



**Development Review Board  
Panel B Meeting  
October 25, 2021  
6:30 pm**

This meeting is taking place with social distancing precautions in place:

- Board members are participating virtually, via Zoom videoconferencing
- Anyone experiencing fever or flu-like symptoms should not attend
- Council Chambers capacity is limited to 25 people and social distancing guidelines will be enforced

**To Provide Public Comment**

- 1) E-mail Shelley White at [swhite@ci.wilsonville.or.us](mailto:swhite@ci.wilsonville.or.us) for Zoom login information
- 2) E-mail testimony regarding Resolution No. 393-B (Villebois Village Center Mixed Use) to Cindy Luxhoj, Associate Planner at [luxhoj@ci.wilsonville.or.us](mailto:luxhoj@ci.wilsonville.or.us) by 2 pm on October 25, 2021.
- 3) E-mail testimony regarding Resolution No. 395 (Dept. of Admin. Services North Valley Complex) to Cindy Luxhoj, Associate Planner at [luxhoj@ci.wilsonville.or.us](mailto:luxhoj@ci.wilsonville.or.us) by 2 pm on October 25, 2021.
- 4) In-person testimony is discouraged, but can be accommodated. Please contact Daniel Pauly at [pauly@ci.wilsonville.or.us](mailto:pauly@ci.wilsonville.or.us) by phone at 503-682-4960 for information on current safety protocols.



**Wilsonville City Hall  
Development Review Board Panel B**

Monday, October 25, 2021 - 6:30 P.M.

I. Call to order:

II. Chairman's Remarks:

III. Roll Call:

Samy Nada

Nicole Hendrix

Michael Horn

Jason Abernathy

Katie Dunwell

IV. Citizens' Input:

V. Consent Agenda:

A. Approval of minutes of the September 27, 2021 DRB Panel B meeting

VI. Public Hearings:

**A. Resolution No. 393-B. Villebois Village Center Mixed Use Development: Pacific Community Design – Representative for Costa Pacific Communities – Applicant and RCS Villebois Development LLC – Owner.** The applicant is requesting approval of a SAP Central Amendment, Preliminary Development Plan (1) and Plan Modifications (2), Final Development Plans (3), and Type C Tree Plans (3) for a mixed-use development located in the Villebois Village Center. The subject sites are located on Tax Lots 2100 and 2800 of Section 15AC and Tax Lot 8600 of Section 15DB, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Cindy Luxhoj

Case Files:

DB21-0010	SAP Central Amendment (PDP 12 C Lot 76, Bldgs A, B)
DB21-0011	Preliminary Development Plan (PDP 12 C Lot 76, Bldg A, B)
DB21-0012	Final Development Plan (PDP 12 C Lot 76, Bldgs A, B)
DB21-0013	Type C Tree Removal Plan (PDP 12 C Lot 76, Bldgs A, B)
DB21-0014	Preliminary Development Plan (PDP 2 C Lot 73, Bldg C)
DB21-0015	Final Development Plan (PDP 2 C Lot 73, Bldg C)

- DB21-0016 Type C Tree Removal Plan (PDP 2 C Lot 73, Bldg C)
- DB21-0022 Preliminary Development Plan (PDP 1 C Lot 12, Parking)
- DB21-0023 Final Development Plan (PDP 1 C Lot 12, Parking)
- DB21-0024 Type C Tree Removal Plan (PDP 1 C Lot 12, Parking)

*This item was continued to this date and time certain at the September 27, 2021 DRB Panel B meeting.*

- B. Resolution No. 395. Oregon Department of Administrative Services North Valley Complex: SERA Architects – Applicant for Oregon Department of Administrative Services – Owner.** The applicant is requesting approval of a Stage II Final Plan Modification, Site Design Review, Type C Tree Plan, Class 3 Sign Permit & Waiver, Parking Waiver, and Abbreviated SROZ Map Verification for renovation and upgrade of the existing building and site for the Oregon Department of Administrative Services North Valley Complex. The subject site is located at 26755 SW 95<sup>th</sup> Avenue on Tax Lot 1903 of Section 11, Township 3 South, Range 1 West, Clackamas County, Oregon. Staff: Cindy Luxhoj.

Case Files:

- DB21-0025 Stage II Final Plan Modification
- DB21-0026 Site Design Review
- DB21-0027 Type C Tree Plan
- DB21-0028 Class III Sign Permit & Waiver
- SI21-0001 Abbreviated SROZ Map Verification
- DB21-0056 Parking Waiver

VII. Board Member Communications:

- A. Results of the October 11, 2021 DRB Panel A meeting
- B. Recent City Council Action Minutes

VIII. Staff Communications:

IX. Adjournment

Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting. The City will also endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting.

- Qualified sign language interpreters for persons with speech or hearing impairments.
- Qualified bilingual interpreters.
- To obtain such services, please call the Planning Assistant at 503 682-4960

**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, OCTOBER 25, 2021**

**6:30 PM**

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V. Consent Agenda:

- A. Approval of minutes from the September 27, 2021 DRB Panel B meeting

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

**Development Review Board – Panel B  
Minutes– September 27, 2021 6:30 PM**

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**I. Call to Order**

Chair **Samy Nada** called the meeting to order at 6:31 p.m.

**II. Chair’s Remarks**

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

**III. Roll Call**

Present for roll call were: **Samy Nada, Nicole Hendrix, Jason Abernathy, and Katie Dunwell.** Michael Horn was absent.

Staff present: **Daniel Pauly, Barbara Jacobson, Kimberly Rybold, Cindy Luxhoj, and Shelley White**

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

**V. Consent Agenda:**

A. Approval of minutes of May 24, 2021 DRB Panel B meeting

**Nicole Hendrix moved to approve the May 24, 2021 DRB Panel B meeting minutes as presented. Jason Abernathy seconded the motion, which passed unanimously.**

**VI. Public Hearings:**

**A. Resolution No. 393. Villebois Village Center Mixed Use Development: Pacific Community Design – Representative for Costa Pacific Communities – Applicant and RCS Villebois Development LLC – Owner.** The applicant is requesting approval of a Zone Map Amendment from Public Facility (PF) to Village (V) and adopting findings and conditions approving a SAP Central Amendment, Preliminary Development Plan (1) and Plan Modifications (2), Final Development Plans (3), and Type C Tree Plans (3) for a mixed-use development located in the Villebois Village Center. The subject sites are located on Tax Lots 2100 and 2800 of Section 15AC and Tax Lot 8600 of Section 15DB, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: **Cindy Luxhoj**

Case Files:

DB21-0008 Zone Map Amendment (PDP 12 C Lot 76, Bldgs A, B)  
DB21-0010 SAP Central Amendment (PDP 12 C Lot 76, Bldgs A, B)

DB21-0011	Preliminary Development Plan (PDP 12 C Lot 76, Bldg A, B)
DB21-0012	Final Development Plan (PDP 12 C Lot 76, Bldgs A, B)
DB21-0013	Type C Tree Removal Plan (PDP 12 C Lot 76, Bldgs A, B)
DB21-0014	Preliminary Development Plan (PDP 2 C Lot 73, Bldg C)
DB21-0015	Final Development Plan (PDP 2 C Lot 73, Bldg C)
DB21-0016	Type C Tree Removal Plan (PDP 2 C Lot 73, Bldg C)
DB21-0022	Preliminary Development Plan (PDP 1 C Lot 12, Parking)
DB21-0023	Final Development Plan (PDP 1 C Lot 12, Parking)
DB21-0024	Type C Tree Removal Plan (PDP 1 C Lot 12, Parking)

*The DRB action on the Zone Map Amendment is a recommendation to the City Council.*

**Chair Nada** called the public hearing to order at 6:40 p.m. and read the conduct of hearing format into the record. All Board members declared for the record that they had visited the site. No board member, however, declared a conflict of interest, bias, or conclusion from a site visit. No board member participation was challenged by any member of the audience.

**Cindy Luxhoj, Associate Planner**, announced that the criteria applicable to the application were stated starting on page 2 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room and on the City's website.

**Ms. Luxhoj** noted this was the final phase of Villebois to be reviewed by the DRB and included three new, mixed-use buildings and a supplemental parking area surrounding the Piazza in the Village Center. She presented the Staff report via PowerPoint, briefly noting the site's history and the project's location and surrounding features, and reviewing the proposed applications with these key comments:

- The project included three lots within the Villebois Village Center. Buildings A and B were proposed northeast and northwest of the Piazza on Lot 76, Building C was proposed for Lot 73, and the surface parking area was to the southwest on Lot 12. Key streets in the Village Center included SW Barber St, Villebois Dr, Campanile Ln, and Royal Scot Ln.
- Proper noticing was followed for the application. The notice included clarifying background information about the project and outlined adaptations for the hearing process and providing testimony that were adopted by the City in response to the Covid-19 pandemic.
  - The City received several public comments on the proposal, copies of which were in the D exhibits. Concerns raised included parking, traffic, safety, intensification of use, and added residential units, converting landscaped area at SW Villebois Dr and Barber St to parking, and removal of a previously preserved scarlet oak tree, Tree #333. Concerns were addressed under Discussion Topics in the Staff report and would also be addressed throughout tonight's presentation.
  - Following publication of the Staff report, additional comments had been received, many in support of the proposed project. Those additional comments were provided to the DRB earlier today in advance of the hearing.

- She described the planning and review process that had been designed specifically for Villebois, which is located in the area surrounding the former state-owned Dammasch State Hospital complex that operated from 1961 to 1995. Shortly after it was vacated, a master planning effort was launched, which resulted in the 2003 adoption of a concept plan ~~a plan~~ to establish an urban village on the site and surrounding properties, and the subsequent adoption of the Villebois Master Plan, most recently amended in 2013. The Master Plan adoption included zoning code language that guided how development was reviewed and defined what flexibility there was from the Master Plan as development occurred. (Slide 5)
  - Based on the Master Plan, four Specific Area Plans (SAPs) were approved, including South, East, Central, and North. The SAP approval included books guiding the details of the architecture and community elements, such as street trees and site furnishings.
  - All proposed development had a Preliminary Development Plan (PDP) and a Final Development Plan (FDP). The PDP was equivalent to a traditional subdivision review, which looked at the layout, streets, and other functional components of development. The FDP was the detailed review of buildings, parks and open space, and other amenities and features.
- Tonight, the DRB review would address the amendment of SAP Central and adoption of PDPs and FDPs for Lots 12, 73, and 76 in the Village Center. Adopted in 2006, SAP Central included 42 acres within and 13.2 acres outside the Village Center boundary. (Slide 6) The current application affects 2.02 acres of the 42 acres within the Village Center boundary surrounding the central Piazza on the northeast and west sides.
  - Master Plan Figure 2A (Slide 7) showed the SAP Central boundary and Village Center boundary within SAP Central, as well as the range of land uses envisioned for SAP Central in the Villebois Village Master Plan. The land uses were designed to create a vibrant, mixed-use Village Center within the Villebois community that would be comprised of residential, office, retail, and other related employment uses. The Village Center was designed to include higher density residential housing, mixed-use housing, opportunities for office, commercial, light industrial and civic uses, easy-access multimodal transportation opportunities, and parks and greenway features. It was intended to be a central hub of activities, services, and transportation that would serve the larger Villebois community and provide multimodal transportation opportunities that would facilitate pedestrian, bicycle, transit, and automobile access, while connecting residents to shopping, services, recreation, and homes.
  - As designated in the Villebois Village Master Plan, the center of the Village Center would feature mixed-use condos, shown in the medium-blue on Slide 8, and was roughly the location of mixed-use Buildings A, B, and C and the parking area on Lots 12, 73, and 76 of the current application.
    - Although the area surrounding the Piazza was designated as mixed-use condos, the Village Zone was flexible in that units could be for-sale units to be owned or for-lease units to be rented, such as the apartments proposed in the current application.
    - Additionally, the Villebois Village Master Plan defined land uses in the aggregate with specialty condos, mixed-use condos, urban apartments, Village apartments, neighborhood apartments, row houses, and small detached houses comprising one

- land use group, and it did not distinguish whether the residential units within those land uses were owned or rented by the resident.
- The current application proposed a mixed-use development that consisted of three buildings and a surface parking area that would surround the central Piazza in the Village Center on three sides. The Composite Site Plan indicated the locations of the proposed buildings in relation to the Piazza, as well as the parking area southwest of the Piazza that would serve the residents, visitors, and employees of the development. Renderings of proposed Buildings A, B, and C and the Landscape Plan for the parking area were also displayed. (Slide 9)
  - After publication of the Staff report, the Applicant submitted revised ground floor plans for the proposed buildings based on City Staff discussion points and conditions of approval. (Included in Exhibit A3)
  - The area of the Zone Map Amendment included approximately 1.19 acres in the two sites of Lot 76 and .22 acre of the public right-of-way connecting them, for a total of about 1.4 acres. The request was to change the zoning for Lot 76 from Public Facility (PF) to Village (V). As the former site of the Dammasch State Hospital, land in the Village Center kept the PF zoning from this previous use until a PDP was proposed for the property. The remaining project area for the current application was rezoned from PF to V in 2006 and 2007 when PDPs were approved for development of both lots.
    - The current PDP request was the first submitted for Lot 76, hence the request to change the zoning from PF to V, which was consistent with the Residential Village designation on the Comprehensive Plan Map, as well as with the zoning for the rest of Villebois. Approval of the Zone change would enable development of the property to include two mixed-use buildings as proposed in the concurrent PDP and SDP applications.
  - SAP Central Amendment. One component of SAP Central was the Village Center Architectural Standards (VCAS), which ensures that development within the Village Center boundary is consistent with the Villebois Village Concept Plan and Master Plan, as well as with the design principles and design standards in the Village Zone. Within the VCAS were several addresses, each of which was a special overlay zone that highlighted a unique area in the development and provided additional information for the definition of architectural character. The Plaza Address was one of six addresses in the Village Center, and all the proposed buildings in the current application must adhere to the VCAS for the Plaza Address since they all front the Piazza and its surrounding streets. The requested SAP Central Amendment would refine the VCAS to implement the proposed development and applied to Lots 73 and 76, the sites of Buildings A, B, and C.
    - The proposed amendment would also change provisions of the Plaza Address to modify exterior building material standards related to façade materials and percentage calculations. The current list of approved façade materials included brick, stone, cast stone, stucco or plaster, poured-in-place concrete or precast concrete veneer, and metal panel systems. The proposed modification would add, under stucco or plaster, the phrase, "...including stucco board composed of fiber cement reveal panels" and also reduce the percentage of each building façade required to be finished with one or more of the listed materials from 75 percent to 30 percent.



- As explained in the Applicant’s narrative, the proposed revisions would allow more design flexibility for façade designs and allow the proposed project to react to the current construction market conditions without sacrificing the integrity of the finished product. A prescriptive minimum of 75 percent façade coverage from a small list of finished materials would significantly impact the design opportunities for façade design, especially when pursuing a contemporary design aesthetic as proposed with the project. The price point of this small list of finished materials was significantly higher than the “additional” approved exterior finished materials, such as fiber cement lap siding, thereby forcing a higher construction cost without taking into account the overall design aesthetic. The proposed revisions to Plaza Address would not remove or revise the materials list. Instead, the proposed revisions allow more flexibility in achieving the approved materials in a cost-effective manner.
  - Staff agreed with the Applicant that the proposed changes provided design flexibility to accentuate the ground floor of each building and provide architectural consistency along the central plaza.
  - The materials defined each building space and distinguished it from the painted fiber cement lap siding above that was the primary finish material for private housing at the remainder of each building. The end result, including the already-constructed Domain at Villebois, would be four unique façade designs that would wrap the central plaza with complementary finish materials and color palettes. The brick veneer, storefront windows, and steel canopies would all reinforce the ground-level streetscape to make the plaza a vibrant pedestrian-friendly experience.
  - No other changes to the VCAS for the Plaza Address were proposed in the current application.
- Preliminary Development Plans (PDPs). (Slides 14-16)
  - Since SAP Central was approved in 2006, separate PDPs, as well as some modifications to the original approval, had been approved within the SAP. Since no previous PDP had been proposed for PDP 12 C Lot 76, the request for this PDP, DB21-0011, did not include a modification. The proposal for Lot 76 was to construct the two mixed-use Buildings A and B, which would include 94 apartments. Approval of this PDP by the DRB was contingent upon City Council approval of the Zone Map Amendment.
  - PDPs for 2 C Lot 73 and 1 C Lot 12 had been previously approved; therefore, DB21-0014 and DB21-0022, respectively, included requests for modifying those PDPs.
    - Modification of Lot 73 was proposed to increase the number of mixed-use condos from 24 to 30 units to 49 apartment units in Building C. The table on Slide 15 reflected the final and current approved unit counts in all other PDP approvals and modifications in SAP Central. The original SAP Central approved 1,010 units with a potential 10 percent increase or decrease over time. With approval of the proposed PDP modification to Lots 12 and 73, the density in SAP Central would be 986 units, resulting in a less than 10 percent change to the unit counts in SAP Central while continuing to meet the density requirement across Villebois. The proposal also resulted in a total of 2,568 residential units within Villebois, which met the refinement criteria.

- Proposed modifications for Lot 12 would eliminate the conceptual range of 8 to 12 mixed-use condo units previously envisioned and the three-unit residential development approved in 2018, to provide a surface parking area to serve the residents, employees, and visitors of the mixed-use development. This would result in fewer units, less density, and more parking than originally envisioned for the immediate area.
  - Because public comment had focused on development of a surface parking area on Lot 12, she believed providing background about the property would be helpful. The proposed parking configuration for Lot 12 was outlined in red on Slide 16. The 2006 SAP Central approval called for 8 to 12 mixed-use condo units on the subject site with access taken from shared alleyways. The property was never planned for park or open space.
  - The existing improved landscape on the site stemmed from the site's past use as a temporary sales office and information center for the Village Center. Such sales offices were typically heavily landscaped, even if temporary, to create a market-friendly aesthetic. The modular building used as the sales office and information center was removed some time ago. Based on public comment, it was apparent that the length of time the temporary landscaping had been in place had created the perception that the landscaping was the long-term approved use of the property.
  - In 2018, development plans were approved for Lot 12 for a three-unit residential development, including one mixed-use unit and associated improvements. However, the developer chose not to construct the approved units.
  - All proposed changes to the number of units were within the refinement thresholds identified in the V Zoning Text.
  - The proposed parking area on Lot 12 would not take access directly from SW Villebois Dr or Barber St, but rather through an existing alley, partially located on Lot 12, as well as Tracts G and H of the Villebois Village Center plat recorded in 2007. Per Note 4 of the plat, Lot 12 has an access easement over Tracts G and H. The three-unit development approved by the City in 2018 included access via the same alley, and parking added within the alley, on that portion of Lot 12. The current application proposed the same access and the same addition of parking in the Lot 12 portion of the alley as was previously approved.
- Traffic impacts for the project as proposed in the PDPs for Lots 12, 73, and 76 had long been included in the planning and construction of transportation infrastructure to serve Villebois. The number and density of units and trips had been anticipated and planned for in master planning and subsequent development proposals over the past couple decades, and the current proposal was consistent with the projections.
  - In May 2019, the City's traffic consultant, DKS, analyzed the residential trip generation of three buildings with 145 apartments proposed on Lots 73 and 76 as compared to residential trip generation estimates for all of SAP Central calculated in a 2013 Traffic Impact Study (TIS). The residential trip generation for the entire SAP Central, with the three proposed apartment buildings, was found to result in a lower trip generation than

previous trip estimates for the SAP. Therefore, no significant traffic impact was anticipated due to Buildings A, B, and C.

- In June 2021, the analysis was revised to reflect modified site plans for Buildings A, B, and C showing 11 ground floor residential units that could be converted to approximately 7,300 sq ft of retail space in the future. That analysis concluded that the proposed modifications to the buildings would result in a net increase of 22 PM Peak Hour trips, 10 in and 12 out, after conversion of residential to retail; however, the change would not cause the residential trip count to exceed those previously analyzed, and the total residential trips for SAP Central would be 578, less than the 594 trips that were analyzed in the 2013 TIS.
- Also in June 2021, DKS revised the residential trip generation analysis for Lot 12, which was approved in 2018 for three row homes, with one unit containing 711 sq ft of commercial office space on the ground floor. The current application, however, proposed a 24-space surface parking area to provide the supplemental parking for the mixed-use development. The revised analysis estimated that the parking area would generate 12 PM Peak Hour trips, 10 in and 7 out, of the parking spaces in the lot. Because parking in and of itself did not generate trips, all trips were assumed to be existing trips associated with the rest of the project.
- Villebois had specific parking standards that were listed in the V Zone for the proposed uses. The Applicant had worked with the City to follow the standards. With mixed-use development, parking demand was more intense than many typical developments in Wilsonville. The subject location had long been planned for mixed-use development with parking standards established accordingly. The City had carefully reviewed the parking proposal, and as detailed in the findings and outlined in the table on Slide 18, the City had found minimum parking standards were met or exceeded.
  - In summary, 167 vehicle parking spaces were required prior to the allowed offset for excess bicycle and motorcycle parking spaces provided, or 149 spaces were required with the offset. The proposal included 183 off and on-street spaces and exceeding the requirement by between 16 to 34 spaces.
- Ground Floor Spaces. (Slide 19) The area around the Piazza at Villebois was the very core of the community that called for the tallest buildings and most intense uses. The description of the Village Center in the Villebois Village Master Plan described the higher density development around the Piazza as multi-family and mixed-use development, such as ground-level retail or office and flex space uses with office or multi-family residential units above. The flex space was defined in the Master Plan glossary as ground floor units of a multi-family or mixed-use building that could be converted to office, retail, or residential uses.
  - Other language in the Master Plan that described this core area included Policy 5 under Village Center, which states, “The core area of the Village Center shall provide for mixed-use residential, retail, and employment areas that may include office uses and live/work housing opportunities.” This Master Plan language defined that the buildings around the Piazza have ground floor commercial space, which could include retail, office, flex space, live/work.

- Additionally, the Master Plan prescribed a building around the Piazza provided a mail room for the Village Center. The Master Plan did not prescribe the mix of those different ground floor uses, but a basic premise of mixed-use developments was no ground floor residential or live/work uses.
- The proposed project included a common area amenity for apartment residents, live/work units facing the Piazza, a leasing office, 2,460 sq ft of retail space, a mail center with over 900 mailboxes, and flex space residential units for potential retail conversion as uses on the ground floor of Buildings A, B, and C. Most of these uses qualified under the non-residential or live/workspaces identified in the Master Plan to occupy the ground floor of mixed-use buildings.
  - However, as stated in the Staff report and findings, City Staff did not support the ground floor units designed to accommodate future conversion for retail as flex space in Buildings B and C. Those units did not have exterior entrances, which limited the flexibility to transform the spaces. Any tenant improvements to convert to retail would be substantial. No evidence existed that market demand for retail would be greater than demand for residential so as to trigger completion of future tenant improvements to convert the spaces to retail or office.
  - The combination of financial burden of any future conversion, combined with the lack of anticipated market demand, created substantial hurdles that did not allow the units to be reasonably considered flex space. To address the concern, Conditions of Approval PDC-2 and PDC-3 required the spaces be converted to live/work units with exterior entrances and storefront treatments that included entry canopies, so that the ground floor was office, retail, or live/work. The conditions further stated that the Applicant could refine the location and mix of uses so long as other specified conditions were met. (Slide 19)
- After publication of the Staff report, the Applicant submitted revised ground floor plans for the proposed buildings based on City Staff discussion points and Conditions PDC-2 and PDC-3. The submitted materials were provided to DRB and posted on the project page on the City's website on September 20, 2021 when they were received from the Applicant.
  - The materials consisted of a memorandum, supporting Site Plan, and Building Summary Table that detailed the proposed changes, including the relocation of the retail space in Building C from the center of the building to a prominent corner of SW Villebois Dr and Barber St with an additional 760 sq ft of space; moving the Postal Center from Building C to Building A, closer to its current location at the corner of SW Royal Scot Ln and Villebois Dr; relocating the Community Room in Building A from the northwest corner to the southern corner; moving the fitness center from the southern corner to the northwest corner of Building A; distinctly-identified ground floor flex retail/residential spaces in Buildings A, B, and C; and reducing the flex space apartments from 11 to 10, resulting in an overall unit count of 142, rather than 143, apartments.
  - The updated Plan did not alter demonstrated compliance with applicable development standards, VCAS, or Community Elements Book requirements. No modifications to the circulation, utility, grading, or landscape plans for Buildings A, B, or C were proposed. The modified Site Plan did not impact or alter the Zone Map Amendment, SAP amendment, or Type C Tree Removal applications for development of Buildings A and

- B on Lot 76, or Building C on Lot 73, or impact or alter the PDP, FDP, or Type C Tree Removal applications for the surface parking area on Lot 12.
- Postal Center Restroom. When originally located in Building C, the Postal Center had a restroom interior to the space; however, in the Applicant's revised plan set, the relocated Postal Center did not have a restroom interior to or accessible from the space. The Parks Programming Matrix in the Villebois Village Master Plan included a condition of approval specifying that at least one restroom must be located in a ground floor location accessible by the general public from the Postal Center. To assure compliance, Staff recommended Condition PDC 4 be added to specify at least one restroom be placed in a ground floor location with access to the general public from the Postal Center. (Slide 21)
  - There were three Final Development Plan (FDP) requests for the proposed project. Approval of DB21-0012, the FDP for Lot 76, by the DRB was contingent on City Council approval of the Zone Map Amendment. FDPs provide details about architecture, landscaping, lighting, signage, and residential amenities consistent with the requirements of the SAP Central Community Elements book and VCAS. The submitted FDPs met all requirements of the applicable standards, or would with conditions of approval.
    - With respect to the landscaping and screening of the proposed surface parking area on Lot 12, the SAP Central Plan and Villebois Village Master Plan did not indicate any required community fencing within the subject site. The VCAS indicated that fencing was optional in the Plaza Address and where provided should be consistent with the architecture.
      - The Applicant proposed 6-ft high vine support fence, consisting of welded wire mesh fencing with cedar posts around the entire surface parking area with breaks for pedestrian and vehicle access points. Star jasmine, a blooming, broadleaf evergreen, was proposed to vegetate the fence and provide a visual barrier between the parking area and surrounding properties. A visual sample was provided on Slide 23.
    - With respect to solid waste and recyclable storage in Buildings A, B, and C, the storage requirement for the mixed-use development was based on the number of residential uses and retail square footage. The trash storage room, as proposed in Buildings A, B, and C, would serve both the residential and retail uses on the site. Per the Applicant, the required storage space was calculated assuming a 4-ft storage height for solid waste recyclables and no vertical or stacked storage.
      - Although the Applicant stated that the buildings provided adequate storage space for solid waste and recyclables as noted in the compliance letters provided in the submitted materials by Republic Services, the actual calculation was not included in their narrative or findings. Therefore, Staff was unable to determine whether the standard was met. Staff recommended adding Condition PDD 5, which required the Applicant to demonstrate the solid waste and mixed recyclables storage rooms in all three buildings met the required Code standards. (Slide 24)
  - Three requests for Type C Tree Removal Plan were also requested, though approval of DB21-0013, the Type C Tree Plan for Lot 76, was contingent on City Council approval of the Zone Map Amendment.
    - A combined total of 12 trees were on the sites of the proposed project, and trees in areas adjacent to the lots, as well as street trees, could be affected by construction. Lot 73 had

six trees, including one London plane, one red maple, one Oregon white oak, and two Austrian pines. The Oregon white oak was in poor condition, with dead and broken branches, crown decay, and top dieback. Lot 76 had four trees, including two pin oaks, one of which was identified as Important, but with blackberries surrounding the trunk that limited the arborist's assessment, and two scarlet oaks, both in poor condition.

- The two trees on Lot 12 included one red maple and one scarlet oak. Staff noted that Tree #333, the scarlet oak, had long been designated for retention as an Important tree, but the tree was not part of the City's Heritage Tree Program. Previous unbuilt approvals for the site preserved the subject tree; however, the tree sustained substantial damage during the February 2021 ice storm. According to the arborist's report, the storm's damage led to the loss of two very large scaffold branches and broken leaders along the smaller branches. The property owner discussed requesting removal separately, but elected to include the removal request in the current application.
  - The City acknowledged that recent damage to the previously important tree had impacted its long-term viability and supported the Applicant's request to remove the tree regardless of what development occurred on the site.
- All 12 onsite trees were proposed for removal due to conditions and unavoidable construction impacts. All trees adjacent to the site, and street trees, would be retained and protected during construction.
- Based on the findings of fact, information included in the Staff report, and information received from the duly-advertised public hearing, Staff recommended that DRB Panel B:
  - Add Conditions of Approval PDC 4 and PDD 5.
  - Recommend approval of the requested Zone Map Amendment to City Council and approval with conditions, contingent on City Council approval of the Zone Map Amendment, the PDP, FDP, and Type C Tree Plan for Lot 76; and
  - Approve with conditions the requested SAP Central Amendment, PDP modifications, FDPs, and Type C Tree Plans for Lot 73 and Lot 12.

**Dan Pauly, Planning Manager**, noted a correction to the Staff report on Page 9 of 113, which mentioned that Mayor Julie Fitzgerald had met with the Applicant; however, the meeting occurred before Ms. Fitzgerald had been elected as mayor.

**Jason Abernathy** asked if Lot 12 would only have 25 parking spaces, and who would maintain the vegetation on the wall, especially in the winter. It seemed like a temporary solution if the leaves would be gone part of the year.

**Ms. Luxhoj** replied there were 24 parking spaces onsite and an additional 4 on-street spaces. The proposed vegetation was evergreen and would not lose its leaves in the winter. Flowers would be seasonal, but greenery would remain year-round.

**Mr. Pauly** added the Applicant could clarify who would be maintaining the area, but it would either be the homeowners association (HOA) or the private owner of the parking lot.

**Mr. Abernathy** understood the application maintained the Oregon Rule of 1.7 parking spaces per unit. He noted in 2014, he had facilitated the Residential Parking Zone Permit because the 1.7 space requirement was a burden.

**Mr. Pauly** clarified that the DRB was not making parking policy or expressing preferences about parking policy tonight; the Board was only to apply the standards currently in the Code.

**Mr. Abernathy** noted the Traffic Analysis was conducted in June when children were home from school. He asked if that, as the lack of traffic due to the number of people working from home or staying home due to COVID-19, had been taken into account. He also expressed concern about ingress and egress to the area, noting the issues during the fire a few years ago.

**Mr. Pauly** replied that traffic in the area had long been anticipated and the latest traffic study was not the first one conducted. Through the master planning process beginning in the early 2000s and updates to the traffic data since then as Villebois was built out, Staff knew what the area was planned for, and what the level of density would be, and that had always been included in the assumption of future traffic and street cleaning.

**Katie Dunwell** asked if the parking lot was not developed into 24 spots, would Buildings A, B, and C still have met the parking requirements for the development per the Master Plan.

**Ms. Luxhoj** answered the requirement would still be met even without the surface parking area. The Applicant was able to take a reduction for the number of required bicycle parking spaces because they had provided more than required. That change would reduce the number required to 149 from 167 and the Applicant was providing 183 parking spaces.

**Ms. Dunwell** asked if the surface parking would be public or a mix of public and reserved, since one of the access points was via a private alley.

**Ms. Luxhoj** explained that the lot had cross-access easements over portions of the alley, which had been approved with the previous condo development. Although the development never happened, the access easement still remained.

**Ms. Dunwell** asked what the parking requirement would have been for the previously-approved condo that was never built.

**Ms. Luxhoj** replied she did not know, but believed the Applicant would provide more detail.

**Nicole Hendrix** asked if the 2013 Master Plan process and land use amendments had gone through a community outreach process to determine if community members were interested in mixed-use or a parking area.

**Mr. Pauly** replied the 2013 Master Plan update had nothing to do with the Village Center and 2013 was the last update. The last significant update to the Village Center was at or around the

original master planning in the early-to-mid 2000s. Each of those processes had gone through a full legislative process that included public outreach. All updates between 2003 and 2013 had also had full public review processes. Because most of the land uses for the Village Center were adopted by DRB in 2006-2007, nothing substantial had changed around the Village Center since 2003 or 2005.

**Chair Nada** asked for a description of a live/work space.

**Ms. Luxhoj** explained that a live/work space was a space with exterior access, like a storefront, and a tenant might use the first floor of a two-story space or the main part of a single-story space as a small office, meeting space, or for other business-related needs, and the remaining separated area was for residential use. Tenants would live and work from their apartment.

**Chair Nada** asked why the land was not zoned Village (V) to begin with if the Master Plan required it to be built in a specific way. When was the last time a PF Zone was converted to a V Zone?

**Mr. Pauly** responded that was the way it was always done in Wilsonville. The City had not rezoned any kind of vacant land. Land remained either in a holding or a prior zone pre-development until the time it was developed. That was intentional so Staff could understand how everything was interrelated and could get a full view of what was happening during rezoning. That approach tended to be more meaningful other places where there were more options for zoning. The subject application had only one option, and it was all consistent with the Master Plan, but the pattern was still followed that was used everywhere in the city.

- He confirmed the last approval from a PF to a V Zone on the Village Center was in 2016 or 2017. The neighborhood on the north end currently under construction went through a similar process; however, it was not a part of the Dammasch campus so it had County zoning, which was rezoned to the V Zone when construction started.

**Chair Nada** recalled applications being approved even though they were on vacant lands that were then converted. He asked if this was a standard City practice, noting there had been similar changes, but not from a PF to V Zone; there was different zoning, or some of the zoning was already the V Zone.

**Mr. Pauly** replied that might have been a single parcel that was brought in, which was typical. For example, Building C was a phased development, so the entire parcel was rezoned at that time, but one of the phases was never built, which left it vacant for the subject application.

**Chair Nada** asked if the City had a formal parking study similar to the formal study done for traffic impacts.

**Mr. Pauly** responded that parking studies were not typically conducted. For this particular area in the Village Center, data was collected in early 2020 on a Saturday afternoon during peak parking time and on a weekday evening to determine what percentage of on-street and other



parking in the Village Center were being used. That was data was collected and put into some draft documents, but never published in a final document.

**Chair Nada** stated he was unsure if what he saw in Villebois at present was what was actually planned. He asked when the study was conducted, how far off were the study's results from what was expected in the Code, or was the parking on track compared to what the Code suggested.

**Scott Mansur, DKS Associates**, replied that on behalf of Community Development Director Chris Neamtzu, DKS conducted an initial parking study in 2019 to evaluate the parking situation during a peak time Saturday midday and a weekday evening period. Some forecasting was also conducted for the current proposed development. In summary, there was adequate parking in the Villebois Village. In the core area, most of the on-street parking and parking in the vicinity of the proposed buildings was at 80 to 100 percent occupied, but in the Village itself, there was plenty of parking.

**Chair Nada** asked if he was reading the 45 or 48 on-street parking spaces correctly because he had driven by the area and did not believe he had seen that many spaces available. He asked if there were enough on-street parking spaces at present.

**Mr. Abernathy** interjected to add that because there were only one or two retail businesses in the area currently, he questioned how accurate the 2019 parking analysis could be. If more retail spots were added, would the area be able to handle the added parking demand without inconveniencing residents and visitors frequenting the businesses from outside Villebois.

**Mr. Mansur** asked Mr. Pauly if the assumptions related to retail space, office space, and units for each of the buildings in the parking study were consistent with the current application.

**Mr. Pauly** replied he had not looked at it in great detail in terms of how it compared. He cautioned that this was not evidence the DRB could consider because it was about policy and future operations. If the DRB were to deny an application based on an unpublished study or casual observation, it would not be defensible. The DRB needed to look at the current standards because that was the measuring stick under the law.

**Chair Nada** asked if the DRB knew 100 percent that the new development would cause a parking problem, the Board could not deny it because of the parking.

**Mr. Pauly** responded that was correct. Under State law, the current proposal was needed housing and there was clear, objective criteria that the DRB had to apply to it.

- He added that in terms of on-street parking, there was the concept of usable and accessible; however, the Code was written such that it gave the adjacent development first preference to that on-street parking. Even if it was used currently or had been used for years by nearby residents, new residents were also entitled to use those spots per the Code. The allowance

under the Code that entitled residents to use that on-street parking pushed some of the existing use elsewhere.

**Chair Nada** clarified his observations were by no means scientific, which was why he had hoped there was an updated parking study. He had not seen many other places where current residents could park once the proposed project was completed, unless they walked three or four blocks. He hoped at some point that City Council would conduct regular parking studies similar to how the City did traffic studies. He asked if the City or HOA would own the parking lot.

**Ms. Luxhoj** responded that it would be privately owned.

**Chair Nada** called for the Applicant's testimony.

The Board took a brief recess at 7:56 pm to allow the Applicant time to address technical difficulties. The meeting was reconvened at 8:05 pm.

**Rudy Kadlub, President, Costa Pacific Communities, Villebois Master Planner, 9420 SE Lawnfield Rd, Clackamas, OR**, gave a brief history of Villebois and the master planning process for new Board members. In the late 1980s, the State of Oregon closed Dammasch State Hospital on the site and in the mid-1990s sought to repurpose the 250,000 sq ft building into a women's prison. Wilsonville and its surrounding neighborhoods had a different vision for the property and commissioned a study which became known as the Dammasch Area Transportation Efficient Land Use Plan (DATELUP). That plan laid down the framework for a new urban village designed to correct the jobs/housing imbalance that existed in Wilsonville at the time. The State and the City teamed up to find a more suitable location for the prison and to solve the City's water shortage problem at the time by creating a state-of-the-art treatment facility to provide water for the city's anticipated growth.

- With the building moratorium lifted, the State and City instituted a nationwide search for a developer to execute the DATELUP, and in 2001 Costa Pacific was selected and negotiated the purchase of the property from the State. In 2002, Costa Pacific began planning what would become Villebois. In the fall of 2002, Costa Pacific hosted a series of six community-wide meetings, attended by hundreds of citizens. During that 18-month process, the developer listened to the wishes of the community and with them, created the framework that became the largest, non-resort master plan in Oregon.
- In late 2003, a joint application was submitted for the Concept Plan and Master Plan by the City and Costa Pacific. After dozens of public meetings in 2004, the Concept Plan and Master Plan were approved. Zoning Amendments, the first two Specific Area Plans, a PDP, and FDPs for the first neighborhoods were all unanimously approved by the DRB, Planning Commission, and City Council in 2006. Because the public had such a hand in creating the plan itself, there was virtually no public opposition to the project.
  - Since that time, no fewer than 12 PDPs and 18 FDPs had been applied for and approved within the SAP Central alone, all of which conformed to the approved Master Plan. In addition, SAP South, East, and North had been approved, and today nearly 6,000 people

called Villebois home. In 2010, Villebois was named America's best master planned community by the National Association of Home Builders.

- The application before the DRB tonight had been in the works since 2018. In the spring of 2019, the Applicant hosted a community meeting at the water treatment facility attended by over 50 Villebois residents, and, in the summer of 2020, the Applicant shared the Plan virtually with all of the SAP Central HOAs and listened to their feedback. That feedback included concerns about the lack of retail, increased traffic, lack of enough parking, and density, all of which were addressed in the application and would be explained tonight. Additionally, the application complied with the nearly two-decade-old Master Plan.
- He commended the City Planning Staff for its thorough review of the application. The Applicant accepted Staff's findings, recommendations, and conditions of approval and urged the DRB to approve the Plan as submitted.

**Stacy Connery, Pacific Community Design, 12564 SW Main St, Tigard, OR, 97223** presented the applicant's presentation via PowerPoint. She displayed an aerial photograph of Villebois and Village Center area, and described the layout of the existing building, the Domain, as well as the proposed Buildings A, B, C, and the parking lot in relation to the Piazza. Per the original vision within Villebois, the Piazza would serve as a public room for the community with buildings on all four sides to serve as walls to create a community feeling of a third space for community members to spend their time. Villebois was intended as a multimodal community designed to serve pedestrians, bicyclists, and vehicles with a primary emphasis on walkable streets. As such, most of the parking was behind homes and accessed via alleys.

- All of Villebois received a Village Zone as development applications were approved and Buildings A and B were the last remaining pieces in Villebois to receive a Village (V) Zone. The Village Code that accompanied the V Zone allowed for refinements of plus or minus 10 percent to the Master Plan. The subject site carried the Mixed-Use land use category, which anticipated ground floor commercial units with residential units for several stories above.
- The original plan density target for SAP Central was 1,010 dwelling units. With the refinements allowed via Code, that density could have gone up or down by 10 percent, so the density could have potentially increased by up to 100 units over time. Within SAP Central, each block and each land use category were identified with a range of units planned to be located within that area. The original SAP density ranges together totaled 41 to 144 units. (Slide 4) The project proposed units in Buildings A, B, and C, for a total of 142 dwelling units, resulting in a total of 985 dwelling units in SAP Central, a 2.5 percent decrease in density from the original planning effort.
  - She noted the street systems and parking had anticipated this level of density; however, the application as proposed was 2.5 percent less in density than originally planned for.

**Sam Sanderson, C2K Architecture, 1645 NW Hoyt St, Portland, OR 97209**, described the architectural design and building details of the proposal with these comments:

- Buildings A, B, and C would be four stories in height to match the existing Domain building. Displayed the Site Plan on Slides 6 and 7 and pointed out where all the buildings would be located and what they would contain with these key comments.

- Building A would contain 36 apartment units, as well as a large Postal Center for Villebois on the ground floor, and a public restroom, both shown in green. Other common spaces, such as community rooms, all fronted the Piazza. The upper floor plans contained all residential units. The building façade for Building A would have a light brick veneer on the corners with dark fiber cement lap siding and fiber cement reveal panels with an accent color. (Slides 6, 7, and 8)
- Building B would have 54 residential units and a retail space at the street corner, as well as a lobby and leasing spaces that would also face the Piazza. The ground floor featured flex retail spaces that were apartment units structurally designed to easily be retrofitted into retail spaces or serve as live/work units. The typical upper floor plans contained residential units with an amenity deck on Level 4 at the street corner with an adjacent interior amenity space. The building's façade would have a dark brick veneer at the building's base with light-colored fiber cement lap siding and dark fiber cement reveal panels. (Slides 6, 7, and 9)
- Building C had 52 apartment units, a retail space at the street corner, and lobby spaces facing the Piazza. The flex retail spaces were also apartment units structurally designed to be easily retrofitted into retail spaces or to serve as live/work units. The upper floor plans were all residential units. The building's façade would have a medium-tone brick veneer at the building's corners with a dark fiber cement lap siding at the middle floors and a light-colored fiber cement board and batten panels at the two building corners. The roof would be sloped at the two bookends of the building. (Slides 6, 7, 10, and 11)
- Regarding new Condition PDD 5, the Applicant's design team had sized the trash rooms after discussions with the waste management company. Part of those discussions in right-sizing the trash rooms involved the frequency of trash pickup. The Applicant would comply with the requirement for trash sizing, but requested the condition of approval identify that the frequency of trash pickup could play a factor in right-sizing the trash room, which was how the Applicant had designed it to date.

**Ms. Connery** continued the presentation detailing the parking for the proposal as follows:

- Slide 12 outlined the various parking areas for the project, which included off-street parking (yellow) and adjacent on-street parking areas (blue) that had been anticipated for use or the development of the sites. The Code required 149 parking spaces. The Applicant had provided 183 spaces, 138 of which were off-street spaces with 45 on-street parking spaces. With that, the project exceeded the parking requirement by 22.8 percent.
- The parking area on Lot 12 would provide 28 spaces to serve the users of proposed Buildings A, B, and C, including residents, tenants, and retail shoppers. The parking area would be signed to that effect and owned and managed by the operating company of the mixed-use Buildings A, B, and C. The parking area provided 24 off-street and 4 on-street parking spaces and was not considered to generate traffic in and of itself because it was in association with the proposed new buildings. Trips that would occur as a part of the residential/commercial components would occur regardless of whether or not the parking area existed.
  - Previously, two detached row homes and a mixed-use row home had been approved for this site. That plan had included 18 proposed parking spaces with 6 within garages, 8 off-street in the alley, and the 4 on-street spaces. The property owner chose not to go

forward with developing residential or commercial uses on the site and instead proposed the parking area on Lot 12 in response to concerns voiced from the existing residents. If a development had gone forward implementing the 8 to 12 mixed use condos identified in the SAP Central Plan and Master Plan, there could have potentially been 24 parking spaces with that mixed-use condo project.

- The Landscape Plan for the parking area showed the lot would be surrounded by vine fencing. The vegetation was an evergreen species that would provide seasonal flowering and year-round screening of the parking lot. (Slide 14)
  - The four diagonal spaces accessed via the alley were shown on Slide 13 to demonstrate how vehicles would be parked in those spaces. Notably, a grade change existed between the parking lot and alley as the home adjacent to the alley sat up higher than the alley itself. Currently, there was a mounded area where the spaces would be, but when constructed, the parking spaces would be lower than the adjacent home. Low retaining walls with vegetation screening would be built to help define the parking spaces and address the grade differential. Vehicle headlights would shine into the retaining wall and a solid wood fence currently existed along the property line. For context, she also noted the four angled parking spaces were next to some existing head-in parking along the alley.
- She concluded with images of the four buildings that would provide the surrounding walls for the Piazza and of the view standing in front of the Domain and facing the Piazza, which showed a vacant space on the other side of the Piazza. The intention from the beginning was to provide walls to the Piazza via buildings surrounding it on all sides to create a vibrant, active space for everyone in the community of Villebois to enjoy. (Slides 15 and 16)

**Chair Nada** stated he wanted to provide the public an opportunity to offer any testimony since it was getting late. He asked the Applicant to answer any Board member questions and provide any rebuttal afterward and called for public testimony regarding the application.

**Steve Abrew, 11410 SW Barber St., Wilsonville, OR** stated he and his wife had lived in Villebois for 15 years. He displayed Staff's diagram of Lot 12 (Slide 16), noting that it was a very busy area. He lived in the Seville rowhomes in the second unit from the top, and the front of his home faced busy Barber St with the rear of his home on the private drive. He believed it would be challenging for him to back out of his garage and turn. The parking structure would move traffic in a single direction because of the four angled parking spaces. It would also pose a challenge to garbage and delivery trucks. Three homes across the alley from his home had children who played in that road and around the entire area, and he was concerned about safety due to traffic through the area. He asked what would happen if the four angled parking spaces were removed. He had walked across the Piazza to get a view of the area from afar, and an idea of what it would look like with a 6-ft fence, and believed it would not be as aesthetically pleasing as the rest of the area. He believed having a structure like that was unprecedented.

**Garet Prior** stated his address was in the record. He lived a few blocks from the Villebois Village Center and requested that the DRB stick to the Plan and support the neighborhood's center. All types of housing for all kinds of people were needed in the community. Housing was

needed for middle class and workforce near jobs, schools, and transit. Every piece and ounce of land and how it was used should be scrutinized and thought about. He thanked City Staff and the Applicant for taking the time to methodically work through a very dense presentation in going through each one of the elements.

- He reassured neighbors concerned about parking, safety, and traffic that the neighborhood had been planned to accommodate that. Crime prevention through environmental design made an area safer when more eyes were on the street, so more people moving into the Village Center was a positive. He believed if more people had lived there during the time of the Villebois Fire, someone would have seen something and reported it. He understood the parking concerns, but believed there was ample parking within the neighborhood and also that more people should use their garages. He had spoken to other neighbors, and they had all agreed they could easily walk just a few feet farther to accommodate new neighbors and the housing needs.
- He noted that he was Co-chair of the Wilsonville Alliance for Inclusive Community (WAIC), and the Villebois development was called for in the Equitable Housing Strategic Plan. The WAIC was in favor of the Equitable Housing Strategic Plan to meet the racial and income equity gaps present in the community. The Villebois development was a very key element of that, and he asked the DRB to approve the proposal. It would make the neighborhood safer. He believed it was their choice tonight, and the Board should stick to the long-standing plan for housing for all types and all kinds of people in the Center and not restrict it by denying the application, which would cause the community to be more expensive and exclusive.

**Michele Sandlin, 29008 SW Villebois Dr., Wilsonville, OR** stated that she was representing the objection letter submitted to the City on September 17th and signed by 40 Villebois' homeowners affected by the parking lot. The parking lot was their main objection. They were concerned the proposed parking lot would have a serious impact on their standard of living, the value of their properties, and have a detrimental impact on their residential community, as it was out of character with the community. The Master Plan stated that the Village Center was meant to be a pedestrian-friendly, walk-in area. The parking lot would eliminate open green space in the Village Center and add more black top.

- The 40 letter-signers believed the added congestion was the most egregious part of putting a parking lot in the Village Center, which was basically a private, narrow driveway. They were also concerned about safety and security, as well as the loss of a play area for Village Center children.
- The Friends of Trees organization that she and her neighbors had consulted during the process, as well as other conservation groups, stated that their biggest concern was putting a parking lot in the middle of a village center that already had an abundance of cement. It was a significant health concern and would create a heat dome. Ground stability was also a concern. Completely paving over that space would create a water runoff issue for everyone who lived directly around it.
- Appearance and maintenance was already an issue, and neighbors believed that would be exacerbated, particularly if the parking lot was owned by a private party. The private drive

already had high density, and she agreed with Mr. Abrew that backing out of their garages was difficult as it was. Loss of privacy was also a concern.

- She noted that none of the HOAs listed in the objection letter were consulted about the Applicant's proposal except the Villebois Village Master Association, which was controlled by the Applicant. She and her 40 neighbors who signed the objection letter found it difficult to believe that was anything but intentional.
- The homeowners who signed that letter and had purchased their properties had been given a copy of the Master Plan and had put their good faith in what was stated in that document as a quality place to live, raise families, and retire. The main attraction for many of them was that Villebois was pedestrian-focused, residents could walk to the Village Center, and it was a very green lifestyle. Approval of a parking lot in the middle of the center seemed like a betrayal of good faith to a lot of the residents. She asked why the parking lot was necessary if the minimum parking threshold had been met.
- She stated that it had been reported to her and other homeowners, from multiple reports, that the subject application was already a done deal and tonight's hearing was just a formality. She wanted to know if that was true.

**Chair Nada** replied those questions would definitely get answered by the Applicant, Staff, and the Board.

**Tracy Gilday, 1341 Stonehaven Dr., West Linn, OR** stated she agreed with a lot of previous residents' comments. She owned a rental property at 11507 SW Toulouse St, which was one of the three apartments next to the proposed parking lot. Her tenants had two children who rode their bikes down the private alleyway all the time. She knew children lived in the house adjacent to the four proposed slanted parking stalls. No water line was currently installed there and one would have to be added to put parking there. The homeowner on the end was using his own water to care for the existing vegetation, so the area would look decent.

- The alleyway was very narrow, and backing cars in and out was already difficult. Adding more cars parked in the lot would create even more congestion. She believed that because Lot 12 was not based on the area's density and not necessary, it should remain as a green space. These proposed changes would decrease, rather than increase, property values.
- She asked the DRB to use her extra time to answer Ms. Sandlin's question on whether or not the proposal was already a done deal.
- She also asked if the new lot would increase HOA fees and when residents would have a say in things.

**Chair Nada** noted that questions would be answered after public testimony.

**Duncan T Sandlin, 29008 SW Villebois Drive, Wilsonville, OR** stated he and his wife had been working on the Villebois petition and to date none of them had been invited to any meetings with the Applicant. He invited anyone listening who wanted more information about what they were working on to email villeboispetition@hotmail.com.

- As a financial person, he had been asked to go over the financial concerns related to the proposed parking lot that were mentioned in the petition but had not been addressed

tonight. He had ascertained that the addition of a parking lot would more than certainly depreciate the value of the surrounding homes. That included a reduction in the growth factor for the value of the homes over time, which would decrease the return on investment for homeowners by significant amounts of money due to a decrease in demand because people would rather live next to a park or green space than a parking lot. This was a big concern because usually people's homes were their largest asset.

- The Villebois petition group had spoken with an attorney who informed them that he was willing to help anyone who wanted it, but they could also redress loss of value due to the alteration of the covenant, which was the Master Plan in this instance. The Master Plan did not allow for a parking lot as a standalone feature. It did allow for mixed-use housing and condos, but not a parking lot. Any alteration to that covenant that the homeowners had purchased their homes under would be legally actionable to redress the grievance of loss in the value of their homes going forward.
  - He advised the DRB that liability of these things fell partially on the party that altered the conditions of the covenant, the Master Plan in this case. He advised homeowners, who would more than certainly suffer some financial loss due to the creation of a parking lot, that legal action was available and invited them to email [villeboispetition@hotmail.com](mailto:villeboispetition@hotmail.com)
- To Ms. Dunwell's earlier question, there was some confusion about the rezoning or the approval of the condos previously approved to be built on the proposed parking lot space. He had been told by a City Council member that had those condos been built, there would have been three condos with a maximum of 6 parking spaces in that area.

**Sheri Walton, 11507 SW Toulouse St., Wilsonville, OR** stated she was one of the three homeowners that lived on the private driveway alley being discussed. She had received no notification regarding development or anything else prior to tonight's meeting in her 4.5 years as a resident of Villebois. She agreed with everything the Sandlins had said. She worried about her property value. Her home was behind an apartment complex and across the street from the proposed parking lot. She did not want the parking lot to be built. There were children who played out there.

- She was concerned about safety, including fires. Her home had been affected by the fire via a hole in the roof and multiple cars in the area had blown up. A parking lot would impede firefighters' access to her and her neighbors' homes. Traffic was already busy, and the addition of a parking lot would affect not only how the alley was accessed, but also how residents were able to get in and out of their garages, which would be a huge problem if the parking lot was approved.
- She believed the parking lot would add to crime regardless of what Mr. Prior said earlier. The area already experienced car break-ins on a regular basis and a parking lot would bring more people to the area, which could potentially increase crime even more. Her main concerns were property value, children's safety, emergency vehicle accessibility, traffic, crime, garage access, and the fact that neither she nor her neighbors had been given information to support the proposed changes to the Master Plan. She agreed with Mr. Sandlin that they had had no say. Even though it had been stated that members of the public had been invited to meetings, they had not. Furthermore, they had had no say



through the HOA because the developer had control of the HOA, not the residents, and as a resident of Villebois who would be affected by the proposed changes, that was very frustrating.

**Elaine Smith-Koop** stated her address was on record but stated she lived on the corner of Valencia Dr and SW Costa Circle West. She was also concerned about parking, but since that had been addressed by numerous other speakers, she would focus on pedestrian safety. Even without the new development, she felt the area was not safe for pedestrians. She walked regularly, and even at the four-way stop at Barber and SW Costa Circle West, she had almost been run over when entering the intersection because cars failed to stop. She had adopted a habit of stopping at the corner and waiting for cars to pass because drivers just rolled through the stop signs. Drivers also did not stop at the stop sign next to her home on Valencia Dr and SW Costa Circle West. She often sat outside in the mornings and evenings during the summer and was amazed at the number of traffic violations she saw. There were no patrol cars and no enforcement of traffic laws in the neighborhood.

- There was no marked crosswalk to cross the street from her house to the park across the street. Dozens of people, including children, crossed the street there, and she believed a crosswalk should be installed. That corner was already dangerous, and the added traffic from the proposed development would make it worse and increase the safety hazards. She wanted to see a reduced speed limit in the neighborhood surrounding the Piazza, a couple of blocks around the Piazza, and at the park, and possibly the installation of speed bumps.

