



## Planning Division Memorandum

**From:** Cindy Luxhoj AICP, Associate Planner  
**To:** Development Review Board Panel 'B'  
**Date:** September 21, 2021  
**RE:** Review of Villebois Village Center Mixed-Use Project (DB21-0008 et al)  
Scheduled for September 27, 2021 Hearing

After publishing the staff report and exhibits for the application you will be considering at the September 27, 2021 meeting, the developer submitted revised ground floor plans for the proposed buildings based on City staff's discussion points and conditions of approval.

Please see the attached revised materials.



## MEMORANDUM

DATE: September 20, 2021

TO: Miranda Bateschell, Planning Director  
Cindy Luxhoj, AICP Associate Planner  
City of Wilsonville

FROM: Stacy Connery, AICP  
Maureen Jackson, AICP

CC: Rudy Kadlub, Costa Pacific Communities

Project Name: Villebois Village Center Mixed-Use

Re: Revised Floor Plans for Buildings A, B, and C  
(DB21-0008, DB21-0010 through DB21-0013 Buildings A and B, 12C Lot 76  
and DB21-0014 through DB21-0016 Building C, 2C Lot 73)

Rudy Kadlub, of Costa Pacific Communities, respectfully requests that City planning staff and members of the Development Review Board (DRB) Panel B accept the attached modified floor plans of the ground floor of Buildings A, B, and C proposed for the Villebois Village Center Mixed-Use Development. The applicant has modified the plan in response to feedback received from City Staff. The updated plan reflects consideration made to locate retail space at the highly visible corner of SW Villebois Drive and SW Barber Street and place the Postal Center closer to its current location.

This memorandum, supporting site plan, and building summary table detail the proposed changes, which include:

- Relocation and enlargement of Retail Space in Building C (from center of building to prominent corner with an additional 760 sq. ft.),
- Relocation of the Postal Center (from Building C to Building A),
- Relocation of the Community Room (from the northwest corner of Building A to the southern corner of Building A),
- Relocation of the Fitness Center (from the southern corner to the northwest corner of Building A),
- Distinct identification of ground floor Flex Retail/ Residential spaces in Buildings A, B, and C, and
- One less residential apartment unit.

## **RETAIL SPACE**

The previous plan proposed a total of 2,460 square feet of retail space (1,331 square feet in Building B and 1,129 square feet in Building C). The updated plan proposes a total of 3,220 square feet, an additional 760 feet of area.

The plan provides 1,889 square feet of retail/ commercial space the intersection of SW Villebois Drive and SW Barber Street in Building C. The prominent, more visible, corner location will attract an anchor retail tenant that will activate the streetscape across from The Piazza and adjacent linear green and support existing and future retail, commercial, and restaurant spaces.

The 1,331 square feet of retail space provided in Building B remains unchanged.

## **POSTAL CENTER**

A community postal center was always intended to be located inside the Villebois Village Center. The previous site plan located the postal center in a 2,568 square foot area in Building C. Relocation of the center to Building A, places all community amenities in one building and allows retail/ commercial use to occupy a prominent location in Building C at the intersection of SW Villebois Drive and SW Barber Street.

The modified design proposes the postal center to occupy two areas. All residential mailboxes will be in the larger 1,708 square foot area. A smaller 504 square foot area is designed to potentially house a secured parcel locker system, communal co-working space, lending library kiosk, or coffee bar. Located next to the Community Room, the smaller postal center space may be designed with portable wall partitions that allow the space to extend into the Community Room.

## **COMMUNITY ROOM**

The plan relocates the Community Room to the corner of SW Villebois Drive and SW Royal Scot Lane. The location of the Community Room is designed with the potential to be rented and utilized for public functions with access from the public sidewalk. While the plan provides a slightly smaller Room (approximately 100 square feet), a portable wall partition may allow the space to extend into the smaller Postal Center space for greater flexibility.

