



**Development Review Board
Panel B Meeting
August 24, 2020
6:30 pm**

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

- Board members are participating virtually, via Zoom videoconferencing
- Anyone experiencing fever or flu-like symptoms should not attend
- Council Chambers capacity is limited to 10 people

To Provide Public Comment

- 1) E-mail Daniel Pauly at pauly@ci.wilsonville.or.us for Zoom login information
- 2) E-mail testimony regarding Resolution No. 382 (Magnolia 6-Unit Townhome Development) to Cindy Luxhoj at luxhoj@ci.wilsonville.or.us by 3 pm on August 24, 2020.
- 3) In-person testimony is discouraged, but can be accommodated. Please contact Daniel Pauly at pauly@ci.wilsonville.or.us by phone at 503-682-4960 for information on current safety protocols.



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

Monday, August 24, 2020 - 6:30 P.M.

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

Richard Martens	Ellie Schroeder
Shawn O'Neil	Nicole Hendrix
Samy Nada	
- IV. Citizens' Input:
- V. Consent Agenda:
 - A. Approval of minutes of the July 27, 2020 DRB Panel B meeting
- VI. Public Hearings:
 - A. **Resolution No. 382. Magnolia 6-Unit Townhome Development: Base Design + Architecture, LLC. – Applicant for Hillebrand Construction, Inc. – Owner.** The applicant is requesting approval of a Stage II Final Plan, Site Design Review, and Type C Tree Removal Plan for development of a 6-unit townhome development. The site is located at 30535 SW Magnolia Avenue on Tax Lot 2101 of Section 23AB, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Cindy Luxhoj

Case Files:	DB19-0047	Stage II Final Plan
	DB19-0048	Site Design Review
	DB19-0049	Type C Tree Removal Plan
- VII. Board Member Communications:
 - A. Results of the August 10, 2020 DRB Panel A meeting
 - B. Recent City Council Action Minutes
- VIII. Staff Communications:
 - A. Change of Use and New Tenants

B. Town Center Loop West Safety

IX. Adjournment

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

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

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, AUGUST 24, 2020

6:30 PM

V. Consent Agenda:

- A. Approval of minutes from the July 27, 2020
DRB Panel B meeting

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

**Development Review Board – Panel B
Minutes–July 27, 2020 6:30 PM**

I. Call to Order

Chair **Samy Nada** 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: Samy Nada, Shawn O’Neil, Richard Martens, Ellie Schroeder, and Nicole Hendrix

Staff present: Kimberly Rybold, Daniel Pauly, Barbara Jacobson, Georgia McAlister, and Shelley White

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

Ellie Schroeder left the meeting panel at this time.

V. Consent Agenda:

A. Approval of minutes of April 27, 2020 DRB Panel B meeting

Nicole Hendrix moved to approve the April 27, 2020 DRB Panel B meeting minutes as presented. Shawn O’Neil seconded the motion, which passed unanimously.

Ellie Schroeder rejoined the Zoom meeting at this time.

VI. Public Hearing:

A. **Resolution No. 379. Lowrie Primary School Modular Classroom Temporary Use Permit: West Linn–Wilsonville School District – Applicant/Owner.** The applicant is requesting approval of a One-Year Temporary Use Permit for temporary placement of a modular classroom building at Lowrie Primary School. The site is located at 28995 SW Brown Road on Tax Lot 302 of Section 15, Township 3 South, Range 1 West, Clackamas County, Oregon. Staff: Georgia McAlister

Case File: DB20-0032 One (1) Year Temporary Use Permit

Chair Nada called the public hearing to order at 6:37 p.m. and read the conduct of hearing format into the record. All Board members declared for the record that they had visited the site.

No board member, however, declared a conflict of interest, bias, or conclusion from a site visit. No board member participation was challenged by any member of the audience.

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

Ms. McAlister presented the Staff report via PowerPoint, reviewing the background of the request and location of the subject site with these key comments:

- Per the State's Ready Schools, Safe Learners Plan created in response to COVID-19, more classroom spacing would be required for the upcoming school year than Lowrie could currently support.
- The proposed single modular building with two classrooms would be placed such that children could easily access other school facilities, including the cafeteria.
- The current permit request was for one year to help meet social distancing standards, but the School District could request an extension in the future.

Chair Nada confirmed there were no questions of Staff and called for the Applicant's presentation.

Remo Douglas, Capital Construction Program Manager, West Linn-Wilsonville School District, 2755 Borland Rd, Tualatin, thanked Staff and the Design Review Board for the opportunity to bring the application forward in a timely fashion, noting that the past few months had been complicated for everyone. The Applicant had moved quickly to get the temporary addition of a two-classroom, portable building for the school. He had reviewed the Staff report and found all conditions of approval reasonable and fully expected, and the District was happy to agree and comply with them. The proposed location for the temporary building was well-suited to existing utilities in order to keep them all underground as required by the City and had good adjacency to existing school buildings so students and staff would feel a part of the campus.

Shawn O'Neil asked if any improvements had been made to the ventilation system of the modular building. He understood that did not fall under the purview of the DRB, but it was an enclosed building and health conditions had changed since such buildings had been approved 18 months ago.

Mr. Douglas responded there was no expectation of changing the structure or the mechanical system installed within it. The District had an agreement in place with a firm for the replacement of filters and all mechanical equipment. In recent years, the District had increased their standard on the MERV rating, and although there were instances in which the MERV rating was higher due to certain circumstances, there was currently no filtration system that addressed viruses. The District was, however, looking at ways to increase the external air draw and the exhausting of air in all buildings, so when school reopened, all buildings would have

more air run through them than normal. Open, fresh air was known to be helpful with COVID-19, and they fully planned on enabling that.

Mr. O'Neil understood the filtering was very good, and noted the Applicant had always been very good at meeting and exceeding standards, but he was concerned that the ventilation and filtration system of the modular, enclosed classrooms should be more closely looked at due to COVID-19.

Mr. Douglas said he appreciated Mr. O'Neil's feedback and added that the State had guidelines regarding the number of people that could be in an enclosed space at once. In some instances that would mean 15 to 16 people total in the classroom, including the teacher; whereas in the past, it had been 25. The combination of fewer people, improving filters for mechanical systems, and increasing air flow were the current best practices.

Ellie Schroeder asked Mr. Douglas if he knew whether or not West Linn-Wilsonville School District would have onsite learning, adding she had heard from friends in her neighborhood that it would not.

Mr. Douglas responded that as of 3:00 o'clock that afternoon, he was not aware of any specific decision. Immediately following tonight's DRB meeting, he would attend the online School Board meeting because with the District's Capital Bond program, there was a lot of design and construction happening, and whether or not school would meet in person was of tremendous importance both to his work in construction, as well as the educational experience for students and staff.

Ms. Schroeder inquired whether the project would even go forward if students stayed home and attended school virtually.

Mr. O'Neil stated that as a parent, he had received an email from the superintendent that offered a 100 percent virtual education or hybrid model that included distance learning and on-campus learning. A follow-up email he received the previous Friday stated that due to an increase in COVID-19 cases, all children, no matter which model they had chosen, would most likely start at home.

Mr. Douglas stated that reflected his latest knowledge as well. Specifically, as it addressed the current application, the question from the Operations Department's point of view was a matter of not if, but when students return to school, and the likelihood that it might not be a return back to normal, but instead that there would be an interim stage. In light of that, the District was working to prepare so that when students did return to in-class school, the school would be ready.

Nicole Hendrix asked how it was determined that there would be one modular and if that would be enough.

Mr. Douglas responded that people in the Administration had been puzzling over the entire school situation for several months since this began, and the idea was to figure out which schools were very full and how to address them. If a school could only have 15 or 16 students per classroom, there needed to be enough rooms to accommodate them. There were two modular projects underway, one in Wilsonville and one in West Linn, which would provide sufficient room to have space for all students and comply with guidelines.

Staff confirmed no one was present in Council Chambers or on Zoom who wanted to provide public testimony.

Chair Nada confirmed there was no rebuttal from the Applicant and that there were no further comments from the Board.

Chair Nada closed the public hearing at 6:57 pm.

Ellie Schroeder moved to approve Resolution No. 379. The motion was seconded by Nicole Hendrix and passed unanimously.

Chair Nada read the rules of appeal into the record.

VII. Board Member Communications:

A. Results of the May 11, 2020 DRB Panel A meeting

Kimberly Rybold, Senior Planner, briefly highlighted the applications approved by DRB Panel A.

B. Recent City Council Action Minutes

Kimberly Rybold, Senior Planner, stated that Planning oversaw Council's adoption of the Equitable Housing Strategic Plan in mid-June. There were a number of other activities Community Development had been working on in response to COVID-19, particularly economic development work.

Chair Nada said he had heard that the old bowling alley near Town Center Lp had been purchased by Smart Food Services. He asked whether such a change should go through the DRB.

Daniel Pauly, Planning Manager, explained that the bowling alley had been a grocery store previously, and as such, no land use approval was needed for it to revert back to a grocery store. Smart Food Services had pulled the Tenant Improvement Permits and submitted a couple of Sign Permits. Smart Food Service was undergoing a tenant improvement on the subject property to house its grocery store as well as a tenant space on the end closest to Town Center Lp that would be leased out to an office user.

Chair Nada asked how a change like that could happen without the opportunity for anyone to comment, even if the property had previously been approved as a grocery store; it was 20 years ago.

Mr. Pauly explained that a prior public hearing had approved the site as a grocery store, and that land use approval was still valid. Similar to a tenant space in any shopping center, the tenant and type of tenant might change over time, but if it fell under a certain category of commercial, it was up to the market, owner, and the lease to determine the change of tenant.

Chair Nada noted his concern was parking and traffic, but since it had been approved before, it was probably adequate.

Mr. Pauly added that if there were exterior changes, such as when Arby's changed to Starbucks and Denny's changed to Black Bear Diner, there were no land use reviews, only site design reviews due to the major changes to the buildings' exteriors.

Mr. O'Neil said he understood the concept that since Starbucks was essentially remodeled from Arby's that no public hearing was deemed necessary and that a traffic study supposedly addressed these issues; however, he could not get into the road to reach his office space due to people waiting in the Starbucks drive through line. As a citizen and DRB member, he had an issue that these issues had already been addressed in the first approval of the use, and that the opportunity for public comment had been bypassed. DRB A recently approved the Dutch Bros across that street and it would also have drive-through issues. The crosswalk at Starbucks was dangerous for pedestrians, in addition to the difficulties with turning left onto Citizens Dr. He believed the loopholes within the system resulted in daily impacts to traffic and to citizens. He understood there were good intentions behind not always revisiting some projects, but did not believe traffic impacts were being properly assessed. Pedestrians were almost hit and drivers struggled to get into the driveways because of the new changes.

Ms. Schroeder said she seconded Mr. O'Neil's comment.

Chair Nada stated that sometimes when reviewing applications, the DRB asked the applicant questions about their proposal and what was expected, and then might approve or deny the application based on their answers. He found the rule a bit weird; that the DRB might approve one business because of the parameters that applicant had laid out, but if that business left and a completely different model came in, that new business did not have to go through the process because of what was approved for the previous applicant. He believed every change of use should go through some entity, although not necessarily the DRB, to determine if the reasons the project was approved the first time still existed.

Mr. O'Neil added that any analysis that occurred on a given project years ago could be outdated due to subsequent population growth, so it made no sense that a new business could replace an existing business, years later, with no additional review. Population growth equaled more people going to the site, more need for parking, and more need for being able to drive in and out of roadways.

Chair Nada asked if that policy was part of the City Code and how it might be changed.

Mr. Pauly replied that almost everything that was a Planned Unit Development (PUD) went through the Stage I and Stage II processes. Stage II approval was the level at which traffic was studied and then vested in terms of what was allowed in an area. If the change of use was from a dental office to a grocery store, for example, traffic and other matters would be studied. If a Stage II approval was for a grocery store or restaurant, it would be difficult to have the Code differentiate based on the popularity of a chain or a business. For example, if a Burger King changed to an In 'n' Out, a direct competitor, traffic would be much different.

Chair Nada confirmed that in that case, neither the DRB nor City Council would have a say.

Barbara Jacobson, City Attorney, understood the concern to be that the rule made sense if there was some proximity in time, but not when an approval dated back so far and the use was completely changed. She suggested it might be time to review the grandfather clause and consider a time limit.

Mr. Pauly added that this question arose with regard to Town Center and the residential code changes being considered. Some PUDs had been around a long time, so was there a point where a project became nonconforming? If a project did not meet the current Code, what would trigger looking at the current code? These were questions that Staff was discussing.

Ms. Schroeder asked what the DRB needed to do to encourage that to happen.

Ms. Jacobson replied that Mr. Pauly could make note of tonight's conversation and speak with the Community Development Director and Planning Director in conjunction with other items Staff was working on. It was good issue to raise that had a good specific example to reference.

Mr. Pauly responded that the city had reached an age at which there was more reuse of buildings due to cost efficiencies and the lack of developable land.

Mr. O'Neil believed common sense needed to be applied. For example, coffee shops generated a lot of vehicle and foot traffic, which caused congestion. Although the City had contracted out to a company that was supposed to objectively assess traffic, he believed that only occurred when a planned development came before the DRB. Otherwise, he did not know what was being done to make those assessments. Common sense dictated that traffic would back up on Town Center Lp as people tried to get coffee.

Ms. Jacobson replied there were two issues. One was the conversion of the bowling alley back to a grocery store. The other issue was the coffee shop situation. While it was true that Starbucks had gone in effectively like the Arby's, the Dutch Bros. did go through the full DRB approval process. Some safety measures had been added, and although the results might not have been what this Board would have done, it had gone through the review process.

Mr. Pauly added that people tended to look at a building based on the tenant, not the general category of use that would be written in a zoning code; that disconnect was difficult to address in regulations.

Ms. Jacobson noted if significant safety issues arose, they would be addressed one way or the other, so it was certainly something the City would track.

Mr. Pauly said there were also considerations about whether something could be denied from a legal standpoint based on proportionality and nexuses when discussing the impacts and requirements made to development. It was a difficult area that did not always lead to an ideal situation if the situation was already bad or traffic had developed to a certain level. In those cases, safety was addressed and the Town Center Transportation System Plan [addressed](#). The Traffic Team and City Staff were also aware of the situation Mr. O'Neil had mentioned and had plans to address it.

Ms. Rybold added that as part of the Dutch Bros. construction, an enhanced crosswalk would be installed at the Park Place/Town Center Lp W intersection that would include both the installation of a crosswalk and lighting similar to that by City Hall.

Mr. Pauly explained the idea there was to enhance safety as much as possible and encourage people to walk a few more feet to use the safer, more protected crossing on Town Center Lp at Park Place, rather than the existing crossing at Starbucks. He asked if Mr. O'Neil had spoken to the engineers regarding their plans for the crosswalk.

Mr. O'Neil responded that he had sent an email, as a concerned citizen, before the Starbucks had gone in, but it had never been addressed. He reiterated it had been a dangerous place to cross when Arby's was located there, but was even more dangerous now since Starbucks generated more traffic. As a citizen, he believed it was sad that it took the construction of another drive-through coffee shop up the street to trigger some safety considerations, but it still did not solve the dangers of the crosswalk. He believed someone would die at this location, and something needed to change. The speed limit was too high if no adjustments were made. Children and families also used the crosswalk, so it was a great risk to the patrons of local businesses, as well as office workers.

Chair Nada replied that those were valid points. He asked Mr. Pauly to return to the DRB with what was possible as far as potential changes, such as a time limit on approvals. He also suggested that if the Code was going to be changed, perhaps reviews could be done similar to the Tree Removal Permits, so that if a Board member wanted to discuss it, it could come before the Board for input. He realized the DRB was supposed to be applicant-neutral, but businesses were different, and he hoped Staff could come back with some recommendations on how to change the Code so that some input was allowed.