**Kevin Swan** stated his address was already in the record. He supported the Villebois Village Center and the proposal to complete the Master Plan for the Central Village. He believed it was crucial to see the completion of the Master Plan in the context of the overall community, what it added, and how it completed the community. Currently, there was vacant land with no proper or beneficial use and did not provide any value to homeowners. He had recently sold his home in Villebois, but had always hoped to see completion of the Village Center and had bought in to the community in reliance that it would be a crucial community center for his family and three children. That did not happen, but he wanted to see it happen for additional friends and family and believed it was crucial.

- He found it interesting that some speakers complained about parking, but also complained about a new parking lot. He understood a parking lot was not the ideal neighbor to have, but for the overall good of the community, it was a necessary evil. He believed it would help alleviate some of the impact that added residents could have in the Village Center. While it may be inconvenient or unfortunate for those living immediately adjacent to the parking lot, Master Plans were public record, and he had looked at it before he purchased his home in Villebois. To the extent that he could deduce what it contained, he wanted to ensure that areas of the community that he was purchasing next to were designated the same in the Master Plan as what he had been told. While those could adjust and change, a parking lot or higher-density residential facility was not [2:22:59] a substantial change in use, [inaudible] surprise as some of the existing residents, who had chosen to live in the highest density center of the community.

- He believed it was crucial to allow for housing diversity. He could not have afforded his first home in Villebois, if it cost what it did today, and he felt a lot of people were being excluded from the community on that basis, so a better housing mix needed to be provided for those of less means.

**Marsha Davis, 29010 SW Villebois Dr, Wilsonville, OR** stated she lived in the building immediately adjacent to the proposed parking lot. She asked why the extra parking lot was necessary or even being discussed if the minimum parking threshold had already been met by the parking spaces planned for Buildings A, B, and C. She also asked why access to the proposed parking lot had to be from the already congested alley where children play and not from the street.

- She was concerned about who would manage the parking lot after construction. In the experience of residents who lived in homes that were immediately adjacent to or surrounding the Piazza, there was no parking rule enforcement anywhere in the entire Village despite numerous parking restrictions. She was concerned that a new parking lot would exacerbate that problem.

**Chair Nada** thanked everyone for their testimony and assured everyone that their questions would be answered. He confirmed there was no further public comment and that the Board had no questions of those who provided public testimony.

**Chair Nada** called for the Applicant's rebuttal.

**Ms. Connery** stated that the Applicant appreciated all of the public testimony provided tonight and was happy to see so much interest in the project. The Applicant believed the proposed project would complete the community. It was one of the last components to be constructed in the Village Center. The construction of the buildings around the Piazza would help to address some of the residents' concerns regarding crime and speeding. The presence of the buildings and something filling the space along those streets affected behavior. It would have an impact on vehicular and pedestrian traffic flow and should enhance the safety along those pedestrian corridors. It should have the effect of slowing traffic speeds and making people more aware that they were entering a pedestrian-dominated area. The proposed project would help to define that space as something that was intended to be active with people walking around much more frequently.

- The proposed parking lot was a part of the overall mixed-use project and not a change in anything that was in the Master Plan for the area. The Applicant had been working on the project for the last three years or so, and over the course of that time, there had been a lot of conversations with different resident groups, and even though those conversations might not have reached the residents who testified tonight, there had been a lot of ongoing conversations with people who lived in the community. One concern the Applicant had heard early on regarded the availability of sufficient parking, so the Applicant decided to forego potential development on Lot 12 and add parking in association with the mixed-use buildings to try to address those community concerns.

- As the Applicant entered into the civil design phase, they would be addressing the details of how irrigation was provided to the landscape areas and how storm water management was provided. Villebois had rainwater facilities that were planned with the parking areas to treat storm water runoff and integrate it into the larger system, so it was part of the planned infrastructure system and would be constructed along with the parking area to address both irrigation for landscaping and storm water management.

**Ms. Dunwell** asked why the proposed parking lot was not designed to be accessible from the street as opposed to the private alley.

**Ms. Connery** displayed the Parking Area on Lot 12 (Slide 13) and stated that access could not be taken off of Barber St because it was a higher classification road, and the proposed parking lot was on the corner, so taking access off of Barber St would not be safe. Villebois Dr was a collector street, and vehicular access points were limited off of roads with that classification. It would also impact and remove the on-street parking that was provided. Villebois Dr had diagonal parking on the opposite side of the street and parallel parking on the proposed parking lot side. There would be challenges with the Engineering Department if the Applicant tried to provide an access point off Villebois Dr. Access to Lot 12 was always intended to be off of the alley, and with this proposal, instead of developing a mixed-use condo building, a parking area was proposed in association with mixed-use buildings that surrounded the Piazza. It had made sense to the Applicant to continue to utilize the access off the alley as had always been intended to serve the use on Lot 12.

The Applicant addressed questions Chair Nada had noted from the public testimony as follows:

- There were no plans to change direction of the ingress and egress to the alley as it already allowed two-way traffic. The diagonal parking spaces would likely result in people backing out of those and driving in a certain direction as opposed to residents who could go either way once exiting their garage.
- The parking lot would be owned, operated, and managed by the management company for the mixed-use buildings as it was associated with those buildings. To the Applicant's knowledge, the parking lot would not increase HOA fees. Furthermore, 148 dwellings would be added to the Master Association, all of which would contribute to the HOA, so it was possible dues might go down because more people would be paying for the maintenance of the alley. At present, the alley was maintained by the existing homes on the alley, but the owner of the mixed-use project would be contributing to the maintenance of that alley as well.
- Access to the parking lot from Villebois Dr was problematic because the sidewalk along Villebois Dr was a heavily used pedestrian access to and from the Village Center and postal area. An entrance to the parking lot would create a safety conflict with cars crossing the pedestrian pathway.
- Even though parking requirements were met without the proposed parking lot, the Applicant had included it based on earlier conversations with residents and community members, going back to 2018, in which concerns were repeatedly voiced about adequate

parking. Based on that, the developer decided to give up a mixed-use building on that site in lieu of a parking lot to address the parking concerns they had heard.

**Chair Nada** noted that answered all of the questions from public testimony except whether or not tonight's meeting was just for show, which he would address later.

**Ms. Hendrix** asked if there were any safety components included with the proposed parking lot such as lighting. The proposed walls were good for privacy, but also brought safety concerns as they could provide privacy for crime to occur.

**Ms. Connery** replied that the walls would have some openings in the vine fencing for pedestrian access along the frontage of Villebois Dr, so it would not be a solid wall. There would be view corridors at those access points into the parking lot. There was existing street lighting on both Villebois Dr and Barber St, which would be analyzed as part of the civil design process to ensure the parking lot was adequately lit. Additional lighting would be added if needed and would be designed in consideration of the surrounding residences.

**Ms. Hendrix** asked if there would be any signage to alert visitors to the available parking.

**Ms. Connery** replied there was intent to sign the parking lot that it was intended for use by visitors and residents to the mixed-use buildings. Likely there would be signage and wayfinding associated with the commercial entities to help orient visitors to the parking lot.

**Ms. Hendrix** stated that it seemed like the developer was flexible about what to do with Lot 12 beforehand because based on community conversations about the need for parking, the mixed-use condo had been changed to the parking lot. She asked if there would be flexibility or consideration about changing what was developed on Lot 12 again given tonight's public testimony.

**Mr. Kadlub** responded that the public testimony given in opposition to the parking tonight was understandably from the people who lived adjacent to the proposed lot. However, the Applicant had had overwhelming testimony in previous public meetings from residents of other areas within the Villebois Village Center who were concerned there was not enough parking. A lot of that stemmed from the fact that although every home in Villebois and SAP Central had designated off-street parking, not everyone used theirs and would instead park where it was convenient on the street, which created concern that there was not enough parking. Residents on Barber St, Campanile Ln, and Villebois Dr were all concerned there was not enough parking and that the proposed project would exacerbate the lack of parking around the Piazza.

- In response to that, the Applicant had taken the 8 to 12 two-bedroom condos out of the plan, which would have generated 24 parking stalls and would have also had access via the alley. The Applicant had decreased the intensity of the development there. He reiterated that the testimony against the proposed parking lot tonight was from residents directly adjacent to it. Without the additional parking, and with the lack of on-street parking throughout the

rest of the Village Center, there would be a lot of unhappy citizens. The Applicant believed turning Lot 12 into a parking lot was the best opportunity to help alleviate some of the long-term parking problems in Villebois.

**Ms. Dunwell** asked the Applicant if they had gone forward with the 8 to 12 condos, instead of a parking lot, would those condos have had parking assigned to them in a lot and if so, how many spaces would there have been.

**Ms. Connery** replied that assuming the higher end of the range with 12 mixed-use condos and ground floor commercial space, it would have likely been a four-story building at a minimum. The building would have been located toward the street, and probably close to the property line similar to the other buildings in Villebois. It likely would have fronted Villebois Dr and wrapped around to Barber St with parking behind it. The four diagonal spaces would also have been utilized for that building.

**Mr. Abernathy** asked the width of the private alley. He understood the purpose of the parking spaces that would have been provided with the 8 to 12 condos, but now there was the potential for 24 vehicles plus people trying to find parking. He asked if the alley would be safe with trash cans piled up on Thursday morning, people backing out of their garages on both sides, increased traffic, especially on a typical afternoon with people and new residents trying to find parking. He also asked if there was an area for people to walk to and from their cars in the four angled spots. He had a lot of safety concerns with the proposed parking lot, according to IRC, as far as putting more traffic into an alleyway.

**Mr. Kadlub** replied that no additional parking or trips were being generated from the proposed parking lot. He believed it would actually generate less traffic and parking than the 8 to 12 condos would have. The alley was a 22-ft right-of-way with an 18-ft paved surface and two, 9-ft travel lanes.

**Mr. Abernathy** stated that the addition of trash cans from the units would bring that down to 15-ft wide.

**Mr. Kadlub** clarified the number of trash cans would stay the same because none were being added to what already exist. He explained it was easier to navigate out of an angled parking space than it was to back straight out of a garage, so those spaces were a lot less dangerous than the perpendicular stalls located just to the south of the angled spaces, and he was not aware of any adverse events with those perpendicular parking spaces in the ten years they had been there.

**Mr. Abernathy** asked if the Applicant could have asked for a waiver to have accesses to the parking lot from Villebois Dr or Barber St as opposed to using the alleyway.

**Mr. Pauly** replied the road was already built. On Barber St, there were already trees and improvements, so there was no space for an entrance.

**Mr. Mansur** stated he agreed with the Applicant and their findings. In this case, it was about tradeoffs. He understood Mr. Abernathy's concerns about vehicles backing out of their garages into the alley and pedestrian safety, but the tradeoff if access was provided off of Villebois Dr or Barber St were the conflict points. The Village Center was a multimodal downtown area, and that was one of the reasons the design was for access off the alley as opposed to introducing additional conflict points. The idea was to create expectations of where driveways would be to avoid conflicts with bicycles and pedestrians.

- One finding of the Traffic Study was to also provide a pedestrian connection to the public street system to avoid pedestrians walking down the alley. The addition of the proposed parking lot for traffic loading on the alley was within the design assumption for typical Peak Hour and daily traffic levels. There were plenty of other examples of similar traffic loadings with this type of facility on a two-way alley.

**Ms. Dunwell** understood the logic behind the location of the proposed parking area on Lot 12 was due to the mixed-use nature of the new construction. She asked if traffic flow and the number of trips could be significantly reduced if those proposed parking spots were actually reserved spots committed to residents as opposed to open for public use.

**Mr. Mansur** stated that typically spaces reserved for office or residential use had approximately one-third the turnover of trips than a public lot, and if the proposed parking spots were deemed reserved, it would be similar.

**Ms. Dunwell** asked if the Applicant had considered designating the proposed parking spaces in Lot 12 as reserved with the mixed-use and retail spaces being located behind the building adjacent on Villebois Dr.

**Ms. Connery** replied the Applicant could work with the management company of the mixed-use to ensure that the proposed spaces were reserved for specific units.

**Ms. Hendrix** asked if security was considered when determining the location of the mail room because she had seen a lot of theft from mailboxes.

**Mr. Jackson** replied that there had been an issue with that on other projects recently. He did not know whether or not that was a new trend, but to ensure security, they had been increasing door hardware to secure the entrance to those spaces and had added cameras in some locations. More recently developed mail centers added Amazon Hub and other automated parcel lockers that kept larger packages safe and secure. These were strategies he had seen utilized on other projects recently, and the Applicant would address added security for the proposed project as it moved forward. Ultimately, the people who utilized the space should have proper access and access control. Even though it was a public space, the Applicant would look into how to make it secure.

**Ms. Hendrix** asked how many bike parking spots would be made available throughout Buildings A, B, and C.

**Mr. Jackson** replied that all the buildings featured bike parking, and it was per the zoning requirements with a total of 234 spaces.

**Ms. Hendrix** asked if the intention was to start the flex space units as apartments or wait and see if there was demand for retail and start them as retail.

**Mr. Jackson** responded that he believed the Staff report stated that if those upfront units were residential that they be live/work spaces with their own entrances and canopies, so that was the strategy the Applicant would undertake for any residential units that fronted the Piazza. At present that included Buildings B and C, and their ground floor units would comply with the Staff condition that they be live/work spaces.

**Mr. Pauly** advised Chair Nada it was getting late and asked if the Board wanted to keep going, hold the entire proposal over to the next meeting for a continuance, or make a partial decision on some items and hold the remaining items to the next meeting.

**Chair Nada** confirmed there were no more questions for Staff or the Applicant other than his own, after which the Board would discuss the proposed development and vote. The Board would power through with the meeting and re-evaluate the other options if necessary. He asked the Applicant how many meetings they had conducted to discuss the changes, who those meetings were with, and when those meetings occurred.

**Ms. Connery** replied that when the Applicant was initially considering the subject project in 2018, they had held a neighborhood meeting that all the residents of the Village Center were invited to. After that, the project was put on hiatus for a while followed by meetings with HOAs conducted by Mr. Kadlub.

**Mr. Kadlub** added that he had met with the boards of the other HOAs, besides the Village Center HOA. The Applicant had not turned over the Village Center HOA as of yet, but there was a Transitional Advisory Committee (TAC). There were two attempted TAC meetings in July and August, but none of the TAC members showed up. Last summer, he had met with four other HOAs in the Village Center to listen to their thoughts, and their biggest concerns were the lack of parking.

**Chair Nada** asked if the Applicant had met with any of the residents or just HOA Board members.

**Mr. Kadlub** clarified that the HOA Board members were residents. He confirmed the meetings were held via Zoom

**Chair Nada** asked how community members were notified of the meetings.

**Ms. Connery** replied that the first community meeting was held in person in the spring of 2018. Notices were mailed to all property owners within the Village Center. Although the Applicant normally posted signs on property as well to identify the date and location of a meeting, she could not remember if signs had been posted for that particular meeting. Information about the meeting was shared in a Facebook group. That meeting took place at the water treatment facility and was very well attended with standing room only.

**Chair Nada** asked what kind of feedback the Applicant had received at that meeting.

**Ms. Connery** reiterated that residents were very concerned about parking and confirmed that the meeting was held in 2018.

**Mr. Kadlub** clarified that he did not remember the exact date, but the meeting took place on a Monday exactly five days before the arson occurred in the Village Center.

**Chair Nada** asked Staff if the application was already a done deal and tonight's meeting was just a formality.

**Mr. Pauly** replied that tonight's meeting was not a formality, although some of the component applications did not have a lot of options. He believed some of the correspondence the public may have seen centered on the zone changes for Lot 76, where there was a menu of one option that followed a precedent that had been done dozens of times during the implementation of the Villebois Village Master Plan. The lack of options could be interpreted functionally as a foregone conclusion, but those formal steps already had a lot of history and support behind them.

- In terms of design, especially the SAP amendment, new policy was not being created. The applications and decision-making around that was still up in the air, and the DRB still had the power to vote that up or down based on review of the criteria. That said, there was a lot of history, as had been stated in testimony. There was a more robust history and record for this project than typical, including legislative history from the years of Villebois planning to assumptions of the number of units, as this was a thought out Master Plan. There had always been an assumption of multi-use buildings with this range of units at this location, and all of the infrastructure, traffic, and planning that had occurred over the last couple of decades.
- It was clear that the proposed project was an allowed use. As with all projects, certain things were clear and objective in the Staff report, items that either met criteria or did not. Other items were more discretionary, such as design, that the Board had to evaluate, and in that sense, there were still a lot of decisions to be made. Other items were more about double-checking Staff and any analyses that had been done to make sure nothing was missed.

**Chair Nada** confirmed there were no further questions and closed the public hearing at 9:52 pm.



**Nicole Hendrix moved to approve Resolution No. 393 with the Staff report as corrected by Staff and the addition of Conditions of Approval PDC 4 and PDD5.**

The following amendments were made to the record:

- Correct Page 9 of 113 of the Staff report to reflect that Julie Fitzgerald had not been elected as mayor when the meeting occurred with the Applicant.
- Add Condition PDC 4 stating, *“In the final configuration of the ground floor, pursuant to the Parks Programming Matrix in the Villebois Village Master Plan and Condition of Approval PDB 2 of Case File DB12-0057, at least one restroom shall be placed in a ground floor location with access to the general public from the postal center.”*
- Add Condition PDD 5, stating, *“The applicant shall demonstrate that the solid waste and mixed recyclables storage rooms in Buildings A, B, and C meet the requirements of Section 4.179(.06), which specify that multi-unit residential buildings containing more than 10 residential units shall provide a minimum storage area of 50 square feet plus an additional 5 square feet per unit for each unit above ten, plus an additional 10 square feet per 1,000 square feet of gross floor area (GFA) of retail use in each building.”*

**Jason Abernathy seconded the motion.**

**Chair Nada** called for discussion.

**Ms. Hendrix** appreciated Ms. Dunwell's comment asking if the parking spaces could be converted to reserved spaces. That could potentially reduce the number of trips, which would benefit the Village Center, as that was a concern, and be a good compromise for a solution. She hoped that would happen if the Resolution was approved.

**Ms. Dunwell** asked if that could be required as a condition of approval.

**Chair Nada** replied he believed that would require a new motion. He stated that he had two main concerns with the application. He was unhappy there was no way to survey existing parking. The City just followed the Code and kept adding parking. Every time he went to Villebois, it was busy with cars and residents did not use their garages or driveways to park. He had hoped for a more recent scientific parking study, but understood the City did not conduct parking studies, and therefore, he encouraged citizens to press City Council to add parking studies because a parking problem was developing in the community, and the City needed to stay ahead of it. He was also concerned with the lack of communication between the Applicant and the citizens. The Applicant should have reached out to more people than just the HOA Boards. It was concerning that neighbors close to the project were never contacted about the project.

**Mr. Abernathy** agreed with the need for a parking study. The Applicant had stated several times that community members were looking for parking solutions, but the City had no way to identify those issues. He believed that was something the City was missing out on. He still objected to the parking in the alleyway, as he believed it would create unsafe conditions. The community members who testified this evening had expressed great concern about the

proposed parking lot; even though it was clear they wanted to move forward with the Village Center. He believed it was a great project that took care of housing concerns and livability. However, there was a big stop on the proposed parking lot and he wanted to acknowledge that the Board heard the concerns of the community members who testified tonight. He thanked everyone who worked on the project, adding it was a step forward in finishing Villebois.

**Chair Nada** acknowledged the hard work of the Staff and Applicant, and thanked the citizens who attended tonight's meeting.

**Ms. Dunwell** stated she echoed the concerns of Mr. Abernathy and Chair Nada. The DRB had not necessarily received a full outline. Although she understood the individuals who were near or within the Village Center were notified of a meeting, the number of objections and the surprise about the parking lot indicated more meetings should have been conducted and more citizen input gathered before proposing a surface parking lot that would change the complexion of the area.

**Ms. Hendrix** stated she still struggled with DRB's role, if Board members should focus on whether or not something met the Code, and whether there were certain design requirements the DRB could look at and potentially make recommendations on. She asked if Board members could incorporate public testimony into how they voted, or if it was strictly based on whether or not something met Code.

**Chair Nada** replied that as he understood it, denying an application was different than asking for more information or delaying the decision. Deferring a vote to receive and evaluate more information, give the Applicant time to make changes, or have City Council decide some issues, could be done.

**Mr. Abernathy** asked if the Board could just vote on the zoning change now, and revisit the Lot 12 proposed parking lot at another time.

**Chair Nada** replied they could, but first they had to vote on the proposed motion, and then another motion could be proposed. He noted that the zoning change and proposed parking lot were interconnected.

**Motion failed 0 to 4.**

**Chair Nada** asked Staff for guidance on how to proceed.

**Mr. Pauly** replied the Board could move forward with the zoning portion and continue the parking lot portion of the hearing to further consider the matter. If the Board decided to continue the hearing and wanted further public input, the Board would want to reopen the hearing as part of the motion.

**Barbara Jacobson, City Attorney**, advised that someone should make another motion on how the Board wanted to proceed, whether that was to separate and address the zoning application or to reopen and continue the entire public hearing.

**Jason Abernathy made a motion to recommend approval of the Zone Map Amendment from PF to V to City Council. Katie Dunwell seconded the motion.**

**Mr. Pauly** stated since the Board had already made a motion and voted it down, they could consider the application denied at this point. The Board could leave it where it was if they wanted.

**Miranda Bateschell, Planning Director, City of Wilsonville**, clarified that the Board had several options as the options on motions were not just limited to separating out the zone change, although that was one option. The Board did not vote in favor of adopting the resolution tonight with the motion that included all the Staff-added conditions and corrections. The Board could make a motion that would consider all of those applications again with an additional condition or look at additional changes that were being discussed and have different motions on the application at hand. If the DRB chose to deny it, it would have to be its own motion. She wanted to be clear that there were multiple paths the DRB could take this evening, and just because the DRB did not vote at this time on that specific motion, there were options in terms of what motions they could make.

**Chair Nada** asked for clarification between keeping the hearing open until the next meeting or pushing the issue to the City Council.

**Mr. Pauly** stated the application in its entirety could be continued to the next meeting on October 25<sup>th</sup>, or the Board could move forward with the Zone Map Amendment, so City Council could take action on that and everything else in the application could be held over to the October 25<sup>th</sup> meeting.

**Jason Abernathy restated his motion, recommending approval of DB21-0008 Zone Map Amendment to City Council. The motion was seconded by Katie Dunwell and passed 3 to 1 with Samy Nada opposed.**

**Mr. Pauly** stated that the City was up against the 120-day land use clock to approve the application, and the Applicant would need to agree to extend the 120-day clock.

**Shelley White, Administrative Assistant**, confirmed that Page 20 of the Staff report stated, "Planning deemed the application complete on June 25, 2021. The City must render a final decision for the request, including any appeals, by October 23, 2021."

**Mr. Pauly** stated the Board could see if the Applicant was open to extending the timeline, or the Board could move to call a special meeting. He clarified that Staff would confirm with the Applicant now and see if they were open to either of those options.

**Chair Nada** called for a brief recess at 10:12 pm and reconvened the meeting at 10:22 pm

**Mr. Pauly** recommended that the hearing be reopened temporarily to get the Applicant's response in terms of how they wanted to proceed.

**Ms. Jacobson** clarified that because the public hearing had been closed, if the DRB was going to delay its decision, the public hearing had to be reopened to get the Applicant's authority to do so and then discuss whether the hearing was being reopened for additional testimony or to give the Board time to give more consideration to what had been presented and deliberate at the next meeting. She recommended the latter option. She reiterated that the Board had to reopen the public hearing if it wanted to ask for additional time from the Applicant.

**Nicole Hendrix moved to reopen the public hearing. Jason Abernathy seconded the motion, which passed 4 to 0.**

**Chair Nada** called for comments from the Applicant.

3:37:35

**Mr. Kadlub** stated the Applicant was willing to extend the land use clock 30 days. In response to the Board's concerns about safety, the Applicant offered to forego the four diagonal parking spaces in the alley. He offered to gather more information or address it this evening.

**Chair Nada** thanked the Applicant. He said he wanted to give the Applicant more time to reach out to the immediate neighbors and hear them out before the next hearing. He asked Staff if it was feasible to find a more formal way to assess parking conditions in the area. Ideally, he would like to see a formal parking study by a professional that evaluated the parking situation at the Village, including whether people parked where they were supposed to or not.

**Ms. Bateschell** stated a parking study was conducted two years ago, prior to COVID-19. Staff was happy to share that study, although she was not sure about its relevance in the decision-making process.

**Mr. Pauly** noted that criteria could not be added.

**Ms. Bateschell** explained that parking rates were driven by national parking studies that generated an IPE trip generation rate associated with different land use types. That information was what drove parking ratio requirements in the Wilsonville Development Code, so those were the requirements. That was also what all of the traffic modeling was based on as well as all long-range planning for Wilsonville when Villebois was initially planned. The Villebois Village Master Plan considered the number of households and the trips that would be associated with them. That information was also used in the consideration of parking needs, which why certain housing types could take advantage of on-street parking and others could not and why different parking ratios were established for each. While a parking study could be provided, it would not necessarily inform the overall criteria and decision-making for the Village Center.

She asked if Scott Mansur wanted to added anything based on the parking study or the relationship between parking, IPE, and his traffic analysis.

**Mr. Mansur** reiterated that based on the parking study that evaluated all of the parking within the Villebois Village, there was available parking for this development. There were no concerns with available parking supply being provided with the Applicant's proposed development, including their parking count. In the general area where the development would occur, there was a lack of convenient parking, the ability to park right in front of one's home or destination, but there was available parking within a few blocks. That was the key finding. The development in the parking study was not inconsistent with what was proposed in this development. There was adequate parking within the Village with this application.

**Chair Nada** asked if there was any problem with sharing that information with the DRB. He understood they could not use the information as a basis for denial, but he wanted the DRB to look at it so long as doing so did not violate any City rules, etc.

**Mr. Pauly** responded that Staff would have to speak with the Committee Development Director because there were a lot of drafts in that memo at present, but he would find out if there were any components that could be shared.

**Chair Nada** thanked Mr. Pauly and reiterated that he hoped the Applicant would speak with the immediate neighbors about their thoughts on the project, and possibly identify other changes that could be made. Communication with impacted residents should be recent, not from two years ago. Some of those people could have moved away by now.

**Mr. Pauly** added that additional communication with neighbors was not a review criterion. The Applicant could propose something without speaking to any neighbors at all; that was not a great practice, but it could be done. Whether they communicate further with neighbors or not could not be used as a basis of the Board's decision.

**Chair Nada** replied that he totally understood that.

**Mr. Pauly** noted that the timeline extension was only one month, and it took time to get word out for a meeting. Experience showed that it was tough to do, and Staff did not recommend pursuing it. Certainly, ongoing conversations were encouraged, but to engage in outreach and get input within a month was a short timeline.

**Chair Nada** responded that he hoped it was possible but understood the situation. Removal of the four diagonal spots might be sufficient, as the Applicant had offered to do.

**Mr. Kadlub** stated he could contact all of the residents who spoke tonight, the ones that lived within 50 yards of the proposed parking lot, but to be fair to everyone., they would need to speak with the other 700 or so people who lived in the Village Center that needed that additional parking. That would be very difficult to do in the next 30 days.

**Chair Nada** understood the Applicant's concern and that the Applicant was not obligated to do so, but he wanted to encourage communication.

**Mr. Abernathy** thanked the Applicant for offering to remove the four diagonal spaces from the alleyway. He believed the extension would allow the Board members time to go back and evaluate what the alleyway might look like to see if they might feel better about that area. He asked if the amount of retail space was the same as discussed in the original 2003 Master Plan.

**Mr. Kadlub** replied that earlier in the Plan, much more retail was envisioned than at present. Back in 2002, the real estate market was such that anything could be built and people would come and buy it. The Applicant and City had great visions and excitement about having a vibrant Piazza area with shops, restaurants, and people living above, overlooking the Piazza. However, in the last decade or so, retail had begun to shrink as online shopping increased, and even more so during the pandemic. That put more pressure on brick-and-mortar retail space, so the current vision called for less retail than originally planned. Those were the realities of the marketplace today.

**Ms. Jacobson** explained because the Applicant had granted the request for a timeline extension, the Board now had two choices. They could close the public hearing again and think of further motions they wanted to make or continue the application to the next meeting and leave the hearing open to allow more time for deliberation or public testimony.

The following exhibits were entered into the record:

- Exhibit A3: Staff Memorandum sent via email including revised materials from the Applicant.
- Exhibits D10-D24: Additional public comment received after publication of the Staff report.
- Exhibit D25: Public comment received via email from Tracy Gilday during the hearing.

**Chair Nada** called for the Board members to discuss how they wanted to proceed.

**Mr. Abernathy** agreed it would be difficult to communicate further with neighbors with only 30 days and suggested the hearing be kept open to allow more public testimony, with a 90-second speaker cap to allow more speakers. Although the Applicant insisted that a lot of people really wanted the parking lot, the Board had only heard the opposite, so he wanted to hear that for himself.

**Mr. Kadlub** pointed out that it was always harder to get people to come out if they were in favor of something as opposed to those who were against something.

**Chair Nada** suggested they could also write letters for the DRB to read.

**Ms. Dunwell** understood the Applicant had also discussed her idea of making the parking spaces reserved as opposed to open to the public, as that could potentially reduce traffic by two-thirds. She asked if the Applicant was open to seriously entertaining that so the DRB could take it into consideration.

**Mr. Kadlub** responded they were absolutely open to that. There was no retail near that space, so it could be limited to only residential use.

**Ms. Hendrix** agreed with continuing the hearing in order to hear more public testimony.

**Jason Abernathy moved to continue the hearing to October 25, 2021 date certain, leaving the record open for further public testimony. Nicole Hendrix seconded the motion, which passed unanimously.**

## **VII. Board Member Communications:**

### **A. Recent City Council Action Minutes**

**Nicole Hendrix** noted it seemed more people had submitted cards than had provided public testimony. She suggested including time estimates for presentations and public comment on the agenda to help inform those waiting to give public testimony.

**Dan Pauly, Planning Manager,** noted some people submit public testimony cards in order to receive notice of decision and other notices regarding the agenda item.

## **VIII. Staff Communications**

**Dan Pauly, Planning Manager,** welcomed Katie Dunwell to her first hearing as a DRB-Panel B Board member.

## **IX. Adjournment**

The meeting adjourned at 10:45 p.m.

Respectfully submitted,

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

## DEVELOPMENT REVIEW BOARD MEETING

MONDAY, OCTOBER 25, 2021

6:30 PM

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### VI. Public Hearing:

- A. Resolution No. 393-B. Villebois Village Center Mixed Use Development: Pacific Community Design – Representative for Costa Pacific Communities – Applicant and RCS Villebois Development LLC – Owner.** The applicant is requesting approval of SAP Central Amendment, Preliminary Development Plan (1) and Plan Modifications (2), Final Development Plans (3), and Type C Tree Plans (3) for a mixed-use development located in the Villebois Village Center. The subject sites are located on Tax Lots 2100 and 2800 of Section 15AC and Tax Lot 8600 of Section 15DB, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Cindy Luxhoj

Case Files:

- DB21-0010 SAP Central Amendment (PDP 12 C Lot 76, Bldgs A, B)
- DB21-0011 Preliminary Development Plan (PDP 12 C Lot 76, Bldg A, B)
- DB21-0012 Final Development Plan (PDP 12 C Lot 76, Bldgs A, B)
- DB21-0013 Type C Tree Removal Plan (PDP 12 C Lot 76, Bldgs A, B)
- DB21-0014 Preliminary Development Plan (PDP 2 C Lot 73, Bldg C)
- DB21-0015 Final Development Plan (PDP 2 C Lot 73, Bldg C)
- DB21-0016 Type C Tree Removal Plan (PDP 2 C Lot 73, Bldg C)
- DB21-0022 Preliminary Development Plan (PDP 1 C Lot 12, Parking)
- DB21-0023 Final Development Plan (PDP 1 C Lot 12, Parking)
- DB21-0024 Type C Tree Removal Plan (PDP 1 C Lot 12, Parking)

*This item was continued to this date and time certain at the September 27, 2021 DRB Panel B meeting.*



**DEVELOPMENT REVIEW BOARD  
RESOLUTION NO. 393-B**

**A RESOLUTION ADOPTING FINDINGS AND CONDITIONS APPROVING A SAP CENTRAL AMENDMENT, PRELIMINARY DEVELOPMENT PLAN (1) AND PLAN MODIFICATIONS (2), FINAL DEVELOPMENT PLANS (3), AND TYPE C TREE PLANS (3) FOR A MIXED USE DEVELOPMENT LOCATED IN THE VILLEBOIS VILLAGE CENTER. THE SUBJECT SITES ARE LOCATED ON TAX LOTS 2100 AND 2800 OF SECTION 15AC AND TAX LOT 8600 OF SECTION 15DB, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON. PACIFIC COMMUNITY DESIGN, INC. – REPRESENTATIVE FOR COSTA PACIFIC COMMUNITIES – APPLICANT AND RCS DEVELOPMENT LLC – OWNER.**

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared the staff report on the above-captioned subject dated October 18, 2021, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel B at scheduled meetings conducted on September 27, 2021 and October 25, 2021, at which time exhibits, together with findings and public testimony were entered into the public record, and

WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated October 18, 2021, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations, subject to effective date, as applicable, of related Zoning Order DB21-0008 approved by City Council for Tax Lot 2800 and adjoining right-of-way, for: DB21-0010 through DB21-0016, DB21-0022 through DB21-0024 Specific Area Plan Amendment, Preliminary Development Plan, Preliminary Development Plan Modifications, Final Development Plans, and Type C Tree Plans for mixed-use apartment buildings, a parking area, and associated improvements.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 25<sup>th</sup> day of October, 2021 and filed with the Planning Administrative Assistant on \_\_\_\_\_. This resolution is final on the 15<sup>th</sup> calendar day after the postmarked date of the written notice of decision per *WC Sec 4.022(.09)* unless appealed per *WC Sec 4.022(.02)* or called up for review by the council in accordance with *WC Sec 4.022(.03)*.

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Samy Nada, Chair, Panel B  
Wilsonville Development Review Board

Attest:

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**Shelley White, Planning Administrative Assistant**



Exhibit A1  
Staff Report Wilsonville Planning Division

Villebois Village Center Mixed Use  
SAP Central PDPs 12C Lot 76, 2C Lot 73, and 1C Lot 12

Development Review Board Panel 'B'  
Quasi-Judicial Public Hearing  
*Revised to Remove Zone Map Amendment Request Recommended to City Council  
for Approval on September 27, 2021*

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**Hearing Dates:** September 27, 2021 and October 25, 2021  
**Date of Report:** October 18, 2021

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**Application Nos.:** **SAP Central PDP 12C Lot 76, Buildings A and B:**  
DB21-0010 Specific Area Plan (SAP) Central Amendment  
DB21-0011 Preliminary Development Plan (PDP)  
DB21-0012 Final Development Plan (FDP)  
DB21-0013 Type C Tree Plan

**SAP Central PDP 2C Lot 73, Building C:**  
DB21-0014 PDP Modification  
DB21-0015 FDP  
DB21-0016 Type C Tree Plan

**SAP Central PDP 1C Lot 12, Parking:**  
DB21-0022 PDP Modification  
DB21-0023 FDP  
DB21-0024 Type C Tree Plan

**Request/Summary:** The requests before the Development Review Board include SAP Central Amendment (DB21-0010), PDP (DB21-0011) and PDP Modifications (DB21-0014 and DB21-0022), FDPs (DB21-0012, DB21-0015, and DB21-0022) and Type C Tree Removal (DB21-0013, DB21-0016, DB21-0024) for the Villebois Village Center Mixed Use project including three apartment buildings, additional parking, and associated improvements.

**Location:** Villebois Village Center. The property described as Tax Lots 2100 and 2800, Section 15AC, and Tax Lot 8600, Section 15DB, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon.

**Owner:** RCS Villebois Development LLC (Contact: Rudy Kadlub)

**Applicant:** Costa Pacific Communities (Contact: Rudy Kadlub)

**Applicant’s Rep.:** Pacific Community Design, Inc. (Contact: Stacy Connery AICP)

**Comprehensive Plan Designation:** Residential-Village

**Zone Map Classification:** PDP 12C Lot 76: Current: Public Facility (PF)  
Proposed: Village (V)  
PDPs 2C Lot 73 and 1C Lot 12: Village (V)

**Staff Reviewers:** Cindy Luxhoj AICP, Associate Planner  
Daniel Pauly AICP, Planning Manager  
Matt Palmer, PE, Associate Engineer  
Kerry Rappold, Natural Resource Program Manager

**Staff Recommendation:**

- **Approve with conditions, contingent on City Council final approval of related Zone Map Amendment (DB21-0008)**, the SAP Central PDP 12C Lot 76 (DB21-0011), FDP (DB21-0012), and Type C Tree Plan (DB21-0013);
- **Approve with conditions** the requested SAP Central Amendment (DB21-0010), SAP Central PDP 2C Lot 73 and PDP 1C Lot 12 Modification (DB21-0014, DB21-0022), FDPs (DB21-0015, DB21-0023), and Type C Tree Plans (DB21-0016, DB21-0024).

**Applicable Review Criteria:**

<b><u>Development Code:</u></b>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Section 4.033	Authority of City Council
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.113	Residential Development in Any Zone
Section 4.125	V-Village Zone
Section 4.139.00 thru 4.139.11	Significant Resource Overlay Zone
Section 4.154	Bicycle, Pedestrian, and Transit Facilities
Section 4.155	Parking, Loading, and Bicycle Parking
Section 4.167	Access, Ingress, and Egress
Section 4.171	Protection of Natural Features and Other Resources
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping, Screening, and Buffering

Section 4.177	Street Improvement Standards
Sections 4.300 through 4.320	Underground Utilities
Sections 4.400 through 4.440 as applicable	Site Design Review
Sections 4.600 through 4.640.20 as applicable	Tree Preservation and Protection
<b><u>Other City Planning Documents:</u></b>	
Wilsonville Comprehensive Plan	
Villebois Village Master Plan	
SAP Central Approval Documents	
Previous Land Use Approvals	
<b><u>Regional and State Planning Documents:</u></b>	
Statewide Planning Goals	

**Vicinity Map:**



## Background:

The Villebois Village Master Plan, adopted in 2003 and last updated in 2013, implemented the Villebois Village Concept Plan for the 480-acre area comprising the Villebois community in west Wilsonville. The Master Plan served as the basis for the Village zone development standards and provided a detailed analysis of the framework systems identified in the Concept Plan, including the land use program, parks and open space system, utilities framework, and circulation system.

The Villebois Village Master Plan envisions a vibrant mixed-use Village Center at heart of the Villebois community comprised of residential, office, retail and/or related employment uses. The Village Center is designed to include higher-density residential housing, mixed-use housing, opportunities for office/commercial/light industrial/civic uses, easy-access multi-modal transportation opportunities, and parks and greenway features. Intended as a central hub of activities, services, and transportation serving the larger Villebois community, the Village Center provides multi-modal transportation opportunities that facilitate pedestrian, bicycle, transit and automobile access, connecting residents to shopping, services, recreation and homes.

The Specific Area Plan (SAP) Central, consisting of 55.2 acres within the central portion of Villebois, was adopted in 2006. It includes 42.0 acres within and 13.2 acres outside the Village Center boundary. SAP Central includes the following components and guiding documents:

- Narrative and Supporting Reports
- Drawings
- Village Center Architectural Standards (VCAS)
- Signage and Wayfinding Master Plan
- Community Elements Book
- Rainwater Management Plan

The current application affects 2.02 acres of the 42 acres within the Village Center boundary surrounding the central Piazza on the north, east and west sides. The 2.02 acres includes 1.19 acres in PDP 12C Lot 76 (Tax Lot 2800), 0.5 acre in PDP 2C Lot 73 (Tax Lot 2100), and 0.33 acres in PDP 1C Lot 12 (Tax Lot 8600). As envisioned in the Villebois Village Master Plan and SAP Central, the current application proposes a mixed-use development, Villebois Village Center Apartments, consisting of three buildings and a surface parking area surrounding the central Piazza on three sides. As shown in the Vicinity Map on the previous page, the fourth side of the Piazza is already occupied by the Domaine at Villebois, a mixed-use apartment development, completed in 2008. Buildings A and B of the current application are proposed to be located on PDP 12C Lot 76, north and east of the Piazza, with Building C located on PDP 2C Lot 73, west of the Piazza. The parking area is proposed on PDP 1C Lot 12, southwest of the Piazza, to serve the residents, visitors, and employees of the development.

The proposed mixed-use development requires approval of several applications as shown in the table below.

Component of Proposed Development	SAP Central Amendment	Preliminary Development Plan or Modification	Final Development Plan	Type C Tree Removal Plan
Buildings A and B (PDP 12C Lot 76)	Amendment to Plaza Address	PDP	FDP	Type C
Building C (PDP 2C Lot 73)	Amendment to Plaza Address	PDP Modification	FDP	Type C
Surface Parking Area (PDP 1C Lot 12)	---	PDP Modification	FDP	Type C

**Summary:**

SAP Central Amendment (DB21-0010)

*Note: The requested SAP Central Amendment applies only to PDP 12C Lot 76 and PDP 2C Lot 73, the sites of Buildings A, B, and C, and not to PDP 1C Lot 12, the site of the surface parking area.*

The applicant is requesting a SAP Amendment to refine the Village Center Architectural Standards (VCAS) to implement the proposed development. The amendment would change/add provisions for the Plaza Address within the Village Center Boundary. The proposed revisions modify the exterior building materials standards related to façade materials and percentage calculations. This provides design flexibility to accentuate the ground floor of each building while including complementary finish materials and color palettes, resulting in architectural consistency along the central Piazza.

**Proposed Site Plans and Illustrations**



**SAP Central PDPs and Modifications (DB21-0011, DB21-0014, DB21-0022)**

The proposed mixed-use development consists of three buildings, designed to provide 143 residential market-rate apartments and 2,460 square feet of ground-level commercial retail space, and an additional surface parking area. Buildings A and B, located on PDP 12C Lot 76, provide 94 multi-family residential units (69 one-bedroom units, 14 two-bedroom units, and 11 3-bedroom units) and 1,331 square feet of retail space. Building C, located on PDP 2C Lot 73, includes 49 multi-family residential units (16 studio residential units, 26 one-bedroom units, 7 two-bedroom units), and 1,129 square feet of retail. In addition, Buildings A, B, and C, include 11 ground floor residential units facing the Piazza designed to accommodate future conversion to 7,527 square feet of retail space, should the property owner decide in the future, based on market demand, to replace the residential housing with additional retail. The surface parking area is



proposed on PDP 1C Lot 12 to serve the residences, employees, and visitors of the development. A total of 167 vehicle parking spaces are required, with 183 off- and on-street spaces provided.

Since SAP Central was approved in 2006, separate PDPs, as well as some modifications of original approvals, have been approved within SAP Central. The current application proposes modifications to previously approved PDP 2C Lot 73 and PDP 1C Lot 12 as follows:

- PDP 2C Lot 73 modification proposes to increase the number of mixed-use condos from the conceptual range of 24 to 30 units to provide 49 apartment units in Building C.
- PDP 1C Lot 12 modification proposes to eliminate the conceptual range of 8 to 12 mixed-use condo units previously envisioned and provide a surface parking area to serve the residents, employees, and visitors of the mixed-use development.

The following table reflects the final and current approved unit counts in all other PDP approvals and modifications in SAP Central. The original SAP Central approved 1,010 units with a potential 10% increase or decrease over time. With approval of the proposed PDP 2C Lot 73 and PDP 1C Lot 12 modifications, the density in SAP Central will be 986 units, resulting in a less than 10% change to the unit counts in SAP Central, which continues to meet the density requirement across Villebois. In addition, the proposal results in a total of 2,568 residential units within Villebois, meeting the refinement criteria.

Housing Type	Original Unit Count in SAP Central	Current Unit Count in SAP Central	Proposed Unit Count in SAP Central	% Change – Original to Proposed	% Change – Current to Proposed
Medium/Standard/Large/Estate	0	0	0	0%	0%
Small Detached/Small Cottage/Row House/Neighborhood Apartment	1,010	933	986	-2.4%	5.9%
Total	1,010	933	986	-2.4%	5.9%

#### SAP Central FDPs (DB21-0012, DB21-0015, DB21-23)

Submitted FDPs provide details of architecture, landscaping, lighting, signage, and residential amenities consistent with the requirements of the SAP Central Community Elements Book and VCAS.

#### Type C Tree Plans (DB21-0013, DB21-0016, DB21-0024)

There is a combined total of 12 on-site trees on PDP 12C Lot 76 (4 on-site), PDP 2C Lot 73 (6 on-site) and PDP 1C Lot 12 (2 on-site) that will be affected by the proposed development. In addition, trees in areas adjacent to the lots, as well as street trees, could be affected by construction. All 12 on-site trees are proposed for removal due to tree conditions and unavoidable construction impacts. All trees adjacent to the sites and street trees will be retained and protected during construction.

## **Traffic Impacts:**

Traffic impacts for this projects have long been included in the planning and construction of transportation infrastructure to serve Villebois.

In May 2019, the City's traffic consultants analyzed the residential trip generation for three buildings (totaling 145 apartments units) proposed on PDP 12C Lot 76 and PDP 2 C Lot 73 as compared to residential trip generation estimates for all of SAP Central (2013 Traffic Impact Study (TIS)). The residential trip generation for the entire SAP Central, with the three proposed apartment buildings, was found to result in a lower trip generation than previous residential trip generation estimates for SAP Central. Therefore, it was found that no significant traffic impact was anticipated due to the proposed Buildings A, B, and C.

In June 2021, the analysis was revised to reflect modified site plans for Buildings A, B, and C, showing 11 ground-floor residential units that could be converted to approximately 7,300 square feet of retail space in the future, depending on market demand. This analysis concluded that the proposed modifications to the buildings would result in a net increase of 22 (10 in, 12 out) p.m. peak hour trips after conversion of residential to retail. However, it was found that the change would not cause the residential trip counts to exceed the trip counts previously analyzed and the total residential trips for SAP Central would be 578, which is less than the 594 trips analyzed in the 2013 TIS.

Also in June 2021, the City's traffic consultants revised the residential trip generation analysis for PDP 1C Lot 12. In 2018, this site was approved for 3 rowhouses with one of the units containing 711 square feet of commercial/office space on the ground floor. However, the current application proposes a 24-space surface parking area to provide supplemental parking for residents, employees and customers of the mixed use development. The revised analysis estimates that the parking area will generate 17 (10 in, 7 out) p.m. peak hour trips in and out of the parking spaces in the lot. However, because parking does not, of itself, generate trips, all of the trips are assumed to be existing trips.

## **Public Comments and Responses:**

The City received a number of public comments on the proposal, copies of which are included as D Exhibits. Concerns raised include parking, traffic, safety, intensification of use and added residential units, converting landscaped area at SW Villebois Drive and SW Barber Street to parking, and removal of a previously preserved scarlet oak tree (Tree #333). Concerns are addressed under "Discussion Topics" below and otherwise in this report. Efforts will continue to answer the questions and concerns during the public hearing.

## Discussion Points:

### Community Outreach Efforts

As described by the applicant in their submitted materials, this application reflects efforts made by them to address community concerns regarding parking and retail/ commercial space provided. Public outreach efforts made by the applicant include meetings with neighboring homeowner associations and City Councilors as noted below:

- June 2020 meeting with Ben West, City of Wilsonville City Councilor
- July 14, 2020 meeting with Camden Square Homeowners Association
- July 15, 2020 meeting with Royal Crescent Homeowners Association
- July 17, 2020 meeting with Joann Linville, City of Wilsonville City Councilor
- July 20, 2020 meeting with Brookside Terrace Homeowners Association
- August 2020 meeting with Julie Fitzgerald, City of Wilsonville Mayor
- August 2020 telephone call with Kristin Akervall, City of Wilsonville Council President
- July 2020 telephone call with Charlotte Lehan, City of Wilsonville Councilor
- Attend Quarterly 2019-2020 Villebois Village Center Homeowners Association Technical Advisory Meeting

The applicant is addressing concerns regarding parking by proposing a surface parking area on PDP 1C Lot 12 to serve the residents, employees, and visitors of the Villebois Village mixed-use development on PDP 12C Lot 76 and PDP 2C Lot 73. The opportunity to provide this additional parking area became possible when the developer of a three-unit residential development on the Lot 12 failed to proceed with purchase of the property.

The applicant is addressing concerns regarding the limited retail/ commercial area proposed in the mixed-use development with buildings designed to include 11 ground floor residential units facing the Piazza that have the ability to convert to 7,527 square feet of retail. Later sections of this Staff Report and elevations, floorplans, and details provided in application materials detail how the proposed mixed-use buildings are designed to evolve with community needs and market demand.

### Amount and Type of Ground Floor Uses Around the Piazza

The area around the Piazza at Villebois is the very core of Villebois calling for the tallest buildings and most intense uses. The description of the Village Center in the Villebois Village Master Plan (Master Plan) describes the higher-density development around the Piazza as multi-family and mixed-use development such as ground level retail or office and “flex-space” uses with office or multi-family residential units above. The “flex-space” is defined in the Master Plan glossary as “ground floor units of a multi-family or mixed-use building that can be converted to office/retail or residential uses.” Other language in the Master Plan describing this core area includes Policy 5 under Village Center which says “the core area of the Village Center shall provide for mixed-use residential, retail, and employment areas that may include office uses and live/work housing

opportunities.” This Master Plan language defines that the buildings around the Piazza should have ground-floor commercial type space, but in the list of what the space may entail includes retail, office, flex-space, and live/work. In addition, the Master Plan prescribes a building around the Piazza provide a mailroom for the Village Center. The Master Plan does not prescribe the mix of these different ground-floor uses. However, a basic notion of mixed-use development is that the ground-floor is non-residential or live/work uses.

In the proposal before the DRB, the applicant proposes the following uses on the ground floor of the buildings:

- Common area amenity for apartment residents
- Live/work units facing the Piazza
- Leasing office
- 2,460 square feet retail space
- Mail center with over 900 mailboxes
- “Flex-space” residential units for potential retail conversion

Most of these uses qualify under the non-residential or live/work spaces identified in the Master Plan to occupy the ground floor of mixed-use buildings. However, City staff does not support the “ground-floor units designed to accommodate future conversion for retail” as “flex-space” in Buildings B and C. The units do not have exterior entrances, limiting flexibility to transform the spaces. Any tenant improvements to convert to retail would be substantial. No evidence exists that it is foreseeable for the market demand for retail to be so much more than for residential to complete future tenant improvements to convert the spaces to retail or office. The combination of financial burden of any future conversion combined with lack of anticipated market demand creates substantial hurdles that do not allow these units to be reasonably considered “flex-space.” A condition of approval requires these spaces need be converted to live/work units with exterior entrances and storefront treatments including entry canopies so that the ground floor is office, retail, or live/work.

#### Flexibility of Ground Floor Uses

While the applicant has proposed, or is required to provide, a specific mix of ground-floor uses, this approval acknowledges final mix and location of ground floor tenant spaces is likely to change as conversations continue with potential tenants and other factors help determine final mix and location. However, the mail room must be built as well as no less than 2,460 square feet of retail space. All buildings must maintain the ground floor facing the Piazza as retail, office, live/work, or flex-space built for a variety of uses without significant modification.

#### Background of Oak Tree on Lot 12

Tree 333, a scarlet oak, on Lot 12, has long been designated for retention as an “Important” tree; however, it is not part of the City’s Heritage Tree program. Previous unbuilt approvals for the site preserved the subject tree. However, the tree sustained substantial damage during the

February 2021 ice storm. According to the arborist report the storm damage led to loss of two very large scaffold branches and broken leaders along with smaller branches. The property owner discussed requesting removal separately, but elected to include the removal request in the subject application. The City acknowledges recent damage to the previously “Important” tree has impacted its long-term viability and supports the applicant’s request to remove the tree regardless of what development occurs on the site.

#### History of Uses/Land Use Approval for Lot 12

SAP Central was approved in 2006 and the subject site was zoned Village (V) at that time. This original approval called for 8-12 mixed-use condos on the subject site taking access from shared alleyways. Notably, the property was never planned for park or open space. The current improved landscape on the site stems from the sites past use as a temporary sales office and information center for the Village Center. Often these types of sales offices are heavily landscaped, even if just temporarily, to create a marketing friendly aesthetic. The modular building used as the sales office/information center has been removed for some time, but the improved landscaping has remained. Based on public comment it is apparent the length of time the “temporary” landscaping has been in place has created a perception that the landscaping is the long-term approved use for the property.

In 2018 development plans come forward and were approved for the site. However, the developer chose not to construct the approved units and the proposed PDP 1C Lot 12 modification refines the subject area beyond what was described in SAP Central. The 2018 approval was for a three-unit residential development, including one mixed-use unit and associate improvements. See DRB Resolution No. 357 (Casefile DB18-0040, DB18-0041, and DB18-0042). This application proposes further modification, eliminating all residential and mixed-use building on Lot 12 in favor of providing additional parking to serve nearby development. The result is fewer units (less density) and more parking than originally envisioned for this immediate area. All changes to the number of units are within the refinement thresholds identified in the V zoning text.

#### Access to Proposed Parking on Lot 12 Via Existing Alleys

The proposed parking lot on PDP 1C Lot 12 will not take access directly from SW Villebois Drive or SW Barber Street, but rather through an existing alley. The existing alley is partially on the subject Lot 12 and partially on Tracts G and H of the plat of ‘Villebois Village Center’ recorded in 2007. Per Note 4 of the plat, Lot 12 has an access easement over Tract G and H. The three-unit development approved by the City in 2018 included access via the same alley and parking added within the alley on the portion on the PDP 1C Lot 12. This application proposes the same access and the same addition of parking in the Lot 12 portion of the alley as previously approved.

## Parking

Villebois has specific parking standards listed in the V zone for the proposed uses. The applicant has worked with the City to follow the standards. The City has carefully reviewed the parking proposal and, as explained in detail in the findings, found minimum parking standards are met or exceeded. With mixed-use development such as that proposed the parking demand is more intense than many typical developments in Wilsonville. This location has long been planned for mixed-use development with parking standards established with this plan in mind. With clear standards in place the DRB cannot require parking beyond that required by the standards and must find a development meeting the parking standards in compliance. The parking proposal/compliance is summarized as follows, additional details are in Finding C27:

Vehicle Parking Requirements per Section 4.125 Table V-2	167 spaces
Vehicle Parking Off-set Allowed	18 spaces
Total Vehicle Parking Spaces Required	149 spaces
Off-Street Vehicle Parking Provided	138 spaces
Adjacent On-Street Parking Counted Per Code	45 spaces
Total spaces provided to meet Code requirement	183 spaces

## Conclusion and Conditions of Approval

Staff reviewed the applicant’s analysis of compliance with the applicable criteria. The Staff Report adopts the applicant’s responses as Findings of Fact except as noted in the Findings. Based on the Findings of Fact and information included in this Staff Report, and information received from a duly advertised public hearing, staff recommends that the Development Review Board approve the proposed applications (DB21-0010 through DB21-0016, and DB21-0022 through DB21-0024) with the following conditions:

### Planning Division Conditions:

Request A: DB21-0010 SAP Central Amendment

No conditions for this request.
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Request B: DB21-0011, DB21-0014, DB21-0022 SAP Central PDPs and Modifications

<b>PDB 1.</b>	Approval of DB21-0011, PDP 12C Lot 76, is contingent on final City Council approval of a related Zone Map Amendment request (DB21-0008).
<b>PDB 2.</b>	Ground floor units in Buildings B and C labeled as “designed to accommodate future conversion for retail” shall be converted to live/work units or retail or office facing the Piazza. Ground floor units or tenant spaces shall have exterior entries facing the Piazza and entry canopies meeting the VCAS standards.
<b>PDB 3.</b>	In addition to the changes to the mix of ground-floor uses in Condition of Approval PDC 3, the applicant may refine the location and mix of ground-floor uses as long as: the ground floor of each building is retail, office, live/work, or flex-space with exterior entrances and canopies; the mail room is provided, the square footage of proposed retail is not reduced, and the mix does not increase the amount of parking required.

