKS Associates, May 2004



estimates for the proposed office use² during the weekday PM peak period using the trip rates provided by the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 10th Edition*³. The trip estimates for the I&E Construction offices were compared to what was previously assumed in the *Pioneer Pacific Trip Generation Memo*. As shown in Table 2, the estimated number of net new PM peak hour trips from the proposed I&E Construction renovation is -101 trips (-85 in, -16 out).

Table 2: Trip Generation Summary

Land Use (ITE Code)	Size	PM Peak Trip Rate	PM Peak Hour Trips		
			In	Out	Total
Proposed Use					
General Office Building (710)	25.1 KSF	1.15 Trips/KSF	5	26	31
Existing Use					
Pioneer Pacific College (Northern Site)	172 Students	0.77 Trips/Student	90	42	132
Net New Trips (Proposal – Existing)			-85	-16	-101

Project Trips through I-5 Interchange Area

The previous college use generated 79 PM peak hour trips through the I-5/Elligsen Road interchange area and 14 PM peak hour trips through the I-5 Wilsonville Road interchange area. The I&E Construction office is are expected to generate 19 PM peak hour trips (3 in, 16 out) through the I-5/Elligsen Road interchange area and 3 PM peak hour trips (1 in, 2 out) through the I-5/Wilsonville Road interchange area. The change in building use will have a reduction of 60 PM peak hour trips through the I-5/Elligsen Road interchange area and 11 PM peak hour trips through the I-5/Wilsonville Road interchange area.

Site Plan Review

The applicant's preliminary site plan was provided with the Traffic Study Request letter and is attached to the appendix. It was reviewed to evaluate site access, internal circulation, bicycle and pedestrian needs, and safety.

Site Access and Access Spacing

The proposed renovation would utilize the existing two driveways along SW Parkway Avenue and add an additional driveway to the north. The existing access points are spaced at 140 feet and do not meet current standards of 600-foot spacing on a minor arterial street. A variance to the City's access spacing standards may be required.

Internal Circulation

Based on the site plan, the internal roadway network appears to provide adequate turning radii for standard vehicles to allow safe circulation.

² Office use was assumed for the I&E Construction office since office use would be the highest and best use for trip generation purposes.

³ *Trip Generation, 10th Edition*, Institute of Transportation Engineers, 2017.



Bicycle and Pedestrian Facilities

Sidewalks and bike lanes are present on both sides of Southwest Parkway Avenue fronting the project site. On-site, marked crosswalks connect the southern parking lot area to the building entrance. Walkways are present along the perimeter of the building. The existing marked pedestrian crosswalks facilities are sufficient for the site and the new expansion.

Parking

The proposed I&E Construction offices are required to comply with the City of Wilsonville Development Code for the number of vehicular parking stalls and bicycle parking spaces that are provided on site.⁴ The requirements are based on land use type and size.

Vehicle Parking

Table 3 provides the vehicular parking requirements for the proposed development per the City of Wilsonville Development Code that are based on land use type and size. For general office space, the required minimum number of stalls is 2.7 stalls per 1,000 square feet of office space. According to the City's Development Code, for parking areas with 10 or more spaces, one ADA accessible parking space is required for every 50 standard stalls. The total required parking stalls for vehicles is 68 spaces (including 2 ADA accessible stalls). There are 86 non-restricted parking spaces and 2 handicap parking spaces shown in the proposed site plan, resulting in a total of 90 parking stalls.

Table 3: Vehicular Parking Requirements

Land Use (Size)	Code Required Vehicular Parking Stalls			
	Estimated Parking Demand ^a	Standard Stalls Required by City Code	Standard Stalls Required	ADA Stalls Required
General Office (25.1 KSF)	71	2.7 stalls per 1000 sq. ft	68	2
Total Code Required Parking Stalls			68 (includes 2 ADA)	
Total Proposed Parking Stalls			92 (includes 2 ADA)	

^a Parking demand estimated based on *Parking Generation, 4th Edition*, Institute of Transportation Engineers

Bicycle Parking

For general office land use, the City requires one bicycle parking space per 5,000 square feet with a minimum of two bicycle parking spaces. Table 4 provides the bicycle parking requirements for the proposed development per the City of Wilsonville Development Code that are based on land use type and size.

