



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

Monday, February 25, 2019 - 6:30 P.M.

- I. Call to order:
- II. Chairman's Remarks:
- III. Roll Call:

Richard Martens	Tracy Meyer
Shawn O'Neil	Ellie Schroeder
Samy Nada	
- IV. Citizens' Input:
- V. Election of 2019 Chair and Vice-Chair:
 - A. Chair
 - B. Vice-Chair
- VI. Consent Agenda:
 - A. Approval of minutes of the November 26, 2018 meeting
- VII. Public Hearings:
 - A. **Resolution No. 361. FLIR Systems Flag Pole: Desmond Amper, LRS Architects – Applicant for FLIR Systems, Inc. – Owner.** The applicant is requesting approval of a Class 3 Sign Permit and Waivers to allow a third thirty-five foot flag pole. The subject property is located at 27700 SW Parkway Avenue on Tax Lot 510 of Section 12, T3S, R1W, Clackamas County, Oregon. Staff: Daniel Pauly

Case Files: DB19-0001 Class 3 Sign Permit and Waivers
- VIII. Board Member Communications:
 - A. Results of the February 11, 2019 DRB Panel A meeting
 - B. Recent City Council Action Minutes
- IX. Staff Communications:
 - A. Welcome Ellie Schroeder!

X. 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, FEBRUARY 25, 2019

6:30 PM

VI. Consent Agenda:

- A. Approval of minutes from the November 26, 2018 DRB Panel B meeting

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

**Development Review Board – Panel B
Minutes–November 26, 2018 6:30 PM**

I. Call to Order

Chair Richard Martens called the meeting to order at 6:30 p.m.

II. Chair’s Remarks

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

III. Roll Call

Present for roll call were: Richard Martens, Samy Nada, Aaron Woods, Shawn O’Neil, and Tracy Meyer

Staff present: Daniel Pauly, Barbara Jacobson, Steve Adams, Mike McCarty, and Tod Blankenship

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 the October 22, 2018 DRB Panel B meeting

Shawn O’Neil moved to approve the October 22, 2018 DRB Panel B meeting minutes as presented. Tracy Meyer seconded the motion, which passed 4 to 0 to 1 with Aaron Woods abstaining.

VI. Public Hearing:

A. **Resolution No. 359. Villebois Phase 5 North “Clermont”:** Stacy Connery, AICP, Pacific Community Design – Representative for Polygon WLH LLC – Applicant for Victor Chang, Allen Chang, City of Wilsonville, Polygon at Villebois LLC and Sparrow Creek LLC – Owners. The applicant is requesting approval of a Zone Map Amendment from Exclusive Farm Use (EFU) Zone to Village (V) Zone, a Specific Area Plan – North Amendment, Preliminary Development Plan, Final Development Plan for parks and open space, Tentative Subdivision Plat, Type C Tree Plan and abbreviated SRIR Review for development of an 89-lot single-family subdivision and Villebois Regional Park Component 6 and a modification of the western portion of Regional Park Component 5 “Trocadero Park” and associated improvements in Villebois SAP North Phase 5. The subject property is located on Tax Lots 0543, 7700, 7200, 7290, 7300, 7400, 7500, 7600, 8130 and City of Wilsonville right-of-way between Tax Lots 0543 and 8130 of Section 15AB, City of Wilsonville right-of-way (SW 110th Avenue) between Section AB and Section AA, Tax Lot

16400 of Section AA, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Daniel Pauly

Case Files:	DB18-0049	Zone Map Amendment
	DB18-0050	SAP-North Amendment
	DB18-0051	SAP-North PDP 5, Preliminary Development Plan
	DB18-0052	Final Development Plan for Parks and Open Space
	DB18-0053	Tentative Subdivision Plat
	DB18-0054	Type C Tree Plan
	SI18-0005	Abbreviated SRIR Review

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

Chair Martens called the public hearing to order at 6:34 p.m. and read the conduct of hearing format into the record. Chair Martens, Samy Nada, Aaron Woods, and Shawn O’Neil 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.

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

Mr. Pauly thanked the neighbors and other interested people for taking the time to attend tonight’s meeting. He presented the Staff report via PowerPoint, briefly noting the site’s location, the Villebois Process, and the proposed changes to Regional Park (RP) 6 with these key comments:

- Phase 5 North was the final, single-family and park phase of Villebois. The only other remaining phase to be reviewed by the Development Review Board (DRB) included some of the mixed use buildings around the Piazza and Village Center.
- Specific Area Plan (SAP) North. The approval history for SAP-North was different than the other three SAPs, which for the most part, were approved at the same time and had a large component list, including cultural resources and plans for density, street layout, etc. When the original developer of Phase I, Arbor Homes, came in, there was uncertainty about the ownership and future development of the remainder of it, so the developer had all of the different components approved for Area I (Slide 7) and left the remainder for the future. Subsequent phases continued to push forward the incomplete approval of the “unknown portions”, including the subject site. Over time, the developer simply imported what was shown in the Master Plan without much additional thought.
 - With the approval of Phase 4 North in 2016, some of the loose ends in the previous SAP approvals were cleaned up and all of the SAP components were approved that did not require property access, because at that time, access was not granted to the property that Phase 5 North entailed.

- The two components not yet approved were the Historic and Cultural Resources Inventory and Tree Inventory. The lack of information about the trees played a big role as the City began to look at this project with the design team and Applicant.
- For SAP-North, Figure 1 of the Master Plan showed a part of the ring of regional parks through Villebois, as well as a variety of land use types, including row homes, standard lots, a few large lots, some estate lots, and a few medium and small lots for the subject area. (Slide 9)
 - Figure 5B of the Master Plan showed the parks in SAP-North. (Slide 10) The Master Plan stated, “Regional Park component 6 preserves several large groves of trees while also providing active and passive recreation opportunities. The park includes two tennis court facilities, a child play structure, a dog park, picnic tables, benches, a minor water feature, and may include stormwater/rain water features.” Another major component of the park was a portion of the regional Ice Age Tonquin Trail, a 12-ft concrete trail.
- The original submittal received in July 2018 mirrored what was shown in Figures 1 and 5B, with the park in its current location and different housing types that fit into the allowed changes for home types and density for SAP-North.
 - During review of the Arborist’s report, Staff found that many of the trees intended for preservation would be removed by the proposal, including Important trees, shown in fuchsia, and Good trees, shown light green, as shown on Slide 12.
 - Even in the original park design, many of the trees had to be removed due to an extensive slope on part of the site and the grading required to meet ADA access requirements, as well as the requirement to connect both ends of the regional trail on either side of the park.
- Given these issues, as well as some language included in the review criteria, Staff did not believe the original proposal was the best option and decided to take a step back and look at where the park was located. The refinement process in the Code specifically mentioned that with regard to an important community resource, like mature trees, additional flexibility was allowed in following the Master Plan in order to meet other objectives.
 - The description of the park included language that focused on preserving large groves of trees, so if that could not be accomplished through the park design, the design needed to be reconsidered.
 - Different parts of the Code had similar language that Staff considered working with any development where a significant number of trees was involved. (Slide 14) The most concise language stated, “Existing wooded areas, significant clumps, groves of trees and vegetation, and all trees with a diameter of 6 inches or greater at breast height shall be incorporated into the Development Plan and protected wherever feasible.”
 - Therefore, Staff and the Applicant considered where protection was feasible when looking at the project design.
 - The types and ages of the subject trees were also important to note. Generally, the majority of the trees on the site, approximately 65 percent, were Douglas fir along with one large Red Oak, some Big Leaf Maple, and some other native trees sprinkled in. Historically, the Code gave specific deference to White Oaks and Ponderosa Pine because of their significance, especially since very old White Oaks were hard to replace.

The Douglas fir trees were only about 60 years old, so less significance was afforded those trees as opposed to White Oaks or Ponderosa Pines, which was important to note when considering what was feasible and reasonable in terms of what to keep and what not to keep.

- After Planning Staff realized the proposal did not meet the Tree Retention Guidelines, Staff members from Engineering, Natural Resources, and Parks and Recreation, as well as Mr. Pauly, met with the design team and Polygon at the site to walk the site in detail to imagine what it would look like once developed in terms of identifying key view sheds and key trees to provide a gateway as well as to maintain the forested look at this highpoint within the Villebois development.
- A number of iterations led to the current proposal. The park was shifted farther to the north and east, creating a central forested park area surrounded by homes that overlooked the park. The dog run was shifted up along Tooze Rd where parking was available for those coming from outside the Villebois community.
 - Finding a location for the tennis court was a challenge due to the site's slopes and potential tree litter. Locations were scouted within the larger park area and near the dog run, but due to the grades and the desire to maximize the only dog run on the west side of town, the area within RP 5 became the preferred location for the tennis court because it was flat and because most of that area was a part of the subject property.
 - He explained that when RP 5 was developed, the property owners granted a property easement to the City to be able to finish that end of the park in the interim until their property developed. Therefore, the tennis court was located on the subject property with a bit of the fence and outside court area being on the adjacent property.
 - The new location was essentially across the street from what was shown in the Master Plan diagrams regarding the location of the various park components.
- There was concern about parking impacts and taking up too much green space, but with the flexibility allowed through the refinement process, the Applicant proposed, and Staff supported, it being reduced to a single tennis court. This would allow for both tennis and pickle ball play, as the community had indicated a desire for multiple pickle ball courts.
 - Locating the tennis court near other active uses and the public restroom in RP 5 had also been considered, as well as how it flowed with RP 5 from a design standpoint, since the rest of the park would have a more natural flowing feel given the existing trees and contours.
- The regional trail would wind through the site. There would be some impacts to the trees surrounding the trail, but it was much less than the plan submitted in July 2018.
- He asked for any questions about the changes to the park's layout and displayed the diagrams of the original and current proposals.

Mr. Pauly clarified that the Master Plan listed in text and in a table format the different components in each section of Regional Park. An appendix of the Master Plan included drawings that illustrated each park, not necessarily suggesting the layout, but rather, a Demonstration Plan that showed what components could potentially fit into that space, but were not required. Those components had been moved around in previous park projects as

needed. In the demonstration drawing for the proposed park, the tennis court ended up on the southern end near Berlin Ave.

Tracy Meyer asked how the big area was where the tennis court was being proposed, and how much space there would be around the tennis court; between the tennis court and street.

Mr. Pauly replied there was still quite a bit of green space towards Orleans Ave and the stormwater swale would still be on that side. On the north side along Palermo St would be a 12-ft path with a small landscape buffer between the fence and the path. The landscape architect could describe the south side more precisely. Based on feedback from Parks and Recreation, the tennis court was reoriented north and south due to the sun. The originally proposed two courts were reduced to one due to concerns from the neighbors, including the parking impact. By Code, parks did not require any parking; however, additional on-street parking was available along the extension of Orleans Ave and the north side of Palermo St immediately adjacent to the park. Based on the parking provided for the homes, he did not anticipate a lot of demand for those spaces from the adjacent homes. As such, that parking would be available for park users.

Samy Nada confirmed there were no plans to have lights surrounding the tennis courts.

Mr. Pauly noted the trail would be lit with pedestrian height street lights that matched other community street lights. The entirety of the Ice Tonquin Trail would be lit.

Mr. Nada asked if there was a forum wherein neighbors could voice feedback about the park's redesign.

Mr. Pauly responded the redesign was put before the Parks and Rec Advisory Board. Beyond that, Staff had reached out via email to known contacts to solicit feedback, and the design team held a neighborhood meeting that was advertised to neighbors to discuss the park redesign. He confirmed that originally, the two tennis courts faced east to west, but the current plan proposed only one tennis court that faced north to south.

Aaron Woods noted that on the north side, there was one large lot, and it appeared that the court would be parallel to the sides of the new homes on Orleans St.

Mr. Pauly confirmed that was correct, adding there would be a planted stormwater swale with trees that would mature. He also confirmed there would be shrubbery around the tennis court as well as a 10-ft fence.

Mr. Woods asked what normal park hours were.

Mr. Pauly replied normal park hours throughout the city were 5:00 am to 10:00 pm, but noted that could be adjusted if there were specific concerns. He confirmed people could play tennis or skateboard up until 10:00 pm.

Mr. Pauly continued with his presentation of the Staff report, which included a review of the requested applications, with these key comments:

- He displayed the current trees proposal, noting the forested area and the trees that would be preserved. (Slide 17) With different conditions in grading, a good amount of trees would still be lost. Where feasible, the most significant clumps would be preserved, and Staff recommended that the parties thoroughly look through the trees to determine what was reasonable in this scenario.
- The Zone Map Amendment was fairly straightforward as it was same process that had been followed throughout Villebois. All of Villebois had a Comprehensive Plan designation of Residential Village, and as was typical in Wilsonville, when something was proposed for development, it was rezoned from its previous use to a zone that matched the Comprehensive Plan. The current zoning would be change from Exclusive Farm Use (EFU) to the Village Zone, which was the Villebois Zone. Staff recommended that the DRB send a recommendation for approval to City Council for the zone change.
- SAP-North Amendment included two components. The first was to adopt the SAP elements not previously approved, the Historic and Cultural Resource Inventory and the Tree Inventory.
 - The second was to change the approved SAP with Master Plan refinements, which were allowed changes. The Code allowed up to a 10 percent change from the original SAP number or a more significant change if it contributed to the saving of a significant resource, such as trees.
 - Changes to the street network; parks, trails, and open space; and utility alignments were necessary to move the park. (Slide 19)
 - The proposed land use and density refinement was within the 10 percent allowed by Code. Some flexibility within the home types was also anticipated and the Village Zone grouped homes into two buckets, with single-family Medium, Standard, Large, and Estate lots in one bucket, and small single-family and all attached products in another bucket. (Slide 20)
 - Some comments were received about adding houses, but for compliance, the broader SAP was considered, where density was reduced or adjusted in different areas, so overall the density balanced out to that originally planned for SAP-North. The Applicant not only looked at this neighborhood, but the broader SAP as a whole. Density had been reduced elsewhere to achieve a balance that resulted in the overall density being approximately the same as the original SAP North Plan.
 - The Applicant had attempted to extend and mirror what had been done on adjacent land and other similarly located properties in Villebois. Small and Medium lots were proposed on the southwest corner where the street was adjacent to existing blocks that already had Small and Medium homes.
 - Along the edges of Phase 5 were Large and Standard sized lots, as seen in Phases 3 and 4 along Tooze Rd and backing up to Grahams Ferry Rd in Phase 2 North. were Large and Standard lots. Estate lots would make sense in that area as they would not be congruent with the surrounding homes. The proposed lot mix kept the same pattern and look, and was an allowed variation in the Zoning Code.

- Standard lots were being constructed in the internal blocks along Amsterdam Ave in Phase 4 North, and the remainder of that block along Orleans Ave would also have Standard lots to mirror what they backed up to.
- Standard and Large lots were proposed in the area where the park was formerly located, which originally replaced an area shown as Estates, so they were in the same unit type bucket. A number of these homes were designed to be single-story homes, which would create a new look in Villebois, as only a handful currently existed. When built as proposed, this project would represent the vast majority of single-level homes in Villebois.
- The Preliminary Development Plan (PDP) map showed the layout and different home types and stars indicated the lots with single-level homes. (Slide 23)
 - Traffic and Parking. The transportation network had long been planned to accommodate Villebois and traffic reports had been done and updated a number of times for SAP North. The change from the last update was a net increase of 23 trips, which all of the planned and existing roads and infrastructure could accommodate to established standards.
 - The Code standard for parking was one space per unit. Except the Small lots, most units had onsite off-street parking in addition to the garage; 30 units had two-car garages, and two-thirds of the units had a driveway in addition to the garage. There was quite a bit of on street parking as well as the small parking lot being retained from what existed as 110th Ave. Total parking provided well exceeded the required 89 spaces. Polygon understood the City wanted to accommodate as much parking as possible without negatively impacting the look and feel of the neighborhood and had looked to maximize that here and exceed any related Code standards.
- Final Development Plan. The tennis court, Ice Age Tonquin Trail connector piece, children's play area in the forested, northern part of the central park, and the dog run in the northern portion of the Regional Park were indicated. The dog run included a fenced-in area, dog amenities, a shade shelter for dog owners, and separated areas for different types and breeds.
 - The Kinder Morgan high-pressure pipeline went down the former 110th right-of-way, so no homes would be built over the pipeline. (Slide 26) The Master Plan called for a string of linear parks through that area and included amenities, pedestrian connections, fixtures, and landscaping consistent with what was shown in the Master Plan and Community Elements Book.
- The Tentative Subdivision Plat allowed for the division of the land according to the proposal.
- Type C Tree Plan. Douglas fir was the dominant species on site, and with the number of Poor and Moderate Douglas fir, 76 percent of the trees on-site would be removed; however, the trees that had the most impact were proposed for retention. (Slide 28)
- Abbreviated Significant Resource Impact Report (SRIR) Review. As currently mapped, the Significant Resource Overlay Zone, shown in light blue on Slide 29, was the reason for the component application. The wetlands and drainage ditch area along the 110th right-of-way were originally mapped as a potential part of a wider wetland complex. The three wetlands mapped on the site, A, B, and C, were all very small and, on behalf of the Applicant, a

wetlands scientist agreed with the City's Natural Resource Staff that they were not significant and should not be a part of the SROZ. Wetland C would be filled, but a component of the remaining wetlands along the former 110th would remain in the planned park area.

- He noted there were corrections to the Staff report, which he later read into the record.

Mr. Woods noted he saw a lot of on-street parking spaces on Slide 24, and asked where the six spaces allotted for the park would be located.

Mr. Pauly explained those spaces would be where 110th Ave intersected Tooze Rd, on the eastern edge of the displayed map by the dog run.

Mr. Woods confirmed that the vast majority of the parking spaces would be on the street in front of or to the side of homes.

Mr. Pauly added the three parking spaces closest to the dog park were in front of the park, and indicated the parking spaces to the side of the homes that would likely be used for the dog run.

Mr. Nada asked if any areas or lots originally designated in the Master Plan as a linear green space or park land were changed to residential lots in the proposal.

Mr. Pauly replied the Regional Park itself was about a half-acre larger than the area shown in the Master Plan. There was also an additional linear green that preserved another grove of significant Douglas fir, resulting in more park space with the proposed plan. However, some park areas and lots had been switched around to accommodate tree preservation.

Chair Martens understood that the proposal as presented would remove 76 percent of the site's trees. He asked if Staff had calculated that percentage with the prior design.