Mr. Pauly stated he could return with recommendations on August 24th.

Nicole Hendrix added that perhaps the Wilsonville Community Opportunity Grant could be used for art pieces to slow drivers down at the Starbucks intersection. She offered to do some research on the matter.

VIII. Staff Communications

Kimberly Rybold, Senior Planner, stated a Panel B meeting would be held in August as Staff expected an application for a small, infill housing development in Old Town. Given the current pool of applications under review, a Panel B meeting would likely be held in September as well.

IX. Adjournment

The meeting adjourned at 7:26 p.m.

Respectfully submitted,

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

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, AUGUST 24, 2020

6:30 PM

VI. Public Hearing:

A. Resolution No. 382. Magnolia 6-Unit

Townhome Development: Base Design + Architecture, LLC. – Applicant for Hillebrand Construction, Inc. – Owner. The applicant is requesting approval of a Stage II Final Plan, Site Design Review, and Type C Tree Removal Plan for development of a 6-unit townhome development. The site is located at 30535 SW Magnolia Avenue on Tax Lot 2101 of Section 23AB, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Cindy Luxhoj

Case Files:	DB19-0047	Stage II Final Plan
	DB19-0048	Site Design Review
	DB19-0049	Type C Tree Removal Plan

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 382**

A RESOLUTION ADOPTING FINDINGS AND CONDITIONS APPROVING A STAGE II FINAL PLAN, SITE DESIGN REVIEW, AND TYPE C TREE REMOVAL PLAN FOR DEVELOPMENT OF A 6-UNIT TOWNHOME DEVELOPMENT. THE SITE IS LOCATED AT 30535 SW MAGNOLIA AVENUE ON TAX LOT 2101 OF SECTION 23AB, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON. BASE DESIGN + ARCHITECTURE, LLC. – APPLICANT FOR HILLEBRAND CONSTRUCTION, 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 a report on the above-captioned subject dated August 17, 2020, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board at a regularly scheduled meeting conducted on August 24, 2020, at which time exhibits, together with findings 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 August 24, 2020, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations for:

DB19-0047 through DB19-0049; Stage II Final Plan, Site Design Review, and Type C Tree Removal Plan.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 24th day of August, 2020, 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).

Samy Nada, Chair - Panel B
Wilsonville Development Review Board

Attest:

Shelley White, Planning Administrative Assistant



Exhibit A1
Planning Division Staff Report
SW Magnolia Avenue Townhomes

Development Review Board Panel 'B'
Quasi-Judicial Public Hearing

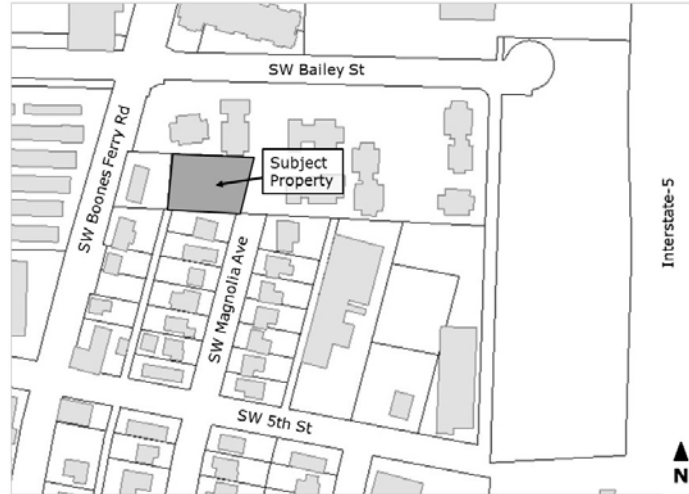
Hearing Date:	August 24, 2020
Date of Report:	August 17, 2020
Application Nos.:	DB19-0047 Stage II Final Plan DB19-0048 Site Design Review DB19-0049 Type C Tree Removal Plan
Request/Summary:	The requests before the Development Review Board include a Stage II Final Plan, Site Design Review, and Type C Tree Removal Plan for a 6-unit townhome development in two three-story buildings in Wilsonville's Old Town Neighborhood.
Location:	30535 SW Magnolia Avenue. The property is specifically known as Tax Lot 2101, Section 23AB, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon
Applicant:	Base Design + Architecture, LLC (Contact: Kegan Flanderka)
Owner:	Hillebrand Construction, Inc. (Contact: Daniel Hillebrand)
Comprehensive Plan Designation:	Residential 16-20 dwelling units per acre
Zone Map Classification:	PDC (Planned Development Commercial)
Staff Reviewers:	Cindy Luxhoj AICP, Associate Planner Khoi Le PE, Development Engineering Manager Kerry Rappold, Natural Resources Manager
Staff Recommendation:	<u>Approve with conditions</u> the requested Stage II Final Plan Revision, Site Design Review, and Type C Tree Removal Plan (DB19-0047 through DB19-0049).

Applicable Review Criteria:

Development Code:	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Section 4.034	Application Requirements
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.113	Standards Applying to Residential Development in Any Zone
Section 4.116	Standards Applying to Commercial Development in All Zones
Section 4.118	Standards Applying to Planned Development Zones
Section 4.131	Planned Development Commercial Zone (PDC)
Sections 4.133.00 through 4.133.05	Wilsonville Road Interchange Area Management Plan (IAMP) Overlay Zone
Section 4.138	Old Town Overlay Zone
Section 4.140	Planned Development Regulations
Section 4.154	On-site Pedestrian Access and Circulation
Section 4.155	Parking, Loading, and Bicycle Parking
Sections 4.156.01 through 4.156.11	Sign Regulations
Section 4.167	Access, Ingress, and Egress
Section 4.171	Protection of Natural Features and Other Resources
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping, Screening, and Buffering
Section 4.177	Street Improvement Standards
Section 4.179	Mixed Solid Waste and Recyclables Storage
Sections 4.199.20 through 4.199.60	Outdoor Lighting
Sections 4.300 through 4.320	Underground Utilities
Sections 4.400 through 4.440 as applicable	Site Design Review
Sections 4.600 through 4.640.20	Tree Preservation and Protection

Other Planning Documents:	
Wilsonville Comprehensive Plan (Area of Special Concern F)	
Wilsonville Square 76 Master Plan	
Wilsonville West Side Master Plan	
Old Town Neighborhood Plan	

Vicinity Map



Background:

The subject property is 0.37 acre in size and vacant, as the single-family residence formerly occupying the site was demolished about 10 years ago. The property is located at the north end of SW Magnolia Avenue in Wilsonville’s Old Town Neighborhood. As illustrated below, the property is subject to several land use designations including: Multi-Family (townhouses, apartments, condominiums) in the Wilsonville Square 76 Master Plan; Residential 16-20 units per acre and included in Area of Special Concern F in the Comprehensive Plan; located in the Boones Ferry District of Wilsonville’s Old Town Neighborhood Plan; and zoned Planned Development Commercial (PDC) with the Old Town Overlay Zone.



The applicant proposes to develop 6 townhomes in two 3-story buildings on the site at a density of approximately 16.2 dwelling units per acre, consistent with the Comprehensive Plan designation of Residential 16-20 dwelling units per acre and the Wilsonville Square 76 Master Plan designation of Multi-Family.

Design of the site went through several iterations in response to concerns of neighboring residents and the larger Old Town Neighborhood about off-street parking, density, building height, privacy, and architecture, and to address overall compatibility of development with the Old Town Neighborhood aesthetic. At a transition point from multi-family development on the north and east, to single-family homes on the west and south, the subject site offers an opportunity to bridge higher and lower density uses. The proposed project – a walk-up 6-plex in two 3-unit buildings – accomplishes this by creating a multi-family use that is compatible with the apartments to the north, while being at a scale and with an architectural aesthetic that visually blends with and emulates individual single-family homes to the south.

Summary:

Stage II Final Plan (DB19-0047)

The subject property is included in the Wilsonville Square 76 Master Plan, an amendment to the original 1971 Comprehensive Plan, for 33 acres at the southwest quadrant of the SW Wilsonville Road/Interstate-5 (I-5) interchange. Wilsonville Square 76 was approved in 1976 with land designated for primarily commercial development and a small area for multi-family residential use. Land uses proposed at that time included General Commercial, Travelers Retail, Service Shops, Retail Equipment, and Multi-Family. The boundary of the Wilsonville Square 76 area is shown below.

Since 1976, the Wilsonville Square 76 area has developed with a range of uses including multi-family housing, a church, the Fred Meyer Old Town Square retail development, and Wilsonville

Subaru. The subject property, designated for Multi-Family (townhomes, apartments, condominiums), is the only remaining part of the Wilsonville Square 76 area that is currently vacant. The proposed townhome development on the site is consistent with the designated Multi-Family use in the Wilsonville Square 76 Master Plan.



Other planning efforts have added additional layers of land use designation to the Wilsonville Square 76 area and the subject site. As described in the Background section of this staff report, land use designations include:

- Wilsonville Square 76 Master Plan - Multi-Family (townhouses, apartments, condominiums)
- Comprehensive Plan - Residential 16-20 units per acre, Area of Special Concern F
- Wilsonville's Old Town Neighborhood Plan – Boones Ferry District
- Development Code/Zoning - Planned Development Commercial (PDC), Old Town Overlay Zone

Development proposed on the subject property is consistent with these land use designations.

Traffic

A traffic memorandum was completed in 2019 by DKS Associates, the City's traffic consultant. The proposed project is estimated to generate a total of 5 trips (3 in, 2 out) during the p.m. peak hour, with 4 p.m. peak hour (2 inbound, 2 outbound) trips expected through the I-5/SW Wilsonville Road interchange. The low volume of traffic anticipated to result from the proposed development does not significantly impact nearby intersections and, therefore, does not require any improvements. The traffic study did not identify any concerns with sight distance for the proposed site access and found that the proposed 20-foot-wide drive aisle provides sufficient internal circulation and access to all 6 townhomes and their associated driveways.

Street Access and Improvements

The subject site has minimal frontage on SW Magnolia Avenue which will be occupied by a portion of the driveway for the development, therefore, no frontage improvements are required. The remainder of the driveway will be on an easement granted by the neighboring apartment project. Street access is proposed consistent with the City's Transportation System Plan (TSP) and Public Works Standards, and other applicable standards.

Parking

Garages and driveways of sufficient size are proposed for each townhome to satisfy the minimum parking requirements. In addition, double the number of required spaces, 12 rather than 6, are provided to address concerns of neighbors about finding on-street parking near their homes.

Pedestrian Access and Circulation

The site is designed with pedestrian access in mind. Townhome entries have individual hardscape pedestrian access from the driveway that is clearly delineated, facilitating direct pedestrian access through the site from the front of the townhomes on the south to the common area on the north. The central pathway is vertically raised above the elevation of the main drive aisle to enhance visibility and safety. All pedestrian access is clearly marked, well lit, and meets grading and clearance requirements for ADA compliance.

Utilities and Services

Facilities and services, including utilities, are available and sufficient to serve the proposed development.

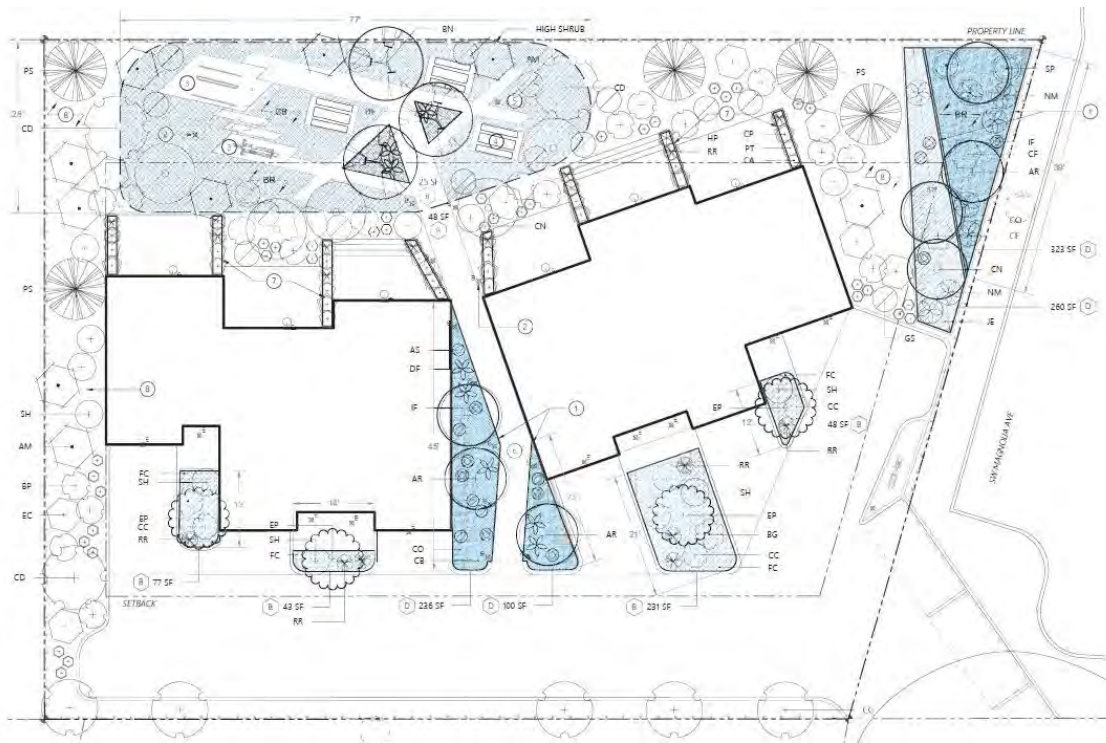
Open Space

A minimum of 25% of the 16,204-square-foot project site, or 4,051 sf must be open space, of which 1,000 sf must be in recreational space. Approximately 5,184 sf (32%) of the site is landscaped, of which 2,691 sf (17% of the site, 52% of the landscaped area) is in planters between driveways and in common areas (472 sf), the shared outdoor recreation space (1,300 sf), and rain gardens for stormwater management (919 sf). The remaining 2,492 sf of landscaping is in lawn and perimeter

areas of the site. The required recreational and open space is provided in a mix of both common and private areas. The 1,300 sf (25% of the landscaped area) of shared recreational space on the north side of the townhome buildings includes picnic tables, barbeques, and play/fitness equipment. In addition, approximately 912 sf is provided in small private patio areas for each unit that are separated by large planters and, in some locations, grade changes to provide adequate privacy for each tenant and separation from shared outdoor areas. Covered balconies are included in the design of 4 of the 6 units to provide additional private exterior space.