Request C: DB21-0012, DB21-0015, DB21-0023 FDPs

<b>PDC 1.</b>	Approval of DB21-0012, FDP 12C Lot 76, is contingent on final City Council approval of a related Zone Map Amendment request (DB21-0008).
<b>PDC 2.</b>	All plant materials shall be installed consistent with current industry standards.
<b>PDC 3.</b>	All construction, site development, and landscaping shall be carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. Minor alterations may be approved by the Planning Division through the Class I Administrative Review process.
<b>PDC 4.</b>	All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Development Review Board.
<b>PDC 5.</b>	No street trees shall be planted where their growth would interfere with preserved trees. Street trees shall be appropriately placed between curb cuts.

Request D: DB21-0013, DB21-0016, DB21-0024 Type C Tree Plans

<b>PDD 1.</b>	Approval of DB21-0013, Type C Tree Plan for PDP 12C Lot 76, is contingent on final City Council approval of a related Zone Map Amendment request (DB21-0008).
<b>PDD 2.</b>	Trees planted as replacement of removed trees shall be state Department of Agriculture Nursery Grade No. 1. or better, shall meet the requirements of the American Association of Nursery Men (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade, shall 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. A “guaranteed” tree that dies or becomes diseased during that time shall be replaced.
<b>PDD 3.</b>	Solvents, building material, construction equipment, soil, or irrigated landscaping shall not be placed within the drip line of any preserved tree, 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.
<b>PDD 4.</b>	Before and during development, land clearing, filling or any land alteration the applicant shall erect and maintain suitable tree protective barriers which shall include the following: <ul style="list-style-type: none"> <li>• 6’ high fence set at tree drip lines.</li> <li>• Fence materials shall consist of 2 inch mesh chain links secured to a minimum of 1 ½ inch diameter steel or aluminum line posts.</li> <li>• Posts shall be set to a depth of no less than 2 feet in native soil.</li> <li>• Protective barriers shall remain in place until the City authorizes their removal or issues a final certificate of occupancy, whichever occurs first.</li> <li>• Tree protection fences shall be maintained in a full upright position.</li> </ul>
<b>PDD 5.</b>	Prior to issuance of any public works permits or building permits the applicant shall obtain a Type C Tree Removal Permit from the City.

*The following Conditions of Approval are provided by the Engineering, Natural Resources, or Building Divisions of the City’s Community Development Department or Tualatin Valley Fire and Rescue, all of which have authority over development approval. A number of these Conditions of Approval are not related to land use regulations under the authority of the Development Review Board or Planning Director. Only those Conditions of Approval related to criteria in Chapter 4 of Wilsonville Code and the Comprehensive Plan, including but not limited to those related to traffic level of service, site vision clearance, recording of plats, and concurrency, are subject to the Land Use review and appeal process defined in Wilsonville Code and Oregon Revised Statutes and Administrative Rules. Other Conditions of Approval are based on City Code chapters other than Chapter 4, state law, federal law, or other agency rules and regulations. Questions or requests about the applicability, appeal, exemption or non-compliance related to these other Conditions of Approval should be directed to the City Department, Division, or non-City agency with authority over the relevant portion of the development approval.*



## Engineering Division Conditions:

### All Requests

<b>PF 1.</b>	Public Works Plans and Public Improvements shall conform to the “Public Works Plan Submittal Requirements and Other Engineering Requirements” in Exhibit C1.
<b>PF 2.</b>	Any modifications to public streets shall conform to the Street Sections shown in Figure 9A of the Villebois Village Master Plan.
<b>PF 3.</b>	The existing curb on the SW Campanile Lane frontage at Building A shall be modified to allow a new curb ramp parallel to the existing curb ramp on the north side of the street. As shown on the Residential-Village Center street section on Figure 9A, provide a planting strip or stormwater swale with a minimum width of 4.5 feet and a sidewalk with a minimum width of 5.5 feet. Match position of existing sidewalks at transitions.
<b>PF 4.</b>	The existing curb on the SW Barber Street frontage at Buildings B and C shall remain in its existing position. As shown on the Minor Collector street section on Figure 9A, provide a planting strip or stormwater swale with a minimum width of 7.5 feet and a sidewalk with a minimum width of 5 feet. Match position of existing sidewalks at transitions.
<b>PF 5.</b>	The existing curb on the SW Valencia Lane frontage at Building B shall remain in its existing position. As shown on the Residential-Village Center street section on Figure 9A, provide a planting strip or stormwater swale with a minimum width of 4.5 feet and a sidewalk with a minimum width of 5.5 feet. Match position of existing sidewalks at transitions.
<b>PF 6.</b>	The existing curb on the SW Toulouse Street frontage at Building C shall remain in its existing position. As shown on the Residential-Village Center street section on Figure 9A, provide a planting strip or stormwater swale with a minimum width of 4.5 feet and a sidewalk with a minimum width of 5.5 feet. Match position of existing sidewalks at transitions.
<b>PF 7.</b>	The pervious paver sidewalks shown on the SW Campanile Lane frontage of Buildings A and B, the Royal Scot Lane frontage of Building A, and the SW Villebois Drive North frontage of Building A shall be completed as shown on the preliminary plans. Pervious paving areas shall be constructed with a similar look and structural section as was used for adjacent areas.
<b>PF 8.</b>	SW Villebois Drive and SW Villebois Drive North are fully developed adjacent to the site and no additional right-of-way or street improvements are required of the applicant.
<b>PF 9.</b>	The existing curb on the SW Barber Street frontage at Building C has existing curb cuts. If no stormwater swale is to be constructed on this frontage, curb cuts shall be removed.
<b>PF 10.</b>	Sections of existing curbs and gutters that are in broken or in otherwise visibly damaged condition on frontages to be improved by the project shall be replaced.

<b>PF 11.</b>	Where pavement cuts are required to install new utility connections, pavement restoration shall be standard T-cut as shown in City Detail No. S-2145.
<b>PF 12.</b>	All water meter vaults shall be located outside of drivable areas.
<b>PF 13.</b>	If the existing fire hydrant at the NW corner of the SW Barber St and SW Villebois Drive North intersection, adjacent to Building C, is to be relocated as shown, a new tap on the existing water main and new shut-off valve shall be provided. The proposed addition of an elbow to the existing fire hydrant service line is not acceptable.
<b>PF 14.</b>	The water connection west of SW Palermo Street connects to the existing water main on the private alley and a private easement will be required for the portion of the service within the street on private property.
<b>PF 15.</b>	Existing stormwater swales on frontages to be improved by the project shall be brought into compliance with the requirements of the City's Public Work Standards, including removal of weeds and replanting if needed.

**Master Exhibit List:**

The entry of the following exhibits into the public record by the Development Review Board confirms its consideration of the application as submitted. The exhibit list below includes exhibits for Planning Case Files DB21-0010 through DB21-0016, and DB21-0022 through DB21-0024. The exhibit list below reflects the electronic record posted on the City's website and retained as part of the City's permanent electronic record. Any inconsistencies between printed or other electronic versions of the same Exhibits are inadvertent and the version on the City's website and retained as part of the City's permanent electronic record shall be controlling for all purposes.

Planning Staff Materials

- A1.** Staff report and findings (this document)
- A2.** Staff's Presentation Slides for Public Hearing (to be presented at Public Hearing)

Materials from Applicant

- B1.** Land Use Application Forms
- B2-I.** Applicant's Materials – *Available Under Separate Cover*
  - Table of Contents
  - Section IA: Introductory Narrative
  - Section IB: Forms (*see Exhibit B1*)
  - Section IC: Ownership Documentation
  - Section ID: TVF&R Permit
  - Section IE: Republic Service Compliance Letters
  - Section IF: Traffic Impact Analysis – Updated 06.23.2021
  - Section IG: Mailing List

- Section IIA: Zone Change – Supporting Compliance Report
- B2-II&III.** Section IIB: Zone Change - Map
- Section IIC: Zone Change – Legal Description and Sketch
- Section IIIA: SAP Amendment – Supporting Compliance Report
- Section IIIB: SAP Amendment – Village Center Architectural Standards (VCAS)
- B2-IV.** Section IVA: PDP 2C Lot 73 (Building C) – Supporting Compliance Report
- Section IVB: PDP 2C Lot 73 (Building C) – Reduced Drawings (*see Exhibit B3-2C*)
- Section IVC: PDP 2C Lot 73 (Building C) – Utility and Drainage Report
- Section IVD: PDP 12C Lot 76 (Buildings A and B) – Supporting Compliance Report
- Section IVE: PDP 12C Lot 76 (Buildings A and B) – Reduced Drawings (*see Exhibit B3-12C*)
- Section IVF: PDP 12C Lot 76 (Buildings A and B) – Utility and Drainage Report
- Section IVG: PDP 1C Lot 12 (Parking) – Supporting Compliance Report
- Section IVH: PDP 1C Lot 12 (Parking) – Reduced Drawings (*see Exhibit B3-1C*)
- Section IVI: PDP 1C Lot 12 (Parking) – Utility and Drainage Report
- Section IVJ: PDPs – SAP Unit Counts
- Section IVK: PDPs – Traffic Analysis – Updated 06.23.2021
- Section IVL: PDPs – Tree Report
- Section IVM: PDPs – Conceptual Elevations
- B2-V.** Section VA: FDP 2C Lot 73 (Building C) – Supporting Compliance Report
- Section VB: FDP 2C Lot 73 (Building C) – Reduced Drawing (*see Exhibit B3-2C*)s
- Section VC: FDP 2C Lot 73 (Building C) – Elevations, Floor Plans and Details (*see Exhibit B3-2C*)
- Section VD: FDP 12C Lot 76 (Buildings A and B) – Supporting Compliance Report
- Section VE: FDP 12C Lot 76 (Buildings A and B) – Reduced Drawings (*see Exhibit B3-12C*)
- Section VF: FDP 12C Lot 76 (Buildings A and B) –Elevations, Floor Plans and Details (*see Exhibit B3-12C*)
- Section VG: FDP 1C Lot 12 (Parking): - Supporting Compliance Report
- Section VH: FDP 1C Lot 12 (Parking): -Reduced Drawings (*see Exhibit B3-1C*)
- Section VI: FDPs – Lighting Cut Sheets
- B2-VI.** Section VIA: Tree Removal Plans 2C Lot 73 (Building C) – Supporting Compliance Report
- Section VIB: Tree Removal Plans 2C Lot 73 (Building C) – Tree Report
- Section VIC: Tree Removal Plans 2C Lot 73 (Building C) – Tree Preservation Plan
- Section VID: Tree Removal Plans 12C Lot 76 (Buildings A and B) – Supporting Compliance Report
- Section VIE: Tree Removal Plans 12C Lot 76 (Buildings A and B) – Tree Report
- Section VIF: Tree Removal Plans 12C Lot 76 (Buildings A and B) – Tree Preservation Plan
- Section VIG: Tree Removal Plans 1C Lot 12 (Parking) – Supporting Compliance Report

Section VIH: Tree Removal Plans 1C Lot 12 (Parking) – Tree Report  
Section VII: Tree Removal Plans 1C Lot 12 (Parking) – Tree Preservation Plan  
**B3-I.** Applicant’s Plans, 2C Lot 73 (Building C) *Under separate cover*

Section IVB: PDP

1. Cover Sheet
2. Existing Conditions and Demolition Plan
3. Site/Land Use Plan
4. Preliminary Grading Plan and Erosion Control Plan
5. Preliminary Composite Utility Plan
6. Preliminary Circulation Plan
7. Preliminary Parking Plan
8. Preliminary Tree Preservation Plan
- L1. Street Tree Planting Layout Plan

Section VB: FDP

1. Cover Sheet
2. Unit Site Plan
3. Preliminary Parking Plan
- L1. Street Tree Planting Layout Plan
- L2. Planting Details & Notes
- L3. Details

Section VC: Elevations, Floor Plans and Details

- A.002. Cover Sheet – Bldg C
- A.122. Materials Board – Bldg C
- A.152. Exterior Vertical Assemblies – Bldg C
- A.202. Architectural Site Plan – Bldg C
- A.231. Building C Level 1 Plan
- A.232. Building C Level 2-4 Plan
- A.235. Building C Roof Plan
- A.236. Building C Unit Plans
- A.331. Building C Elevations – East and South
- A.332. Building C Elevations – West and North
- A.411. Signage Plan – Bldg C
- A.412. Signage Plan – Bldg C
- A.413. Signage Plan – Bldg C
- A.414. Signage Plan – Bldg C
- A502. Site Lighting Plan – Bldg C

**B3-II.** Applicant’s Plans, 12C Lot 76 (Buildings A and B) *Under separate cover*

Section IVE: PDP

1. Cover Sheet
2. Existing Conditions and Demolition Plan
3. Site/Land Use Plan
4. Preliminary Grading Plan and Erosion Control Plan

- 5. Preliminary Composite Utility Plan
- 6. Preliminary Circulation Plan
- 7. Preliminary Parking Plan
- 8. Preliminary Tree Preservation Plan
- L1. Street Tree Planting Layout Plan

Section VE: FDP

- 1. Cover Sheet
- 2. Unit Site Plan
- 3. Preliminary Parking Plan
- L1. Street Tree Layout Planting Plan
- L2. Planting Legend Details & Notes
- L3. Details
- L4. Details
- L5. Details

Section VF: Elevations, Floor Plans and Details

- A.001. Cover Sheet – Bldg A & B
- A.121. Materials Board – Bldg A & B
- A.151. Exterior Vertical Assemblies – Bldg A & B
- A.201. Architectural Site Plan – Bldg A & B
- A.211. Building A Level 1 Plan
- A.212. Building A Level 2-4 Plan
- A.215. Building A Roof Plan
- A.221. Building B Level 1 Plan
- A.222. Building B Level 2-3 Plan
- A.224. Building B Level 4 Plan
- A.225. Building B Roof Plan
- A.226. Building A & B Unit Plans
- A.227. Building A & B Unit Plans
- A.311. Building A Elevations – West and North
- A.312. Building A Elevations – East and South
- A.321. Building B Elevations – West and South
- A.322. Building B Elevations – East and North
- A.401. Signage Plan – Bldg A & B
- A.402. Signage Plan – Bldg A & B
- A.403. Signage Plan – Bldg A & B
- A.404. Signage Plan – Bldg A & B
- A501. Site Lighting Plan – Bldg A & B

**B3-III.** Applicant’s Plans, 1C Lot 12 (Parking) *Under separate cover*

Section IVH: PDP

- 1. Cover Sheet
- 2. Existing Conditions and Demolition Plan
- 3. Site and Land Use Plan

- 4. Preliminary Grading Plan and Erosion Control Plan
- 5. Preliminary Composite Utility Plan
- 6. Preliminary Circulation Plan
- 7. Preliminary Parking Plan
- 8. Preliminary Tree Preservation Plan
- L1. Planting Plan

Section VH: FDP

- 1. Cover Sheet
- 2. Site Plan
- 3. Preliminary Parking Plan
- L1. Planting Plan

- B4.** Applicant’s Materials Samples *Available for inspection on request*
- B5.** Applicant’s Completeness Response Memo, dated May 17, 2021

Development Review Team Correspondence

- C1.** Public Works & Other Engineering Requirements

Other Correspondence

- D1.** D. Wortman Comment, Dated September 5, 2021
- D2.** M. Sandlin Email to R. Wurpes, Dated September 11, 2021
- D3.** P. McKay Comment, Dated September 12, 2021
- D4.** K.Hayes Comment, Dated September 13, 2021
- D5.** J.Cooper Comment, Dated September 14, 2021
- D6.** K.Eagle Comment, Dated September 15, 2021
- D7.** G. and M. Downen Comment, Dated September 16, 2021
- D8.** M.Sandlin Comment, Dated September 17, 2021
- D9.** L.Sabatini Comment, Dated September 17, 2021

**Procedural Statements and Background Information:**

1. The statutory 120-day time limit applies to this application. The City received applications for PDP 12C Lot 76 and PDP 2C Lot 73, Buildings A, B, and C, on February 4, 2021, with payment received on March 1, 2021; and for PDP 1C Lot 12, Parking, on March 8, 2021, with payment received on March 29, 2021. On March 31, 2021, the applications were determined to be incomplete. On May 18, 2021, the City received revised application materials, with additional information submitted on May 26, 2021, for review. Planning staff deemed the application complete on June 25, 2021. The City must render a final decision for the request, including any appeals, by October 23, 2021.

2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	V	Residential
East:	V	Residential
South:	V	Residential; Mixed Use on southeast side of Piazza
West:	V	Residential

3. Previous City Planning Approvals include:

Legislative:

- 02PC06 - Villebois Village Concept Plan
- 02PC07A - Villebois Comprehensive Plan Text
- 02PC07C - Villebois Comprehensive Plan Map
- 02PC07B - Villebois Village Master Plan
- 02PC08 - Village Zone Text
- 04PC02 – Adopted Villebois Village Master Plan
- LP05-0006 – Revised Villebois Village Master Plan
- LP05-0007 and 7A – Revised Villebois Development Code (Village Center Architectural Standards)
- LP05-0010 – Revised Villebois Development Code (Recreational Area in Multi-family and Mixed-Use Development)
- LP05-0012 – Revised Villebois Village Master Plan
- LP06-0002 – Revised Villebois Development Code (PDP Criteria)
- LP13-0005 – Amendment to Villebois Village Master Plan (Future Study Area)

Quasi Judicial:

- AR07-0015 – SAP Central, Partition Plat
- AR07-0080 – SAP Central, PDP 1 Lot Line Adjustment
- AR08-0002 – SAP Central, PDP 1 The Alexan Landscape Plan Modification
- AR08-0037 – SAP Central, Rain Garden Apartments Minor Modifications
- AR08-0051 – SAP Central, Modular Sales Office Exterior Screening Modification
- AR09-0039 – SAP Central Replat of Lots 56-70

4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

## Findings:

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

### General Information

#### Application Procedures-In General Section 4.008

The application is being processed in accordance with the applicable general procedures of this Section.

#### Who May Initiate Application Section 4.009

The application has been submitted on behalf of the property owner, RCS Villebois Development LLC, and is signed by an authorized representative, Rudy Kadlub.

#### Pre-Application Conference Subsection 4.010 (.02)

A Pre-Application Conference was held in accordance with this subsection.

#### Lien Payment before Application Approval Subsection 4.011 (.02) B.

No applicable liens exist for the subject property. The application can thus move forward.

#### General Submission Requirements Subsection 4.035 (.04) A.

The applicant has provided all of the applicable general submission requirements contained in this Subsection.

#### Zoning-Generally Section 4.110

This proposed development is in conformity with the applicable zoning district and general development regulations listed in Sections 4.150 through 4.199 have been applied in accordance with this Section.



## Request A: DB21-0010 SAP Central Amendment

*Note: The requested SAP Central Amendment applies only to PDP 12C Lot 76 and PDP 2C Lot 73, the sites of Buildings A, B, and C, and not to PDP 1C Lot 12, the site of the surface parking area*

As described in the Findings below, the applicable criteria for this request are met or will be met by Conditions of Approval.

### **Wilsonville Comprehensive Plan and Statewide Planning Goals**

**A1.** The proposed changes to the Villebois Village Center Architectural Standards (VCAS) do not alter the SAP's established compliance with the Wilsonville Comprehensive Plan or Statewide Planning Goals.

### **Villebois Village Master Plan**

**A2.** The SAP Amendment is being requested for the specific purpose of refining the VCAS in order to implement the Villebois Village Master Plan. The SAP Amendment addresses the Plaza Address Standards of the VCAS by allowing more freedom for material usage in order to better meet the Master Plan's vision of a Village Center. As described in the applicant's materials, the proposed mixed-use buildings are designed in a way that provides variety in design elements while creating a sense of shared character.

### **Village Zone Generally**

Permitted Uses in Village Zone  
Subsection 4.125 (.02)

**A3.** The proposed SAP Amendment does not affect the uses proposed in the concurrent PDPs and FDPs, which include mixed-use development permitted in the Village (V) zone.

### **Other Village Zone Standards**

Village Zone Design Principles  
Subsection 4.125 (.13)

**A4.** SAP Central included a unique toolkit that regulates proposed development. This toolkit includes the Village Center Architectural Standards (VCAS). The concurrently proposed development complies with the standards of the Village (V) zone. The current application requests a modification of the Plaza Address, an element of the VCAS, in order to adjust the minimum percentage requirements of materials used on a project's exterior and to allow for the use of stucco board for facades facing The Piazza to create more diversity in building design.

Design Standards: Generally  
Subsection 4.125 (.14) A. 1.

- A5. The general provisions of the Subsection do not relate to the proposed SAP Amendment and VCAS modifications. Therefore, approval of the proposed SAP Amendment is consistent with these general provisions.

Building and Site Design Requirements-Proportions and Massing  
Subsection 4.125 (.14) A. 2. a.

- A6. The proposed revisions to the VCAS Plaza Address Section 4.2(2) and Section 4.2(4) do not remove or revise the materials list; rather, the revisions modify the façade materials and percentage calculations.

As described in the applicant's materials, the proposed modification allows 30% of each building to be finished with one or more of the following materials: brick stone or cast stone, stucco or plaster, including stucco boards composed of fiber cement reveal panels, poured-in concrete, or pre-cast concrete veneer, and/or metal panel systems. This is an alteration of the current standards which require 75% of the building to be covered by the above-mentioned materials and do not list stucco board, specifically.

As proposed in the current application, the primary façade facing the central Piazza of Buildings A, B, and C each have at least 30% coverage of brick veneer and painted "stucco board". These materials accentuate the ground floor to define the building's base, as well as delineate between common area spaces and private housing. Painted fiber cement lap siding is the primary finish material for the private housing at the remainder of the building. These materials are used on all three proposed buildings, to provide consistency along the central Piazza.

The proposed exterior building materials are per the VCAS standards under Section 4.2; the percentage amount has been reduced, and the application of the percentage calculation is focused on the primary facades facing the central plaza. By focusing the brick veneer at the ground floor facing the Piazza, the focus of the buildings is placed at the streetscape level, at the public and common area spaces of each building. At the south side of the Piazza, the Domaine at Villebois apartments also consolidates the brick veneer to the ground level, so the proposed building facades provide a consistent theme with finish materials at the ground level on all sides of the central plaza.

Above the brick base of each building there is a combination of fiber cement lap siding and "stucco board" (Hardi panels). Each material provides a different texture to the building façade, along with the light and dark paint colors, which further break down the massing above.

As shown in the illustrations below, the result is four unique façade designs wrapping the central plaza, with complementary finish materials and complementary color palettes. The brick veneer, storefront windows, and steel canopies all reinforce the ground level streetscape, to make the Piazza a vibrant, pedestrian-friendly experience.



**Building and Site Design Requirements-Materials, Colors, Architectural Details**  
Subsection 4.125 (.14) A. 2. b. through e.

**A7.** As mentioned above, this request is to update the VCAS in order to allow for more diverse building materials and to reduce the requirement for minimum percentages of finishes on proposed buildings in the Plaza Address. The proposed SAP Amendment to modify the VCAS will have no effect on guidelines for protective overhangs, recesses at windows/doors, raised stoops, terraces/porches, gutters, scuppers, or downspouts, and is, therefore, consistent with the requirements.

**Building and Site Design Requirements-Significant Trees, Site Landscaping**  
Subsection 4.125 (.14) A. 2. f. and g.

**A8.** The proposed modification will have no effect on existing significant trees or site landscaping.

Building and Site Design Requirements-Building Elevations of Block Complexes and Detached Buildings on Adjacent Lots, Porches, Garages

Subsection 4.125 (.14) A. 2. h. through k.

**A9.** This request is to update the VCAS in order to allow for more diverse building materials and to reduce the requirement for minimum percentages of finishes on proposed buildings in the Plaza Address. Allowing the SAP Amendment will provide opportunity for a variety in building design consistent with this standard. The proposed modification will have no effect on detached housing, porches, or garage functionality and is, therefore, consistent with the standards.

Building and Site Design Requirements-Lighting and Site Furnishings

Subsection 4.125 (.14) A. 3.

**A10.** The proposed modification will have no effect on site lighting.

Building and Site Design Requirements-Building Systems Requirements

Subsection 4.125 (.14) A. 4.

**A11.** Both stucco and fiber-cement siding/shingles are shown as permitted materials in the Village (V) zone, Table 3 (V-3); however, this is not currently reflected in the VCAS. The SAP Amendment proposes to correct this omission. In addition, the request to reduce the requirement for minimum percentages of finishes on proposed buildings in the Plaza Address allows for design creativity.

Village Zone Design Standards-Buildings, Streets and Open Spaces

Subsection 4.125 (.15) A. 1.

**A12.** The proposed modification will have no effect on the street configuration or open spaces. The request is to alter the VCAS in order to allow for building exteriors that will enhance the Village Center's character.

Village Center Design Standards-Off-street Parking, Pedestrian Connections

Subsection 4.125 (.16) A. 1. through 4.

**A13.** The SAP Amendment will have no effect on off-street parking location and design, site layout, or pedestrian connections.

Village Center Design Standards-Building Façade Vertical Elements, Canopies and Awnings

Subsection 4.125 (.16) A. 5. and 6.

**A14.** The proposed VCAS refinements allows for more building materials to be used on the exterior of proposed buildings, breaking them into multiple vertical elements, consistent with the standard. The SAP Amendment does not propose changes to the requirement for canopies and awnings as specified in the VCAS.

Village Center Design Standards-Opportunities for Public Art  
Subsection 4.125 (.16) A. 7.

**A15.** The SAP Amendment will have no effect on opportunities for public art in the Village Center.

Plaza Design Standards-Paving Materials, Significant Trees, Street Furnishings, Exterior Lighting  
Subsection 4.125 (.17) A. 2. and 3. a.

**A16.** The proposed modification will have no effect on site paving materials, existing significant trees, street furniture, bollards or similar elements, or exterior lighting

Plaza Design Standards-Vertical Tower Element Facing Village Center Plaza  
Subsection 4.125 (.17) 3. b.

**A17.** Building B is designed to include a tower element at its southwest corner, at the intersection of SW Barber Street and SW Campanile Lane. As described in the applicant's materials, for those driving northbound on SW Barber Street, the tower element makes Building B the focal point of the central plaza. The amenity terrace on the top floor serves as a contemporary tower, providing views of the Piazza below and Mount Hood in the distance. The banding of Building B's upper three floor levels further accentuates the building's vertical design.

### **Villebois Specific Area Plan Approval**

SAP Submittal Requirements: Village Center Architectural Standards  
Subsection 4.125 (.18) D. 7. f.

**A18.** The VCAS were included in the SAP Central approval in 2006 as amended in 2009. The current request is to modify the VCAS Plaza Address, specifically Sections 4.2(2) and 4.2(4), within the Village Center Boundary to modify the exterior building materials standards related to façade materials and percentage calculations. Specifically, the proposed SAP Amendment includes requests in relation to the standards for building materials to modify the minimum percentage standard for building façade materials in the Plaza Address to comply with the Village (V) zone. This provides design flexibility to accentuate the ground floor of each building while including complementary finish materials and color palettes, resulting in architectural consistency along the central Piazza. No modifications are proposed to the standards addressing building massing and proportions, roof forms, or building components such as doors, canopies and awnings, windows, porches, and balconies.

SAP Submittal Requirements: SAP Narrative Statement  
Subsection 4.125 (.18) D. 8.

**A19.** The applicant submitted the required narrative.

SAP Elements Consistent with Villebois Village Master Plan  
Subsection 4.125 (.18) E. 1. b. i.

**A20.** Finding B2 above demonstrates compliance of proposed SAP Amendment with the Villebois Village Master Plan.

DRB Modification of SAP to Ensure Compliance with Master Plan, Etc.  
Subsection 4.125 (.18) E. 1. b. iii.

**A21.** Staff does not recommend any modifications pursuant to this subsection. The applicant acknowledges that the DRB may require modifications or conditions that it deems necessary to ensure conformance with the Villebois Village Master Plan and other standards of the Wilsonville Planning and Land Development Ordinance.

**Request B: DB21-0011, DB21-0014, DB21-0022  
SAP Central PDPs and Modifications**

As described in the Findings below, the applicable criteria for this request are met or will be met by Conditions of Approval.

**Village Zone**

Permitted Uses in Village Zone  
Subsection 4.125 (.02)

- B1.** PDP 12C Lot 76, Buildings A and B: The PDP application for Lot 76 proposes to develop two (2) mixed-use buildings, on the north and east sides of the Piazza, in the Villebois Village Center. Building A includes a fitness center, a community room, and three (3) live/work spaces on the ground floor, and apartments on all floors. Building B includes retail space on the ground floor, an amenity space on the top floor, and apartments on all floors. All proposed uses within the subject PDP are permitted within the V zone.
- B2.** PDP 2C Lot 73, Building C: The PDP for Lot 73 proposes to develop one mixed-use building on the west side of the Piazza, in the Villebois Village Center. Building C includes commercial space and the community mail center on the ground floor with apartments on all floors. All proposed uses within the subject PDP are permitted pursuant to this Section.
- B3.** PDP 1C Lot 12, Parking: This PDP modification proposes to develop a surface parking lot on Lot 12 to serve the residents, employees, and visitors of the Villebois Village mixed use development located on PDP 12C Lot 76 and PDP 2C Lot 73, an accessory use permitted by Section 4.125 (.03) C. (see below).

Structured Parking, Garages, and Parking Areas  
Subsection 4.125 (.03) C.

- B4.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: All buildings include rear-located surface parking areas required to address the project's vehicular parking requirements.
- B5.** PDP 1C Lot 12, Parking: As discussed above, the surface parking lot proposed on Lot 12 is designed to serve the residents, employees, and visitors of the Villebois Village mixed use development. This accessory use is permitted by this Section.

Block, Alley, Pedestrian, and Bicycle Standards  
Subsection 4.125 (.05) A.

- B6.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The PDP drawings show blocks, alleys, pedestrian, and bicycle paths consistent with this subsection and the SAP.
- B7.** PDP 1C Lot 12, Parking: The PDP drawings show blocks, alleys, pedestrian, and bicycle paths consistent with this subsection and the SAP.

Vehicle Access Via Alley When Available  
Subsection 4.125 (.05) B.

- B8.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed buildings have vehicular access from an existing public street to an associated parking area behind each building.
- B9.** PDP 1C Lot 12, Parking: The proposed parking area has vehicular access from SW Toulouse Street or SW Ravenna Loop via existing alleys. The existing alley is partially on the subject Lot 12 and partially on Tracts G and H of the Plat of 'Villebois Village Center' recorded in 2007. Per note 4 of the plat, Lot 12 has an access easement over Tract G and H.

Fences Compliant With Master Fencing Program  
Subsection 4.125 (.05) D.

- B10.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The SAP Central Master Fencing Program does not indicate any required community fencing within the subject PDPs. The VCAS indicate that fencing is optional in the Plaza Address and when provided should be consistent with the architecture. No fencing is proposed for Buildings A, B or C.
- B11.** PDP 1C Lot 12, Parking: As discussed above, the VCAS indicate that fencing is optional in the Plaza Address, and where provided should be consistent with the architecture. The applicant is proposing a 6-foot high vine support fence, consisting of welded wire mesh fencing with cedar posts, around the entirety of the site except at breaks for pedestrian and vehicle access points, as illustrated on the plans in Exhibit B3-III.

Recreational Area Required in Multi-Family Residential and Mixed Use Developments  
Subsection 4.125 (.05) E.

**B12.** PDP 12C Lot 76, Buildings A and B: The requirements for 195 square feet of recreation area per residential unit was addressed at the SAP level when SAP Central was approved. At the PDP level, Lot 76 provides 94 residential units, requiring 2,820 square feet of recreational area. Buildings A and B are designed to exceed this requirement with 4,483 square feet of recreational space as noted below:

- Building A  
1,076 sq. ft. Community Room  
972 sq. ft. Fitness Room  
623 sq. ft. Lobby
- Building B  
1,038 sq. ft. Amenity Room/ Deck  
646 sq. ft. Lobby  
128 sq. ft. Dog Washing Station

Additionally, the development's 465 square foot leasing office is located in Building B, and each building contains common bike storage and individual storage rental areas.

**B13.** PDP 2C Lot 73, Building C: At the PDP level, Lot 73 provides 49 residential units, requiring 1,470 square feet of recreational area. Building C is designed to provide 1,158 square feet of recreational space as noted below, 312 square feet less than the requirement:

- Building C  
358 square foot Lobby  
800 square foot Outdoor Recreation Area Behind Building

However, residents of Building C will have access to 4,483 square feet of recreational space in Buildings A and B, as described above. Therefore, the recreation area for the residents of Building C in PDP 2C Lot 73 exceeds the 30 square foot per residential unit requirement. In addition, the building contains a 2,568-square-foot community mail center, common bike storage, and individual storage rental areas.

**B14.** PDP 1C Lot 12, Parking: This PDP modification does not add residential units; therefore, the requirement does not apply.

Rated Fire Suppression System Required  
Subsection 4.125 (.05) F.

**B15.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: All buildings will include appropriate fire suppression systems. This will be verified with review of future building permit applications.



**B16.** PDP 1C Lot 12, Parking: No structures are proposed to be constructed; therefore, this standard does not apply.

#### Development Standards in the Village Zone

Table V-1

**B17.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed development meets applicable requirements, as addressed below. The mixed-use buildings design incorporates unique, attractive architecture and flexible uses that will activate the plaza area and bring variety to the Villebois Village Center. Table V-1 does not indicate a minimum lot size, width or depth for Mixed Use Buildings in the Village Center. The proposed buildings comply with the minimum frontage width standard and the applicable setback and height requirements.

**B18.** PDP 1C Lot 12, Parking: No structures are proposed to be constructed. As stated in the applicant’s materials, the parking area is set back approximately 5 feet from the southwest site boundary adjacent to the Carvalho Condominiums (Tax Lot 90000); 12 feet from the southeast site boundary adjacent to rowhomes (Tax Lot 8700); 8 feet from the SW Villebois Drive public ROW; and 11 feet from the SW Barber Street public ROW.

#### Commercial Uses-Not To Include “Drive-through” Facilities

Subsection 4.125 (.06) A. 3.

**B19.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed development does not include a request for a “drive-through” facility.

**B20.** PDP 1C Lot 12, Parking: The proposed development does not include a request for a “drive-through” facility.

#### Commercial Uses-Adjacent to a Street

Subsection 4.125 (.06) A. 4.

**B21.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: All buildings have ground-floor commercial and/or communal uses that will abut a street and face towards the Piazza.

**B22.** PDP 1C Lot 12, Parking: This PDP modification does not propose development of a commercial use.

#### Business Conducted Wholly Within Completely Enclosed Building

Subsection 4.125 (.06) A. 5.

**B23.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: All of the proposed commercial spaces are enclosed. The applicant is proposing live/work spaces in Building A that will share space with residences, however, these units are still fully enclosed.

**B24.** PDP 1C Lot 12, Parking: No businesses, service or processing will be conducted on site.

Off-Street Parking, Loading and Bicycle Parking-General Regulations  
Subsection 4.125 (.07) A.

**B25.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As stated in the applicant’s materials, the applicant acknowledges that the provision and maintenance of off-street parking is the continuing obligation of the property owner. There are no variances or refinements to the standards of this section proposed with this application.

**B26.** PDP 1C Lot 12, Parking: Maintenance of the parking area on Lot 12 and parking areas on Lots 73 and 76 will be managed by the Villebois Village mixed-use development.

Minimum and Maximum Off-Street Parking Requirements  
Subsection 4.125 (.07) B. and Table V-2

**B27.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Per the applicant’s materials, the proposed Villebois Village mixed-use development provides 183 vehicle parking spaces including 138 off-street and 45 on-street spaces, exceeding the 167-space parking requirement before allowed reductions for excess bicycle and motorcycle parking. The applicant provides the following discussion of compliance with parking requirements:

Buildings A and B include 94 apartments (69 one-bedroom units, 14 two-bedroom units, and 11 3-bedroom units) and 1,331 square feet of retail. Building C includes 49 multi-family residential units (16 studio units, 26 one-bedroom units, and 7 two-bedroom units), and 1,129 square feet of retail. According to Table V-2, the buildings are required to provide 167 off-street vehicle parking spaces as detailed below.

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

Multi-family Dwellings

16 Studio Units at 1.0 space/ unit	=	16 spaces
95 1-Bed Units at 1.0 space/ unit	=	95 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

2,460 sf. at 2.0 Spaces/ 1,000 sf	=	5 spaces
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**Vehicle Parking Requirements per Section 4.125 Table V-2 = 167 spaces**

Forty percent, or 67 spaces, of the required off-street parking spaces are permitted to be compact spaces according to Section 4.155. (2.) N. Section 4.125 (.07) B. 4. b. states “Bicycle parking may substitute for up to 25% of required Mixed-Use or Multi-Family Residential parking. For every five non-required bicycle parking spaces that meet the short or long-term bicycle parking standards, the motor vehicle parking requirement for compact spaces may be reduced by one space.” The applicant is providing 187 bicycle parking spaces in

excess of the requirement within Buildings A, B, and C on Lots 73 and 76 (see calculation in following section) to offset the number of compact vehicle parking spaces permitted up to 25%, or 17 spaces.

Section 4.155. (I.) 1. States “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.” The applicant is providing 4 motorcycle parking spaces on the surface parking lot behind Building A to reduce the vehicle parking requirement by 1 space.

With the reduction of 17 spaces allowed for excess bicycle parking and 1-space reduction allowed for motorcycle parking, the proposed mixed-use development on Lots 73 and 76 is required to provide 149 off-street vehicle parking spaces:

Vehicle Parking Requirements per Section 4.125 Table V-2		167 spaces
Vehicle Parking Off-set Allowed		18 spaces
Total Vehicle Parking Spaces Required	=	149 spaces

The proposed parking area on Lot 12 and parking areas located behind Buildings A, B, and C on Lots 73 and 76 provide 138 off-street parking spaces as detailed in the following table:

**Off-Street Vehicle Parking Provided:**

Vehicle Parking Provided on Lot 12		
Standard Spaces	=	19 spaces
Compact Spaces	=	4 spaces
ADA Space	=	1 space
Parking Provided with Buildings A and B on Lot 76		
Standard Spaces	=	52 spaces
Compact Spaces	=	30 spaces
ADA Spaces	=	4 spaces
Parking Provided with Building C on Lot 73		
Standard Spaces	=	13 spaces
Compact Spaces	=	13 spaces
ADA Spaces	=	2 spaces
<b>Off-Street Vehicle Parking Provided</b>	=	<b>138 spaces</b>

In addition to the 138 off-street parking spaces, the development provides 45 on-street parking spaces located directly adjacent to the development to be counted toward meeting the minimum off-street parking as allowable per Section 4.125 (.07) B. 3. as detailed below:

**On-Street Vehicle Parking Provided:**

Vehicle Parking Provided with Lot 12		
SW Villebois Drive	=	4 spaces

Parking Provided with Buildings A and B on Lot 76		
SW Barber Street	=	4 spaces
SW Campanile Ln.	=	8 spaces
SW Valencia Lane	=	4 spaces
Royal Scott Lane	=	5 spaces
SW Villebois Drive North	=	5 spaces
Parking Provided with Building C on Lot 73		
SW Barber Street	=	5 spaces
SW Barber Street (15-min. parking for Mail Room)	=	3 spaces
SW Villebois Drive North	=	6 spaces
SW Toulouse Street	=	1 spaces
<b>On-Street Vehicle Parking Provided</b>	=	<b>45 spaces</b>

With 138 off-street parking spaces and 45 on-street parking spaces, the mixed-use development provides a total of 183 parking spaces to serve residents, employees, and visitors.

**Off-Street ADA Vehicle Parking**

The off-street parking areas that serve the mixed-use development meet the off-street ADA vehicle parking requirement of 4.155 (.03) C. as detailed in the following tables:

**Off-Street ADA Vehicle Parking Requirement per 4.155(.03)C:**

138 off-street spaces at 1 space/ 50 spaces	=	3 spaces
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**Off-Street ADA Vehicle Parking Provided**

ADA Parking Provided on Lot 12	=	1 space
ADA Parking Provided Behind Buildings A and B on Lot 76	=	4 spaces
ADA Parking Provided Behind Building C on Lot 73	=	2 spaces
<b>Total ADA Vehicle Parking Provided</b>	=	<b>7 spaces</b>

Vehicle Parking for Future Conversion to Retail: As noted on the elevation and floor plans submitted in the application, 11 ground floor residential units facing the Piazza in Villebois Village Center Apartments Buildings A, B, and C, are designed to convert to 7,527 square feet of retail space to meet future market conditions. Per the applicant’s materials, the 11 ground floor residential units require 13 parking spaces as detailed below:

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

Building A Ground Floor Residential		
3 Studio Units at 1.0 space/ unit	=	3 spaces
1 1-Bed Unit at 1.0 space/ unit	=	1 space
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		
1 Studio Unit at 1.0 space/ unit	=	1 space
1 2-Bed Unit at 1.5 spaces/ unit	=	2 spaces
<b>Vehicle Parking Requirements</b>	=	<b>13 spaces</b>

Alternatively, 7,527 square feet of retail space, which requires 2.0 spaces per 1,000 square feet, results in a total of 15 vehicle parking spaces, an additional 2 parking spaces when compared with the 13 spaces needed to serve the residential units. The 45 on-street parking spaces adjacent to the development will adequately serve a future conversion of residential units to commercial space.

- B28.** PDP 1C Lot 12, Parking: This PDP proposes development of a surface parking area on Lot 12 to serve the residents, employees, and visitors of the Villebois Village mixed-use development, located on PDP 12C Lot 76 and PDP 2C Lot 73. Off-street parking requirements for the entire mixed-use development and how the proposed parking area provides spaces to support other uses in the project are addressed above and elsewhere in the applicant’s materials.

**Minimum Off-Street Loading Requirements**  
 Subsection 4.125 (.07) C.

- B29.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed PDP includes a development of mixed-use buildings with residential units above ground floor commercial space. The size of retail spaces proposed in Buildings A, B, and C, which is less than 5,000 square feet, does not require off-street loading area and none is proposed.
- B30.** PDP 1C Lot 12, Parking: The applicant does not propose any off-street loading space to be located in the parking area on Lot 12.

**Minimum Bicycle Parking Requirements**  
 Subsection 4.125 (.07) D.

- B31.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant’s materials indicated the proposed mixed-use buildings are required to provide 47 short and long-term bicycle parking spaces and 234 spaces are provided, resulting in an excess of 187 bicycle parking spaces as detailed below:

**Bicycle Parking Requirements according to Section 4.125 Table V-2:**

Multi-family Dwellings

Short Term 143 units at 1.0 space/ 20 units	=	7 spaces
Long Term 143 units at 1.0 space per 4 units	=	36 spaces

Retail/ Commercial

Short Term:

2,460 sf. at 1.0 space/ 10,000 sf (Min. 2 spaces)	=	2 spaces
Long Term:		
2,460 sf. at 1.0 Spaces/ 40,000 sf (Min. 2 spaces)	=	2 spaces
Total Short Term Bicycle Parking Spaces Required	=	9 spaces
Total Long Term Bicycle Parking Spaced Required	=	38 spaces
<b>Total Bicycle Parking Spaces Required</b>	=	<b>47 spaces</b>

**Bicycle Parking Provided:**

Short Term

4 Exterior Bike Racks located throughout development	=	8 spaces
Bike Storage Room	=	1 space

Long Term

Building 'A' Bike Storage Room on 1 <sup>st</sup> Floor	=	49 spaces
Building 'B' Bike Storage Room on 1 <sup>st</sup> Floor	=	19 spaces
Building 'C' Bike Storage Room on 1 <sup>st</sup> Floor	=	14 spaces
1.0 Storage Space per Unit	=	143 spaces

<b>Total Bicycle Parking Provided</b>	=	<b>234 spaces</b>
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**B32.** PDP 1C Lot 12, Parking: No short- or long-term bicycle parking is required or proposed for the parking area on Lot 12.

Parks & Open Space

Subsection 4.125 (.08)

**B33.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The Parks Master Plan for Villebois states that there are 58.42 acres of parks and 101.31 acres of open space for a total of 159.73 acres within Villebois, approximately 33%. SAP Central includes parks and open space areas consistent and in excess of the Master Plan. The Villebois Village Master Plan does not show any required parks and open space within the site of Buildings A, B and C, and the applicant is not proposing any changes to this designation.

**B34.** PDP 1C Lot 12, Parking: The Villebois Village Master Plan does not show any required parks and open space within the site of the parking area on Lot 12, and the applicant is not proposing any changes to this designation.

**Street Alignment and Access Improvements**

Conformity with Master Plan, etc.

Subsection 4.125 (.09) A. 1. a.

**B35.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The current street configuration has already been constructed and the applicant is not proposing any changes to the existing street alignments.

**B36.** PDP 1C Lot 12, Parking: As indicated above, the current street configuration has already been constructed and the applicant is not proposing any changes to the existing street alignments.

Conformity with Public Works Standards and Continuation of Streets  
Subsection 4.125 (.09) A. 1. a. i.

**B37.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: All street improvements within this PDP will comply with the applicable Public Works Standards. The street system within this PDP is designed to provide for the continuation of streets within Villebois and to adjoining properties or subdivisions according to the Villebois Village Master Plan.

**B38.** PDP 1C Lot 12, Parking: Similar to above, all street improvements within this PDP will comply with the applicable Public Works Standards. The street system within this PDP is designed to provide for the continuation of streets within Villebois and to adjoining properties or subdivisions according to the Villebois Village Master Plan.

Streets Developed According to Master Plan  
Subsection 4.125 (.09) A. 1. a. ii.

**B39.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: All streets within this PDP will be developed with curbs, landscape strips, sidewalks, and bikeways or pedestrian pathways as depicted on the Circulation Plan included in this application and in accordance with the Villebois Village Master Plan. Streets abutting the Piazza will not have curbs, however, as SW Campanile Lane and SW Royal Scot Lane are both built flush to the sidewalk to provide for pedestrian-friendly streetscapes, a shared-street environment, and community opportunities.

**B40.** PDP 1C Lot 12, Parking: No new streets are proposed. Streets adjacent to Lot 12 are developed with curbs, landscape strips, sidewalks, and bikeways or pedestrian pathways in accordance with the Villebois Village Master Plan.

Intersections of Streets: Angles and Intersections  
Subsection 4.125 (.09) A. 2. a. and b.

**B41.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The plan sheets included in the application demonstrate that all streets intersect at angles consistent with the standards of this subsection.

**B42.** PDP 1C Lot 12, Parking: As discussed above, the plan sheets included in the application demonstrate that all streets intersect at angles consistent with the standards of this subsection.

### Intersection of Streets: Offsets

Subsection 4.15 (.09) A. 2. c.

- B43.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The plan sheets included in the application demonstrate that opposing intersections on public streets are offset, as appropriate, so that no danger to the traveling public is created.
- B44.** PDP 1C Lot 12, Parking: As discussed above, the plan sheets included in the application demonstrate that opposing intersections on public streets are offset, as appropriate, so that no danger to the traveling public is created

### Curb Extensions as Shown in SAP and Maintain 20-Foot-Wide Clearance

Subsection 4.125 (.09) A. 2. d.

- B45.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Curb extensions are shown on the Circulation Plan included in the application. Curb extensions do not obstruct bicycle lanes on collector streets, and all street intersections have a minimum 20 foot wide clear distance between curb extensions on all local residential street intersections.
- B46.** PDP 1C Lot 12, Parking: As discussed above, curb extensions are shown on the Circulation Plan included in the application. Curb extensions do not obstruct bicycle lanes on collector streets, and all street intersections have a minimum 20 foot wide clear distance between curb extensions on all local residential street intersections.

### Street Grades: 8% Max, Up to 12% for Short Distances approved by City Engineer

Subsection 4.125 (.09) A. 3.

- B47.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The Grading and Erosion Control Plans included in the application demonstrate that streets comply with this standard and no modification of street grades is proposed.
- B48.** PDP 1C Lot 12, Parking: As discussed above, the Grading and Erosion Control Plans included in the application demonstrate that streets comply with this standard and no modification of street grades is proposed.

### Centerline Radius Street Curves

Subsection 4.125 (.09) A. 4.

- B49.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The surrounding street network is already constructed and complies with this standard. The applicant is not proposing any changes to the street system.
- B50.** PDP 1C Lot 12, Parking: As indicated above, the applicant is not proposing any changes to the street system.



Rights-of-way, Waiver of Remonstrance to Local Improvement District  
Subsection 4.125 (.09) A. 5.

- B51.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Rights-of-way for adjacent streets have already been dedicated as shown on the plan sheets included in this application.
- B52.** PDP 1C Lot 12, Parking: Similar to above, rights-of-way for adjacent streets have already been dedicated as shown on the plan sheets included in this application. Per the applicant's materials, access easements will be granted as required

Access Drives Width, Carrying Load, and Other Standards  
Subsection 4.125 (.09) A. 6.

- B53.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Access drives (parking lots) will be paved at least 16-feet in width as shown on the Circulation Plan. As stated in the applicant's materials, in accordance with Section 4.177, all access drives will be constructed with a hard surface capable of carrying a 23-ton load. Easements for fire access will be dedicated as required by the fire department. All access drives will be designed to provide a clear travel lane free from any obstructions.
- B54.** PDP 1C Lot 12, Parking: This PDP complies with the standards as outlined above for PDP 12C Lot 76 and PDP 2C Lot 73.

Clear Vision Areas and Vertical Clearance  
Subsection 4.125 (.09) A. 7. and 8.

- B55.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant states that clear vision areas and vertical clearance will be provided and maintained in compliance with the Section 4.177.
- B56.** PDP 1C Lot 12, Parking: As discussed above, clear vision areas and vertical clearance will be provided and maintained in compliance with the Section 4.177.

Interim Improvement Standards  
Subsection 4.125 (.09) A. 9.

- B57.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: No interim improvements are proposed.
- B58.** PDP 1C Lot 12, Parking: No interim improvements are proposed.

Sidewalk and Pathway Improvement Standards  
Subsection 4.125 (.10)

- B59.** PDP 12C Lot 76, Buildings A and B. and PDP 2C Lot 73, Building C: The applicant states that all sidewalks and pathways within SAP Central will be constructed in accordance with

the standards of Section 4.154 and the Villebois Village Master Plan. Sidewalks and pathways are shown in the street cross-sections on the Circulation Plans included in the application.

**B60.** PDP 1C Lot 12, Parking: This PDP will comply with the standards as discussed above.

Landscaping, Screening and Buffering-Match Community Elements Book  
Subsection 4.125 (.11)

**B61.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The Street Tree Layout Planting Plan in the application materials shows proposed street trees. The trees are in conformance with the Community Elements Book.

**B62.** PDP 1C Lot 12, Parking: As discussed above, the Street Tree Layout Planting Plan in the application materials shows proposed street trees. The trees are in conformance with the Community Elements Book.

Signage and Wayfinding Plan Conformance  
Subsection 4.125 (.12)

**B63.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The SAP Central Signage & Wayfinding Plan does not indicate an identifier within the subject properties. All building signs will be installed consistent with the Signage and Wayfinding Plan subject to approval through a Class I Sign Permit.

**B64.** PDP 1C Lot 12, Parking: Similar to above, the SAP Central Signage & Wayfinding Plan does not indicate an identifier within the subject property and no signs are proposed with this application.

Design Principles Applying to the Village Zone  
Subsection 4.125 (.13)

**B65.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The Architectural Pattern Book and Community Elements Book ensure the design meets the fundamental design concepts and supports the objectives of the Villebois Village Master Plan. By complying with an Architectural Pattern Book and Community Elements Book, the design of the PDPs will satisfy these criteria. See also Final Development Plans, Request D.

**B66.** PDP 1C Lot 12, Parking: This PDP complies with the standards as outlined above for PDP 12C Lot 76 and PDP 2C Lot 73.

Design Standards: Minimum Building Frontage Width  
Subsection 4.125 (.14) A. 1. d.

**B67.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Buildings A and B are both located on Lot 76, which is divided into two by the SW Campanile Lane right-of-way.

Both buildings face public streets. The façade of Building A has a frontage of 99.9% along SW Royal Scot Lane and Building B has a frontage of 96.8% along SW Campanile Lane. Building C, on Lot 73, fronts on SW Barber Street and occupies 100% of the frontage. All building facades exceed the required minimum frontage standard for a mixed-use building (90%).

**B68.** PDP 1C Lot 12, Parking: No buildings are proposed; therefore, this standard does not apply.

Building and Site Design Requirements: Proportions, Massing, Architecture Consistent with Community Elements Book and VCAS

Subsection 4.125 (.14) A. 2. a. and b.

**B69.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Compliance with the VCAS is demonstrated with the FDP in this application (see Request D). Compliance with the Community Elements Book is demonstrated later in this section of the Staff Report.

**B70.** PDP 1C Lot 12, Parking: No buildings are proposed; therefore, this standard does not apply.

Building and Site Design Requirements: Protective Overhangs and Exposed Gutters and Downspouts

Subsection 4.125 (.14) A. 2. c. through e.

**B71.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As shown in the architectural drawings, Buildings A and B as proposed in the FDP for Lot 76, and Building C in the FDP for Lot 73, will include protective overhangs and recesses at windows and doors and exposed gutters and downspouts. Condition of Approval PDC 2 ensures all exterior entries for live/work and residential have protective overhangs.

**B72.** PDP 1C Lot 12, Parking: No buildings are proposed; therefore, this standard does not apply.

Building and Site Design Requirements: Protection of Significant Trees

Subsection 4.125 (.14) A. 2. f.

**B73.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: There are no significant trees on the site and all on-site trees are proposed for removal. Protection of nearby trees that are located off-site is addressed in the Tree Removal Plans (see Request E).

**B74.** PDP 1C Lot 12, Parking: As shown on the Preliminary Tree Preservation Plan no significant trees are located on the subject site. It should be noted that the Arborist's Report discusses Tree 333 on the submitted Tree Preservation Plan, which was well protected during previous site development on the lot adjacent to Lot 12. This tree suffered severe storm damage during the 2021 President's Day weekend ice storm including the loss of two very large scaffold branches and numerous broken leaders and other smaller branches. It was classified as Important in the original Villebois tree inventory, but is now Moderate at best and with poor structure. Tree 333 is now planned for removal because it is located in the proposed parking lot and will be directly impacted by construction. (See Request E.)

Building and Site Design Requirements: Landscape Plans  
Subsection 4.125 (.14) A. 2. g.

- B75.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The Street Tree Layout and Planting Plans comply with Section 4.125 (.07) and (.11) as required by this standard.
- B76.** PDP 1C Lot 12, Parking: Similar to above, the Street Tree Layout and Planting Plans comply with Section 4.125 (.07) and (.11) as required by this standard.

Building and Site Design Requirements: Building Elevations Not to Repeat  
Subsection 4.125 (.14) A. 2. h. and i.

- B77.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant states that a “block complex” is defined as “an assemblage of buildings bounded entirely by intersecting streets so as to form a single, comprehensive group.” Buildings A and B on Lot 76 and Building C on Lot 73 have similar architectural styles but each building incorporates different architectural details providing a variety in the Village Center. Architectural elevations, floor plans, and details are provided in the FDP section of the application and samples of proposed building materials are provided separately.
- B78.** PDP 1C Lot 12, Parking: No buildings are proposed; therefore, these standards do not apply.