Mr. Pauly responded that it was much higher, possibly 90 percent; however, he did not have the numbers with him but agreed to provide them to the Board tonight. He entered the following exhibit into the record:

- Exhibit D11: Email dated November 14, 2018 submitted as public testimony but not included in the meeting packet due to being sent to the wrong City email address.

Chair Martens called for the Applicant's presentation.

Pam Verdadero, Polygon NW, 703 Broadway St, Suite 510, Vancouver, WA, 98660, thanked Mr. Pauly for his presentation and work on the Staff report. Polygon had worked with the City of Wilsonville for many years and appreciated the relationship that had been established. Polygon also worked very closely with Staff on this development to balance the remaining goals of the Master Plan.

Stacy Connery, Pacific Community Design, 12564 SW Main St, Tigard, OR, 97223, presented the Applicant's proposal via PowerPoint, describing how the Applicant arrived at the site plan as well as additional details about the park with these key comments:

- She displayed Slide 2 of the Master Plan and pointed out
- Displaying the Master Plan (Slide 2), she noted the outlined portion of the proposed site at the northern end of Villebois and reminding that the density of Villebois was lower at the edges of the project and higher in the Village Center. The proposed site bordered the northern edge, and transitioned in density to the south as it moved toward the Village Center. She also noted Grande Pointe in the lower left of the slide.
- When the Master Plan was originally done, the Applicant was not allowed access to the site to inventory the trees, assess their quality, or rate them to integrate that into the decision-making process in order to balance all of the goals of the Master Plan. Therefore, some assumptions were made about what part of the property would be best to retain as part of the parks and open space system.
- Slide 4 compared the Master Plan layout and the Applicant's proposed layout, which focused on the Good and Important trees. The Important trees being saved were marked in teal, and the Good trees being saved were marked in lavender. The Important and Good trees marked for removal were maroon and brown. The original park layout would have saved 48 Good and Important trees. By shifting the park's direction, the Applicant was able to save 71 Good and Important trees within various park areas and the addition of a pocket park. The Applicant was also able to save a number of trees on lots by lining up the lot lines to retain trees.
- In comparing the Applicant's proposed Land Use Plan with that of the Master Plan, the net developable area, which included lots and alleys, had been reduced. The Applicant's new proposal also increased the Park Area by approximately 2 acres with the reconfiguration and addition of linear green areas along all sides of the project. (Slide 5)
 - The net density of the proposed plan was 8.63 units per net acre, similar to the net density to Grande Pointe, which was 8.0 acres.
- The Master Plan's Feasibility Plan for the parks was shown alongside the Applicant's park proposal, which reduced the two tennis courts to one, and moved the court into RP 5 on the other side of the street. The new location was within the flattest area of the property that did not have any trees. The children's play area would be moved within the treed area in the central park area that required minimal grading and no removal of Important or Good trees. (Slide 6)
 - The dog run was moved closer to Tooze Rd and remained about the same size as shown in the Master Plan. Moving it allowed the Applicant to take advantage of the proximity to Tooze Rd and provide a parking lot for visitors from outside Villebois.
 - The Ice Age Tonquin Trail connection running through RP 6 was also indicated.
- The yellow stars on the Site Plan represented the single-level homes Polygon proposed as a replacement to the Estate homes, as there had not been much demand for Estate homes; however, there was a huge demand for single-level homes and these would be the first complete single-level homes in Villebois. The change in home type would add to the overall diversity in home type in Villebois.

- The proposed home elevations were also displayed with elevations for the single-level homes at the bottom. (Slide 8)

Ms. Meyer asked if the Applicant knew the price points for the various home sizes.

Ms. Verdadero responded they were similarly priced, likely in the upper \$300,000s or low \$400,000s up to the upper \$600,000s. She confirmed 25 single-level homes were proposed.

Chair Martens called for public testimony in favor of, opposed, and neutral to the application.

Adam Hill stated he had been before the Board on other Villebois projects and the process itself did not seem to work well with the citizens. The citizens did not feel they had much say in the process, and oftentimes they found out too late as there was not much outreach. He suggested letters on people's doors. He appreciated all of the work done by City planners, adding the City did an amazing job with these projects. He appreciated that the Applicant was trying to save trees and were able to enlarge the park; however, he was opposed to the plan because there had not been a lot of outreach by the City.

Shawn O'Neil interjected that he had a problem with Mr. Hill's comment about outreach, stating that notices of public hearings were published. He asked those in the audience present to testify about the project to raise their hands. He believed the community involvement was impressive compared to Board meetings where no citizens had shown up, which was based on people not taking responsibility to come and voice their concerns.

Mr. Hill responded the room would probably need to be expanded if there was more public effort. He noted Mr. O'Neil and he could agree to disagree. He continued his testimony, noting that from his personal experience, it also appeared that the process was weighed in favor of the developer, who knew the loops and what to do or not to do. Oftentimes, citizens did not, were fumbling through the process and learning as they went along, and by the time they figured it out, it was too late.

- He really wanted to see more effort to adhere more to the Master Plan. Residents had purchased their homes at least partly based on the Master Plan. He understood changes up to 10 percent were allowed, and was fine with a few tweaks here and there, but the current proposal was a fundamental change of the shape and size.
- He reminded the Ice Age Tonquin Trail was not just for the neighborhood or Wilsonville, it was a regional metro trail that would be 24 to 26 miles upon completion, which screamed tourism, cyclists, joggers, etc.

Mr. Nada asked Mr. Hill how far away he lived from the proposed area of change, when he learned of the proposed changes, and how he found out.

Mr. Hill responded that he lived on Villebois Rd approximately two blocks away and saw a random sign placed approximately 10-ft off of Tooze Rd about four days ago.

Ms. Meyer asked Mr. Hill to capsulize what he disliked about the proposed plan.

Mr. Hill responded that as he understood it, the Tonquin Trail was best used if it was all unified and linear for the wildlife and the flow of joggers, cyclists, and other users. He cited different wildlife sightings, noting it was a spectacular neighborhood and very unique for the region, so he did not want to see it changed. He really wanted to see the democracy emphasized with how the park was put together. He explained he was mainly concerned about the flow of the park, how wildlife and people would move throughout it, and how the outreach was conducted.

Mr. O'Neil asked what Mr. Hill would change to allow wildlife to move in the way he would like and make the park more acceptable to him. He said was offended that Mr. Hill believed there was not enough community involvement. He became very frustrated when no one showed up for meetings, which had nothing to do with advertising but rather, people being too lazy to come.

Mr. Hill responded he believed having more community involvement it would be great and to have a continuous flow and adherence to the Master Plan, but understood tree issues and other things had to be taken into account. He believed it would be acceptable to remove a lot or two to make a more continuous flow.

Michael Healey stated he had just received notice a few days ago, and he had also seen a sign. He agreed with Mr. Hill regarding outreach. He was also on a transitional advisory committee for the turnover meeting for Tonquin Meadows' Board of Directors, on which he would like to serve. He did not know to what extent, if any, the Boards or various homeowner associations (HOAs) were consulted with regard to this whole process or how they were involved in the process. Had the City made an effort to consult those boards and HOAs when this proposal was first submitted, it might have increased attendance at tonight's meeting. He was not referring to meeting announcements, but rather, involvement in the process, as Mr. Hill indicated. Instead of having Polygon and the City involved, to get the community involved the City had to ask for involvement by the HOA. Unfortunately, the Tonquin Meadows HOA, which abutted the entire project, was essentially Polygon and would be Polygon until the turnover meeting in December. If the HOAs were involved initially in the process and were asked to contribute, that would solve the community involvement problem to a certain extent because after all, they lived in the community, talked with the people in the community, and had a feel for what went on in the community.

- His second point regarded density. The current proposal had 43 more units than the initial proposal, which would increase density. He applauded Polygon for adding, for the first time, single-level homes, which was a real need by people of a certain age and presently, there were none in Villebois that he was aware of. The only place single-level homes could be built was on Standard or Large lots. He suggested eliminating or consolidating some Medium lots to create Large or Standard lots and building more single-level units, which would make them even more saleable according to Polygon. This would decrease the density; the Applicant did not have to have just 10 percent; it was at the borderline.

Betsy Imholt, 11282 SW Berlin, Villebois, Wilsonville, OR, distributed a multiple page packet to the Board, entered into the record as Exhibit D12, which she began to read into the record, but ran out of time.

Ms. Meyer said she understood most of the unhappiness regarding the tennis court was due to it being moved, not the reduction of two courts to one.

Ms. Imholt responded was a 50 percent reduction, adding she believed there were two issues. The people who lived closer to the skate park felt that they had done their part; they had had it, and did not want another amenity like the tennis court shoved into something they have already adjusted to. They were also enjoying the existing lawn play area and did not want it taken away. That was another change; and maybe it was not planned for but it was there now. It was irrigated and being maintained and people were enjoying it. Finding a well-drained lawn play area that was flat was really hard to come by, so it was a very popular area.

- Residents moved into Villebois knowing full well what was planned for RP 6 and they wanted it built with all of the elements, including the dog park, the preservation of trees, the path, and tennis courts. The Applicant did not want it up there and she understood spreading out the amenities, but other flat areas were available. The tennis court was close to her home, frankly, but it seemed the Applicant could make that work.

Herman Walter, 11145 SW Berlin Ave, Villebois, stated he opposed the current plan as proposed. The increase in density was a very big concern, especially with the lack of proper roadways within Villebois. For example, with parking on both sides of Berlin Ave, it was almost impossible for two full-sized vehicles to pass without fear of hitting each other. On Paris Ave, where the curb-outs by the skate park were located, it was impossible for two full-size vehicles to pass each other. Due to the curb-outs at the Berlin/Oslo intersection, two vehicles could not fit if someone was stopped at the stop sign on Oslo, and someone was attempting a right-hand turn from Paris onto Oslo.

- The area designated for the dog park was reduced by over 50 percent from the Master Plan. Originally, it was planned to be 1.07 acres, but now it was planned to be .5 acres. As stated by Mr. Pauly, it would be the only dog park on the west side of Wilsonville.
- He was also very concerned about the tree removal, part of which was due to previous experience with Polygon and the ongoing construction of the homes on Stockholm. He had had a conversation over the weekend with Polygon Vice President Kevin Pahl about continued violations by the subcontractors, who were parking in the fire lanes and had blocked the fire lanes in the past by dumping stones. Just tonight, after having had the issue raised to them again, the subcontractors were running the heater units to dry out the mud for the drywalls after the 7:00 pm quiet hour. He had confirmed that with his wife, who was currently at home. Therefore, the 11 percent of trees listed as likely to be retained during the construction process he considered to be at great jeopardy because of the typical disregard he had seen by the contractors and, ultimately, Polygon.
- That said, he applauded the Applicant for listening to the attendees at the November 5th meeting about reducing the number of tennis courts.

Ms. Meyer asked if Mr. Walter was happy that tennis courts were reduced to only one.

Mr. Walter replied personally, it did not matter, but for the people who voiced their opinion at the meeting that Polygon and their designer held on November 5 at the Wilsonville Water Treatment Plant, he considered that to be one of the few positive signs that he had seen.

Austen Rustrum, 28432 SW Orleans Ave, Villebois, stated he was definitely opposed to the plan. He had purchased his home with the belief that there would be a park with two tennis courts directly across the street, and had been telling his daughters about that.

- He understood the proposed changes were ostensibly about tree removal, but with the 43 additional homes, he felt it was more about a revenue boost for Polygon.
- The original plan for the Villebois concept, as well as the Master Plan, stated that, in addition to discussing the trees, the greenbelt was supposed to be a continuous park system. With the changes, it did not feel very continuous.
- Although he had found out about the meeting late, he was happy that he did get the notice so he could voice his concerns, as the park across the street was an important part of his decision to buy his home. He had been looking at the Villebois Master Plan since 2003 or 2004 when it first came about.
- He agreed with previous speakers, especially about the impacts of the increased density and the impacts on schools and traffic as well.

Mr. Woods asked if Mr. Rustrum objected to the proposed new location for the tennis court.

Mr. Rustrum replied his house would be the closest of any house and he would love for them to be there. He believed the courts would be safer in the original location because any ball hit outside of the court would have some green space to land in as opposed to the new location where the ball could potentially go into the street. He frequently used the flat space where the courts were now proposed.

Mr. Meyer confirmed that Mr. Rustrum would like the tennis courts located across the street from him.

Mr. O'Neil confirmed that based on the current plan, the park would not be across the street from Mr. Rustrum's home. He asked if Mr. Rustrum had paid a premium price for his home because a park would be put in across the street.

Mr. Rustrum responded yes. His home had been designated a premium lot due to its placement across the street from the park.

Justin Guadagni, 11492 SW Berlin, Villebois, stated that he lived right across the street from RP 5, Trocadero Park, and indicated his home's location on the Applicant's displayed Site Plan. He thanked the Applicant for removing one of the tennis courts, as it would have replaced a really nice, large lawn area with a lot of asphalt. However, he would miss having the lawn area

because he used it to play with his daughter. As mentioned, he believed the previous design had a nice flow to it and the tennis courts had more of a buffer in that location as far as the proximity to homes. He had attended the meeting for Trocadero Park, and there had been a lot of discussion about the viewpoint out toward Mt. Hood. At the moment, a tree blocked the view, but the addition of houses and a 10-ft-high fence would really block the view. Currently, there was a fairly nice view across the park. His alley lined up to look upon where the tennis court would have previously been located, but with the changes he would instead look onto a big, black, 10-ft-high fence that would block the view. He was excited about the previous design and had been paying attention to the Master Plan design, which he had anticipated when he bought his home. He was disappointed that it had been changed so significantly. He also noted that there were two other pickle ball courts within two blocks of this location, so he did not think more were needed.

Jim Newton, 12322 SW Palermo St, Villebois, stated he lived just down the street from the existing park and skate plaza and proposed tennis park and new development. Mostly, he lived close to the existing wooded area in the planned development. He appreciated the opportunity to speak to both the Board and his fellow citizens, which he would do more in principle than in great detail. He had relocated to Wilsonville from Southern California, and a primary reason was to be a part of the great Northwest and the beauty of Oregon. He had chosen his home on Palermo because of the wooded area across the street, and he was very grateful that it had been kept as a preserve. He hoped that as many trees as possible could be retained in the new development and that the density could be kept as light as possible. To the extent that the proposed development could limit density, and the issue of access through the streets, would be greatly appreciated. He wanted to put on the record that he believed Polygon and Clermont had done an exceptional job in building homes in Villebois overall, and particularly in Calais. The homes were well built and in a beautiful setting; however, he hoped that in every way possible that beauty could be preserved. He appreciated the City Planner and the efforts that had been made to do preserve the natural setting.

Chair Martens asked if Mr. Newton believed the proposed changes ~~in location that~~ were a positive because it would preserve more trees.

Mr. Newton responded that he hoped, and was asking, to preserve as many existing trees as possible. He realized there were plans to remove trees to begin with, and that Lyons Homes and Polygon wanted to make this a success, but he asked that that be balanced out with the natural beauty of the setting. He personally would enjoy the tennis court, more so the pickle ball court, but would gladly trade both for any skate plaza there might be.

Chair Martens called for the Applicant's rebuttal.

Ms. Connery stated the Applicant had done a density analysis of the project's surrounding areas, which was how it was determined that this phase had a net residential density similar to Grande Pointe; however, the adjacent phases had much higher densities than the subject phase, and the Applicant had trended toward lower densities along the edges of the project.

Chair Martens asked about the range of square footages of the lots.

Ms. Connery replied Small lots started at 2,300 sq ft and Large lots went up to 7,200 sq ft. She continued with the Applicant's rebuttal as follows:

- The dog park plan had gone through a number of iterations. In the original Master Plan, it was 1.07 acres in size, and in working with Staff the dog park got smaller and then larger. In the subject proposal, the dog park was 1.07 acres in size.
- Trees. When the arborist visited the site, the Applicant was using a layout similar to the Master Plan. The arborist and the Applicant experienced a lot of disappointment that the trees within the pasture area that the horses had been in were in really low quality health. The Master Plan had assumed that those were the best trees on the site, but the best trees were close to the home site, where the Red Oak tree and Magnolia tree were located. As they worked with Staff, Staff challenged the Applicant to look at a number of different iterations that could increase the tree retention, and through those iterations, the current plan resulted. The arborist was present and available to answer any questions.
- Continuity of park system. She indicated the areas that the Regional Park system ran through Villebois and the connecting segment within the subject site. Each Regional Park had different components and different characters. This part of the project would take the Ice Age Tonquin Trail through a really nicely treed area. There was a lot of grade on the site and the trail had been designed to be ADA accessible and to follow the existing grades on the site to minimize the grading needing done. There would be raised trail crossings over the road to enhance safety and to signal vehicles to slow down. The trail would meander through the treed area and have a gorgeous view at one point of a water area that was outside of Villebois. The trail connected through and ran into RP 7 and RP 8 over to the east. The Applicant tried to retain that continuity and connectivity as a part of the design. It was a little different than the original plan, but the benefit was the retention of more significant Important healthy trees.

Ms. Meyer appreciated the information Ms. Connery just presented, as it helped her weigh the issues. She understood the proposed density of this area was not as thick as other areas. She saw continuity in the park system with the new design; perhaps part of the issue involved what was going to be within the trees. She was not sure what the issue was exactly or how to solve it. She was not sure there was a way to save everything, in part because the trees were not that great. Her biggest issue was that people had purchased their lots under the assumption that layout would be a certain way and now that had changed. As a homeowner in Wilsonville, she understood that frustration. She understood the Master Plan started in 2003, and homeowners who purchased homes more recently had not had the chance to be a part of that planning. And now, everyone was trying to follow the Master Plan. She asked the Applicant and Staff to respond.

Ms. Verdadero added that she was certain residents had made their decisions based on where their homes were located, as it was the biggest deciding factor. Some people decided to buy an interior lot based on price or a desire to not be across from a park. In the past Polygon had not

been the best at setting expectations, but she believed expectations had been set here. She had personally gone through all of the lot premiums and timing of the sales, in particular floor plans for the area, and there were base changes based on improved market, lot premiums based on location such as corner lot, lot size and that type of thing; so she believed those decisions were made and well thought out. Polygon was working with the City and Staff to balance out the vision of the Master Plan, which was a difficult position for Polygon.

Mr. Pauly added that was Staff's position as well. Staff realized there were some changes from the Master Plan, but everyone was trying to find the right balance. Thought was given to the homes across from the park on Berlin Ave, which would be elevated to provide a better view, given the single-level homes. With the larger lots and retention of trees, there would be an appearance of less density directly across the street from where the park was originally located. Several considerations were involved in trying to balance the vision and mitigate how certain changes might be mitigated.