⁴ City of Wilsonville Development Code, Chapter 4.155; Table 5, Adopted July 2013

**Table 4: Bicycle Parking Requirements**

Land Use (Size)	Code Required Bicycle Parking Stalls	
	<i>Minimum Stalls Required</i>	<i>Number of Stalls Required</i>
General Office (25.1 KSF)	1 per 5,000 sq. ft., Min. of 2	6

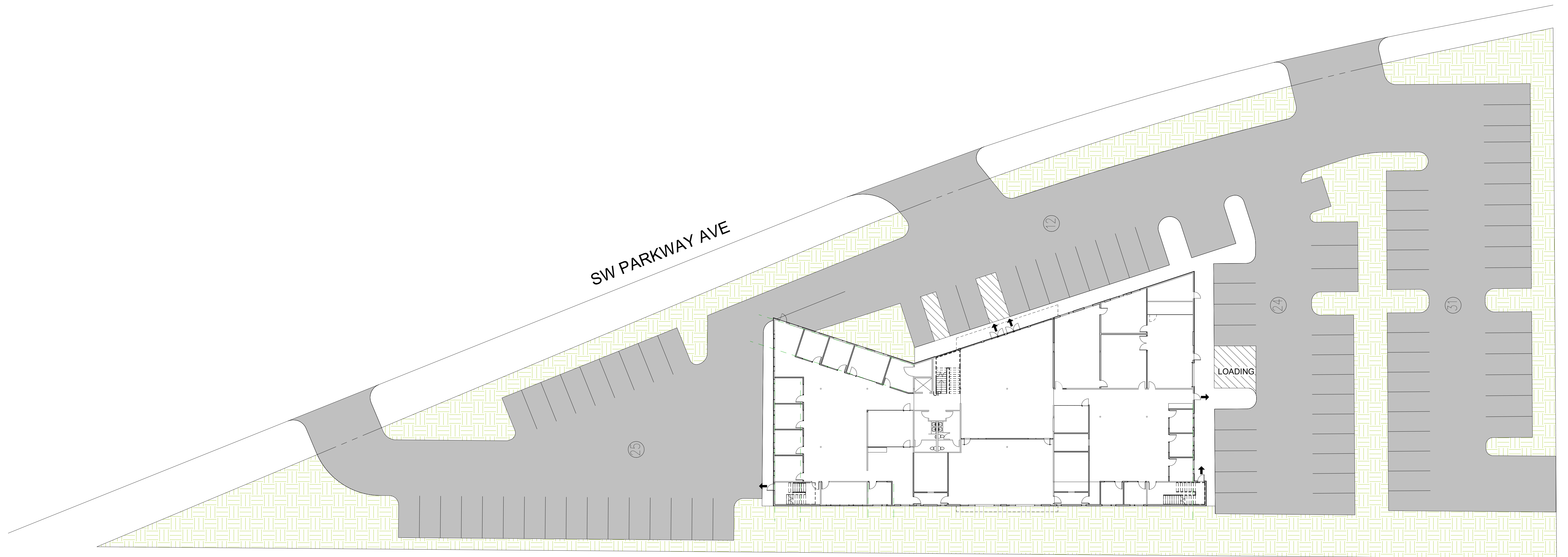
The current site plan does not designate the specific number of bicycle parking stalls. It is recommended that the site plan provide a minimum of six bicycle parking stalls based on the City Code.

Summary

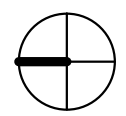
Key findings for the proposed 25,080-square foot office renovation and expansion in Wilsonville, Oregon are as follows:

- The estimated number of new PM peak hour trips from the proposed I&E Construction offices is a reduction of 101 trips (85 in, 16 out) as compared to the prior college use.
- It is expected that 19 PM peak hour trips will travel through the I-5/Elligsen Road interchange area and 3 PM peak hour trips will travel through the I-5/Wilsonville Road interchange area. A total reduction of 60 PM peak hour trips through the I-5/Elligsen Road interchange area and 11 PM peak hour trips through the I-5 Wilsonville Road interchange area will occur due to the change in use.
- The proposed 92 parking stalls on the site plan exceeds the City of Wilsonville requirement of 68 total (66 standard, 2 ADA) required parking stalls.
- It is recommended that the site plan provide a minimum of six bicycle parking stalls based on the City Code.
- Prior to occupancy, sight distance at the proposed access points will need to be verified, documented, and stamped by a registered professional Civil or Traffic Engineer licensed in the State of Oregon.

Please call us if you have any further questions.



1 | SITE PLAN
SCALE | 1" = 20'-0"



I&E OFFICES - RENOVATION
27375 SW Parkway Ave Wilsonville OR

PROJECT # 19-005



10295 Southwest Ridder Road Wilsonville, OR 97070
o 503.570.0626 f 503.582.9307 republicservices.com

July 23, 2019

Andra Riegler
Woodblock Architecture

Re: IE Offices
27375 SW Parkway Ave.
Wilsonville, OR 97070

Dear Andra,

Thank you, for sending us the final site plans for this proposed development in Wilsonville

My Company: Republic Services of Clackamas and Washington Counties has the franchise agreement to service this area with the City of Wilsonville. We will provide complete commercial waste removal and recycling services as needed on a weekly basis for this location

The trash/recycle enclosure design location sent 7/22/2019 positioned to the South parking lot, as well as site entrance, exit, and travel path will allow access for our trucks.