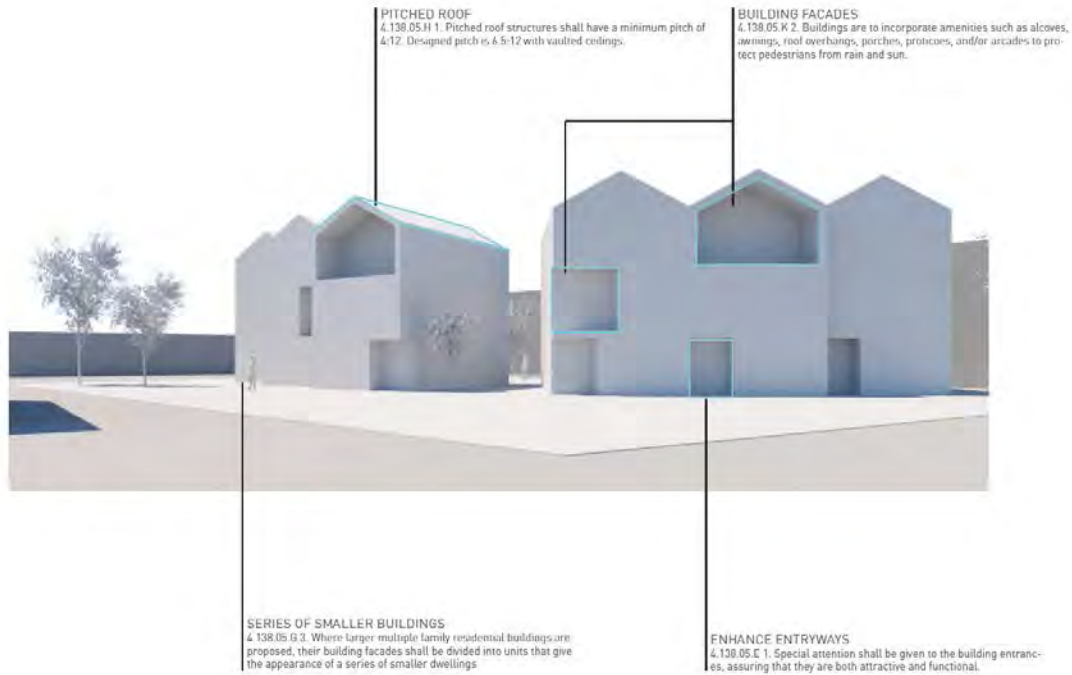
Site Design Review (DB19-0048)

Of the 0.37-acre site, approximately 3,493 square feet is covered by the 2 proposed building footprints and 5,184 square feet by landscaping in lawn and planter areas. The remaining 7,526 square feet of the site is parking, circulation, and pedestrian areas. There is a single vehicle entry to the site at the southeast corner from an existing cul-de-sac at the north end of SW Magnolia Avenue. The 2 buildings have a gross building area of 10,620 square feet and include 3 townhomes each. The townhomes are 3-story with a height of 32 ft to the roof gable peak. The buildings face south/southeast with entrances to the townhomes, garages, and parking on their south side and patios, a common area, and landscaping on the north. Stormwater facilities/rain gardens are in the site's northeast corner and between the buildings. A raised concrete walkway between the buildings creates a pedestrian connection between the circulation area on the south and the open space on the north.



The applicant has considered the surrounding neighborhood scale, as well as the Old Town Neighborhood aesthetic and requirements of the Old Town Overlay Zone in designing a

development that is compatible with nearby single-family detached homes to the south and west. The exterior of the townhomes is intended to represent a modern interpretation of the architectural style of houses that were found throughout the Willamette Valley from the 1880s to the 1930s. The clean lines and unadorned design, as shown in the illustration below, fits well with the other homes on the street. Additional discussion of architecture and compatibility with the Old Town Neighborhood aesthetic is included in the Discussion Points later in this report.



Type C Tree Removal Plan (DB19-0049)

There are 12 trees growing on the project site, and an additional 6 trees on adjacent property that could be impacted by the proposed development. More than half the on-site trees are black locust, an invasive species, with other species including one each of Japanese maple, Norway maple, and elm. Off-site trees include one each of silver maple, lodgepole pine, sweetgum, deodar cedar, and an undetermined deciduous species. The applicant proposes removing all on-site and 2 off-site trees, while preserving and protecting the other 4 off-site trees. It is not practical to retain the trees proposed for removal without significantly reducing the size of the proposed building footprints and associated on-site improvements. A letter from KWDS, LLC, to the applicant granting permission to remove the 2 off-site trees is included in the Exhibit B1 of the applicant’s submitted materials.

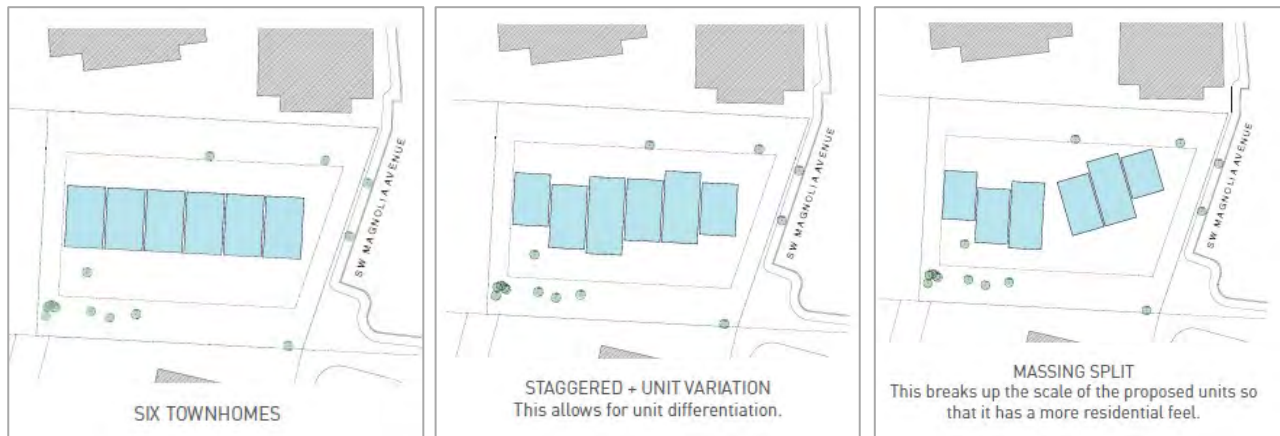
The 32 trees proposed to be planted as part of the site landscaping substantially exceed the required mitigation.

Discussion Points:

Neighborhood and Architectural Compatibility

The project site is uniquely situated at the northern edge of the Old Town Neighborhood, at a transition point from single-family homes on the south and west to multi-family and commercial development on the north and east. Understanding this delicate balance and respecting neighborhood concerns (see discussion below), the applicant designed the townhomes to emulate the requirements of the Old Town Overlay Zone but with a modern interpretation that meshes with the historical context and aesthetic of the surrounding neighborhood.

Massing of buildings on the site, as illustrated below, evolved from 6 townhomes in one rectangular building, to staggering of units within the building to provide variation and differentiation, to splitting the townhomes into 2 buildings and varying the orientation to reduce scale and achieve a more residential feel.



According to research in the Old Town Neighborhood Plan, the majority of houses on SW Magnolia Avenue north of SW 5th Street date to the 1970s and have simple architecture with little ornamentation and straight lines. While most of the homes are single-story, there are two older homes, located at 30645 and 30590 SW Magnolia Avenue, that are two-story. Traditional architectural features of the ranch and farmhouse styles seen in these homes include simple building form, pitched roof pitch, minimal eaves, covered entries, shingle siding, and varied window sizes. The applicant, in their supplemental materials, provides ample examples of these features and how they are incorporated into the project design. A few examples are included below.



Multiple gable peaks expressed along the approached facade to break up overall massing similar to proposed design

Forward-facing gable massing characteristic of western farmhouse styling

Minimal Eaves

A home on SW Magnolia Avenue built in 1910 in the western farmhouse styling and use of multiple, expressed gable peaks to break up front facade similar to the proposed design. Building is within Residential Scope Border of the Old Town Single-Family Design Standards.



Multiple gable peaks expressed along the approached facade to break up overall massing similar to proposed design

Deep entry

Large square window facing the building's approach

A home on SW Magnolia Avenue in 1915 with a deep entryway similar to the proposed design. Building is within Residential Scope Border of the Old Town Single-Family Design Standards.

The color and texture of proposed exterior materials also blend with the surrounding neighborhood. These include light gray HardiShingle siding, tight-knot cedar stained gray and clear at entries and within alcoves and balconies, light gray perforated panel for balcony railings, and a dark gray standing seam metal roof. The architecture of the proposed project, with its modern unadorned design, neutral color tones, and varied natural materials, fits well with the other homes on the street and emulates the architectural styles of houses that were found throughout the Willamette Valley from the 1880s to the 1930s.



Neighborhood Meeting and Concerns

A neighborhood meeting was voluntarily held by the applicant on October 29, 2019, to provide opportunity for Old Town Neighborhood residents to comment on the proposed project. Participants included representatives Monica Keenan and Doug Muench of the Old Town Neighborhood Association, as well as other residents of the neighborhood. Three key issues were identified at the meeting as discussed below: off-street parking and density, building height and privacy, and architecture.

Off-street Parking and Density

Neighbors expressed concern about adding density to the subject property, given that on-street parking is already limited for residents on SW Magnolia Avenue. They are concerned that adding new residents will make it more difficult for current residents to find parking near their homes. Although the design presented at the neighborhood meeting incorporated the minimum 1 parking space per dwelling unit required by code, neighbors expressed concern that spaces are offered in each unit's garage, which often is used for storage, not parking. The applicant addressed this concern by revising the design to provide 6 additional driveway and on-street spaces, for a total of 12, twice the required amount.

Building Height and Privacy

Neighbors also expressed concern that a 3-story building on the subject property would threaten the privacy of nearby residents because the closest houses are single and 2-story structures. To address this concern and minimize the effect of a 3-story building, the applicant proposes a gabled roof with a maximum peak of 32 ft, 3 ft below the allowed maximum. As shown in the building perspectives below, the applicant paid careful attention to other aspects of design to further mitigate and minimize visual connections to neighboring properties.

Proposed Townhomes



View from SW Boones Ferry Road looking East (left)

View from SW Magnolia Avenue looking North (below)

Proposed Townhomes



Architecture

Neighborhood residents expressed their appreciation of the applicant's effort to introduce an architectural style that emulates the design guidelines of the Wilsonville Old Town Single-Family Design Standards. They also expressed several times that they found the buildings to be aesthetically pleasing. As discussed earlier in this section, the applicant responded to neighbor concerns by designing the townhomes to emulate the requirements of the Old Town Overlay Zone but with a modern interpretation that meshes with the historical context and aesthetic of the surrounding neighborhood.

Construction Traffic and Noise

The subject property is located at the north end of SW Magnolia Avenue with access taken through an easement from the apartments to the east and north. The street dead ends in a cul-de-

sac and there is an emergency-only access gate to the apartment property. There is no other access to the site. Although residents who attended the neighborhood meeting did not express concern about traffic and noise during construction, the limited site access will be challenging when development occurs. Careful attention will need to be paid to timing of construction traffic and hours during which noise is generated to mitigate and minimize impacts on residents of the neighboring properties and along SW Magnolia Avenue and SW 5th Street. The applicant is aware of this concern and is committed to being respectful during the construction process.

Comments Received and Responses:

Comments were received from the following individuals during the public comment period and are included in Exhibits D1 to D6 of this Staff Report:

- Email from M. Conniry
- Letter from M. E. Harper and S. L. VanWecker
- Letter from N. and S. Lawrence Dated
- Letter from R. Case Dated
- Email from S. and J. Olson
- Email from S. Mendoza

A summary of comments by topic area is included below. All concerns raised in the comments received are addressed in the Summary and Discussion Points sections, above, as well as in the Findings for each request, which can be found later in this Staff Report. Staff also notes that a neighborhood meeting was voluntarily held by the applicant on October 29, 2019, to provide opportunity for Old Town Neighborhood residents to comment on the proposed project. Participants included representatives Monica Keenan and Doug Muench of the Old Town Neighborhood Association, as well as other residents of the neighborhood. One neighbor who submitted a comment letter on the proposed project attended the meeting, however, other commenters did not participate. Comments and concerns raised at that meeting and how they were addressed by the applicant is discussed in the Discussion Points section of this Staff Report.

Traffic, Congestion, and Safety

Concern is expressed about increased traffic and congestion on SW Magnolia Avenue resulting from the proposed project. Because the street is minimally improved and does not have sidewalks, concern is expressed about the effects of increased use on street maintenance and drainage. Additional trips to and from the site raise safety concerns for children playing at the end of SW Magnolia Avenue, as well as related to sight distance for vehicles entering and exiting the development. Construction traffic also is a concern, as well as increased pollution and health concerns from dust and car fumes.

Parking

Several neighbors commented that there is insufficient parking for current residents on SW Magnolia Avenue and the proposed development will put an added burden on an already difficult situation.

Services and Utilities

A concern is raised that there is not enough room on the street for additional garbage and recyclables collection bins. Further, there is concern that emergency vehicles will not have enough space to access and serve the site in the event of an emergency or evacuation. Neighbors also express concern that police calls will increase due to a higher incidence of crime in multi-family developments. One comment letter raised concern about adequacy of water pressure to serve the site.

Consistency with Old Town Plan and Design Guidelines, and Historical Context

Several neighbors comment that the proposed buildings are out of character with the Old Town Neighborhood because they are taller than other homes in the area and modern in design. A suggestion is made that development on the site be 2-story duplexes, which would be more in keeping with the neighborhood and Design Guidelines.

Height, Building Mass, and Privacy

Height and mass of the townhome buildings and whether they reflect the immediate context of the area is a concern. Neighbors express concern that the lot will be overcrowded by the development and that it will overwhelm the street and neighborhood. There is concern that the height of the buildings will cause light to shine into neighbors' homes and that solar access could be impacted. A suggestion is made that using the site for a nature area or park would be a nice amenity for the neighborhood and more in keeping with the "quiet Old Town Neighborhood".

Tree Removal

There is concern that several mature trees at the edges of the site will be removed and that the trees could be preserved with a different design. In addition, there is concern that removal of the trees will result in the townhome buildings dominating the view from surrounding properties.

Property Values

A concern is raised that property values will be affected because the townhomes will be occupied by renters rather than owners.

Conclusion and Conditions of Approval:

Staff has 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, with the conditions below, the proposed Stage II Final Plan, Site Design Review, and Type C Tree Removal Plan (DB19-0047 through DB19-0049) for the Magnolia 6-Unit Townhome project.

Planning Division Conditions:

Request A: DB19-0047 Stage II Final Plan

PDA 1.	General: The approved final plan and staged development schedule shall control the issuance of all building permits and shall restrict the nature, location and design of all uses. Minor changes in an approved final development plan may be approved by the Planning Director through the Class I Administrative Review Process if such changes are consistent with the purposes and general character of the development plan. All other modifications, including extension or revision of the staged development schedule, shall be processed in the same manner as the original application and shall be subject to the same procedural requirements.
PDA 2.	Prior to Building Permit Issuance: The applicant shall provide a cut sheet of the proposed bicycle rack showing its design and demonstrating that it will be securely anchored. See Finding A59.
PDA 3.	Prior to Temporary Occupancy: Building addressing meeting building and fire code shall be provided. See Finding A64.
PDA 4.	Prior to Occupancy: The applicant shall provide landscaping to meet the Low Screen Standard along the south property boundary to visually screen the vehicle circulation and driveways/parking from the adjacent residential use while integrating the proposed project with other residences in the Old Town Neighborhood. See Finding A69.
PDA 5.	Prior to Building Permit Issuance: The applicant shall indicate on the plans the proposed method of irrigation. See Finding A72.
PDA 6.	General: All travel lanes shall be constructed to be capable of carrying a twenty-three (23) ton load. See Finding A73.