Mr. Nada noted concerns about communication, but there had been a community meeting on November 5. He asked if the HOA for the surrounding homes had been invited to the meeting.

Ms. Connery responded the Applicant had mailed notices to all of the property owners within the public notice distance the City used for DRB meetings, which was 250 ft and then extended that mailer area to all lots in proximity to the change in the tennis court as well as the changes along the pipeline corridor. The Applicant also posted signs on the property to notify anyone who may not have received the mailer, but might go by the site and see the sign.

- She confirmed the Applicant had not made any direct communications to the HOA Boards.

Mr. O'Neil stated he had a fundamental problem with non-existent communication and promises made and then broken. His home was adjacent to a hazelnut grove, and at some point, he anticipated that he would see homes there. However, when someone purchased a home based on being told that a park would be built across the street and then it was changed, he believed that was tantamount to a taking, because such amenities were marketed heavily by developers and realtors. When home buyers purchased homes, they anticipated a certain environment to live in. When that promise did not happen, it was very disappointing.

- He admitted that he had jumped on a citizen earlier in the evening who had mentioned lack of notice because he misunderstood and thought the citizen was referring to the City's process. However, when Subaru built its dealership, Subaru had lot of community meetings and involvement; they met numerous times and made changes. He was very impressed with how they had engaged other establishments in the area. He was not hearing that from this presentation; it seemed to have been rushed through a bit, and he wanted to hear what the Applicant had to say.

Ms. Connery replied this part of the project was within the last phase of SAP North, so it only had Master Plan level approval. All of the preceding phases of SAP North had occurred on a phase-by-phase basis. Between the Master Plan and SAP stages, there was more detailed information about site constraints and the working out of the site layout. It became a lot more

solidified in terms of the layout at the SAP level. The subject area had always been labeled as being a future phase because sufficient site information was not available. At each one of the phases, information was added regarding the site. As the Applicant stepped through each stage of the process, there was still not sufficient site information on this part of SAP North and it was understood that information would later, and it did this year. Polygon integrated that information into the original plan it had put forward and tried to implement the Master Plan layout. The Applicant had turned the original application into the City and had a lot of feedback back and forth with City Staff as they worked through site information that became available and the layout, which led to the application being completed and going into the public review process. Once at the public review process, the Applicant held a neighborhood meeting. At that time, the Applicant extended invitations to residents who lived in certain areas that the Applicant believed might be areas of concern to talk through those issues at the neighborhood meeting. As a result of those meetings, the Applicant did listen to the concerns heard about the tennis court and subsequently worked with Staff to do what they could to reduce those impacts.

Chair Martens asked Ms. Verdadero how many homes were sold at either an explicit or implicit premium based upon the promise of a future park across the street.

Ms. Verdadero replied she had reviewed several cover sheets that specified pricing, as well as a workbook of base prices and premiums. There were various premiums based on corner lots and various cover sheets wherein homeowners specified that they liked close proximity to a park. The cover sheets she saw directly citing the park did not specify park, but she knew and had heard of some feedback that people had made their decision based on where the park would be located and had paid a premium; whether or not those premiums added up to a park premium versus a large corner lot or the absence of other homes nearby, she was sure the expectation was that no home would be beside or across from the purchased home. She believed the biggest issue was the absence of the park and homes would now be in its place. She could not provide a number as far as how many residents had paid a specific park premium without going through several different cover sheets to those sales agreements.

Chair Martens said he could not tell from a quick glance at the plans approximately how many homes would have been across from the park.

Ms. Connery noted the homes were along Berlin.

Mr. O'Neil understood Ms. Verdadero had looked at only a sampling of notices.

Ms. Verdadero clarified she had looked at all of the homes where the park was originally located and saw various different premiums. She added there was also a timing variance as some homes were sold before the framing was complete and some were sold when the home was completed.

Mr. Nada asked if it had been specifically clear in the Master Plan that the area would be a park, and now it was houses, or was the park an uncertainty.

Mr. Pauly replied the Master Plan figures clearly showed a park, but there was also Code and an understanding that it was an iterative process. The developer and Staff did not have the information to finalize the design. As Ms. Connery mentioned, it was at the SAP level that all of the information necessary to solidify where things would be located. There was still that potential in the Code for that to change without that information and finalizing that SAP approval.

- The property owners had not wanted the professionals on their property to get that information until this year, so it had not been possible to get that information. That was significant because it was different from the process that had been followed throughout the rest of Villebois. The vast majority of Villebois was part of the Dammasch State Hospital campus. The remainder of the property owners had either sold or were interested in selling, and even at that master planning and SAP levels, had allowed the Natural Resource Staff, arborist, wetland scientist, etc. onto their properties to get that information.
 - The current phase was unique in all of Villebois because Staff and Polygon did not have the information and were relying on 2D drawings of tree locations to make decisions. Therefore, it was understood that through the iterative process things could change once there was better information.
- It was also unique that the Good trees were not where Staff and Polygon had anticipated, which was why the park location ended up being more susceptible to the design iterative process built into the Code and Master Plan that had not been used much previously.
 - The most comparable instance was Grande Pointe, which had been considered a Future Study Area during the master planning process because the Living Enrichment Center, the property owner, was not interested in doing anything with the property at the time. Because nothing had been adopted, the City had to adopt a Master Plan amendment in 2012 and 2013 that involved a lot of neighborhood comments. In SAP North, there were enough components and the changes fell within the refinement process to change it through this review process.
- Although not clear to the marketing people, Staff understood that some of the Master Plan components could change due to the iterative process. Staff did not know everything about Chang property and did not know if it would ever get developed. There was no information beyond that bubble diagram, master planning level to be as decisive as elsewhere in the Master Plan. Given the amount of information elsewhere in the Master Plan, the drawings gave the appearance that Staff and Polygon knew more than they did. In hindsight, it would have been more appropriate to use bubble diagram levels for SAP North at the Master Plan level, instead of matching the design and drawing style to the rest of the Master Plan, because that level of information was not available for the SAP North area.
- As requested, he reported that in the arborist's original report the tree removal was at 87 percent, which included half of the Important trees and 75 percent of the Good trees.

Chair Martens closed at 8:37 pm and called for a brief recess. He reconvened the meeting at 8:41 pm.

Mr. Pauly read the corrections to the Staff report into the record as follows:

- On Page 78 of 78, delete duplicate Finding G2.
- On Page 13 of 78, delete the entire section titled, “Abbreviated SRIR Review (SI18-0001)”
- On Page 11 of 78, create new section titled, “Abbreviated SRIR Review (SI18-0005)” prior to Traffic Impact section to read as follows:

“Wetlands A and B, which are associated with a drainage ditch, are classified as palustrine emergent (PEM). Whereas, Wetland C is classified as a palustrine scrub-shrub (PSS) and PEM/slope. Wetland A is located in a horse pasture and Wetland B is primarily non-native reed canary grass. Wetland C is a combination of reed canary grass and native Sitka willow. The primary source of hydrology for the wetlands is surface runoff and groundwater. The applicant has provided a wetland delineation that provides substantially more detail, which brings into question the inclusion of the wetlands in the SROZ. Due to their size (both are less than the minimum 0.5-acre requirement) and isolated location, hydrologically and physically, in regards to the Coffee Lake wetlands/floodplain complex, they do not qualify as locally significant wetlands. Therefore, staff concurs with the applicant and authorizes an amendment to the SROZ.”

Shawn O’Neil moved to approve Resolution No. 359 with the corrections read into the record by Staff and the addition of Exhibits D11 and D12. Aaron Woods seconded the motion.

Mr. O’Neil said he got frustrated when community members testified about lack of notice and engagement by the developer or the City. He believed the City was excellent about communication with few exceptions and that the engagement between a developer and the community was an essential component that was important. In this instance, based on the examination of everything that had been presented, he did not think they could make anybody happy. Staff had gone to great lengths with the developer to preserve a lot more trees, and presented a greater deal of acreage than in the original plan. He was sympathetic to the homeowners who had purchased their homes anticipating a park across the street. Not getting the park was a great disappointment, but if he voted no on the proposal because a realtor had made a promise that ultimately was not fulfilled, then City would be subject to potential lawsuits with other developers which could start an avalanche. While sympathetic to what he heard, he believed the Staff and developer had done an excellent job on the green space. He was not a pickle ball fan, but commended their efforts, and hoped they would work on improving community engagement at the phase with the developer.

Mr. Woods stated communication was extremely important across the board. He commended the citizens who came out to give testimony. There were lessons to be learned tonight, first from the communications standpoint and also the developers working with the HOAs. As mentioned earlier, he knew the HOAs were the groups that could disseminate meeting information and he suggested that that be considered by the developer and the City to get more community involvement. This was a difficult decision. There was a very full house tonight, which conveyed how passionate the community was about their property and the proposed changes to SAP

North. He understood some people felt slighted and were concerned property values would decrease. He commended the City and Polygon for their efforts to change the location of the tennis court and pickle ball court. He had spent a fair amount of time looking at the location and the area. The tree density was heavy. He had envisioned the area fully planned out and believed that overall, the final assessment looked good.

Mr. Meyer agreed with Mr. O'Neal's and Mr. Woods' comments with the exception of pickle ball. She noted the pickle ball comments raised was an important point because, even though it was tough, a balance had to be struck between people who did not care about pickle ball and those who played religiously.

Chair Martens observed that it was the same with skateboard parks. He had made two trips out to the site and both times there was activity at the skateboard park. The second time he went to the site, he realized it made sense to put the park in the newly proposed location.

Mr. Nada stated that his major concern was for future homebuyers who might buy a home based on the promise of a particular nearby future amenity that did not materialize. Based on Staff's reply, the drawing that showed a future park might have been misleading, even though the description stated it could change. He suggested citizens contact the City with questions about future projects and not rely solely on information from the realtor.

Mr. O'Neil stated density had been addressed often by the DRB and he appreciated density concerns expressed by residents who had moved to escape dense areas. Since he had moved to Oregon 30 years ago, the population had increased 67 percent. He would like to have less density too, but there would need to be a lot less people. He was very happy with the single-level homes as they were in high demand, and he commended Polygon for including them.

Motion passed unanimously.

Chair Martens read the rules of appeal into the record.

VII. Board Member Communications:

A. Recent City Council Action Minutes

Barbara Jacobson, City Attorney, announced a special City Council meeting would be held tomorrow to address the potential expansion of the Aurora Airport.

VIII. Staff Communications:

Daniel Pauly, Senior Planner, clarified no DRB B meeting would be held in December. He also acknowledged that tonight was Aaron Woods' last DRB meeting and that he was sad to see him go. He commended Mr. Woods for his insight, including pushing developers on electric cars and alternative technology, as well as his thoughtfulness over the years. He presented Mr. Woods

with a certificate of appreciation and a plaque for his five years of service. A picture of the Board was taken to commemorate the occasion.

Aaron Woods stated that his time on the Board since 2013 had been great years. He had gotten to participate in some really good development. The Board had had some outstanding meetings and interactions with individuals. Each Board member had a different personality and approached things differently. He was going to miss everyone and he had enjoyed being on the Board tremendously. He noted he would be back.

Mr. O'Neil said he considered Aaron an essential part of the Board. As Chair, he had exhibited an excellent demeanor and professionalism, gave everybody an opportunity to communicate their concerns, and tried to be balanced in his approach and decision-making. Even when he disagreed with a member of the Board, he handled that disagreement professionally and articulated well. He would miss Mr. Woods, adding friendship had developed over the time Mr. Woods was on the Board. He stated he had better see Mr. Woods involved in other things after tonight and hoped to work with him again.

IX. Adjournment

The meeting adjourned at 9:03 p.m.

Respectfully submitted,

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

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, FEBRUARY 25, 2019

6:30 PM

VII. Public Hearing:

- A. Resolution No. 361. FLIR Systems Flag Pole:
Desmond Amper, LRS Architects –
Applicant for FLIR Systems, Inc. – Owner.**

The applicant is requesting approval of a Class 3 Sign Permit and Waivers to allow a third thirty-five foot flag pole. The subject property is located at 27700 SW Parkway Avenue on Tax Lot 510 of Section 12, T3S, R1W, Clackamas County, Oregon. Staff: Daniel Pauly

Case Files: DB19-0001 Class 3 Sign Permit and Waivers

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 361**

A RESOLUTION ADOPTING FINDINGS AND CONDITIONS APPROVING A CLASS 3 SIGN PERMIT AND WAIVERS TO ALLOW A THIRD THIRTY-FIVE FOOT FLAGPOLE. THE SUBJECT PROPERTY IS LOCATED AT 27700 SW PARKWAY AVENUE ON TAX LOT 510 OF SECTION 12, T3S, R1W, CLACKAMAS COUNTY, OREGON. DESMOND AMPER, LRS ARCHITECTS – APPLICANT FOR FLIR SYSTEMS, INC. – 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 staff report on the above-captioned subject dated February 14, 2019, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel B at a scheduled meeting conducted on February 25, 2019, 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 February 14, 2019, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations for:

DB19-0001, Class III Sign Permit and Waivers for Third Flagpole at FLIR Systems.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 25th day of February, 2019 and filed with the Planning Administrative Assistant on _____. This resolution is final on the 15th 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)*.

Richard Martens, Acting Chair - Panel B
Wilsonville Development Review Board

Attest:

Shelley White, Planning Administrative Assistant



Exhibit A1
 Planning Division Staff Report
 Class III Sign Permit with Waiver – FLIR Systems Flags

Development Review Board Panel ‘B’
 Quasi-Judicial Public Hearing

Hearing Date: February 25, 2019
Date of Report: February 14, 2019
Application No.: DB19-0001 Class III Sign Review and Waivers

Request/Summary: The request before the Development Review Board is a Class III Sign Permit and Waivers for a third flag pole, 35 feet tall. The request also includes two permit exempt flagpoles and plaza, which would otherwise be subject to administrative review by the city.

Location: 27700 SW Parkway Ave. The specific property description is Tax Lot 510, Section 12, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon.

Owner/Applicant: FLIR Systems, Inc.

Applicant’s Representatives: Desmond Amper, LRS Architects.

Comprehensive Plan Designation: Industrial

Zone Map Classification: PDI (Planned Development Industrial)

Staff Reviewer: Daniel Pauly AICP, Senior Planner

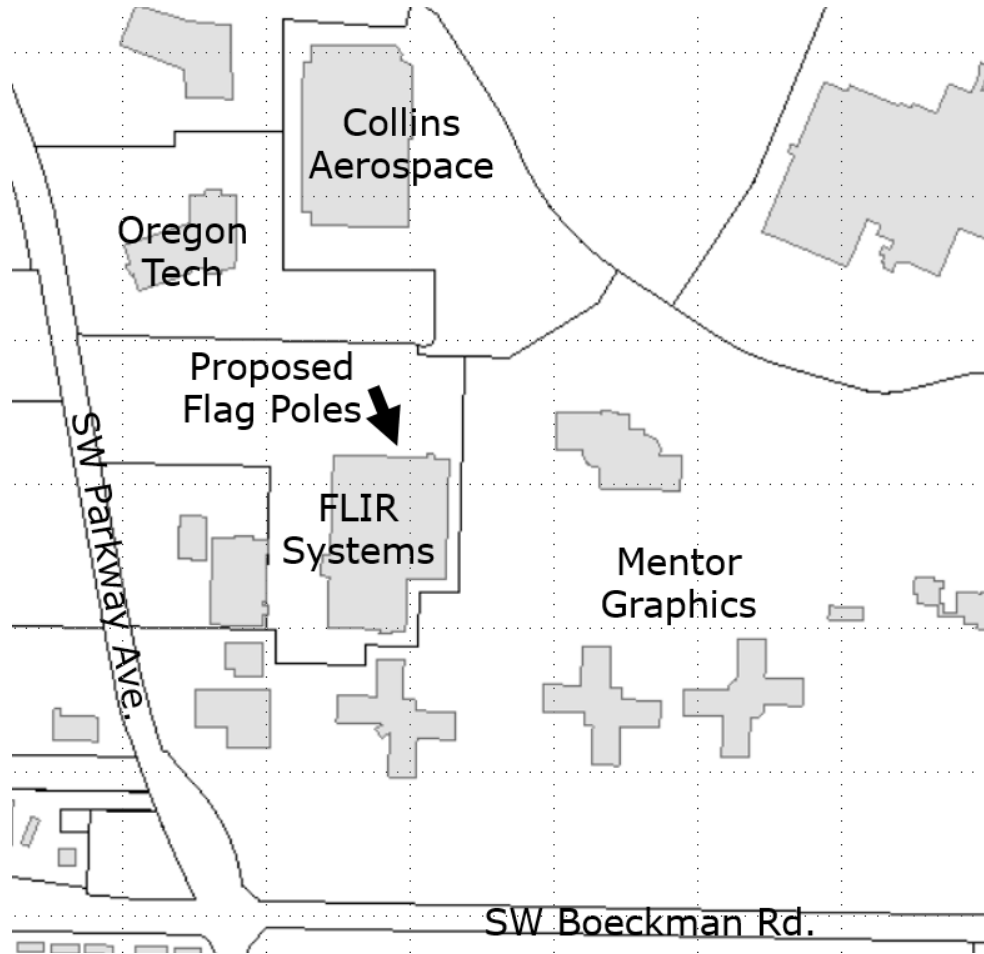
Staff Recommendation: Approve with conditions the requested Class III Sign Review and Waivers.

Applicable Review Criteria:

<u>Development Code:</u>	
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 4.135	Planned Development Industrial Zone (PDI)
Sections 4.156.01 through 4.156.11	Sign Regulations
Sections 4.400 through 4.440 as applicable	Site Design Review
Other Planning Documents:	
Wilsonville Comprehensive Plan	

Vicinity Map



Background/Summary:

Wilsonville Code allows, without a permit, two thirty-foot flagpoles on a property. Being aware of this allowance, FLIR Systems requests a third thirty-five foot flagpole along with the two planned permit-exempt flagpoles on the north side of their building. The request requires waivers to both the number of allowed signs, sign area, and sign height. Due to constitutional speech considerations, regulations of signs and flags, and waivers of those regulations, must be “content neutral”. In the case of flags, Wilsonville’s sign code considers state and US flags equally with flags with other content.



Proposed Flags and Plaza

Discussion Points:

Content Neutrality and Flags

Due to constitutional speech considerations, regulations of signs and flags, and waivers of those regulations, must be “content neutral”. In the case of flags, Wilsonville’s sign code considers state and US flags equally with flags with other content such as corporate flags.