Building and Site Design Requirements: Porches and Garages  
Subsection 4.125 (.14) A. 2. j. and k.

- B79.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: No porches or garages are proposed with the development.
- B80.** PDP 1C Lot 12, Parking: No buildings, porches or garages are proposed; therefore, these standards do not apply.

Lighting and Site Furnishings Comply with Community Elements Book  
Subsection 4.125 (.14) A. 3.

- B81.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Bike racks are provided as shown on the Street Tree Layout Planting Plans consistent with the Community Elements Book for SAP Central. The Street Tree Layout Planting Plans show proposed street trees and the Preliminary Composite Utility Plans show the existing street lighting for the PDPs. These plans illustrate that lighting and site furnishings will be provided in compliance with the Community Elements Book.
- B82.** PDP 1C Lot 12, Parking: This PDP complies with the standards of this section, as outlined above for PDP 12C Lot 76 and PDP 2C Lot 73.

## Building Systems

Subsection 4.125 (.14) A. 4.

- B83.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Concurrent FDP applications for the proposed architecture, included in this application (see Request D), illustrate the development complies with Table V-4 materials, applications, and configurations.
- B84.** PDP 1C Lot 12, Parking: No buildings are proposed with this application; therefore, this standard does not apply.

## Design Principles Applying to the Village Center

Subsection 4.125 (.15) A. 1.

- B85.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The central Piazza is the physical and symbolic heart of Villebois. As described by the applicant, the three proposed 4-story buildings wrap the plaza to create a sense of enclosure, acting as the “walls” around this public “room”. At the primary streets surrounding the plaza, the buildings’ accentuated corners identify one’s arrival into the Piazza. At Building B, the top-floor amenity deck provides a focal point along SW Barber Street, drawing visitors toward the plaza.

The ground level of each building encourages activity around the Piazza. Building A has large common area amenities for the three apartment buildings with large storefront windows. Three live/work units facing the plaza provide opportunities for small office or retail. At Building B, a corner retail space activates the streetscape along SW Barber Street and the Piazza, with the Leasing Center next door. Building C has a large Mail Center for the community (with over 900 mailboxes), and a small retail space fronting SW Barber Street. Above the ground-level activity, balconies face the plaza at Building A and Building C.

The applicant further states that, at the public and common area spaces, the buildings’ façade finishes are a combination of brick veneer and storefront doors and windows, with canopies demarcating entrances. The brick veneer accentuates the ground level, delineating to active streetscape from the residential housing above. The residential housing is primarily demarcated with lap siding or revealed Hardi panels (“stucco board”), with vinyl windows at the apartment units. Each building has a unique color palette, which complement one another for a cohesive project wrapping the central Piazza. Architectural elevations, floor plans, and details are provided in the FDP section of this application (see Request D).

- B86.** PDP 1C Lot 12, Parking: This PDP modification proposes development of a surface parking area on Lot 12 to serve the residence, employees, and visitors of the development located

on PDP 12C Lot 76 and PDP 2C Lot 73, relating directly to the Villebois Village mixed-use development located around the Piazza at the core of the Village Center.

#### Design Standards: Off-Street Parking Location

Subsections 4.125 (.16) A. 1.

- B87.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Both Buildings A and B have rear-located parking areas; therefore, parking is not proposed between the buildings and frontage streets. The “L-shaped” parking area of Building C abuts SW Barber Street on the northeast and SW Toulouse Street on the southwest. The building and parking areas are oriented on the site to meet the frontage requirements of Table V-1. While the parking area is located between SW Toulouse Street and Building C, the main entrance of the building is located on SW Barber Street. Orientation of the building promotes pedestrian access and connectivity to the Piazza, located directly across from the development, and neighboring amenities.
- B88.** PDP 1C Lot 12, Parking: This PDP proposes a parking area on Lot 12 in the Villebois Village Center which abuts to SW Barber Street on the northeast and SW Villebois Drive on the northwest, with vehicle access available from SW Toulouse Street on the southwest or SW Ravenna Loop to the southeast. No buildings are proposed on the site; therefore, the parking area is not located between a building and a street.

#### Design Standards: Pedestrian Connections

Subsections 4.125 (.16) A. 2. through 4.

- B89.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As described by the applicant, the parking lots for both Buildings A, B and C have access for pedestrians by way of the sidewalk and on-site pathways to the respective buildings as shown on the PDPs included with the application. The buildings are constructed within the grid system of Villebois Village Center, which provides short block lengths and easy navigation for pedestrians. The proposed buildings abut wide sidewalks, designed for pedestrian comfort. Rear entrances are provided to allow for access to the rear-located parking lots. Side entrances are provided on Building A on the southeastern end of the building and on the northwestern end of the building where the bike storage is located. At Building C, side entrances provide access to the public pedestrian accessway that abuts the property on the northwest and the linear green adjacent to the building on its southeast side. All buildings are relatively narrow; therefore, distance from any side of the buildings to either the front or rear doors is a manageable distance for a pedestrian.
- B90.** PDP 1C Lot 12, Parking: The parking area is designed with walkways that provide pedestrian connections from the vehicle parking area to the public sidewalk adjacent to SW Villebois Drive. The public sidewalk network connects the parking to PDP 12C Lot 76 and PDP 2C Lot 73 providing a pedestrian connection for the residence, employees, and visitors of Villebois Village mixed-use development, which the parking area is designed to serve.

Design Standards: Building Facades With Multiple Vertical Elements  
Subsection 4.125 (.16) A. 5.

- B91.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As shown on the Architectural Elevation Plans in the application, Buildings A, B and C are designed with multiple vertical elements.
- B92.** PDP 1C Lot 12, Parking: No buildings are proposed; therefore, this standard does not apply.

Design Standards: Canopies and Awnings  
Subsection 4.125 (.16) A. 6.

- B93.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant states that canopies and awnings will adhere to the VCAS; compliance is addressed in the FDP applications (see Request D).
- B94.** PDP 1C Lot 12, Parking: No buildings are proposed; therefore, this standard does not apply.

Design Standards: Opportunities for Public Art  
Subsection 4.125 (.16) A. 7.

- B95.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: While public art is not proposed as part of the development project, opportunities for public art are available within the linear green and the Piazza adjacent to the buildings.
- B96.** PDP 1C Lot 12, Parking: As discussed above, opportunities for public art are available within the linear green and the Piazza across the street from the proposed parking area on Lot 12.

Design Standards Applying to Village Zone Plaza  
Subsection 4.125 (.17) A. 1.

- B97.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The Village Center Plaza is measured as all the space enclosed by the surrounding buildings. The Piazza is located in the center of the proposed mixed-use development project and surrounded by Buildings A, B, and C, and the previously constructed The Domaine at Villebois.
- B98.** PDP 1C Lot 12, Parking:

Design Standards: Plaza Landscape and Paving  
Subsection 4.125 (.17) A. 2.

- B99.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The existing Piazza includes textured paving differentiated from typical street pavement, and vehicular movement and on-street parking within the Village Center Plaza have similar paving

treatment and occur at the same elevation as the sidewalk and the Piazza. The proposed PDP plans are compliant with this standard and changes to the existing Plaza are not proposed with this application.

**B100.** PDP 1C Lot 12, Parking: No changes to the existing Plaza are not proposed with this application.

Design Standards: Significant Trees, Street Furniture, and Lighting  
Subsection 4.125 (.17) A. 3. a.

**B101.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: There are no significant trees on the site and all on-site trees are proposed for removal. Protection of nearby trees that are located off-site is addressed in the Tree Removal Plans (see Request E). Street furniture and lighting are addressed in the FDPs (see Request D).

**B102.** PDP 1C Lot 12, Parking: Similar to above, there are no significant trees on the site and all on-site trees are proposed for removal. Protection of nearby trees that are located off-site is addressed in the Tree Removal Plans (see Request E). Street furniture and lighting are addressed in the FDPs (see Request D).

Design Standards: Vertical Tower Element  
Subsection 4.125 (.17) A. 3. b.

**B103.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As described by the applicant, a contemporary tower element is proposed on the south corner of Building B. Driving northbound on SW Barber Street, Building B becomes the focal point of the central plaza. The amenity terrace on the top floor serves as a contemporary tower, providing views of the Piazza below and of Mount Hood in the distance. The banding of the building's upper three floor levels accentuates the building's vertical design. No tower elements are proposed for Buildings A and C. More detail can be found in the Architectural Plans provided in this application.

**B104.** PDP 1C Lot 12, Parking: No buildings are proposed; therefore, this standard does not apply.

**Preliminary Development Plan Approval**

Phased Project Approval  
Subsection 4.125 (.18) B. 2.

**B105.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant is requesting approval of the PDPs. Compliance with Sections 4.125 (.18) (G.) through (K.) is demonstrated in the following sections of this report. FDPs have been submitted concurrent with this PDP applications (see Request D).

**B106.** PDP 1C Lot 12, Parking: As discussed above, the applicant is requesting approval of this PDP. Compliance with Sections 4.125 (.18) (G.) through (K.) is demonstrated in the



following sections of this report. An FDP has been submitted concurrent with this PDP application (see Request D).

#### Submission Timing

Subsection 4.125 (.18) G. 1. a.

**B107.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The PDPs address Phases 1 and 2 on the SAP Central Phasing Plan.

**B108.** PDP 1C Lot 12, Parking: The PDP addresses Phase 1 on the SAP Central Phasing Plan.

#### Owners' Consent

Subsection 4.125 (.18) G. 1. b.

**B109.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Application has been made by Costa Pacific Communities/RCS Development, with the owner's authorization. Application forms are included in Exhibit B1.

**B110.** PDP 1C Lot 12, Parking: As discussed above, application has been made by Costa Pacific Communities/RCS Development, with the owner's authorization. Application forms are included in Exhibit B1.

#### Proper Form & Fees

Subsection 4.125 (.18) G. 1. c.

**B111.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant used the prescribed form and paid the required application fees.

**B112.** PDP 1C Lot 12, Parking: The applicant used the prescribed form and paid the required application fees.

#### Professional Coordinator Required for Professional Design Team

Subsection 4.125 (.18) G. 1. d.

**B113.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: A professional design team is working on the project with Stacy Connery AICP from Pacific Community Design as the professional coordinator.

**B114.** PDP 1C Lot 12, Parking: The professional design team is the same as for PDP 12C Lot 76 and PDP 2C Lot 73, as identified above.

#### Mixed Uses

Subsection 4.125 (.18) G. 1. e.

**B115.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The PDP for Lot 76 proposes two mixed-use buildings containing retail space, common space, a fitness center, a community room, live/work spaces, neighborhood amenities, and 94 apartments. The

PDP for Lot 73 includes one mixed-use building with retail space, common space, community postal center, neighborhood amenities, and 49 apartments. The proposed land uses are shown on the Site/Land Use Plan included in the application.

**B116.** PDP 1C Lot 12, Parking: This PDP modification does not include mixed land uses; therefore, this requirement does not apply.

Land Division Concurrent with Preliminary Development Plan  
Subsection 4.125 (.18) G. 1. f.

**B117.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant is not proposing a change in the current lot configuration and the subject sites have already been platted with a previous subdivision (Villebois Village Center, No. 2). Therefore, a tentative plat is not being proposed with this application.

**B118.** PDP 1C Lot 12, Parking: The applicant is not proposing a change in the current lot configuration and the subject sites have already been platted with a previous subdivision (Villebois Village Center, No. 1). Therefore, a tentative plat is not being proposed with this application.

Zone Map Amendment Concurrent with Preliminary Development Plan  
Subsection 4.125 (.18) G. 1. g.

**B119.** PDP 12C Lot 76, Buildings A and B: The subject property, PDP 12C Lot 76, was zoned Public Facility (PF) at time of application. A Zone Map Amendment request was submitted concurrently with this application to change the subject property from PF to the Village (V) zone designation. City Council approved the Zone Map Amendment through Zoning Order DB21-0008.

**B120.** PDP 2C Lot 73, Building C: The application for PDP 2C Lot 73 does not include a request for a Zone Map Amendment as the property is already zoned V.

**B121.** PDP 1C Lot 12, Parking: The application for PDP 1C Lot 12 does not include a request for a Zone Map Amendment as the property is already zoned V.

Information Required  
Subsection 4.125 (.18) G. 2. a. through c.

**B122.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The subject properties are legally defined as Lots 76 and 73 of Villebois Village Center, No. 2. A copy of the recorded plat prepared by a licensed surveyor is provided in the application materials.

**B123.** PDP 1C Lot 12, Parking: The subject property is legally defined as Lot 12 of Villebois Village Center, No. 1. A copy of the recorded plat prepared by a licensed surveyor is provided in the application materials.

Land Area Tabulation

Subsection 4.125 (.18) G. 2. d.

**B124.** PDP 12C Lot 76, Buildings A and B: Following is a tabulation of land area devoted to the various uses and a calculation of net residential density for Lot 76:

Gross Acreage	1.40 acres
Public ROW	0.22 acre
Buildings A and B	0.48 acre
Surface Parking Area	0.58 acre
Landscape	0.12 acre
Number of Apartment Units	94
Net Residential Density:	94 units / 1.18 acres = 79.7 units per net acre

**B125.** PDP 2C Lot 73, Building C: Following is a tabulation of land area devoted to the various uses and a calculation of net residential density for Lot 73:

Gross Acreage	0.50 acre
Public ROW	NA
Building C	0.25 acre
Surface Parking Area	0.18 acre
Landscape	0.06 acre
Patio	0.01 acre
Number of Apartment Units	94
Net Residential Density:	49 units / 0.50 acre = 98 units per net acre

**B126.** PDP 1C Lot 12, Parking: Following is a tabulation of land area devoted to the various uses for Lot 12:

Gross Acreage	0.33 acre
Surface Parking Area	0.21 acre
Landscape	0.12 acre

Streets, Alleys, and Trees

Subsection 4.125 (.18) G. 2. e.

**B127.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Information on platted alleys and streets is provided or the information is readily available. Easements, sidewalks, bike routes and bikeways, trails, and other relevant features are shown. The required trees are shown. See applicant's submitted plan sets.

**B128.** PDP 1C Lot 12, Parking: As discussed above, information on platted alleys and streets is provided or the information is readily available. Easements, sidewalks, bike routes and bikeways, trails, and other relevant features are shown. The required trees are shown. See applicant's submitted plan sets.

## Building Drawings and Elevations

Subsection 4.125 (.18) G. 2. f.

**B129.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed PDPs include 3 buildings, which are mixed-use multifamily apartments with ground-floor commercial/retail space and common/amenity space. A concurrent application for the FDPs for architecture and proposed elevations, floorplans, and details are provided in the application (see Request D).

**B130.** PDP 1C Lot 12, Parking: No buildings are proposed with this application; therefore, this requirement does not apply.

## Utility Plan

Subsection 4.125 (.18) G. 2. g.

**B131.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Proposed storm drainage facilities, and water and sanitary lines are shown on the Composite Utility Plans in the application.

**B132.** PDP 1C Lot 12, Parking: Similar to above, proposed storm drainage facilities, and water and sanitary lines are shown on the Composite Utility Plans in the application.

## Phasing Sequence

Subsection 4.125 (.18) G. 2. h.

**B133.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant states that the PDP for Lot 76 is proposed to be executed in one phase with construction of Buildings A and B beginning approximately one month apart. The PDP for Lot 73 also is proposed to be executed in one phase.

**B134.** PDP 1C Lot 12, Parking: The PDP modification is proposed to be executed in one phase.

## Security for Capital Improvements

Subsection 4.125 (.18) G. 2. i.

**B135.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Per the applicant's submitted materials, they will provide a performance bond or other acceptable security for the capital improvements required by the project.

**B136.** PDP 1C Lot 12, Parking: As stated above, the applicant will provide a performance bond or other acceptable security for the capital improvements required by the project

## Traffic Report

Subsection 4.125 (.18) G. 2. j. and H. 2.

**B137.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Exhibit B2 includes the required trip generation memorandum from DKS Associates.

**B138.** PDP 1C Lot 12, Parking: Similar to above, Exhibit B2 includes the required trip generation memorandum from DKS Associates.

## PDP Submittal Requirements

### Matching SAP and General PDP Submission Requirements

Subsection 4.125 (.18) H. 1.

**B139.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed PDPs generally conform to the approved SAP Central. The application includes all of the requested information including location of utilities, conceptual building and landscape plans, specified topographic information, plans showing all uses, and a grading and erosion control plan. No signs are proposed at this time, as the SAP Central Signage & Wayfinding Plan does not indicate an identifier within the subject property and all building signs will be proposed to follow the Signage and Wayfinding Plan subject to Class I sign permits prior to installation.

**B140.** PDP 1C Lot 12, Parking: This PDP complies with all the applicable standards as outlined above for PDP 12C Lot 76 and PDP 2C Lot 73. No buildings are proposed; therefore, no conceptual elevations are required.

### Level of Detail

Subsection 4.125 (.18) H. 3.

**B141.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The submitted plans show the required level of detail similar to other PDPs approved throughout Villebois.

**B142.** PDP 1C Lot 12, Parking: Similar to above, the submitted plans show the required level of detail similar to other PDPs approved throughout Villebois.

### Copies of Legal Documents

Subsection 4.125 (.18) H. 4.

**B143.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As stated in the applicant's materials, copies of legal documents will be provided as appropriate and required by the Development Review Board.

**B144.** PDP 1C Lot 12, Parking: As discussed above, copies of legal documents will be provided as appropriate and required by the Development Review Board.

## PDP Approval Procedures

Subsection 4.125 (.18) I.

**B145.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The review of the request follows the defined procedure including public notice, a public hearing, and a determination by the Development Review Board.

**B146.** PDP 1C Lot 12, Parking: Review of this PDP follows the same defined procedure outlined above for PDP 12C Lot 76 and PDP 2C Lot 73.

## PDP Refinements to Approved SAP: Streets, Parks and Open Space, and Utilities

Subsection 4.125 (.18) J. 1. a. i. through iii.

**B147.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The PDPs do not propose any refinements to the street network or functional classification of streets, or nature or location of utilities or stormwater facilities. The Villebois Village Master Plan and SAP Central do not show any parks, linear greens, open space or pathways within the proposed PDP areas, and the applicant is not proposing a refinement to the amount of required green space in the PDPs.

**B148.** PDP 2C Lot 12, Parking: Similar to above, this PDP does not propose any refinements to the street network or functional classification of streets, or nature or location of utilities or stormwater facilities. The Villebois Village Master Plan and SAP Central do not show any parks, linear greens, open space or pathways within the proposed PDP area, and the applicant is not proposing a refinement to the amount of required green space in the PDP.

## PDP Refinements to Approved SAP: Mix of Land Uses and Density

Subsection 4.125 (.18) J. 1. a. iv. and v.

**B149.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed mixed-use development consists of three buildings, designed to provide 143 residential market-rate apartments and 2,460 square feet of ground-level commercial retail space, and an additional surface parking area. Buildings A and B, located on PDP 12C Lot 76, provide 94 multi-family residential units (69 one-bedroom units, 14 two-bedroom units, and 11 3-bedroom units) and 1,331 square feet of retail space. Building C, located on PDP 2C Lot 73, includes 49 multi-family residential units (16 studio residential units, 26 one-bedroom units, 7 two-bedroom units), and 1,129 square feet of retail. In addition, Buildings A, B, and C include 11 ground floor residential units facing the Piazza designed to accommodate future conversion to 7,527 square feet of retail space, should the property owner decide in the future, based on market demand, to replace the residential housing with additional retail. The surface parking area is proposed on PDP 1C Lot 12 to serve the residences, employees, and visitors of the development. A total of 167 vehicle parking spaces are required, with 183 off- and on-street spaces provided.

Since SAP Central was approved in 2006, separate PDPs, as well as some modifications of original approvals, have been approved within SAP Central. The current application proposes modifications to previously approved PDP 2C Lot 73 and PDP 1C Lot 12 as follows:

- PDP 2C Lot 73 modification proposes to increase the number of mixed-use condos from the conceptual range of 24 to 30 units to provide 49 apartment units in Building C.
- PDP 1C Lot 12 modification proposes to eliminate the conceptual range of 8 to 12 mixed-use condo units previously envisioned and provide a surface parking area to serve the residents, employees, and visitors of the mixed-use development.

The following table reflects the final and current approved unit counts in all other PDP approvals and modifications in SAP Central. The original SAP Central approved 1,010 units with a potential 10% increase or decrease over time. With approval of the proposed PDP 2C Lot 73 and PDP 1C Lot 12 modifications, the density in SAP Central will be 986 units, resulting in a less than 10% change to the unit counts in SAP Central, which continues to meet the density requirement across Villebois. In addition, the proposal results in a total of 2,568 residential units, which is above the density of 2,300 units required to be obtained across Villebois, meeting the refinement criteria.

Housing Type	Original Unit Count in SAP Central	Current Unit Count in SAP Central	Proposed Unit Count in SAP Central	% Change – Original to Proposed	% Change – Current to Proposed
Medium/Standard/Large/Estate	0	0	0	0%	0%
Small Detached/Small Cottage/Row House/Neighborhood Apartment	1,010	933	986	-2.4%	5.9%
Total	1,010	933	986	-2.4%	5.9%

**B150.** PDP 1C Lot 12, Parking: Proposed modification of Lot 12 is discussed above and additional details are included in this Finding. The conceptual range of density shown for the subject area in SAP Central was 8 to 12 Mixed Use Condos. Approval of a three-unit residential development, including one mixed-use unit and associate improvements was granted on August 27, 2018, by the DRB in Resolution No. 357 (Casefile DB18-0040, DB18-0041, and DB18-0042). After the developer of the proposed three-unit residential development did not proceed with purchase of the property, the applicant took the opportunity to acquire the property and proceed with the proposed modification. This would eliminate the mixed-use condos on Lot 12 to provide a surface parking area to serve the residents, employees, and visitors of the Villebois Village mixed-use development on PDP 12C Lot 76 and PDP 2C Lot 73.

PDP Refinements to Approved SAP: Significant But Necessary Changes  
Subsection 4.125 (.18) J. 1. a. vi. and b. i. and ii.

**B151.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The PDPs do not include changes that are significant under the definitions of this standard. As the above findings demonstrate, the proposed refinements of providing additional apartment units does not cause a quantifiable change greater or less than 10%. Additionally, the proposed refinements do not negatively affect an important, qualitative feature of Villebois as demonstrated in the following responses. The proposed refinements contribute to the range of housing options within the Village Center and Villebois.

**B152.** PDP 1C Lot 12, Parking: Similar to above, the PDP does not include changes that are significant under the definitions of this standard. As the above findings demonstrate, the proposed refinements of providing a parking lot instead of a 3 mixed-use condo development does not cause a quantifiable change greater or less than 10%. Nor do the proposed refinements negatively affect an important, qualitative feature of Villebois. The refinements contribute to supporting the Villebois Village mixed-use development located in the Village Center.

PDP Refinements to Approved SAP: Equal to or Better than SAP Conditions and Master Plan Goals, Policies and Implementation Measures  
Subsection 4.125 (.18) J. 2. a.

**B153.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: None of the conditions of approval for SAP Central are specific to the proposed refinements. As the proposed refinements will not compromise the project's ability to comply with SAP conditions of approval, they will equally meet the conditions of approval of SAP Central.

The proposed refinements will equally or better meet the following Goals, Policies and Implementation Measures of the Villebois Village Master Plan than the SAP Central plan.

Land Use, General Land Use Plan Goal – Villebois Village shall be a complete community that integrates land use, transportation, and natural resource elements to foster a unique sense of place and cohesiveness.

The applicant states that the proposed PDP 12C Lot 76 and 2C Lot 73 plans better integrate land use, transportation and natural resource elements by activating a pedestrian friendly landscape that will provide nearby residents with destinations that are accessible by multiple modes of transportation, specifically modes of active transportation. The dense character of the project as a whole allows for a more compact, environmentally-friendly neighborhood design.

Land Use, General Land Use Plan Policy 1 – The Villebois Village shall be a complete community with a wide range of living choices, transportation choices, and working and



shopping choices. Housing shall be provided in a mix of types and densities resulting in a minimum of 2,300 dwelling units within the Villebois Village Master Plan area.

As stated in the applicant's materials, the proposed PDP 12C Lot 76 and PDP 2C Lot 73 plans meet this Land Use Plan Policy by contributing to the range of living choices, providing mixed-use apartments within the Village Center. The SAP designated Lot 76 as Mixed Use units, and 94 mixed use apartments are proposed in two buildings, along with retail space, and community amenities. The SAP showed a conceptual range 24-30 Mixed Use units for Lot 73, and the proposal is for a mixed-use building with 49 multi-family residential units, retail/ commercial space, and a community mail center. The proposal of mixed-use apartments and retail space meets current market demand and city-wide goals while complying with the urban design goals and density targets in the Village Center. This project continues to comply with the minimum density of 2,300 units across Villebois.

Villebois Village Master Plan, Village Center Policy 1 – The Village Center shall be a highly pedestrian-oriented place that is the focus of a mix of residential, shopping, service, and civic and mixed-use buildings.

The proposed PDP 12C Lot 76 and PDP 2C Lot 73 plans meet this Land Use Plan Policy with the addition of proposed buildings that are oriented towards the Piazza and abutting the sidewalk. With the proposed plans, the central plaza area will be a vibrant locale filled with multi-family residential, retail spaces, and community amenities, allowing people to live close to these neighborhood destinations in the Piazza area.

Villebois Village Master Plan, Village Center Policy 2 – The Village Center shall encourage multi-modal transportation system opportunities with good access by vehicular, pedestrian, bicycle and transit traffic.

As described by the applicant, the proposed PDP 12C Lot 76 and PDP 2C Lot 73 plans encourage multi-modal transportation system opportunities by providing convenient vehicular access to parking lots, and by encouraging pedestrian-oriented street frontages. The local transit district, South Metro Area Regional Transit (SMART), also provides service to the Villebois Village Center.

Villebois Village Master Plan, Village Center Implementation Measure 2 – Specify a mixture of uses (residential, commercial, retail, civic, and office development) with the implementing Village zone that will support the long-term vitality of the Village Center and enhance the creation of a true urban village at its core. Employment may include uses related to high-tech businesses. The Village Center is intended to provide locations for uses consistent with, but not limited to, the following examples.

- Consumer Goods: bookstore, clothing, florist, jeweler, pet shop, bicycle shop.
- Food & Sundries: bakery, specialty grocery, hardware, laundromat, dry cleaner, gifts.

- General Office: professional offices, non-profit, health services, governmental services, real estate, insurance, travel.
- Service Commercial: bank, day care center, photo processing, telecommunications, upholstery shop.
- Lifestyle & Recreation: hair salon, specialty retail, theater, video/DVD store, art gallery, health club, restaurants, dance studio.
- Hospitality: hotel, bed and breakfast, conference center.
- Light Manufacturing/Research and Development.
- Civic/Institutional: meeting hall, library, museum, churches, farmer’s market, community center.
- Residential: condominiums, apartments, and townhouses

The proposed PDP 12C Lot 76 and PDP 2C Lot 73 plans are consistent with the Village Center Implementation Measure 2 by providing mixed-use apartment buildings in the Village Center. Building A will have 3 live/work units, which may be used as either residential space or as space for an appropriate use as listed above. Buildings B and C provide space for retail, which could be occupied by any of the above-listed uses depending on the tenant. As described above, all buildings contribute to the mix of residential options in the Village Center by providing additional housing options in Villebois.

Parks and Open Space/Off-Street Trails and Pathways Goal – The Parks system within Villebois Village shall create a range of experiences for its residents and visitors through an interconnected network of pathways, parks, trails, open space and other public spaces that protect and enhance the site’s natural resources and connect Villebois to the larger regional park/open space system.

The Villebois Village Master Plan and SAP Central do not show any parks, linear greens, open space or pathways within the proposed PDP areas. The proposed buildings surround the Piazza, a plaza located at the center of the Villebois neighborhood, and nearby neighborhood parks are within walking distance.

Parks and Open Space/Off-Street Trails and Pathways Implementation Measure 3– Parks and open spaces shall be designed to incorporate native vegetation, landforms and hydrology to the fullest extent possible.

The proposed PDP 12C Lot 76 and PDP 2C Lot 73 plans incorporate native vegetation, landforms and hydrology to the fullest extent possible, given the planned level of urban uses on this sites.

Parks and Open Space/Off-Street Trails and Pathways Implementation Measure 9– The design of Villebois shall retain the maximum number of existing trees practicable that are six inches or more DBH in the “Important” and “Good” tree rating categories, which are defined in the Community Elements Books. Trees rated “Moderate” shall be evaluated on

an individual basis as regards retention. Native species of trees and trees with historical importance shall be given special consideration for retention.

Proposed tree retention and removal is discussed in the Tree Report included in the application (see Request E).

**B154.** PDP 1C Lot 12, Parking: Similar to above, none of the conditions of approval for SAP Central are specific to the proposed refinements. As the proposed refinements will not compromise the project's ability to comply with SAP conditions of approval, they will equally meet the conditions of approval of SAP Central.

The proposed refinements will equally or better meet the following Goals, Policies and Implementation Measures of the Villebois Village Master Plan than the SAP Central plan.

Land Use, General Land Use Plan Goal – Villebois Village shall be a complete community that integrates land use, transportation, and natural resource elements to foster a unique sense of place and cohesiveness.

The applicant states that the proposed PDP 1C Lot 12 plan provides a complete community by better integrating land use, transportation, and natural resource elements to foster a unique sense of place and cohesiveness. This application proposes development of a surface parking area on Lot 12 to serve the residents, employees, and visitors of the Villebois Village mixed-use development, located on PDP 12C Lot 76 and PDP 2C Lot 73. While the off-street parking area supports motor vehicles, the central location promotes pedestrian transportation throughout the Village Center. As described by the applicant, the parking area is designed with walkways that provide pedestrian connections from the vehicle parking to the public sidewalk adjacent to SW Villebois Drive and to the mixed-use development that the parking area supports. The landscaping plan is designed to visually screen the parking area from the surrounding properties using a 6-foot-high vine fencing and landscaping in an aesthetically pleasing manner. The fence consists of welded wire mesh fencing with cedar posts, around the entirety of the site except at breaks for pedestrian and vehicle access points, as illustrated on the plans in Exhibit B3-III.

Land Use, General Land Use Plan Policy 1 – The Villebois Village shall be a complete community with a wide range of living choices, transportation choices, and working and shopping choices. Housing shall be provided in a mix of types and densities resulting in a minimum of 2,300 dwelling units within the Villebois Village Master Plan area.

As stated in the applicant's materials, the proposed PDP 1C Lot 12 plans meet this Land Use Plan Policy by supporting a range of living choices. The conceptual ranges of density shown for the site in SAP Central was 8 to 12 Mixed Use Condos. This proposal replaces development of 3 mixed-use condos previously approved but not constructed with a parking area on Lot 12 to serve the residents, employees, and visitors of the Villebois Village

mixed-use development on PDP 12C Lot 76 and PDP 2C Lot 73. The proposal of mixed use with multi-family residential units and retail space meets the current market demand and city-wide goals while complying with the urban design goals and density targets in the Village Center. This project continues to comply with the minimum density of 2,300 units across Villebois.

Villebois Village Master Plan, Village Center Policy 1 – The Village Center shall be a highly pedestrian-oriented place that is the focus of a mix of residential, shopping, service, and civic and mixed-use buildings.

Villebois Village Master Plan, Village Center Policy 2 – The Village Center shall encourage multi-modal transportation system opportunities with good access by vehicular, pedestrian, bicycle and transit traffic.

The proposed PDP 1C Lot 12 modification supports the creation of a vibrant Village Center filled with multi-family residential, retail spaces, and community amenities by providing a surface parking area on Lot 12 to serve the residents, employees, and visitors of the Villebois Village mixed-use development. While the off-street parking area supports motor vehicles, the central location promotes pedestrian transportation throughout the Village Center. The parking lot is designed with walkways that provide pedestrian connections from the vehicle parking area to the public sidewalk adjacent to SW Villebois Drive. The landscaping plan is designed to visually screen the parking lot from the surrounding properties and public area that includes the Piazza located directly northeast of the site

Villebois Village Master Plan, Village Center Implementation Measure 2 – Specify a mixture of uses (residential, commercial, retail, civic, and office development) with the implementing Village zone that will support the long-term vitality of the Village Center and enhance the creation of a true urban village at its core. Employment may include uses related to high-tech businesses. The Village Center is intended to provide locations for uses consistent with, but not limited to, the following examples.

- Consumer Goods: bookstore, clothing, florist, jeweler, pet shop, bicycle shop.
- Food & Sundries: bakery, specialty grocery, hardware, laundromat, dry cleaner, gifts.
- General Office: professional offices, non-profit, health services, governmental services, real estate, insurance, travel.
- Service Commercial: bank, day care center, photo processing, telecommunications, upholstery shop.
- Lifestyle & Recreation: hair salon, specialty retail, theater, video/DVD store, art gallery, health club, restaurants, dance studio.
- Hospitality: hotel, bed and breakfast, conference center.
- Light Manufacturing/Research and Development.

- Civic/Institutional: meeting hall, library, museum, churches, farmer’s market, community center.
- Residential: condominiums, apartments, and townhouses

The parking area on Lot 12 will serve the residents, employees, and visitors of the Villebois Village mixed-use development on Lot 76 of PDP 12C and Lot 73 of PDP 2C. The density of the residential units and the amount of commercial and retail space will enhance the area and create a vibrant Village Center.

Parks and Open Space/Off-Street Trails and Pathways Goal – The Parks system within Villebois Village shall create a range of experiences for its residents and visitors through an interconnected network of pathways, parks, trails, open space and other public spaces that protect and enhance the site’s natural resources and connect Villebois to the larger regional park/open space system.

The Villebois Village Master Plan and SAP Central do not show any parks, linear greens, open space or pathways within the proposed PDP 1C Lot 12 area.

Parks and Open Space/Off-Street Trails and Pathways Implementation Measure 3– Parks and open spaces shall be designed to incorporate native vegetation, landforms and hydrology to the fullest extent possible.

The proposed PDP 1C Lot 12 plans incorporate native vegetation, landforms and hydrology to the fullest extent possible, given the planned level of urban uses on this sites.

Parks and Open Space/Off-Street Trails and Pathways Implementation Measure 9– The design of Villebois shall retain the maximum number of existing trees practicable that are six inches or more DBH in the “Important” and “Good” tree rating categories, which are defined in the Community Elements Books. Trees rated “Moderate” shall be evaluated on an individual basis as regards retention. Native species of trees and trees with historical importance shall be given special consideration for retention.

Proposed tree retention and removal for PDP 1C Lot 12 is discussed in the Tree Report included in the application (see Request E).

**PDP Refinements to Approved SAP: Impacts on Environment or Natural or Scenic Resources**

Subsection 4.125 (.18) J. 2. b.

**B155.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As described above, the proposed refinements will better meet the goals, policies, and implementation measures of the Villebois Village Master Plan and the framework of SAP Central and do not impact environmental or natural or scenic resources within the PDP or the Village area.

**B156.** PDP 1C Lot 12, Parking: Similar to above, the proposed refinements will better meet the goals, policies, and implementation measures of the Villebois Village Master Plan and the framework of SAP Central and do not impact environmental or natural or scenic resources within the PDP or the Village area.

**PDP Refinements to Approved SAP: Adjoining or Subsequent PDP or SAP Development**

Subsection 4.125 (.18) J. 2. c.

**B157.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed refinements in and of themselves have no effect on the development potential of adjoining or subsequent PDPs. Therefore, the refinements will not preclude adjoining or subsequent PDPs or SAPs from developing consistent with the approved SAP or Master Plan.

**B158.** PDP 1C Lot 12, Parking: As discussed above, the proposed refinements in and of themselves have no effect on the development potential of adjoining or subsequent PDPs. Therefore, the refinements will not preclude adjoining or subsequent PDPs or SAPs from developing consistent with the approved SAP or Master Plan.

**PDP Refinements to Approved SAP: SAP Amendment Phasing**

Subsection 4.125 (.18) J. 3. and 4.

**B159.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: This application does not include an amendment of SAP Central to modify the SAP phasing plan.

**B160.** PDP 1C Lot 12, Parking: This application does not include an amendment of SAP Central to modify the SAP phasing plan.

**PDP Approval Criteria**

**PDP Consistent with Standards of Section 4.125**

Subsection 4.125 (.18) K. 1. a.

**B161.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As shown elsewhere in this request, the proposed PDPs are consistent with the standards of Section 4.125.

**B162.** PDP 1C Lot 12, Parking: As shown elsewhere in this request, the proposed PDP is consistent with the standards of Section 4.125.

**PDP Complies with the Planning and Land Development Ordinance**

Subsection 4.125 (.18) K. 1. b.

**B163.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The Findings provide an explanation of how the proposed development is consistent with the applicable standards of the Planning and Land Development Ordinance. A description of how the

proposed development complies with Section 4.140 (.09) J. 1. through 3. is included in the subsequent pages of this report.

**B164.** PDP 1C Lot 12, Parking: The proposed development of Lot 12 is consistent with the applicable standards as outlined above for PDP 12C Lot 76 and PDP 2C Lot 73.

PDP Consistent with Approved SAP  
Subsection 4.125 (.18) K. 1. c.

**B165.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant has requested a SAP Amendment to refine the VCAS for the Plaza Address (Request B) and has designed Buildings A, B and C consistent with the requested SAP Amendment. With approval of the SAP Amendment, PDP 12C Lot 76 and PDP 2C Lot 73 will be consistent with the amended VCAS, as demonstrated by the plan sheets located in the applicant's submittal, and as refined and described earlier in this report.

**B166.** PDP 1C Lot 12, Parking: The proposed PDP modification is consistent with SAP Central, as demonstrated by the plan sheets located include in the applicant's materials and as described elsewhere in this report.

PDP Consistent with Approved Pattern Book and VCAS  
Subsection 4.125 (.18) K. 1. d.

**B167.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As discussed above, with the approval of the requested SAP Amendment (Request B), PDP 12C Lot 76 and PDP 2C Lot 73 will be consistent with the amended VCAS, as demonstrated by the plan sheets located in the applicant's submittal, and as refined and described earlier in this report.

**B168.** PDP 1C Lot 12, Parking: No buildings are proposed with this application; therefore, this criteria is not applicable.

Reasonable Phasing Schedule  
Subsection 4.125 (.18) K. 2.

**B169.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: PDP 12C Lot 76 is proposed to be executed in one phase, with building construction starting approximately one month apart. PDP 2C Lot 73 is proposed to be executed in one phase.

**B170.** PDP 1C Lot 12, Parking: The PDP modification is proposed to be executed in one phase.

Parks Concurrency: Parks Completion Prior to Occupancy of 50% of Homes  
Subsection 4.125 (.18) K. 3. and 4.

**B171.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: There are no parks being proposed with these PDPs. All surrounding parks and open spaces have already been constructed with previous developments.

**B172.** PDP 1C Lot 12, Parking: As discussed above, SAP Central SAP does not indicate any public parks or open space located on PDP 1C Lot 12. The PDP modification does not propose construction of any public parks or open space

#### DRB Conditions

Subsection 4.125 (.18) K. 5.

**B173.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Staff does not recommend any additional conditions of approval to ensure compliance.

**B174.** PDP 1C Lot 12, Parking: Similar to above, staff does not recommend any additional conditions of approval to ensure compliance.

### **Planned Development Regulations**

#### Consistency with Comprehensive Plan and Other Plans, Ordinances

Subsection 4.140 (.09) J. 1.

**B175.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant's findings demonstrate the location, design, size, and uses proposed with the PDPs are both separately and as a whole consistent with SAP Central, and thus the Villebois Village Master Plan, the City's Comprehensive Plan designation of Residential-Village for the area, and any other applicable ordinance of which staff is aware.

**B176.** PDP 1C Lot 12, Parking: As discussed above, the applicant's findings demonstrate the location, design, size, and uses proposed with the PDPs are both separately and as a whole consistent with SAP Central, and thus the Villebois Village Master Plan, the City's Comprehensive Plan designation of Residential-Village for the area, and any other applicable ordinance of which staff is aware.

#### Meeting Traffic Level of Service D

Subsection 4.140 (.09) J. 2.

**B177.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The location, design, size and uses are such that traffic generated within the PDPs at the most heavily used intersection(s) can be accommodated safely and without congestion in excess of Level of Service D. The proposed uses and the circulation system are consistent with the SAP Central application, which included an Internal Circulation Evaluation including an assessment of intersection performance by DKS Associates. A copy of the Traffic Impact Analysis is included in the application materials.

**B178.** PDP 1C Lot 12, Parking: The surface parking area proposed on Lot 12 does not, in and of itself, generate traffic; it is designed to provide parking to support the uses in PDP 12C Lot 76 and PDP 2C Lot 73. As discussed above, the proposed uses and the circulation system are consistent with the SAP Central application, which included an Internal Circulation



Evaluation including an assessment of intersection performance by DKS Associates. A copy of the Traffic Impact Analysis is included in the application materials.

#### Concurrency for Other Facilities and Services Including Utilities

Subsection 4.140 (.09) J. 3.

**B179.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As shown in the Supporting Compliance Report, the Utility and Drainage Reports and the plan sheets, adequate or immediately planned facilities and services are sufficient to serve the planned development.

**B180.** PDP 1C Lot 12, Parking: As discussed above, and as shown in the Supporting Compliance Report, the Utility and Drainage Reports and the plan sheets, adequate or immediately planned facilities and services are sufficient to serve the planned development.

#### On-Site Pedestrian Access and Circulation

##### Continuous Pathway System

Subsection 4.154 (.01) B. 1.

**B181.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Per the applicant's materials, pedestrian pathway systems (sidewalks) in PDP 12C Lot 76 and PDP 2C Lot 73 extend throughout the development site and connect to adjacent sidewalks. The PDPs propose wide sidewalks surrounding the Piazza, a central pedestrian attraction.

**B182.** PDP 1C Lot 12, Parking: As stated by the applicant, the PDP modification of Lot 12 will be in compliance with Section 4.154 and provide for safe, reasonably direct, and convenient pedestrian access and circulation, as described below.

##### Pathways Safe, Direct, and Convenient

Subsection 4.154 (.02) B. 2. a. through c.

**B183.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Villebois Village Center, including the proposed PDPs, is designed with a grid system, which allows for short blocks and easy navigation for pedestrians. As stated by the applicant, pedestrian pathways will be free from hazards and will provide a reasonably smooth and consistent surface. Pedestrian bulb-outs also exist at the intersections surrounding the sites. Pathways will be reasonably direct, will not involve a significant amount of unnecessary out-of-direction travel, and connect to the primary building entrances in compliance with the Americans with Disabilities Act (ADA) requirements.

**B184.** PDP 1C Lot 12, Parking: Pedestrian pathways provide direct pedestrian access from the parking lot to the public sidewalk adjacent to SW Villebois Drive as shown on the Preliminary Circulation Plan. As described by the applicant, the public sidewalk network provides a safe, direct, and convenient pedestrian connection from the parking lot to SW

Villebois Village mixed use development on PDP 12C Lot 76 and PDP 2C Lot 73. Pedestrian pathways will be free from hazards and will provide a reasonably smooth and consistent surface. The ADA accessible parking space in the parking area has direct connection to a pathway that connects to the public sidewalk adjacent to SW Villebois Drive as shown on the Preliminary Circulation Plan and Preliminary Parking Plan included in the application materials.

#### Vehicle/Pathway Separation

Subsection 4.154 (.02) B. 3.

**B185.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As proposed, sidewalks adjacent to streets are separated from vehicle travel areas by curbs or bollards. Pedestrian crossings of streets or access aisles are facilitated with either curb extensions or painted crosswalks. The Piazza area, in conformance with the standards of the Plaza Address in the Community Elements Book, does not have vertical separation from SW Villebois Drive, SW Campanile Lane, or SW Royal Scot Lane.

**B186.** PDP 1C Lot 12, Parking: As proposed, existing public sidewalks adjacent to SW Barber Street and Villebois Drive streets are separated from vehicle travel areas with street trees and planter strips. Pathways are located to provide separate pedestrian access to the public sidewalk adjacent to SW Villebois Drive as shown on the Preliminary Circulation Plan.

#### Crosswalks Clearly Marked

Subsection 4.154 (.02) B. 4.

**B187.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Per the applicant's materials, where pathways cross parking or driving areas, they will be clearly marked with contrasting paint.

**B188.** PDP 1C Lot 12, Parking: As discussed above, where pathways cross parking or driving areas, they will be clearly marked with contrasting paint

#### Pathway Width and Surface, and Signs

Subsection 4.154 (.02) B. 5. and 6.

**B189.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As stated by the applicant, primary pathways will be constructed of concrete, not less than five (5) feet in width, and will be clearly marked with appropriate standard signs.

**B190.** PDP 1C Lot 12, Parking: Similar to PDP 12C Lot 76 and PDP 2C Lot 73, primary pathways will be constructed of concrete, not less than five (5) feet in width, and will be clearly marked with appropriate standard signs.

## Protection of Natural Features & Other Resources

### General Terrain Preparation

#### Subsection 4.171 (.02)

**B191.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The plan sheets demonstrate that the subject PDPs are designed with maximum regard to natural terrain features and topography. The PDPs do not contain hillside areas or flood plains. The Grading and Erosion Control Plans show proposed grading within the subject areas and the Tree Preservation Plans show proposed tree preservation.

The applicant states that all subsequent grading, filling and excavating will be in accordance with the Uniform Building Code. Disturbance of soils and removal of trees and other native vegetation will be limited to the extent necessary to construct the proposed development. Construction will occur in a manner that avoids substantial probabilities of accelerated erosion; pollution, contamination or siltation of lakes, rivers, streams and wetlands; damage to vegetation; and injury to wildlife and fish habitats.

**B192.** PDP 1C Lot 12, Parking: As stated by the applicant, the plan sheets demonstrate that the subject PDPs are designed with maximum regard to natural terrain features and topography. The PDPs do not contain hillside areas or flood plains. Terrain preparation and construction practices for PDP 2C Lot 12 would be similar to those outlined above for PDP 12C Lot 76 and PDP 2C Lot 73.

### Hillsides

#### Subsection 4.171 (.03)

**B193.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The subject PDPs do not include any areas of slopes in excess of 25%.

**B194.** PDP 1C Lot 12, Parking: The subject PDP does not include any areas of slopes in excess of 25%.

### Trees and Wooded Areas

#### Subsection 4.171 (.04)

**B195.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The Tree Preservation Plan depicts existing trees within the subject area and identifies trees to be removed. See Request E for discussion of tree removal and mitigation.

**B196.** PDP 1C Lot 12, Parking: Similar to above, the Tree Preservation Plan depicts existing trees within the subject area and identifies trees to be removed. See Request E for discussion of tree removal and mitigation.

High Voltage Power Lines  
Subsection 4.171 (.05)

**B197.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The PDPs do not contain any high voltage powerline or petroleum pipeline easements or rights of way.

**B198.** PDP 1C Lot 12, Parking: The PDPs do not contain any high voltage powerline or petroleum pipeline easements or rights of way.

Safety Hazards and Hazard Areas  
Subsection 4.171 (.06)

**B199.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Development of the subject areas will occur in a manner that minimizes potential hazards to safety. No areas of land movement, slump, earth flow, or mud or debris flow, and no soil hazard areas have been identified within the subject areas.

**B200.** PDP 1C Lot 12, Parking: Similar to above, development of the subject area will occur in a manner that minimizes potential hazards to safety. No areas of land movement, slump, earth flow, or mud or debris flow, and no soil hazard areas have been identified within the subject areas.

Historic Protection  
Subsection 4.171 (.09)

**B201.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: A Historic/Cultural Resource Inventory was previously conducted for SAP Central. The inventory shows that the subject PDPs do not include any sites, objects, or areas having historic, cultural, or archaeological significance.

**B202.** PDP 1C Lot 12, Parking: As outlined above, a Historic/Cultural Resource Inventory was previously conducted for SAP Central. The inventory shows that the subject PDP does not include any sites, objects, or areas having historic, cultural, or archaeological significance

Landscaping, Screening, and Buffering  
Section 4.176

**B203.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Per the applicant's materials, landscaping will be provided in accordance with the standards in Section 4.176. The Street Tree/Lighting Plan depicts street trees along rights-of-way within the subject PDP areas. The plans have been developed in conformance with the Community Elements Book and the applicable standards of Section 4.176. Landscaping is further reviewed with the FDP (see Request D).

**B204.** PDP 1C Lot 12, Parking: Similar to above, landscaping, screening and buffering will be provided in accordance with the applicable standards. The Street Tree/Lighting Plan

depicts street trees along rights-of-way within the subject PDP area. The plans have been developed in conformance with the Community Elements Book and the applicable standards of Section 4.176. Landscaping is further reviewed with the FDP (see Request D).

#### Street Improvement Standards Section 4.177

- B205.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As stated by the applicant, adjacent street rights-of-way will be dedicated in conformance with required widths. The plan sheets demonstrate that all proposed access drives (parking areas) within the PDPs will have a minimum improvement width of 16 feet and will provide two-way travel. All access drives will be constructed with a hard surface capable of carrying a 23-ton load. Easements for fire access will be dedicated as required by the fire department. All access drives will be designed to provide a clear travel lane free from any obstructions. Clear vision areas and vertical clearance will be maintained in accordance with the standards of this Section.
- B206.** PDP 1C Lot 12, Parking: This PDP will comply with the standards as outlined above for PDP 12C Lot 76 and PDP 2C Lot 73.

### **Request C: DB21-0012, DB21-0015, DB21-0023 Final Development Plans**

As described in the Findings below, the applicable criteria for this request are met or will be met by Conditions of Approval.

#### Permitted Uses in Village Zone Subsection 4.125 (.02) and (.03) and Table V-1

- C1.** FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C: All lots meet applicable requirements of this subsection and Table V-1. As described in the applicant's materials, all sites are proposed to be developed as mixed-use with commercial space, community amenities, and residential units. Mixed-use is required by the Villebois Village Master Plan as a centerpiece for the community. The design of buildings incorporates unique, attractive architecture and uses that will activate the Village Center, bringing variety to Central Villebois and optimizing pedestrian opportunities. Table V-1 does not indicate a minimum lot size, width or depth for mixed-use buildings in the Village Center. The proposed buildings comply with the minimum frontage width standard and the applicable setback and height requirements. (Also see additional discussion at Request C.)
- C2.** FDP 1C Lot 12: This FDP proposes development of a surface parking area on Lot 12 to serve the residents, employees, and visitors of the Villebois Village mixed use development located on PDP 12C Lot 76 and PDP 2C Lot 73. This is an accessory use permitted by Section 4.125 (.03) C. (See Request C for a discussion of access, dimensional standards, etc.)

Community Fencing  
Subsection 4.125 (.05) D.

- C3. FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C: No fences are required or proposed with development of these buildings.
- C4. FDP 1C Lot 12, Parking: As discussed with the PDP for Lot 12 (see Request C), as well as in later sections of this Staff Report, the SAP Central Plan and Villebois Village Master Plan do not indicate any required community fencing within the subject site. The VCAS indicate that fencing is optional in the Plaza Address, and where provided should be consistent with the architecture. The applicant is proposing 6-foot-high vine support fence, consisting of welded wire mesh fencing with cedar posts, around the entirety of the site except at breaks for pedestrian and vehicle access points as in the submitted plans. As described by the applicant, Star Jasmine, a blooming broad-leaf evergreen, is proposed to vegetate the fence and provide a visual barrier between the parking lot and surrounding properties. A sample image of the vegetated vine is provided below:



Off-Street Parking, Loading, and Bicycle Parking Requirements  
Subsection 4.125 (.07) A. through D. and Table V-2

- C5. FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C: A detailed discussion of compliance with off-street parking, loading, and bicycle parking requirements is provided under Request C of this Staff Report.
- C6. FDP 1C Lot 12, Parking: The proposed parking area on Lot 12 does not, in and of itself, create a demand for parking; rather it is designed to support the parking needs of customers, employees and residents of mixed-use in Buildings A, B, and C of the proposed

project. A detailed discussion of compliance with off-street parking, loading, and bicycle parking requirements for the development as a whole is provided under Request C of this Staff Report.

#### Parks and Open Space Subsection 4.125 (.08)

- C7. FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C: As discussed under Request C of this Staff Report, the Parks Master Plan for Villebois states that there are 58.42 acres of parks and 101.31 acres of open space for a total of 159.73 acres within Villebois, approximately 33%. SAP Central includes parks and open space areas consistent and in excess of the Master Plan. The Villebois Village Master Plan does not show any required parks and open space within the site of Buildings A, B and C, and the applicant is not proposing any changes to this designation.
- C8. FDP 1C Lot 12, Parking: The Villebois Village Master Plan does not show any required parks and open space within the site of the parking area on Lot 12, and the applicant is not proposing any changes to this designation.

#### Street Alignment and Access Improvement Standards Subsection 4.125 (.09) and 4.177 (.02)

- C9. FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C: Compliance with street and access improvement standards is discussed in the PDP section of this report (see Request C). The applicant's submitted compliance reports for the PDPs demonstrates that streets and access improvement standards of Section 4.177 are met, and that proposed landscaping is sited to meet vision clearance standards.
- C10. FDP 1C Lot 12, Parking: As indicated above, compliance with street and access improvement standards is discussed in the PDP section of this report (see Request C). The applicant's submitted compliance reports for the PDP demonstrate that streets and access improvement standards of Section 4.177 are met, and that proposed landscaping is sited to meet vision clearance standards.

#### Sidewalk and Pathway Improvement Standards Subsections 4.125 (.10) and 4.154 (.02)

- C11. FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C: Compliance with sidewalk and pathway improvement standards is discussed in the PDP section of this report (see Request C). All sidewalks and pathways within SAP Central will be constructed in accordance with the standards of Section 4.154 and the Villebois Village Master Plan. Sidewalks and pathways are shown in the street cross-sections on the Circulation Plan.
- C12. FDP 1C Lot 12, Parking: As indicated above, compliance with sidewalk and pathway improvement standards is discussed in the PDP section of this report (see Request C). All

sidewalks and pathways within SAP Central will be constructed in accordance with the standards of Section 4.154 and the Villebois Village Master Plan. Sidewalks and pathways are shown in the street cross-sections on the Circulation Plan.

#### Landscaping, Screening and Buffering

Subsection 4.125 (.11)

- C13.** FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C: The applicable provisions of Section 4.176 are addressed in the subsequent sections of this report. The PDP modification provides information regarding existing and proposed street trees. This FDP application reflects the provision of street trees consistent with that shown in the PDP application.
- C14.** FDP 1C Lot 12, Parking: As indicated above, the applicable provisions of Section 4.176 are addressed in the subsequent sections of this report. The PDP modification provides information regarding existing and proposed street trees. This FDP application reflects the provision of street trees consistent with that shown in the PDP application.

#### Master Signage and Wayfinding Plan

Sections 4.125 (.12) and 4.156

- C15.** FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C: The Master Signage and Wayfinding Plan does not indicate any identified within the subject properties and the applicant does not propose any. (See also discussion under Request C.)
- C16.** FDP 1C Lot 12, Parking: As stated above, the Master Signage and Wayfinding Plan does not indicate any identified within the subject property and the applicant does not propose any.

#### Design Standards Applying to the Village Zone

Subsection 4.125 (.14)

- C17.** FDP 12C Lot 76, Buildings A and B, FDP 2C Lot 73, Building C: The materials proposed for the buildings, architecture, and streetscapes of the subject PDP are consistent with the approved Community Elements Book as shown in the FDP Approval Criteria section of this report.
- C18.** FDP 1C Lot 12: No buildings are proposed for Lot 12, therefore, standards for buildings and architecture do not apply. Streetscapes of the subject PDP are consistent with the approved Community Elements Book as shown in the FDP Approval Criteria section of this report.