Request B: DB19-0048 Site Design Review

PDB 1.	General: Construction, site development, and landscaping shall be carried out in substantial accord with the DRB approved plans, drawings, sketches, and other documents. Minor revisions may be approved by the Planning Director through administrative review pursuant to Section 4.030. See Finding B3.
PDB 2.	Prior to Occupancy: All landscaping required and approved by the Board shall be installed prior to issuance of occupancy permits, unless security equal to 110% of the cost of the landscaping, as determined by the Planning Director, is filed with the City assuring such installation within 6 months of occupancy. "Security" is cash, certified check, time certificates of deposit, assignment of a savings account or such other assurance of completion as shall meet with the approval of the City Attorney. In such cases the developer shall also provide written authorization, to the satisfaction of the City Attorney, for the City or its designees to enter the property and complete the landscaping as approved. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the

	installation. Upon completion of the installation, any portion of the remaining security deposited with the City will be returned to the applicant. See Finding B14.
PDB 3.	<u>Ongoing:</u> The approved landscape plan is binding upon the applicant/owner. Substitution of plant materials, irrigation systems, or other aspects of an approved landscape plan shall not be made without official action of the Planning Director or DRB, pursuant to the applicable sections of Wilsonville’s Development Code. See Findings B15 and B17.
PDB 4.	<u>Ongoing:</u> All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Board, unless altered as allowed by Wilsonville’s Development Code. See Findings B16.
PDB 5.	<u>General:</u> All trees shall be balled and burlapped and conform in size and grade to “American Standards for Nursery Stock” current edition. See Finding B25.
PDB 6.	<p><u>General:</u> The following requirements for planting of shrubs and ground cover shall be met:</p> <ul style="list-style-type: none"> • Non-horticultural plastic sheeting or other impermeable surface shall not be placed under landscaping mulch. • Native topsoil shall be preserved and reused to the extent feasible. • Surface mulch or bark dust shall be fully raked into soil of appropriate depth, sufficient to control erosion, and shall be confined to areas around plantings. • All shrubs shall be well branched and typical of their type as described in current AAN Standards and shall be equal to or better than 2-gallon containers and 10- to 12-inch spread. • Shrubs shall reach their designed size for screening within three (3) years of planting. • Ground cover shall be equal to or better than the following depending on the type of plant materials used: gallon containers spaced at 4 feet on center minimum, 4-inch pot spaced 2 feet on center minimum, 2-1/4-inch pots spaced at 18 inch on center minimum. • No bare root planting shall be permitted. • Ground cover shall be sufficient to cover at least 80% of the bare soil in required landscape areas within three (3) years of planting. • Appropriate plant materials shall be installed beneath the canopies of trees and large shrubs to avoid the appearance of bare ground in those locations. • Compost-amended topsoil shall be integrated in all areas to be landscaped, including lawns. <p>See Finding B31.</p>
PDB 7.	<u>Prior to Occupancy:</u> Plant materials shall be installed to current industry standards and be properly staked to ensure survival. Plants that die shall be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City. See Finding B31.

PDB 8.	<u>Prior to Occupancy:</u> All exterior, roof and ground mounted, mechanical and utility equipment shall be screened from ground-level off-site view from adjacent streets or properties. See Finding B45.
PDB 9.	<u>Prior to Non-Grading Building Permit Issuance:</u> Final review of the proposed building lighting's conformance with the Outdoor Lighting Ordinance will be determined at the time of Building Permit issuance. See Findings B53 through B60.

Request C: DB19-0049 Type C Tree Permit

PDC 1.	<u>General:</u> This approval for removal applies only to the 12 on-site and 6 off-site trees identified in the applicant's submitted materials. All other trees on the property shall be maintained unless removal is approved through separate application.
PDC 2.	<u>Prior to Grading Permit Issuance:</u> The Applicant/Owner shall submit an application for a Type C Tree Removal Permit on the Planning Division's Development Permit Application form, together with the applicable fee. In addition to the application form and fee, the applicant shall provide the City's Planning Division an accounting of trees to be removed within the project site, corresponding to the approval of the DRB. The applicant shall not remove any trees from the project site until the tree removal permit, including the final tree removal plan, have been approved by Planning Division staff. See Finding C7.
PDC 3.	<u>General/Ongoing:</u> The permit grantee or the grantee's successors-in-interest shall cause the replacement trees to be staked, fertilized and mulched, and shall guarantee the trees for 2 years after the planting date. A "guaranteed" tree that dies or becomes diseased during the 2 years after planting shall be replaced. See Finding C10.
PDC 4.	<u>General/Ongoing:</u> The applicant shall add a note to the Landscape Plans specifying that all trees to be planted shall consist of nursery stock that meets requirements of the American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade. See Finding C11.
PDC 5.	<u>Prior to Commencing Site Grading:</u> Prior to site grading or other site work that could damage trees, the applicant/owner shall install 6-foot-tall chain-link fencing around the drip line of preserved trees. Removal of the fencing around the identified trees shall only occur if it is determined the trees are not feasible to retain. The fencing shall comply with Wilsonville Public Works Standards Detail Drawing RD-1230. Fencing shall remain until authorized in writing to be removed by Planning Division. See Finding C13.
PDC 6.	<u>General/Ongoing:</u> Solvents, building material, construction equipment, soil, or irrigated landscaping, shall not be placed within the drip line of any preserved tree, unless a plan for such construction activity has been approved by the Planning Director or Development Review Board based upon the recommendations of an arborist. See Finding C13.

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

Engineering Division Conditions:

PFA 1.	Prior to Issuance of Public Works Permit , Public Works Plans and Public Improvements shall conform to the “Public Works Plan Submittal Requirements and Other Engineering Requirements” in Exhibit C1.
PFA 2.	Prior to Issuance of Public Works Permit , submit site plans demonstrating how the site is being served with public utilities: domestic and fire water, sanitary sewer, and storm drainage. Public utility improvements shall be designed and constructed in accordance with the current City of Wilsonville Public Works Construction Standards.
PFA 3.	Prior to Issuance of Public Works Permit , submit a storm drainage report to Engineering for review and approval. The storm drainage report shall demonstrate the proposed development is in conformance with the Low Impact Development (LID) treatment and flow control requirements. Submit infiltration testing results that correspond with the locations of the proposed LID facilities.
PFA 4.	Prior to Site Commencement , an approved Erosion Control Permit must be obtained and erosion control measures must be in place. Permits shall remain active until all construction work is completed and the site has been stabilized. The permits will be closed out when home construction is completed and the final certificate of occupancy has been issued.
PFA 5.	Prior to Issuance of Final Building Certificate of Occupancy , all public improvements including streets and utilities located in the right of way or in the public easement, shall be constructed and completed.
PFA 6.	Onsite LID facilities must be constructed prior to Issuance of Final Building Certificate of Occupancy . These facilities must also be maintained properly in order to provide the required treatment and flow control appropriately. Therefore, the applicant must execute a Stormwater Maintenance Easement Agreement with the City. The Agreement must be recorded at the County prior to Issuance of Building Certificate of Occupancy.

Natural Resources Division Conditions:

NR 1.	Natural Resource Division Requirements and Advisories listed in the “Public Works Plan Submittal Requirements and Other Engineering Requirements”, Exhibit C1, apply to the proposed development.
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Building Division Conditions:

BD 1.	<u>Prior to Submittal for Building Permit Review:</u> Revise Plan Sheet P5.0, Utility Plan, to show one domestic water meter per building sized per Chapter 6 of the 2019 OPSC (Oregon Plumbing Specialty Code) and Wilsonville City Code, Section 3.103(5)(b).
BD 2.	<u>Prior to Submittal for Building Permit Review:</u> Construction of the proposed townhouses shall meet section R302.2 (Townhouses) of the 2017 ORSC (Oregon Residential Specialty Code); providing fire resistance rated walls and construction for all exterior walls. If applicant chooses to install a fire sprinkler system in accordance with NFPA 13D or other approved sprinkler system, to reduce the fire rating to 1-hour, the fire sprinkler design documents must be included with the submittal or noted as a deferred submittal.
BD 3.	<u>Prior to Private Utility Connection:</u> All public and service utilities to the private building lot must be installed, tested, and approved by the City’s Engineering Department or other utility designee.

Master Exhibit List:

The following exhibits are hereby entered into the public record by the Development Review Board as confirmation of its consideration of the application as submitted. This is the exhibit list that includes exhibits for Planning Case Files DB19-0047 through DB19-0049.

Planning Staff Materials

- A1.** Staff report and findings (this document)
- A2.** Staff’s Presentation Slides for Public Hearing

Materials from Applicant

- B1.** Applicant’s Narrative and Submitted Materials
 - Table of Contents
 - Project Summary
 - Background Information
 - Relevant Design Issues
 - Response to Key Code Criteria
 - Property Documents
 - Communication with Tualatin Valley Fire & Rescue
 - Communication with Republic Services

Preliminary Storm Drainage Report
Geotechnical Report and Addendum Dated July 10, 2020, regarding Second Infiltration Tests
Trip Generation Memo
Tree Maintenance and Protection Plan, including KWDS, LLC, Permission Letter Dated February 10, 2020
Lighting Cutsheets
Siding and Roofing Specifications
Materials Board (available under separate cover)

B2. Applicant's Drawing Package

G0.01 General Information
G0.02 Site Survey
A0.01 Site Plan
A2.01 Ground Floor Plan
A2.02 Second Floor Plan
A2.03 Third Floor Plan
A2.04 Roof Plan
A2.10 Exterior Lighting Plan
A3.00 Exterior Elevations: Building A East and South
A3.01 Exterior Elevations: Building A West and North
A3.02 Exterior Elevations: Building B East and South
A3.03 Exterior Elevations: Building B West and North
P3.0 Tree Removal and Protection Plan
P3.1 Tree Preservation Table
P4.0 Grading and Erosion Control Plan
P5.0 Composite Utility Plan
L1.01 Landscape Area Plan
L2.01 Landscape Plan
L3.01 Plant Material List

B3. Applicant's Supplemental Drawing Package:

Page 3. History and Context: Region Timeline
Page 4. History and Context: Zoning Complexity
Page 5. Existing Site
Page 6. Site Strategy
Page 7. Massing Diagram
Pages 8-13. Historic Precedents (6 sheets)
Page 14. Building Perspectives: View from Site Entry at SW Magnolia
Page 15. Building Perspectives: View from Building Frontage
Page 16. Building Perspectives: View from Southwest Corner of Property
Page 17. Building Perspectives: View from North Looking Across Common Area
Page 18. Building Perspectives: View from Boones Ferry Road
Page 19. Building Perspectives: View from SW Magnolia Avenue

- Page 20. Landscape Plans: Landscape Area Plan
- Page 21. Landscape Plans: Landscape Plan
- Pages 22-23. Landscape Plans: Plant Material List (2 sheets)
- Page 24. Landscape Plans: Common Space Concept
- Page 25. Landscape Plans: Plant Materials
- Page 26. Exterior Lighting Plan

Development Review Team Correspondence

C1. Public Works and Other Engineering Requirements

Other Correspondence

- D1.** Email from M. Conniry Dated August 14, 2020
- D2.** Letter from M. E. Harper and S. L. VanWecker Dated August 14, 2020
- D3.** Letter from N. and S. Lawrence Dated August 14, 2020
- D4.** Letter from R. Case Dated August 14, 2020
- D5.** Email from S. and J. Olson Dated August 14, 2020
- D6.** Email from S. Mendoza Dated August 1,4 2020

Procedural Statements and Background Information:

1. The statutory 120-day time limit applies to this application. The application was received on December 23, 2019. Staff conducted a completeness review within the statutorily allowed 30-day review period and on January 17, 2020, determined the application to be incomplete. On March 27, 2020, the City received revised application materials for review, and on April 24, 2020, again deemed the application incomplete. On May 29, 2020, the City received revised application materials for review, and on June 25, 2020, deemed the application complete. The City must render a final decision for the request, including any appeals, by October 23, 2020.
2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	PDC	Multi-family Residential
East:	PDC	Multi-family Residential
South:	RAH-R	Single-Family Residential
West:	PDC	Single-Family Residential

3. Previous Planning Approvals:

Ordinance No. 66 Wilsonville Square 76 Master Plan

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 application submittal was on behalf of the property owner, Daniel Hillebrand of Hillebrand Construction, Inc., and is signed by Daniel Hillebrand.

Pre-Application Conference Subsection 4.010 (.02)

The City held a Pre-application conference on August 29, 2019 (PA19-0016) in accordance with this subsection.

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

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

General Submission Requirements Subsection 4.035 (.04) A.

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

Zoning-Generally Section 4.110

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

Request A: DB19-0047 Stage II Final Plan

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

Planned Development Regulations

Planned Development Purpose

Subsection 4.140 (.01)

- A1.** The subject property is located in the Wilsonville Square 76 Master Plan area, which is sufficiently large to allow for comprehensive master planning and to provide flexibility in the application of certain regulations in a manner consistent with the intent of the Comprehensive Plan and general provisions of the zoning regulations.

The property is subject to several land use designations including: Multi-Family (townhouses, apartments, condominiums) in the Wilsonville Square 76 Master Plan; Residential 16-20 units per acre and included in Area of Special Concern F in the Comprehensive Plan; located in the Boones Ferry District of Wilsonville's Old Town Neighborhood Plan; and zoned Planned Development Commercial (PDC) with the Old Town Overlay Zone. Although the property is less than 2 acres in size, it will be developed as a planned development as it is located in the PDC zone. The design team looked at many of the review criteria in this subsection as drivers for both the building design and site approach. No waivers are being sought for the property or the proposed design.

Planned Development Lot Qualifications

Subsection 4.140 (.02)

- A2.** The subject development site is 0.37 acre and of sufficient size to be developed in a manner consistent with the purposes and objectives of Section 4.140. It allows for development of the proposed uses while meeting applicable site standards indicating it is of sufficient size.

Ownership Requirements

Subsection 4.140 (.03)

- A3.** The land included in the proposed Stage II Final Plan is under the single ownership Daniel Hillebrand of Hillebrand Construction, Inc., and the application is signed by Daniel Hillebrand.

Professional Design Team

Subsection 4.140 (.04)

- A4.** As can be found in the applicant's submitted materials, the design team is composed of appropriate professionals, including survey, geotechnical engineering, civil and landscape, architectural, planning, and structural design, and a commercial general contractor. Lead team members include: Kegan Flanderka, Principal Architect, with Base Design +

Architecture, LLC; Luke Lappan, Civil Engineer, with Pioneer Design Group, Inc.; and Kate Holmquist, Landscape Architect, with Werkstadt Urban Planning + Development. Kegan Flanderka is the designated coordinator for the planning portion of the project.

Planned Development Permit Process
Subsection 4.140 (.05)

A5. The subject property is less than 2 acres, is designated Residential 16-20 units per acre in the Comprehensive Plan, and is zoned PDC. The property will be developed as a planned development in accordance with this subsection.

Consistency with Comprehensive Plan and Other Applicable Plans
Subsection 4.140 (.06)

A6. The subject property is included in the Wilsonville Square 76 Master Plan, an amendment to the original 1971 Comprehensive Plan, for 33 acres at the southwest quadrant of the SW Wilsonville Road/Interstate-5 (I-5) interchange. Wilsonville Square 76 was approved in 1976 with land designated for primarily commercial development and a small area for multi-family residential use. Land uses proposed at that time included General Commercial, Travelers Retail, Service Shops, Retail Equipment, and Multi-Family. The boundary of the Wilsonville Square 76 area is shown below.



Since 1976, the Wilsonville Square 76 area has developed with a range of uses including multi-family housing, a church, Fred Meyer and the surrounding Old Town Square retail development, and Wilsonville Subaru. The subject property, designated for Multi-Family (townhomes, apartments, condominiums), is the only remaining part of the Wilsonville Square 76 area that is currently vacant. The proposed townhome development on the site is consistent with the designated Multi-Family use in the Wilsonville Square 76 Master Plan.

Other planning efforts have added additional layers of land use designation to the Wilsonville Square 76 area and the subject site. As described earlier in this Staff Report, land use designations include:

- Wilsonville Square 76 Master Plan - Multi-Family (townhouses, apartments, condominiums)
- Comprehensive Plan - Residential 16-20 units per acre, Area of Special Concern F
- Wilsonville's Old Town Neighborhood Plan – Boones Ferry District
- Development Code/Zoning - Planned Development Commercial (PDC), Old Town Overlay Zone

Development proposed on the subject property is consistent with these land use designations.

Stage II Final Plan Submission Requirements and Process

Timing of Submission

Subsection 4.140 (.09) A.

- A7.** The applicant is not requesting a modification of the previously approved Stage I Master Plan (Wilsonville Square 76 Master Plan). The Stage I Master Plan identifies the subject property for a recommended use of Multi-Family (townhouses, apartments, condominiums) and the current proposal is for 6 townhomes consistent with the Master Plan.

Determination by Development Review Board

Subsection 4.140 (.09) B.