The trash/recycle enclosure design dimensions sent 7/22/2019 are adequate for our trucks to service containers.

We recommend interior wall protection be installed to prevent wear over time from containers.

Thanks, Andra for your help and concerns for our services prior to this project being developed.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kelly Herrod", written over a light blue horizontal line.

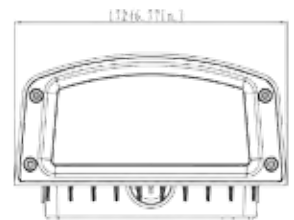
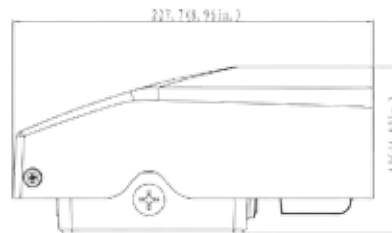
Kelly Herrod
Operations Supervisor
Republic Services Inc.

FULL CUTOFF WALL PACK



Dimension

unit: inch/mm



Specifications

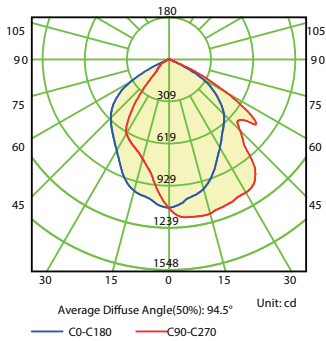
Model:	SWWMS20WFCWP	SWWMS30WFCWP	SWWMS40WFCWP
Product Designation:	Full Cutoff Wall Pack	Full Cutoff Wall Pack	Full Cutoff Wall Pack
Voltage:	120-277V	120-277V	120-277V
Wattage:	20W	30W	40W
Lumens (Nominal):	2000LM	3000LM	4500LM
Efficacy(lpw):	100lm/W	100lm/W	112lm/W
Color Temperature:	4000K/5000K	4000K/5000K	4000K/5000K
CRI:	≥70	≥70	≥70
PF:	≥0.9	≥0.9	≥0.9
Dimmable:	Optional	Optional	Optional
Size:	227.7x172x105mm (8.96x6.77x4.13in.)	227.7x172x105mm (8.96x6.77x4.13in.)	227.7x172x105mm (8.96x6.77x4.13in.)
Photocell:	Optional	Optional	Optional
Working temperature:	-25°c to 40°c	-25°c to 40°c	-25°c to 40°c
Finish:	Black/Dark Bronze	Black/Dark Bronze	Black/Dark Bronze
Working location:	Damp and Wet Location	Damp and Wet Location	Damp and Wet Location
Life Hours:	≥50000hr	≥50000hr	≥50000hr
UL Listed:	Compliant	Compliant	Compliant
FCC:	Compliant	Compliant	Compliant
DLC Listed:	Compliant	Compliant	Compliant
Warranty:	5 Years	5 Years	5 Years
Equivalent :	50W HID	50W HID	100W HID