## Final Development Plan Approval

### Approval Procedures Subsection 4.125 (.18) L.

- C19.** FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C: The proposal is subject to the applicable procedures set out in this subsection for approval of a FDP. This application has been made by the owner and applicant of the affected property and has been filed on the prescribed form and accompanied by the prescribed fee. The professional coordinator and professional design team for the project are listed in the applicant's materials.
- C20.** FDP 1C Lot 12, Parking: As state above, the proposal is subject to and has complied with the applicable procedures set out in this subsection for approval of a FDP.

### Final Development Plan Submittal Requirements Subsection 4.125 (.18) M.

- C21.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant submitted the necessary materials review of the FDP.
- C22.** FDP 1C Lot 12, Parking: The applicant submitted the necessary materials review of the FDP.

### Final Development Plans Subject to Site Design Review Criteria Subsections 4.125 (.18) N. and P. 1.

- C23.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The proposal is subject to the provisions of Section 4.421, which are addressed in the following sections of this report.
- C24.** FDP 1C Lot 12, Parking: As stated above, the proposal is subject to the provisions of Section 4.421, which are addressed in the following sections of this report.

### Refinements to Preliminary Development Plan as part of Final Development Plan Subsection 4.125 (.18) O.

- C25.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The FDPs are submitted for review and approval concurrent with the PDPs. Thus, the FDPs are consistent with the PDPs and do not propose any refinements or amendments to the PDPs.
- C26.** FDP 1C Lot 12, Parking: The FDP is submitted for review and approval concurrent with the PDP. Thus, the FDP is consistent with the PDP and does not propose any refinements or amendments to the PDP.

- C27.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The FDPs address proposed architecture within PDP 12C and PDP 2C. The submitted elevations and floor plans demonstrate compliance with the VCAS and the Village Center Design as described under Request C of this report. The FDPs are within the Village Center. The FDPs are submitted for review and approval concurrent with the PDPs; therefore, there are no conditions of a previously approved PDP that apply to this request. Conformance of the proposed FDPs with the Community Elements Book for SAP Central is demonstrated in the following sections of this report.
- C28.** FDP 1C Lot 12, Parking: The FDP is submitted for review and approval concurrent with the PDP Modification for development of a parking lot in PDP 1C Lot 12. No buildings are proposed, and the preliminary plans provided in the applicant's submitted materials comply with the Community Elements Book.

### **Landscape Standards**

#### Landscape Standards and Compliance with Code Subsection 4.176 (.02)

- C29.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant has not requested for any waivers or variances to landscape standards. Thus all landscaping and screening must comply with standards of this section.
- C30.** FDP 1C Lot 12, Parking: As discussed above, the applicant has not requested for any waivers or variances to landscape standards. Thus all landscaping and screening must comply with standards of this section.

#### Landscape at least 15% of Site Area and Landscape Locations Spread Through Site Subsection 4.176 (.03)

- C31.** In the Village Center the landscape percentage is not calculated on a site by site basis. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C have long been planned as some of the most intensely developed sites within the Village Center. The provision of parks and landscaping elsewhere in the Village Center average out to ensure overall the 15% minimum is met.
- C32.** While not required as discussed in Finding D31 above, FDP 1C Lot 12, Parking: Per the applicant's materials, the 0.33-acre site is designed to include 0.12-acres, or 36.4%, of landscaped area including trees, shrubs, and six (6) foot tall vine support fence around the entirety of the site except at breaks for pedestrian and vehicle access points as illustrated and detailed on the Street Tree Layout Planting Plan. Landscaping is provided in the

landscaped buffer and landscaped islands of the parking area. The landscape buffer provides a visual and physical buffer between the parking area and adjacent properties and uses. The proposed plant materials are drawn from the Villebois Plant List, which includes native species.

### Buffering and Screening

#### Subsection 4.176 (.04)

- C33.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: Screening and buffering is shown on the submitted landscape plans. No conditions requiring buffering and screening are within the area covered by the subject FDP request. All exterior, roof and grounded mounted, mechanical and utility equipment will be screened from ground level off-site view from adjacent streets and properties. All buildings are proposed to have a parapet, which will hide all roof-mounted objects. No outdoor storage areas, industrial uses, or fences are proposed within the proposed development; therefore, no buffering or screening is required for these elements.
- C34.** FDP 1C Lot 12, Parking: Screening and buffering, as shown on the submitted landscape plans, meets the applicable standards as discussed elsewhere in this Staff Report.

### Sight-Obscuring Fence or Planting

#### Subsection 4.176 (.05)

- C35.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: As stated in the applicant's materials, no sight-obscuring fence or planting is required in this FDP areas.
- C36.** FDP 1C Lot 12, Parking: A landscape buffer that includes a 6-foot-tall vine support fence around the entirety of the site except at breaks for pedestrian and vehicle access points provides a visual and physical buffer between the parking area and adjacent properties.

### Plant Materials-Shrubs and Groundcover

#### Subsection 4.176 (.06) A.

- C37.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: As shown on the submitted plans all shrubs will be equal to or better than 2-gallon size with a 10- to 12-inch spread. All shrubs will be well branched and typical of their type as described in current AAN standards. All ground covers will be at least 4" pots and spaced appropriately. Appropriate plant materials will be installed beneath the canopies of trees and large shrubs, and areas that are not appropriate to plant beneath the canopies of existing trees will be mulched with bark. All plants will be installed as required.
- C38.** FDP 1C Lot 12, Parking: Similar to above, as shown on the submitted plans shrubs and groundcover will meet the requirements and will be installed as required by this section.

Plant Materials-Trees  
Subsection 4.176 (.06) B.

- C39.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: As shown on the submitted plans, proposed tree species have been selected from the Villebois Plant List in the Community Elements Book. All proposed trees meet the minimum 2” caliper code requirement or the minimum height requirement for conifers as appropriate. All proposed trees will be well-branched, typical of their type as described in current AAN, and balled and burlapped.
- C40.** FDP 1C Lot 12, Parking: As indicated above, proposed trees will meet the requirements and will be installed as required by this section.

Plant Materials-Larger/More Mature Plant Materials Required for Larger Buildings  
Subsection 4.176 (.06) C.

- C41.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant acknowledges that the proposed buildings are larger than 24 feet in height and, therefore, the FDPs are subject to larger/more mature plant materials as required by the Development Review Board.
- C42.** FDP 1C Lot 12, Parking: The standards of this Subsection do not apply as no buildings are proposed on the site.

Plant Materials-Street Trees  
Subsection 4.176 (.06) D.

- C43.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant’s submitted plans indicate the requirements established by this subsection as well as the Community Elements Book are generally met.
- C44.** FDP 1C Lot 12, Parking: As indicated above, the applicant’s submitted plans indicate the requirements established by this subsection as well as the Community Elements Book are generally met.

Types of Plant Species  
Subsection 4.176 (.06) E.

- C45.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The allowed plant materials are governed by the Community Elements Book. All proposed plant materials will be consistent with the SAP Central Community Elements Book. Per the applicant, specific materials were selected to best meet the site characteristics of the subject properties, and no plant materials listed as “Prohibited Plant Species” on the Villebois Plant List are included in the proposed landscaping.

C46. FDP 1C Lot 12, Parking: As for Lots 76 and 73, the allowed plant materials for Lot 12 are governed by the Community Elements Book, and all proposed plant materials will be consistent with the SAP Central Community Elements Book.

#### Tree Credit

Subsection 4.176 (.06) F.

C47. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant is not requesting any of the preserved trees be counted as tree credits pursuant to this subsection.

C48. FDP 1C Lot 12, Parking: The applicant is not requesting any of the preserved trees be counted as tree credits pursuant to this subsection.

#### Exceeding Plant Material Standards and Compliance with Standards

Subsection 4.176 (.06) G. and H.

C49. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The selected landscape materials do not violate any height or vision clearance requirements. With respect to burden of proof, the applicant states that the submitted plans and materials demonstrate that the proposed landscaping complies with the standards of the Wilsonville Development Code and the Community Elements Book.

C50. FDP 1C Lot 12, Parking: Similar to above, no height or vision clearance requirements are violated. The applicant states that the submitted plans and materials demonstrate that the proposed landscaping complies with the standards of the Wilsonville Development Code and the Community Elements Book.

#### Installation and Maintenance of Landscaping

Subsection 4.176 (.07)

C51. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: Installation and maintenance standards are or will be met by Condition of Approval. The applicant states that plants will be installed and maintained properly. A permanent built-in irrigation system with an automatic controller will be installed underground to irrigate the proposed landscaping and to assure that plants survive the establishment period, and additional details about the irrigation system will be provided with construction plans. The submitted planting plans demonstrate that all landscape areas will be protected from potential damage by conflicting uses or activities including vehicle parking and storage of materials.

C52. FDP 1C Lot 12, Parking: Installation and maintenance standards are or will be met by Condition of Approval. The applicant states that plants and an appropriate irrigation system will be installed and maintained properly.

Landscaping on Corner Lots  
Subsection 4.176 (.08)

- C53. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: All landscaping at corners will meet the vision clearance standards of Section 4.177 (see discussion under Request C).
- C54. FDP 1C Lot 12, Parking: All landscaping at corners will meet the vision clearance standards of Section 4.177.

Landscape Plans  
Subsection 4.176 (.09)

- C55. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant's plan set includes landscape plans with the required information.
- C56. FDP 1C Lot 12, Parking: As indicated above, the applicant's plan set includes landscape plans with the required information.

Completion of Landscaping  
Subsection 4.176 (.10)

- C57. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: Per the applicant's materials, they do not anticipate deferring installation of plant materials. Should this be necessary, the applicant will apply for a temporary permit.
- C58. FDP 1C Lot 12, Parking: The applicant does not anticipate deferring installation of plant materials. Should this be necessary, the applicant will apply for a temporary permit.

Street Trees Not Typically Part of Site Landscaping  
Subsection 4.176 (.11)

- C59. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant states that street trees are not counted toward the required standards of this Subsection.
- C60. FDP 1C Lot 12, Parking: Per the applicant's materials, street trees are not counted toward the required standards of this Subsection.

Mitigation and Restoration Plantings  
Subsection 4.176 (.12)

- C61. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: A Type C Tree Plan is submitted separately, but concurrent with the FDP applications (see Request E). There are no trees to be retained as shown on the Tree Preservation Plan. Additionally, the applicant states that street trees planted throughout SAP Central have exceeded tree removal numbers.

**C62.** FDP 1C Lot 12, Parking: Similar to above for Lots 76 and 73, a Type C Tree Plan is submitted separately, but concurrent with the FDP application (see Request E). There are no trees to be retained as shown on the Tree Preservation Plan.

### **Mixed Solid Waste and Recycles Storage**

DRB Review of Adequate Storage Area, Minimum Storage  
Subsection 4.197 (.01) through (.06)

**C63.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant states that the storage requirement for the mixed-use development is based on the number of residential uses and retail square footage. No interior or exterior storage areas are included in the calculation. The trash storage rooms in Buildings A, B, and C will serve both the residential and retail uses on the site. The required storage space has been calculated assuming storage height of four feet for solid waste/ recyclables. No vertical or stacked storage is proposed. As proposed, the buildings provide adequate storage space for mixed solid waste and source separated recyclables as noted on the compliance letters provided by Republic Services in the submitted materials.

**C64.** FDP 1C Lot 12, Parking: No buildings are proposed to be constructed on Lot 12; therefore, the standards of Section 4.179 are not applicable.

Review by Franchise Garbage Hauler  
Subsection 4.179 (.07)

**C65.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: As stated above, a compliance letter from Republic Services for the proposed development is provided in the submitted materials.

**C66.** FDP 1C Lot 12, Parking: No buildings are proposed to be constructed on Lot 12; therefore, the standards of Section 4.179 are not applicable.

### **Outdoor Lighting**

Applicability of Outdoor Lighting Standards  
Sections 4.199.20 and 4.199.60

**C67.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: A new outdoor lighting system is being installed for the proposed development, the Outdoor Lighting standards thus apply.

**C68.** FDP 1C Lot 12, Parking: The subject property is located within Lighting Zone 2 (LZ 2). This FDP for Lot 12 does not propose any alterations to the existing lighting fixtures located adjacent to the site as shown on the submitted plans. No new lighting is proposed.

## Outdoor Lighting Zones

Section 4.199.30

- C69.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The subject properties are located within LZ 2. As stated by the applicant, the outdoor lighting will comply with the LZ 2 requirements of the Light Zone Map, as well as comply with all applicable building codes. The submitted plans and materials provide site lighting information.
- C70.** FDP 1C Lot 12, Parking: The subject property is located within Lighting Zone 2 (LZ 2); however, no new lighting is proposed on Lot 12.

## Optional Lighting Compliance Methods and System Standards

Subsection 4.199.40 (.01) A., B. and D.

- C71.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: Exterior architectural lighting proposed for the buildings is discussed below.

**Building A:** The submitted plans include proposed architectural lighting at exterior perimeter of Building A, which provides downlighting at soffits and canopies, as well as wall sconce lighting at walls adjacent to building entrances, and balconies at upper floor levels.

**Building B:** The submitted plans show proposed architectural lighting at exterior perimeter of Building B, which provides downlighting at soffits and canopies, as well as wall sconce lighting at walls adjacent to building entrances. The amenity terrace at Level 5 will also have soffit lighting.

**Building C:** The submitted plans show proposed architectural lighting at the exterior perimeter of Building C, which provides downlighting at soffits and canopies, as well as wall sconce lighting at walls adjacent to building entrances, and balconies at upper floor levels.

**Light Fixtures:** Lighting cutsheets for proposed architectural exterior lighting, include recessed LED downlight and LED wall sconces to conserve energy. All exterior LED fixtures have dimming abilities, to control brightness. Cutsheets are provided in the applicant's materials and energy conservation features are summarized below:

- The D-1 LED recessed downlight distributes lighting downward to prevent unnatural brightening of the night sky.
- The D-2 LED ribbon lighting will be used with acrylic panels at the Building B amenity terrace at Level 5. Geometric shapes within the terrace soffit will provide a visual focal point, while illuminating the exterior space.
- The S-1 LED wall sconce provides both uplighting and downlighting; the S-1 light fixture is proposed at two locations at Building B, to accentuate the stepped back massing of the primary façade facing the central plaza.



- The S-2 LED wall sconce and S-3 LED wall sconce both distribute the lighting downward to prevent unnatural brightening of the night sky.

**C72.** FDP 1C Lot 12, Parking: No new lighting is proposed on Lot 12, therefore the standards of this Subsection do not apply.

#### Underground Utilities Required

Subsection 4.118 (.02) and Sections 4.300 to 4.320

**C73.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: All existing utilities serving the sites are undergrounded. Extension of existing utilities to service the buildings will be constructed in compliance with the rules and regulations of the Public Utility Commission of the State of Oregon and City standards. The Preliminary Composite Utility Plans denote locations of existing and proposed utilities to serve the buildings located in easements that comply with City standards.

**C74.** FDP 1C Lot 12, Parking: As indicated above, all existing utilities serving the site are undergrounded. No refinements to existing utilities or storm water facilities are proposed with this application. The Preliminary Composite Utility Plan denotes locations of existing and proposed utilities located in easements that comply with City standards.

#### Site Design Review

Excessive Uniformity, Inappropriateness of Design, Etc.

Subsection 4.400 (.01)

**C75.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C:

*Excessive Uniformity:* A variety of architectural features and amenities are provided in the proposed mixed use project consistent with the diversity of uses described in the Villebois Village Master Plan avoiding excessive uniformity in design.

*Inappropriate or Poor Design of the Exterior Appearance of Structures:* The proposed buildings are designed in compliance with the standards for the rest of Villebois, so the entire development will have a cohesive, harmonious appearance, creating a desirable place of residence and adding to the overall quality of life in the City..

*Inappropriate or Poor Design of Signs:* Signs are required to be consistent with the Master Sign and Wayfinding program which is a comprehensive signage package that ensures signs throughout Villebois are of a quality design and appropriate for the Villebois context. However, no signage is proposed as the SAP Central Master Sign and Wayfinding Plan does not indicate an identifier within the subject properties.

*Lack of Proper Attention to Site Development:* The appropriate professional services have been used to design the project demonstrating appropriate attention being given to site development.

*Lack of Proper Attention to Landscaping:* Landscaping has been professionally designed by a landscape architect, and includes a variety of plant materials, all demonstrating appropriate attention being given to landscaping.

**C76. FDP 1C Lot 12, Parking:**

*Excessive Uniformity:* As described by the applicant, the proposal is designed in compliance with the standards for the rest of Villebois, so the entire proposed development will have a cohesive, harmonious appearance, creating a desirable place of residence and adding to the overall quality of life in the City.

*Inappropriate or Poor Design of the Exterior Appearance of Structures:* There are no proposed buildings on Lot 12, therefore, this criterion does not apply.

*Inappropriate or Poor Design of Signs:* Signs are required to be consistent with the Master Sign and Wayfinding program which is a comprehensive signage package that ensures signs throughout Villebois are of a quality design and appropriate for the Villebois context. However, no signage is proposed as the SAP Central Master Sign and Wayfinding Plan does not indicate an identifier within the subject properties.

*Lack of Proper Attention to Site Development:* The appropriate professional services have been used to design the project demonstrating appropriate attention being given to site development.

*Lack of Proper Attention to Landscaping:* Landscaping has been professionally designed by a landscape architect, and includes a variety of plant materials, all demonstrating appropriate attention being given to landscaping.

**Purposes of Objectives of Site Design Review**

Subsection 4.400 (.02)

**C77. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C:** It is staff's professional opinion that the applicant has provided sufficient information demonstrating compliance with the purposes and objectives of site design review. In addition, site features are consistent with the Community Element Book, which has previously been reviewed to ensure consistency with the Villebois Village Master Plan which has similar purposes and objectives as site design review. Additional discussion is provided below:

- *Pursuant to Objective A (assure proper functioning of the site and high quality visual environment),* the buildings in the FDP areas have been designed to assure proper functioning of the site and to maintain an aesthetically pleasing environment.
- *Pursuant to Objective B (encourage originality, flexibility, and innovation),* the FDPs include landscaping and architecture as shown on the submitted plans, which will enhance the visual environment of the site. Pedestrian connections to sidewalks and adjacent residences will be provided to enhance the site's connectivity to surrounding uses.
- *Pursuant to Objective C (discourage inharmonious development),* the FDP areas will include architecture as shown on the submitted plans. Landscaping will consist of an

appropriate mixture of ground cover, shrubs, and trees selected from the Villebois Plant List to create a harmonious appearance throughout the larger Villebois development. The proposed buildings will contribute to an interesting and aesthetically appealing development.

- Pursuant to Objective D (*conserve natural beauty and visual character*), as described by the applicant, the site will incorporate landscaping that makes sense for a Pacific Northwest community, while matching the City's natural beauty and visual character.
- Pursuant to Objective E (*protect and enhance City's appeal*), as described by the applicant, the design of the proposed buildings along with the pedestrian connections to adjacent stores, residences, and streets, will help to maintain the appeal of Villebois as a unique and attractive community in which to live, work, and recreate. Residents of Villebois will stimulate the local economy by opening new businesses and thus creating jobs and by spending money in existing businesses.
- Pursuant to Objective F (*stabilize property values/prevent blight*), the applicant's materials state that the proposed buildings will be part of the Village Center Home Owners Association, which will have its own property management company for the subject properties, assuring long-term maintenance of common and public areas.
- Pursuant to Objective G (*insure adequate public facilities*), the process used to plan for Villebois incorporates a tiered system that originates at the Villebois Village Master Plan. The Master Plan shows how facilities, including parks and open space, are distributed and available to residents throughout Villebois.
- Pursuant to Objective H (*achieve pleasing environments and behavior*), as described in the applicant's materials, the Villebois Village Master Plan shows that the community will include a variety of housing options (living) and the Village Center will contain places for employment (working). The FDPs show a living environment in the Village Center that is enhanced by proximity to park and open space areas. Residents who will surround the parks and open spaces will provide on-going surveillance and control.
- Pursuant to Objective I (*foster civic pride and community spirit*), the design of the Villebois Village has been created to develop a community that is truly unique. The applicant states that the City and applicant are working in partnership with nearby residents, property owners, and local and regional governments to create a complete, livable, pedestrian-oriented community that will be an asset to the City of Wilsonville and Portland region. This partnership has generated citizen participation in the project and the unique design fosters civic pride and community spirit amongst the residents of Villebois.
- Pursuant to Objective J (*sustain favorable environment for residents*), as described by the applicant, the design of the Villebois Village revolves around three guiding principles: connectivity, diversity, and sustainability. These principles are intended to sustain the comfort, health, tranquility, and contentment of Villebois residents, while also promoting and protecting the peace, health and welfare of the City. Connectivity refers to creating connections between Villebois neighborhoods and between Villebois and other parts of the City and region for multiple modes of transportation. Diversity

includes multiple choices of housing styles, housing affordability, recreation, employment, goods and services, and infrastructure for transportation. Sustainability involves the protection of natural resources and open space, energy conservation, and storm and rainwater management.

**C78.** FDP 1C Lot 12, Parking: It is staff's professional opinion that the applicant has provided sufficient information demonstrating compliance with the purposes and objectives of site design review. In addition, site features are consistent with the Community Element Book, which has previously been reviewed to ensure consistency with the Villebois Village Master Plan which has similar purposes and objectives as site design review. Additional discussion is provided below:

- *Pursuant to Objective A (assure proper functioning of the site and high quality visual environment),* the parking area in the FDP has been designed to visually screen it from the surrounding properties and public areas, including the Piazza located directly north of the site. As stated by the applicant, while the off-street parking area supports motor vehicles, the central location promotes pedestrian transportation throughout the Village Center, as intended and it is landscaped to maintain an aesthetically pleasing environment.
- *Pursuant to Objective B (encourage originality, flexibility, and innovation),* the FDP includes landscaping as shown on the submitted plans, which is designed to visually screen the parking lot from the surrounding properties and public areas and not detract from architecture of the rowhomes, condominiums, and mixed-use development located in the Village Center or the Piazza located across from the site.
- *Pursuant to Objective C (discourage inharmonious development),* landscaping within and around the parking area will consist of an appropriate mixture of ground cover, shrubs, and trees selected from the Villebois Plant List. As described by the applicant, a 6-foot-tall vine support fence around the entirety of the site except at breaks for pedestrian and vehicle access points is designed to provide a visual barrier between the parking lot and surrounding properties to create a harmonious appearance and aesthetically pleasing environment throughout the Villebois Village Center.
- *Pursuant to Objective D (conserve natural beauty and visual character),* as described by the applicant, the site will incorporate landscaping that makes sense for a Pacific Northwest community, while matching the City's natural beauty and visual character.
- *Pursuant to Objective E (protect and enhance City's appeal),* the applicant states that the design of the proposed parking area, which serves residents, employees, and visitors of the Villebois Village development on Lots 76 and 73, will help to maintain the appeal of Villebois as a unique and attractive community in which to live, work, and recreate. This in turn will support and stimulate business and promote desirability of investment in business.
- *Pursuant to Objective F (stabilize property values/prevent blight),* the applicant's materials state that the property management company of the mixed-use development will assure

long-term maintenance of common and public areas of the development, including the parking area on Lot 12.

- *Pursuant to Objective G (insure adequate public facilities)*, the process used to plan for Villebois incorporates a tiered system that originates at the Villebois Village Master Plan. The Master Plan shows how facilities, including parks and open space, are distributed and available to residents throughout Villebois. While the parking area is not a public facility, it will reduce the parking demand for on-street public parking within the Villebois Village Center.
- *Pursuant to Objective H (achieve pleasing environments and behavior)*, as described in the applicant’s materials, the Villebois Village Master Plan shows that the community will include a variety of housing options (living) and the Village Center will contain places for employment (working). The mixed-use development the parking area supports allows for a denser and more compact, environmentally friendly design in the Village Center that is enhanced by proximity to park and open space areas. Pedestrians from the parking area to the mixed-use buildings will also provide on-going surveillance and control of the Village Center.
- *Pursuant to Objective I (foster civic pride and community spirit)*, the design of the Villebois Village has been created to develop a community that is truly unique. The applicant states that the City and applicant are working in partnership with nearby residents, property owners, and local and regional governments to create a complete, livable, pedestrian-oriented community that will be an asset to the City of Wilsonville and Portland region. This partnership has generated citizen participation in the project and the unique design fosters civic pride and community spirit amongst the residents of Villebois.
- *Pursuant to Objective J (sustain favorable environment for residents)*, as described by the applicant and discussed above, the design of the Villebois Village revolves around three guiding principles: connectivity, diversity, and sustainability. These principles are intended to sustain the comfort, health, tranquility, and contentment of Villebois residents, while also promoting and protecting the peace, health and welfare of the City. The mixed-use development the parking area supports allows for a denser and more compact, environmentally friendly neighborhood design. While the off-street parking area supports motor vehicles, the central location promotes pedestrian transportation throughout the Village Center, helping sustain a favorable environment for residents.

Site Design Review-Jurisdiction and Power of the Board  
Section 4.420

**C79.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: A Condition of Approval ensures construction, site development, and landscaping are carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. No grading or other permits will be granted prior to DRB approval. No variances are requested from site development requirements.

**C80.** FDP 1C Lot 12, Parking: As stated above, A Condition of Approval ensures construction, site development, and landscaping are carried out in substantial accord with the DRB approved plans, drawings, sketches, and other documents, and that no grading or other permits will be granted prior to DRB approval. No variances are requested from site development requirements.

#### Site Design Review-Design Standards

Subsection 4.421 (.01)

**C81.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The scope of design standards refers to the buildings, landscaping, and other features of the proposed development as a frame of reference for the applicant and method of review for the DRB. Discussion of the individual standards is provided below:

- *Pursuant to Standard A (Preservation of Landscape)*, as shown in the submitted plans, proposed plant materials are drawn from the Villebois Plant List, which includes native species, to ensure consistency of general appearance within the Villebois community.
- *Pursuant to Standard B (Relation of Proposed Buildings to Environment)*, the Villebois Village Master Plan takes into account scenic views, topography, existing vegetation, and other natural features in the design and location of parks and open spaces in the Villebois development. As stated by the applicant, the FDP area does not include any steep slopes, sensitive wildlife habitat areas, wetlands, SROZ areas, or flood plains. Building B is situated so that its sightlines provide a view of Mount Hood from its tower/top-floor amenity room, providing a scenic view for residents of Villebois.
- *Pursuant to Standard C (Drives, Parking, and Circulation)*, per the applicant's narrative, parking lots are situated behind Buildings A, B, and C, away from public view; therefore, these parking lots do not take away from the overall aesthetic of the site. Driveways for the parking lots are well-lit and designed to be safe for vehicles and pedestrians. Pedestrians are separated from vehicular traffic through provided sidewalks, curb extensions, and/or crosswalks as illustrated on the Circulation Plan provided in submitted plans.
- *Pursuant to Standard D (Surface Water Drainage)*, surface water drainage is addressed in the PDP application. The FDP is consistent with grading and drainage shown in the PDP. As described by the applicant, this system has been carefully designed so as not to adversely affect neighboring properties.
- *Pursuant to Standard E (Utility Service)*, the PDP applications address utility installation, and the FDPs are consistent with the PDPs.
- *Pursuant to Standard F (Advertising Features)*, no advertising features are proposed in the FDPs.
- *Pursuant to Standard G (Special Features)*, the FDPs do not propose any exposed storage areas, exposed machinery installations, surface areas, truck loading areas, utility buildings and structures or other accessory areas and structures. Compliance with Section 4.176 is addressed earlier in this Staff Report.

C82. FDP 1C Lot 12, Parking: The scope of design standards refers to the buildings, landscaping, and other features of the proposed development as a frame of reference for the applicant and method of review for the DRB. Discussion of the individual standards is provided below:

- Pursuant to Standard A (*Preservation of Landscape*), as shown in the submitted plans, proposed plant materials are drawn from the Villebois Plant List, which includes native species, to ensure consistency of general appearance within the Villebois community.
- Pursuant to Standard B (*Relation of Proposed Buildings to Environment*), as no buildings are proposed on Lot 12, this standard does not apply.
- Pursuant to Standard C (*Drives, Parking, and Circulation*), per the applicant's narrative, the parking area is designed with access and a travel lane that provide safe maneuverability for two-way traffic, and walkways outside the vehicle circulation areas that provide safe and convenient pedestrian connections from the parking area to the public sidewalk adjacent to SW Villebois Drive. The landscaping plan is designed to visually screen the parking lot from the surrounding properties and public areas that include the Piazza located directly north of the site. The Preliminary Circulation Plan, Preliminary Parking Plan and Street Tree Layout Planting Plan illustrate how the parking area provides safe and convenient vehicular and pedestrian circulation while not detracting from the design of the Village Center.
- Pursuant to Standard D (*Surface Water Drainage*), surface water drainage is addressed in the PDP application. The FDP is consistent with grading and drainage shown in the PDP. As described by the applicant, this system has been carefully designed so as not to adversely affect neighboring properties.
- Pursuant to Standard E (*Utility Service*), the PDP application addresses utility installation, and the FDP is consistent with the PDP.
- Pursuant to Standard F (*Advertising Features*), no advertising features are proposed in the FDP.
- Pursuant to Standard G (*Special Features*), the FDP does not propose any exposed storage areas, exposed machinery installations, surface areas, truck loading areas, utility buildings and structures or other accessory areas and structures. Compliance with Section 4.176 is addressed earlier in this Staff Report.

#### Applicability of Design Standards to Various Site Features

Subsection 4.421 (.02)

C83. FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: No accessory buildings or structures are proposed.

C84. FDP 1C Lot 12, Parking: Similar to above, no accessory buildings or structures are proposed.

Objectives of Section 4.400 Serve as Additional Criteria and Standards  
Subsection 4.421 (.03)

- C85.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: Compliance with the purpose of Section 4.400 has been addressed earlier in this Staff Report.
- C86.** FDP 1C Lot 12, Parking: As for Lots 73 and 76, compliance with the purpose of Section 4.400 for Lot 12 has been addressed earlier in this Staff Report.

**Standards for Mixed Solid Waste and Recycling Areas**

Mixed Solid Waste and Recycling Areas Colocation  
Subsections 4.430 (.01) and (.02) A.

- C87.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The location, design, and access for the waste and recycling storage areas comply with the requirements of Section 4.179 as addressed in a preceding section of this Staff Report.
- C88.** FDP 1C Lot 12, Parking: No mixed solid waste or recycling areas are proposed to be located on the site; therefore, the location, design, and access standards of Section 4.430 are not applicable.

Exterior vs Interior Storage, Fire Code, Number of Locations  
Subsections 4.430 (.02) B. through F.

- C89.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: Storage of recyclables and waste is proposed to be co-located in trash rooms located on the ground floor level inside of each building. As stated by the applicant, trash rooms located in each building comply with Uniform Building and Fire Code requirements. Storage containers, located in enclosed trash rooms, will meet Uniform Fire Code standards as required. No exterior storage areas are proposed.
- C90.** FDP 1C Lot 12, Parking: As discussed above, this standard is not applicable.

Collection Vehicle Access, Not Obstruct Traffic or Pedestrians  
Subsection 4.430 (.02) G. and H. and 4.430 (.04)

- C91.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: As storage of recyclables and waste is proposed to be co-located in trash rooms located on the ground floor level inside of each building and not exterior to the buildings, no screening is required or proposed. As described by the applicant, trash rooms are directly accessible from the surface parking area located in the back of each building. Collection vehicles will not obstruct pedestrian or vehicle traffic movement on site or adjacent public streets. Building A's parking lot is designed in a circular fashion to allow collection vehicles to easily maneuver and allow continual forward movement from and back onto SW Campanile Lane. Building B's parking lot design has been modified to provide collection vehicle access



from both SW Valencia Lane and SW Barber Street. Building C is designed to provide driveway entrance clearance, "No Parking" signage, low profile landscape allowing for clear visibility at both sides of the entrance, a transition from trash room to the parking lot, a trash room door width of 7-feet and door securement allowing the service collector to safely service the site as noted on the service compliance letter provided in the applicant's materials. Trash rooms will be secured to limit access to residents, retail employees, and collection service personnel of each building.

**C92.** FDP 1C Lot 12, Parking: As discussed above, this standard is not applicable.

#### Dimensions Adequate to Accommodate Planned Containers

Subsection 4.430 (.03) A.

**C93.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The trash rooms in each building have been designed to accommodate the required containers and provide access. Compliance Letters from the service provider, Republic Services, are provided in the applicant's materials.

**C94.** FDP 1C Lot 12, Parking: As discussed above, this standard is not applicable.

#### 6-Foot Screen, 10-Foot Wide Gate

Subsection 4.430 (.03) C.

**C95.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The standard does not apply as the trash rooms are proposed to be located inside each building.

**C96.** FDP 1C Lot 12, Parking: As discussed above, this standard is not applicable.

### Site Design Review

#### Site Design Review-Procedures, Required Materials

Section 4.440

**C97.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant submitted the applicable required materials.

**C98.** FDP 1C Lot 12, Parking: The applicant submitted the applicable required materials.

#### Time Limit on Approval

Section 4.442

**C99.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: It is understood that the approval will expire after 2 years if a building permit has not been issued unless an extension has been granted by the DRB.

**C100.** FDP 1C Lot 12, Parking: As stated above, it is understood that the approval will expire after 2 years if a building permit has not been issued unless an extension has been granted by the DRB.

Landscape Installation or Bonding  
Subsection 4.450 (.01)

**C101.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant understands that they must provide a security to guarantee installation of the proposed landscaping.

**C102.** FDP 1C Lot 12, Parking: The applicant understands that they must provide a security to guarantee installation of the proposed landscaping.

Approved Landscape Plan Binding  
Subsection 4.450 (.02)

**C103.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant understands that changes to the landscape plan included in this application cannot be made without official action of the Planning Director or the DRB. A Condition of Approval provides ongoing assurance of this.

**C104.** FDP 1C Lot 12, Parking: A Condition of Approval provides ongoing assurance that changes to the landscape plan included in this application cannot be made without official action of the Planning Director or the DRB.

Landscape Maintenance and Watering  
Subsection 4.450 (.03)

**C105.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The applicant understands that they are responsible for the ongoing maintenance of the proposed landscaping. A Condition of Approval will ensure landscaping is continually maintained and watered in accordance with this subsection.

**C106.** FDP 1C Lot 12, Parking: A Condition of Approval will ensure landscaping is continually maintained and watered in accordance with this subsection.

Addition and Modifications of Landscaping  
Subsection 4.450 (.04)

**C107.** FDP 12C Lot 73, Buildings A and B, and FDP 2C Lot 73, Building C: The FDPs do not include any existing development; therefore, this criterion does not apply.

**C108.** FDP 1C Lot 12, Parking: This FDP does not propose to modify landscaping of existing development; therefore, this criterion does not apply.

## Community Elements Book

### C109. FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C:

Applicable Requirement	Requirement Met?	Notes
Street Lighting	☒	Lighting shown on the attached plans is consistent with Lighting Master Plan.
Curb Extensions	☒	Existing curb extensions are shown on the Circulation Plan.
Street Trees	☒	Location and species of existing and proposed street trees shown on the attached plans are consistent with the Master Plan.
Landscape Elements-Site Furnishings	☒	Benches and bike racks proposed are consistent with the Community Elements Book.
Tree Protection	☒	No on-site trees are to be preserved with this development. Adjacent street trees and trees in linear green will be preserved as shown on attached plans.
Plant List	☒	All plant materials listed on submitted plans are on the Villebois plant list. No prohibited plants are proposed.
Address Overlay Areas	☒	The subject FDP is located within the Plaza Address Overlay and meets the standards for site furnishings, plant material, and surfaces. There are no changes to these standards with this application.

### C110. FDP 1C Lot 12, Parking:

Applicable Requirement	Requirement Met?	Notes
Street Lighting	☒	No new lighting or modifications to existing street lighting is proposed. Existing lighting shown on attached plans is consistent with Lighting Master Plan.
Curb Extensions	☒	No new streets or modifications to existing streets and rights-of-way are proposed. Existing curb extensions are shown on the Circulation Plan.
Street Trees	☒	No new street trees are proposed. Location and species of existing street trees shown on the attached plans are consistent with the Master Plan.

Landscape Elements-Site Furnishings	☒	No furnishings are proposed. Landscape is designed to provide a visual and physical buffer between surrounding properties and the parking area as shown on the submitted plans.
Tree Protection	☒	No trees within the development area are proposed to be preserved. Adjacent street trees will be preserved as shown on attached plans.
Plant List	☒	All plant materials listed on submitted plans are on the Villebois plant list. No prohibited plants are proposed.
Address Overlay Areas	☒	The subject FDP is located within the Plaza Address Overlay and meets the standards for site furnishings, plant material, and surfaces. There are no changes to these standards with this application.

## Village Center Architectural Standards

C111. FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C:

Standard	Standard Met?	Notes
<b>1.1 Building Types</b>		
1) Buildings outside Address overlays meet development standards of V Zone per Building Type	<input checked="" type="checkbox"/>	Proposed mixed-use buildings are consistent with standards specified for Villebois Central
<b>1.2 Building Height &amp; Roof Form</b>		
<b>Required Standards</b>		
1) Max. Building Height according to Table V-1	<input checked="" type="checkbox"/>	According to Table V-1 the maximum height for mixed-use buildings in Village Center is 60-feet. The proposed mixed-use buildings are less than 60-feet tall.
2) Addresses have other height limitations	<input checked="" type="checkbox"/>	According to Table V-1 the maximum height for mixed-use buildings in Village Center is 60-feet. The proposed mixed-use buildings are less than 60-feet tall, complying with this standard.
3) Building height measured as defined in 4.001.	<input checked="" type="checkbox"/>	The building heights have been measured as defined in 4.001
4) Rooftop equipment screened from current and future taller buildings	<input checked="" type="checkbox"/>	Rooftop equipment is screened by parapets and the height of the buildings.
5) Roof Gardens	<input type="checkbox"/>	No rooftop gardens proposed.
<b>Optional Standards:</b>		
6) Buildings encouraged to reach max. allowable height	<input checked="" type="checkbox"/>	All proposed buildings are 4 stories in height
7) Minimize shading of public and private outdoor areas during mid-day	<input checked="" type="checkbox"/>	Buildings A and B: There are no proposed outdoor areas on-site. Building C: The common area located in the rear of this building is located south of the building and the site is located west of the Piazza, minimizing shading of the public outdoor area during mid-day.
<b>1.3 Horizontal Façade Articulation</b>		
<b>Required</b>		
1) Horizontal Facades articulated into smaller units using two or more of the following: change of materials, change of color, façade planes that are vertical in proportion, bays and recesses, breaks in roof elevation.	<input checked="" type="checkbox"/>	Buildings A, B and C are designed with change of materials, colors and façade planes with projections and recesses as illustrated on the submitted plans.

2) Incorporate features such as offsets, projections, reveals, and similar elements to preclude large expanses of uninterrupted building surfaces.	☒	Buildings A and C: Balconies overlooking the plaza provide projections that add texture to the building’s façade. Building B and C: Recessed Hardi panels (“stucco boards”) in an accented color help break down the building’s massing. Buildings A, B and C: Design features, including offsets, projections, and other similar features, reduce the apparent mass of the buildings.
<b>Optional</b>		
3) Articulation should extend to the roof	☒	Buildings A and B: Breaks in roof elevation are incorporated into the design of the buildings. Roofs are articulated as illustrated in the submitted plans.
<b>2.1 Vertical Façade Articulation for All Mixed Use Buildings</b>		
<b>Required</b>		
Express a division between base and top	☒	Buildings A, B, and C are designed with a change of materials and colors to provide a vertical division between the base of the building and upper residential floors. Canopies and/or awnings are planned or required with Condition of Approval PDC 2 over retail spaces. At the public and common area spaces, the buildings’ façade finishes are a combination of brick veneer and storefront doors and storefront windows, with canopies demarcating entrances. The brick veneer accentuates the ground level, delineating to active streetscape from the residential housing above. The residential housing is primarily demarcated with lap siding or revealed Hardi panels (“stucco board”), with vinyl windows at the apt units. Building C: The building’s brick base along SW Barber St highlights the community postal center and retail/commercial spaces. A large canopy highlights the southern entrance to the postal center.
Use of Arcade to Accomplish 0.1	☒	All Buildings: At the public and common area spaces, the buildings’ façade finishes are a combination of brick veneer and storefront doors and storefront windows, with canopies demarcating entrances.

		Building C: The building's brick base along SW Barber St highlights the community postal center and retail/commercial spaces. A large canopy highlights the southern entrance to the postal center.
<b>Optional</b>		
Division between base and top occurs at floor level of programmatic division.	☒	At the public and common area spaces, the buildings' façade finishes are a combination of brick veneer and storefront doors and storefront windows, with canopies demarcating entrances. The brick veneer accentuates the ground level, delineating to active streetscape from the residential housing above.
Storefront design different from residential window detailing.	☒	At Level 1 of Buildings A and B and C, the ground floor is either proposed or conditioned with Condition of Approval PDC 2 to have storefront designs that have street level entrances and entry canopies.
Differentiation of a building's base at corners.	☒	Buildings A and B are designed with accentuated corners that identify one's arrival into the plaza. Building B: A corner retail space activates the streetscape along SW Barber Street and the plaza, with the Leasing Center next door. Building C: The book ends of this building have a sloped shed roof with oversized eaves, which takes queues from the neighboring buildings to the west of the central plaza. The building's brick base along SW Barber Street highlights the community postal center and retail/commercial spaces. A large canopy highlights the southern entrance to the postal center. The light-colored board-and-batten motif at the top floor of the building's book ends provide another focal point as drivers reach the plaza from either SW Barber Street or SW Villebois Drive.
Base design incorporates design features.	☒	Buildings A, B, and C: The ground level of all buildings includes apartment amenities and retail opportunities that encourage activity around the plaza. Building C: The building's brick base along SW Barber Street highlights the community postal center and retail/ commercial spaces. A large

		canopy highlights the southern entrance to the postal center
<b>3.1 Exterior Building Materials &amp; Color</b>		
<b>Required</b>		
1) Visually heavier and more massive materials at base when multiple materials used.	<input checked="" type="checkbox"/>	The brick veneer accentuates the ground level, delineating to active streetscape from the residential housing above.
2) Bright, intense colors reserved for accent trim	<input checked="" type="checkbox"/>	Buildings A and C: A bright accent color utilized at the recessed Hardi panels (“stucco boards”) helps break down the building’s massing.
3) Bright colors not used for commercial purposes	<input checked="" type="checkbox"/>	Buildings A and C: The bright accent color is not used for commercial purposes.
4) Concrete block shall be split-faced, ground-faced, or scored when facing street or public way. Discouraged around the plaza.	<input checked="" type="checkbox"/>	No concrete block is proposed for any of the buildings.
5) Exteriors constructed of durable and maintainable materials with texture, pattern, or lend themselves to quality detailing.	<input checked="" type="checkbox"/>	Proposed materials are all durable and easy to maintain and allow for detailing.
<b>Optional</b>		
6) Exterior materials have an integral color, patterning, and/or texture	<input checked="" type="checkbox"/>	The buildings are designed complement one another for a cohesive project wrapping the plaza. Building C: This building, located across the street from the remainder of the buildings facing the central plaza, intentionally plays a subordinate role to its neighbors. The color palette ties into the palettes for Buildings A and B, to connect this building across SW Barber Street to the remainder of the buildings, which enclose the public “room” that is the central plaza. The book ends of Building C have a sloped shed roof with oversized eaves, which takes queues from the neighboring buildings to the west of the central plaza.
7) Sustainable building materials and practices are strongly encouraged	<input type="checkbox"/>	Not applicable. As this is only an encouraged standard the applicant elected not to address.
<b>3.2 Architectural Character</b>		
<b>Required</b>		
1) A definitive, consistent Architectural Character. All primary facades consistent with Architectural Character	<input checked="" type="checkbox"/>	The buildings are designed complement one another for a cohesive project wrapping the plaza. Building C: This building, located across the street from the remainder of the buildings



		facing the central plaza, intentionally plays a subordinate role to its neighbors. The color palette ties into the palettes for Buildings A and B, to connect this building across SW Barber Street to the remainder of the buildings, which enclose the public “room” that is the central plaza. The book ends of Building C have a sloped shed roof with oversized eaves, which takes queues from the neighboring buildings to the west of the central plaza.
2) No mixing of Architectural Styles	<input checked="" type="checkbox"/>	Buildings A, B, and C have a similar design. Above the brick base of each building, the buildings are a combination of fiber cement lap siding and “stucco board” (Hardi panels). Each material provides a different texture to the building façade, along with the light and dark paint colors which further break down the massing above. The result is unique façade designs wrapping the central plaza, with complementary finish materials and complementary color palettes. Building C: This building, located across the street from the remainder of the buildings facing the central plaza, intentionally plays a subordinate role to its neighbors. The color palette ties into the palettes for Buildings A and B, to connect this building across SW Barber Street to the remainder of the buildings, which enclose the public “room” that is the central plaza. The book ends of Building C have a sloped shed roof with oversized eaves, which takes queues from the neighboring buildings to the west of the central plaza.
3) Secondary facades incorporate primary façade features over 25% of wall length	<input checked="" type="checkbox"/>	Secondary facades are designed with a brick base of each building and combination of fiber cement lap siding and “stucco board” (Hardi panels).
4) All visible sides have a similar level of quality and visual interest	<input checked="" type="checkbox"/>	All elevations of Building A, B, and C are designed with a similar level of quality and visual interest as illustrated on the submitted plans.
5) Accessory buildings designed and integrated into primary building	<input type="checkbox"/>	Not applicable, as no accessory buildings are proposed
6) Applicants encouraged to consult an architect or architectural historian	<input checked="" type="checkbox"/>	Buildings A, B, and C have been designed by an Architect with C2K Architects.

regarding appropriate elements of architectural style		
7) If not in an address, elevations not repeated on adjacent blocks	<input checked="" type="checkbox"/>	The buildings surrounding the Piazza are each unique in their style and elevations.
<b>3.3 Ground Level Building Components</b>		
<b>Required</b>		
1) Building setbacks and frontage widths as required by Table V-1	<input checked="" type="checkbox"/>	The proposed buildings meet the required setbacks and widths for a mixed-use development as established by Table V-1.
2) Retail orientation towards street	<input checked="" type="checkbox"/>	The ground floor retail/common spaces are oriented to the Piazza and adjacent public streets. At Level 1 of Building A, B, and C the apartment units facing Villebois Village's central plaza are designed to be convertible to future retail, should the property owner decide at a future date to replace the residential housing with additional retail.
3) Differentiating entrances for mixed use buildings	<input checked="" type="checkbox"/>	Storefront doors and storefront windows, with canopies demarcating entrances differentiate entrances for mixed-used buildings or proposed or required by Condition of Approval PDC 2.
4) Entries have weatherproof roof covering appropriately sized but at least 4 feet deep and 4 feet wide	<input checked="" type="checkbox"/>	Weatherproof covering of entries is provided as shown on submitted Architectural Plans or are required by Condition of Approval PDC 2..
5) Any building lighting is indirect or shielded	<input checked="" type="checkbox"/>	All building lighting will be indirect or shielded. The outdoor lighting will comply with the LZ 2 requirements of the Light Zone Map, as well as comply with all applicable building codes. Buildings A and C: As shown in the submitted plans, proposed architectural lighting at the exterior perimeter of Building A provides downlighting at soffits and canopies, as well as wall sconce lighting at walls adjacent to building entrances, and balconies at upper floor levels. Building B: Proposed architectural lighting at the exterior perimeter of Building B provides downlighting at soffits and canopies, as well as wall sconce lighting at walls adjacent to building entrances. The amenity terrace at Level 5 will also have soffit lighting.
6) Parking structures screened using at least two of the following:	<input type="checkbox"/>	Not applicable, as no parking structure is proposed.

residential or commercial uses, decorative grill work, decorative artwork, vegetation		
7) Plaza address mixed-use buildings have canopy or awning	<input checked="" type="checkbox"/>	The brick veneer, storefront windows, and steel canopies all reinforce the ground level streetscape, to make the plaza a vibrant, pedestrian-friendly experience. Where not shown canopies are required by Condition of Approval PDC 2.
8) Reflective, heavily tinted, or other sight obscuring glass discouraged	<input checked="" type="checkbox"/>	Windows are not reflective, heavily tinted, or sight obscuring.
9) Landscaping or other screening provided when parking is between buildings and the street	<input checked="" type="checkbox"/>	Landscaping is provided as shown on the attached plans.
<b>Optional</b>		
10) Create indoor/outdoor relationships	<input checked="" type="checkbox"/>	Large windows, wide sidewalks, proximity to the Piazza, and small front setbacks help to create indoor/outdoor relationships
11) Canopies and awnings primary function is weather protection	<input checked="" type="checkbox"/>	Canopies provide weather protection and will function as intended.
<b>4.1 Façade Components</b>		
<b>Required</b>		
1) Windows and doors recessed 3 inches for shadowing or incorporate shutters (appear operable and sized for window), railing, and/or visible or substantial trim (contrasting material, color, or creates shadowing.)	<input checked="" type="checkbox"/>	Visible, substantial trim, in contrasting material and color, is provided at doors and windows recessed less than 3-inches.
2) Balconies extend no more than 36"	<input checked="" type="checkbox"/>	Balconies in Buildings A and C extend less than 36 inches.
3) Shutters sized to appear operable at window and door openings	<input type="checkbox"/>	No shutters are proposed for Buildings A, B, or C.
4) Except in the Plaza Address, balconies shall be at least 5 feet deep	<input type="checkbox"/>	Not applicable, as Buildings A, B, and C are located in the Plaza Address.
<b>Optional</b>		
4) (Note: Duplicate numbers in published VCAS) Individual windows square or vertical in proportion. An assembly of windows have horizontal proportion	<input checked="" type="checkbox"/>	Windows are square or vertical in proportion.
5) Materials changes occur at a horizontal line or at inside corner of two vertical planes.	<input checked="" type="checkbox"/>	Buildings A, B, and C are designed with materials changes occurring at horizontal lines or inside corners of two vertical plans.
6) Every residential unit have outdoor living space.	<input checked="" type="checkbox"/>	Units are attached. A number of residential units in Buildings A and C have balconies. Outdoor living space is provided by the Piazza

		located directly across from the development and nearby parks.
7) Expression of rainwater path	<input type="checkbox"/>	Not applicable. The applicant elected not to address this optional standard.
8) Building fronts uneven angles to accommodate shape of street	<input type="checkbox"/>	Building fronts are at even angles.
9) Wide opening windows	<input type="checkbox"/>	The mixed-use buildings are not designed with wide opening windows. This standard is optional and applicant elected not to meet.
10) Discourage use of high window sills	<input checked="" type="checkbox"/>	Buildings A, B, and C are not designed with high window sills.
11) Finishing touches and ornament	<input checked="" type="checkbox"/>	Ornamental finishes for retail is detailed in the submitted plans.
<b>5.1 Fencing</b>		
<b>Required</b>		
1) See all applicable sections of the Village Zone, including but not limited to Section 4.125(.14) Table V-4 Permitted Materials and Configurations and Section 4.125 (.05) D. Fences	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.
2) The following fencing requirements apply to all fences and walls located between rights-of-way and building lines.	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.
3) See Address overlay sections for additional requirements.	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.
4) Except where specifically required by Address overlays, fences are optional. Less fencing than the maximum allowable is allowed.	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.
5) Fencing shall be consistent with the Architectural Character of adjacent buildings, See Architectural Character, this section.	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.
6) Fencing controlling access to a courtyard, outdoor lobby, or other public entries shall be greater than 50% transparent.	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.
7) Fencing located within the first 2'0" setback from right-of-ways shall be greater than 50% transparent.	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.
8) Fencing located within interior side yards or separating buildings on the same lot shall be offset 4'0" or greater	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.

behind the adjacent front building line.		
9) Posts, pilasters, columns, or bollards may extend an additional 8" above the maximum height of any allowed fencing.	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.
10) Fencing may not change height at corners. They must level top surfaces and transition at posts to maintain height as required by changes in grade elevation.	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.
11) Loading facilities, trash enclosures, and ground-level mechanical and utility equipment: These facilities shall be sited at the rear or side of buildings wherever practicable, and shall be screened where visible from the street. Screening shall match the adjacent development in terms of quality of materials and design. Such screening shall minimize light glare and noise levels affecting adjacent residential uses.	<input type="checkbox"/>	Not applicable, as no loading facilities, trash enclosures, or ground-level mechanical or utility equipment are located outside the buildings.
<b>Optional</b>		
12) Fencing is encouraged to be consistent with building railing at balconies, decks, porches, etc.	<input type="checkbox"/>	Not applicable, as no fencing is proposed with Buildings A, B, or C.

**C112. FDP 1C Lot 12, Parking:**

Standard	Standard Met?	Notes
<b>5.1 Fencing</b>		
<b>Required</b>		
1) See all applicable sections of the Village Zone, including but not limited to Section 4.125(.14) Table V-4 Permitted Materials and Configurations and Section 4.125 (.05) D. Fences	<input checked="" type="checkbox"/>	The SAP Central Plan and Villebois Village Master Plan do not indicate any required community fencing within the subject site. The VCAS indicate that fencing is optional in the Plaza Address, and where provided should be consistent with the architecture
2) The following fencing requirements apply to all fences and walls located between rights-of-way and building lines.	<input checked="" type="checkbox"/>	Vine supporting fencing is proposed around the entirety of the surface parking area, except at breaks for pedestrian and vehicle access points. No fencing is proposed to be located between right-of-way and buildings.

3) See Address overlay sections for additional requirements.	<input checked="" type="checkbox"/>	The VCAS indicate that fencing is optional in the Plaza Address, and where provided should be consistent with the architecture.
4) Except where specifically required by Address overlays, fences are optional. Less fencing than the maximum allowable is allowed.	<input checked="" type="checkbox"/>	Vine supporting fencing is proposed around the entirety of the site, except at breaks for pedestrian and vehicle access points, to provide a visual buffer between the parking area and adjacent properties.
5) Fencing shall be consistent with the Architectural Character of adjacent buildings, See Architectural Character, this section.	<input checked="" type="checkbox"/>	The applicant is proposing 6-foot-high vine support fence, consisting of welded wire mesh fencing with cedar posts, around the entirety of the site except at breaks for pedestrian and vehicle access points. The fence is designed to provide vegetative screen between the parking area and surrounding properties consistent with the VCAS in the Plaza Address.
6) Fencing controlling access to a courtyard, outdoor lobby, or other public entries shall be greater than 50% transparent.	<input type="checkbox"/>	Not applicable, as the vine supporting fencing does not control access to a courtyard, outdoor lobby, or other public entries.
7) Fencing located within the first 2'0" setback from right-of-ways shall be greater than 50% transparent.	<input type="checkbox"/>	Not applicable, as the vine supporting fencing is not located within the first 2-foot setback from the adjacent rights-of-way.
8) Fencing located within interior side yards or separating buildings on the same lot shall be offset 4'0" or greater behind the adjacent front building line.	<input type="checkbox"/>	Not applicable, as the vine supporting fencing is not located within interior side yards or separating buildings on the same lot.
9) Posts, pilasters, columns, or bollards may extend an additional 8" above the maximum height of any allowed fencing.	<input checked="" type="checkbox"/>	The applicant is proposing 6-foot-high vine support fence, consisting of welded wire mesh fencing with cedar posts. The posts do not extend more than 8-feet above the fencing.
10) Fencing may not change height at corners. They must level top surfaces and transition at posts to maintain height as required by changes in grade elevation.	<input checked="" type="checkbox"/>	The applicant is proposing 6-foot-high vine support fence, consisting of welded wire mesh fencing with cedar posts. The fencing does not change height at corners and maintains a height of 6-feet.
11) Loading facilities, trash enclosures, and ground-level mechanical and utility equipment: These facilities shall be sited at the rear or side of buildings wherever practicable, and shall be screened where visible from the street. Screening shall match the adjacent	<input type="checkbox"/>	Not applicable, as no loading facilities, trash enclosures, or ground level mechanical and utility equipment is proposed in the surface parking area.

development in terms of quality of materials and design. Such screening shall minimize light glare and noise levels affecting adjacent residential uses.		
<b>Optional</b>		
12) Fencing is encouraged to be consistent with building railing at balconies, decks, porches, etc.	☒	The applicant is proposing 6-foot-high vine support fence, consisting of welded wire mesh fencing with cedar posts, around the entirety of the site except at breaks for pedestrian and vehicle access points. The fence is designed to provide vegetative screen between the parking lot and surrounding properties consistent with the VCAS in the Plaza Address.