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 (DB19-0001) with the following conditions:

Planning Division Conditions:

DB17-0018 Class III Sign Permit and Waiver

PD 1.	Approved sign shall be installed in a manner substantially similar to the plans approved by the DRB and stamped approved by the Planning Division.
PD 2.	The Applicant/Owner of the property shall obtain all necessary building and electrical permits for the approved signs, prior to their installation, and shall ensure that the signs are maintained in a commonly-accepted, professional manner.

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 File DB19-0001. 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. Signed Application
- B2. Narrative
- B3. Plans and Drawings

Development Review Team Correspondence

N/A

Other Correspondence

N/A

Procedural Statements and Background Information:

1. The statutory 120-day time limit applies to this application. The applicant first submitted the application on January 22, 2019. Staff conducted a completeness review within the statutorily allowed 30-day review period and found the application to be complete on January 28, 2019. The City must render a final decision for the request, including any appeals, by May 28, 2019.
2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	PDI	Industrial Campus
East:	PDI	Industrial Campus
South:	PDI	Industrial Campus
West:	PDI	Industrial Campus

3. Previous Planning Approvals:
 - 89PC05/89PC12/89DR05 Mentor Graphics Phase I (FLIR building originally developed as Mentor Graphics operations building)
 - 90SR14 Mentor Graphics Master Sign Plan
 - 04AR37 Class II Partition and Variance (partition of FLIR property from Mentor Graphics campus)
 - DB05-0098 Wall mounted sign for FLIR
 - SR05-0013 Update monument sign
 - AR15-0089 Covered entry on north façade

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.

Initiating Application Section 4.009

The applicant initiated the application on behalf of the property owner, FLIR Systems, Inc., an authorized representative of which signed the application.

Pre-Application Conference Subsection 4.010 (.02)

The applicant and property owner met with the City for a pre-application meeting.

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.

DB19-0001 Class III Sign Permit and Waivers

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

Sign Review and Submission

Class III Sign Permits Reviewed by DRB
 Subsection 4.031 (.01) M. and Subsection 4.156.02 (.03)

1. The application qualifies as a Class III Sign Permit. Accordingly, it is subject to review by the Development Review Board.

What Requires Class III Sign Permit Review
 Subsection 4.156.02 (.06)

2. The request involves a single sign for a previously approved development. However, the requested sign is greater than 8 feet tall and the request involves waivers thus qualifying for review through the Class III Sign Permit process.

Class III Sign Permit Submission Requirements
 Subsection 4.156.02 (.06) A.

3. 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 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"/>	
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.

4. As indicated in Findings 17-28, the proposed sign, with a waiver, will satisfy the sign regulations for the applicable zoning district and the regarding Site Design Review criteria.

Class II Sign Permit Review Criteria: Compatibility with Zone
Subsection 4.156.02 (.05) E. 1.

5. With the proportionality of the sign height to the adjacent industrial buildings helps the flag poles integrate into the zone. Flagpoles are typically allowed in the industrial zone, a third pole slightly taller will remain similarly compatible with the zone as the two flag poles allowed without a permit.

Class II Sign Permit Review Criteria: Nuisance and Impact on Surrounding Properties
Subsection 4.156.02 (.05) E. 2.

6. City code allows two flagpoles on a property in the industrial zone, a third pole slightly taller will have a similar impact on surrounding properties and not create a nuisance.

Class II Sign Permit Review Criteria: Items for Special Attention
Subsection 4.156.02 (.05) E. 3.

7. The design of the flag plaza and the height and placement of the sign integrates with the existing landscaping and site layout as well as the adjacent building.

Waivers to Certain Sign Regulations

What Waivers can be Granted
Subsection 4.156.03 (.01) A.

8. The applicant requests the DRB grant waivers to sign area, sign height from ground up to 35 feet, and number of signs as outline in this subsection.

Sign Waiver Criteria: Design
Subsection 4.156.02 (.08) A. 1.

9. The applicant states, "the proposed flagpoles will increase aesthetics along the North façade of the building by contrasting against the existing wall of brick veneer and store front façade. The flags will also function as a wayfinding element identifying the main front of the building."

Sign Waiver Criteria: Compatibility
Subsection 4.156.02 (.08) A. 2.

10. The applicant states, "the proposed location of the flags are set near the center of the site away from the perimeter of the site and should not compete with adjacent sites. The

flagpoles will be proportional in height to the existing build facade, two of the flag poles will be at 30'-0" and one at 35'-0" while the existing building façade is at a height of 32'-0". The plaza its self will be complementary to the existing building architecture with a circular concrete pad and a semi-circle seating concrete wall at 3'-0" high with clad with red brick veneer matching the existing building."

Sign Waiver Criteria: Public Safety, Especially Traffic Safety
Subsection 4.156.02 (.08) A. 3.

11. The flagpoles location is about 480 feet from Parkway Avenue and about 800 feet from Interstate 5 and should not negatively impact traffic

Sign Waiver Criteria: Content
Subsection 4.156.02 (.08) A. 4.

12. The waiver review does not consider the content of the sign.

Sign Measurement

Measurement of Cabinet Signs and Similar
Subsection 4.156.03 (.01) A.

13. A rectangle around the flag defines the sign area for the flag.

Measurement of Sign Height Above Ground
Subsection 4.156.03 (.02) A.

14. The flagpole height measurement is from the new concrete plaza to the top of the flag pole.

Signs Exempt From Sign Permit Requirements

Two 30-Foot-High Flags Exempt from Permit Requirements
Subsection 4.156.05 (.01) C.

15. Of the three proposed flagpoles, two are exempt from permit requirements. The two exempt flagpoles are no more than 30 feet in height, are freestanding and permanently located, are designed to allow raising and lowering of flags, and meet the maximum of two exempt flagpoles on a site.

Prohibited Signs Unless Specifically Authorized

Signs Designed to Move in Wind Prohibit Unless Specifically Authorized
Subsection 4.156.06 (.01) G.

16. Flags by their nature are designed to move in the wind. This action specifically authorizes the third non-exempt flag to be designed to move in the wind.

Freestanding and Ground Mounted Signs in the PDC, PDI, and PF Zones

General Allowance

Subsection 4.156.08 (.01) A.

17. The subject site has frontage on SW Parkway allowing one sign along Parkway Avenue, which is existing. The applicant requests a waiver to add an additional freestanding sign in the form of a third flagpole.

Allowed Height

Subsection 4.156.08 (.01) B.

18. The allowed height for freestanding signs in the PDI zone is 8 feet. The applicant requests a waiver to allow a 35 foot height for the additional sign (flagpole).

Allowed Area

Subsection 4.156.08 (.01) C.

19. The additional flag does not have an allowed area, so the applicant requests a waiver to sign area as well. The applicant requests 60 square feet for the flag.

Pole or Sign Support Placement Vertical

Subsection 4.156.08 (.01) D.

20. The proposed flagpole is vertical.

Extending Over Right-of-Way, Parking, and Maneuvering Areas

Subsection 4.156.08 (.01) E.

21. The proposed flag will not extend over right-of-way, parking, or maneuvering areas.

Design of Freestanding Signs to Match or Complement Design of Buildings

Subsection 4.156.08 (.01) G.

22. The placement at the center of the building and flag heights similar to the 32-foot tall building complement the design of the building.

Sign Setback

Subsection 4.156.08 (.01) J.

23. As an additional sign not otherwise meeting the allowance for the site, it does not need to meet the typical setbacks.

Site Design Review

Excessive Uniformity, Inappropriateness Design

Subsection 4.400 (.01) and Subsection 4.421 (.03)

24. **Excessive Uniformity:** The new set of three flagpoles is a unique feature not contributing to excessive uniformity.

Inappropriate or Poor Design of Signs: The proposed flagpoles and plaza are professionally designed specific to the site.

Lack of Proper Attention to Site Development: The proposed flagpoles and plaza are professionally designed specific to the site.

Lack of Proper Attention to Landscaping: The proposal displaces turf and does not otherwise change the approved landscaping on the site.

Purposes and Objectives

Subsection 4.400 (.02) and Subsection 4.421 (.03)

25. The sign complies with the purposes and objectives of site design review, especially objective D. which specifically mentions signs. The proposed sign is of a scale and design appropriately related to the subject site and the appropriate amount of attention has been given to visual appearance.

Design Standards

Subsection 4.421 (.01)

26. The applicant has provided sufficient information demonstrating compliance with the standards of this subsection, specifically objective F. which pertains to advertising features (signs). There is no evidence the proposed flag will detract from the nearby buildings and/or structures due to size, location, design, color, texture, lighting, or materials proposed.

Applicability of Design Standards, Including Exterior Signs

Subsection 4.421 (.02)

27. Design standards have been applied to the freestanding sign as required.

Conditions of Approval to Insure Proper and Efficient Function

Subsection 4.421 (.05)

28. No additional conditions of approval are recommended to ensure the proper and efficient functioning of the development in relation to the sign.



29799 SW Town Center Loop E, Wilsonville, OR 97070
 Phone: 503.682.4960 Fax: 503.682.7025
 Web: www.ci.wilsonville.or.us

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: 12/21/18

Incomplete applications will not be scheduled for public hearing until all of the required materials are submitted.

Applicant:

Name: Desmond Amper
 Company: LRS Architects
 Mailing Address: 720 NW Davis St. Suite 300
 City, State, Zip: Portland, OR 97209
 Phone: 503.221.1121 Fax: _____
 E-mail: damper@lrsarchitects.com

Authorized Representative:

Name: _____
 Company: _____
 Mailing Address: _____
 City, State, Zip: _____
 Phone: _____ Fax: _____
 E-mail: _____

Property Owner:

Name: James J. Cannon
 Company: FLIR Systems, Inc.
 Mailing Address: 27700 SW Parkway Ave.
 City, State, Zip: Wilsonville, OR 97070
 Phone: 503-498-3547 Fax: 503-498-3911
 E-mail: jim.cannon@flir.com

Property Owner's Signature:

Printed Name: James J. Cannon Date: 01/11/2019

Applicant's Signature: (if different from Property Owner)

Printed Name: _____ Date: _____

Site Location and Description:

Project Address if Available: 27700 SW Parkway Ave, Wilsonville, OR 97070 Suite/Unit _____
 Project Location: _____
 Tax Map #(s): _____ Tax Lot #(s): 31W12 00510 County: Washington Clackamas

Request:

Project proposed three flag poles. Two at 30'-0" high and one at 35'-0" high.
We request a permit / waver for the third flag pole at 35'-0" high.

Project Type: Class I **Class II** **Class III**

Residential Commercial Industrial Other: _____

Application Type(s):

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Appeal | <input type="checkbox"/> Comp Plan Map Amend | <input type="checkbox"/> Parks Plan Review |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Major Partition | <input type="checkbox"/> Minor Partition | <input type="checkbox"/> Request to Modify Conditions |
| <input type="checkbox"/> Plan Amendment | <input type="checkbox"/> Planned Development | <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Site Design Review |
| <input type="checkbox"/> Request for Special Meeting | <input type="checkbox"/> Request for Time Extension | <input checked="" type="checkbox"/> Signs | <input type="checkbox"/> Stage II Final Plan |
| <input type="checkbox"/> SROZ/SRIR Review | <input type="checkbox"/> Staff Interpretation | <input type="checkbox"/> Stage I Master Plan | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Type C Tree Removal Plan | <input type="checkbox"/> Tree Permit (B or C) | <input type="checkbox"/> Temporary Use | <input type="checkbox"/> Other (describe) |
| <input type="checkbox"/> Villebois SAP | <input type="checkbox"/> Villebois PDP | <input type="checkbox"/> Villebois FDP | |
| <input type="checkbox"/> Zone Map Amendment | <input checked="" type="checkbox"/> Waiver(s) | <input type="checkbox"/> Conditional Use | |



January 21, 2019

Planning Division
City of Wilsonville
29799 SW Town Center Loop East
Wilsonville, OR 97070

RE: *Class III Sign Permit w/ waiver request Application*
FLIR Systems
27700 SW Parkway Avenue
Wilsonville, OR 97070

APPLICANT

FLIR Systems

APPLICANT'S NARRATIVE

The applicant, FLIR Systems, is an existing company in Wilsonville that designs, manufactures, and markets thermal imaging infrared cameras, components, and imaging sensors.

The applicant proposes to add a 24'-0" diameter circular concrete pad/plaza for three (3) flagpoles located at the North side of the building. Two (2) Flagpoles are at 30'-0" tall, with the Oregon State flag and FLIR company flag and one (1) Flagpole at 35'-0" with the United States flag.

Waiver Criteria (Wilsonville Code 4.156.02 (.08) A.

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

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

Response: The proposed flag poles will increase aesthetics along the North façade of the building by contrasting against the existing wall of brick veneer and store front façade. The flags will also function as a wayfinding element identifying the main front of the building.

2. The waiver will result in a sign or signs more compatible with and complementary to the overall design and architecture of a site, along with adjoining properties, surrounding areas, and the zoning district than signs allowed without the waiver.

Response: The proposed location of the flags are set near the center of the site away from the perimeter of the site and should not compete with adjacent sites. The flagpoles will be proportional in height to the existing build facade, two of the flag poles will be at 30'-0" and one at 35'-0" while the existing building



façade is at a height of 32'-0". The plaza its self will be complementary to the existing building architecture with a circular concrete pad and a semi-circle seating concrete wall at 3'-0" high with clad with red brick veneer matching the existing building.

3. The waiver will result in a sign or signs that improve, or at least do not negatively impact, public safety, especially traffic safety.

Response: The flagpoles location is about 480' from Parkway ave and about 800' from I5 freeway and should not negatively impact traffic.

4. Sign content is not being considered when determining whether or not to grant a waiver.

Response: Understood, sign content will not be considered in determining whether or not to the city is to grant a waiver.

Respectfully submitted by:
LRS Architects, Inc.

Desmond Amper

Attachments: Pre-Application Meeting Request Form
Drawings including plans, elevations, 10 copies

File: 218443 / 300
cc: Don Billings, FLIR Systems

FLIR FLAG POLE - SIGN PERMIT

ADDRESS: 27700 SW PARKWAY AVE



DRAWING INDEX


- A0 COVER PAGE
- A1 SITE PLAN & LOCATION
- A2 FLAG POLE PLAN & ELEVATION
- A3 FLAG POLE 01
- A4 FLAG POLE 02 & 03

- S1.0 STRUCTURAL NOTES
- S1.1 STRUCTURAL NOTES
- S2.0 STRUCTURAL PLAN
- S3.0 STRUCTURAL DETAILS
- S3.1 STRUCTURAL DETAILS

SIGN PERMIT: FLIR

FLAG POLES - FLAG COVER

SCALE: NTS

 City of Wilsonville
Exhibit B3 DB19-0001

LRS
ARCHITECTS
www.lrsarchitects.com

720 NW Davis
Suite 300
Portland OR 97209
503.221.1121 ☎
503.221.2077 📠

FLIR FLAG POLE

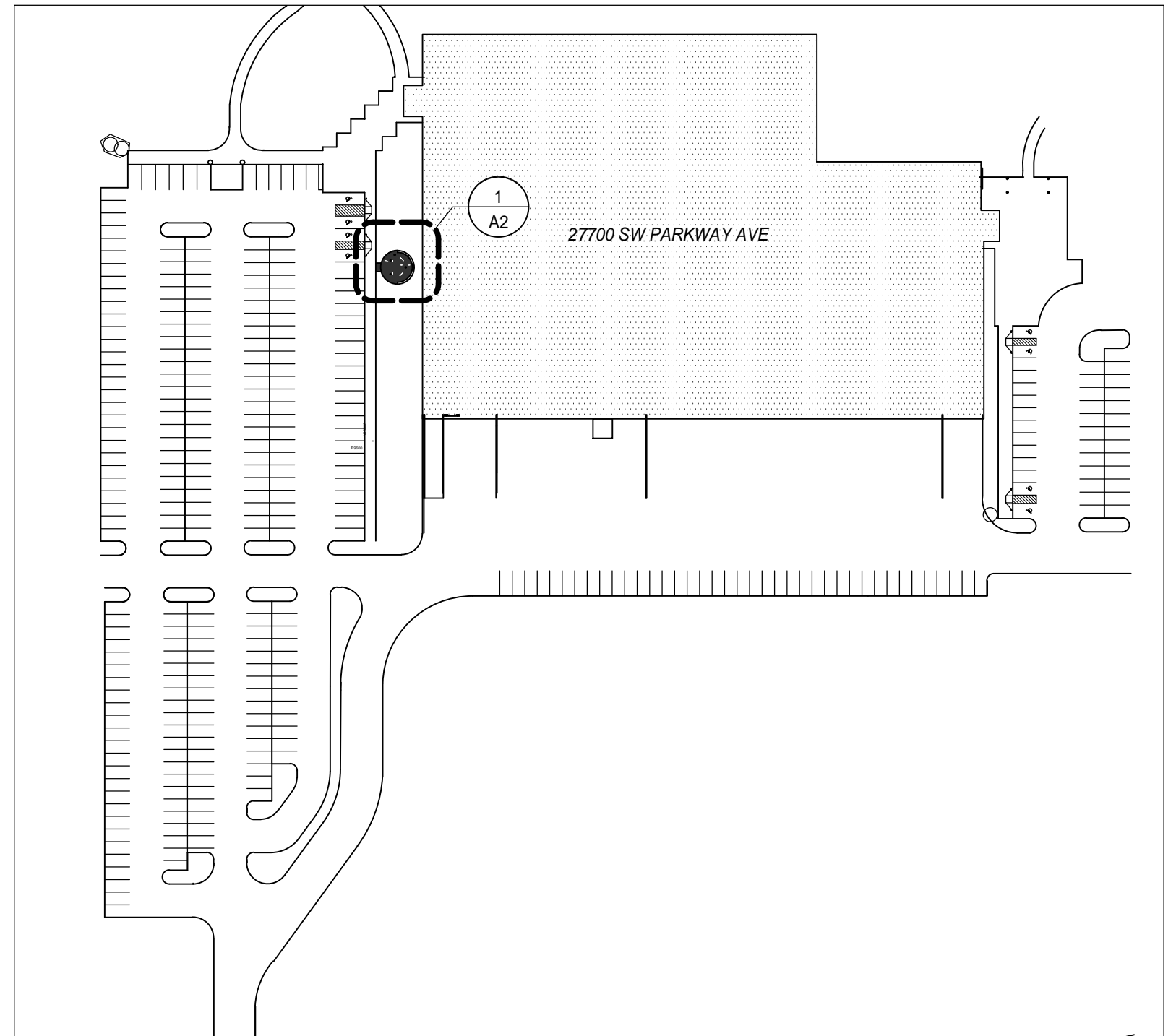
27700 SW PARKWAY AVE



PROJECT NAME: FLIR FLAG POLES
PROJECT NUMBER: 218443
DATE ISSUED: 01.21.19
REVISION:

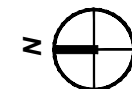
SHEET:

A0



1. SITE PLAN

SCALE: 1" = 100'-0"



SIGN PERMIT: FLIR

FLAG POLES - SITE PLAN

SCALE: 1" = 100'-0"

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FLIR FLAG POLE

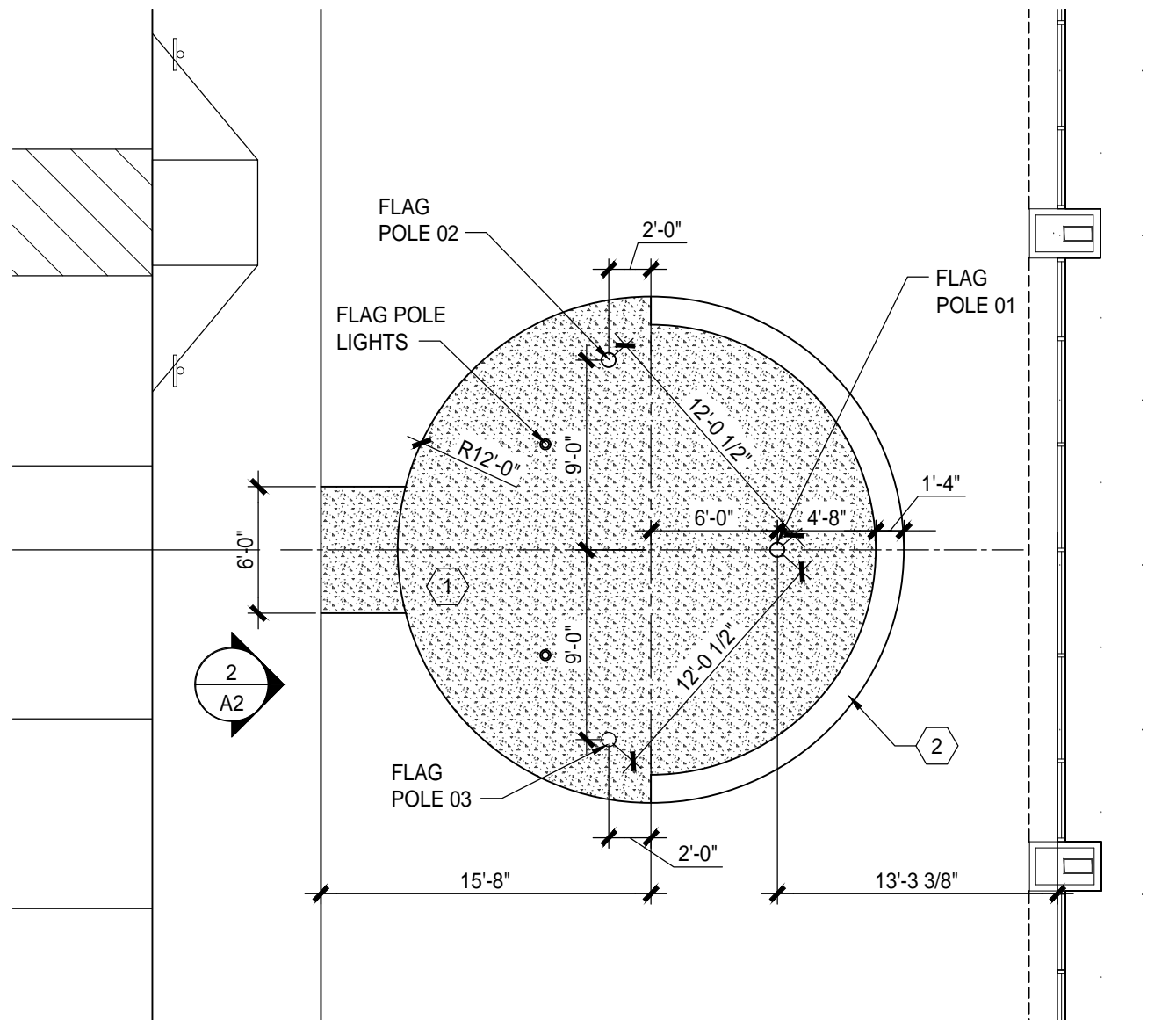
27700 SW PARKWAY AVE



PROJECT NAME: FLIR FLAG POLES
PROJECT NUMBER: 218443
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REVISION:

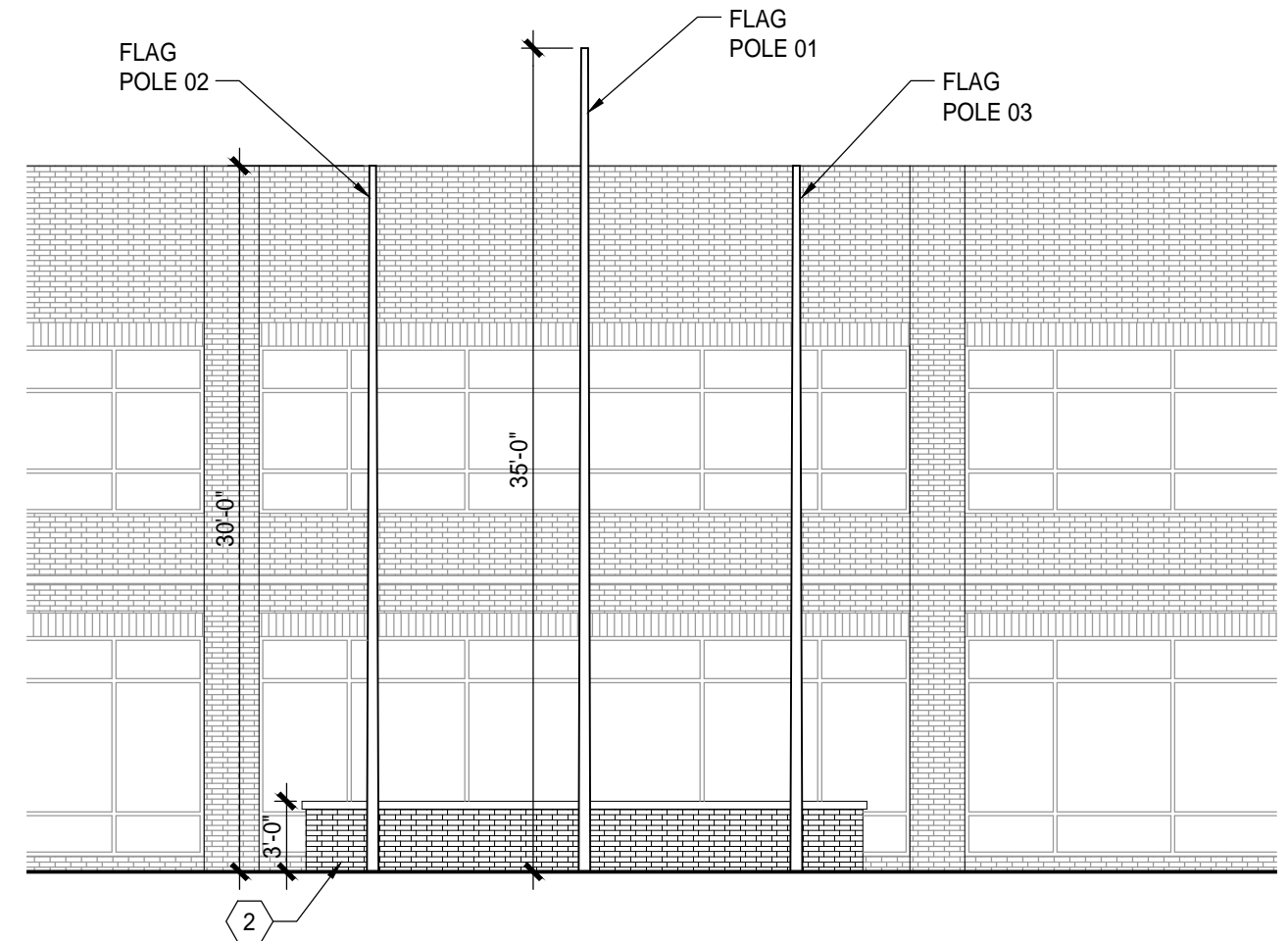
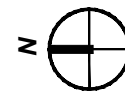
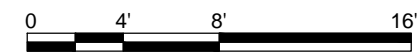
SHEET:

A1



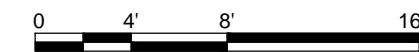
1. Flag Pole Plan

SCALE: 1/8" = 1'-0"



2. Flag Pole Elevation

SCALE: 1/8" = 1'-0"



KEYNOTES

- 1 NEW CONCRETE PAD & SIDEWALK
- 2 NEW CONCRETE BENCH W/BRICK VENEER

SIGN PERMIT: FLIR
 FLAG POLES - PLAN & ELEVATION
 SCALE: 1/8" = 1'-0"

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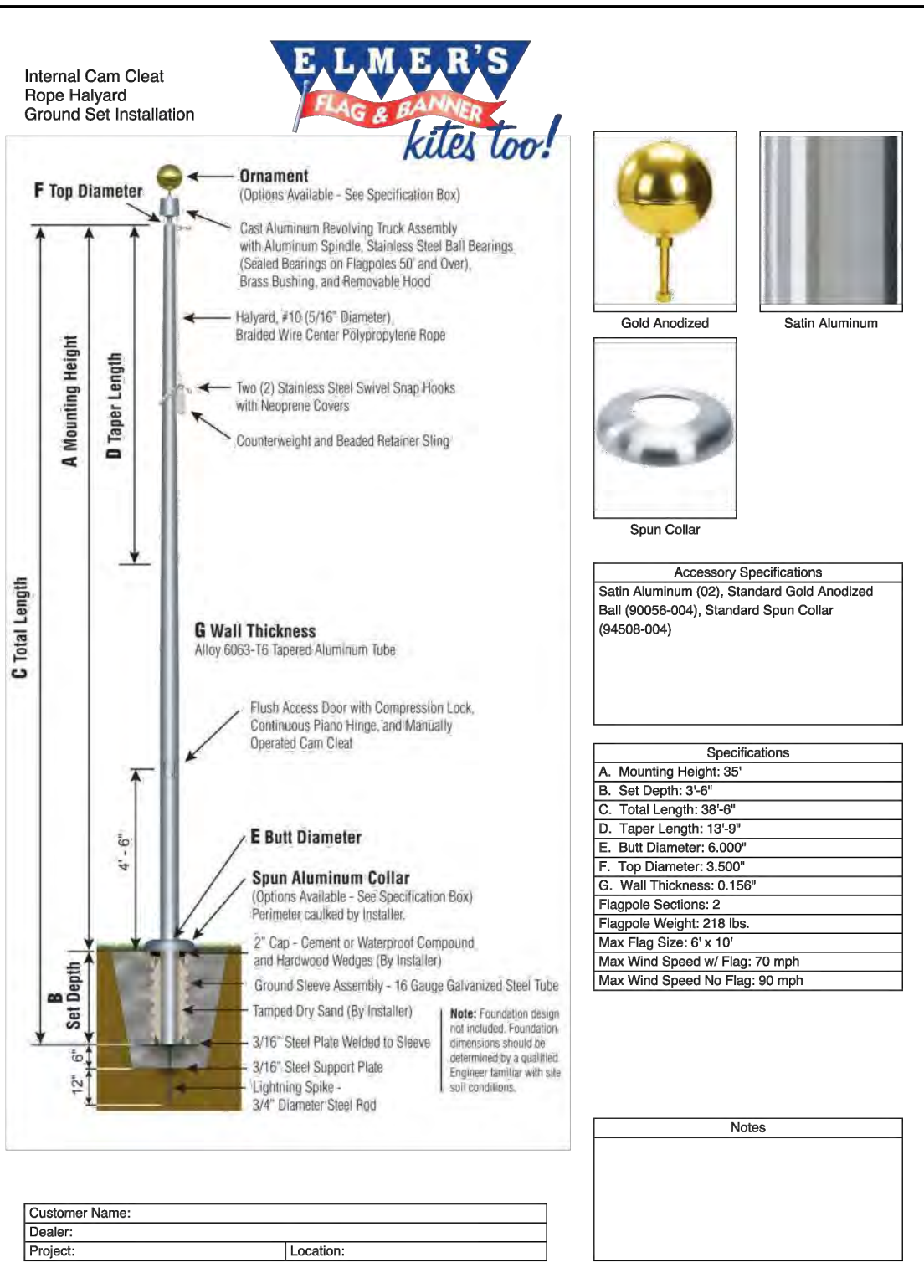
FLIR FLAG POLE
 27700 SW PARKWAY AVE



PROJECT NAME: FLIR FLAG POLES
 PROJECT NUMBER: 218443
 DATE ISSUED: 01.21.19
 REVISION:

SHEET:

A2



FLAG POLE 01 - FLAG INFORMATION:
 DESIGN: UNITED STATES FLAG
 MATERIAL: INDUSTRY STANDARD 200 DENIER NYLON
 SIZE: 6' x 10'

SIGN PERMIT: FLIR
 FLAG POLES - FLAG POLE 01
 SCALE: NTS

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FLIR FLAG POLE
 27700 SW PARKWAY AVE

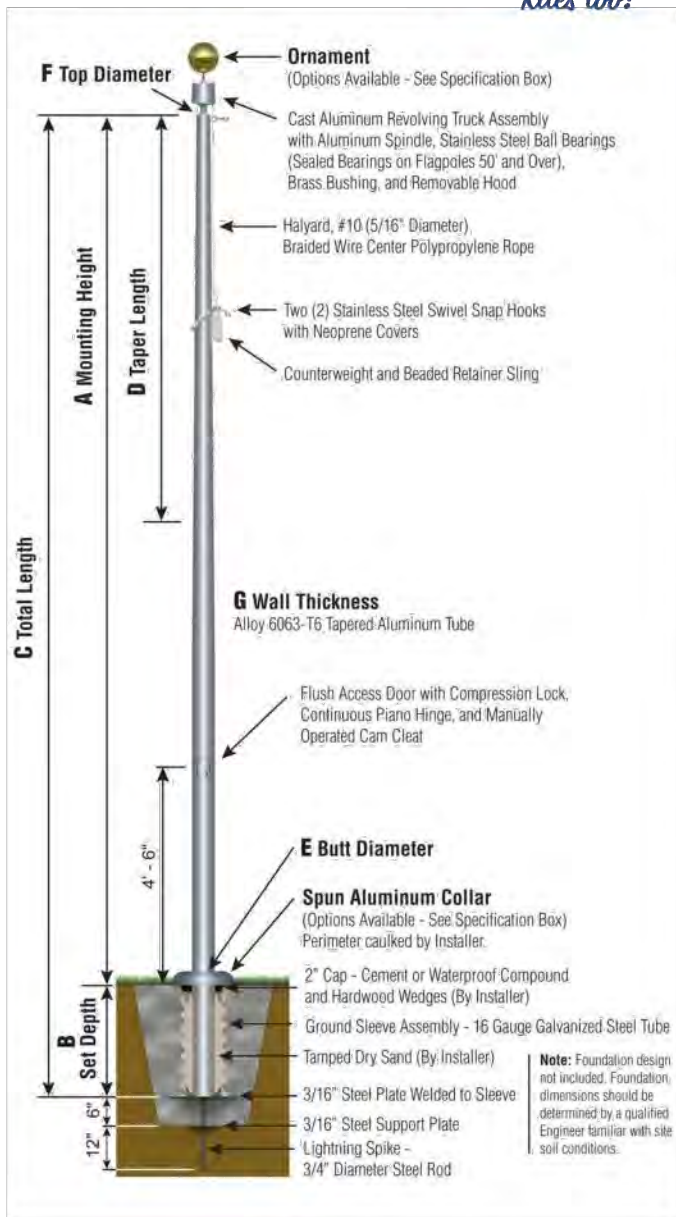


PROJECT NAME: FLIR FLAG POLES
 PROJECT NUMBER: 218443
 DATE ISSUED: 01.21.19
 REVISION:

SHEET:

A3

Internal Cam Cleat
Rope Halyard
Ground Set Installation



Gold Anodized Satin Aluminum



Spun Collar

Accessory Specifications
Satin Aluminum (02), Standard Gold Anodized Ball (90056-004), Standard Spun Collar (94508-004)

Specifications
A. Mounting Height: 30'
B. Set Depth: 3'-0"
C. Total Length: 33'-0"
D. Taper Length: 13'-9"
E. Butt Diameter: 6.000"
F. Top Diameter: 3.500"
G. Wall Thickness: 0.156"
Flagpole Sections: 2
Flagpole Weight: 188 lbs.
Max Flag Size: 6' x 10'
Max Wind Speed w/ Flag: 90 mph
Max Wind Speed No Flag: 130 mph

Notes

Customer Name: _____
 Dealer: _____
 Project: _____ Location: _____

SIGN PERMIT: FLIR

FLAG POLES - FLAG POLE 02 & 03

SCALE: NTS

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 720 NW Davis
 Suite 300
 Portland OR 97209
 503.221.1121
 www.lrsarchitects.com 503.221.2077

FLIR FLAG POLE

27700 SW PARKWAY AVE



PROJECT NAME: FLIR FLAG POLES
 PROJECT NUMBER: 218443
 DATE ISSUED: 01.21.19
 REVISION:

SHEET:

A4

STRUCTURAL NOTES

01.0 GENERAL NOTES

- These notes set minimum standards for construction. The drawings govern over the Structural Notes to the extent shown.
- Contractor shall verify all dimensions and conditions on drawings and in field. Coordinate locations of openings through floors, roofs and walls with architectural, mechanical and electrical plans. Notify owner's representative of any discrepancies.
- Construction means, methods and all necessary temporary support prior to completion of vertical and lateral load systems is the sole responsibility of the contractor.
- Compliance with all safety and OSHA requirements is the sole responsibility of the contractor.
- All work shall be in compliance with 2014 edition of the "Oregon Structural Specialty Code" (OSSC) as amended by all other state and local codes, permits, and building department requirements that apply.
- Where reference is made to ASTM, AISC, ACI or other standards, the Code referenced issue shall apply.
- Design Criteria: **Structural Design per ANSI / FP1001**

Table 1604.5	Risk Category	II
Wind	Ultimate wind speed	120 mph, 3-sec gust
	Wind exposure	B, N-S; B, E-W

- Details shown on the drawings are intended to apply at all similar conditions and locations.
- Do not scale information from drawings.