## **FITNESS CENTER**

The Fitness Center is proposed to be relocated to the corner of SW Royal Scot Lane and SW Campanile Lane. The Fitness Center is currently designed for use by the residents of the mixed-use center with secured access taken from the Lobby. The location and size of the Fitness Center may provide an opportunity for the property owner or management company to lease out the space to a fitness franchise operator accessible to the larger Villebois community.

## **FLEX RETAIL/ RESIDENTIAL IN BUILDINGS A, B, AND C**

The previously submitted plan proposed 11 ground floor units designed to convert to 7,527 square feet of retail space (3-studios and 1 1-bedroom unit in Building A, 1-studio, 3 1-bedroom, and 1 2-bedroom units in Building B, and 1-studio and 1 2-bedroom unit in Building C).

The current plan proposes 10 ground floor Flex Retail/ Residential units consisting of 7,124 square feet (1-studio, 3 1-bedroom and 1 2-bedroom units in Building B, and 2-studios, 2 1-bedroom, and 1 2-bedroom units in Building C). Building A no longer contains live/work units but is designed to contain all community amenities.

The Flex Retail/ Residential spaces front The Piazza and are designed as live/work units that offer opportunities for small office or retail. The units are designed and located and will be constructed to allow easy conversion to retail/ commercial space.

### UNIT COUNT

The prior plan proposed 143 residential market-rate apartments (42-studios, 69 1-bedroom, 21 2-bedroom, 11 3-bedroom) with 2,460 square feet of commercial retail space. The current plan provides 142 apartment units (40-studios, 70 1-bedroom, 21 2-bedddroom, and 11 3-bedroom) and 3,220 square feet of commercial retail space.

Buildings A and B, located on Lot 76 will provide 90 multi-family residential units (23-studios, 42 one-bedroom units, 14 two-bedroom units, and 11 3-bedroom units). Building C on Lot 73 will provide 52 units (17-studios, 28 1-bedroom units, and 7 2-bedroom units). The relocation of the Postal Center and removal of the live/work units from Building A and the increase in retail area in Building C results in a loss of 1 residential unit.

Table 1. shows the number of units in each land use category currently within SAP Central and the number of units in the SAP with the proposed refinements as well as the percent change in each aggregate land use category.

*Table 1. Comparison of Current and Proposed Unit Counts*

	Current Unit Count in SAP C	Proposed Unit Count in SAP C	% Change
Medium/Standard/Large/Estate	0	0	0%
Small Detached/ Small Cottage/ Row Homes/ Neighborhood Apt.	933	985	5.6%
<b>Total</b>	<b>933</b>	<b>985</b>	<b>5.6%</b>

The following table, Table 2, compares the original number of units shown in SAP Central, the number of units proposed, and the percent change for each aggregate land use category.

*Table 2. Comparison of Original SAP Central and Proposed Unit Counts*

	Original Unit Count in SAP C	Proposed Unit Count in SAP C	% Change
Medium/Standard/Large/Estate	0	0	0%
Small Detached/ Small Cottage/ Row Homes/ Neighborhood Apt.	1,010	985	-2.5%
<b>Total</b>	<b>1,010</b>	<b>985</b>	<b>-2.5%</b>

**NOTE:** The Current Unit Count for SAP Central reflects the final approved unit counts for PDP 1C, PDP 2C, PDP 3C, PDP 4C, PDP 5C (Montague Park), PDP 6C, PDP 7C, PDP 8C, PDP 9C, and 10C. This number includes PDP 2C Modification and PDP 12C which were submitted concurrently.

Furthermore, the proposal results in a total of 2,567 residential units within Villebois, meeting the refinement criteria.