**C113. FDP 12C Lot 76, Buildings A and B, and FDP 2C Lot 73, Building C:**

Standard	Standard Met?	Notes
<b>1.1 Narrative</b>		
1) The Plaza is the physical and symbolic heart of Villebois envisioned as a Public Room with building facades as its walls, streets as its doors, and paving and landscape as its floor. This address places special emphasis on roof heights and forms, corner and storefront treatments, expression of the rainwater path, and balconies and decks.	☒	The Villebois Village’s central plaza is the physical and symbolic heart of Villebois. The three proposed 4-story Buildings A, B, and C wrap the plaza to create a sense of enclosure, acting as the “walls” around this public “room”. At the primary streets surrounding the plaza, the buildings’ accentuated corners identify one’s arrival into the plaza. Building B: The top-floor Amenity Deck of this building provides a focal point along SW Barber Street, drawing visitors toward the plaza. Building C: Located across the street from the remainder of the buildings facing the central plaza, Building C intentionally plays a subordinate role to its neighbors. The book ends of this building have a sloped shed roof with oversized eaves, which takes queues from the neighboring buildings to the west of the central plaza. The building’s brick base along SW Barber Street highlights the community postal center and retail/commercial spaces. A large canopy highlights the southern entrance to the postal center. The light-colored board-and-batten motif at the top floor of the building’s book ends provide another focal

		point as drivers reach the plaza from either SW Barber Street or SW Villebois Drive. The color palette ties into the palettes for Buildings A and B, to connect this building across SW Barber Street to the remainder of the buildings, which enclose the public “room” that is the central plaza.
<b>2.1 Building Types</b>		
1) Building Type shall be Mixed-Use Buildings – Village Center, Multi-Family Dwellings – Village Center, or Row Houses – Village Center. Row Houses – Village Center shall meet the standards of the adjacent Address instead of the Plaza Address	☒	Buildings A, B, and C are mixed-use.
<b>2.2 Building Height &amp; Roof Form</b>		
1) Strengthen the perception of the Plaza as a public room by establishing a consistency of façade heights and roof forms.	☒	The three proposed 4-story Buildings A, B, and C wrap the plaza to create a sense of enclosure, acting as the “walls” around this public “room”. At the primary streets surrounding the plaza, the buildings’ accentuated corners identify one’s arrival into the plaza. Located across the street from the remainder of the buildings facing the central plaza, Building C intentionally plays a subordinate role to its neighbors. The book ends of this building have a sloped shed roof with oversized eaves, which takes queues from the neighboring buildings to the west of the central plaza. The light-colored board-and-batten motif at the top floor of the building’s book ends provide another focal point as drivers reach the plaza from either SW Barber St or SW Villebois Drive. The color palette ties into the palettes for Buildings A and B, to connect this building across SW Barber Street to the remainder of the buildings, which enclose the public “room” that is the central plaza.
<b>3.1 Horizontal Façade Articulation</b>		
1) Reduce the apparent bulk of long buildings by breaking them down into smaller components. Provide articulation, interest in design, and human scale to the façade.	☒	Buildings A, B, and C are designed with bays and recesses and breaks in roof elevations to reduce the apparent mass of each building. Future tenant improvements of retail space will provide unique store front designs to further reduce the bulk of the building. See Condition of Approval PDC 2.



4.1 Corner Massing & Articulation		
1) Standard of quality that will be easily maintained and cared for over time. Provide articulation, interest in design, and human scale to the façade	☒	Accentuated corners are provided on Buildings A, B, and C to identify one's arrival into the plaza. Building C: A large canopy highlights the southern entrance to the postal center. The light-colored board-and-batten motif at the top floor of the building's book ends provide another focal point as drivers reach the plaza from either SW Barber Street or SW Villebois Drive.
4.2 Exterior Building Materials		
1) Ensure a standard of quality that will be easily maintained and cared for over time. Provide articulation, interest in design, and human scale to the façade of a building through a variety of building techniques.	☒	Construction materials will ensure a standard of quality that will easily be maintained by the development's management company overtime. The brick veneer accentuates the ground level, delineating to active streetscape from the residential housing above. Included in this application is a request to amend the Specific Area Plan to refine VCAS 4.2. Exterior Building Materials (see Request B). The applicant's supporting compliance report details how the proposed development will meet the amended standards.
4.3 Ground Level Building Components		
1) Provide an appropriate buffer between private zones and the public right-of-way. Encourage interaction between neighbors and between residents and pedestrians. Ensure that ground floors reinforce the streetscape character.	☒	At the public and common area spaces, the buildings' façade finishes are a combination of brick veneer and storefront doors and storefront windows, with canopies demarcating entrances. The brick veneer accentuates the ground level, delineating to active streetscape from the residential housing above. Future tenant improvements of retail space will provide unique store front designs including pedestrian scale blade signs. The ground level of the each building encourages activity around the plaza. Building A has large common area amenities for the three apartment buildings with large storefront windows. Three Live/Work units facing the plaza provide opportunities for small office or retail. At Building B, a corner retail space activates the streetscape along SW Barber Street and the plaza, with the Leasing Center

		next door. At Building C, the building’s brick base along SW Barber Street highlights the community postal center and retail/commercial spaces. A large canopy highlights the southern entrance to the postal center.
4.4 Façade Components		
1) Maintain a lively and active street face. Ensure a standard of quality that will be easily maintained and cared for over time. Provide articulation, interest in design, and human scale to the façade	☒	Buildings A and B are designed to wrap two sides of the central plaza, with complementary finish materials and complementary color palettes. The color palette of Building C ties into the palettes for Buildings A and B, to connect this building across SW Barber Street to the remainder of the buildings, which enclose the public “room” that is the central plaza. The brick veneer, storefront windows, and steel canopies all reinforce the ground level streetscape, to make the plaza a vibrant, pedestrian-friendly experience. The ground level of each building includes public and common areas with community amenities and retail space that encourage activity around the plaza. Construction materials will ensure a standard of quality that will easily be maintained by the development’s management company overtime. Residential balconies will be recessed.

**C114.** FDP 1C Lot 12: The standards of Intent Applying to Buildings in the Plaza Address Overlay do not apply to Lot 12 as no buildings are proposed on the site.

**Request D: DB21-0013, DB21-0016, DB21-0024  
Type C Tree Plans**

As described in the Findings below, the applicable criteria for this request are met or will be met by Conditions of Approval.

**Access to Site for Tree Related Observation**  
Subsection 4.600.50 (.03) A.

- D1.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The ability for the City to inspect tree conditions on the site is understood.
- D2.** PDP 1C Lot 12, Parking: Similar to above, the ability for the City to inspect tree conditions on the site is understood.

**Type C Tree Removal Review Authority**  
Subsection 4.610.00 (.03) B.

- D3.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The requested tree removal is connected to site plan review by the DRB for the proposed development. The tree removal is thus being reviewed by the DRB.
- D4.** PDP 1C Lot 12, Parking: The requested tree removal is connected to site plan review by the DRB for the proposed development. The tree removal is thus being reviewed by the DRB.

**Conditions to Minimize Damage to and Encroachment**  
Subsection 4.610.00 (.06) A.

- D5.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: No natural resources or wooded areas exist on the sites, therefore, no conditions to minimize damage are required.
- D6.** PDP 1C Lot 12, Parking: As stated above, no natural resources or wooded areas exist on the site, therefore, no conditions to minimize damage are required.

**Conditions to Minimize Damage, Completion of Operation in Reasonable Time Frame**  
Subsection 4.610.00 (.06) B.

- D7.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: It is understood by the applicant that tree removal will be completed by the time construction of all buildings and other improvements in the PDPs are completed, which is a reasonable time frame for tree removal.
- D8.** PDP 1C Lot 12, Parking: Similar to above, it is understood by the applicant that tree removal will be completed by the time construction of other improvements in the PDP are completed, which is a reasonable time frame for tree removal.

Security for Tree Removal  
Subsection 4.610.00 (.06) C.

- D9.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: A Condition of Approval requires 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 Subsection.
- D10.** PDP 1C Lot 12, Parking: As discussed above, a Condition of Approval requires 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 Subsection.

Standards for Preservation and Conservation and Development Alternatives  
Subsection 4.610.10 (.01) B., C., and E.

- D11.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: There are a total of 10 on-site trees and 10 off-site trees on Lots 76 and 73, as follows. For PDP 12C Lot 76, Buildings A and B, there are 4 trees located within the development site, and 2 trees abutting the site as illustrated on the Tree Preservation Plan. The four trees located within the development site property are proposed to be removed, while two trees adjacent to the site and all street trees are proposed to remain. PDP 2C Lot 73 contains 6 trees and there are 8 trees located within the linear green adjacent to the site as illustrated on the Preliminary Tree Preservation Plan. The 6 trees located within the development site are proposed to be removed, while the 8 trees located within the adjacent linear green and all street trees are proposed to be preserved. There are no development alternatives for the sites of Buildings A, B, and C, as their removal is necessary to enable construction of the proposed mixed-use development consistent with the Villebois Village Master Pland and SAP Central.
- D12.** PDP 1C Lot 12, Parking: There are 2 trees on Lot 12 and street trees located adjacent to SW Barber Street as illustrated on the Tree Removal Plan. The two (2) trees located within the development site are proposed to be removed, while the street trees are proposed to be preserved. There is not development alternative for this site, as the parking area is needed to serve the residents, employees, and visitors of the Villebois Village mixed-use development in the core of the community, and the health and condition of the trees does not warrant their retention on the site.

Standards for Land Clearing  
Subsection 4.610.10 (.01) D.

- D13.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant states, land clearing will be limited to areas necessary for the construction of the mixed-use building, parking area and on-site improvements. The Preliminary Grading and Erosion Control Plan depicts the extent of grading activities proposed on the site.

**D14.** PDP 1C Lot 12, Parking: Similar to above, the applicant states that land clearing will be limited to areas necessary for the construction of the parking area and on-site improvements. The Preliminary Grading and Erosion Control Plan depicts the extent of grading activities proposed on the site.

Standards for Residential Development  
Subsection 4.610.10 (.01) E.

**D15.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: As described by the applicant, the VCAS was developed for the general design of residential structures within SAP Central. As guided by the VCAS, the urban design of the mixed-use buildings is intended to provide residential, retail, and employment area and uses that activate the Village Center (see Conceptual Elevations provided in the applicant's materials). The design of buildings within this phase will be developed in accordance with the VCAS for SAP Central.

**D16.** PDP 1C Lot 12, Parking: This application does not propose residential development; therefore, this standard is not applicable.

Standards for Compliance with Statutes and Ordinances  
Subsection 4.610.10 (.01) F.

**D17.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Development in PDP 12C Lot 76 and PDP 2C Lot 73 will comply with all applicable statutes and ordinances.

**D18.** PDP 1C Lot 12, Parking: Development in PDP 1C Lot 12 will comply with all applicable statutes and ordinances.

Standards for Relocation and Replacement  
Subsection 4.610.10 (.01) G.

**D19.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: No relocation of trees is proposed. Tree replacement will occur in accordance with the necessary provisions of Sections 4.620.00 and 4.620.10, as addressed below. As shown in the Tree Report, tree mitigation for PDP 12C Lot 76, Buildings A and B, proposes planting street trees adjacent to SW Valencia Lane and SW Campanile Lane, and within the landscaped space of the parking areas of the multi-use buildings. Mitigation for PDP 2C Lot 73, Building C, proposes planting of street trees adjacent to SW Barber Street, in the rear courtyard and within the landscaped space of the parking area. Tree mitigation for both Lots 76 and 73 exceeds the required amount of mitigation of 1 tree replanted per each tree removed.

**D20.** PDP 1C Lot 12, Parking: No relocation of trees is proposed. Mitigation proposes planting trees in the landscaped buffer and landscape island in the parking area exceeding the required amount of mitigation 1 tree replanted per each tree removed.

Limitation on Tree Removal

Subsection 4.610.10 (.01) H.

**D21.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed tree removal is either necessary for construction or is due to the health and condition of the trees.

**D22.** PDP 1C Lot 12, Parking: Similar to above, proposed tree removal is either necessary for construction or is due to the health and condition of the trees.

Additional Standards for Type C Permits: Tree Survey and Maintenance and Protection Plan

Subsection 4.610.10 (.01) I. 1.-2., Section 4.610.40 (.02)

**D23.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant's submitted materials include the required Tree Maintenance and Protection Plans.

**D24.** PDP 1C Lot 12, Parking: The applicant's submitted materials include the required Tree Maintenance and Protection Plans.

Additional Standards for Type C Permits: Tree and Utility Conflicts

Subsection 4.610.10 (.01) I. 3.

**D25.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Per the applicant's materials, the Composite Utility Plans for the sites have been designed to minimize the impact upon the environment to the extent feasible given existing conditions. Any trees to be removed due to the placement of utilities will be replaced and/or mitigated in accordance with the provisions in this subchapter.

**D26.** PDP 1C Lot 12, Parking: Similar to above, the Composite Utility Plans for the sites have been designed to minimize the impact upon the environment to the extent feasible given existing conditions. Any trees to be removed due to the placement of utilities will be replaced and/or mitigated in accordance with the provisions in this subchapter.

Type C Tree Plan Reviewed with Stage II Final Plan

Subsection 4.610.40 (.01)

**D27.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The proposed Type C Tree Plans are subject to review concurrently with the PDPs, which are the equivalent of a Stage II Final Plan in the V zone.

**D28.** PDP 1C Lot 12, Parking: The proposed Type C Tree Plan is subject to review concurrently with the PDP, which is the equivalent of a Stage II Final Plan in the V zone.

Tree Replacement Requirement  
Subsection 4.620.00 (.01)

- D29.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Conditions of Approval ensure tree mitigation requirements are met by either replanting street trees and landscaping trees or paying into the tree fund an amount determined by the City based on the cost of replacement trees.
- D30.** PDP 1C Lot 12, Parking: Conditions of Approval ensure tree mitigation requirements are met by either replanting street trees and landscaping trees or paying into the tree fund an amount determined by the City based on the cost of replacement trees

Basis for Determining Replacement  
Subsection 4.620.00 (.02)

- D31.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Conditions of Approval require tree mitigation on a basis of one tree mitigated for one tree removed. Each planted tree, including street trees and trees in parking areas, are required meet the minimum diameter requirement.
- D32.** PDP 1C Lot 12, Parking: As stated above, Conditions of Approval require tree mitigation on a basis of one tree mitigated for one tree removed. Each planted tree, including street trees and trees in parking areas, are required meet the minimum diameter requirement.

Replacement Tree Requirements  
Subsection 4.620.00 (.03)-(.04)

- D33.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Replacement trees are required to be appropriate for the site by conforming to the Community Elements Book. A Condition of Approval ensures trees have the proper staking and care and will be of the required quality. The Condition of Approval further ensures the replacement of planted trees that die or become diseased.
- D34.** PDP 1C Lot 12, Parking: Replacement trees are required to be appropriate for the site by conforming to the Community Elements Book. A Condition of Approval ensures trees have the proper staking and care and will be of the required quality. The Condition of Approval further ensures the replacement of planted trees that die or become diseased.

Replacement Trees Locations  
Subsection 4.620.00 (.05)

- D35.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: The applicant proposes planting trees on site and in the appropriate locations for the proposed development meeting spacing in the Community Elements Book and avoiding utility and other conflicts. Tree replacement areas are shown on the Street Tree Planting Layout Plans in the applicant's materials.

**D36.** PDP 1C Lot 12, Parking: Similar to above, trees will be planted in appropriate locations as shown on the Street Tree Planting Layout Plans in the application materials.

Tree Protection During Construction

Section 4.620.10

**D37.** PDP 12C Lot 76, Buildings A and B, and PDP 2C Lot 73, Building C: Conditions of Approval ensure protection of existing trees during construction consistent with the requirements of this section.

**D38.** PDP 1C Lot 12, Parking: As stated in the applicant's materials, off-site trees to be preserved will be protected to the greatest extent possible during construction. Conditions of Approval ensure protection of trees during development consistent with the requirements of this section.





## Memorandum

**From:** Cindy Luxhoj AICP, Associate Planner  
**To:** DRB Panel B  
**Date:** October 18, 2021  
**RE:** Updates to Village Center Mixed-Use Recommendation and Additional Public Comment Received

### Alley Width

It has come to Staff's attention that a portion of the alley in the areas of the planned angled parking spaces is not built to full width. Staff suggests a Condition of Approval requiring widening of the alley to match the remainder of the alley. This may limit the ability to put in angled parking. Standard-sized parking spaces must be able to be installed while still maintaining the standard alley width. Suggested Condition of Approval language is:

DRB 1. The drive aisle on the southwest side of the alley between the existing trash enclosure and the curve of the alley shall be widened to match that on the other side of trash enclosure. No parking spaces shall be allowed to extend into the widened alley further than the parking spaces on the other side of the trash enclosure.

### Use of Lot 12 Parking Spaces

The alley-based access to the parking on Lot 12 would not be evident from SW Barber Street and SW Villebois Drive. A driver unfamiliar with the area would need directional signs in order to find the access. In order to remove the need for directional signs and potentially limit the frequency of trips in the alley, a Condition of Approval is recommended that limits parking on Lot 12 to reserved parking for residents and/or employees. These drivers would likely know the access and not need directional signs. Suggested Condition of Approval language is:

DRB 2. All parking spaces on Lot 12 shall be reserved parking for residents and/or employees.

### Additional Public Comment Received

Two public comments were received after the DRB hearing on September 27, 2021. One comment is in support and the other in opposition to the proposed project. The

comments are attached to this staff memorandum and included in the record as follows:

- D26. S. Montalvan Comment, Dated October 8, 2021
- D27. M. Sandlin Comment, Dated October 15, 2021

**From:** [Veliz, Kim](#)  
**To:** [Councilor Charlotte Lehan](#); [Councilor Ben West](#); [Councilor Kristin Akervall](#); [Councilor Joann Linville](#); [Mayor Julie Fitzgerald](#)  
**Cc:** [Planning](#); [Jacobson, Barbara](#); [Cosgrove, Bryan](#)  
**Subject:** Public Comment - Santiago Montalvan  
**Date:** Friday, October 8, 2021 11:13:21 AM

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Hello Mayor and Council,  
Please see the below public comment from Santiago Montalvan.  
Thank you,  
Kim

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**From:** Santiago Montalvan <[smontalvan1980@gmail.com](mailto:smontalvan1980@gmail.com)>  
**Sent:** Wednesday, October 6, 2021 8:01 AM  
**To:** City Recorder <[cityrecorder@ci.wilsonville.or.us](mailto:cityrecorder@ci.wilsonville.or.us)>  
**Subject:** Support for Villebois Center

**[This email originated outside of the City of Wilsonville]**

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I live in Villebois and I support the Villebois Center project, we need the area around the piazza finished once in for all.

Thx!

S

Santiago Montalvan  
503.341.7159  
[smontalvan1980@gmail.com](mailto:smontalvan1980@gmail.com)





Neighbors of Proposed Parking Lot  
c/o Michele Sandlin  
29008 SW Villebois Dr. S  
Wilsonville, OR 97070

October 15, 2021

Wilsonville City Planning Division  
29799 SW Town Center Loop East  
Wilsonville, OR 97070

Attn: Cindy Luxhoj AICP

**RE: Planning application - DB21-0008 Zone Map Amendment, SAP Central PDP, 1C Lot 12, Parking Lot**

In response to questions asked and issues raised at the Development Review Board Panel B meeting that took place on September 27, 2021, we submit the following rebuttal and renewed objections to the proposed parking lot to be sited on the corner of Villebois Drive and Barber Street. The petitioners listed below represent 100% of the residents and property owners whose homes are accessed directly by way of the alley proposed for ingress and egress to the parking lot. In addition, the list includes immediately adjacent neighbors.

In response to questions from Board members, the applicant gave the following answers which we believe were mistaken:

**Were property owners notified of planning meetings?**

The applicant stated they believed notice had been sent to residents in June or July of 2018. None of us ever received that or any other notice of a meeting. The only communication of which we are aware from the developer appears to be a Facebook page that is irregularly maintained and accessible only to the few who belong to Facebook.

**Where are those in favor of additional parking?**

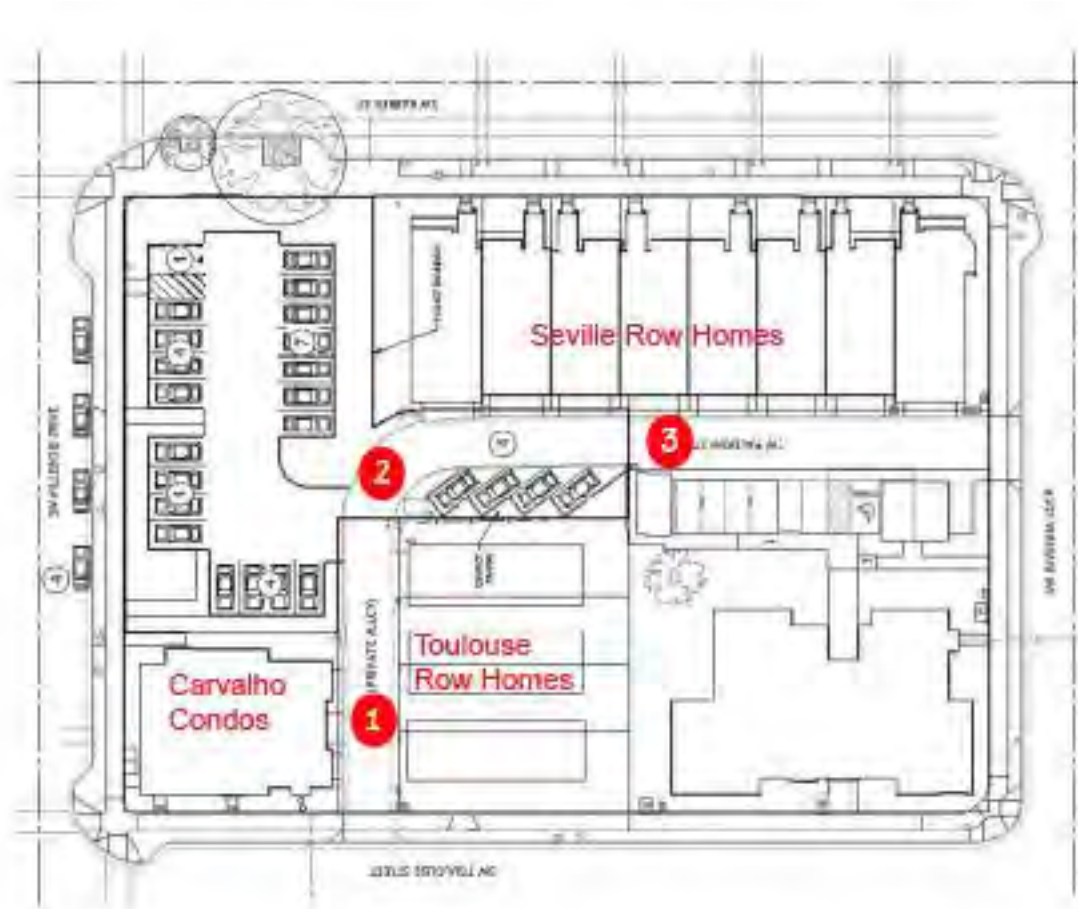
The applicant stated that he's received repeated demands for additional parking space. To our knowledge, the only residents of Village Center who have repeatedly expressed a need for additional parking are those who occupy Domaine at Villebois. The apartment complex was built with insufficient parking for residents allocating only one parking space per rental unit. Most of the renters there have more than one vehicle and are forced to find convenient street parking. When the Piazza was finished, Domaine residents immediately filled it with parked vehicles. They filled it to such an extent that the Villebois Village Center Master Association was forced to post "No Parking" on those lanes in the Piazza that were not public roadways. Nevertheless, people continue to park there in the total absence of enforcement.

The Villebois Village Center Master Association, one of the HOAs cited by the applicant as having been consulted about this proposal, is controlled by the applicant, Rudy Kadlub, who serves as President of the Board of Directors for the HOA. Executives of Holland Partner Group which manages the Domaine at Villebois also sit on that Board. Not one of the other HOAs named as having been consulted by the applicant is located within 250 feet of the proposed parking lot.



### Has anyone measured the alley?

The applicant's representative stated the alley measures 18 feet in width. It does not. At no point does the alley measure 18 feet. The alley is widest at the curve and there it measures 16 feet curb to curb. Below are the exact measurements:



1. Behind Carvalho Condominiums and Toulouse Row Homes: alley measures 13 feet 1 inch wide.
2. Alley corner: measures 16 feet curb to curb.
3. Behind Seville Row Homes: alley measures 14 feet 7 inches.

### Might the parking there be restricted or permitted?

That may seem like a reasonable compromise but it's important to remind ourselves that parking restrictions, however popular, cannot be enforced. We know this from past experience with parking violations that occur daily on the streets surrounding the Piazza. The Wilsonville Police Department has declined to enforce neighborhood parking regulations and there is obviously no oversight, let alone enforcement, by the Villebois Village Center Master Association, the organization purportedly responsible for supervision of the Piazza.

The applicant stated the owners of the property would ultimately be responsible for maintenance and enforcement. Based on the past experience of property owners in the Village Center, that is a highly dubious promise.

### Is this parking lot needed?

We believe this is the most important question: Is this parking lot truly needed? According to the Development Review Board staff as well as the applicant's representative, there is no practical need for this parking lot. The City's minimum parking requirements for the proposed multi-use buildings will have been more than adequately met by the plans for those buildings. Consequently, there is no need to impose this ill-conceived, poorly planned blemish on our neighborhood.

A parking lot surrounded by a six-foot fence is not only an eyesore, it is an open invitation for vandals, drug dealers and all kinds of nefarious activity. If built as planned, it will become a serious noise and security issue for all entire neighborhood.

### Poorly Planned Access

If this parking lot were needed -- and it's not -- why on earth would anyone conceive access by way of the neighbors' private driveway? The proposed ingress and egress through an already crowded alley, while perhaps not the most offensive aspect of this plan, is certainly the most irresponsible.



#### Blind Approach

This photo shows the blind entry to the alley from Ravenna Loop. Street parking -- occupied day and night -- prevents any line of site from the street to the alley. Drivers are unable to see vehicles that may be in the alley or coming out of it.

Residents who share the alleyway are aware of its danger spots. Visitors are not.

#### Blind Egress

Drivers on Ravenna Loop approaching Barber Street have no line of site to oncoming traffic. West-bound traffic is sometimes visible but the only way to see east-bound traffic is to pull out onto Barber Street and hope that oncoming drivers will see your vehicle and slow to avoid a collision. It's a very dangerous intersection.

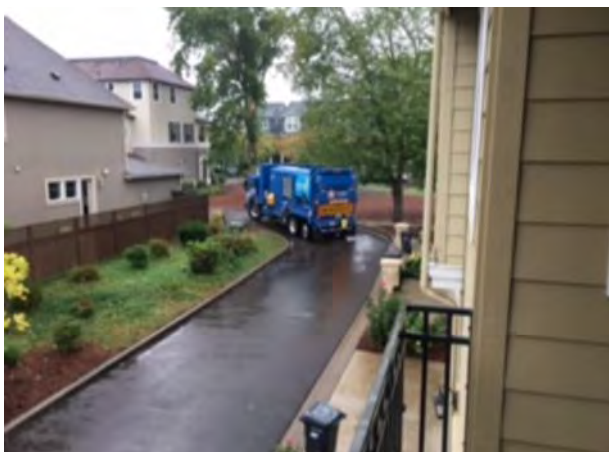
Why would anyone want to encourage more traffic there?





## Congested alley

Creating more congestion in this already crowded alleyway is an ill-advised and reckless idea. These photos show a standard size SUV in private alley behind Carvalho Condominiums and Toulouse Row Homes. A standard SUV or truck is 6' to 6 ½ wide not counting rearview mirrors. There is NO room for 2 vehicles to pass each other in the alley unless one vehicle pulls up onto a curb or a neighbor's garage entryway. Service vehicles in the alley need its full width in order to maneuver equipment through. Moving vans can/have blocked the alley for hours at a time. Residents worry that further crowding of the alley will severely restrict access by emergency vehicles.



The photo below shows vehicle entering from Ravenna Loop into alley (recently named SW Palermo St). Most residents have limited turning space with which to enter their garages. For most it requires multiple maneuvers or a very wide turn.



The bus stop for the high school is in the middle of the intersection of Barber Street and Villebois Drive. On weekdays, a large group of kids wait in the green space, at the benches, then when bus arrives, they walk into the street to board. The bus drops them off there again every afternoon.



Besides children playing in the alley there is also a fairly heavy pedestrian traffic. We don't think the applicant realizes how many pedestrians use our alleyway on a regular basis. So many people from the apartment complex across from Toulouse Street come through the alley and cross the vacant lots on their way to the Piazza. This green space has become much like a college campus square. Seville Row Homes and Carvalho Condominium residents report collecting lots of garbage from pedestrians. If the parking lot gets built there, the burden of additional garbage collection will fall on the neighbors.



## Multiuse

The applicant's representative stated the parking lot falls under the definition of "multiuse" in the current Master Plan. It does not unless it has another structure or a park attached to it, hence the definition of multiuse. Furthermore, the Master plan states what is allowable in the Village Center, a stand-alone parking lot is not listed.

## Loss of property value to homeowners

What was overlooked at the September 27th DRB hearing was the potentially significant loss of value to our homes if this parking lot gets built. We recognize the city can approve the construction of this parking lot over our objections, but we, the homeowners, under Oregon's Land Use Law can sue the city and the applicant for the loss of value in our homes.

We the residents listed below understand the lots in question was never intended as a park or green space and we acknowledge the applicant's right to develop the property so that the Village Center can at last be completed. We have all waited a long time to see this development finished and finally living up to the picturesque vision described in the Master Plan. We put our faith in that plan and we want to see it come to fruition.

If construction of the residential buildings originally planned for this space is, for whatever reason, no longer feasible, perhaps the developer would consider donating the property to the Villebois Village Center Master Association so that it can be improved as a community park to be used and enjoyed safely by everyone who lives in the Village Center.

Respectfully submitted by the following residents:

### **Petitioners in Opposition to DB21-0008 Zone Map Amendment, SAP Central PDP, 1C Lot 12, Parking Lot**

#### Carvalho Condominium Owners Association

1	Michele Sandlin	29008 SW Villebois Dr S	<a href="mailto:sandlin2120@comcast.net">sandlin2120@comcast.net</a>
2	Duncan Sandlin	29008 SW Villebois Dr S	<a href="mailto:Dsandlin15@hotmail.com">Dsandlin15@hotmail.com</a>
3	Marsha M Davis	29010 SW Villebois Dr S	<a href="mailto:doc@meanoldwomen.com">doc@meanoldwomen.com</a>
4	Rob Larsen	11515 SW Toulouse St	<a href="mailto:rob@janeink.com">rob@janeink.com</a>
5	Jane Larsen	11515 SW Toulouse St	<a href="mailto:rob@janeink.com">rob@janeink.com</a>

#### Seville Rowhomes Home Owners Association

6	Mike Ward	11374 SW Barber St	<a href="mailto:mvw.lovinglife@gmail.com">mvw.lovinglife@gmail.com</a>
7	Jason Douthit	11386 SW Barber St	<a href="mailto:john.schecter@gmail.com">john.schecter@gmail.com</a>
8	Evelyn Douthit	11386 SW Barber St	<a href="mailto:jasondouthit72@comcast.net">jasondouthit72@comcast.net</a>
9	John Schecter	11392 SW Barber St	<a href="mailto:kaoundine@hotmail.com">kaoundine@hotmail.com</a>
10	Steve Hansen	11398 SW Barber St	<a href="mailto:stshhansen@gmail.com">stshhansen@gmail.com</a>
11	Laurie Adams	11404 SW Barber St	<a href="mailto:haleysabatini@gmail.com">haleysabatini@gmail.com</a>
12	Steve Abrew	11410 SW Barber St	<a href="mailto:steve@bizhelpnw.com">steve@bizhelpnw.com</a>
13	Lauren Abrew	11410 SW Barber St	<a href="mailto:steve@bizhelpnw.com">steve@bizhelpnw.com</a>
14	Lynne Sabatini	11416 SW Barber St	<a href="mailto:bluebird6125@gmail.com">bluebird6125@gmail.com</a>
15	Haley Sabatini	11416 SW Barber St	<a href="mailto:mvw.lovinglife@gmail.com">mvw.lovinglife@gmail.com</a>
16	Brian Dreisse	PO Box 2436	<a href="mailto:ladams@lancome-usa.com">ladams@lancome-usa.com</a>
17	Undine Kao	PO Box 2436	<a href="mailto:bdreisse@msn.com">bdreisse@msn.com</a>

18	Sharon Hansen	11398 SW Barber St	<a href="mailto:stshhansen@gmail.com">stshhansen@gmail.com</a>
<u>Toulouse Single Family Homes</u>			
19	Ross Hayes	11503 SW Toulouse St	<a href="mailto:ross@precisionhomesbuilding.com">ross@precisionhomesbuilding.com</a>
20	Katie M. Hayes	11503 SW Toulouse St	<a href="mailto:katiehayes@822@gmail.com">katiehayes@822@gmail.com</a>
21	Linda Liebenow	11505 SW Toulouse St	<a href="mailto:lindaliebenow@comcast.net">lindaliebenow@comcast.net</a>
22	Sheri Walton	11507 SW Toulouse St	<a href="mailto:Sheri.walton32@gmail.com">Sheri.walton32@gmail.com</a>
<u>Other Neighbors</u>			
23	John Fogerty	29002 SW Villebois Dr S	<a href="mailto:j.fogerty@hotmail.com">j.fogerty@hotmail.com</a>
24	Candace Aaron	29026 SW Villebois Dr S	<a href="mailto:aaaronfamilyparents@gmail.com">aaaronfamilyparents@gmail.com</a>
25	Alan Friedman	SW Barber St	<a href="mailto:alan@thebuzz1043.com">alan@thebuzz1043.com</a>
26	Cristina Friedman	SW Barber St	<a href="mailto:cdeliz@gmail.com">cdeliz@gmail.com</a>
27	Jerrie Anderson	11489 SW Toulouse St @202	<a href="mailto:jerrieranderson@yahoo.com">jerrieranderson@yahoo.com</a>
28	Charlene Powell	No address given	<a href="mailto:cpowell74@comcast.net">cpowell74@comcast.net</a>
29	Tracy Gilday	1341 Stonehaven Dr	<a href="mailto:tracygilday@gmail.com">tracygilday@gmail.com</a>
30	Joseph Tucker	11387 SW Barber St	<a href="mailto:ratebeerjoet@gmail.com">ratebeerjoet@gmail.com</a>
31	A. Joseph Schwab	28615 SW Paris Ave. Unit 106	<a href="mailto:shrinksjj@gmail.com">shrinksjj@gmail.com</a>
32	Cindy Kirsher	11715 SW Valencia Ln Unit 106	<a href="mailto:Cinexplicit@yahoo.com">Cinexplicit@yahoo.com</a>
33	Jeff Kirsher	11715 SW Valencia Lane #106	<a href="mailto:jeff.kirsher@gmail.com">jeff.kirsher@gmail.com</a>
34	Connie Titterington	29165 SW San Remo Ct	<a href="mailto:connietitterington@gmail.com">connietitterington@gmail.com</a>
35	Don Titterington	29165 SW San Remo Ct	<a href="mailto:donti76@gmail.com">donti76@gmail.com</a>
36	Douglas Sharp	290703 SW Monte Carlo Ave	<a href="mailto:jasondouthit72@comcast.net">jasondouthit72@comcast.net</a>
37	Kari Eagle	11372 SW Mont Blanc St	<a href="mailto:dsharp55@frontier.com">dsharp55@frontier.com</a>
38	Ron Hayes	11260 SW St. Moritz Loop #206	<a href="mailto:peggy@precisionhomesbuilding.com">peggy@precisionhomesbuilding.com</a>
39	Peggy Hayes	11260 SW St. Moritz Loop #206	<a href="mailto:ron@precisionhomesbuilding.com">ron@precisionhomesbuilding.com</a>
40	Marie Ward	11374 SW Barber St	<a href="mailto:mvw.lovinglife@gmail.com">mvw.lovinglife@gmail.com</a>

**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, OCTOBER 25, 2021**

**6:30 PM**

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**VI. Public Hearing:**

**B. Resolution No. 395. Oregon Department of Administrative Services North Valley Complex: SERA Architects – Applicant for Oregon Department of Administrative Services – Owner.** The applicant is requesting approval of a Stage II Final Plan Modification, Site Design Review, Type C Tree Plan, Class 3 Sign Permit & Waiver, Parking Waiver, and Abbreviated SROZ Map Verification for renovation and upgrade of the existing building and site for the Oregon Department of Administrative Services North Valley Complex. The subject site is located at 26755 SW 95<sup>th</sup> Avenue on Tax Lot 1903 of Section 11, Township 3 South, Range 1 West, Clackamas County, Oregon. Staff: Cindy Luxhoj.

**Case Files:**

DB21-0025	Stage II Final Plan Modification
DB21-0026	Site Design Review
DB21-0027	Type C Tree Plan
DB21-0028	Class III Sign Permit & Waiver
SI21-0001	Abbreviated SROZ Map Verification
DB21-0056	Parking Waiver

**DEVELOPMENT REVIEW BOARD  
RESOLUTION NO. 395**

**A RESOLUTION ADOPTING FINDINGS AND CONDITIONS OF APPROVAL, APPROVING A STAGE II FINAL PLAN MODIFICATION, SITE DESIGN REVIEW, TYPE C TREE PLAN, CLASS 3 SIGN PERMIT & WAIVER, PARKING WAIVER, AND ABBREVIATED SROZ MAP VERIFICATION FOR RENOVATION AND UPGRADE OF THE EXISTING BUILDING AND SITE FOR THE OREGON DEPARTMENT OF ADMINISTRATIVE SERVICES NORTH VALLEY COMPLEX. THE SUBJECT SITE IS LOCATED AT 26755 SW 95TH AVENUE ON TAX LOT 1903 OF SECTION 11, TOWNSHIP 3 SOUTH, RANGE 1 WEST, CLACKAMAS COUNTY, OREGON. SERA ARCHITECTS – APPLICANT FOR OREGON DEPARTMENT OF ADMINISTRATIVE SERVICES – OWNER.**

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared the staff report on the above-captioned subject dated October 18, 2021, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel B at a scheduled meeting conducted on October 25, 2021, at which time exhibits, together with findings and public testimony were entered into the public record, and

WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated October 18, 2021, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations for:

DB21-0025 through DB21-0028, DB21-0056, and SI21-0001; Stage II Final Plan Modification, Site Design Review, Type C Tree Plan, Class III Sign Permit & Waiver, Parking Waiver, and Abbreviated SROZ Map Verification.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 25<sup>th</sup> day of October, 2021, and filed with the Planning Administrative Assistant on \_\_\_\_\_. This resolution is final on the 15<sup>th</sup> calendar day after the postmarked date of the written notice of decision per *WC Sec 4.022(.09)* unless appealed per *WC Sec 4.022(.02)* or called up for review by the council in accordance with *WC Sec 4.022(.03)*.

\_\_\_\_\_  
Samy Nada, Chair - Panel B  
Wilsonville Development Review Board

Attest:

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**Shelley White, Planning Administrative Assistant**



Exhibit A1  
Staff Report  
Wilsonville Planning Division  
Oregon Department of Administrative Services North Valley Complex

Development Review Board Panel 'B'  
Quasi-Judicial Public Hearing

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<b>Hearing Date:</b>	October 25, 2021
<b>Date of Report:</b>	October 18, 2021

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<b>Application Nos.:</b>	DB21-0025 Stage II Final Plan Modification DB21-0026 Site Design Review DB21-0027 Type C Tree Plan DB21-0028 Class III Sign Permit & Waiver SI21-0001 Abbreviated SROZ Map Verification DB21-0056 Parking Waiver
<b>Request/Summary:</b>	The requests before the Development Review Board include a Stage II Final Plan Modification, Site Design Review, Type C Tree Plan, Class III Sign Permit & Waiver, Parking Waiver, and Abbreviated SROZ Verification for remodel of an existing building at 26755 SW 95 <sup>th</sup> Avenue for the Oregon Department of Administrative Services North Valley Complex.
<b>Location:</b>	26755 SW 95 <sup>th</sup> Avenue. The property is specifically known as Tax Lot 1903, Section 11, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon
<b>Owner:</b>	Oregon Department of Administrative Services (Contact: Jeremy Miller)
<b>Applicant:</b>	SERA Architects (Contact: Nicole Holt)
<b>Comprehensive Plan Designation:</b>	Industrial
<b>Zone Map Classification:</b>	Planned Development Industrial (PDI)
<b>Staff Reviewers:</b>	Cindy Luxhoj AICP, Associate Planner Matt Palmer, PE, Associate Engineer Kerry Rappold, Natural Resources Program Manager
<b>Staff Recommendation:</b>	<u>Approve with conditions</u> the requested Stage II Final Plan Modification, Site Design Review, Type C Tree Plan, Class III Sign Permit & Waiver, Parking Waiver, and Abbreviated SROZ Map Verification.

**Applicable Review Criteria:**

<b><u>Development Code:</u></b>	
Section 4.001	Definitions
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.117	Standards Applying to Industrial Development in All Zones
Section 4.118	Standards Applying to Planned Development Zones
Section 4.135	Planned Development Industrial (PDI) Zone
Section 4.140	Planned Development Regulations
Section 4.154	On-site Pedestrian Access and Circulation
Section 4.155	Parking, Loading, and Bicycle Parking
Section 4.156.01 through 4.156.11	Signs
Section 4.167	Access, Ingress, and Egress
Section 4.171	Protection of Natural Features and Other Resources
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping, Screening, and Buffering
Section 4.177	Street Improvement Standards
Section 4.179	Mixed Solid Waste and Recycling
Sections 4.199.20 through 4.199.60	Outdoor Lighting
Sections 4.300 through 4.320	Underground Utilities
Sections 4.400 through 4.440 as applicable	Site Design Review
Sections 4.600 through 4.640.20	Tree Preservation and Protection
<b><u>Other Planning Documents:</u></b>	
Wilsonville Comprehensive Plan	
Previous Land Use Approvals	

## Vicinity Map



### Background:

The project includes renovation and upgrade of the former Microsoft building, a 176,462-square-foot, single-story, concrete, tilt-up building with associated site improvements, by the Oregon Department of Administrative Services. The existing building includes office space, a manufacturing floor, clean rooms, testing labs, and a shipping/receiving warehouse. The Oregon Department of Administrative Services proposes to renovate the building to house several different government agencies that plan to re-use the existing office space to support new State laboratories. Part of the existing shipping/receiving warehouse space will be re-used as storage. Exterior building and site improvements also are proposed including enhanced building entries, site signage and landscaping, a secure fleet parking area, and expanded mechanical and equipment yards as described in more detail elsewhere in this staff report.

### Summary:

Stage II Final Plan Modification (DB21-0025)

The Stage II Final Plan Modification does not propose expansion of the existing building on the subject site. The proposed site improvements do not change overall site circulation; however, the southeast corner of the parking area, east of the eastern driveway, is proposed to be enclosed by a secure fence to for fleet parking. All services are available for the site and it includes parking, circulation areas, pedestrian connections, and landscaping meeting or exceeding City standards.



## Traffic and Vehicle Access

Vehicle access to the site is provided via three existing driveways on SW Freeman Drive and one driveway, which is shared with the property to the north, on SW 95<sup>th</sup> Avenue. Vehicle circulation occurs on the south, west and north sides of the existing building. Vehicle access and circulation are not proposed to change with the current application.

The Traffic Memorandum, dated January 27, 2021, included in the applicant's submittal, estimates trip generation for the proposed building renovation and site improvements. Trip generation for the proposed project was compared to how the site was historically used. According to the findings in the Memorandum, the proposed land use would generate 142 PM peak hour trips and 1,539 weekday trips, compared with the historical approved land use, which generated 122 PM peak hour trips and 1,102 weekday trips. As stated in the report, since the net increase in PM peak hour trips is only 20 PM peak hour trips and recent transportation studies in the area did not identify capacity issues that would be impacted by this trip level, a full study is not recommended.

The Memorandum also includes a Select Zone Analysis for the site using the City of Wilsonville Travel Demand Model. The model showed that approximately 45% of the trips that would be generated by the site are expected to travel through the I-5/Elligsen Road interchange and 10% are expected to travel through the I-5/Wilsonville Road interchange. Therefore, the proposed land use is expected to generate 9 total net new pm peak hour trips through the I-5/Elligsen Road interchange area and 2 total net new pm peak hour trips through the I-5/Wilsonville Road interchange area.

## Industrial Performance Standards

The PDI zone prohibits development that does not meet an exhaustive list of performance standards including, but not limited to: no off-site vibrations, screened outdoor storage, no heat or glare, no dangerous substances, and no noise violating the City's noise ordinance. The proposed development can meet all the performance standards or will meet the standards with conditions of approval.

## Pedestrian Access and Circulation

There are existing sidewalks and bicycle lanes on both sides of SW Freeman Drive and SW 95<sup>th</sup> Avenue on the south and east sides of the subject site. Existing striped pedestrian crosswalks in the parking lot are proposed to be maintained. As shown on the site plan, a new accessible path extending from the main building entrance in the southwest corner of the building out to SW Freeman Drive is proposed. As described in the transportation analysis by DKS, the City's consultant, the existing pedestrian facilities are sufficient for the site, but the new pedestrian path will improve pedestrian connectivity from the building to the public ROW.

## Parking

Parking requirements are discussed in detail under Request A, starting at Finding A31, later in this report, and summarized as follows: The applicant proposes to provide 203 off-street vehicle spaces, which is 20 spaces less than the required minimum of 223 spaces. The applicant has requested a waiver to the parking requirements to allow this proposed reduction; see Request F later in this staff report. The applicant meets or exceeds the requirements for other types of parking including: bicycle (19 required, 21 proposed), ADA (5 required, 9 proposed), carpool/vanpool (11 required and proposed), and loading (3 required, 9 proposed). Also proposed are 4 motorcycle parking spaces, 10 electric vehicle charging stations, and a waiting area for a private shuttle service on the west side of the building as part of redevelopment of the main building entry.

## Site Design Review (DB21-0026)

The applicant used appropriate professional services to design the remodel using quality materials and design. The proposed building and other site improvements are designed in a manner that insures proper functioning of the site and maintains a high quality visual environment. As described by the applicant, the State is embarking on a new One State building occupancy, which brings together five separate tenant agencies from the Salem and Portland area to be housed in one building. To encourage carpooling and ride sharing, the applicant is proposing a shuttle drop off location as part of the main entry redevelopment at the southwest corner of the building and using one of many van services available. Other design features include a new pedestrian canopy at the main entry along with a higher structural canopy to support a portion of a new PV array that is proposed to continue along the south façade of the building, replacing an existing south-facing awning. As described in the applicant's materials, the canopy is expected to help provide a more prominent main entry to the building, facilitate visitor wayfinding, and showcase the State's dedication to supporting green energy technology. Landscaping throughout the site, outside the SROZ and Impact Area, also will be upgraded and enhanced using native plantings where possible and appropriate, and the applicant proposes to remove invasive Himalayan blackberry in parts of the SROZ, replacing it with native plantings.

### Rendering of Proposed Main Entry at Southwest Corner of Building



### Type C Tree Removal Plan (DB21-0027)

The arborist's report identifies 153 trees on the subject property and proposes to remove 27. All trees proposed for removal are damaged, dead, or failed, necessary due to construction, or requested to be removed by the applicant because they are adjacent to a ROW that was overplanted and their removal would facilitate growth of nearby trees. Proposed mitigation exceeds the required 1:1 ratio and includes planting 41 trees on site.

### Class III Sign Permit & Waiver (DB21-0028)

The applicant proposes to reface the existing monument sign at the corner of SW Freeman Drive and SW 95<sup>th</sup> Avenue. One wall sign is proposed at the main building entry and 4 directional signs are proposed in the same locations as existing signs at the south and east driveway entrances. These proposed signs meet City standards. The applicant has requested a waiver to place 3 flagpoles near the main building entry, which exceeds the allowed number by 1 flagpole (see Discussion Points, below).

### Abbreviated SROZ Map Verification (SI21-0001)

The applicant has appropriately determined the boundary of the SROZ, which incorporates an existing significant wetland and the riparian corridor for Tapman Creek. In addition, the applicant has depicted the 25-foot Impact Area. As stated by the applicant, no new development is proposed within the SROZ or Impact Area. The existing vegetation and site topography is proposed to remain unchanged except for the removal of invasive Himalayan blackberry.

### Parking Waiver (DB21-0056)

The applicant proposes to provide 203 off-street spaces, which is 20 spaces less than the required minimum of 223 spaces, and has requested a waiver to the parking standard (see Discussion Points, below).

## Public Comments and Responses:

One comment was received during the public comment period and is included as Exhibit D1 to this staff report. The comment expresses concern about landscaping on the property and a need for regular maintenance consistent with that of other property owners in the surrounding area.

## Discussion Points:

### Sign Waiver

State of Oregon agencies such as the Department of Administrative Services, are required to fly three flags including the American flag, the State of Oregon flag, and the POW flag. Section 4.155.05 (.01) C. allows one site to have up to 2 exempt flags with no exempt flag being more than 30 feet in height. The applicant, therefore, has requested a waiver of the sign standard to allow placement of 3 flagpoles at the main entry at the southwest corner of the building. As discussed elsewhere in this staff report, the proposed flagpoles meet the applicable dimensional and placement standards, and staff supports granting of the waiver as requested.

### Parking Waiver

The Code does not contain a category for laboratory use, nor does it make provision for a reduction in the required minimum off-street parking standard for employees who split time between working in labs and working at a desk in an open office environment. The applicant proposes to use a 1.6 per 1,000 square feet ratio based on the manufacturing use category for required parking and to reduce the required parking for lab/manufacturing and office space by 25% to reflect shared use of space within the building. This results in a reduced requirement of 173 off-street vehicle parking spaces from the 223-space minimum, an overall reduction of 50 spaces. The applicant proposes to provide 203 off-street spaces, which is 20 spaces less than the required minimum of 223 spaces, but exceeds the 173 spaces required with the 25% reduction by 30 spaces. As a reduction of 20 spaces is the minimum necessary to relieve the hardship imposed by the standard, staff supports granting the parking waiver as requested.

## Conclusion and Conditions of Approval:

Staff reviewed the Applicant's analysis of compliance with the applicable criteria. The Staff Report adopts the applicant's responses as Findings of Fact except as noted in the Findings. Based on the Findings of Fact and information included in this Staff Report, and information received from a duly advertised public hearing, Staff recommends that the Development Review Board approve the proposed application (DB21-0025 through DB21-0028, DB21-0056 and SI21-0001) with the following conditions:

### Planning Division Conditions:

#### Request A: DB21-0025 Stage II Final Plan Modification

<b>PDA 1.</b>	<b>General:</b> The approved modified final plan shall control the issuance of all building permits and shall restrict the nature, location and design of all uses. Minor changes in an approved preliminary or final development plan may be approved by the Planning Director through the Class I Administrative Review Process if such changes are consistent with the purposes and general character of the development plan. All other modifications shall be processed in the same manner as the original application and shall be subject to the same procedural requirements. See Finding A15.
<b>PDA 2.</b>	<b>Prior to Final Occupancy:</b> The applicant shall install bumper guards of at least 6 inches in width at parking spaces numbered 152-155 at the northeast entrance to the building (see Sheet 21) to prevent interference with sidewalks, especially for the ADA spaces. See Finding A32.
<b>PDA 3.</b>	<b>Prior to Final Occupancy:</b> All exterior, roof and ground mounted, mechanical and utility equipment shall be screened from ground level off-site view from adjacent streets or properties. See Finding A63.

#### Request B: DB21-0026 Site Design Review

<b>PDB 1.</b>	<b>General:</b> Construction, site development, and landscaping shall be carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. Minor revisions may be approved by the Planning Director through administrative review pursuant to Section 4.030. See Finding B3.
<b>PDB 2.</b>	<b>Prior to Temporary Occupancy:</b> All landscaping required and approved by the Board shall be installed prior to issuance of any 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 will be returned to the applicant. See Finding B15.
<b>PDB 3.</b>	<b><u>Ongoing:</u></b> The approved landscape plan is binding upon the applicant/owner. 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, pursuant to the applicable sections of Wilsonville’s Development Code. See Finding B16.
<b>PDB 4.</b>	<b><u>Ongoing:</u></b> All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Development Review Board, unless altered as allowed by Wilsonville’s Development Code. See Findings B17 and B18.
<b>PDB 5.</b>	<b><u>Prior to Temporary Occupancy:</u></b> The following requirements for planting of shrubs and ground cover shall be met: <ul style="list-style-type: none"> <li>• Non-horticultural plastic sheeting or other impermeable surface shall not be placed under landscaping mulch.</li> <li>• Native topsoil shall be preserved and reused to the extent feasible.</li> <li>• Surface mulch or bark dust shall be fully raked into soil of appropriate depth, sufficient to control erosion, and shall be confined to areas around plantings.</li> <li>• 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.</li> <li>• Shrubs shall reach their designed size for screening within three (3) years of planting.</li> <li>• 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.</li> <li>• No bare root planting shall be permitted.</li> <li>• Ground cover shall be sufficient to cover at least 80% of the bare soil in required landscape areas within three (3) years of planting.</li> <li>• Appropriate plant materials shall be installed beneath the canopies of trees and large shrubs to avoid the appearance of bare ground in those locations.</li> <li>• Compost-amended topsoil shall be integrated in all areas to be landscaped, including lawns. See Finding B19.</li> </ul>
<b>PDB 6.</b>	<b><u>Prior to Temporary Occupancy:</u></b> Plant materials shall be installed to current industry standards and be properly staked to ensure survival. Plants that die shall be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City. See Finding B19.