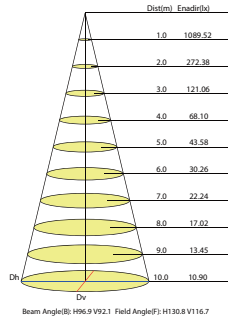
Photometrics

WPI20W27V40KD

Luminous Intensity Distribution Curve

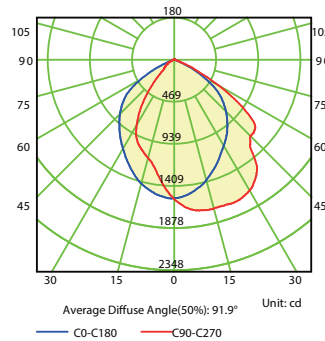


Illuminance at a Distance

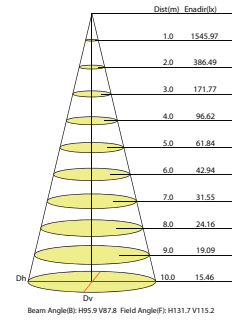


WPI30W27V40KD

Luminous Intensity Distribution Curve

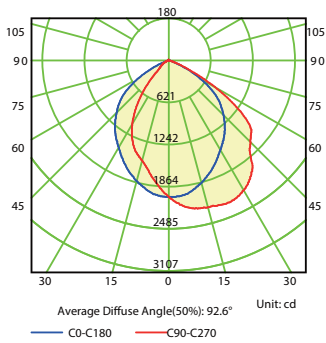


Illuminance at a Distance

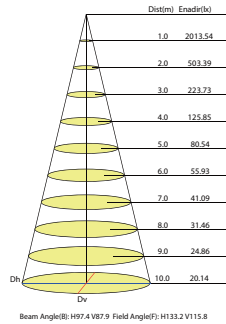


WPI40W27V40KD

Luminous Intensity Distribution Curve



Illuminance at a Distance



CYL6

6" Integrated LED Indoor and Outdoor Cylinders

Specifications/Features

Specification grade 6" diameter aluminum housing for indoor and outdoor applications.
 Four mounting options available: ceiling, flexible cable, pendant, or wall mount. Wall mount option is available in an up light, down light, or an up/down light version.
 Driver canopy for flexible cable option is 16 gauge steel.
 Ceiling, pendant, Up/down, wall mount down light, and wall mount up light versions are available in either dry/damp (indoor) or wet (outdoor) location types. Flexible cable version is only available in dry/damp location type.
 Wet location type cylinders feature a silicone sealed clear glass lens in a gasketed die-cast trim ring to ensure unit is watertight. Available in matte white, matte black, matte silver, and satin bronze finishes. Black flexible cable with black or bronze cylinders, white with white and gray with silver.
 Optical system employs either a clear or platinum reflector. Clear reflector is available in narrow, medium and wide beam distributions. Platinum is only available in a single beam distribution.
 Wall Wash and Pencil Beam optic accessories are also available on select models.

Mounting

Pendant mount cylinders feature a sloped ceiling canopy (canopy and stem kit ordered separately). Stem thread: 1/4-18NPS.
 Ceiling and Pendant cylinders provide a hang support for hands-free wiring.
 Pendant mount max length is 8'6". Consult factory for longer lengths.
 Wall mount cylinders employ a bracket which provides support for hands-free wiring.
 Flexible cable mount cylinders come with 120" of field adjustable cable.

Lamp/Electrical

Light engine consists of a passive heat sink with a high output multi-chip LED array arranged into a single LED package, enabling precise optical control without requiring lensing to diffuse multiple LED sources.
 Excellent fixture-to-fixture color consistency within a 3-step MacAdam Ellipse tolerance.
 System designed and rated for 50,000 hours at 70% lumen maintenance.
 UL8750 and Class 2 compliant: RoHS compliant, U.S. only. Output over voltage, over current and short circuit protected.
 Flexible cable cylinder utilizes 18/3 SJTOW cable.

Dimming

All CL6 cylinders are available for non-dimming and dimming applications.

Warranty

This complete fixture is covered by ConTech's full five (5) year replacement guarantee after date of purchase.

Labels/Usage

cCSAus Certified for use in the U.S. and Canada.
 Ceiling, Pendant, Up/down, and Wall mount models available as Damp/Dry or Wet location models. Flexible Cable mount only available as Damp/Dry location model. Wet location models must be installed per specific product installation instructions and all appropriate National Electrical Codes.
 Energy Star Certified for all mounting options except the Up/Down Wall Mount, Pencil Beam, and Wall Wash Trims Assembled in the U.S.A



Wall Mount
All model dimensions on page 2

	Series 1	Series 2	Series 3	Series 4	Series 5	Series 6
Input Wattage (W)	10	14	20	28	37	43
Input Current (A) 120/277	.08/.04	.12/.06	.17/.08	.23/.11	.31/.14	.36/.17
Input Voltage						
Dimming (Triac, ELV, 0-10V)	120V AC, 50/60Hz					
	277V AC, 50/60Hz					
Lutron HiLume® Dimming	120V AC, 50/60Hz					
Lutron Eco-System® Dimming	120V AC, 50/60Hz					
	277V AC, 50/60Hz					
eldoLED ECOdrive/SOLOdrive	120V AC, 50/60Hz					
	277V AC, 50/60Hz					
Color Temp	2700K/3000K/3500K/4000K					
CRI Standard/High	83 (80min) / 90+					
Driver						
Power Factor	> 0.90					
THD	< 20%					
Dimming						
Triac, ELV, 0-10V	10-100%					
Lutron®	1-100%					
eldoLED ECOdrive	1-100%					
eldoLED SOLOdrive	0.1-100%					

CYL6

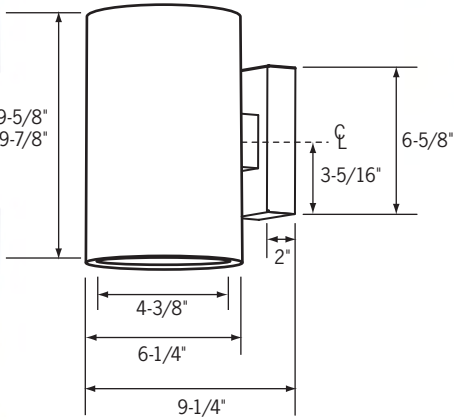
6" Integrated LED Indoor and Outdoor Cylinders