- A8.** The DRB is considering all applicable permit criteria set forth in the Planning and Land Development Code and staff is recommending the DRB approve the application with Conditions of Approval.

Stage I Conformance and Submission Requirements

Subsection 4.140 (.09) C.

- A9.** The Stage II Final Plan substantially conforms to the previously approved Stage I Master Plan, which identifies the subject property for a recommended use of Multi-Family (townhouses, apartments, condominiums). The applicant has provided the required drawings and other documents showing all the additional information required by this subsection.

Stage II Final Plan Detail

Subsection 4.140 (.09) D.

- A10.** The applicant has provided sufficiently detailed information to indicate fully the ultimate operation and appearance of the development, including a detailed site plan, landscape plans, and elevation drawings.

Submission of Legal Documents

Subsection 4.140 (.09) E.

A11. No additional legal documentation is required for dedication or reservation of public facilities.

Expiration of Stage II Approval

Subsection 4.140 (.09) I. and Section 4.023

A12. The Stage II Final Plan approval and other associated applications will expire two (2) years after approval, unless an extension is approved in accordance with these subsections.

Consistency with Plans

Subsection 4.140 (.09) J. 1.

A13. The proposed townhome development is consistent with the Comprehensive Plan and the Wilsonville Square 76 Master Plan.

Traffic Concurrency

Subsection 4.140 (.09) J. 2.

A14. A traffic memorandum by DKS Associates, the City's traffic consultant, estimated the proposed project will generate a total of 5 trips (3 in, 2 out) during the p.m. peak hour, with 4 p.m. peak hour (2 inbound, 2 outbound) trips expected through the I-5/SW Wilsonville Road interchange. The low volume of traffic anticipated to result from the proposed development does not significantly impact nearby intersections and, therefore, does not require any improvements. The traffic study did not identify any concerns with sight distance for the proposed site access and found that the proposed 20-foot-wide drive aisle provides sufficient internal circulation and access to all 6 townhomes and their associated driveways.

Facilities and Services Concurrency

Subsection 4.140 (.09) J. 3.

A15. Facilities and services, including utilities, are available and sufficient to serve the proposed development.

Adherence to Approved Plans

Subsection 4.140 (.09) L.

A16. A Condition of Approval will ensure adherence to approved plans except for minor revisions approved by the Planning Director through the Class I Administrative Review Process if such changes are consistent with the purposes and general character of the development plan.

Residential Development Standards in Any Zone

Outdoor Recreational Area and Open Space in Residential Developments

Subsection 4.113 (.01) and (.02)

A17. A minimum of 25% of the 16,204-square-foot project site, or 4,051 sf must be open space, of which 1,000 sf must be in recreational space. Approximately 5,184 sf (32%) of the site is landscaped, of which 2,691 sf (17% of the site, 52% of the landscaped area) is in planters between driveways and in common areas (472 sf), the shared outdoor recreation space (1,300 sf), and rain gardens for stormwater management (919 sf). The remaining 2,492 sf of landscaping is in lawn and perimeter areas of the site. The required recreational and open space is provided in a mix of both common and private areas. The 1,300 sf (25% of the landscaped area) of shared recreational space on the north side of the townhome buildings includes picnic tables, barbeques, and play/fitness equipment. In addition, approximately 912 sf is provided in small private patio areas for each unit that are separated by large planters and, in some locations, grade changes to provide adequate privacy for each tenant and separation from shared outdoor areas. Covered balconies are included in the design of 4 of the 6 units to provide additional private exterior space.

Building Setbacks – Lots Over 10,000 Square Feet

Subsection 4.113 (.03) A.

A18. Approximately 6 ft of the south property boundary fronts on SW Magnolia Avenue; therefore, for determining setbacks, the east property boundary is considered the front lot line of the site. For lots over 10,000 sf in size, the minimum front and rear yard setback is 20 ft and the minimum side yard setback is 10 ft. The proposed development meets or exceeds the required setbacks on all sides.

Height Guidelines

Subsection 4.113 (.04)

A19. Staff does not recommend the Development Review Board require a height less than the 32 ft to roof peak proposed by the applicant, as the height provides for fire protection access, does not impact scenic views of Mt. Hood or the Willamette River, addresses neighbor concerns about privacy, and is 3 ft less than the allowed maximum of 35 ft. In addition, although the proposed buildings are more than 2 stories in height, they are placed a minimum of 30 ft from property lines abutting the lower density RA-H Zone to the south and have been designed to minimize to the extent possible the effect of a 3-story building. The applicant also has paid careful attention to other aspects of design to further mitigate and minimize visual connections to neighboring properties.

Effects of Compliance Requirements and Conditions on Cost of Needed Housing

Subsection 4.113 (.14)

A20. No parties have presented evidence nor has staff discovered evidence that the determination of compliance or attached conditions, either singularly or cumulatively, have

the effect of unnecessarily increasing the cost of housing or effectively excluding a needed housing type.

Standards Applying to All Planned Development Zones

Additional Height Guidelines

Subsection 4.118 (.01)

A21. Compliance of the proposed development with additional height guidelines is discussed above, under Subsection 4.113 (.04).

Underground Utilities

Subsection 4.118 (.02)

A22. All utilities on the property are required to be underground.

Waivers

Subsection 4.118 (.03)

A23. The applicant has not requested any waivers to the standards applying to all planned development zones.

Other Requirements or Restrictions

Subsection 4.118 (.03) E.

A24. No additional requirements or restrictions are recommended pursuant to this subsection.

Effect of Determination of Compliance and Conditions of Approval on Development Cost

Subsection 4.118 (.04)

A25. It is staff's professional opinion that the determination of compliance or attached conditions do not unnecessarily increase the cost of development, and no evidence has been submitted to the contrary.

Requiring Tract Dedications or Easements for Recreation Facilities, Open Space, Public Utilities

Subsection 4.118 (.05)

A26. No additional tracts are being required for recreational facilities, open space area, or easements.

Habitat Friendly Development Practices

Subsection 4.118 (.09)

A27. Grading will be limited to that needed for the proposed improvements, no significant native vegetation would be retained by an alternative site design, the City's stormwater standards are met or will be with Conditions of Approval, thus limiting adverse

hydrological impacts on water resources, and no impacts on wildlife corridors or fish passages have been identified.

Planned Development Commercial Zone

Uses in the Planned Development Commercial Zone

Subsections 4.131 (.01) and (.02)

A28. While the Wilsonville Square 76 Master Plan designated the majority of property within the plan area as commercial, it also provided for residential use by identifying a small area Multi-Family (townhouses, apartments, condominiums), including the subject site. The site is designated Residential 16-20 units per acre in the Comprehensive Plan, and the proposed density for the project is approximately 16.2 units per acre, which is on the low end of this range.

Block and Access Standards in the PDC Zone

Subsection 4.131 (.03)

A29. As discussed above, the property is located at the end of a residential street. It does not connect directly to any major transit street or thoroughfare, the closest transit stop is at the intersection of SW Magnolia Avenue and SW 5th Street, approximately 400 ft south from the subject site, and foot traffic is limited. Adequate on-site pedestrian circulation and connectivity to the adjacent residential street is provided consistent with the standards in Sections 4.154, 4.155, and 4.177. No additional conditions of approval are necessary.

Old Town Overlay Zone

Purpose

Subsection 4.138 (.01)

A30. The applicant has applied the Site Design Review provisions of this overlay zone to the proposed development, as is demonstrated in Request B.

Old Town Overlay Application in Conjunction with Underlying Zone

Subsection 4.138 (.02)

A31. As demonstrated through subsequent findings in this Staff Report, specifically contained in Request B, the Old Town Overlay Zone is being applied in conjunction with the underlying PDC Zone.

Standards for Development Subject to Site Design Review

Subsection 4.138 (.05)

A32. These standards are reviewed in detail through Request B, Site Design Review. The functional and overall aesthetic design of the development to comply with Stage II design standards does not prevent it from meeting the building design standards for the Old Town Neighborhood reviewed in Request B. See Findings B32 through B54.

Wilsonville Road Interchange Area Management Plan (IAMP) Overlay Zone

Traffic Impact Analysis

Subsection 4.133.01 (.01)

A33. A Trip Generation Memo, Exhibit B2, has been prepared and reviewed consistent with this subsection.

Where IAMP Regulations Apply

Section 4.133.02

A34. The subject property is wholly within the IAMP Overlay Zone, as shown on Figure I-1 of Wilsonville's Development Code, the IAMP standards are thus being applied.

Permitted Land Uses with the IAMP Overlay Zone

Section 4.133.03

A35. Uses consistent with the underlying PDC zone, as established in the Square 76 Master Plan, are proposed.

Access Management Applicability

Section 4.133.04 (.01) through (.03)

A36. A planned development, including both the previously approved Stage I Master Plan and the current Stage II Final Plan, is proposed within the IAMP Overlay Zone, therefore the access management standards and requirements apply. There are no accesses shown in the IAMP that are proposed to be closed or otherwise restricted on the site.

Access Management Plan Consistency

Subsection 4.133.04 (.04) A.

A37. Vehicle access to the property will continue to be from SW Magnolia Avenue. The proposed street access does not impact any of the street access points identified in the access management plan.

Joint ODOT Review

Subsection 4.133.04 (.04) A.

A38. The proposal has been reviewed by the City's traffic consultant (see Trip Generation Memo in Exhibit B2) and City Engineering staff, and ODOT has been notified and given the opportunity to comment. The analysis determined that the proposed development would generate only 5 PM Peak Hour trips through the I-5/Wilsonville Road interchange, and confirmed that adequate pedestrian and bicycle access is provided. A concern raised in the report about adequacy of on-site parking was addressed by the design team by reconfiguring the parking and adding additional spaces for a total of 12. Access is taken from SW Magnolia Avenue, a local street, and adjacent local streets and arterials are not impacted.

Cross Access Easements

Subsection 4.133.04 (.05)

A39. No new cross access easements are involved in the proposed development, although there is an existing access easement between the subject site and the property directly adjacent to the north and east (Boones Ferry Village Apartments), which is used both for driveway access to the site and off-site parking (2 spaces).

On-site Pedestrian Access and Circulation

Conformance with Standards

Subsection 4.154 (.01) B. 1.

A40. All on-site pedestrian access and circulation standards are applied to and met with the proposed development.

Continuous Pathway System

Subsection 4.154 (.01) B. 1.

A41. As described in the applicant's narrative, the site is configured with tenant access in mind. Townhome entries have individual hardscape pedestrian access from the driveway that is clearly delineated with building materials, articulation, and cladding. Entry paths are covered, and there are two buildings, thus allowing direct pedestrian access through the site from the front of the townhomes on the south to the common area on the north. The central pathway is vertically raised above the elevation of the main drive aisle to enhance visibility and safety. All pedestrian access is clearly marked, well lit, and meets grading and clearance requirements for ADA compliance.

Safe, Direct, and Convenient Pathways

Subsection 4.154 (.01) B. 2. a. and b.

A42. All proposed pathways are of smooth and consistent concrete and no hazards are evident on the site plan. Additionally, pathways are kept separate from drive aisles, designed for pedestrian safety, and meet, where appropriate, ADA requirements or will be required to by the building code.

Vehicle/Pathway Separation

Subsection 4.154 (.01) B. 3.

A43. The main pathway between the buildings is concrete and distinguished in materials from the drive aisle, which is asphalt. In addition, the pathway is vertically raised above the main drive aisle to enhance visibility and safety, consistent with this subsection.

Crosswalks

Subsection 4.154 (.01) B. 4.

A44. As indicated in the applicant's site plan, no pathways cross a parking area or driveway, therefore, this subsection does not apply.

Pathway Width and Surface
 Subsection 4.154 (.01) B. 5.

A45. The main pathway is constructed of concrete and at least 5 feet wide, which meets the requirement.

Appropriate Pathway Signage
 Subsection 4.154 (.01) B. 6.

A46. The pathways do not connect destinations beyond the small site and no signs would be appropriate or standard in the scenario.

Parking Area Design Standards

Minimum and Maximum Parking
 Subsection 4.155 (.03) G.

A47. Each townhome requires one (1) parking space, or a total of 6 spaces. The applicant’s proposal exceeds the minimum parking requirement two fold, providing 12 spaces. No ADA spaces are required or proposed. Parking is as follows:

Use and Parking Standard	Total Area No. of Units	Minimum Off-street Spaces Required	Maximum Off-street Spaces Allowed	Proposed Off-street Spaces	Minimum Bicycle Parking Spaces	Proposed Bicycle Parking Spaces
Multiple-family dwelling units of nine (9) or fewer units 1 per dwelling unit	10,620 sf 6 units	6	No limit	12	2	2

Other Parking Design Standards
 Section 4.155 (.02) and (.03)

A48. The applicable parking designs standards are met as follows:

Standard	Met	Explanation
Subsection 4.155 (.02) General Standards		
B. All spaces accessible and usable for parking	<input checked="" type="checkbox"/>	All areas considered parking spaces are accessible and usable for that purpose and have maneuvering area for vehicles. Submitted floor plans demonstrate garages of sufficient size and with adequate accessibility to provide parking space for each unit.
J. Sturdy bumper guards of at least 6 inches to prevent parked vehicles	<input checked="" type="checkbox"/>	Bumper guards not required for parking spaces in townhome driveways. Although not required, plans show curbing at least 6 inches

crossing property line or interfering with screening or sidewalks.		in width defining front and rear boundaries of compact spaces along drive aisle.
K. Surfaced with asphalt, concrete or other approved material.	<input checked="" type="checkbox"/>	Parking and maneuvering areas are surfaced with either concrete or asphalt.
Drainage meeting City standards	<input checked="" type="checkbox"/>	Drainage is professionally designed and being reviewed to meet City standards
L. Lighting not shining into adjoining structures or into the eyes of passers-by.	<input checked="" type="checkbox"/>	Lighting is proposed to be fully shielded and meet the City's Outdoor Lighting Standard
N. No more than 40% of parking compact spaces.	<input checked="" type="checkbox"/>	Two compact spaces proposed, which is 17% of 12 spaces provided, substantially less than maximum allowed.
O. Where vehicles overhang curb, planting areas at least 7 feet in depth.	<input checked="" type="checkbox"/>	No parking spaces proposed where vehicles overhang a curb.
Subsection 4.155 (.03) General Standards		
A. Access and maneuvering areas adequate.	<input checked="" type="checkbox"/>	Access and maneuvering areas are adequate to serve the functional needs of the site, with a 20-foot-wide drive aisle at the entry to the site and in front of the buildings. The applicant worked with TVF&R and Republic Services to ensure access and maneuvering areas are adequate for service needs.
A.2. To the greatest extent possible, vehicle and pedestrian traffic separated.	<input checked="" type="checkbox"/>	Plans clearly delineate separate vehicle and pedestrian traffic areas.
C. Safe and convenient access, meet ADA and ODOT Standards.	<input checked="" type="checkbox"/>	Proposed parking and access enable meeting ADA and ODOT standards.
For parking areas with more than 10 spaces, 1 ADA space for every 50 spaces.	<input checked="" type="checkbox"/>	Proposal required to provide 6 parking spaces, but provided 12 in response to neighbor concerns. No ADA parking required to meet City standards and none provided.
D. Where possible, parking areas connect to adjacent sites.	<input checked="" type="checkbox"/>	On-site parking area connects to SW Magnolia Avenue via one driveway entrance and does not connect to any adjacent properties.
Efficient on-site parking and circulation	<input checked="" type="checkbox"/>	Careful and professional design of parking provides for safety and efficiency and is typical design of residential development.

Parking Standards Minimum Criteria
Section 4.155 (.02) A.

A49. The standards are considered minimum criteria and in many cases are exceeded, such as the number of planned parking spaces.

Parking Variances and Waivers

Section 4.155 (.02) A. 1. and 2.