Request C: DB21-0027 Type C Tree Plan

<b>PDC 1.</b>	<b>General:</b> This approval for removal applies only to the 27 trees identified in the applicant's submitted materials. All other trees on the property shall be maintained unless removal is approved through separate application.
<b>PDC 2.</b>	<b>Prior to Grading Permit Issuance:</b> The Applicant shall submit an application for a Type C Tree Removal Permit on the Planning Division's Development Permit Application form, together with the applicable fee. In addition to the application form and fee, the applicant shall provide the City's Planning Division an accounting of trees to be removed within the project site, corresponding to the approval of the Development Review Board. The applicant shall not remove any trees from the project site until the tree removal permit, including the final tree removal plan, have been approved by the Planning Division staff
<b>PDC 3.</b>	<b>Prior to Temporary Occupancy / Ongoing:</b> The permit grantee or the grantee's successors-in-interest shall cause the replacement trees to be staked, fertilized and mulched, and shall guarantee the trees for two (2) years after the planting date. A "guaranteed" tree that dies or becomes diseased during the two (2) years after planting shall be replaced.
<b>PDC 4.</b>	<b>Prior to Commencing Site Grading:</b> Prior to site grading or other site work that could damage trees, the applicant/owner shall install 6-foot-tall chain-link fencing around the drip line of preserved trees. Removal of the fencing around the identified trees shall only occur if it is determined the trees are not feasible to retain. The fencing shall comply with Wilsonville Public Works Standards Detail Drawing RD-1230. Protective fencing shall not be moved or access granted within the protected zone without arborist supervision and notice of the City of the purpose of proposed movement of fencing or access. See Finding C13.

Request D: DB21-0028 Class III Sign Permit & Waiver

<b>PDD 1.</b>	<b>Ongoing:</b> The approved signs shall be installed in a manner substantially similar to the plans approved by the DRB and stamped approved by the Planning Division.
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Request E: SI21-0001 Abbreviated SROZ Map Verification

There are no Conditions of Approval for this Request.
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Request F: DB21-0056 Parking Waiver

There are no Conditions of Approval of this Request.
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*The following Conditions of Approval are provided by the Engineering, Natural Resources, or Building Divisions of the City's Community Development Department or Tualatin Valley Fire and Rescue, all of which have authority over development approval. A number of these Conditions of Approval are not related to land use regulations under the authority of the Development Review Board or Planning Director. Only those Conditions of Approval related to criteria in Chapter 4 of Wilsonville Code and the Comprehensive Plan, including but not limited to those related to traffic level of service, site vision clearance, recording of*

plats, and concurrency, are subject to the Land Use review and appeal process defined in Wilsonville Code and Oregon Revised Statutes and Administrative Rules. Other Conditions of Approval are based on City Code chapters other than Chapter 4, state law, federal law, or other agency rules and regulations. Questions or requests about the applicability, appeal, exemption or non-compliance related to these other Conditions of Approval should be directed to the City Department, Division, or non-City agency with authority over the relevant portion of the development approval.

**Engineering Division Conditions:**

PF 1.	<b><u>Prior to Issuance of Public Works Permit</u></b> , Public Works Plans and Public Improvements shall conform to the “Public Works Plan Submittal Requirements and Other Engineering Requirements” in Exhibit C1.
PF 2.	<b><u>Prior to Issuance of Public Works Permit</u></b> , submit site plans to Engineering demonstrating how the site is being served with public utilities as applicable: domestic and fire water, sanitary sewer, and storm drainage. Public utility improvements shall be designed and constructed in accordance with the Public Works Standards.
PF 3.	<b><u>Prior to Issuance of Public Works Permit</u></b> , submit a storm drainage report to Engineering for review and approval. The storm drainage report shall demonstrate the proposed development is in conformance with the Low Impact Development (LID) treatment and flow control requirements. Submit infiltration testing results that correspond with the locations of the proposed LID facilities.
PF 4.	<b><u>Prior to Issuance of Public Works Permit</u></b> , a Performance Bond in an amount equals to 150% of the approved Design Engineer’s construction estimate shall be submitted to Engineering for public infrastructure construction guarantee purposes.
PF 5.	<b><u>Prior to Site Commencement</u></b> , an approved Erosion Control Permit must be obtained and erosion control measures must be in place.
PF 6.	<b><u>Prior to construction of pavement surfaces</u></b> , LID stormwater facilities must be constructed, planted, and functional.
PF 7.	<b><u>Ongoing</u></b> : Chemical discharges are limited to acid solutions. All solvent must be collected and shall not enter the City’s sanitary sewer or stormwater drainage systems.
PF 8.	<b><u>Ongoing</u></b> : All discharge from facility laboratories must be neutralized prior to discharge to the City’s sanitary sewer system.
PF 9.	<b><u>Prior to Issuance of Final Building Certificate of Occupancy</u></b> , applicant must enter into a Pre-Treatment Best Management Practices (BMPs) Agreement with the City.
PF 10.	<b><u>Prior to Issuance of Final Building Certificate of Occupancy</u></b> , applicant must execute a Stormwater Access Easement with the City and record said easement at the County.
PF 11.	<b><u>Prior to Issuance of Conditional Acceptance</u></b> , a Maintenance Bond in the amount of 100% of the cost to install all required landscaping in water quality/quantity facilities and vegetated corridors, plus 100% of the cost to maintain the landscaping in these areas shall be submitted to Engineering for maintenance purposes. The



	Maintenance shall be kept in place for a period of 2 years from the day of Conditional Acceptance.
<b>PF 12.</b>	<b><u>Prior to Issuance of Conditional Acceptance</u></b> , provide the City with the As-Built plans for the City's record.
<b>PF 13.</b>	<b><u>Prior to Issuance of Final Building Certificate of Occupancy</u></b> , pursuant to Section 301.12.08 of the Public Works Standards – Above-Ground Storage of Liquid Materials, the applicant shall address the requirements for properly isolating and containing the proposed fuel storage area.

**Building Division Conditions:**

There are no Building Division Conditions of Approval for the current application.

**Natural Resources Division Conditions:**

**NR1.** Natural Resource Division Requirements and Advisories listed in Exhibit C2 apply to the proposed development.

**Master Exhibit List:**

The entry of the following exhibits into the public record by the Development Review Board confirms its consideration of the application as submitted. The exhibit list below includes exhibits for Planning Case Files DB21-0025 through DB21-0028, DB21-0056 and SI21-0001. The exhibit list below reflects the electronic record posted on the City's website and retained as part of the City's permanent electronic record. Any inconsistencies between printed or other electronic versions of the same Exhibits are inadvertent and the version on the City's website and retained as part of the City's permanent electronic record shall be controlling for all purposes.

Planning Staff Materials

- A1.** Staff Report and Findings (this document)
- A2.** Staff's Presentation Slides for Public Hearing (to be presented at Public Hearing)

Materials from Applicant

- B1.** Application Form
- B2. Applicant's Narrative and Materials:**
  - Narrative and Code Response
  - Completeness Letter Responses
  - Incompleteness Letter Responses
  - Memo Regarding Shuttle Drop-off Area
  - BPA Application for Proposed Use of BPA Right-of-Way
- B3. Applicant's Exhibits:**
  - Plan Set Submittal Checklist

- Reports and Other Documents Checklist
- Owner Documentation
- Pre-Application Meeting Application and Notes
- Traffic Report
- Soils and Drainage Report (including Geotechnical Report)
- Fire Flow Test
- Arborist Report
- IPP Environmental Survey
- Laboratories Summary
- TVF&R Compliance Letter
- Republic Services Compliance Letter
- Lighting Cut-sheets and Compliance Certificate
- Generator, Cooling Tower, Pump and Other Equipment Technical Data Sheets
- B4.** Revised Arborist Report (September 13, 2021)
- B5. Applicant's Drawing Package:**
  - C01 Cover Sheet
  - C02 Table of Contents
  - C03 Site Context
  - C04 Existing Conditions Survey Notes
  - C05A Existing Conditions Survey - West
  - C05B Existing Conditions Survey - East
  - C06A Tree Protection Plan
  - C06B - C06D Tree Inventory
  - C07 Civil Cover Sheet/Key Plan
  - C08 Southwest Civil Site Plan
  - C09 Northwest Civil Site Plan
  - C10 Northeast Civil Site Plan
  - C11 Southeast Civil Site Plan
  - C12 Civil Details/Sections
  - C13 West Erosion Control Plan
  - C14 East Erosion Control Plan
  - C15 Erosion Control Details
  - C16 Landscape Legend
  - C17 Landscape Details
  - C18 Landscape Plan - West
  - C19 Landscape Plan - East
  - C20 Site Materials Board
  - C21 Site Development Plan
  - C22 Floor Plan - Level 01
  - C23 Floor Plan - Mezzanine
  - C24 Floor Plan - Roof
  - C25 Existing Building Elevations - East/West

C26 Existing Building Elevations - North  
C27 Existing Building Elevations - South  
C28 Proposed Building Elevations - East/West  
C29 Proposed Building Elevations - North  
C30 Proposed Building Elevations - South  
C31 Roof Sightline Building Sections - North and South  
C32 Roof Sightline Building Sections - West and East  
C33 - C34 Details - Entry Canopy & Awnings  
C35 Building Perspective  
C36 Building Materials Board  
C37 Sign Plan  
C38 Sign Details  
C39 Sign Elevations  
C40 Luminaire Schedule  
C41 Lighting Plan  
C42 Site Photometric Plan  
C43 Lighting Elevations  
C44 MEP Equipment - Demo Plan  
C45 MEP Equipment - Plan  
C46 MEP Equipment Schedules

Development Review Team Correspondence

C1. Engineering Division Conditions

C2. Natural Resources Findings & Requirements

Other Correspondence

D1. J. Ludlow Comment, Dated October 5, 2021

**Procedural Statements and Background Information:**

1. The statutory 120-day time limit applies to this application. The applicant first submitted the application on April 6, 2021. Staff conducted a completeness review within the statutorily allowed 30-day review period and found the application to be incomplete on May 4, 2021. The applicant submitted additional material on July 27, 2021. Staff conducted a completeness review within the statutorily allowed 30-day review period and deemed the application complete on August 26, 2021. The City must render a final decision for the request, including any appeals, by December 24, 2021.
2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	PF and PDI	BPA Substation (PF) and RV Storage
East:	PDI	Nissan Dealership
South:	PDI	SSI Shredding Systems
West:	PDI	Houston’s (Supply and Distribution)

3. Previous Planning Approvals:

94PC48 9<sup>th</sup> Avenue Development Stage II, Phase I Building A and RV Storage  
 94AR31 95<sup>th</sup> Avenue Development Alterations to Building A and RV Storage  
 94DR 21 95<sup>th</sup> Avenue Development Site Design Building A and RV Storage  
 95AR05 95<sup>th</sup> Avenue Development Change to Approved Colors Building A  
 98AR54 9<sup>th</sup> Avenue Development 2-Parcel Partition  
 AR13-0035 Microsoft Site Alterations and Variance (Parking Space Reduction)  
 AR14-0007 Microsoft Utility Canopy Addition  
 SR14-0006 Microsoft Class II Sign Permit  
 AR15-0067 Microsoft Clean Room Expansion

4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

## Findings:

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

### General Information

#### Application Procedures-In General Section 4.008

The processing of the application is in accordance with the applicable general procedures of this Section.

#### Initiating Application Section 4.009

The application has been submitted on behalf of the property owner, Oregon Department of Administrative Services, and is signed by an authorized representative, Jeremy Miller.

#### Pre-Application Conference Subsection 4.010 (.02)

The City held a Pre-application Conference on July 9, 2020 (PA20-0006) in accordance with this subsection.

#### Lien Payment before Approval Subsection 4.011 (.02) B.

No applicable liens exist for the subject property. The application can thus move forward.

#### General Submission Requirements Subsection 4.035 (.04) A.

The applicant has provided all of the applicable general submission requirements contained in this Subsection.

#### Zoning-Generally Section 4.110

This proposed development is in conformity with the applicable zoning district and general development regulations listed in Sections 4.150 through 4.199 have been applied in accordance with this Section.

## Request A: DB21-0025 Stage II Final Plan Modification

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

### Planned Development Regulations-Generally

Planned Development Purpose & Lot Qualifications  
Subsection 4.140 (.01) and (.02)

**A1.** The proposal is to modify a development previously approved as a planned development meeting the planned development purpose and lot qualifications.

Ownership Requirements  
Subsection 4.140 (.03)

**A2.** The subject parcel is in the single ownership of the Oregon Department of Administrative Services, and is signed by an authorized representative, Jeremy Miller.

Professional Design Team  
Subsection 4.140 (.04)

**A3.** Nicole Holt, AIA, LEED Green Associate, with SERA Architects is the coordinator of a professional design team including an architect (SERA Architects), engineers (Janet Turner Engineering, LLC; KPFF; Luma Lighting Design), a landscape architect (PRATO), and a signage consultant (Ambrosini Design) among other professionals.

Planned Development Permit Process  
Subsection 4.140 (.05)

**A4.** The subject property is larger than 2 acres, designated Industrial in the Comprehensive Plan, and zoned PDI. The property has previously been developed as a planned development in accordance with this Subsection.

Consistency with Comprehensive Plan and Other Applicable Plans  
Subsection 4.140 (.06)

**A5.** The subject property is designated Industrial in the Comprehensive Plan, and zoned PDI.

### Stage II Final Plan Submission Requirements and Process

Stage II Submission Within 2 Years of Stage I  
Subsection 4.140 (.09) A.

**A6.** The proposal modifies an existing Stage II Final Plan that the City previously approved within 2 years of the Stage I Master Plan.

Development Review Board Role  
Subsection 4.140 (.09) B.

- A7.** The Development Review Board review considers all applicable permit criteria set forth in the Planning and Land Development Code and staff recommends the Development Review Board approve the application with conditions of approval.

Stage I Conformance, Submission Requirements  
Subsection 4.140 (.09) C.

- A8.** The modified Stage II Final Plan conform to the existing Stage I Master Plan. The applicant's submitted drawings and other documents show all the additional information required by this subsection.

Stage II Final Plan Detail  
Subsection 4.140 (.09) D.

- A9.** The applicant's submitted materials provide sufficiently detailed information to indicate fully the ultimate operation and appearance of the development, including a detailed site plan, landscape plans, and elevation drawings.

Submission of Legal Documents  
Subsection 4.140 (.09) E.

- A10.** The Development Review Board does not require any additional legal documentation for dedication or reservation of public facilities.

Expiration of Approval  
Subsection 4.140 (.09) I. and Section 4.023

- A11.** The Stage II Final Plan Modification approval, along with other associated applications, will expire two (2) years after approval, absent the granting of an extension in accordance with these subsections.

Consistency with Plans  
Subsection 4.140 (.09) J. 1.

- A12.** The site's zoning, Planned Development Industrial, is consistent with the Industrial designation in the Comprehensive Plan. The Transportation Systems Plan calls for no additional frontage or road improvement.

Traffic Concurrency  
Subsection 4.140 (.09) J. 2.

- A13.** Per the applicant's code response, a traffic report has been included as part of this package which shows that the proposed building uses would minimally increase the number of peak hour trips and recent transportation studies in the area did not identify capacity issues that would be impacted by the updated trip level.

Facilities and Services Concurrency  
Subsection 4.140 (.09) J. 3.

**A14.** The existing building has all facilities and services, including utilities, sufficient to serve the proposed uses on the site.

Adherence to Approved Plans  
Subsection 4.140 (.09) L.

**A15.** A condition of approval ensures adherence to approved plans except for minor revisions by the Planning Director.

**Standards Applying in All Planned Development Zones**

Underground Utilities  
Subsection 4.118 (.02)

**A16.** The applicant's plans show all utilities underground and any proposed modifications to existing utilities also are underground.

Waivers  
Subsection 4.118 (.03)

**A17.** The applicant does not request any waivers to typical development standards as listed in this Subsection.

Other Requirements or Restrictions  
Subsection 4.118 (.03) E.

**A18.** Staff does not recommend any additional requirements or restrictions pursuant to this Subsection.

Impact on Development Cost  
Subsection 4.118 (.04)

**A19.** Implementation of standards and imposing conditions beyond minimum standards and requirements do not unnecessarily increase the cost of development. No parties have raised such concerns.

Requiring Tract Dedications or Easements for Recreation Facilities, Open Space,  
Public Utilities  
Subsection 4.118 (.05)

**A20.** Staff does not recommend any additional easements for orderly extension of public utilities consistent with this Subsection.



Habitat Friendly Development Practices  
Subsection 4.118 (.09)

**A21.** The proposed site design retains the majority of the existing vegetation and soils including any native species. As described in the applicant’s narrative, any location where existing vegetation or impervious area is being replaced incorporates habitat-friendly practices where possible. Strategies include new stormwater management planter to offset disturbed area as shown on the submitted plans (Sheet C08) and amending disturbed soils to maintain infiltration.

**Planned Development Industrial (PDI) Zone**

Purpose of PDI Zone  
Subsection 4.135 (.01)

**A22.** The stated purpose of the PDI zone is to provide opportunities for a variety of industrial operations and associated uses. The proposed uses are consistent with the purpose of the PDI zone.

Typically Permitted Uses  
Subsection 4.135 (.03)

**A23.** Proposed uses include laboratory, supporting office space, and storage for State-held personal protective equipment (PPE) and other State agencies. The proposed office use within the building does not exceed 30% of the total floor area. No change of use is proposed as part of this application, and all proposed uses are permitted within the PDI zone.

Block and Access Standards  
Subsections 4.131.05 (.07) and 4.131 (.03)

**A24.** The proposal requests no changes to blocks or access spacing.

**Industrial Performance Standards**

Industrial Performance Standards  
Subsection 4.135 (.05)

**A25.** The proposed project meets the performance standards of this subsection as follows:

- **Pursuant to standard A** (enclosure of uses and activities), all building uses and functions are proposed to take place within the existing building. An existing utility yard on the south side of the building is proposed to be re-purposed to house upgraded building equipment including a chiller, compressed air, vacuum equipment, generator and fuel tank; this area is fenced as required.
- **Pursuant to standard B** (vibrations), as described in the applicant’s materials, all HVAC equipment will include external spring isolation, with flex connection to all components. HVAC ducts, pipes, conduits, etc. will be detailed to minimize

vibration transfer where they penetrate the building. Lab specific rooms that produce vibration will be fully isolated from surrounding building components including floor slabs, walls and ceilings.

- **Pursuant to standard C** (emissions), per the applicant's response narrative, the building will not emit odorous gases or matter. Heavily diluted laboratory fume hood exhaust will be emitted, however, high velocity discharge is proposed to increase the effective stack height to a minimum of 45' off the top of the roof.
- **Pursuant to standard D** (open storage), the applicant states that no open storage is proposed.
- **Pursuant to standard E** (night operations and residential areas), the proposed use is not one customarily used for night operations.
- **Pursuant to standard F** (heat and glare), the applicant proposes no exterior operations creating heat and glare.
- **Pursuant to standard G** (dangerous substances), there are no prohibited dangerous substances expected on the development site.
- **Pursuant to standard H** (liquid and solid wastes), staff has no evidence that the operations would violate standards defined for liquid and solid waste. Per the applicant's response narrative, waste will be stored in a secured room within the building. Two existing trash compactors are proposed to remain on site with direct connection to the secured trash room and will be screened by a 7' high chain link fence with plastic slats that matches the existing site fencing. The existing building has two sanitary sewer laterals that convey waste from the building to two separate public waste mains, with no new sewer services proposed exterior of the building. All proposed stormwater management will convey either roof surface area, or vehicular pavement areas to existing, downstream stormwater systems, mimicking the existing site flow, collection and discharge characteristics.
- **Pursuant to standard I** (noise), staff has no evidence that noise generated from the proposed operations would violate the City's Noise Ordinance and noises produced in violation of the Noise Ordinance would be subject to the enforcement procedures established in WC Chapter 6 for such violations.
- **Pursuant to standard J** (electrical disturbances), staff has no evidence that the proposed use would cause any prohibited electrical disturbances.
- **Pursuant to standard K** (discharge of air pollutants), as described by the applicant, proposed operations within the building will not produce forms of air pollution. See discussion under standard C, above, regarding heavily diluted laboratory fume hood exhaust.
- **Pursuant to standard L** (open burning), the applicant proposes no open burning.
- **Pursuant to standard M** (outdoor storage), the applicant proposes a combination of a secured collection room inside the building with direct access to outdoor compactors with the appropriate area, surface material and screening consistent with City standards.
- **Pursuant to standard N** (unused area landscaping), per the applicant's materials,

any property disturbed during construction of site improvements will be replanted with ornamental plantings per the submitted Planting Plan (Sheets C18-C19). The contiguous unused areas of undisturbed field grass in the SROZ will be maintained in their existing state. Invasive Himalayan blackberries on the north edge of the property are proposed to be removed and replaced with ornamental hedges and shrubs (see Planting Plan). There will be no disturbed soils left unplanted.

## **On-site Pedestrian Access and Circulation**

### **Continuous Pathway System**

Subsection 4.154 (.01) B. 1.

**A26.** The existing development site includes a striped pedestrian route, painted in contrasting colors, connecting all building entry points within the site to one another and to the public right-of-way (ROW) of SW Freeman Drive and SW 95<sup>th</sup> Avenue. The applicant proposes to enhance/replace the existing striped path along the south and north sides of the building. Where new walkways will be provided, they will be constructed of concrete and masonry pavers and 5 feet in width, with wheel stops proposed for all new parking spaces that abut a new or existing walking surface. New walkways will be separated from vehicular traffic with a six-inch curb except at the main entry at the southwest corner of the building where the pedestrian walkway is protected from vehicle traffic by boulders. Interior site crosswalks across drive aisles will be striped with contrasting paint.

### **Safe, Direct, Convenient Pathways**

Subsection 4.154 (.01) B. 2.

**A27.** Existing pedestrian pathways are safe, direct, and convenient. Pathways in the public ROW are flat, paved sidewalks, and interior walkways and crosswalks are 5 feet wide and either striped with contrasting paint or constructed of concrete or masonry pavers. The pathways provide direct access to the building from the parking areas on all sides, and pathways connect to all primary (and secondary) building entrances. Any proposed enhancement or replacement of pathways within the site will continue to meet the requirements of this Subsection.

### **Vehicle/Pathway Separation-Vertical or Horizontal**

Subsection 4.154 (.01) B. 3.

**A28.** The design of pedestrian pathways provides for vertical separation from vehicle circulation areas.

### **Crosswalks Clearly Marked**

Subsection 4.154 (.01) B. 4.

**A29.** As shown on the applicant's site plan in Exhibit B5, the primary circulation system is either concrete, masonry pavers, or painted in contrasting paint to clearly indicate the circulation system through the site.

Pathways Width and Surface-5 Foot Wide, Durable Surface  
Subsection 4.154 (.01) B. 5.

- A30.** Existing pathways meet the requirements of this Subsection. Per the applicant's materials, any enhancements or replacements will be at least 5 feet wide, and a combination of concrete pathways and contrasting paint pathways throughout the site.

### **Parking Area Design Standards**

Minimum and Maximum Number of Parking Spaces  
Subsections 4.155 (.03) G., Table 5, and 4.136 (.05)

- A31.** There are 195 existing off-street vehicle parking spaces on the site as shown on Sheets C05A and C05B of the applicant's materials and the Parking Counts table, below. A minimum of 224 off-street spaces is required based on the proposed uses of office, laboratory/manufacturing, and warehouse/storage, as shown in the Parking Summary table, below, and on Sheet C21 of the applicant's submittal. The 224-space requirement may be reduced by 1 space to 223 for the 4 motorcycle parking spaces proposed.

As the applicant states in their code response narrative, the Wilsonville code does not contain a category for laboratory use. The Institute of Transportation Engineers' Parking Generation Manual also does not have a separate land use category for estimating parking for laboratories. The applicant proposes to use a 1.6 per 1,000 square feet ratio based on the manufacturing use category for required parking for laboratory use. This is based on research conducted by the applicant on laboratory ratios, which generated examples of research laboratories included in manufacturing categories instead of more intensive uses associated with university labs. Jurisdictions that combined research labs with manufacturing ratios include Albany OR; Madras OR; Mill Creek WA; Mount Vernon WA; and Fountain Valley CA. Further with respect to office and laboratory use, the majority of employees split time between working in the labs and working at a desk in the open office environment. Standard industry practice for traffic engineers in estimating trip generation and parking demand for shared-use facilities (in this case, office and laboratory) would be to estimate demand with each as a stand-alone facility, then reduce accordingly (conservatively 25-30%) for employees or trips that use both, effectively removing the double-counting from the estimating process.

Based on the applicant's research and reasoning above, they propose to reduce the 223-space minimum parking requirement by 25% for office and laboratory/manufacturing use, or a total of 50 spaces, to 173 required spaces. The applicant proposes to provide 203 off-street spaces, which is 20 spaces less than the required minimum of 223 spaces, but exceeds the 173 spaces required with the 25% reduction by 30 spaces. The applicant has requested a waiver to the parking requirements to allow this proposed reduction; see Request F later in this Staff Report.

Off-Street Vehicle Parking Summary						
Use	% of Building	Square Feet	Minimum Off-street Spaces Required/SF	Maximum Off-street Spaces Allowed/SF	Proposed 25% Reduction* <sup>2</sup>	Proposed Off-street Spaces
Office	25%	42,847	2.7/1,000 = 116	4.1/1,000 = 176	-29	
Lab/Manufacturing	32%	53,654	1.6/1,000 = 86	No limit	-21	
Warehouse/Storage	43%	71,576 <sup>1</sup>	0.3/1,000 = 22	0.5/1,000 = 36	Not applicable	
<b>Total</b>	<b>100%</b>	<b>168,077</b>	<b>224 Less 1 = 223 (for 4 motorcycle spaces provided)</b>	<b>212 for Office and Warehouse/Storage; No limit for Lab/Manufacturing</b>	<b>223 Less 50 = 173</b>	<b>203 (see table below for types)</b>

Notes:

<sup>1</sup> Includes 65,879 sf Warehouse/Storage on ground floor and 5,697 sf in mezzanine area

<sup>2</sup> The applicant states that the majority of employees split time between working in the lab and working at a desk in the office environment. Standard industry practice for traffic engineers in estimating trip generation and parking demand for shared-use facilities (in this case, office and laboratory) would be to estimate demand with each as a stand-alone facility, then reduce accordingly (conservatively 25-30%) for employees or trips that use both (in other words, remove the double-counting from the estimating process).

Off-Street Vehicle Parking Counts			
Type	Existing* <sup>1</sup>	Required	Proposed
Standard	95	--	104
Compact	87	--	79* <sup>6</sup>
ADA	9	5	9
Car/Vanpool	--	11	11
<b>Total</b>	<b>191</b>	<b>223*<sup>4</sup>, or 173*<sup>5</sup> with 25% Reduction</b>	<b>203</b>
Other Types:			
Motorcycle* <sup>2</sup>	(4)	--	(4)
Fleet Parking* <sup>3</sup>	--	--	(6)
Loading* <sup>4</sup>	(17)	(3)	(9)

Notes:

<sup>1</sup> Sheets C05-C06 show location of existing parking stalls.

<sup>2</sup> Four (4) motorcycle parking spaces are not included in calculated parking totals.

<sup>3</sup> Six (6) proposed fleet parking spaces are not included in calculated parking totals.

<sup>4</sup> Loading dock spaces are not included in calculated parking totals.

<sup>4</sup> Minimum of 224 spaces reduced by 1 space to 223 spaces for 4 motorcycle spaces provided

<sup>5</sup> Minimum of 223 spaces reduced 25% for split-time to 173 (as shown in Parking Summary table, above).

<sup>6</sup> Maximum of 81 compact spaces, or 40% of the proposed 203 spaces, are allowed and 79 are provided.

Other Parking Area Design Standards  
Section 4.155 (.02) and (.03)

A32. The applicable parking designs standards are met as follows:

Standard	Met	Explanation
Subsection 4.155 (.02) General Standards		
B. All spaces accessible and usable for parking	<input checked="" type="checkbox"/>	The applicant proposes accessible and usable standard parking spaces that are at least 9' by 18' and compact spaces that are at least 7'6" by 15', and drive aisles that are at least 23' wide, meeting the Development Code's standards.
I. Sturdy bumper guards of at least 6 inches to prevent parked vehicles crossing property line or interfering with screening or sidewalks.	<input checked="" type="checkbox"/>	The applicant's plans show bumper guards of at least 6 inches in width where required, except at parking spaces numbered 152-155 at the northeast entrance to the building (see Sheet 21), to prevent interference with sidewalks, especially for the ADA spaces. A condition of approval has been added to require wheel stops at the identified parking spaces.
J. Surfaced with asphalt, concrete or other approved material.	<input checked="" type="checkbox"/>	All existing and proposed areas to be utilized by vehicles are currently developed with either asphalt or concrete pavement.
Drainage meeting City standards	<input checked="" type="checkbox"/>	Drainage is professionally designed and being reviewed to meet City standards. Per the applicant, the site is well graded to provide for adequate surface drainage from all paved areas to multiple catch basins, which discharge runoff offsite, per existing conveyance systems.
K. Lighting won't shine into adjoining structures or into the eyes of passers-by.	<input checked="" type="checkbox"/>	Lighting is proposed to be fully shielded and meet the City's Outdoor Lighting Standard. As described by the applicant, all fixtures have been selected with built-in shielding, integral optics, or have been located and aimed away from direct view.
N. No more than 40% of parking compact spaces.	<input checked="" type="checkbox"/>	79 of the proposed 207 parking spaces are compact, which is below the maximum of 40% (83 spaces).
O. Where vehicles overhang curb, planting areas at least 7 feet in depth.	<input checked="" type="checkbox"/>	The narrowest planting area adjacent to parking spaces exceeds the 7 foot depth requirement.

Subsection 4.155 (.03) General Standards		
A. Access and maneuvering areas adequate.	<input checked="" type="checkbox"/>	Access drive and drive aisle are at least 24 feet wide, except in one location north of the existing building, providing an adequate 12 foot travel lane each direction.
A.1. Loading and delivery areas and circulation separate from customer/employee parking and pedestrian areas.	<input checked="" type="checkbox"/>	Eight (8) existing loading bays on the south side of the site and 1 existing loading bay on the north side are proposed to remain and will be clearly labeled as loading zones. Circulation for the loading areas is separate from customer/employee parking as required. A pedestrian pathway along the south side of the fenced loading/equipment area between the main entry at the southwest and secondary entry at the southeast corners of the building is clearly marked with contrasting paint.
Circulation patterns clearly marked.	<input checked="" type="checkbox"/>	The proposed design is typical industrial parking lot design and intuitive to a driver familiar with typical industrial parking lots.
A.2. To the greatest extent possible, vehicle and pedestrian traffic separated.	<input checked="" type="checkbox"/>	The plans clearly delineate separate vehicle and pedestrian traffic areas and separate them except for crosswalks, which are clearly marked.
C. Safe and Convenient Access, meet ADA and ODOT Standards.	<input checked="" type="checkbox"/>	The proposed parking and access enable the meeting of ADA and ODOT standards.
For parking areas with more than 10 spaces, 1 ADA space for every 50 spaces.	<input checked="" type="checkbox"/>	The proposal provides 9 ADA parking spaces for 207 parking spaces, adjacent to the main entrance and secondary entrances to the building.
D. Where possible, parking areas connect to adjacent sites.	<input checked="" type="checkbox"/>	The parking areas connect to SW Freeman Drive via 3 driveway entrances and to SW 95 <sup>th</sup> Avenue via 1 driveway entrance, which is a shared access with the adjacent property to the north.
Efficient on-site parking and circulation	<input checked="" type="checkbox"/>	The careful and professional design of the parking provides for safety and efficiency and is a typical design with standard parking space and drive aisle size and orientation.
H. Electrical vehicle charging stations counted towards meeting minimum	<input checked="" type="checkbox"/>	The applicant proposes 10 new electric vehicle charging spaces near the main entry at the southwest corner of the building.

parking standards; modification of existing spaces allowed outright		
I. Motorcycle parking	<input checked="" type="checkbox"/>	Four (4) motorcycle parking spaces are proposed, 2 existing and 2 new.

**Parking Variances and Waivers**  
 Subsection 4.155 (.02) A. 1. and 2.

**A33.** The applicant has requested a waiver to the parking standards. See Request F in this Staff Report.

**Parking Area Redevelopment**  
 Subsection 4.155 (.07)

**A34.** The number of parking spaces may be reduced by up to 10% of the minimum required parking spaces for a 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. The applicant proposes a private shuttle drop-off area on the west side of the main entry as part of the redevelopment of this area. The Department of Administrative Services has future plans to utilize the shuttle service to transport employees to and from the building to nearby transit hubs. Because this the proposed shuttle is not public but private, an additional reduction in required parking is not being requested as part of the current application.

**Parking Area Landscaping**

**Minimizing Visual Dominance of Parking**  
 Subsection 4.155 (.03) B.

**A35.** The site was extensively landscaped by the previous tenant, and the applicant proposes to enhance/replace landscaping throughout the parking area as needed to help minimize the visual dominance of the paved parking areas.

**10% Parking Area Landscape Requirement**  
 Subsection 4.155 (.03) B. 1.

**A36.** The applicant’s code response narrative states that approximately 26% (47,000 square feet) of the parking area is landscaped, exceeding the 10% requirement. The site already includes numerous trees in landscape islands and parking lot landscape areas, exceeding the 1 tree per 6 parking spaces (33 trees) required for parking areas with more than 200 spaces. The applicant proposes to add 7 trees at the driveway entrances to replace some dead or dying trees, and add 26 trees near the building entry parking spaces (see Landscape Sheet C16 for species and Sheets C18 and C19 for location), which exceeds the requirement.



## Landscape Screening of Parking

Subsection 4.155 (.03) B. 1.

**A37.** The proposed design screens the parking area from adjacent properties and adjacent ROW by physical distance and existing and proposed landscaping and vegetation. As a previously developed site, existing trees and shrubs effectively screen the parking area from view. Because only minor changes are proposed to site landscaping, it will continue to screen the parking area and does not warrant additional screening meeting a specific City screening standard.

## Tree Planting Area Dimensions

Subsection 4.155 (.03) B. 2.

**A38.** The landscape plan shows 33 new trees planted in the parking lot area, including 7 at driveway entrances and 26 near building entry parking spaces. There are numerous existing trees around the perimeter of the parking areas, exceeding the minimum requirement of 33 trees. Existing planter areas meet or exceed the minimum 8' by 8' dimensional standard.

## Parking Area Tree Requirement

Subsection 4.155 (.03) B. 2., 3. a. and 3. B.

**A39.** As the parking lot contains an excess of 200 parking spaces, the code requires 1 tree for every 6 parking spaces. With 203 parking spaces proposed, a total of 33 parking lot trees is required. A minimum of 25% (8 trees) are required to be within the interior of the parking area. The applicant proposes to plant 33 trees, 8 of which are within planter areas and the remainder of which are in landscape areas adjacent to parking spaces, which meets the requirement.

## Parking Area Landscape Plan

Subsection 4.155 (.03) B. 2. a.

**A40.** The applicant's landscape plan includes the proposed parking area.

## Parking Area Tree Clearance

Subsection 4.155 (.03) B. 2. b.

**A41.** The applicant will maintain all trees listed for planting in the parking area and expected to overhang the parking areas to provide a 7-foot vertical clearance.

## **Bicycle Parking**

### Required Bicycle Parking

Section 4.155 (.04) A. 1.

**A42.** As shown in the table below, the proposed mix of uses requires 19 bicycle parking spaces of which 50% must be provided as long-term secured spaces. The site plan and applicant's narrative note 21 bicycle parking spaces are proposed, 6 spaces in 3 racks located within 30

feet of the main entry at the southwest corner of the building, 4 spaces in 2 racks located within 30 feet of a secondary entry at the northwest corner of the building, and 11 secure long-term spaces in 11 wall-hung racks inside the building at its northwest corner accessible from the employee break room (see Sheets C21 and C22). Per the applicant’s narrative, these long-term spaces would only be accessible through a secured card reader at the employee entrance to the building and would be adjacent to a main break room where the only exit is visible from this large open area.

Bicycle Parking Summary				
Use	% of Building	Square Feet	Minimum Bicycle Spaces Required/SF	Proposed Bicycle Spaces
Office	25%	42,847	1.0/5,000 (2 min) = 9	
Lab/Manufacturing	32%	53,654	1.0/10,000 (6 min) = 6	
Warehouse/Storage	43%	71,576 <sup>*1</sup>	1.0/20,000 (2 min) = 4	
<b>Total</b>	<b>100%</b>	<b>168,077</b>	<b>19</b>	<b>21<sup>*2</sup></b>
Notes:				
<sup>*1</sup> Includes 65,879 sf Warehouse/Storage on ground floor and 5,697 sf in mezzanine area				
<sup>*2</sup> Subsection 4.155 (.04) (C.) (2.) requires that 50% of total bicycle parking be developed as long-term, secured spaces				

### Bicycle Parking Standards

Section 4.155 (.04) B.

**A43.** As discussed above, the applicant’s plans show bicycle parking spaces located within 30 feet of the main and employee entries. The proposed bicycle parking is divided between 10 short-term spaces and 11 long-term secured and covered spaces. The applicant’s narrative states that the bicycle parking spaces will comply with the 2’ width and 6’ length requirement with 5’ of maneuvering space behind each space. A review of the plans demonstrates compliance with the dimensional and maneuvering standards.

### Minimum Off-Street Loading Requirements

#### Determining Required Loading Berths

Subsection 4.155 (.05) A. 1. and 2.

**A44.** The proposed building is 168,077 square feet in floor area, with 42,847 square feet of office use and the remaining 125,230 square feet in industrial (lab/manufacturing and warehouse/storage) use. The office use requires 1 and the industrial use requires 2 truck loading/unloading berths, for a total of 3 truck loading or unloading berths for receipt or distribution of materials or merchandise. Nine (9) loading berths, 8 existing bays on the south side of the building and 1 existing bay on the north side, are proposed to remain, which exceeds the requirement.

### Loading Berth Dimensions

Subsection 4.155 (.05) A. 3.

**A45.** All existing loading berths were previously approved as meeting the requirements for size and height clearance of this Subsection, and there is ample room for truck maneuvering and clearance.

### Existing Loading Berths

Subsection 4.155 (.05) A. 4.

**A46.** As stated above, 9 existing loading berths on the subject property are proposed to be used in the current application, which exceeds the requirement.

### Use of Off-Street Parking Areas for Loading

Subsection 4.155 (.05) A. 5.

**A47.** Off-street parking areas will not be used for loading and unloading operations.

### Exception for On-Street Loading

Subsection 4.155 (.05) B.

**A48.** No loading area adjacent to or within a street ROW is proposed.

## **Carpool and Vanpool Parking**

### Required Carpool and Vanpool Parking

Subsection 4.155 (.06) A. through D.

**A49.** At least 5% of the total provided parking spaces for employee, student, and commuter parking, or no fewer than 2 spaces, are required to be dedicated carpool/vanpool spaces. These spaces must be located closer to the main employee, student or commuter entrance to the building than all other parking spaces with the exception of ADA parking spaces. Based on a total of 223 required spaces, 11 carpool/vanpool spaces are required. The applicant proposes 11 dedicated spaces allocated among the main employee entrances located at each of the building's four corners according to the percentage of employees using those entries as follows: 4 at the main entry, 4 at the northwest entry, 1 at the northeast entry, and 2 at the southeast entry.

## **Other Development Standards**

### Access, Ingress, and Egress

Section 4.167

**A50.** Site access is via existing driveways along SW Freeman Drive and SW 95<sup>th</sup> Avenue.

Protection of Natural Features and Other Resources  
Section 4.171 (.01) through (.04), and (.06) through (.11)

**A51.** As described by the applicant in their code compliance response, the proposed development includes removal and replacement of existing impervious surfaces, with the areas slightly re-graded to meet ADA requirements for parking and accessible access to the building. Site grades will be closely maintained, with a limited amount of imported granular fill to develop a proposed stormwater planter abutting the existing building. All proposed disturbed hardscape areas will be minimized as much as possible with hardscape re-established to remove all risk of erosion. The majority of the lot landscaping, both in the SROZ and in the boundary landscaping between the parking lot and ROW is proposed to be preserved. The applicant proposes to selectively remove dead, old, or high-water shrubs/groundcovers and replace them in kind with more drought tolerant or native species. No trees or plants are proposed to be removed in the SROZ, where most of the site grade changes (and potential erosion) are located.

Proposed tree removal is discussed under Request C, later in this Staff Report. The majority of trees proposed for removal are dead, at the end of their life, or located too close to the building. The applicant proposes to replace these trees in more appropriate locations with better-suited species. The applicant states that no existing trees to remain should be impacted by construction, as most of the boundary landscaping is remaining unchanged.

High Voltage Powerline Easements and Rights of Way  
Subsection 4.171 (.05)

**A52.** A Bonneville Power Administration (BPA) easement is located on the north side of the subject site across the parking area. An application for proposed site modifications within this existing easement submitted by the applicant to the appropriate BPA office is under review and pending approval (see Exhibit 2).

Access Drives and Travel Lanes  
Subsection 4.177 (.01) E.

**A53.** The design of the access drives provides clear travel lanes, free from obstructions. The design shows all drive aisles as asphalt.

Outdoor Lighting  
Sections 4.199.20 through 4.199.60

**A54.** The outdoor lighting standards apply to the proposal. See Request B, Findings B25 through B32.

Underground Installation of Utilities  
Sections 4.300-4.320

**A55.** All utilities on site are existing and underground, and no new utilities are proposed.

## Public Safety and Crime Prevention

### Design for Public Safety, Surveillance and Access Subsections 4.175 (.01) and (.03)

**A56.** As demonstrated in the applicant's materials, the majority of the existing building exterior will be unchanged except for enhancement or replacement of some existing landscaping at main entrances at the building corners, such as replacing tall bushes currently blocking views to the exterior with shorter plantings. The applicant proposes to utilize existing surveillance camera locations with additional cameras around fenced areas, such as the utility yard and secured fleet parking area. The existing parking lot is proposed to remain open for general access except for the secured fleet vehicle parking area at the southeast corner of the site. Site lighting is proposed to be located and oriented to provide even illumination across the perimeter of the building and parking areas (refer to Site Photometric Plan on Sheet C42), and fixtures will be fitted with motion sensors to alert security of activity after hours.

### Addressing and Directional Signing Subsection 4.175 (.02)

**A57.** Addressing will meet public safety standards. The building permit process will ensure conformance. Directional signage is discussed under Request D later in this Staff Report.

### Lighting to Discourage Crime Subsection 4.175 (.04)

**A58.** Lighting design is in accordance with the City's outdoor lighting standards, which will provide sufficient lighting to discourage crime.

## Landscaping Standards

### Landscaping Standards Purpose Subsection 4.176 (.01)

**A59.** In complying with the various landscape standards in Section 4.176 the applicant has demonstrated the Stage II Final Plan Modification is in compliance with the landscape purpose statement.

### Landscape Code Compliance Subsection 4.176 (.02) B.

**A60.** The applicant requests no waivers or variances to landscape standards. All landscaping and screening must comply with standards of this section.

## Intent and Required Materials

Subsections 4.176 (.02) C. through I.

**A61.** As indicated in the applicant's materials, an existing boundary of mature trees surrounding the subject site already meets the tree spacing requirement (1 tree per 30'). The applicant proposes to add areas of ground cover in several locations where shrubs or ground cover have died (see Sheets C18-C19). For example, on the east side of the site between the sidewalk and building where there are large patches of bare ground, replanting is proposed to meet the requirement for full vegetated cover. On the south side of the site, the existing landscaping is bermed several feet above the ground level with existing shrubs planted at the top per the screening requirement. The applicant proposes to remove dead or old shrubs and replant with more evergreen and drought tolerant species in this boundary area to adhere with the continuous 3' screen requirement. On the north side of the site, the applicant proposes clearing invasive blackberry that currently provides a screen and replacing it with a non-invasive, evergreen hedge to provide a similar high screen. Proposed landscaping is discussed in more detail under Request B, later in this report.

## Landscape Area and Locations

Subsection 4.176 (.03)

**A62.** The applicant's materials show that the total lot area is approximately 425,186 square feet. Existing vegetated area is approximately 133,107 square feet or 31% of the total lot area. The applicant proposes to enhance and enlarge the landscaped areas up against the building, especially at the southwest corner of the building at the main entrance. See Sheets C18-C19 for species variation and native species used.

## Buffering and Screening

Subsection 4.176 (.04) A. through F.

**A63.** The current application complies with the standards of this subsection as follows:

- **Pursuant to Standard A** (screening between intensive and less intensive developments), this standard does not apply as the subject site is surrounded by industrial uses and is proposed for office and laboratory uses of similar intensity.
- **Pursuant to Standard B** (buffering and screening of activity areas on commercial and industrial sites from adjacent residential areas), this standard does not apply as there are no residential areas adjacent to the subject site.
- **Pursuant to Standard C** (mechanical and utility equipment screening), all exterior, roof and ground mounted, mechanical and utility equipment must be screened from ground level off-site view from adjacent streets or properties. Site sections and perspectives on Sheets C31 and C32 of the applicant's materials show the proposed new roof-mounted mechanical fan units will not be visible from the property boundaries.
- **Pursuant to Standard D** (screening of outdoor storage areas), outdoor storage must be screened from public view unless visible storage has been approved for the site by the DRB or Planning Director acting on the development permit. Although not

storage, the existing outdoor utility yard on the south side of the building is enclosed by a chain link fence with slats. The applicant proposes to extend the fence where necessary to enclose the proposed additional utility yard area.

- **Pursuant to Standard E** (screening of loading areas and truck parking not in industrial zones), the proposed development is industrial use in the PDI zone and, therefore, is not required to screen loading areas and docks, and truck parking.
- **Pursuant to Standard F** (fences over six (6) feet high), a new security fence is proposed around the southeast corner of the parking lot to provide secure parking for fleet vehicles. The gate is proposed to be open during business hours to provide additional guest and employee parking and closed/secured after business hours. This new fence is proposed to be an 8'-tall chain link with plastic slats of similar style to the existing fence at the utility yard.

#### Installation of Sight-Obscuring Fence or Planting

Subsection 4.176 (.05)

**A64.** A chain link fence with privacy slats currently encloses the proposed outdoor utility storage area on the south side of the building. This fence is proposed to be extended to enclose additional utility yard area. In addition, a new 8'-tall chain link fence with privacy slats is proposed around the secure fleet parking area at the southeast corner of the parking area. The utility yard fence extension and new fleet parking fence are required to be in place before operation in these areas begins. A Condition of Approval will ensure that the outdoor storage area will not begin operation until the fence is erected 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 and its installation.

#### Landscape Plan Requirements

Subsection 4.176 (.09)

**A65.** The applicant's submitted landscape plans are drawn to scale and show the type, installation size, number and placement of materials. Plans include a plant material list identifying plants by both their scientific and common names. With respect to irrigation, the applicant's code response narrative notes that the site includes an existing, permanent, built-in irrigation system. The applicant proposes to upgrade the system with a smart controller as well as a design/build process with the chosen contractor to meet the needs of the new landscape additions. A mix of drip irrigation and spray heads based on plant material needs is proposed, however, spray heads will be limited to increase water-use efficiency.

## Mixed Solid Waste and Recyclables Storage

DRB Review of Adequate Storage Area, Minimum Storage Area  
Subsections 4.179 (.01)

**A66.** The standard requires a minimum of 10 square feet of storage area plus 4 square feet per 1,000 square feet gross floor area (GFA) of office use and 6 square feet per 1,000 square feet GFA for wholesale/warehouse/manufacturing use. Therefore, the current application requires 10 sf + 184 sf (office) + 219 sf (lab/manufacturing) + 372 sf (warehouse/storage) = 785 sf total waste and recyclable storage. A secured 310-square-foot room is provided inside the building with direct access to two existing trash compactors (one 30-yard and one 40-yard) in the outdoor utility/equipment area on the south side of the building to support the additional required waste storage space. Based on staff measurement, the compactors occupy an approximately 21' x 23' area, or 483 square feet; therefore, the total area provided is approximately 793 square feet. The applicant's materials include a letter from Republic Service, the franchise waste hauler, confirming that the two collection areas satisfy the existing spatial demands for the site and meets the hauler's access standards.

Review by Franchise Garbage Hauler  
Subsection 4.179 (.07).

**A67.** The applicant's Exhibit B3 contains a letter from Republic Services indicating coordination with the franchised hauler, and that the proposed storage area and site plan meets Republic Services requirements. Any changes or additions to the solid waste and recycling collection on site would require an administrative review by the Planning Division.

### Request B: DB21-0026 Site Design Review

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

#### Site Design Review

Excessive Uniformity, Inappropriateness Design  
Subsection 4.400 (.01) and Subsection 4.421 (.03)

**B1.** Staff summarizes the compliance with this subsection as follows:

**Excessive Uniformity:** The existing development and proposed upgrades/enhancements are unique to the particular development context and do not create excessive uniformity.

**Inappropriate or Poor Design of the Exterior Appearance of Structures:** The applicant used appropriate professional services to design the proposed site improvements using quality materials and design. The applicant's narrative states that the improvements are intended to enhance and refresh the exterior of the existing building. The exterior changes are consistent with and complementary of the existing building and site context.

**Inappropriate or Poor Design of Signs:** The applicant used appropriate professionals to design signs meeting City sign standards compatible with the architecture of the building.



See also Request D.

**Lack of Proper Attention to Site Development:** The applicant employed the skills of the appropriate professional services to design the site improvements, demonstrating appropriate attention to site development.

**Lack of Proper Attention to Landscaping:** The applicant proposes landscaping exceeding the area requirements professionally designed by a landscape architect, incorporating a variety of plant materials, demonstrating appropriate attention to landscaping.

## Purpose and Objectives

Subsection 4.400 (.02) A. and Subsection 4.421 (.03)

**B2.** The applicant has provided sufficient information demonstrating compliance with the objectives of this subsection as follows:

- **Pursuant to Objective A** (assure proper functioning of the site and high quality visual environment), no changes to the existing building location and site layout are proposed and they will continue to allow for landscaping and parking requirements to be met on the site, creating a visual environment that is compatible with other surrounding industrial uses.
- **Pursuant to Objective B** (encourage originality, flexibility, and innovation), the existing project design uses variation in color and materials, which will be upgraded and enhanced, particularly at the southwest corner of the building, thus continuing to encourage originality, flexibility, and innovation.
- **Pursuant to Objective C** (discourage inharmonious development), the professional design of the building and landscaping improvements supports a quality visual environment and thus prevents monotonous, drab, unsightly, and dreary development.
- **Pursuant to Objective D** (conserve natural beauty and visual character), design of the existing building and site layout address the public at the street, and the landscaping complements the building design. Proposed upgrades and enhancements improve the general aesthetic of the site and harmonize with the visual character of the PDI zone.
- **Pursuant to Objective E** (protect and enhance City's appeal), upgrade and renovation of the existing building and proposed landscaping enhancements will enhance the industrial fabric of the area surrounding the site, contributing to the local economy, and attracting additional investment in surrounding properties.
- **Pursuant to Objective F** (stabilize property values/prevent blight), occupying a vacant building and upgrading the site as proposed by the applicant will enhance the site and surrounding industrial area, helping to prevent future blight.
- **Pursuant to Objective G** (insure adequate public facilities), the proposal does not impact the availability or orderly, efficient and economic provision of public services and facilities, which are available and adequate for the subject property.
- **Pursuant to Objective H** (achieve pleasing environments and behavior), the design of the building is such that the public area is clearly defined as being primarily on the south side of the building along SW Freeman Drive, and secondarily on the north side along SW 95<sup>th</sup> Avenue. Windows on the all sides of the building connect the interior

and exterior to provide eyes on the street. The private outdoor storage area and loading docks on the south side of the building are clearly delineated with fencing and security gates, as is the proposed secured fleet vehicle parking area. Thus a design of the site achieves and encourages a pleasing environment and behavior.

- **Pursuant to Objective I** (foster civic pride and community spirit), the project fosters civic pride by upgrading and enhancing a previously unoccupied building and replacing/replanting landscaping to reactivate the site and its surroundings.
- **Pursuant to Objective J** (sustain favorable environment for residents), this objective does not apply as the subject site is in an industrial area and surrounded by other industrial buildings.

#### Development Review Board Jurisdiction Section 4.420

- B3.** A condition of approval ensures construction, site development, and landscaping are carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. The City will not issue any building permits for portions of the improvements requiring DRB review prior to DRB approval.

#### Design Standards Subsection 4.421 (.01)

- B4.** The applicant has provided sufficient information demonstrating compliance with the standards of this subsection as follows:
- **Pursuant to Standard A** (Preservation of Landscape), the majority of the landscaping on the site, both within the SROZ and surrounding the building and parking area, is proposed to be preserved. The applicant proposes to selectively remove dead, old, or high-water-use shrubs/groundcovers and replace them in kind with more drought-tolerant or native species, as well as remove dead or dying trees and trees that were planted too close to the building and are posing security or structural issues. Removal and replacement or enhancement of landscaping at the building entries with more drought tolerant, native, and low-maintenance plantings also is proposed.
  - **Pursuant to Standard B** (Relation of Proposed Buildings to Environment), the proposed renovation preserves the majority of the existing site and vegetation. No modifications are proposed within the SROZ boundary and impact zone, except to remove invasive blackberry species. The new pedestrian and high structural canopy proposed at the main entry will support a portion of a new photovoltaic (PV) array and provide a more prominent main entry at the southwest corner of the building, while use of natural materials will enhance the building's integration with the surrounding environment.
  - **Pursuant to Standard C** (Drives, Parking, and Circulation), the proposed renovation retains the majority of the site parking and loading circulation, which provides efficient, safe and convenient circulation for vehicles and pedestrians. As described in the applicant's materials, the main entry is proposed to be reconstructed and will provide an accessible path between it and the existing pedestrian crossing to the sidewalk at the

south ROW along SW Freeman Drive. The reconstructed main entry includes new parking with boulders that separate cars from pedestrian walkways and new raised sidewalk 6 inches above the parking surface. Existing pedestrian walkways connecting all building entries with sidewalks located to the south and east of the building are proposed to be maintained and repainted with contrasting colors as needed. Upgraded and refaced signage is proposed (see Request D) to help safely direct vehicles to appropriate parking and loading areas and to alert drivers of pedestrian crossings where necessary.

- **Pursuant to Standard D** (Surface Water Drainage), the applicant proposes to maintain, if not slightly reduce, the site impervious area, for a runoff volume matching the existing conditions. Existing underground storm piping is proposed to be utilized for all redeveloped areas, with minimal site grading changes to the existing conditions. With proposed improvements, no adverse impacts on surface water drainage are anticipated.
- **Pursuant to Standard E** (Utility Service), no new above ground utility installations are proposed; however, there is an existing BPA transmission line easement traversing the northern part of the site. Utilities are indicated on the applicant's Grading and Utility Plans, shown in Exhibit B5.
- **Pursuant to Standard F** (Advertising Features), proposed signs incorporate materials and color palette consistent with the building design, complimenting the architecture, and do not detract from adjacent properties. A sign plan is being reviewed concurrently with this request; see Request D.
- **Pursuant to Standard G** (Special Features), the proposed renovation does not include any exposed storage areas, utility buildings, or accessory structures. All loading areas are existing. The existing utility yard on the south side of the building is fenced with an existing 7-foot-high chain link fence with plastic slats. The applicant proposes to retain the existing fence where feasible and extend it where necessary to accommodate replacement of some existing equipment. The fencing extension is proposed to match the style and height of the existing fence.

#### Applicability of Design Standards

Subsection 4.421 (.02)

- B5.** The applicant's design considers the design standards for all buildings, structures, and other features.

#### Conditions of Approval to Ensure Proper and Efficient Function

Subsection 4.421 (.05)

- B6.** Staff does not recommend any additional conditions of approval to ensure the proper and efficient functioning of the development.

Color or Materials Requirements  
Subsection 4.421 (.06)

- B7.** The colors and materials proposed by the applicant are appropriate. Staff does not recommend any additional requirements or conditions related to colors and materials.