Dimensions

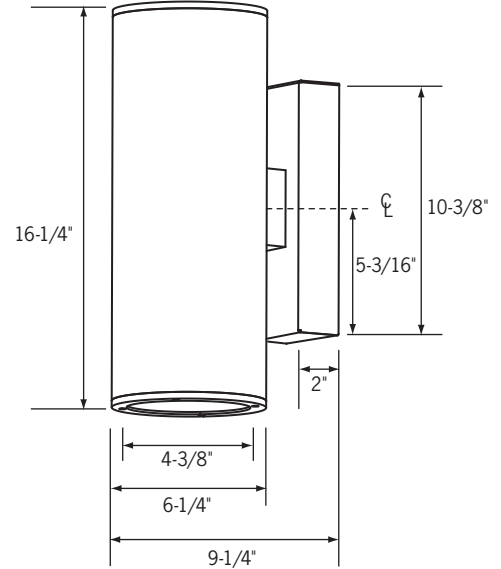


Up Light or Down Light Wall Mount
 Nominal Weight: 6.0Lbs

Dry/Damp Location: 9-5/8"
 Wet Location: 9-7/8"

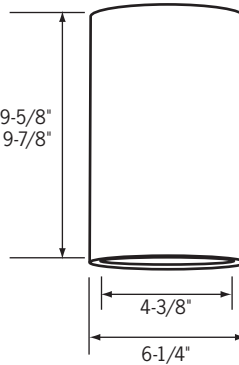


Up/Down Wall Mount
 Nominal Weight: 9.5Lbs

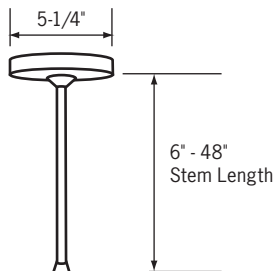


Dry/Damp Location: 9-5/8"
 Wet Location: 9-7/8"

Ceiling Mount
 Nominal Weight: 5.0Lbs

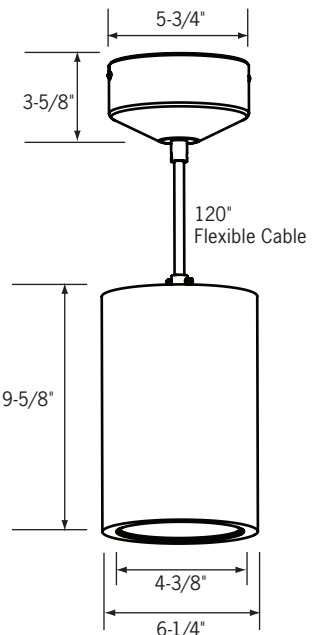


Pendant Mount
 Nominal Weight: 5.5Lbs

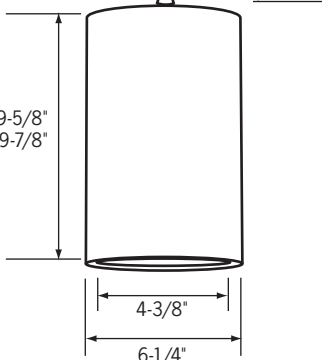


Flexible Cable Mount
 Nominal Weight: 6.0Lbs

Dry/Damp Location: 9-5/8"



Dry/Damp Location: 9-5/8"
 Wet Location: 9-7/8"



CYL6

6" Integrated LED Indoor and Outdoor Cylinders

Ordering Information

Example Order: -

Fixture	LED Series	Color Temp	Driver/Dimming	Mounting	Mounting Location	Reflector	Finish
CYL6	1 - 10W, 1000lm 2 - 14W, 1400lm 3 - 20W, 2000lm 4 - 28W, 2600lm 5 - 37W, 3200lm 6 - 43W, 3600lm	27K - 2700K 30K - 3000K 35K - 3500K 40K - 4000K 50K - 5000K 27KC - 2700K, 90+ CRI 30KC - 3000K, 90+ CRI 35KC - 3500K, 90+ CRI 40KC - 4000K, 90+ CRI	MVD - 120V-277V TRIAC, ELV, 0-10V Dimming 34D2 - 347V, 0-10V Dimming 12D3 - Lutron Hi-Lume 1% 2-Wire LED Driver (120V Forward Phase Only) MVD4 - Lutron Hi-Lume 1% EcoSystem LED Driver with Soft-on, Fade-to-Black MVD6 - eldoLED ECOdrive, 0-10V, 1% Dimming MVD7 - eldoLED ECOdrive, DALI, 1% Dimming MVD8 - eldoLED SOLOdrive, 0-10V, 0.1% Dimming MVD9 - eldoLED SOLOdrive, DALI, 0.1% Dimming MDMX - eldoLED POWERdrive, DMX <1% Dimming	C - Ceiling Mount FC¹ - Flexible Cable (Leave Blank) P - Pendant Mount W - Down Light Wall Mount U - Up Light Wall Mount UD² - Up/Down Wall Mount TFC³ - Track Mount	- Interior Dry/Damp (Leave Blank) X - Exterior/Wet	NCLR - Narrow, Clear Alzak MCLR - Medium, Clear Alzak WCLR - Wide, Clear Alzak PL - Platinum WW⁴ - Wall Wash PB^{4,5} - Pencil Beam	B - Matte Black BZ - Satin Bronze P - Matte White S - Matte Silver