A50. No variances or waivers to the parking standards are requested nor would be necessary to approve the proposed development.

On-Street Parking for Parking Calculations

Subsection 4.155 (.03) F.

A51. No on-street parking is counted as required parking for the proposed development.

Electric Vehicle Charging

Subsection 4.155 (.03) H.

A52. No electric vehicle charging stations are proposed.

Motorcycle Parking

Subsection 4.155 (.03) I.

A53. No motorcycle parking is proposed.

Parking Area Landscaping

Minimizing Visual Dominance of Parking

Subsection 4.155 (.03) B.

A54. Landscaping of trees and shrubs proposed in parking areas minimizes visual dominance of these areas.

Parking Area Landscape Requirement - 10%

Subsection 4.155 (.03) B. 1. through 3.

A55. As demonstrated by the applicant's submitted plan set, approximately 5,184 square feet (32%) of the site will be covered by landscaping. In parking/driveway areas at the front of the townhome buildings, approximately 399 sf of landscaped area is provided in planters between driveways, 336 sf is in raingarden/stormwater facility between the buildings, and 828 sf is along the south and west property boundaries, for a total of 1,563 sf, which is approximately 10% of the 16,204 sf site area. In excess of double the 15% required by code is provided for total landscaping of the site. The minimum ratio of tree planting areas to parking spaces is met through the proposed landscape plan, as at least one (1) tree will be planted for every eight (8) spaces.

Bicycle Parking - General Provisions

Determining Minimum Bicycle Parking

Subsection 4.155 (.04) A. 1.

A56. Two (2) bicycle spaces are required per Table 5, Parking Standards, as shown above in Finding A47. The applicant proposes 2 bicycle spaces, both of which are located outside on the north side of the drive aisle near the compact parking spaces.

Bicycle Parking Waivers
Subsection 4.155 (.04) A. 4.

A57. The applicant proposes no waivers to bicycle parking.

Bicycle Parking Standards

Bicycle Parking Space Dimensions and Maneuvering Area
Subsection 4.155 (.04) B. 1. and 2.

A58. The proposed bicycle parking area is 4 ft by 6 ft in size with one bike rack for parking 2 bicycles, each in a 2 ft by 6 ft area. A 4-ft by 5-ft maneuvering area also is provided, and both the parking and maneuvering areas are concrete surfaced.

Spacing of Bicycle Racks, and Bicycle Racks and Lockers Anchoring
Subsection 4.155 (.04) B. 3. and 4.

A59. The proposed bicycle rack is located appropriately for use. A cut sheet of the proposed bicycle rack is not provided in the plans, therefore, staff cannot determine if the rack will be securely anchored. A Condition of Approval requires a cut sheet be provided demonstrating that the standard is met.

Bicycle Parking Location
Subsection 4.155 (.04) B. 5.

A60. The bicycle parking spaces are proposed to be located less than 30 ft from the entrance to the nearest townhome in Building 2 and are adjacent to the project driveway entrance, providing convenient and direct access from SW Magnolia Avenue.

Other Development Standards

Access, Ingress, and Egress
Section 4.167 (.01)

A61. Primary vehicle access to the site is from SW Magnolia Avenue, a defined point approved by the City that is consistent with the public's health, safety and welfare.

Protection of Natural Features and Other Resources
Section 4.171

A62. The subject property does not contain natural environmental and scenic features, and no part of the site is protected by the City's Significant Resource Overlay Zone (SROZ). No hillsides, powerline easements, etc. needing protection exist on the site. It is currently vacant as the single-family home that previously occupied the site was demolished about 10 years ago. Topography is generally flat, sloping gently from northeast to southwest by

approximately 2 feet. Minimal grading will be performed to prepare the site for development and address stormwater treatment through a combination of flow-through planters and rain gardens.

There are 12 trees growing on the project site, with an additional 6 trees on adjacent property that could be impacted by the proposed development. More than half the on-site trees are black locust, an invasive species, with other species including one each of Japanese maple, Norway maple, and elm. Off-site trees include a silver maple, lodgepole pine, sweetgum, deodar cedar, and an indeterminate deciduous species. The applicant proposes removing all on-site and 2 off-site trees, while protecting 4 off-site trees. It is not practical to retain the trees proposed for removal without significantly reducing the size of the proposed building footprints and associated on-site improvements. A letter from KWDS, LLC, to the applicant granting permission to remove the 2 off-site trees is included in the Exhibit B1 of the applicant's submitted materials.

The 32 trees proposed to be planted as part of the site landscaping substantially exceed the required mitigation.

Public Safety and Crime Prevention

Design for Public Safety, Surveillance and Access Subsection 4.175 (.01)

A63. According to the applicant's narrative, the proposed design has been laid out with public and tenant safety in mind. The units are individually lit at the entries, garages, and rear patio areas for security and safety. An overhead post light provides additional lighting at the site entry between the 2 vehicle parking spaces and bike parking area. Bollard lighting is proposed along the pathway between the buildings and in the shared recreation space on the north side of the site. The orientation of the buildings, while still establishing a sense of privacy, draw one's view toward the central walkway leading to the north side of the property providing eyes on the common area. A wide drive area in front of the buildings on the south side of the site is easily accessible by police patrol and/or emergency services.

Addressing and Directional Signing Subsection 4.175 (.02)

A64. Addresses are not shown on submitted building elevations and the applicant has not proposed any directional signage to assure identification of individual buildings. However, a Condition of Approval requires addressing to meet building and fire code requirements.

Surveillance and Access Subsection 4.175 (.03)

A65. The parking areas are easily accessible, the common area is visible from the patios of individual townhomes, and no areas of particular vulnerability to crime have been identified warranting additional surveillance.

Lighting to Discourage Crime
Subsection 4.175 (.04)

A66. Lighting has been designed in accordance with the City's outdoor lighting standards, which will provide sufficient lighting to discourage crime and ensure public safety.

Landscaping Standards

Landscape Standards Purpose
Subsection 4.176 (.01)

A67. Through complying with the various landscape standards in Section 4.176 the applicant has demonstrated the Stage II Final Plan is in compliance with the landscape purpose statement.

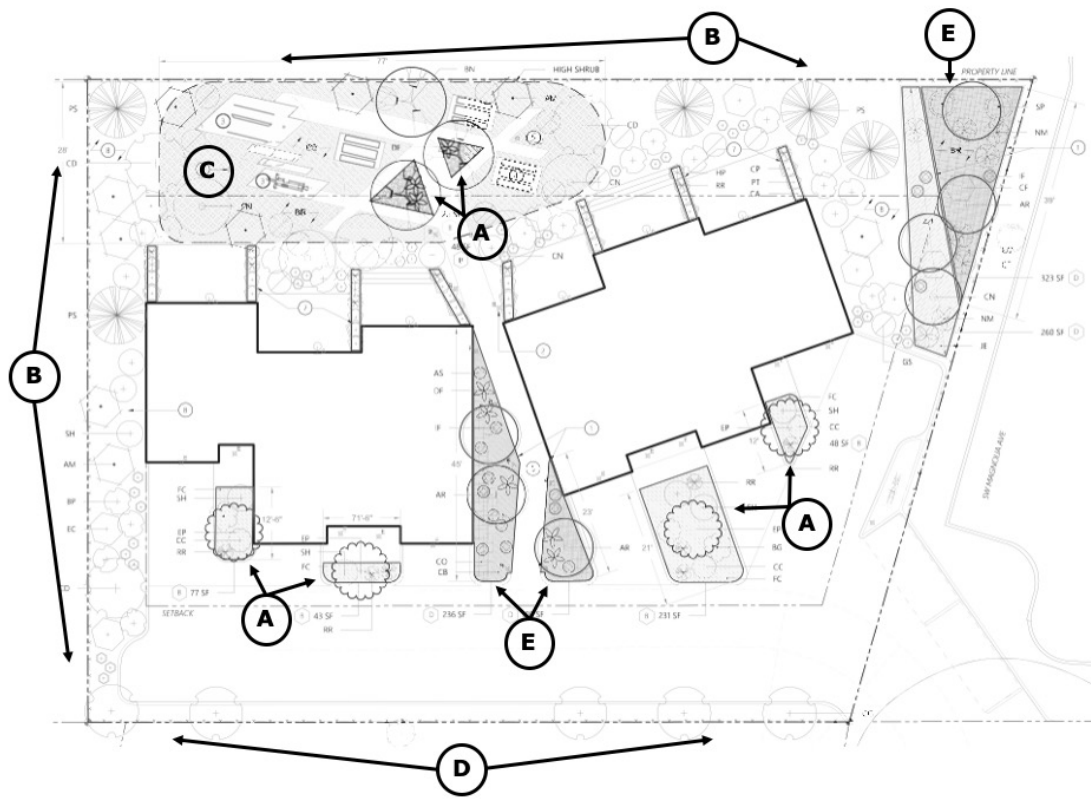
Landscaping Code Compliance
Subsection 4.176 (.02) B.

A68. No waivers or variances to landscape standards have been requested. Thus all landscaping and screening must comply with the standards of this section.

Intent and Required Materials
Subsections 4.176 (.02) C. through I.

A69. As described in the applicant's narrative, the landscape strategy is to promote a visually pleasing site area that meets the landscaping requirements while incorporating native, naturally occurring, and drought-tolerant/water conserving plantings. The applicant's intent is to reflect the natural landscape of the area while minimizing irrigation and aggressive maintenance needs, such as pruning, over-fertilizing, and mowing.

As shown on Sheets L1.01 through L3.01 (Exhibit B2) materials required to meet the landscaping standards are provided as follows:



Landscape Areas A, B, and C

- Area Description:** Landscape planting areas between driveways at front of townhomes, in the common area on north side of buildings, and in lawn and site perimeter areas on the west and north sides of the site.
- Landscaping Standard:** General
- Comments on Intent:** Applied in areas that are generally open and distance is the principal means of separating uses or developments and landscaping is required to enhance the intervening space
- Required Materials:** Fully cover, shrubs and trees may be grouped, one tree every 30 feet when landscaped area less than 30 feet deep, one tree every 800 square feet and two high shrubs or three low shrubs every 400 square feet when landscaped area 30 feet deep or greater
- Materials Provided:** Snow gum trees, shrubs and groundcover in planting areas between driveways. Dura-heat river birch, Pacific dogwood, Pacific madrone, and Deodar cedar, shrubs and groundcover in common area. In addition, a high shrub 77 ft in length is proposed along the north property boundary to visually screen the

common area from the multi-family development to the north. Foothill pine, deodar cedar, Pacific madrone, Blue ice Arizona cypress, shrubs and groundcover in lawn and perimeter site areas. Proposed plantings provide required visual break to residential areas to the west, north and east of the site.

Landscape Area D

- Area Description:** Along south perimeter of site abutting to single-family development
- Landscaping Standard:** Low Screen
- Comments on Intent:** Low Screen - Applied along street lot lines or in area separating parking lots from street rights-of-way
- Required Materials:** Low Screen - Fully cover, 3-foot hedge 95% opaque year round, trees every 30 feet or as required to provide canopy over landscape area
- Materials Provided:** Five (5) Blue ice Arizona cypress trees grouped 18 ft on center in two locations. No shrubs or groundcover shown on plans. A Condition of Approval requires the Low Screen Standard to be met along the south property boundary to visually screen the vehicle circulation and driveways/parking from the adjacent residential use while integrating the proposed project with other residences in the Old Town Neighborhood.

Landscape Area E

- Area Description:** Northeast part of site and between townhome buildings in center of site
- Landscaping Standard:** Not applicable – Stormwater facilities
- Comments on Intent:** Not applicable
- Required Materials:** Not applicable
- Materials Provided:** Red alder trees, shrubs and groundcover appropriate for stormwater facilities.

Landscape Area and Locations Subsection 4.176 (.03)

A70. As discussed earlier in this report (see Findings A17 and A55) and demonstrated by the applicant's submitted plan set, approximately 5,184 square feet (32%) of the site will be covered by landscaping.

In parking/driveway areas at the front of the townhome buildings, approximately 399 sf of landscaped area is provided in planters between driveways, 336 sf is in raingarden/stormwater facility between the buildings, and 828 sf is along the south and

west property boundaries, for a total of 1,563 sf, which is approximately 10% of the 16,204 sf site area.

Approximately 2,691 sf (17% of the site, 52% of the landscaped area) is in planters between driveways and in common areas (472 sf), the shared outdoor recreation space (1,300 sf), and rain gardens for stormwater management (919 sf). The remaining 2,492 sf of landscaping is in lawn and perimeter areas of the site. The 1,300 sf (25% of the landscaped area) of shared recreational space on the north side of the townhome buildings includes picnic tables, barbeques, and play/fitness equipment. In addition, approximately 912 sf is provided in small private patio areas for each unit that are separated by large planters and, in some locations, grade changes to provide adequate privacy for each tenant and separation from shared outdoor areas. Covered balconies are included in the design of 4 of the 6 units to provide additional private exterior space.

In excess of double the 15% required by code is provided for total landscaping of the site. Materials achieve a balance between various plant forms, textures, and heights, and native plant materials are used where practicable.

Buffering and Screening

Subsection 4.176 (.04)

A71. The subject site is zoned PDC, but is intended for, and proposed to be developed in, multiple-family residential use consistent with the Comprehensive Plan and Wilsonville Square 76 Master Plan. The south boundary of the site abuts residential use in the RAH-R zone, a different zone than the subject site. However, the Screening and Buffering Overlay Zone has not been applied because the subject site is proposed for residential rather than nonresidential use, which is compatible with the abutting residential development. Further, applying the Low Screen Standard along the south property boundary will visually screen the vehicle circulation and driveways/parking from the adjacent residential use while integrating the proposed project with other residences in the Old Town Neighborhood. No fences over 6 feet tall are proposed.

Landscape Plan Requirements

Subsection 4.176 (.09)

A72. The Landscape Plans provide the required information including proposed landscape areas, type, installation size, number and placement of materials, and plant materials list. While water use areas are shown on the plans, a proposed method of irrigation is not indicated. A Condition of Approval requires a note be added to the plans indicating the proposed method of irrigation.

Other Development Standards

General Conformance with Public Works Standards and TSP

Subsection 4.177 (.01)

A73. All development and any related public facility improvements are required to conform to the TSP and Public Works standards, and connection to the ROW of SW Magnolia Avenue will be reviewed by the City Engineer for conformance with the Public Works standards. The access drive will be asphalt and designed to provide a clear travel lane, free from obstructions. A Condition of Approval will ensure this travel lane is capable of carrying a 23-ton load. The emergency access lane is improved to a minimum 12 feet and the development has been reviewed and approved by Tualatin Valley Fire and Rescue (TVF&R).

Street Design Standards and Sidewalks

Subsection 4.177 (.02) and (.03)

A74. Per the applicant's narrative, the unusual configuration of the site has created a situation where the property has minimal direct right-of-way connection or frontage on SW Magnolia Avenue. In addition, there are no sidewalks on the street in this location and no plans to improve the street to comply with Public Works standards. The applicant will maintain an access easement with the adjacent property to the east. This situation has been reviewed by the City Engineer who determined that no street improvements are required of the proposed development.

Mixed Solid Waste and Recyclables Storage

Section 4.179

A75. The proposed development is required to meet the standards for mixed solid waste and recyclables storage. See Request B, Findings B8 through B11.

Outdoor Lighting

Sections 4.199.20 through 4.199.60

A76. The proposal is required to meet the Outdoor Lighting Standards. See Request B, Findings B53 through B60.

Underground Installation of Utilities

Sections 4.300-4.320

A77. There are no existing overhead facilities that require undergrounding as part of this development and all on-site utility lines will be underground.