02.0 FOUNDATIONS

- The soil pressure used for design was 1500 psf and shall be verified by a licensed geotechnical engineer after footings have been excavated, prior to placement of concrete.
- All footings shall bear on firm, undisturbed soil or approved compacted fill. Footings shall bear at a minimum of 18 inches below final grade. Remove all organic material or soft areas in footing excavations. Provide and install structural fill as necessary. Notify owner's representative before proceeding if any unusual conditions are encountered in the footing excavations.
- Do not excavate closer than a 2:1 slope below footings.
- Use smooth edged backhoe bucket without teeth to excavate footing trenches, and clean all footing excavations of loose material by hand.
- Comply with specifications and geotechnical report recommendations for all fills and excavations.
- Base material immediately under slab shall be a 6-inch layer of clean 3/4-inch minus crushed rock compacted to at least 92 percent modified Proctor maximum dry density in accordance with ASTM D1557.

03.0 CONCRETE

- Strength: Average concrete strength as determined by job cast, lab cured cylinder shall be per the table below plus increase depending upon the plant's standard deviation as specified in ACI 318. Four (4) test cylinders meeting ACI 318 Section 5.6 shall be taken at each pour. One (1) cylinder shall be tested at 7 days and three (3) cylinders shall be tested at 28 days. Test reports are to include minimum and maximum cure box temperatures.

Use	Strength, f'c at 28 days	Max W/C ratio, Non-air entrained	Max W/C ratio, air entrained	Min cement content
All uses except as noted	3000	0.55	0.46	470 lbs
Slab on grade	3500	0.42	0.46	517 lbs

MINIMUM Mix Requirements:

- Rough aggregate size for slabs on grade shall be 1-inch minus for slabs less than 5-inches thick and 1-1/2-inch minus for slabs 5-inches and thicker.
 - Add supplementary cementitious material to slab on grade and exposed wall concrete mixes. Do Not add supplementary cementitious material to air entrained mixes. Provide between 10% and 20% replacement of the total weight of cementitious materials. Include this material in the water cement ratio. Supplementary cementitious material to be slag or fly ash. Slag to meet ASTM C989 ground granulated blast-furnace slag added per ASTM C595. Fly ash to meet ASTM C618 with loss on ignition to be 3% or less. Supplementary cementitious material may be added to other concrete mixes and included in the water cement ratio but is not to be used as part of the minimum cement content. Supplementary material is not to exceed 20% of the total weight of cementitious materials unless specifically approved and special testing is provided by the contractor to consider late strength development and finishing.
 - Design slump: Minimum 3", maximum 9". Field variation from design slump +1/2 inch to -1 inch. When concrete is to be pumped add plasticizers and provide a new mix design to increase slump to a pumpable mix. Do not add water at the jobsite unless authorized by the concrete supplier.
 - Air Entrainment: Per ACI at all exterior slabs and flat work.
 - Admix: Water reducing admix (Pozzolith/Polyheed/Rheobuild or equal).
 - All admixtures are to be from the same manufacturer unless evidence is submitted verifying compatibility of multiple source admixtures.
- Place and cure all concrete per ACI codes and standards.
 - Sleeves, pipes or conduits of aluminum shall not be embedded in structural concrete unless effectively coated.
 - Provide control joints in all slabs on grade. Joints are to be installed at 14 to 16 feet on center each way maximum unless shown otherwise on the drawings. All saw-cut joints in concrete slabs are to be made with an early cut saw as soon as possible after pouring but no later than one hour after finishing.
 - Provide 1/4-inch premolded expansion joint material between slabs and walls that are not doweled together, and around columns that do not have slab blockouts.

03.1 REINFORCING (CONCRETE)

- All reinforcing steel shall be ASTM A615, Grade 60 except ties and stirrups shall be Grade 40.
- Fabricate reinforcing steel according to ACI 315, Details and Detailing of Concrete Reinforcement. Install reinforcing per CRSI MSP-1, ACI 301 and ACI 318.
- Lap all bars in intersecting footings 2'-0" or 45 diameters, whichever is greater.
- Splices in wall and footing reinforcing shall be lapped 45 diameters or 2'-0", whichever is greater, and shall be staggered at least 4 feet at alternate bars.
- Provide two (2) #4 continuous bars at top and at discontinuous ends of all walls.
- Alternate ends of bars 12" in structural slabs whenever possible.
- Provide two (2) #5's x opening plus 2'-0" each side around all edges of openings smaller than 15 inch x 15 inch in structural slabs, and place one (1) #4 x 4'-0" at 45 degrees to each corner.

05.0 STRUCTURAL AND MISCELLANEOUS STEEL

- Detailing, fabrication and erection shall conform to the Steel Construction Manual of AISC.
- The contractor shall be solely responsible for all OSHA requirements for safety and erection including, but not limited to, erection bolts, bracing, fall protection, guard rails, etc.
- All structural tubing shall be ASTM A500, Grade B, fy = 46 ksi.
- All pipe shall be ASTM A53, Type E or S, Grade B.
- All threaded rods shall be ASTM A36, unless otherwise noted.
- All welds shall be made by Pre-qualified Welders to AWS Pre-qualified Welded Joint Standards.
 - Prior to beginning and during welding, all requirements of the 'Special Inspection' section of these notes shall be met.
 - Filler metals shall meet AWS A5 specifications. Electrodes shall be 70ksi which are compatible with the base material, welding process and position. Provide low hydrogen electrodes for SMAW. Meet minimum toughness CVN value of 20 ft. lbs. at -20 degrees Fahrenheit for all welding of moment frames and full penetration welds. Do not mix weld electrodes that reduce the CVN value of the weld.
 - GMAW field welding not allowed. GMAW shop welding using short circuiting transfer is not allowed.
 - Preheat and interpass temperatures are to meet AWS requirements.
 - Unless otherwise noted on drawings, provide AISC minimum weld sizes for all welded joints.
- All exterior exposed steel, and steel noted on the drawings as galvanized, shall be hot dipped galvanized per ASTM A123. Repair hot dipped galvanized steel coatings at areas of field welding or other damaged areas per ASTM A780. Appropriate safety and health practices in applying repairs to hot dipped galvanized coatings are the sole responsibility of the contractor. All exposed fasteners, and fasteners noted on the drawings as galvanized, shall be hot dipped galvanized per ASTM A153 or ASTM F2329, including washers and nuts. Do not use snap-off type bolts at galvanized connections.

SCALE:

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FLIR FLAG POLE
 27700 SW PARKWAY AVE

PROJECT NAME: FLIR FLAG POLES
 PROJECT NUMBER: 218443
 DATE ISSUED:
 REVISION:

SHEET:
S1.0
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CONSTRUCTION INSPECTION AND TESTING

A. GENERAL

1. Independent testing lab to be retained by owner to provide inspections and special inspections as described herein.
2. Contractor is responsible to coordinate and provide on-site access to all required inspections and notify testing lab in time to make such inspections.
3. Do not cover work required to be inspected prior to inspection being made. If work is covered, uncover as necessary.
4. The contractor shall correct all deficiencies noted in the special inspection reports and/or the engineers field observations reports to bring the construction into compliance with the contract documents, addendum, RFI's and/or written instructions. The contractor is responsible to request summary reports from the special inspector and engineer of record at the time of the project substantial completion. Prior to requesting the Summary Structural Observation Report from the engineer of record the contractor shall submit to the architect and engineer of record a letter stating that all outstanding items noted on previous Structural Observation Reports have been completed in accordance with the contract documents, addendum, RFI's, and/or written instructions.

B. SPECIAL INSPECTIONS

Required special inspections shall be performed by an independent special inspector per Section 1701 of the International Building Code (IBC) for the following: ^{1,2,3}

Item	Continuous ⁴	Periodic ⁴	Comments
Foundations:			Table 1705.6
Foundation excavation & compaction of fills			By geotechnical engineer <i>[of record]</i>
Verify soil bearing values used in Section 02.0			By geotechnical engineer <i>[of record]</i>
Concrete:			Table 1705.3
Verify reinforcing size, grade and placement for structural elements		X	
Inspect size, length, hook and tie to reinforcing of holdown anchor bolts and anchor rods		X	
Verify use of approved design mix		X	
Preparation of test specimens	X		See footnote 5
Placement of concrete	X		
Inspect curing temperature & techniques		X	
Structural Steel:			
Material verification per IBC Table 1705.2			
Inspection of welding			See footnotes 6, 7 and 8
a. Structural Steel			
5.Single-pass fillet welds <= 5/16"		X	

Special Inspection Program Footnotes

1. Items checked with X shall be inspected in accordance with IBC Chapter 17 by certified special inspectors from a testing agency approved by the building official.
2. Special inspection is not required for work performed by an approved fabricator meeting the requirements of IBC Section 1704.2.5.2.
3. The special inspector shall provide a copy of their report to the owner, architect, structural engineer, contractor and building official.
4. Continuous special inspection means full-time observation of the work requiring special inspection by an approved special inspector present in the area where the work is being performed. Periodic special inspection means part time or intermittent observation of the work at intervals necessary to confirm that work requiring special inspection is in compliance.
5. Where 4x8-in cylinders are used for compressive strength testing, a multiplier of 0.94 shall be applied to the results to obtain average strength data.
6. All structural shop and field welds shall be visually inspected. The special inspector need not be continuously present during welding, except as noted, provided the materials, qualifications of welding procedures and welders are verified prior to the start of work; periodic inspections are made of work in progress; and a visual inspection of all welds is made after completion or prior to shipment of shop welding.
7. The contractor shall submit a 'welding procedure specification' (WPS) in accordance with AWS 5.1.2 for review by special inspector prior to beginning work. The WPS shall include all information recommended in the sample form of Appendix E of the AWS code including recommendations from the electrode manufacturer, proposed method of base metal preparation, back gouging sequence, method of placement of new weld material, backer plate and runoff tab removal and final finishing.
8. The inspector shall verify welder qualifications, WPS, welding process, electrode, assembly configuration, fit-up tolerance (1/16 inch max.), preheat and interpass temperature and preparation of all steel surfaces.
9. All bidder designed components shall include a quality assurance program for special inspection where required by IBC Section 1705.11

SCALE:

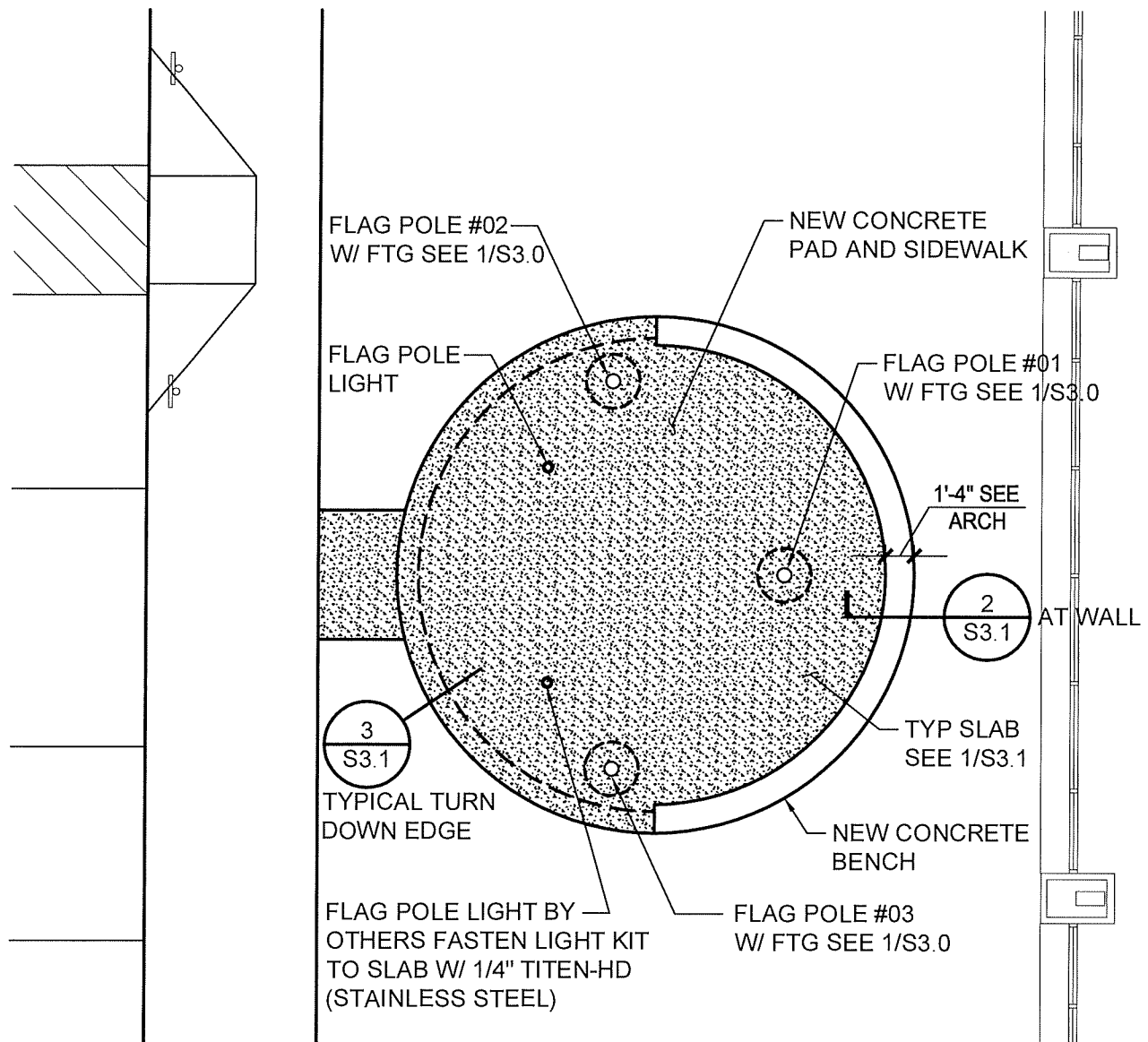
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FLIR FLAG POLE
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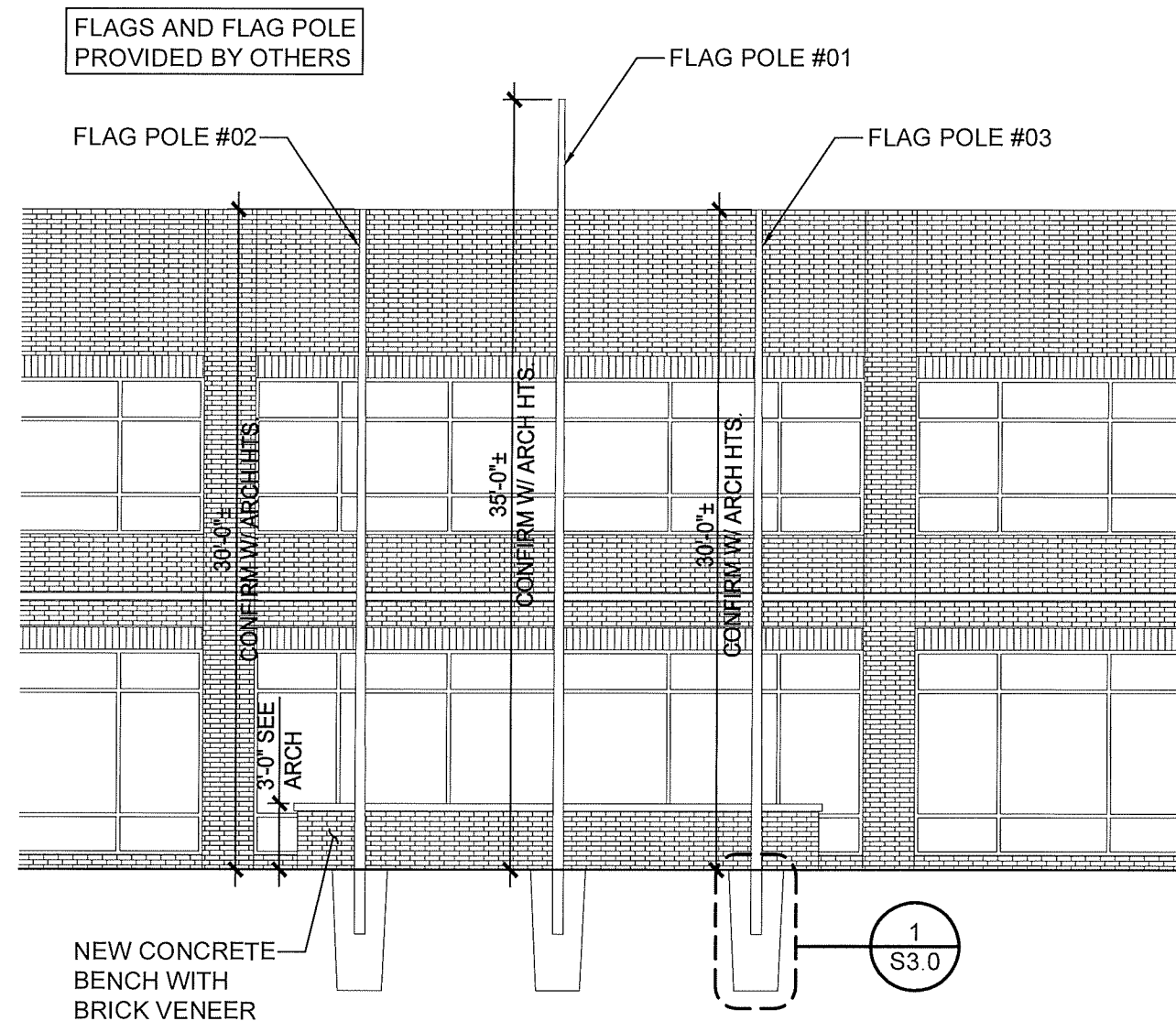
PROJECT NAME: FLIR FLAG POLES
 PROJECT NUMBER: 218443
 DATE ISSUED:
 REVISION:

SHEET:
S1.1
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1. FLAG POLE PLAN

SCALE: 1/8" = 1'-0"



2. FLAG POLE ELEVATION

SCALE: 1/8" = 1'-0"

SCALE:



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Portland OR 97209
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503.221.2077