Battery Back-up

- None, Leave Blank
-RDB⁷ - Remote Driver & Battery Pack; Add "-RDB" to end of part number

DRIVER AVAILABILITY MATRIX

Driver**:	MVD 120V-277V TRIAC, ELV	12D3 Lutron Hi-Lume	MVD4 Lutron EcoSystem	MVD6 eldoLED ECODrive	MVD7 eldoLED ECODrive	MVD8 eldoLED SOLODrive	MVD9 eldoLED SOLODrive	MDMX eldoLED POWERdrive	34D2 347V 0-10V
Mounting									
C	All Series	All Series	All Series	Thru Series 5	Thru Series 5	Thru Series 5	Thru Series 5	N/A	All Series
FC	All Series	All Series	All Series	Thru Series 5	Thru Series 5	Thru Series 5	Thru Series 5	N/A	All Series
P	All Series	All Series	All Series	Thru Series 5	Thru Series 5	Thru Series 5	Thru Series 5	N/A	All Series
W	All Series	All Series	All Series	All Series	All Series	All Series	All Series	All Series	All Series
U	All Series	All Series	All Series	All Series	All Series	All Series	All Series	All Series	All Series
U/D	All Series	All Series	All Series	Thru Series 5	Thru Series 5	Thru Series 5	Thru Series 5	N/A	All Series
TFC	All Series	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

*Due to driver size, not all mounting options are compatible with all driver options

Stem Kit - Pendant Mount Only



- CSK6-(B,BZ,P,S)** - 6" Stem Kit
- CSK12-(B,BZ,P,S)** - 12" Stem Kit
- CSK18-(B,BZ,P,S)** - 18" Stem Kit
- CSK24-(B,BZ,P,S)** - 24" Stem Kit
- CSK30-(B,BZ,P,S)** - 30" Stem Kit
- CSK36-(B,BZ,P,S)** - 36" Stem Kit
- CSK48-(B,BZ,P,S)** - 48" Stem Kit

1. Flexible Cable versions are only available in dry/damp location type
 2. Consult factory when different beams, color temperatures, or lumen packages are required in a single Up/Down cylinder.
 3. Track Mount option only available with MVD Driver Option wired to 120V; TRIAC/ELV Dimming capable. BZ Finish comes with black track adapter.
 4. Wall Wash (WW) and Pencil Beam (PB) valid on all models except Up/Down cylinder with series 5 or 6 LED module (leave reflector designation blank).
 5. Pencil Beam (PB) optic limited to exterior mount ("X") location style.
 6. Consult factory for RDB options on Up/Down (UD) luminaires.
 7. RDB Option only available with MVD driver option. RDB Enclosure must be installed in a Dry/Damp location.

CYL6

6" Integrated LED Indoor and Outdoor Cylinders

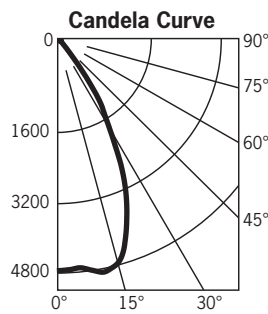
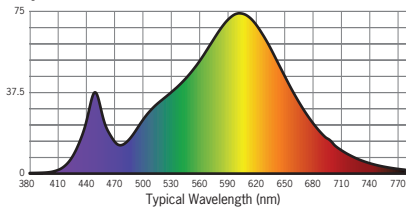
Photometrics

CCT	STD CRI	HIGH CRI	SERIES 1	SERIES 2	SERIES 3	SERIES 4	SERIES 5	WHT/PL REFLECTORS
2700K	0.94	0.70	0.29	0.39	0.53	0.73	0.90	1.0
3000K	N/A	0.75	0.29	0.39	0.53	0.73	0.90	1.0
3500K	1.0	0.81	0.29	0.39	0.53	0.73	0.90	1.0
4000K	1.0	0.87	0.29	0.39	0.53	0.73	0.90	1.0

CYL6630KMVDCMCLR

Designed for 50,000 Hour Lamp Life*; LM-63 Test No. 85098

Light Output (Fixture Delivered Lumens): 3603
Total Watts@120V: 43.0
Lumens Per Watt: 83.8
Color Rendering Index (CRI)¹: 83
Color Temperature (CCT)²: 2988K
Spectral Power Distribution Chart³