Request B: DB19-0048 Site Design Review

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

Site Design Review

Excessive Uniformity, Inappropriateness Design
Subsection 4.400 (.01) and Subsection 4.421 (.03)

B1. Staff summarizes the compliance with this subsection as follows:

- **Excessive Uniformity:** The proposed development is unique to the particular development context and does not create excessive uniformity.
- **Inappropriate or Poor Design of the Exterior Appearance of Structures:** The applicant used appropriate professional services to design the buildings on the site using quality materials that are compatible with surrounding residential development and consistent with the context of the PDC zone and Wilsonville Square 76 Master Plan. As explained by the applicant, “the design team worked through the site orientation and layout with the combined intention of providing an aesthetically pleasing and functional development for future tenants, as well as a development that would maximize the beneficial visual impact on the adjacent community, while simultaneously minimizing any negative impacts that can come with a new land development within an existing mixed-residential community”.
- **Inappropriate or Poor Design of Signs:** The applicant does not propose any signs for the development, thus this criteria does not apply.
- **Lack of Proper Attention to Site Development:** The appropriate professional services have been used to design the site, demonstrating attention being given to site development.
- **Lack of Proper Attention to Landscaping:** Landscaping is provided, has been professionally designed by a landscape designer, and includes a variety of plant materials, all demonstrating appropriate attention being given to landscaping.

Purpose and Objectives

Proper Functioning of the Site

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

B2. The applicant has provided sufficient information demonstrating compliance with the objectives of this subsection as follows:

- **Pursuant to Objective A** (assure proper functioning of the site and high quality visual environment), the proposed building location and site layout allow for landscaping and parking requirements to be met on the site and creates a visual environment that is compatible with other surrounding residential uses. In addition, as described by the applicant, “the layout has been carefully thought out so that no adjacent property

receives a 'back' of the structures and at the same time allow[s] delineated and activated pedestrian access through the property”.

- **Pursuant to Objective B** (encourage originality, flexibility, and innovation), as described in the applicant’s narrative, “given the unique location of the property abutting a higher density zone to the north, but having a lower density residential zone to the south, as well as its site access at the end of a residential street, great care has been taken to design a series of structures that properly bridges these two zones” and is consistent with the Comprehensive Plan, while still making a connection that is scaled to provide a transition the lower density neighborhood.
- **Pursuant to Objective C** (discourage inharmonious development), the professional design of the proposed buildings and landscaping supports a quality visual environment and thus prevents monotonous, drab, unsightly, and dreary development.
- **Pursuant to Objective D** (conserve natural beauty and visual character), design of the proposed buildings, layout of the site, and extensive landscaping improve the general aesthetic of the site and harmonize with the visual character of surrounding residential development and the aesthetic of the Old Town Neighborhood.
- **Pursuant to Objective E** (protect and enhance City’s appeal), development of the site with well-designed townhomes and landscaping will help activate the site by taking “a historically ‘undevelopable’ lot that has been left to disuse and applying a small development” at the north end of SW Magnolia Avenue, and enhance the residential fabric of the area by creating a residential feel that is appropriate to the community.
- **Pursuant to Objective F** (stabilize property values/prevent blight), developing the subject property, which is currently vacant, will enhance the site and surrounding residential area, helping to prevent future blight.
- **Pursuant to Objective G** (insure adequate public facilities), the proposal does not impact the availability or orderly, efficient and economic provision of public services and facilities, which are available and adequate for the subject property.
- **Pursuant to Objective H** (achieve pleasing environments and behavior), the design of the townhomes is such that the public area is clearly defined as being between and on the north side of the buildings. In addition, windows, porches and balconies connect the interior and exterior to provide eyes on the street while being sensitive to privacy concerns of neighbors related to views from the townhomes into surrounding property, and landscaping along the boundaries is designed to reduce visual connections between the site and neighboring areas.
- **Pursuant to Objective I** (foster civic pride and community spirit), the project is intended to foster civic pride by enhancing a previously undeveloped lot with attractive townhome buildings, while being sensitive to adjacent residential uses and the Old Town Neighborhood aesthetic.
- **Pursuant to Objective J** (sustain favorable environment for residents), as described under Objective H, the proposed development incorporates several design features to integrate the proposed development with the surrounding neighborhood and to ensure the comfort and health of neighboring residents. In addition, in response to a concern

from neighboring residents about the development affecting their ability to find parking near their homes, the applicant doubled the amount of parking on the site from one (1) space per unit to 2, providing 12 parking spaces, to sustain a favorable environment on SW Magnolia Avenue.

Development Review Board Jurisdiction
Section 4.420

- B3.** A Condition of Approval will ensure construction, site development, and landscaping are carried out in substantial accord with the DRB-approved plans, drawings, sketches, and other documents. No building permits will be granted prior to DRB approval. No variances are requested from site development requirements.

Design Standards
Subsection 4.421 (.01)

- B4.** The applicant has provided sufficient information demonstrating compliance with the standards of this subsection as follows:
- **Pursuant to Standard A** (Preservation of Landscape), there are no natural features or landscaping to preserve on the site, and the proposed grading and layout of the site were adjusted as much as possible to minimize tree and soil removal and to integrate grade changes with the general appearance and topography of neighboring developed areas.
 - **Pursuant to Standard B** (Relation of Proposed Buildings to Environment), the site is generally flat with slight, 1 ft or less variation, in a few locations and does not have any naturally sensitive areas. Surrounding uses in the general area are of similar intensity to the north and east and of lower intensity to the south and west consistent with the zoning in the area, and landscaping and screening at the site perimeter provides appropriate screening and buffering to adjacent properties as required by Sections 4.137.5 and 4.176.
 - **Pursuant to Standard C** (Drives, Parking, and Circulation), the proposed site layout separates the parking areas in individual driveways and along the site access on the south side of the buildings from common area and open space on the west, north and east sides. One new access driveway is proposed from SW Magnolia Avenue and there is clear pedestrian routing from the front of the townhomes to the common area in the back via a pedestrian walkway between the buildings. The site design provides efficient, safe and convenient circulation for vehicles and pedestrians.
 - **Pursuant to Standard D** (Surface Water Drainage), stormwater drainage facilities are incorporated into the site design and no adverse impacts to surface water drainage are expected to result from the proposal.
 - **Pursuant to Standard E** (Utility Service), no above ground utility installations are proposed. Stormwater and sanitary sewage disposal facilities are indicated on the applicant's Grading and Utility Plans, shown in Exhibit B2.

- **Pursuant to Standard F** (Advertising Features), no signs are proposed, therefore, this standard does not apply.
- **Pursuant to Standard G** (Special Features), no special features such as accessory areas and structures are proposed as part of the development, therefore this standard does not apply.

Applicability of Design Standards

Subsection 4.421 (.02)

B5. Design standards have been applied to all buildings, structures, and other features.

Conditions of Approval

Subsection 4.421 (.05)

B6. No additional conditions of approval are recommended to ensure the proper and efficient functioning of the development.

Color or Materials Requirements

Subsection 4.421 (.06)

B7. The color and texture of proposed exterior materials blend with the surrounding neighborhood and add architectural and visual interest and variety. These include light gray HardiShingle siding, tight-knot cedar stained gray and clear at entries and within alcoves and balconies, light gray perforated panel for balcony railings, and a dark gray standing seam metal roof. No specific paints or colors are required.

Standards for Mixed Solid Waste and Recycling Areas

Mixed Solid Waste and Recycling Areas Colocation

Subsection 4.430 (.02) A. and B.

B8. Storage and removal of mixed solid waste and recycling in the proposed development are addressed through individual unit storage of receptacles and curb-side pickup. Receptacles will be stored in the individual townhome garages as shown on Sheet A2.01, Ground Floor Plan. The design team has worked with Republic Services to confirm that curb-side pickup is their preferred method for collection and a corroborating letter from the service provider is included in Exhibit B2 of this report. Review of the Building Permit will ensure compliance with the Uniform Building and Fire Code requirements.

Exterior vs Interior Storage, Number of Locations

Subsections 4.430 (.02) C.-F.

B9. The applicant does not proposed exterior storage of mixed solid waste and recycling. Rather, receptacles will be stored in individual townhome garages and the development will be serviced with curb-side pickup at the driveway of each unit. Sheet A2.01, Ground Floor Plan, of the applicant's materials (Exhibit B2) identifies a location of adequate dimension for receptacle storage in each unit. Communication with Republic Services

(Exhibit B1), the franchise hauler, requires that the drive aisle in front of the townhomes be posted with “No Parking” signs and curb markings to provide safe ingress and egress for service trucks.

Collection Vehicle Access, Not Obstruct Traffic or Pedestrians Subsections 4.430 (.02) G.

B10. The submitted letter from Republic Services indicates a preference for curb-side pickup and that the location and pickup arrangement is accessible to collection vehicles. Curb-side collection does not impede sidewalks, parking area aisles, or public street right-of-way.

Design and Access Standards for Storage Area Subsections 4.430 (.03) and 4.430 (.04)

B11. Pursuant to the submitted letter from Republic Services, applicant’s Exhibit B1, storage of mixed solid waste and recycling receptacles in the garages of individual townhomes and curbside pickup is acceptable, accessible to collection vehicles without requiring backing out of a driveway onto a public street, and provides adequate turning radius for collection vehicles to safely exit the site in a forward motion.

Site Design Review Submission Requirements

Submission Requirements Section 4.440

B12. The applicant submitted materials in addition to requirements of Section 4.035, as applicable.

Time Limit on Site Design Review Approvals

Time Limit on Approval-Void after 2 Years Section 4.442

B13. The applicant has indicated they will pursue development within two (2) years of receiving approval. It is understood that the approval will expire after two (2) years if a building permit has not been issued, unless an extension has been granted by the DRB.

Installation of Landscaping

Landscape Installation or Bonding Subsection 4.450 (.01)

B14. A Condition of Approval will assure installation or appropriate security equal to one hundred and ten percent (110%) of the cost of the landscaping as determined by the Planning Director, is filed with the City assuring such installation within six (6) months of occupancy.

Approved Landscape Plan Subsection 4.450 (.02)

B15. Action by the City approving a proposed landscape plan is binding on the applicant. A Condition of Approval will ensure that substitution of plant materials, irrigation systems, or other aspects of an approved landscape plan will not be made without official action of the Planning Director or DRB and provide ongoing assurance the criterion is met.

Landscape Maintenance and Watering
Subsection 4.450 (.03)

B16. A Condition of Approval will ensure landscaping is continually maintained in accordance with this subsection.

Modifications of Landscaping
Subsection 4.450 (.04)

B17. A Condition of Approval will provide ongoing assurance that this criterion is met by preventing modification or removal without the appropriate City review.

Natural Features and Other Resources

Protection
Subsection 4.171

B18. The proposed design provides for protection of natural features and other resources consistent with the proposed Stage II Final Plan for the site, as well as the purpose and objectives of site design review.

Landscaping Standards

Landscape Standards Code Compliance
Subsection 4.176 (.02) B.

B19. No waivers of landscape standards have been requested, thus all landscaping and screening must comply with the standards of this section.

Intent of Required Materials
Subsection 4.176 (.02) C. through I.

B20. The minimum or higher standard has been applied throughout different landscape areas of the site and landscape materials are proposed to meet each standard, or Conditions of Approval ensure the standards will be met, in the different areas. Site Design Review is occurring concurrently with the Stage II Final Plan, which includes a thorough analysis of the functional application of the landscaping standards.

Landscape Area and Locations
Subsection 4.176 (.03)

B21. Site Design Review is occurring concurrently with the Stage II Final Plan, which includes a thorough analysis of landscape areas and locations, and the functional application of the landscaping standards.

Buffering and Screening
Subsection 4.176 (.04)

B22. Consistent with the Stage II Final Plan, adequate screening is proposed, or Conditions of Approval ensure the standards will be met.

Site-Obscuring Fence or Planting
Subsection 4.176 (.05)

B23. No sight-obscuring fencing or landscaping is required, therefore, this standard does not apply.

Shrubs and Groundcover Materials
Subsection 4.176 (.06) A.

B24. The applicant's Landscape Plans show shrubs in at least 2-gallon containers and groundcover in at least 1-gallon containers as required by this subsection. A Condition of Approval will require that the detailed requirements of this subsection are met.

Plant Materials-Trees
Subsection 4.176 (.06) B.

B25. All trees in the applicant's Landscape Plans are proposed to be 2-inch caliper (deciduous) or 6 feet in height (coniferous) consistent with the requirements of this subsection. A Condition of Approval will require all tree to be balled and burlapped (B&B), well-branched and typical of their type as described in Current American Association of Nurserymen (AAN) Standards.

Plant Materials-Buildings Larger than 24 Feet in Height or Greater than 50,000 Square Feet in Footprint Area
Subsection 4.176 (.06) C.

B26. The proposed buildings, as shown on the elevations, are 32 ft tall to the top of the roof gable, which meets the threshold for requiring larger or more mature plant materials as defined by this subsection. However, the proposed buildings are less than 50,000 sq ft in footprint area and the design provides architectural interest by using a variety of materials. In addition, the applicant's Landscape Plans propose to include numerous trees in landscaped areas and around the site perimeter that soften views of the buildings from surrounding areas. It is staff's professional opinion that larger or more mature plant materials are not needed to achieve the intent of this subsection.

Plant Species-Street Trees
Subsection 4.176 (.06) D.

B27. SW Magnolia Avenue is classified as a local road, requiring 2-inch minimum caliper street trees. However, the configuration of the subject property is such that it has minimal frontage on SW Magnolia Avenue which will be occupied by a portion of the driveway for the development, therefore, no frontage improvements and no street trees are required. The requirements of this subsection do not apply.

Types of Plant Species

Subsection 4.176 (.06) E.

B28. The applicant has provided sufficient information in their Landscape Plans showing the proposed landscape design meets the standards of this subsection.

Tree Credit

Subsection 4.176 (.06) F.

B29. The applicant is not proposing to preserve any trees to be counted as tree credits.

Exceeding Plant Standards

Subsection 4.176 (.06) G.

B30. The selected landscape materials do not violate any height or vision clearance requirements.

Landscape Installation and Maintenance

Subsection 4.176 (.07)

B31. Conditions of Approval ensure that installation and maintenance standards are or will be met including that plant materials are required be installed to current industry standards and properly staked to ensure survival, and that plants that die are required to be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City.

Landscape Plans

Subsection 4.176 (.09)

B32. The applicant's submitted plans provide the required information, and Sheet L1.01 identifies water usage area for site landscaping.

Completion of Landscaping

Subsection 4.176 (.10)

B33. The applicant has not requested to defer installation of plant materials and, thus, must install landscaping prior to occupancy.

Old Town Overlay Zone Standards

Purpose

Subsection 4.138 (.01)

B34. The applicant has applied the Site Design Review provisions of the Old Town Overlay Zone to the proposed development, as demonstrated in Findings below.

Old Town Overlay Application is Conjunction with Underlying Zone

Subsection 4.138 (.02)

B35. The Old Town Overlay Zone is being applied in conjunction with the underlying PDC zone.

Review Process

Subsection 4.138 (.03) A. 1.

B36. The Site Design Review process is being applied as this is a new multi-family residential development.

Building Setbacks

Subsection 4.138 (.05) A.

B37. Both buildings on site meet the minimum setback requirements for residential development in all zones.

Landscaping

Subsection 4.138 (.05) B.

B38. The submitted Landscape Plans include 5,184 sq ft of landscaping, which exceeds the minimum required 15% of the total site area.

Building Height

Subsection 4.138 (.05) C.

B39. The PDC Zone allows a maximum building height of 35 ft. The applicant proposes a gabled roof with its maximum peak at 32 ft, which is 3 ft less than the maximum height.

Pedestrian Environment

Subsection 4.138(.05) E.

B40. The applicant has given special attention to primary building entrances, assuring they are both attractive and functional. As described in the applicant's narrative, entrances are highly visible and delineated from the rest of the building façade, while being protected and privatized with plantings and overhangs. Strategic use of wood enhances and highlights primary entrances and other features of key use to residents, differentiating these areas from the rest of the buildings and providing a well-defined transition from public to private space.