**VEHICLE PARKING**

The loss of 1 residential unit and the additional 760 feet of retail/ commercial area results in no change to the off-street parking requirements:

Off-Street Parking Requirements according to Section 4.125 Table V-2:

Multi-family Dwellings		
40 Studio Units at 1.0 space/ unit	=	40 spaces
70 1-Bed Units at 1.0 space/ unit	=	70 spaces
21 2-Bed Units at 1.5 spaces/ unit	=	32 spaces
11 3-Bed Units at 1.75 spaces/ unit	=	19 spaces
Retail/ Commercial		
3,220 sf. at 2.0 Spaces/ 1,000 sf	=	6 spaces
<b>Vehicle Parking Requirements per Section 4.125 Table V-2</b>	<b>=</b>	<b>167 spaces</b>

The updated plan does not alter or impact the off-street or on-street parking provided.

**VEHICLE PARKING FOR FUTURE CONVERSION TO RETAIL**

The previous plan provided 11 ground floor residential units in Buildings A, B, and C designed to convert to 7,527 square feet of retail space requiring 13 off-street parking spaces.

The 10 ground-floor Flex Retail/ Residential units proposed in Buildings B and C requires 12 off-street parking spaces as detailed below:

Building ‘B’ Ground Floor Residential		
1 Studio Unit at 1.0 space/ unit	=	1 space
3 1-Bed Units at 1.0 space/ unit	=	3 spaces
1 2-Bed Unit at 1.5 spaces/ unit	=	2 spaces
Building ‘C’ Ground Floor Residential		
2 Studio Unit at 1.0 space/ unit	=	2 spaces
2 1-bed Units at 1.0 space/ unit	=	2 spaces
1 2-Bed Unit at 1.5 spaces/ unit	=	2 spaces
<b>Vehicle Parking Requirements</b>	<b>=</b>	<b>12 spaces</b>

Alternatively, 7,124 square feet of retail space which requires 2.0 spaces per 1,000 square feet results in a total of 14 vehicle parking spaces, an additional 2 parking spaces. The 45 on-street parking spaces adjacent to the development will adequately serve a future conversion of residential units to commercial space.