Candlepower Summary

FROM 0	CANDELA	LUMENS
0	4747	
5	4706	455
15	4680	1278
25	2956	1316
35	815	514
45	30	24
55	11	11
65	4	4
75	1	1
85	0	0
95	0	

Intensity Distribution

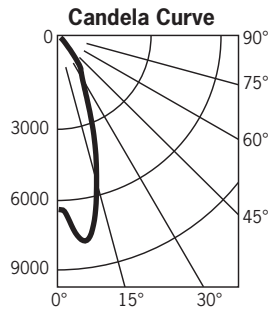
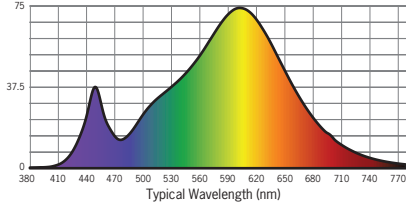
DISTANCE (FT.)	FOOTCANDLES (FC)	BEAM DIAMETER (FT.)
6'	131.9	5.4
8'	74.2	7.2
10'	47.5	9.0
12'	33.0	10.8
14'	24.2	12.6
16'	18.5	14.4

Beam Distribution: 54°
Spacing Criteria: 0.82

CYL6630KMVDCNCLR

Designed for 50,000 Hour Lamp Life*; LM-63 Test No. 85317

Light Output (Fixture Delivered Lumens): 3567
Total Watts@120V: 43.0
Lumens Per Watt: 83.0
Color Rendering Index (CRI)¹: 82
Color Temperature (CCT)²: 3027K
Spectral Power Distribution Chart³



Candlepower Summary

FROM 0	CANDELA	LUMENS
0	6579	
5	7684	716
15	5015	1377
25	1967	950
35	780	462
45	46	36
55	18	17
65	6	7
75	2	2
85	0	0
95	0	

Intensity Distribution

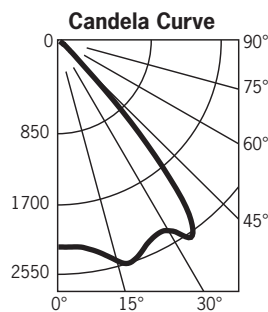
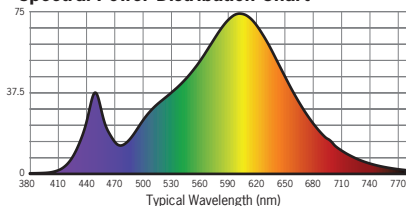
DISTANCE (FT.)	FOOTCANDLES (FC)	BEAM DIAMETER (FT.)
6'	182.8	3.9
8'	102.8	5.3
10'	65.8	6.6
12'	45.7	7.9
14'	33.6	9.2
16'	25.7	10.5

Beam Distribution: 36°
Spacing Criteria: 0.63

CYL6630KMVDWCLR

Designed for 50,000 Hour Lamp Life*; LM-63 Test No. 84842

Light Output (Fixture Delivered Lumens): 3749
Total Watts@120V: 44.4
Lumens Per Watt: 84.4
Color Rendering Index (CRI)¹: 82
Color Temperature (CCT)²: 3025K
Spectral Power Distribution Chart³



Candlepower Summary

FROM 0	CANDELA	LUMENS
0	2248	
5	2256	218
15	2506	701
25	2356	1102
35	2448	1380
45	222	294
55	43	41
65	11	11
75	2	2
85	0	0
95	0	

Intensity Distribution

DISTANCE (FT.)	FOOTCANDLES (FC)	BEAM DIAMETER (FT.)
6'	62.4	8.9
8'	35.1	11.9
10'	22.5	14.9
12'	15.6	17.9
14'	11.5	20.8
16'	8.8	23.8

Beam Distribution: 80°
Spacing Criteria: 1.19

1. Accuracy of rendering colors
 2. Color appearance of light source
 3. Colors present within the light source

*Dependent on surrounding temperatures

CYL6

6" Integrated LED Indoor and Outdoor Cylinders

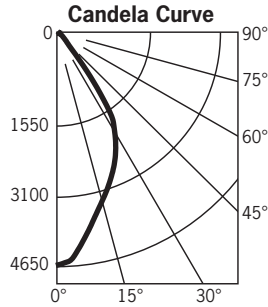
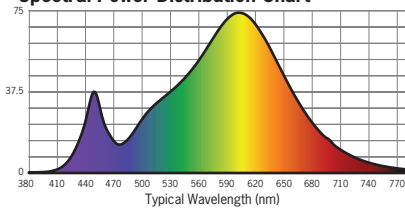
Photometrics