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FLIR FLAG POLE

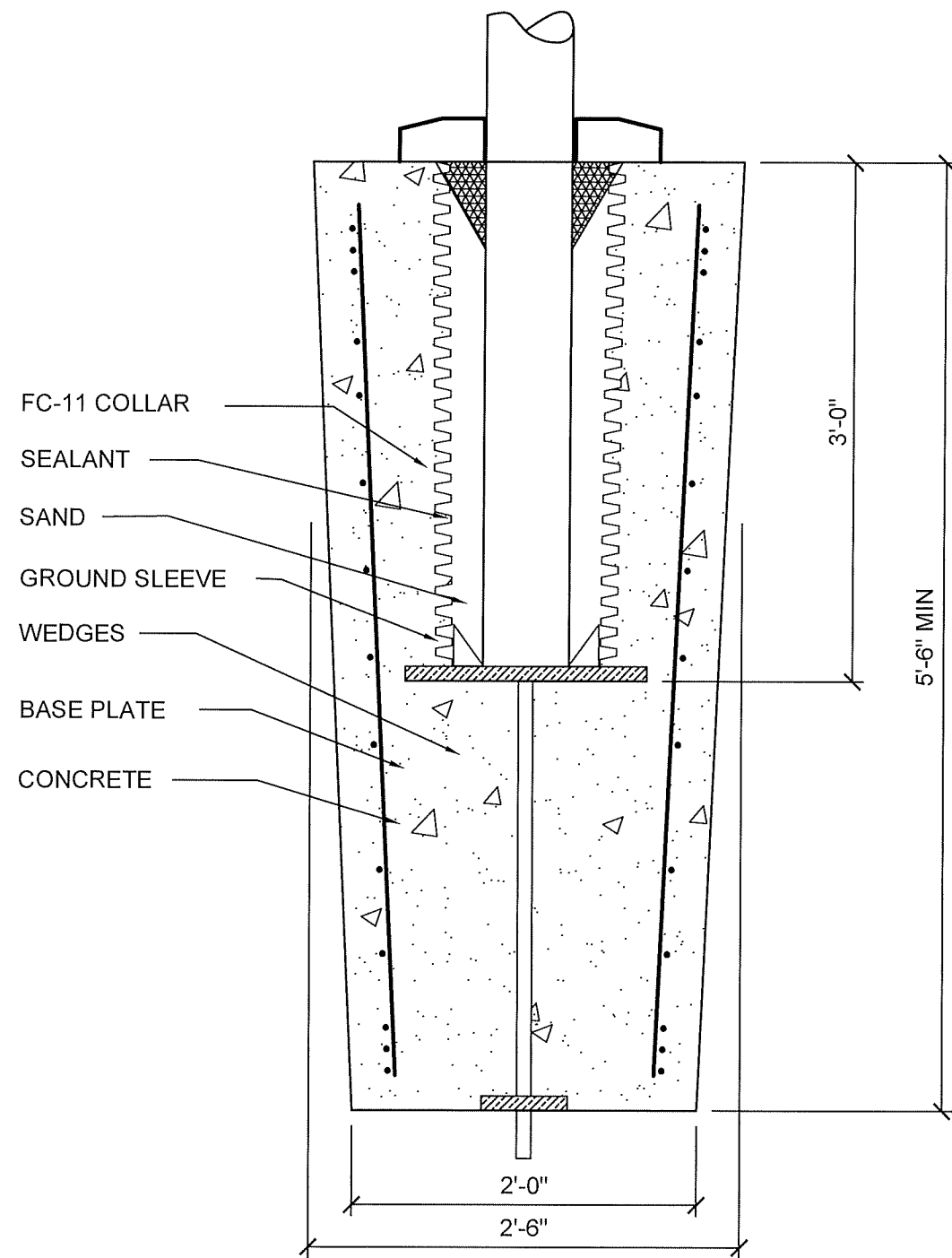
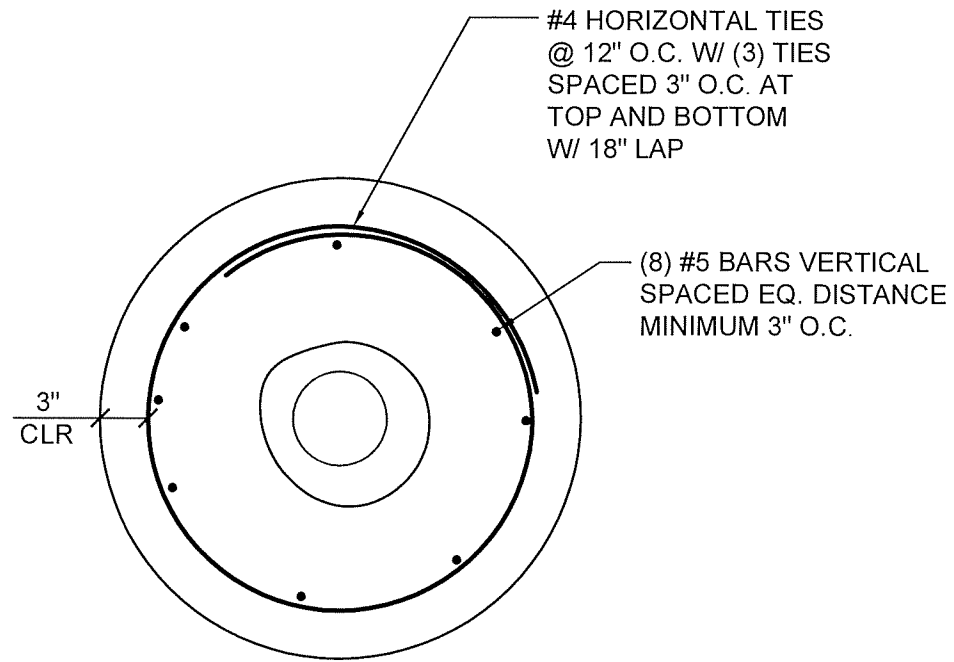
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PROJECT NUMBER:
DATE ISSUED:
REVISION:

FLIR FLAG POLES
218443

SHEET:

S2.0



1. FLAG POLE FOOTING DETAIL

1" = 1'-0"

SCALE:



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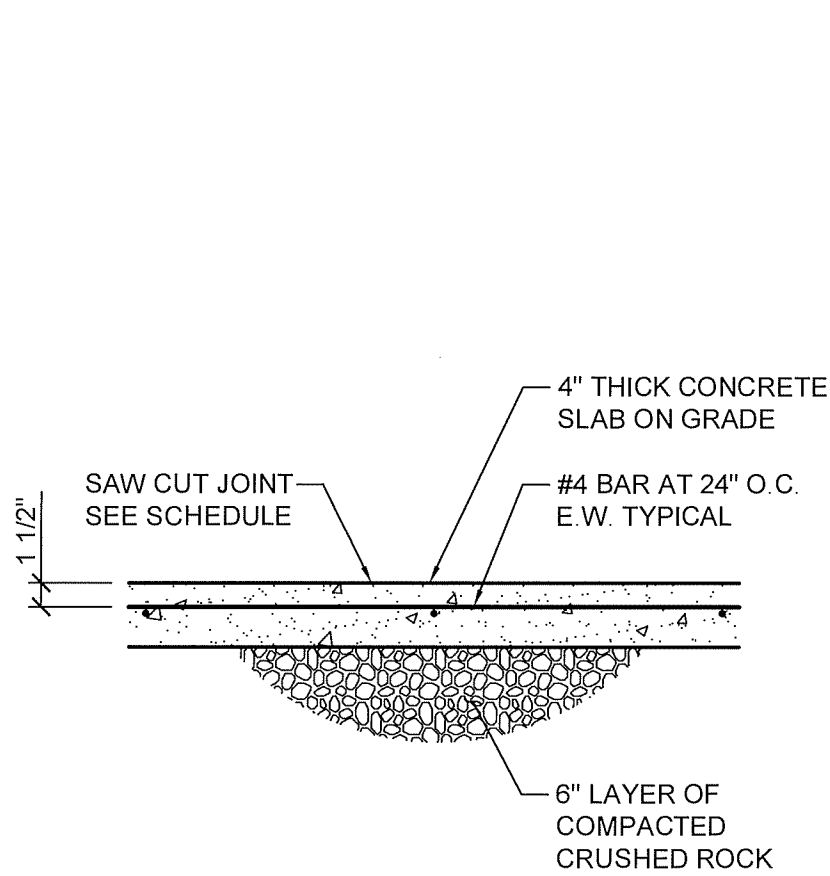
FLIR FLAG POLE
27700 SW PARKWAY AVE

PROJECT NAME:
PROJECT NUMBER:
DATE ISSUED:
REVISION:

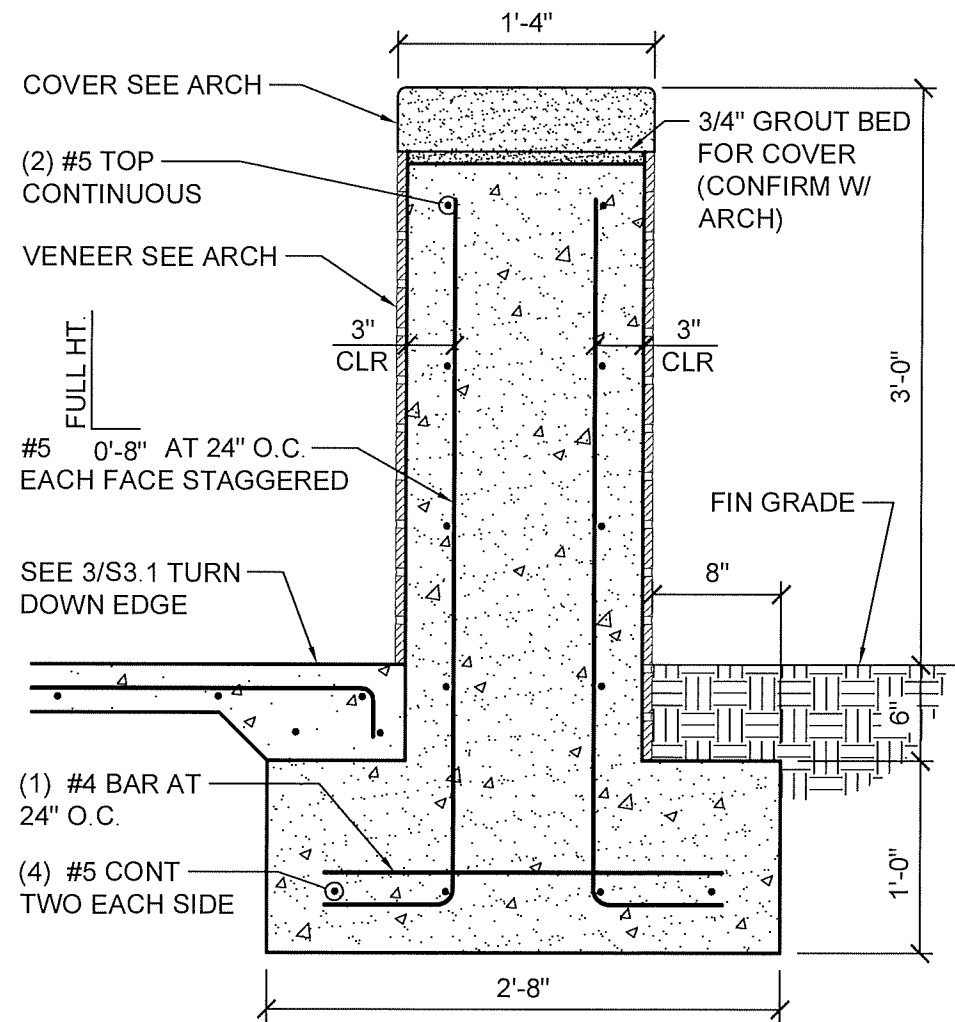
FLIR FLAG POLES
218443

SHEET:

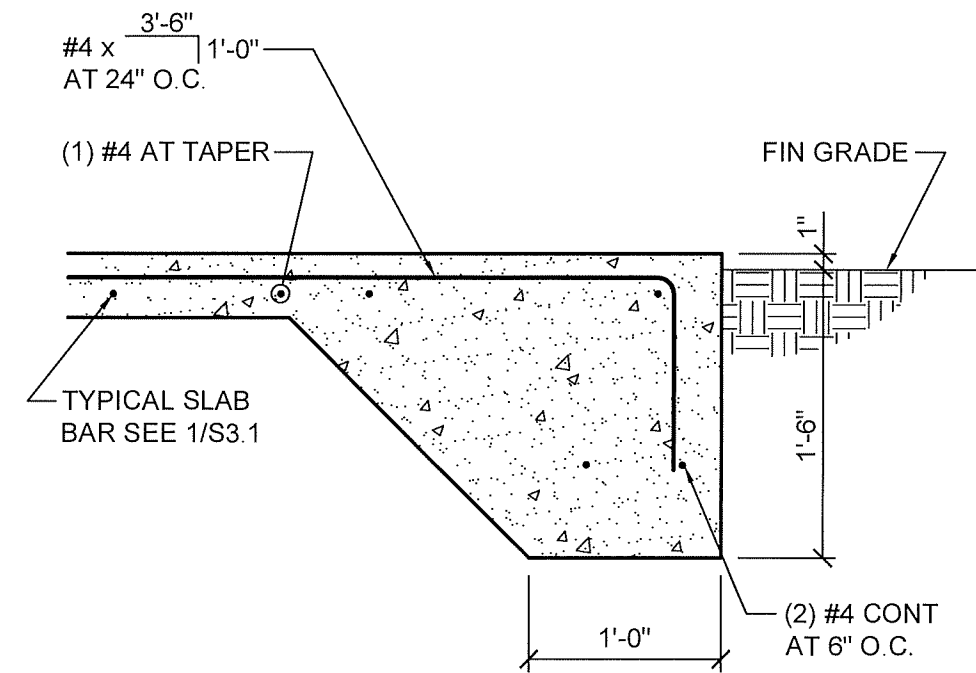
S3.0



1 SLAB DETAIL
S3.1 1" = 1'-0"



2 BENCH DETAIL
S3.1 1" = 1'-0"



3 TURN DOWN EDGE
S3.1 1" = 1'-0"

SCALE:

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, FEBRUARY 25, 2019

6:30 PM

VIII. Board Member Communications:

A. Results of the February 11, 2019 DRB Panel A meeting

City of Wilsonville

Development Review Board Panel A Meeting Meeting Results

DATE:	FEBRUARY 11, 2019	
LOCATION:	29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR	
TIME START:	6:30 P.M.	TIME END: 8:37 P.M.

ATTENDANCE LOG

BOARD MEMBERS	STAFF
Fred Ruby, Chair	Daniel Pauly
Jennifer Willard	Barbara Jacobson
Joann Linville	Kim Rybold
Daniel McKay	Steve Adams
Angela Niggli	Miranda Bateschell

AGENDA RESULTS

AGENDA	ACTIONS
CITIZENS' INPUT	None.
ELECTION OF 2019 CHAIR AND VICE-CHAIR	
<ul style="list-style-type: none"> A. Chair B. Vice-Chair 	<ul style="list-style-type: none"> A. Joann Linville was unanimously elected as Chair. B. Jennifer Willard was unanimously elected as Vice-Chair.
CONSENT AGENDA	None.
<ul style="list-style-type: none"> A. Approval of minutes of August 13, 2018 DRB Panel A meeting 	<ul style="list-style-type: none"> A. Approved by a 3 to 0 to 2 vote with Angela Niggli and Daniel McKay abstaining.
PUBLIC HEARING	
<ul style="list-style-type: none"> A. Resolution No. 360. Frog Pond Meadows: Li Alligood, AICP, Otak – Representative for West Hills Land Development – Applicant. The applicant is requesting approval of an Annexation and Zone Map Amendment from Rural Residential Farm Forest 5-Acre (RRFF-5) to Residential Neighborhood (RN) and Public Facility (PF) for approximately 23.9 acres of property located on the west side of Stafford Road just north of Boeckman Road, and adopting findings and conditions approving a Stage I Preliminary Plan, Stage II Final Plan, Site Design Review of parks and open space, Tentative Subdivision Plat, Tentative Partition Plat (Church property), Tentative Partition Plat (School property), Type C Tree Plan, Waiver to Minimum Lot Size, Waiver to Minimum Front Setback, and Abbreviated SRIR Review for a 74-lot single-family subdivision. The subject site is located on Tax Lots 1800, 1902, 1903, 2000 and 2200 and portion of Stafford Road right-of-way of Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Staff: Kimberly Rybold 	<ul style="list-style-type: none"> A. Resolution No 360 was unanimously approved with the addition of Exhibit A3 and modifying new Condition PDD 9 (Page 2 of Exhibit A3).

<p>Case Files: DB18-0060 Annexation DB18-0061 Zone Map Amendment DB18-0062 Stage I Preliminary Plan DB18-0063 Stage II Final Plan DB18-0064 Site Design Review of Parks and Open Space DB18-0065 Tentative Subdivision Plat DB18-0066 Tentative Partition Plat (Church Property) DB18-0067 Tentative Partition Plat (School Property) DB18-0068 Type C Tree Plan DB19-0002 Waiver – Minimum Lot Size DB19-0003 Waiver – Front Setback SI18-0006 Abbreviated SRIR Review</p> <p><i>The DRB action on the Annexation and Zone Map Amendment is a recommendation to the City Council.</i></p>	
<p>BOARD MEMBER COMUNICATIONS</p>	<p>None.</p>
<p>A. Results of the August 27, 2018 DRB Panel B meeting B. Results of the October 22, 2018 DRB Panel B meeting C. Results of the November 26, 2018 DRB Panel B meeting D. Recent City Council Action Minutes</p>	
<p>STAFF COMMUNICATIONS</p>	
<p>A. Welcome Daniel McKay and Angela Niggli</p>	

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, FEBRUARY 25, 2019

6:30 PM

VIII. Board Member Communications:

B. Recent City Council Action Minutes

City Council Meeting Action Minutes
November 19, 2018

City Council members present included:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Lehan– Arrived at 5:14 p.m.
Councilor Akervall

Cathy Rodocker, Finance Director
Mark Ottenad, Public/Government Affairs Director
Dwight Brashear, SMART Director
Mike McCarty, Parks and Recreation Director
Chris Neamtzu, Planning Director
Miranda Bateschell, Planning Manager
Brian Stevenson, Parks and Rec. Program Manager
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Patty Nelson, City Engineer
Tod Blankenship, Parks Supervisor
Erica Behler, Recreation Coordinator
Rob Wurpes, Chief of Police
Matt Baker, Facilities Supervisor

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Scott Simonton, Fleet Manager
Nancy Kraushaar, Community Develop. Director
Delora Kerber, Public Works Director

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Janitorial Services	Staff and Council discussed a proposal to bring the City’s janitorial service in-house.
B. Traffic Concerns Team (TCT) CRM System	Staff shared plans to introduce an online system that allows motorists, cyclists and pedestrians to report traffic safety concerns.
C. Contract Award WTP Surge Tank Construction	Council was informed of Resolution No. 2712, authorizing the City Manager to execute a construction contract with R.L. Reimers Co. for the Willamette River Water Treatment Plant Surge Tank Project.
D. Regional Park 7&8 Funding	Staff sought direction from Council on identifying a funding source for Regional Parks 7 and 8 located in Villebois.
E. Boones Ferry Park Master Plan	Staff presented the draft Boones Ferry Park Master Plan and requested any further feedback before the item returns to Council as a resolution.
F. Proterra - Purchase of Battery Electric Buses	Staff briefed Council on Resolution No. 2714, authorizing SMART to purchase two 35’ battery electric buses and charging equipment from Proterra, Inc.