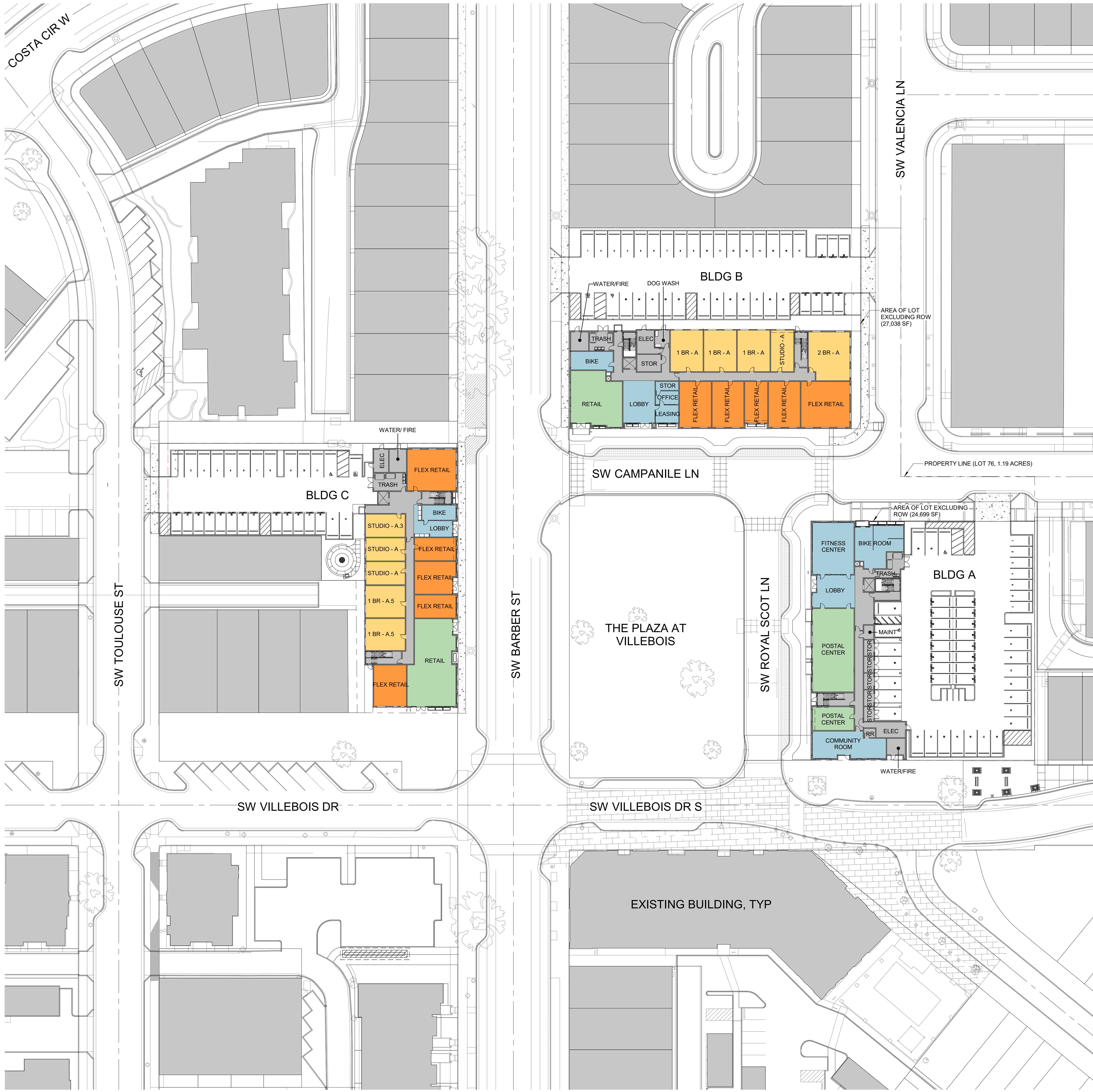
The updated plan does not alter demonstrated compliance with applicable Development Standards, Village Center Architectural Standards, or Community Elements Book requirements. No modifications to the circulation, utility, grading, or landscape plans for Buildings A, B, or C are proposed. The modified site plan does not impact or alter the Zone Change, Specific Area Plan Amendment or Type “C” Tree Removal applications for development of Buildings A and B on Lot 76 or Building C on Lot 73. The modified site plan does not impact or alter the Preliminary

Development Plan, Final Development Plan or Type “C” Tree Removal applications for the surface parking area on Lot 12.

A copy of the revised site plan and building summary table is attached for reference.

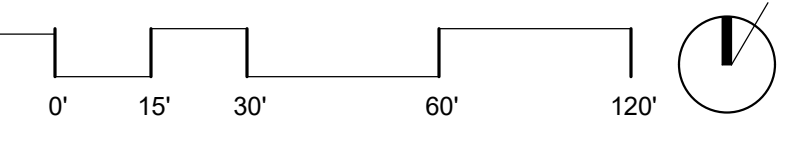
Thank you.





- LEGEND**
- RETAIL/POSTAL CENTER
  - FLEX RETAIL/RESIDENTIAL
  - COMMUNAL/PUBLIC SPACES
  - RESIDENTIAL
  - CORRIDOR/BACK OF HOUSE

SITE PLAN - BLDGS A, B, C



VILLEBOIS VILLAGE CENTER APARTMENTS

Apt Building A (East Bldg)															
Levels	Height	Gross SF	Common Areas			Retail	Flex Retail	Residential			Rent. Stor	Mail	Parking		Site Size
			Lobby	Amenity	Common			Net Res SF	Efficiency	Unit Count			Gross SF	Gross SF	
Level 4	17	10,119			1,345			8,774	87%	12					
Level 3	10.33	10,119			1,345			8,774	87%	12					
Level 2	10.33	10,119			1,345			8,774	87%	12					
Level 1	12	8,393	623	2,047	5,723	-	-	-	0%	-	439	2,212	49	13	24,668
			<b>623</b>	<b>2,047</b>	<b>9,758</b>										
<b>Totals</b>	<b>50</b>	<b>38,750</b>		<b>12,428</b>		<b>-</b>	<b>-</b>	<b>26,322</b>	<b>68%</b>	<b>36</b>	<b>439</b>	<b>2,212</b>	<b>49</b>	<b>13</b>	<b>24,699</b>