CCT	STD CRI	HIGH CRI	SERIES 1	SERIES 2	SERIES 3	SERIES 4	SERIES 5	WHT/PL REFLECTORS
2700K	0.94	0.70	0.29	0.39	0.53	0.73	0.90	1.0
3000K	N/A	0.75	0.29	0.39	0.53	0.73	0.90	1.0
3500K	1.0	0.81	0.29	0.39	0.53	0.73	0.90	1.0
4000K	1.0	0.87	0.29	0.39	0.53	0.73	0.90	1.0

CYL6630KMVDCPL

Designed for 50,000 Hour Lamp Life*; LM-63 Test No. 85318

Light Output (Fixture Delivered Lumens): 3423
 Total Watts@120V: 43.0
 Lumens Per Watt: 79.6
 Color Rendering Index (CRI)¹: 82
 Color Temperature (CCT)²: 3033K
 Spectral Power Distribution Chart³



Candlepower Summary

FROM 0	CANDELA	LUMENS
0	4582	
5	4309	395
15	3376	949
25	2619	1194
35	1191	725
45	140	116
55	33	33
65	8	9
75	2	2
85	0	0
95	0	

Intensity Distribution

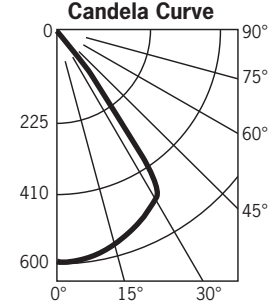
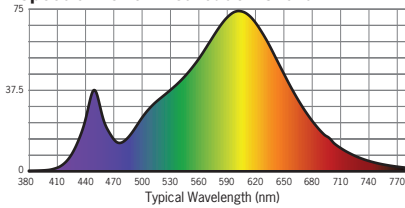
DISTANCE (FT.)	FOOTCANDLES (FC)	BEAM DIAMETER (FT.)
6'	127.3	4.8
8'	71.6	6.4
10'	45.8	8.0
12'	31.8	9.6
14'	23.4	11.3
16'	17.9	12.9

Beam Distribution: 57°
 Spacing Criteria: 0.80

CYL6630KMVDCXPB

Designed for 50,000 Hour Lamp Life*; LM-63 Test No. G16122102

Light Output (Fixture Delivered Lumens): 95
 Total Watts@120V: 42.3
 Lumens Per Watt: 2.2
 Color Rendering Index (CRI)¹: 82
 Color Temperature (CCT)²: 3033K
 Spectral Power Distribution Chart³



Candlepower Summary

FROM 0	CANDELA	LUMENS
0	614	
5	601	51
15	575	103
25	530	92
35	267	54
45	2	1
55	1	1
65	0	0
75	0	0
85	0	0
95	0	

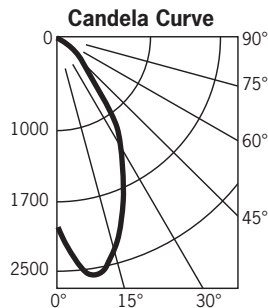
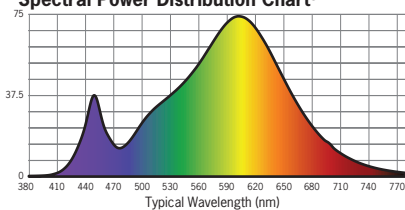
Intensity Distribution

DISTANCE (FT.)	FOOTCANDLES (FC)	BEAM DIAMETER (FT.)
6'	17.1	6.6 x 0.9
8'	9.6	8.8 x 1.2
10'	6.1	11.0 x 1.5
12'	4.3	13.2 x 1.7
14'	3.1	15.4 x 2.0
16'	2.4	17.6 x 2.4

CYL6630KMVDCWW

Designed for 50,000 Hour Lamp Life*; LM-63 Test No. G16122101

Light Output (Fixture Delivered Lumens): 1827
 Total Watts@120V: 42.4
 Lumens Per Watt: 43.1
 Color Rendering Index (CRI)¹: 82
 Color Temperature (CCT)²: 3033K
 Spectral Power Distribution Chart³



Candlepower Summary

FROM 0	CANDELA	LUMENS
0	2024	
5	2385	200
15	2352	454
25	1722	507
35	1021	381
45	479	200
55	276	114
65	118	51
75	28	15
85	3	3
95	0	

Intensity Distribution

DISTANCE (FT.)	FOOTCANDLES (FC)	BEAM DIAMETER (FT.)
6'	56.2	5.1 x 5.9
8'	31.6	6.8 x 7.9
10'	20.2	8.5 x 9.9
12'	14.1	10.2 x 11.9
14'	10.3	11.9 x 13.9
16'	7.9	13.7 x 15.9

1. Accuracy of rendering colors
 2. Color appearance of light source
 3. Colors present within the light source

*Dependent on surrounding temperatures