REGULAR MEETING	
<u>Communications</u> A. Korean War Veterans Association, Oregon Trail Chapter	Korean War Veterans Association (KWVA), Oregon Trail Chapter, presented a plaque of appreciation to Brian Stevenson and the Parks & Recreation Team along with a \$1,000 check to support the maintenance of the Oregon Korean War Memorial.
<u>Mayor's Business</u> A. Small Business Saturday Proclamation B. Upcoming Meetings	The Mayor read a proclamation declaring the 24 th day of November as Small Business Saturday. Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.
<u>Consent Agenda</u> A. <u>Resolution No. 2712</u> A Resolution of the City of Wilsonville Authorizing the City Manager to Execute a Construction Contract with R.L. Reimers Company for The Willamette River Water Treatment Plant Surge Tank Project (Capital Improvement Project #9132).	The Consent Agenda passed 5-0.
<u>Public Hearing</u> A. <u>Resolution No. 2715</u> Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2018-19.	After a public hearing was conducted, Resolution No. 2715 was approved by a vote of 5-0.
<u>New Business</u> A. <u>Resolution No. 2714</u> A Resolution of the City of Wilsonville Authorizing South Metro Area Regional Transit (SMART) To Purchase Two 35' Battery Electric Buses and Charging Equipment from Proterra, Inc. B. <u>Resolution No. 2716</u> A Resolution of the City of Wilsonville Authorizing Acquisition of Real Property.	Resolution No. 2714 was adopted 5-0. Resolution No. 2716 was adopted 4-1.
<u>City Manager's Business</u>	The City Manager recognized Community Development Director Kraushaar and Council President Starr for their contributions to the City's operations. Kraushaar is retiring at the end of November; Starr's tenure on the Council concludes in December.
<u>Legal Business</u>	No report.

URBAN RENEWAL AGENCY	
<u>New Business</u> A. <u>URA Resolution No. 291</u> A Resolution of the City of Wilsonville Urban Renewal Agency Authorizing Acquisition of Real Property.	URA Resolution No. 291 was adopted 4-1.
ADJOURN	8:55 p.m.

City Council Meeting Action Minutes
December 3, 2018

City Council members present included:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Lehan
Councilor Akervall

Daniel Pauly, Senior Planner, Planning
Chris Neamtzu, Community Develop. Director
Cathy Rodocker, Finance Director
Mark Ottenad, Public/Government Affairs Director
Amanda Guile-Hinman, Assistant City Attorney
Miranda Bateschell, Planning Manager
Zach Weigel, Capital Projects Engineering Manager
Patty Nelson, City Engineer
Matt Palmer, Civil Engineer
Dominique Huffman, Civil Engineer
Steve Adams, Development Engineering Manager
Zoe Monahan, Assistant to the City Manger

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Town Center Plan Update	Staff provided an update on the Town Center Plan. Additionally, it was requested that after the meeting Council submit any feedback to staff.
B. Water SDC	Staff and Council discussed amending water system development charges (SDC) to accommodate future infrastructure.
C. Recycling Surcharge Review	Staff briefed Council on the recycling surcharge resolution that will be on the agenda at the next City Council meeting.
D. Street Maintenance Program Update	Council was provided an update on the Street Maintenance program.
E. Draft Community Strategy for Arts, Heritage & Culture by Clackamas County Arts Alliance and Taylor Consulting	Taylor Consulting presented a draft of the City's community investment strategy in Arts, Heritage and Culture to Council for initial consideration and input.
F. Coffee Creek Industrial Area Stormwater Study PSA	Staff quickly briefed Council on Resolution No. 2713, authorizing the City Manager to execute a professional services agreement (PSA) with AKS Engineering & Forestry for phase 1 alternatives analysis and preliminary design services for the Coffee Creek industrial area regional stormwater facility project.

REGULAR MEETING	
<u>Communications</u> A. Clackamas County Drive to Zero	Council heard a presentation on current trends in fatal crashes including key causes and modes. Also, mentioned was policies and projects to address safety.
<u>Mayor's Business</u> A. Business Oregon General Application B. Upcoming Meetings	Council made a motion to approve the Mayor to sign an application with Business Oregon for a \$3.6 million industrial site loan to provide the funding for improvements on Garden Acres Road. Motion passed 5-0. Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.
<u>Consent Agenda</u> A. <u>Resolution No. 2713</u> A Resolution of the City of Wilsonville Authorizing the City Manager to Execute a Professional Services Agreement with AKS Engineering & Forestry for Phase 1 Alternatives Analysis and Preliminary Design Services for The Coffee Creek Industrial Area Regional Stormwater Facility Project (#7060). B. <u>Resolution No. 2717</u> A Resolution Adopting the Canvass of Votes of the November 6, 2018 General Election. C. Minutes of the October 1, 2018 Council Meeting.	The Consent Agenda passed, 5-0.
<u>City Manager's Business</u>	No report.
<u>Legal Business</u> A. Subaru Lawsuit B. Land Use Board of Appeals (LUBA)	The City Attorney advised the Council that the City had prevailed in the case filed against the City by Subaru contesting its SDC charges. The City Attorney informed Council that LUBA dismissed the appeal of the Metro arbitration concerning the Central Subarea in Basalt Creek.
URBAN RENEWAL AGENCY	
<u>Consent Agenda</u> A. Minutes of the November 5, 2018 and November 19, 2018 URA Meetings.	The URA Consent Agenda passed, 5-0.
<u>Public Hearing</u> A. <u>URA Resolution No. 292</u> A Resolution Authorizing A Supplemental Budget Adjustment For A Fiscal Year 2018-19.	URA Resolution No. 292 was approved, 4-1.
ADJOURN	9:36 p.m.

City Council Meeting Action Minutes
December 17, 2018

City Council members present included:

Mayor Knapp
Councilor Starr
Councilor Stevens - Excused
Councilor Lehan
Councilor Akervall

Mark Ottenad, Public/Government Affairs Director
Keith Katko, Assistant Finance Director
Amanda Guile-Hinman, Assistant City Attorney
Mike McCarty, Parks and Recreation Director
Brian Stevenson, Parks and Rec. Program Manager
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Elli Work, Grants and Programs Manager
Tod Blankenship, Parks Supervisor
Erica Behler, Recreation Coordinator
Andrew Sheehan, Asset Management Coordinator
Andy Stone, IT Director
Taly Cohen, Law Clerk
Scott Simonton, Fleet Services Manager
Michelle Marston, Transit Outreach Program Coordinator

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Daniel Pauly, Senior Planner, Planning
Chris Neamtzu, Community Develop. Director
Delora Kerber, Public Works Director
Cathy Rodocker, Finance Director

AGENDA ITEM	ACTIONS
WORK SESSION	
A. "Electric Bus Art" – Presentation by SMART, Wilsonville High School and Arts & Technology School	Wilsonville students presented to Council the art they created to be wrapped around the SMART Buses.
B. Street Tree Replacement /In-fill Program	Staff and Council reviewed information related to the Street Tree Replacement/In-fill Program and discussed next steps.
C. Design Standards and Fees for Small Wireless Facilities	Staff presented and heard feedback from Council on the design standards and fees for the small wireless facilities. This item will be brought back to the January 7, 2019 Council meeting.
REGULAR MEETING	
<u>Communications</u>	
A. Comprehensive Annual Financial Report	Auditor Tonya Moffitt, CPA of Merina & Company, LLP updated Council on the annual audit of the City's 2017-18 Comprehensive Annual Financial Report.
<u>Mayor's Business</u>	
A. Outgoing City Councilor Presentation	Scott Starr was appreciated for his years of service as a City Councilor.

<p>B. Upcoming Meetings</p>	<p>Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.</p>
<p><u>Consent Agenda</u> A. Minutes of the November 27, 2018 Special Council Meeting.</p>	<p>The Consent Agenda was adopted 4-0.</p>
<p><u>Public Hearing</u> A. <u>Resolution No. 2702</u> A Resolution of the City of Wilsonville Adopting the 2018 Boones Ferry Park Master Plan. B. <u>Resolution No. 2718</u> A Resolution of the City of Wilsonville Approving the Continuation and Modification of the Recycling Surcharge Rates for Keller Drop Box, Inc. (D/B/A Republic Services of Clackamas and Washington Counties). C. <u>Ordinance No. 830</u> An Ordinance of the City of Wilsonville Approving a Zone Map Amendment from the Clackamas County Exclusive Farm Use (EFU) Zone to the Village (V) Zone on Approximately 25.69 Acres in the North Central Portion of Villebois from 110th Avenue to Calais East Subdivision, South of Tooze Road to Berlin Avenue; the Land is More Particularly Described as Tax Lots 7200, 7290, 7300, 7400, 7500, And 7600, Section 15AB, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Polygon WLH LLC, Applicant.</p>	<p>After a public hearing was conducted, Resolution No. 2702 was adopted 4-0. After a public hearing was conducted, Resolution No. 2718 was adopted 4-0. After a public hearing was conducted, Ordinance No. 830 was approved on first reading by a vote of 4-0.</p>
<p><u>City Manager's Business</u></p>	<p>Wished Council, staff and the community happy holidays.</p>
<p><u>Legal Business</u></p>	<p>Wished happy holidays to all.</p>
<p>ADJOURN</p>	<p>9:20 p.m.</p>

City Council Meeting Action Minutes
January 7, 2019

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Stevens - Stevens
Councilor Lehan
Councilor West

Daniel Pauly, Senior Planner, Planning
Mark Ottenad, Public/Government Affairs Director
Amanda Guile-Hinman, Assistant City Attorney
Chris Neamtzu, Community Develop. Director
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Zoe Monahan, Assistant to the City Manager
Pamela Munsterman, Municipal Court Clerk
Fred Weinhouse, Municipal Court Judge
Dominique Huffman, Civil Engineer
Patty Nelson, City Engineer

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Extreme Emergency Declaration – Storm Drainage Pipe	Staff provided Council with details on the emergency repairs necessary to address a failing storm drainage pipe in Charbonneau leading to the Willamette River.
B. French Prairie Bicycle-Pedestrian-Emergency Access Bridge Type Review	Council agreed with the French Prairie Task Force recommendation to consider two-bridge types for the proposed pedestrian/cycling/emergency vehicle crossing over the Willamette River.
C. Small Wireless Facility Design Standards & Code Amendments	Council was updated on the small wireless facility design standards and code amendments to be voted on during the Council meeting as Resolution No. 2720 and Ordinance No. 831.
D. State Legislative Agenda	Council approved the 2019-20 State Legislative Agenda, affirming the City’s policy priorities and guiding Council response to specific legislative proposals that may arise before the Oregon Legislative Assembly over the next two years.
E. Council Appointments to Intergovernmental Bodies	Council determined which members would represent the City on various regional and state boards.
F. Letter of Support for Implementation of Proposed Vehicle Registration Fee by Ordinance	Staff informed that Clackamas County Board of County Commissioners has requested that

<p>G. Memorial Park Pump Station PSA Amendment</p>	<p>Council support a \$30 annual per-vehicle registration fee. The fee would provide a local funding source for maintenance and improvements to City and County roads.</p> <p>Council was briefed on Resolution No. 2719, authorizing the City Manager to amend a PSA with Murraysmith, Inc. for design and construction engineering services for the Memorial Park Pump Station Project.</p>
<p>REGULAR MEETING</p>	
<p><u>Swear In Newly Elected Councilors</u></p>	<p>Judge Weinhouse administered the Oath of Office to Councilors-elect Lehan and West.</p>
<p><u>Mayor's Business</u></p> <p>A. Elect City Council President</p> <p>B. Board/Committee Reappointments and Appointments</p>	<p>Councilor Akervall was elected Council President.</p> <p>The following reappointments and appointments were made:</p> <p>Budget Committee Reappointment of Andrew Karr and Paul Bunn to Budget Committee for a term beginning 1/1/19 to 12/31/21.</p> <p>Development Review Board Reappointment of Jennifer Willard and Joann Linville to Development Review Board Panel A for a term beginning 1/1/19 to 12/31/20.</p> <p>Appointment of Angela Niggli and Daniel McKay to Development Review Board Panel A for a term beginning 1/1/19 to 12/31/20.</p> <p>Reappointment of Richard Martens and Shawn O'Neil to Development Review Board Panel B for a term beginning 1/1/19 to 12/31/20.</p> <p>Appointment of Eleanor Schroeder to Development Review Board Panel B for a term beginning 1/1/19 to 12/31/20.</p> <p>Parks and Recreation Advisory Board Appointment of Amanda Aird and Dahe Chen to Parks and Recreation Advisory Board for a term beginning 1/1/19 to 12/31/22.</p>

<p>C. Upcoming Meetings</p> <p>D. Letter of Support</p>	<p>Planning Commission Reappointment of Simon Springall to Planning Commission for a term beginning 1/1/19 to 12/31/22.</p> <p>Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.</p> <p>Council made a motion to draft a letter of support for a proposed countywide vehicle registration fee. Motion passed 4-0.</p>
<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 2719</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Amend A Professional Services Agreement With Murraysmith, Inc. For Design And Construction Engineering Services For The Memorial Park Pump Station Project (Capital Improvement Project #2065).</p>	<p>The Consent Agenda was approved 4-0.</p>
<p><u>Public Hearing</u></p> <p>A. <u>Ordinance No. 831</u> An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 4, Sections 800 Through 814 To Address The New Rules Promulgated By The Federal Communications Commission; And Declaring An Emergency.</p>	<p>After a public hearing was conducted, Ordinance No. 831 was approved on first reading by a vote of 4-0.</p>
<p><u>New Business</u></p> <p>A. <u>Resolution No. 2720</u> A Resolution Of The City Of Wilsonville Approving The City’s Small Wireless Facilities Planning Application Review Fee, Technical Design Review Fee, And Right-Of-Way Access Fee, And Adopting Design Standards.</p>	<p>Resolution No. 2720 was adopted 4-0.</p>
<p><u>Continuing Business</u></p> <p>A. <u>Ordinance No. 830</u> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Exclusive Farm Use (EFU) Zone To The Village (V) Zone On Approximately 25.69 Acres In The North Central Portion Of Villebois From 110th Avenue To Calais East Subdivision, South Of Tooze Road To Berlin Avenue; The Land Is More Particularly Described As Tax Lots 7200, 7290, 7300, 7400, 7500, And 7600, Section 15AB, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Polygon WLH LLC, Applicant.</p>	<p>Ordinance No. 830 was adopted on second reading by a vote of 3-0-1.</p>

<u>City Manager Business</u>	Wished Council a happy New Year.
<u>Legal Business</u>	Thanked Council for their thoughtful input and support of staff's work on the 5G items.
ADJOURN	10:03 p.m.

City Council Meeting Action Minutes
January 24, 2019

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Stevens
Councilor Lehan - *Present at Work Session.*
Excused for the City Council & URA meetings.
Councilor West

Jeanna Troha, Assistant City Manager
Chris Neamtzu, Community Develop. Director
Delora Kerber, Public Works Director
Cathy Rodocker, Finance Director
Dwight Brashear, SMART Director
Pat Duke, Library Director
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Eric Loomis, Transit Operations Manager
Patty Nelson, City Engineer
Jordan Vance, Economic Development Manager
Nicole Hendrix, Transit Management Analyst

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Electric Vehicle Charging Hub	Staff briefed Council on Resolution No. 2721 approving a charging station license agreement with PGE for installation of electric vehicle charging stations.
B. Dial-A-Ride Steering Committee	Staff along with Dial-a-Ride committee members updated Council on services provided.
C. Annual Urban Renewal Report, FY2017-18	Council was presented with the Urban Renewal Annual Report.
REGULAR MEETING	
<u>Mayor's Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.
<u>Public Hearing</u>	
A. <u>Resolution No. 2722</u> A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2018-19.	After a public hearing was conducted, Resolution No. 2722 was approved by a vote of 4-0.
<u>New Business</u>	
A. <u>Resolution No. 2723</u> A Resolution Authorizing An Intergovernmental Agreement With The Urban Renewal Agency Of The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The West Side Plan District.	Resolution No. 2723 was adopted 3-0-1.

<p>B. <u>Resolution No. 2721</u> A Resolution Of The City Of Wilsonville Approving A Charging Station License Agreement With Portland General Electric For Installation Of Electric Vehicle Charging Stations.</p>	<p>Resolution No. 2721 was adopted 4-0.</p>
<p><u>Continuing Business</u> A. <u>Ordinance No. 831</u> – 2nd Reading An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 4, Sections 800 Through 814 To Address The New Rules Promulgated By The Federal Communications Commission; And Declaring An Emergency.</p>	<p>Ordinance No. 831 was adopted on second reading by a vote of 3-0-1.</p>
<p><u>City Manager’s Business</u></p>	<p>Informed Council that the Work Plan included two updates.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>URBAN RENEWAL AGENCY</p>	
<p><u>Consent Agenda</u> A. Minutes of the December 3, 2018 URA Meeting.</p>	<p>The Consent Agenda passed 4-0.</p>
<p><u>Public Hearing</u> A. <u>URA Resolution No. 293</u> A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2018-19.</p>	<p>After a public hearing was conducted, URA Resolution No. 293 was approved by a vote of 3-0-1.</p>
<p><u>New Business</u> A. <u>URA Resolution No. 294</u> A Resolution Authorizing An Intergovernmental Agreement With The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The West Side Plan District For The Purpose Of Funding The Construction Of Capital Improvement Projects By The Agency.</p>	<p>URA Resolution No. 294 was adopted 4-0.</p>
<p>ADJOURN</p>	<p>8:19 p.m.</p>