Apt Building B (North Bldg)															
Levels	Height	Gross SF	Common Areas			Retail	Flex Retail	Residential			Rent. Stor	Mail	Parking		Site Size
			Lobby/L.O.	Amenity	Common			Net Res SF	Efficiency	Unit Count			Gross SF	Gross SF	
Level 4	16	12,646		1,038	1,521			10,087	80%	14					
Level 3	10.33	12,646			1,437			11,209	89%	15					
Level 2	10.33	12,646			1,437			11,209	89%	15					
Level 1	12	12,642	1,111	128	6,596	1,331	3,787	3,476	27%	10	218	-	38	14	27,040
			<b>1,111</b>	<b>1,166</b>	<b>10,991</b>										
<b>Totals</b>	<b>49</b>	<b>50,580</b>		<b>13,268</b>		<b>1,331</b>	<b>3,787</b>	<b>35,981</b>	<b>71%</b>	<b>54</b>	<b>218</b>	<b>-</b>	<b>38</b>	<b>14</b>	<b>27,040</b>

Apt Building C (West Bldg)															
Levels	Height	Gross SF	Common Areas			Retail	Flex Retail	Residential			Rent. Stor	Mail	Parking		Site Size
			Lobby	Amenity	Common			Net Res SF	Efficiency	Unit Count			Gross SF	Gross SF	
Level 4	19	10,517			1,466			9,051	86%	14					
Level 3	10.33	10,517			1,466			9,051	86%	14					
Level 2	10.33	10,517			1,466			9,051	86%	14					
Level 1	12	10,594	358	-	5,695	1,889	3,337	2,652	25%	10	-	-	28	21	21,677
			<b>358</b>	<b>-</b>	<b>10,093</b>										
<b>Totals</b>	<b>52</b>	<b>42,145</b>		<b>10,451</b>		<b>1,889</b>	<b>3,337</b>	<b>29,805</b>	<b>71%</b>	<b>52</b>	<b>-</b>	<b>-</b>	<b>28</b>	<b>21</b>	<b>21,790</b>

Total Project Summary															
Bldg	Height	Gross SF	Common Areas			Retail	Flex Retail	Residential			Rent. Stor	Mail	Parking		Site Size
			Lobby/L.O.	Amenity	Common			Net Res SF	Efficiency	Unit Count			Gross SF	Gross SF	
Bldg A	50	38,750	623	2,047	9,758	-	-	26,322	68%	36	439	2,212	49	13	24,699
Bldg B	49	50,580	1,111	1,166	10,991	1,331	3,787	35,981	71%	54	218	-	38	14	27,040
Bldg C	52	42,145	358	-	10,093	1,889	3,337	29,805	71%	p	-	-	28	21	21,790
<b>Totals</b>	<b>41 to 50</b>	<b>131,475</b>	<b>2,092</b>	<b>3,213</b>	<b>30,842</b>	<b>3,220</b>	<b>7,124</b>	<b>92,108</b>	<b>70%</b>	<b>90</b>	<b>657</b>	<b>2,212</b>	<b>115</b>	<b>48</b>	<b>73,529</b>

Parking Summary	
Total Parking Spaces (Off-street + On-street)	163
Required Parking - Units	161
Provided Parking - Units	159
Off-street Parking Ratio (Units)	1.28
Total Parking Ratio (Units)	1.12
Total Parking Ratio (Bedrooms)	0.86
Required Parking - Retail	4
Provided Parking - Retail	10
Provided Compact Off-street Parking	37
Additional Compact Spaces per Add'l Bike Spaces	9
Compact Space Off-street Parking Ratio (.4 Max)	0.400