**Standards for Mixed Solid Waste and Recycling Areas**

Mixed Solid Waste and Recycling Areas Colocation  
Subsection 4.430 (.02) A.

- B8.** The proposal provides a secure interior storage area for both solid waste and recyclables, with direct accessibility to two exterior compactors located in secure outdoor utility yard, meeting the requirements of Section 4.430.

Exterior vs Interior Storage, Fire Code, Number of Locations  
Subsections 4.430 (.02) C.-F.

- B9.** As described earlier in this report (see Findings A66 and A67), the applicant proposes a combination of interior and exterior storage, with compactors located in a single exterior, visible location. Review of the Building Permit will ensure meeting of building and fire code requirements. The collection area, within the fenced utility yard on the south side of the building, is set back from the property line much more than the required 3 feet.

Collection Vehicle Access, Not Obstruct Traffic or Pedestrians  
Subsections 4.430 (.02) G.

- B10.** The applicant's materials (Exhibit B3) include a letter from Republic Services indicating the location and arrangement is accessible to collection vehicles. The location of the storage area does not impede sidewalks, parking area aisles, or public street ROW.

Dimensions Adequate to Accommodate Planned Containers  
Subsections 4.430 (.03) A.

- B11.** As proposed, the waste and recycling room inside the building is connected to two existing exterior trash and recycling compactors within the outdoor utility yard. The trash compactors are proposed to be screened by an extension of the existing 7-foot-high chain link fence with plastic slats around the utility yard and accessed through a 20-foot rolling gate. The trash compactors (shown on Sheet C21) are located towards the middle of the south façade and, therefore, not near the corner of the site where they could impede on vision clearance requirements. Pursuant to a letter from Republic Services (Exhibit B3), the dimensions and location are adequate to accommodate the planned containers.

6-Foot Screen, 10-Foot Wide Gate  
Subsections 4.430 (.03) C.

- B12.** The applicant provides the required screening and gate width.

## Site Design Review Submission Requirements

### Submission Requirements Section 4.440

**B13.** The applicant submitted a site plan drawn to scale and a detailed landscape plan.

## Time Limit on Site Design Review Approvals

### Void after 2 Years Section 4.442

**B14.** The applicant plans to implement the proposed site improvements within two years and understands that the approval will expire after two years unless the City grants an extension.

## Installation of Landscaping

### Landscape Installation or Bonding Subsection 4.450 (.01)

**B15.** A condition of approval assures installation or appropriate security.

### Approved Landscape Plan Binding Subsection 4.450 (.02)

**B16.** A condition of approval provides ongoing assurance approved landscaping is installed and maintained.

### Landscape Maintenance and Watering Subsection 4.450 (.03)

**B17.** A condition of approval ensures continual maintenance of landscaping in a substantially similar manner as originally approved by the DRB.

### Limitation to Modifications of Landscaping Subsection 4.450 (.04)

**B18.** A condition of approval provides ongoing assurance of conformance with this criterion by preventing modification or removal without the appropriate City review.

## Landscaping Standards

### Shrubs and Groundcover Materials Requirements Subsection 4.176 (.06) A.

**B19.** A condition of approval requires meeting the detailed requirements of this subsection. Of note, as stated in the applicant's response narrative, they propose to decrease the amount of lawn currently on site, only replacing a small amount in one area where it currently

exists. The new landscape proposes only 7,920 square feet of cultivated lawn, or 1.8% of the site.

#### Plant Materials Requirements-Trees

Subsection 4.176 (.06) B., C., and D.

**B20.** As shown on the applicant's landscape plans, the plant material requirements for trees will be met. Although the building is larger than 50,000 square feet in area, because there are existing mature trees throughout the site and the proposed new tree species and locations meet the requirements where existing landscaping is being modified, staff does not recommend that the DRB require larger or more mature plant materials. The applicant proposes to plant 9 new street trees on SW 95<sup>th</sup> Avenue to replace ones previously removed and never replaced by the former occupant.

#### Plant Species Requirements

Subsection 4.176 (.06) E.

**B21.** The applicant's landscape plan provides sufficient information showing the proposed landscape design meets the standards of this subsection related to use of native vegetation and prohibited plant materials. As stated by the applicant, the landscape species were selected based on drought tolerance, native designation, or general climate adaptation for the area. One of the applicant's main goals is to make the landscape more drought tolerant and low maintenance than the existing plantings.

#### Landscape Installation and Maintenance Standards

Subsection 4.176 (.07)

**B22.** The installation and maintenance standards are met or will be met by a condition of approval as follows:

- Plant materials are required to be installed to current industry standards and be properly staked to ensure survival
- Within one growing season, the applicant must replace in kind plants that die, unless the City approves appropriate substitute species.

The site includes an existing, permanent, built-in irrigation system that the applicant proposes to upgrade with a smart controller and a design/build process with the chosen contractor to meet the needs of the new landscape additions. The irrigation system will include a mix of drip irrigation and spray heads based on plant material needs, with spray heads limited to increase water-use efficiency.

#### Landscape Plan Requirements

Subsection 4.176 (.09)

**B23.** Applicant's landscape plan show all existing and proposed landscape areas. The to-scale plans show the type, installation size, number and placement of materials. Plans include a plant material list. Plants identification is by both their scientific and common names.

Completion of Landscaping  
Subsection 4.176 (.10)

**B24.** The applicant has not requested to defer installation and thus must install landscaping prior to occupancy.

## Outdoor Lighting

Applicability of Outdoor Lighting Standards  
Sections 4.199.20 and 4.199.60

**B25.** The proposal modifies an existing lighting system in an industrial project. The outdoor lighting standards thus apply.

Outdoor Lighting Zones  
Section 4.199.30

**B26.** The subject property is within LZ2.

Optional Lighting Compliance Methods  
Subsection 4.199.40 (.01) A.

**B27.** The applicant has the option of the performance or prescriptive method. The applicant has selected to comply with the performance method.

Maximum Lamp Wattage and Shielding  
Subsection 4.199.40 (.01) B. 1. and Table 7

**B28.** A site photometric plan is provided per the performance option (see Sheet C42) showing light levels at and immediately adjacent to all property lines. As described in the applicant's materials, where property lines are adjacent to another property, light levels are below 0.2fc horizontal, meeting the City requirement of 0.2fc maximum. Due to existing site constraints, light poles have been located adjacent to the existing parking lot, as far from the property line and SROZ as possible. Maximum wattage and fixture heights are indicated on luminaire schedule by fixture type, complying with both Table 7 and Table 8 requirements. Fixtures located near the property line and SROZ have additional shielding to protect the natural resource area.

Oregon Energy Efficiency Code Compliance  
Subsection 4.199.40 (.01) B. 2.

**B29.** A Comcheck form is included in the applicant's materials showing area-by-area analysis. The project is allowed 10,624 total watts for the overall site and proposes 3,254 watts, well below the threshold. The applicant will demonstrate compliance with the Oregon Energy Efficiency Code, Exterior Lighting prior to construction.

### Maximum Mounting Height

Subsection 4.199.40 (.01) B. 3.

**B30.** As new building mounted lighting and egress lighting will be installed, this meets the definition of a major addition or modification to pre-existing sites as defined by WC 4.199.60.01. As the subject property is located within LZ2, the maximum mounting height for lighting for private drives, driveways, parking and bus stops is 40 feet. Lighting for walkways, bikeways, plazas and other pedestrian areas is 18 feet. All other lighting must not exceed a mounting height of 8 feet. The applicant's lighting plan shows poles at parking areas at 25 feet high, below the 40-foot maximum. Poles along the south building elevation are 14 feet high, below the 18-foot maximum. Direct upright lumens maximum percentage of 5% has been met by orienting all fixtures downward, except for flag and landscape lighting, which are both exempt.

### Setback from Property Line

Subsection 4.199.40 (.01) B. 4.

**B31.** All properties surrounding the subject property are within the same lighting zone, thus the setback is not required. Of note is that the applicant proposes fixtures located near the property line and SROZ with additional shielding to protect the natural resource area.

### Lighting Curfew

Subsection 4.199.40 (.01) D.

**B32.** The applicant proposes the standard LZ 2 curfew of 10 PM.

## Request C: DB21-0027 Type C Tree Plan

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

### Type C Tree Removal-General

#### Tree Related Site Access

Subsection 4.600.50 (.03) A.

**C1.** It is understood the City has access to the property to verify information regarding trees.

#### Review Authority

Subsection 4.610.00 (.03) B.

**C2.** The requested removal is connected to site plan review by the Development Review Board for modification of a previously approved development. Tree removal is thus being reviewed by the DRB.



Conditions of Approval  
Subsection 4.610.00 (.06) A.

C3. No additional conditions are recommended pursuant to this subsection.

Completion of Operation  
Subsection 4.610.00 (.06) B.

C4. It is understood the tree removal will be completed prior to completion of the proposed site improvements, which is a reasonable time frame for tree removal.

Security for Permit Compliance  
Subsection 4.610.00 (.06) C.

C5. No bond is anticipated to be required to ensure compliance with the tree removal plan as a bond is required for overall landscaping.

Tree Removal Standards  
Subsection 4.610.10 (.01)

C6. The standards of this subsection are met as follows:

- Standard for the Significant Resource Overlay Zone: No trees are proposed to be removed within the SROZ.
- Preservation and Conservation: The applicant has taken tree preservation into consideration. The arborist's report identifies 153 trees on the subject site ranging in diameter at breast height (dbh) from below 6" to 45". Species include a variety of ornamental and native trees, such as cherry, hawthorn, red, sugar, Japanese, and bigleaf maple, green ash, western red cedar, Colorado blue spruce, Douglas fir, giant sequoia, and incense cedar. All trees proposed for removal are damaged, dead, or failed, necessary due to construction, or requested to be removed by the applicant because they are adjacent to a ROW that was overplanted and their removal would facilitate growth of nearby trees. The Arborist's Report and applicant's narrative indicate that 27 trees are proposed for removal and 126 trees to be retained and protected. Of the 27 trees proposed for removal, 9 are in good, 4 in fair, 9 in poor, and 1 in very poor condition, and 4 are dead. Five (5) are cherry, 2 Japanese maple, 1 red maple, 10 sugar maple, 2 western red cedar, 4 green oak, and 3 of unknown species.
- Development Alternatives: No development alternatives are proposed or recommended as the project is to renovate an existing building and upgrade/enhance existing landscaping on the site.
- Land Clearing: No land clearing is proposed as part of the project.
- Compliance with Statutes and Ordinances: The necessary tree replacement and protection is planned according to the requirements of the tree preservation and protection ordinance.
- Limitation: Tree removal is limited to where it is necessary for the proposed site improvements or to address nuisances or where the health of the trees warrants removal.

- Additional Standards: A tree survey has been provided, and no utilities are proposed to be located where they would cause adverse environmental consequences.

#### Review Process

Subsection 4.610.40 (.01)

**C7.** The plan is being reviewed concurrently with the Stage II Final Plan Modification.

#### Tree Maintenance and Protection Plan

Section 4.610.40 (.02)

**C8.** The applicant has submitted the necessary copies of a Tree Maintenance and Protection Plan as shown in the Arborist Report and Landscape Plans (Exhibit B3, B4 and B5).

### **Replacement and Mitigation**

#### Tree Replacement Requirement

Subsection 4.620.00 (.01)

**C9.** This standard is met, see additional discussion on tree replacement requirements in Finding C10. The applicant proposes to mitigate the removals by planting 41 trees on site, including 9 cork oak, 13 yarwood London plane, 6 quaking aspen, and 13 marina strawberry.

#### Basis for Determining Replacement and Replacement Tree Requirements

Subsection 4.620.00 (.02) and (.03)

**C10.** Replacement trees will meet the minimum 2-inch caliper and other replacement requirements.

#### Replacement Tree Stock Requirements

Subsection 4.620.00 (.04)

**C11.** The submitted Landscape Plans indicate the appropriate quality.

#### Replacement Trees Locations

Subsection 4.620.00 (.05) A.

**C12.** The applicant proposes to mitigate for all removed trees on site and in the appropriate locations for the proposed development.

### **Protection of Preserved Trees**

#### Tree Protection During Construction

Section 4.620.10

**C13.** A condition of approval will ensure that protective fencing is placed around the drip line of preserved trees prior to site grading or other site work that could damage the trees.

## Request D: DB21-0028 Class III Sign Permit & Waiver

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

### Sign Review and Submission

Class II Sign Permits Reviewed by DRB  
 Subsection 4.031 (.01) M. and Subsection 4.156.02 (.03)

**D1.** The application qualifies for Class III Sign Review.

Class III Sign Permits Generally  
 Subsection 4.156.02 (.06)

**D2.** The request involves a single tenant in a development subject to Site Design Review, thus requiring Class III Sign Review.

Class III Sign Permit Submission Requirements  
 Subsection 4.156.02 (.06) A.

**D3.** As indicated in the table below the applicant has satisfied the submission for Class III sign permits, which includes the submission requirements for Class II sign permits:

Requirement	Submitted	Waiver Granted		Condition of Approval	Not Applicable	Additional findings/notes
		Info Already Available to City	Info Not Necessary for Review			
Completed Application Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sign Drawings or Descriptions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Documentation of Tenant Spaces Used in Calculating Max. Sign Area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Drawings of Sign Placement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Project Narrative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Information on Any Requested Waivers or Variances	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### **Class III Sign Permit and Waiver Review Criteria**

Class II Sign Permit Review Criteria: Generally and Site Design Review  
Subsection 4.156.02 (.05) E.

**D4.** As indicated in the Findings in this section, the proposed signs satisfy the sign regulations for the PDI zone and the relevant Site Design Review criteria.

Class II Sign Permit Review Criteria: Compatibility with Zone  
Subsection 4.156.02 (.05) E. 1.

**D5.** Per the applicant's code response, the wayfinding/signage plan has been created to provide an effective system for vehicular navigation that functions as an integral part of the entire site, enhancing and reinforcing the site and its boundaries. All signs have been programmed to clearly and concisely identify wayfinding and primary site use designations. The site monument sign and directional signs implement the established color palette of the entry canopy and the building architecture. The proposed signs are typical of and compatible with development within the PDI zone. This includes design and colors reflecting agency identity and proportionality to the building facades. No evidence exists, nor has testimony been received, that the subject signs would detract from the visual appearance of the surrounding development.

Class II Sign Permit Review Criteria: Nuisance and Impact on Surrounding Properties  
Subsection 4.156.02 (.05) E. 2.

**D6.** There is no evidence, and no testimony has been received, suggesting the subject sign plan would create a nuisance or negatively impact the value of surrounding properties.

Class II Sign Permit Review Criteria: Items for Special Attention  
Subsection 4.156.02 (.05) E. 3.

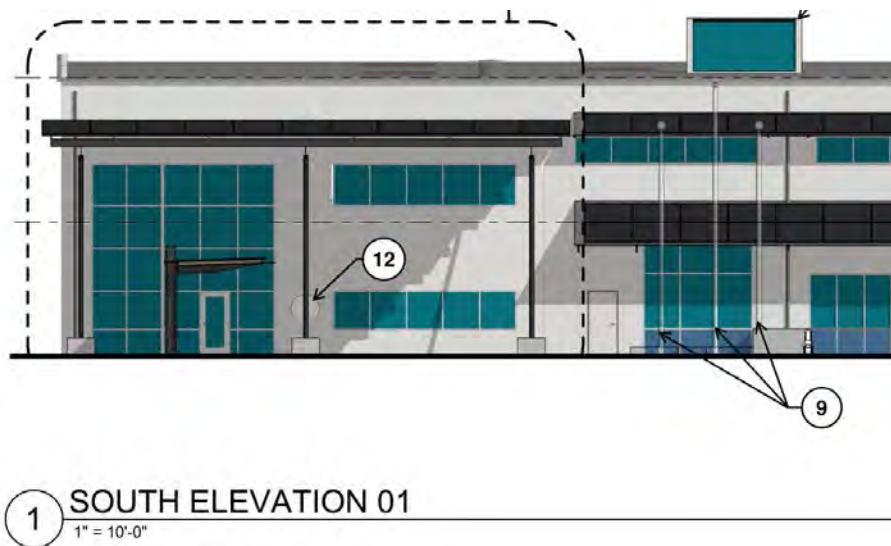
**D7.** Proposed signs do not conflict with the design or placement of other site elements such as building architecture and landscaping, and attention is paid to the interface between proposed signs and these other site elements.

Signs Exempt From Sign Permit Requirements: Flags and Flagpoles  
Subsection 4.156.05 (.01) C.

**D8.** Flags displayed from permanently-located freestanding or wall-mounted flagpoles that are designed to allow raising and lowering of flags are exempt from sign permit requirements, provided one site may have up to 2 exempt flags and no exempt flag may be more than thirty (30) feet in height. The current application proposes 3 flagpoles to fly the required Department of Administrative Services flags including the American flag, State of Oregon flag, and POW flag. Therefore, the applicant has requested a waiver to the sign permit requirements of this Subsection.

Sign Waiver Criteria: Design  
Subsection 4.156.02 (.08) A. 1.

**D9.** As stated by the applicant, the addition of a third flagpole is required by the Department of Administrative Services to fly the required American flag, State of Oregon flag, and POW flag. The proposed configuration, illustrated below, allows for the American flag to fly on its own pole, centered and in front of the other two required flags. The middle American flagpole is proposed to be 30' in height with the other two flagpoles 25' in height. The State of Oregon and POW flags are proposed to be 5' x 6' in size on the two shorter poles with the American flag 6' x 8' in size on the taller pole. Each pole will be adequately lit from below. The third flagpole is complementary in design and placement to the 2 allowed by the standard while meeting the State requirement.



Sign Waiver Criteria: Compatibility  
Subsection 4.156.02 (.08) A. 2.

**D10.** According to the applicant, the three-pole configuration and proposed heights for the poles allows for a compact footprint that fits within the context of the existing building height while providing unobstructed views of the flags from the main site access from the drive aisles at the south side of the building. The three-pole configuration satisfies the requirements of the applicant while avoiding conflicts with the adjacent entry canopy, trees and stormwater planter at the main building entry.

Sign Waiver Criteria: Public Safety, Especially Traffic Safety  
Subsection 4.156.02 (.08) A. 3.

**D11.** There is no evidence the proposed signs will negatively impact public safety, especially traffic safety. The proposed signs are sufficiently removed from streets to have any potential to adversely impact traffic or general public safety.

Sign Waiver Criteria: Content  
Subsection 4.156.02 (.08) A. 4.

D12. The content of the subject sign is not being reviewed or considered as part of this application.

**Sign Measurement**

Measurement of Individual Element Signs  
Subsection 4.156.03 (.01) B.

D13. The sign measurement uses single rectangles, as allowed.

**Freestanding and Ground Mounted Signs in the PDC, PDI , and PF Zones**

General Allowance  
Subsection 4.156.08 (.01) A.

D14. The subject site has frontage on both SW Freeman Drive (over 900 feet) and SW 95<sup>th</sup> Avenue (over 500 feet) and is a corner lot. Two freestanding or ground-mounted signs are permitted. There is an existing monument sign at the southeast corner of the site that the applicant proposes to retrofit with a new front sign cabinet to allow the building name and Oregon State seal to be reverse illuminated with low voltage LED fixtures. No other freestanding or ground-mounted signs are proposed.

Allowed Height  
Subsection 4.156.08 (.01) B.

D15. The maximum allowed height above ground for ground-mounted signs within the PDI zone is 8 feet. As shown below, the monument sign is 4' 6" high, including the 8-inch base, which is below the height limit for the site.



#### Allowed Area

Subsection 4.156.08 (.01) C.

**D16.** The maximum allowed sign area for each ground-mounted sign in a single-tenant building when the GFA of the building is 26,000 square feet or more is 64 square feet. The site's monument sign face measures 3'-9" high x 14'-0" long with a sign area of 52.5 square feet not including the sign base, which is below the area limit.

#### Pole or Sign Support Placement Vertical

Subsection 4.156.08 (.01) D.

**D17.** No freestanding signs are proposed, therefore, this standard does not apply.

#### Extending Over Right-of-Way, Parking, and Maneuvering Areas

Subsection 4.156.08 (.01) E.

**D18.** The subject ground-mounted sign does not extend into or above right-of-way, parking, and maneuvering areas.

#### Design of Freestanding Signs to Match or Complement Design of Buildings

Subsection 4.156.08 (.01) G.

**D19.** The sign as proposed is coordinated with the design of the building. As described in the applicant's narrative, the monument sign implements the established color palette of the main entry canopy and building architecture.

#### Width Not Greater Than Height for Signs Over 8 Feet

Subsection 4.156.08 (.01) H.

**D20.** The monument sign does not exceed 8 feet, therefore, the requirements of this Subsection do not apply.

#### Sign Setback

Subsection 4.156.08 (.01) J.

**D21.** Freestanding or ground mounted signs required to be no further than 15 feet from the property line and no closer than 2 feet from a sidewalk or other hard surface in the public right-of-way. The existing ground-mounted sign satisfies this requirement.

#### Address Required to be on Sign

Subsection 4.156.08 (.01) K.

**D22.** The refaced ground-mounted sign as proposed includes the building address as required.

### **Building Signs in the PDC, PDI, and PF Zones**

#### Establishing whether Building Facades are Eligible for Signs

Subsection 4.156.08 (.02) A.

D23. Sign-eligible façades are as follows:

Façade	Sign Eligible	Criteria making sign eligible
North	Yes	Entrance open to general public; faces primary parking area of building
East	No	
South	Yes	Entrance open to general public; faces primary parking area of building; faces a lot line with frontage on a street
West	No	

As shown below, one 36" x 1" deep round cast bronze State of Oregon flat relief seal is proposed to the east of the primary building entry at the southwest corner of the building. The seal is proposed to be reverse illuminated with white LED fixtures creating silhouette illumination behind the State seal with no light source visible, only an even glow of light. The area of the proposed sign is below the allowed area. This is the only proposed wall-mounted sign.

#### Building Sign Area Allowed

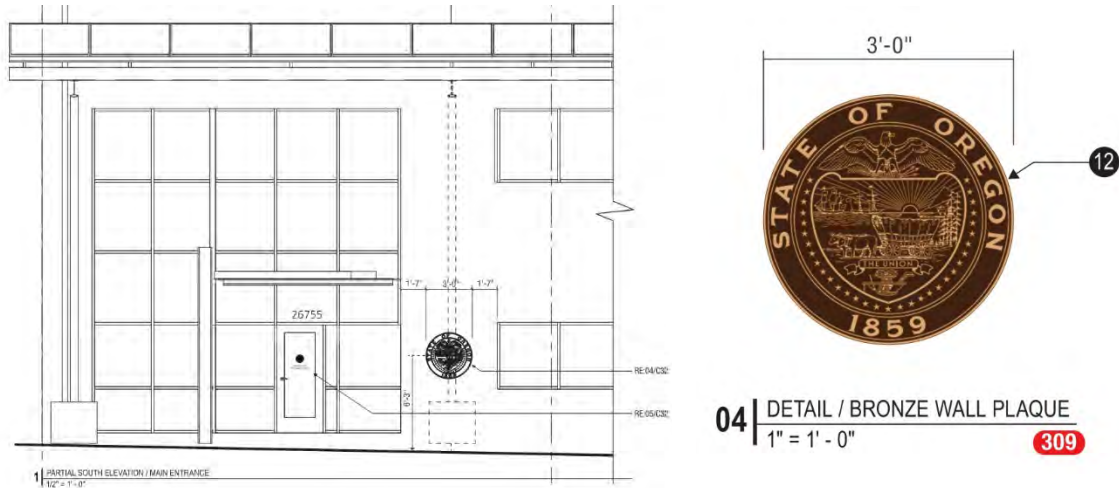
Subsection 4.156.08 (.02) B.

D24. There is one proposed building sign, on the south façade. Length of façade for the proposed single-tenant building is measured at the building line. Allowed sign area is calculated as follows:

Façade	Linear Length	Sign Area Allowed	Area Transferred	Total Sign Area Allowed	Sign Area Proposed
South	633 ft	200 sq ft	0	200 sq ft	36 sq ft
North	633 ft	200 sq ft	0	200 sq ft	0 sq ft

As shown below, one 36" x 1" deep round cast bronze State of Oregon flat relief seal is proposed to the east of the primary building entry at the southwest corner of the building. The seal is proposed to be reverse illuminated with white LED fixtures creating silhouette illumination behind the State seal with no light source visible, only an even glow of light. The area of the proposed sign is below the allowed area. This is the only proposed wall-mounted sign.





**Building Sign Length Not to Exceed 75 Percent of Façade Length**

Subsection 4.156.08 (.02) C.

**D25.** The proposed sign does not exceed 75% of the length of the building façade.

**Building Sign Height and Sign Types Allowed**

Subsection 4.156.08 (.02) D.

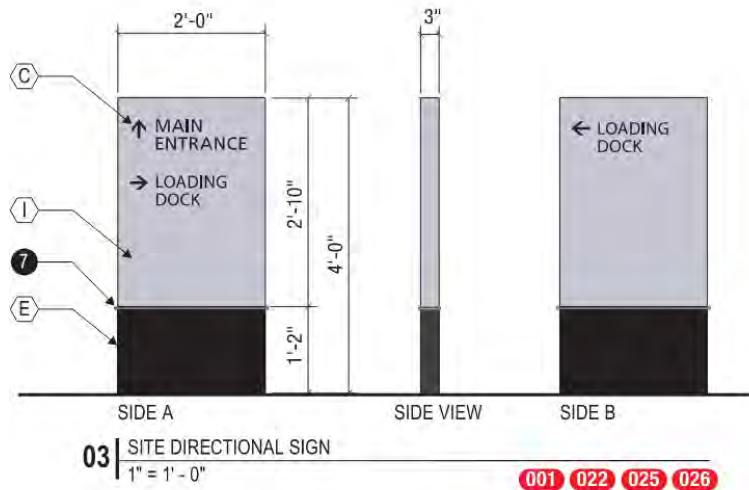
**D26.** The building signs are required to be within a definable sign band, fascia, or architectural feature, have a definable space between the sign and the top and bottom of the architectural feature, and be wall flat. The proposed sign satisfies the requirements of this Subsection.

**Additional Signs**

**Directional Signs**

Subsection 4.156 (.08) A.

**D27.** In addition to exempt directional signs allowed under Subsection 4.156.05 (.02) C. freestanding or ground mounted directional signs 6 square feet or less in area and 4 feet or less in height, and matching or complementing the architectural design of buildings, are allowed. The applicant proposes 4 directional signs, one per entry intersection into the property, which is the same number of existing directional signs currently on the site. As shown in the illustration below, the proposed sign face area is 5.6 square feet and height is 4 feet including the base, which is within the allowable limit for directional signs.



## Site Design Review

Excessive Uniformity, Inappropriate Design  
Subsection 4.400 (.01)

**D28.** With quality materials and design, the proposed sign will not result in excessive uniformity, inappropriateness or poor design, and the proper attention has been paid to site development.

### Purpose and Objectives

Subsection 4.400 (.02) and Subsection 4.421 (.03)

**D29.** Signs are scaled and designed appropriately related to the subject site and the appropriate amount of attention has been given to visual appearance. The signs will provide local emergency responders and other individuals' reference for the location of the development.

### Design Standards and Signs

Subsection 4.421 (.01) and (.02)

**D30.** There is no indication that the size, location, design, color, texture, lighting or material of the proposed signs will detract from design of the surrounding properties. Design standards have been applied to the proposed signs, as applicable.

### Color or Materials Requirements

Subsection 4.421 (.06)

**D31.** The proposed coloring is appropriate for the sign and no additional requirements are necessary.

### Site Design Review-Procedures and Submittal Requirements

Section 4.440

**D32.** The applicant has submitted a sign plan as required by this section.

## Request E: SR21-0001 Abbreviated SROZ Map Verification

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

### Findings of Fact:

**E1.** Pursuant to Section 4.139.05 – SROZ Map Verification, the applicant has appropriately determined the boundary of the SROZ, which incorporates an existing significant wetland and the riparian corridor for Tapman Creek. In addition, the applicant has depicted the 25-foot Impact Area.

### SRIR Review Criteria

Section 4.139.03

**E2.** The subject site contains an existing wetland within the SROZ at the west end of the property that requires the project to meet the standards outlined in Section 4.139. The SROZ boundary and adjacent 25' wide Impact Area are shown on the submitted site plans. As stated by the applicant, no new development is proposed within the SROZ or Impact Area. The existing vegetation and site topography is proposed to remain unchanged except for the removal of invasive blackberry as shown on the Landscape Plan (Sheet C18).

### Uses and Activities Exempt from These Regulations

Section 4.139.04

**E3.** According to the applicant's information, a portion of the existing building falls within the SROZ Impact Area. Seismic upgrades are proposed to the portion of the building within the Impact Area, however, the building footprint will not change. Existing Himalayan blackberry identified within the SROZ and adjacent Impact Area is proposed to be removed and replaced with native ground cover as shown on Sheet C18.

### SROZ Map Verification

Section 4.139.05

**E4.** As stated in the applicant's code response, the SROZ boundary is depicted on Sheet C08 and was provided by Pacific Habitat Services, who conducted a site visit and provided the updated boundary lines based on the resource categories. The SROZ boundary currently shown is greater in size than what was previously mapped.

### Mitigation Standards

Section 4.139.06

**E5.** Mitigation standards are not applicable to the proposed map verification. However, the applicant has proposed to remove Himalayan blackberry in some parts of the SROZ and adjacent Impact Area and replace it with native ground cover (Sheet C18).

## Request F: DB21-0056 Parking Waiver

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

### Parking and Loading

#### Minimum and Maximum Number of Parking Spaces

Subsections 4.155 (.03) G., Table 5, and 4.136 (.05)

- F1.** As discussed under Request A (Findings A31 and A33) in this staff report, there are 195 existing off-street vehicle parking spaces on the subject site and a minimum of 223 off-street spaces is required based on the proposed uses of office, laboratory/manufacturing, and warehouse/storage, less a one space reduction for proposed motorcycle parking.

As the Code does not contain a category for laboratory use, the applicant proposes to use a 1.6 per 1,000 square feet ratio based on the manufacturing use category for required parking. This is based on research conducted by the applicant on laboratory ratios, which generated examples of research laboratories included in manufacturing categories instead of more intensive uses associated with university labs. Jurisdictions that combined research labs with manufacturing ratios include Albany OR; Madras OR; Mill Creek WA; Mount Vernon WA; and Fountain Valley CA.

Further, with respect to office and laboratory use, the applicant states in their narrative that majority of employees split time between working in the labs and working at a desk in the open office environment. Standard industry practice for traffic engineers in estimating trip generation and parking demand for shared-use facilities (in this case, office and laboratory) would be to estimate demand with each as a stand-alone facility, then reduce accordingly (conservatively 25-30%) for employees or trips that use both, effectively removing the double-counting from the estimating process.

Based on the applicant's research and reasoning above, they propose to reduce the 223-space minimum parking requirement by 25% for office and laboratory/manufacturing use, or a total of 50 spaces, to 173 required spaces. The applicant proposes to provide 203 off-street spaces, which is 20 spaces less than the required minimum of 223 spaces, but exceeds the 173 spaces required with the 25% reduction by 30 spaces.

#### Parking Waiver

Subsection 4.155 (.02) A. 2.

- F2.** Waivers to the parking, loading, or bicycle parking standards may only be issued by the Development Review Board upon findings that the resulting development will not have significant adverse impact on the surrounding neighborhood, and the community, and that the development considered as a whole meets the purposes of this section. Staff finds no evidence that the requested reduction in off-street vehicle parking spaces, from the required minimum of 223 to the proposed 203 spaces, will result in significant adverse impact on the

surrounding neighborhood or community, nor is there evidence that the reduction would result in the development as a whole being out of compliance with the purposes of this section.

Waivers and Adopting Other Requirements and Restrictions  
Subsection 4.118 (.03) A. 10. and E. 2.

**F3.** Per Subsection 4.118 (.03) A. 10., 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 waive a number of standards as listed in Subsection 4.118 (.03) A. 1. through 16, including the minimum number of parking or loading spaces. Per Subsection 4.118 (.03) E. 2., the DRB also may adopt other requirements or restrictions including parking ratios and areas expressed in relation to use of various portions of a property and/or building floor area. Based on the evidence provided by the applicant, the waiver will meet the purposes of the planned development regulations.



Planning Division
Development Permit Application

Final action on development application or zone change is required within 120 days in accordance with provisions of ORS 227.175

A pre application conference is normally required prior to submittal of an application. Please visit the City's website for submittal requirements

Pre-Application Meeting Date: \_\_\_\_\_

Incomplete applications will not be scheduled for public hearing until all of the required materials are submitted.

29799 SW Town Center Loop E, Wilsonville, OR 97070
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Web: www.ci.wilsonville.or.us

Applicant:

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E-mail: nicoleh@seradesign.com

Authorized Representative:

Name:
Company:
Mailing Address:
City, State, Zip:
Phone: Fax:
E-mail:

Property Owner:

Name: Jeremy Miller
Company: Department of Administrative Services
Mailing Address: 1225 Ferry St. NE
City, State, Zip: Salem, OR 97301
Phone: 503.932.8723 Fax:
E-mail: Jeremy.W.MILLER@oregon.gov

Property Owner's Signature:

Digitally signed by Jeremy Miller
Date: 2021.03.23 14:45:00 -07'00'

Printed Name: Date:

Applicant's Signature: (if different from Property Owner)

Handwritten signature of Nicole D. Holt
Printed Name: Nicole D. Holt Date: 03/22/2021

Site Location and Description:

Project Address if Available: 26755 SW 95th Ave., Wilsonville, OR 97070 Suite/Unit
Project Location:
Tax Map #(s): 31W11 Tax Lot #(s): 31W11 0103 County: Washington Clackamas

Request:

North Valley Complex Renovation Land Use Submittal / Site Design Review

Project Type: Class I Class II Class III

Residential Commercial Industrial Other:

Application Type(s):

- Annexation Appeal Comp Plan Map Amend Parks Plan Review
Final Plat Major Partition Minor Partition Request to Modify
Plan Amendment Planned Development Preliminary Plat Conditions
Request for Special Meeting Request for Time Extension Signs Site Design Review
SROZ/SRIR Review Staff Interpretation Stage I Master Plan Stage II Final Plan
Type C Tree Removal Plan Tree Permit (B or C) Temporary Use Variance
Villebois SAP Villebois PDP Villebois FDP Other (describe)
Zone Map Amendment Waiver(s) Conditional Use



Exhibit C1  
Public Works Plan Submittal Requirements  
and Other Engineering Requirements

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1. All construction or improvements to public works facilities shall be in conformance to the City of Wilsonville Public Works Standards - 2017
2. Applicant shall submit insurance requirements to the City of Wilsonville in the following amounts:

<b>Coverage</b> ( <i>Aggregate, except where noted</i> )	<b>Limit</b>
<b><u>Commercial General Liability:</u></b>	
▪ General Aggregate (per project)	\$3,000,000
▪ General Aggregate (per occurrence)	\$2,000,000
▪ Fire Damage (any one fire)	\$50,000
▪ Medical Expense (any one person)	\$10,000
<b><u>Business Automobile Liability Insurance:</u></b>	
▪ Each Occurrence	\$1,000,000
▪ Aggregate	\$2,000,000
<b><u>Workers Compensation Insurance</u></b>	\$500,000

3. No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees have been paid, all necessary permits, right-of-way and easements have been obtained and Staff is notified a minimum of 24 hours in advance.
4. All public utility/improvement plans submitted for review shall be based upon a 22" x 34" format and shall be prepared in accordance with the City of Wilsonville Public Work's Standards.
5. Plans submitted for review shall meet the following general criteria:
  - a. Utility improvements that shall be maintained by the public and are not contained within a public right-of-way shall be provided a maintenance access acceptable to the City. The public utility improvements shall be centered in a minimum 15-ft-wide public easement for single utilities and a minimum 20-ft-wide public easement for two parallel utilities and shall be conveyed to the City on its dedication forms.
  - b. Design of any public utility improvements shall be approved at the time of the issuance of a Public Works Permit. Private utility improvements are subject to review and approval by the City Building Department.
  - c. In the plan set for the Public Works Permit, existing utilities and features, and proposed new private utilities shall be shown in a lighter, grey print. Proposed public improvements shall be shown in bolder, black print.



- d. All elevations on design plans and record drawings shall be based on NAVD 88 Datum.
  - e. All proposed on- and off-site public/private utility improvements shall comply with the State of Oregon and the City of Wilsonville requirements and any other applicable codes.
  - f. Design plans shall identify locations for street lighting, gas service, power lines, telephone poles, cable television, mailboxes and any other public or private utility within the general construction area.
  - g. As per City of Wilsonville Ordinance No. 615, all new gas, telephone, cable, fiber-optic and electric improvements, etc. shall be installed underground. Existing overhead utilities shall be undergrounded wherever reasonably possible.
  - h. Any final site landscaping and signing shall not impede any proposed or existing driveway or interior maneuvering sight distance.
  - i. Erosion Control Plan that conforms to City Code and the Public Works Standards.
  - j. Existing/proposed right-of-way, easements and adjacent driveways shall be identified.
  - k. All engineering plans shall be printed to PDF, combined to a single file, stamped and digitally signed by a Professional Engineer registered in the State of Oregon.
  - l. All plans submitted for review shall be in sets of a digitally-signed PDF and three printed sets.
6. Submit plans in the following general format and order for all public works construction to be maintained by the City:
- a. Cover sheet
  - b. City of Wilsonville construction note sheet
  - c. General construction note sheet
  - d. Existing Conditions plan.
  - e. Erosion Control and Tree Protection Plan.
  - f. Site Plan. Include property line boundaries, water quality pond boundaries, sidewalk improvements, right-of-way (existing/proposed), easements (existing/proposed), and sidewalk and road connections to adjoining properties.
  - g. Grading Plan, with 1-foot contours.
  - h. Composite Utility Plan; identify storm, sanitary, and water lines; identify storm and sanitary manholes.
  - i. Detailed Plans; show plan view and either profile view or provide invert elevations at all utility crossings; include laterals in profile view or provide table with invert elevations at crossings; vertical scale 1"= 5', horizontal scale 1"= 20' or 1"= 30'.
  - j. Street Plans.
  - k. Storm Sewer/drainage Plans; number all lines, manholes, catch basins, and cleanouts for easier reference
  - l. Water and Sanitary Sewer Plans; plan; number all lines, manholes, and cleanouts for easier reference.
  - m. Detailed Plan for stormwater management facilities (both plan and profile views), including water quality orifice diameter, manhole and beehive rim elevations, growing medium, and a summary table with planting area, types and quantities. Provide details of inlet structure, energy dissipation device, drain inlets, structures, and piping for outfall



structure. Note that although stormwater facilities are typically privately maintained they will be inspected by engineering, and the plans must be part of the Public Works Permit set.

- n. Composite Franchise Utility Plan.
  - o. City of Wilsonville detail drawings.
  - p. Illumination Plan.
  - q. Striping and Signage Plan.
  - r. Landscape Plan.
7. Design engineer shall coordinate with the City in numbering the sanitary and stormwater sewer systems to reflect the City's numbering system. Video testing and sanitary manhole testing will refer to City's numbering system.
  8. The applicant shall install, operate and maintain adequate erosion control measures in conformance with City Code and the Public Works Standards during construction and until such time as approved permanent vegetative materials have been installed.
  9. Applicant shall notify City before disturbing any soil on the respective site. If 5 or more acres of the site will be disturbed applicant shall obtain a 1200-C permit from the Oregon Department of Environmental Quality. If 1 to less than 5 acres of the site will be disturbed a 1200-CN permit from the City of Wilsonville is required.
  10. The applicant shall be in conformance with all stormwater treatment and flow control requirements for the proposed development per the Public Works Standards. Unless the City approves the use of an Engineered Method, the City's BMP Sizing Tool shall be used to design and size stormwater facilities.
  11. A storm water analysis prepared by a Professional Engineer registered in the State of Oregon shall be submitted for review and approval by the City.
  12. Proprietary stormwater management facilities are only allowed where conditions limit the use of infiltration (e.g., steep slopes, high groundwater table, well-head protection areas, or contaminated soils). If a proprietary stormwater management facility is approved by the City, prior to City acceptance of the project the applicant shall provide a letter from the system manufacturer stating that the system was installed per specifications and is functioning as designed.
  13. Stormwater management facilities shall have approved landscape planted and approved by the City of Wilsonville prior to paving.
  14. The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems.

Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards.

15. All survey monuments on the subject site, or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
16. Sidewalks, crosswalks and pedestrian linkages shall be in compliance with the requirements of the U.S. Access Board.
17. No surcharging of sanitary or storm water manholes is allowed.
18. The project shall connect to an existing manhole or install a manhole at each connection point to the public storm system and sanitary sewer system.
19. The applicant shall provide adequate sight distance at all project driveways by driveway placement or vegetation control. Specific designs to be submitted and approved by the City Engineer. Coordinate and align proposed driveways with driveways on the opposite side of the proposed project site.
20. The applicant shall provide adequate sight distance at all project street intersections, alley intersections and commercial driveways by properly designing intersection alignments, establishing set-backs, driveway placement and/or vegetation control. Coordinate and align proposed streets, alleys and commercial driveways with existing streets, alleys and commercial driveways located on the opposite side of the proposed project site existing roadways. Specific designs shall be approved by a Professional Engineer registered in the State of Oregon. As part of project acceptance by the City the Applicant shall have the sight distance at all project intersections, alley intersections and commercial driveways verified and approved by a Professional Engineer registered in the State of Oregon, with the approval(s) submitted to the City (on City-approved forms).
21. Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer. Landscaping plantings shall be low enough to provide adequate sight distance at all street intersections and alley/street intersections.
22. Applicant shall design interior streets and alleys to meet specifications of Tualatin Valley Fire & Rescue and Republic Services for access and use of their vehicles.

23. The applicant shall provide the City with a Stormwater Maintenance Easement Agreement (on City-approved forms) for City inspection of those portions of the storm system to be privately maintained.
24. Stormwater management facilities may be located within the public right-of-way upon approval of the City Engineer. Applicant shall maintain all stormwater management facilities.
25. The applicant shall “loop” proposed waterlines by connecting to the existing City waterlines where applicable.
26. Mylar Record Drawings:

At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. mylar and an electronic copy in AutoCAD, current version, and a digitally signed PDF.

Exhibit C2  
Natural Resources Findings & Requirements

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Findings for SI21-0001

Pursuant to Section 4.139.05 – SROZ Map Verification, the applicant has appropriately determined the boundary of the SROZ, which incorporates an existing significant wetland and the riparian corridor for Tapman Creek. In addition, the applicant has depicted the 25-foot Impact Area.

Significant Resource Overlay Zone

1. The applicant shall submit the SROZ mapping as ARCGIS shape files or a compatible format.
2. All landscaping, including herbicides used to eradicate invasive plant species and existing vegetation, in the SROZ shall be reviewed and approved by the Natural Resources Manager. Native plants are required for landscaping in the SROZ.
3. Prior to any site grading or ground disturbance, the applicant is required to delineate the boundary of the SROZ. Six-foot (6') tall cyclone fences with metal posts pounded into the ground at 6'-8' centers shall be used to protect the significant natural resource area where development encroaches into the 25-foot Impact Area.



**From:** [John Ludlow](#)  
**To:** [Luxhoj, Cindy](#)  
**Subject:** FW: The State of Oregon  
**Date:** Tuesday, October 5, 2021 2:26:28 PM

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**[This email originated outside of the City of Wilsonville]**

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Please see below. Wrong recipient on the 1<sup>st</sup> try.

John

John Ludlow

**“Too often we underestimate the power of a touch, a smile, a kind word, a listening ear, an honest compliment, or the smallest act of caring, all of which have the potential to turn a life around.”**

- [Leo Buscaglia](#)

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**From:** John Ludlow [mailto:john070@hevanet.com]  
**Sent:** Tuesday, October 05, 2021 2:14 PM  
**To:** 'luxhoi@ci.wilsonville.or.us'  
**Subject:** The State of Oregon

This testimony is for the application by the State of Oregon for the “North Valley Complex” at 26755 SW 95<sup>th</sup>, in Wilsonville to the DRB in the City of Wilsonville.

Drive by this complex now and what do you see for landscaping?

Since the State has owned this property I have twice written them about their lack of landscape maintenance on the property. The “grass” (weeds) are allowed to get over 3 feet tall at times. Now they will submit a “landscape plan”? I’m afraid that it will be more of the same. 95<sup>th</sup> has caring corporate owners who regularly maintain their properties. Not so for the State of Oregon. Their “North Valley Complex” is consistently the worst looking property on 95<sup>th</sup>, and probably in the City. How long would that kind of abandonment last if it was near the Capital buildings in Salem? Either they promise (in writing) that they will maintain all of their property’s landscape or don’t approve them at all.

Thank you,  
John

John Ludlow

**“Too often we underestimate the power of a touch, a smile, a kind word, a listening ear, an honest compliment, or the smallest act of caring, all of which have the potential to turn a life around.”**

- [Leo Buscaglia](#)



City of Wilsonville  
Exhibit D1 DB21-0025 et al

**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, OCTOBER 25, 2021**

**6:30 PM**

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VII. Board Member Communications:

- A. Results of the October 11, 2021 DRB Panel A meeting

# City of Wilsonville

## Development Review Board Panel A Meeting Meeting Results

<b>DATE:</b>	<b>OCTOBER 11, 2021</b>	
<b>LOCATION:</b>	29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR	
<b>TIME START:</b>	<b>6:30 P.M.</b>	<b>TIME END: 8:11 P.M.</b>

### ATTENDANCE LOG

BOARD MEMBERS	STAFF
Daniel McKay, Chair	Barbara Jacobson
Jean Svadlenka, Vice Chair	Daniel Pauly
Kathryn Neil	Philip Bradford
Ben Yacob	Kim Rybold
Rachelle Barrett	Shelley White
	Matt Huxley, consultant – Tetra Tech

### AGENDA RESULTS

AGENDA	ACTIONS												
CITIZENS' INPUT													
CONSENT AGENDA													
A. Approval of May 10, 2021 Minutes	A. Unanimously Approved												
PUBLIC HEARING													
<p>A. <b>Resolution No. 394. City of Wilsonville Public Works Facility: Brandon Dole, Scott Edwards Architecture – Representative for Delora Kerber, City of Wilsonville – Applicant/Owner.</b> The applicant is requesting approval of a Stage I Master Plan, Stage II Final Plan, Site Design Review, Type C Tree Removal Plan, Class 3 Sign Permit and Lot Line Adjustment for construction of a new public works facility for the City of Wilsonville. The subject site is located on Tax Lots 1800 and 1900 of Section 14A, Township 3 South, Range 1 West, Clackamas County, Oregon. Staff: Philip Bradford</p> <p>Case Files:</p> <table> <tr> <td>DB21-0017</td> <td>Stage I Master Plan</td> </tr> <tr> <td>DB21-0018</td> <td>Stage II Final Plan</td> </tr> <tr> <td>DB21-0019</td> <td>Site Design Review</td> </tr> <tr> <td>DB21-0020</td> <td>Type C Tree Plan</td> </tr> <tr> <td>DB21-0021</td> <td>Class 3 Sign Permit</td> </tr> <tr> <td>AR21-0010</td> <td>Lot Line Adjustment</td> </tr> </table>	DB21-0017	Stage I Master Plan	DB21-0018	Stage II Final Plan	DB21-0019	Site Design Review	DB21-0020	Type C Tree Plan	DB21-0021	Class 3 Sign Permit	AR21-0010	Lot Line Adjustment	A. Resolution No. 394 unanimously approved, amending the staff report with updated square footage totals and two (2) new added conditions.
DB21-0017	Stage I Master Plan												
DB21-0018	Stage II Final Plan												
DB21-0019	Site Design Review												
DB21-0020	Type C Tree Plan												
DB21-0021	Class 3 Sign Permit												
AR21-0010	Lot Line Adjustment												
BOARD MEMBER COMMUNICATIONS													
A. Results of the May 24, 2021 DRB Panel B meeting	Staff answered questions about the last DRB Panel B hearing concerning												
B. Results of the September 27, 2021 DRB Panel B meeting													

C. Recent City Council Action Minutes	the Villebois Village Center Mixed Use project.
STAFF COMMUNICATIONS	Staff updated the Board on activity concerning the outfall situation in the Canyon Creek Subdivision application heard by the Board in April and May.

**RECORDED BY: S. WHITE**



**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, OCTOBER 25, 2021**

**6:30 PM**

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VII. Board Member Communications:

B. Recent City Council Action Minutes

City Council Meeting Action Minutes  
September 20, 2021

**City Council members present included:**

Mayor Fitzgerald  
Council President Akervall  
Councilor Lehan – Arrived at 5:07 p.m.  
Councilor West  
Councilor Linville

Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Martin Montalvo, Public Works Ops. Manager  
Zach Weigel, Capital Projects Engineering Manager  
Dan Pauly, Planning Manager  
Delora Kerber, Public Works Director  
Dustin Schull, Parks Supervisor  
Chris Neamtzu, Community Development Director  
Zoe Mombert, Assistant to the City Manager

**Staff present included:**

Bryan Cosgrove, City Manager  
Barbara Jacobson, City Attorney

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	
	<b>START: 5:07 p.m.</b>
A. Replacement of Central Memorial Park Restroom	Staff informed City Council of Resolution No. 2921, which approves a construction contract with Romtec, Inc. for the Memorial Park central restroom construction project.
B. Purchase of a 5-yard Combination Cleaning Truck	City Council heard about Resolution No. 2924, which authorizes staff to purchase a 5-yard combination cleaning truck from McCoy Freightliner.
C. Willamette Water Supply Project Overview	The Council was updated on the Willamette Water Supply Program (WWSP) and informed about the first amendment to the ground lease agreement.
D. Middle Housing in Wilsonville Project	Staff discussed details of the Middle Housing in Wilsonville Project, which is scheduled for City Council consideration for adoption and a public hearing on October 4, 2021.
<b>REGULAR MEETING</b>	
<u>Mayor's Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.
B. State of the City Address	The State of the City video was viewed by City Council.

<u>Communications</u> A. None.	
<u>Consent Agenda</u> A. <b><u>Resolution No. 2919</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into First Amendment To Ground Lease For Raw Water Pipeline With The Willamette Water Supply System Commission.  B. <b><u>Resolution No. 2921</u></b> A Resolution Of The City Of Wilsonville Approving A Construction Contract With Romtec, Inc. For The Memorial Park Central Restroom Construction Project.  C. <b><u>Resolution No. 2924</u></b> A Resolution Authorizing City Staff To Purchase A 5-Yard Combination Cleaning Truck From McCoy Freightliner Of Portland.  D. <b><u>Resolution No. 2927</u></b> A Resolution Of The City Of Wilsonville Adding Kimberly Graves To The City's Established Pool Of Eligible Pro Tem Judges For The City's Municipal Court.  E. Minutes of the September 9, 2021 City Council meeting.	The Consent Agenda was approved 5-0.
<u>New Business</u> A. None.	
<u>Continuing Business</u> A. None.	
<u>Public Hearing</u> A. None.	
<u>City Manager's Business</u>	City Manager Cosgrove shared he attended the Walnut Grove Dedication where he learned many facts about walnuts.
<u>Legal Business</u>	No report.
<b>ADJOURN</b>	7:37 p.m.

City Council Meeting Action Minutes  
October 4, 2021

**City Council members present included:**

Mayor Fitzgerald  
Council President Akervall  
Councilor Lehan  
Councilor West  
Councilor Linville

Andy Stone, IT Director  
Zoe Mombert, Assistant to the City Manager  
Cindy Luxhoj, Associate Planner  
Delora Kerber, Public Works Director  
Martin Montalvo, Public Works Ops. Manager  
Dan Pauly, Planning Manager  
Philip Bradford, Associate Planner  
Carl Nodzinski, GIS Intern  
Ricardo Huerta, GIS Intern  
Mark Ottenad, Public/Government Affairs Director  
Kimberly Rybold, Senior Planner

**Staff present included:**

Bryan Cosgrove, City Manager  
Barbara Jacobson, City Attorney  
Kimberly Veliz, City Recorder  
Keith Katko, Assistant Finance Director

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:06 p.m.</b>
A. The Leo Company PSA Renewal	Council was briefed on Resolution No. 2914, which authorizes the City Manager to execute a PSA with the Leo Company, for government relations and emergency preparedness training consulting services.
B. Street Tree Inventory	GIS interns presented on the 2021 Street Tree Inventory completed during their internship with the City of Wilsonville, Public Works Department.
C. Municipal Parking Lot Slurry Seal Project	Staff informed City Council of Resolution No. 2925 that authorizes the City Manager to execute a construction contract with R.C. Contracting to construct the Municipal Parking Lots Slurry Seal Project.
D. LED Street Light Conversion Update	Staff presented on Phase 2 of the LED street light conversion update.
E. ARPA Funding Conversation	Staff sought Council’s direction to identify and prioritize programs that may be funded with allocations from the federal American Rescue Plan Act (ARPA).
F. Wilsonville Town Center Streetscape Plan	Council was given a preview of Ordinance No. 850, which was scheduled for a public hearing at the regular meeting to follow.

<u>Executive Session</u>	Immediately following the end of the Work Session, Council meet in Executive Session.
<b>REGULAR MEETING</b>	
<u>Mayor's Business</u> A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.
<u>Communications</u> A. None.	
<u>Consent Agenda</u> A. <b><u>Resolution No. 2914</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With The Leo Company, LLC, For Government Relations And Emergency Preparedness Training Consulting Services.  B. <b><u>Resolution No. 2925</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With R.C. Contracting, LLC To Construct The Municipal Parking Lots Slurry Seal Project.  C. Minutes of the September 20, 2021 City Council meeting.	The Consent Agenda was approved 5-0.
<u>New Business</u> A. None.	
<u>Continuing Business</u> A. None.	
<u>Public Hearing</u> A. <b><u>Ordinance No. 850</u></b> An Ordinance Of The City Of Wilsonville Adopting The Wilsonville Town Center Streetscape Plan As An Appendix To The Wilsonville Town Center Plan, A Sub-Element Of The Comprehensive Plan.  B. <b><u>Ordinance No. 851</u></b> An Ordinance Of The City Of Wilsonville Amending The Text Of The Wilsonville Comprehensive Plan, Text Of The Development Code, The Frog Pond West Master Plan, And The Villebois Village Master Plan; Adopting A Legislative Zone Map Amendment To Rezone Residential Properties In The Old Town	After a public hearing was conducted, Ordinance No. 850 was approved on first reading by a vote of 5-0.  After a public hearing was conducted, Ordinance No. 851 was adopted on first reading with the recommendations that had been read into the record by staff. Passes 5-0.

<p>Neighborhood To The Newly Established Old Town Residential Zone; And Declaring Development In Planned Development Residential Zones As Legal Non-Conforming To Increase The Allowance Of Middle Housing In Wilsonville.</p> <p><b>C. <u>Ordinance No. 852</u></b>  An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From Public Facility (PF) Zone To The Village (V) Zone On Approximately 1.40 Acres In The Villebois Village Center, Adjacent To The Piazza At Villebois To The Northeast And Northwest; The Land Is More Particularly Described As Tax Lot 2800 And Adjacent Right-Of-Way, Section 15AC, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Costa Pacific Communities, Applicant.</p>	<p>After a public hearing was conducted, Ordinance No. 852 was approved on first reading by a vote of 5-0.</p>
<p><u>City Manager's Business</u></p>	<p>No report.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p><b>ADJOURN</b></p>	<p>9:43 p.m.</p>