Bike Parking - Bldg A		Short-Term	Long-Term
Required - Units		1.8	35.5
Additional required per parking offset			15.00
Required - Retail		0	0
Total Required (excl unit long-term)*		1.8	15.00
Total Provided (excl unit long-term)*		2	49
*Required long-term unit bike parking is provided within units			

Bike Parking - Bldg B		Short-Term	Long-Term
Required - Units		2.7	13.5
Additional required per parking offset			15.00
Required - Retail		2	2
Total Required (excl unit long-term)*		4.7	17.00
Total Provided (excl unit long-term)*		5	23
*Required long-term unit bike parking is provided within units			

Bike Parking - Bldg C		Short-Term	Long-Term
Required - Units		2.60	13.00
Additional required per parking offset			15.00
Required - Retail		2	2
Total Required (excl unit long-term)*		4.6	17.00
Total Provided (excl unit long-term)*		5	19
*Required long-term unit bike parking is provided within units			

Apt Building A (East Bldg)										
Levels	Unit Type	Studio	1-BR	2-BR/1-BA	2-BR/2-BA	3-BR/2-BA	Unit Count	Bed Count	Avg Unit SF	Net Res SF
Level 3	4	4	-	1	3	12	19	731	8,774	
Level 2	4	4	-	1	3	12	19	731	8,774	
Level 1	-	-	-	-	-	-	-	-	-	
	<b>12</b>	<b>12</b>	<b>-</b>	<b>3</b>	<b>9</b>					
	33.33%	33.33%	0.00%	8.33%	25.00%					
<b>Totals</b>						<b>36</b>	<b>57</b>	<b>731</b>	<b>26,322</b>	

Apt Building B (North Bldg)										
Levels	Unit Type	Studio	1-BR	2-BR/1-BA	2-BR/2-BA	3-BR/2-BA	Unit Count	Bed Count	Avg Unit SF	Net Res SF
Level 3	3	8	-	3	1	15	20	747	11,209	
Level 2	3	8	-	3	1	15	20	747	11,209	
Level 1	2	6	-	2	-	10	12	348	3,476	
	<b>11</b>	<b>30</b>	<b>-</b>	<b>11</b>	<b>2</b>					
	20.37%	55.56%	0.00%	20.37%	3.70%					
<b>Totals</b>	456 SF	676 SF	756 SF	1010 SF	1067 SF	<b>54</b>	<b>69</b>	<b>666</b>	<b>35,981</b>	

Apt Building C (West Bldg)										
Levels	Unit Type	Studio	1-BR	2-BR/1-BA	2-BR/2-BA	3-BR/2-BA	Unit Count	Bed Count	Avg Unit SF	Net Res SF
Level 3	4	8	-	2	-	14	16	647	9,051	
Level 2	4	8	-	2	-	14	16	647	9,051	
Level 1	5	4	-	1	-	10	11	265	2,652	
	<b>17</b>	<b>28</b>	<b>-</b>	<b>7</b>	<b>-</b>					
	32.69%	53.85%	0.00%	13.46%	0.00%					
<b>Totals</b>						<b>52</b>	<b>59</b>	<b>573</b>	<b>29,805</b>	

Total Project Summary										
Bldg	Unit Type	Studio	1-BR	2-BR/1-BA	2-BR/2-BA	3-BR/2-BA	Unit Count	Bed Count	Avg Unit SF	Net Res SF
Bldg B	11	30	-	11	2	54	69	666	35,981	
Bldg C	17	28	-	7	-	52	59	573	29,805	
	<b>40</b>	<b>70</b>	<b>-</b>	<b>21</b>	<b>11</b>					
	28.17%	49.30%	0.00%	14.79%	7.75%					
<b>Totals</b>						<b>142</b>	<b>185</b>	<b>649</b>	<b>92,108</b>	