The proposed design includes extensive landscaping, covered entries, planters, and an elevated walkway between the buildings, all of which enhance the pedestrian environment. In addition, each townhome has a private patio delineated with planters, and there is a designated common area for all residents with picnic tables, a barbecue area, and play and fitness equipment further enhance the pedestrian environment.

Due to its unique configuration, the subject property has minimal frontage on SW Magnolia Avenue which will be occupied by a portion of the driveway for the development; therefore, no frontage improvements are required. There is no sidewalk on SW Magnolia Avenue. Therefore, no sidewalk improvements are required and none are proposed as part of the development, and continuity of streetscape design is maintained.

Building Compatibility

Subsection 4.138 (.05) G.

B41. According to the applicant's materials, the design team's ambition was to create a modern interpretation of the traditional main street reflecting the architectural style of the Willamette Valley during the period from 1880-1930. Local architecture from the immediate street and surrounding area was reviewed for both architectural aspects and scale. The proposed design includes 6 units at a scale and mass that resembles a traditional main street orientation (townhomes) rather than a single apartment buildings or block massing. The 6 units are divided between 2 buildings with a path leading to the shared backyard separating the two. The buildings are articulated vertically to differentiate each individual unit. This, combined with careful selection of materials, traditional architectural forms, and extensive outdoor space creates a pleasing and pedestrian-oriented environment that blends well with the Old Town Neighborhood.

As shown in the applicant's supplemental materials, the massing strategy for the 6 townhomes evolved from 1 building with no façade articulation, to 1 building with staggered placement of units, to a massing split into 2 buildings, each with 3 units, to provide a more residential feel to the development. The proposed design strategically differentiates each individual townhome to represent the scale of a typical residential building, and a pedestrian path between the buildings to a shared common area further contributes to the residential scale.

According to research in the Old Town Neighborhood Plan, the majority of houses on SW Magnolia Avenue north of SW 5th Street date to the 1970s and have simple architecture with little ornamentation and straight lines. While most of the homes are single-story, there are two older homes, located at 30645 and 30590 SW Magnolia Avenue, that are two-story. Traditional architectural features of the ranch and farmhouse styles seen in these homes include simple building form, pitched roof pitch, minimal eaves, covered entries, shingle siding, and varied window sizes. The applicant, in their supplemental materials, provides ample examples of these features and how they are incorporated into the project design.

The color and texture of proposed exterior materials also blend with the surrounding neighborhood. These include light gray HardiShingle siding, tight-knot cedar stained gray and clear at entries and within alcoves and balconies, light gray perforated panel for balcony railings, and a dark gray standing seam metal roof. The architecture of the proposed project, with its modern unadorned design, neutral color tones, and varied natural materials, fits well with the other homes on the street and emulates the architectural styles of houses that were found throughout the Willamette Valley from the 1880s to the 1930s.

Varied and Articulated Facades

Subsection 4.138 (.05) H. 1.

B42. As discussed above, the massing strategy for the 6 townhomes evolved from 1 building with no façade articulation, to 1 building with staggered placement of units, to a massing split into 2 buildings, each with 3 units, to provide a more residential feel to the development. The proposed design strategically differentiates each individual townhome to represent the scale of a typical residential building, and a pedestrian path between the buildings to a shared common area further contributes to the residential scale. The use of HardiShingle siding, wood at entries and in balcony areas, articulation of units along the building façade, and balconies and alcoves, create variation and breaks to further reduce building massing into components that are at a human scale. This helps create the appearance of smaller buildings and generally enhances the pedestrian experience at ground level.

Building Materials

Subsection 4.138 (.05) H. 2., 4., and 5.

B43. The color and texture of proposed exterior materials blend with the surrounding neighborhood. These include light gray HardiShingle siding, tight-knot cedar stained gray and clear at entries and within alcoves and balconies, light gray perforated panel for balcony railings, and a dark gray standing seam metal roof. These materials provide the visual impression of durability or replicate the appearance of durable materials. The architecture of the proposed project, with its modern unadorned design, neutral color tones, and varied natural materials, fits well with the other homes on the street and emulates the architectural styles of houses that were found throughout the Willamette Valley from the 1880s to the 1930s.

Building Roof Materials and Design

Subsection 4.138 (.05) I. 1. through 5.

B44. The proposed design incorporates a dark gray, gabled, metal standing seam roof for each townhome with a pitch of 6.5:12 with vaulted ceilings, which exceeds the minimum pitch of 4:12. This addresses the requirement that the roof be a dark non-ornamental color if visible from the public right-of-way. The buildings also incorporate wood or architectural grade composition shingle, tile or metal with standing or batten seams, as required for roofs

visible from the public street. As described above, the proposed metal roofs have standing seams, which is an acceptable option for this standard.

Screening of Rooftop Mechanical Equipment

Subsection 4.138 (.05) I. 6.

B45. As required by this standard, all exterior, roof and ground-mounted mechanical and utility equipment will be screened from ground-level off-site view from adjacent streets or properties by parapets, walls or other means, or camouflaged to match exterior of building. A Condition of Approval ensures this standard will be met.

Building Entrances

Subsection 4.138 (.05) J.

B46. The townhomes have welcoming, recessed, covered entries emphasized with wood cladding and lighting. Lighting and definition of secondary entrances on the back side of the units contribute to creating a sense of community within the development through connection to the commonly shared open space area on the north side of the site.

Building Facades

Subsection 4.138 (.05) K.

B47. While simple in line and not incorporating many ornamental devices, building facades incorporate amenities such as wood lined entries and alcoves and balconies defined with wood siding and perforated metal panel railings that allow residents to enjoy the outdoors while being protected from rain and sun. The use of materials and articulation create variation and breaks to further reduce building massing into components that are at a human scale.

Landscapes & Streetscapes

Subsection 4.138 (.05) M.

B48. No benches or other streetscape items are proposed as the project site has minimal frontage on SW Magnolia Avenue which will be occupied by a portion of the driveway for the development. However, as shown in the applicant's supplemental materials, outdoor furniture, and play and exercise equipment is provided in the common open space area that is designed to harmonize with the materials and aesthetic of the townhome buildings and proposed landscaping.

Lighting

Subsection 4.138 (.05) N.

B49. According to the applicant's narrative and shown in the Lighting Plan (Sheet A2.10), townhome units are individually lit at the entries, garages, and rear patio areas. An overhead post light provides additional lighting at the site entry between the 2 vehicle parking spaces and bike parking area. Bollard lighting is proposed along the pathway

between the buildings and in the shared recreation space on the north side of the site. All lighting meets or will meet with Conditions of Approval the lighting requirements.

Exterior Storage

Subsection 4.138 (.05) O.

B50. No exterior storage or display is proposed with this application.

Storage of Trash and Recyclables

Subsection 4.138 (.05) P.

B51. Solid waste and recyclables storage will be contained in the garages of the individual townhomes. The standards of Subsection 4.430 have been applied to the proposed project. See Findings B8 through B11.

Signs

Subsection 4.138 (.05) Q.

B52. No freestanding or other signs are proposed with this application.

Outdoor Lighting

Applicability of Outdoor Lighting Standards

Sections 4.199.20 and 4.199.60

B53. An exterior lighting system is being installed for the proposed new development. The Outdoor Lighting standards thus apply.

Outdoor Lighting Zones

Section 4.199.30

B54. The subject property is within Lighting Zone 2 (LZ 2) and the proposed outdoor lighting system is reviewed under the standards of this lighting zone.

Optional Lighting Compliance Methods

Subsection 4.199.40 (.01) A.

B55. The applicant has elected to comply with the Prescriptive Option.

Wattage and Shielding

Subsection 4.199.40 (.01) B. 1.

B56. Based on the applicant's submitted materials, shielded fixtures are proposed with less than the maximum 100 watts allowed for shielded fixtures in LZ 2, as shown in Table 7. A Condition of Approval will ensure that the requirements of the Outdoor Lighting Ordinance are met at the time of building permit issuance.

Table 7: Maximum Wattage And Required Shielding				
Lighting Zone	Fully Shielded	Shielded	Partly Shielded	Unshielded
LZ 2	100	35	39	Low voltage landscape lighting 50 watts or less

Compliance with Oregon Energy Efficiency Specialty Code
 Subsection 4.199.40 (.01) B. 2.

B57. The applicant is complying with the Oregon Energy Efficiency Specialty Code, Exterior Lighting.

Mounting Height
 Subsection 4.199.40 (.01) B. 3.

B58. All exterior mounted lighting on the buildings is less than 40 feet high. The maximum pole or mounting height complies with Table 8. A condition of Approval will ensure the requirements of the Outdoor Lighting Ordinance are met at the time of building permit issuance.

Table 8: Maximum Lighting Mounting Height In Feet			
Lighting Zone	Lighting for private drives, driveways, parking, bus stops and other transit facilities	Lighting for walkways, bikeways, plazas and other pedestrian areas	All other lighting
LZ 2	40	18	8

Luminaire Setback
 Subsection 4.199.40 (.01) B. 4.

B59. The subject site is bordered by the same base PDC zoning on the west, north and east sides, and by the RA-H zone on the south (single-family residential use). The site is bordered by the same lighting zone, LZ 2, on all sides. The three times mounting height setback applies to the south side of the site as it abuts a property that is a different base zone. The applicant proposes freestanding fixtures 8 feet or lower in height that are setback more than 24 feet from the south property boundary, which meets the standard. One exception is the pole-mounted street light in the vehicle and bicycle parking area in the southeast corner of the property. However, this light meets Exception 1 of the standard and is not required to meet the three times mounting standard.

Lighting Curfew
 Subsection 4.199.40 (.01) D.

B60. The applicant proposes the standard LZ 2 curfew of 10 p.m. A Condition of Approval will ensure that lighting curfew requirements are met.

Standards and Submittal Requirements
Subsection 4.199.40 and 4.199.50

B61. All required materials have been submitted.

Request C: DB19-0049 Type C Tree Removal Plan

Type C Tree Removal-General

Tree Related Site Access
Subsection 4.600.50 (.03) A.

C1. It is understood by the applicant that the City has access to the property to verify information regarding trees.

Review Authority
Subsection 4.610.00 (.03) B.

C2. The requested tree removal is connected to Site Design Review, and, therefore is being reviewed by the DRB.

Conditions of Approval
Subsection 4.610.00 (.06) A.

C3. No additional conditions are recommended pursuant to this subsection.

Completion of Operation
Subsection 4.610.00 (.06) B.

C4. It is understood the tree removal will be completed prior to construction of the proposed buildings, which is a reasonable time frame.

Security for Permit Compliance
Subsection 4.610.00 (.06) C.

C5. No bond is anticipated to be required to ensure compliance with the tree removal plan, as a bond is required for overall landscaping.

Tree Removal Standards
Subsection 4.610.10 (.01)

C6. The standards of this subsection are met as follows:

- Standard for the Significant Resource Overlay Zone (SROZ): The proposed tree removal is not within the SROZ.
- Preservation and Conservation: The applicant has taken tree preservation into consideration. The arborist's report identifies 12 trees growing on the project site, with

an additional 6 trees on adjacent property that could be impacted by the proposed development. More than half the on-site trees are black locust, an invasive species, with other species including one each of Japanese maple, Norway maple, and elm. Off-site trees include a silver maple, lodgepole pine, sweetgum, deodar cedar, and an indeterminate deciduous species. The applicant proposes removing all on-site and 2 off-site trees, while protecting 4 off-site trees. It is not practical to retain the trees proposed for removal without significantly reducing the size of the proposed building footprints and associated on-site improvements. The applicant proposes mitigating tree removal by planting 32 trees as part of the site landscaping, substantially exceeding the required mitigation. The Tree Maintenance and Protection Plan includes tree protection fencing along the property boundaries at the drip line of the off-site retained trees to protect them during construction.

- Development Alternatives: No significant wooded areas or trees would be preserved by design alternatives.
- Land Clearing: Land clearing and grading is proposed and will be limited to areas necessary for construction of the proposed buildings and other site improvements.
- Residential Development: The existing natural features and topography of the site, including existing trees and vegetation, were taken into consideration during design.
- Compliance with Statutes and Ordinances: The proposed landscape plan provides the necessary tree replacement and protection, according to the requirements of tree preservation and protection ordinance.
- Relocation or Replacement: The applicant proposes to plant 32 trees as replacement for the 15 proposed for removal, substantially exceeding the mitigation requirement.
- Limitation: Tree removal is limited to where it is necessary for construction, or to address nuisances, or where the health of the trees warrants removal.
- Additional Standards: A tree survey has been provided, and no utilities are proposed to be located where they would cause adverse environmental consequences.

Review Process

Subsection 4.610.40 (.01)

- C7. The plan is being reviewed concurrently with the Stage II Final Plan. Review of the proposed Type C Tree Plan is concurrent with other necessary land use approvals. The City will not issue any tree removal permit prior to final approval of concurrent land use requests. A Condition of Approval binds the applicant to no tree removal on the properties, except for hazardous situations unrelated to development, prior to issuance of the tree removal permit by the City.

Tree Maintenance and Protection Plan

Section 4.610.40 (.02)

- C8. The applicant has submitted the necessary copies of a Tree Maintenance and Protection Plan. See the applicant's submitted materials in Exhibit B2.

Replacement and Mitigation

Tree Replacement Requirement

Subsection 4.620.00 (.01)

- C9.** Fifteen (14) trees are proposed for removal, including 12 on site and 2 off site, 32 are proposed to be planted, exceeding the one-to-one ratio and requirements of this Subsection.

Basis for Determining Replacement, and Replacement Tree Requirements

Subsection 4.620.00 (.02) and (.03)

- C10.** Replacement trees will meet, or will meet with Conditions of Approval, the minimum caliper and other replacement requirements.

Replacement Tree Stock Requirements

Subsection 4.620.00 (.04)

- C11.** The planting notes on the applicant's Landscape Plans do not indicate the appropriate quality of replacement tree stock. A Condition of Approval ensures that all trees to be planted shall consist of nursery stock that meets requirements of the American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade.

Replacement Trees Locations

Subsection 4.620.00 (.05)

- C12.** The applicant proposes to mitigate for all removed trees on site and in the appropriate locations for the proposed development.

Protection of Preserved Trees

Tree Protection During Construction

Section 4.620.10

- C13.** Tree protection is required. All trees required to be protected must be clearly labeled as such, and suitable barriers to protect remaining trees must be erected, maintained, and remain in place until the City authorizes their removal or issues a final certificate of occupancy. Further, no person may conduct any construction activity likely to be injurious to a tree designated to remain, including, but not limited to, placing solvents, building material, construction equipment, or depositing soil, or placing irrigated landscaping, within the drip line, unless a plan for such construction activity has been approved by the Planning Director or Development Review Board based upon the recommendations of an arborist. Conditions of Approval will ensure the applicable requirements of this Section are met.

Exhibit C1
Public Works Plan Submittal Requirements
and Other Engineering Requirements

1. All construction or improvements to public works facilities shall be in conformance to the City of Wilsonville Public Works Standards - 2017
2. Applicant shall submit insurance requirements to the City of Wilsonville in the following amounts:

Coverage (<i>Aggregate, except where noted</i>)	Limit
<u>Commercial General Liability:</u>	
▪ General Aggregate (per project)	\$3,000,000
▪ General Aggregate (per occurrence)	\$2,000,000
▪ Fire Damage (any one fire)	\$50,000
▪ Medical Expense (any one person)	\$10,000
<u>Business Automobile Liability Insurance:</u>	
▪ Each Occurrence	\$1,000,000
▪ Aggregate	\$2,000,000
<u>Workers Compensation Insurance</u>	\$500,000

3. No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees have been paid, all necessary permits, right-of-way and easements have been obtained and Staff is notified a minimum of 24 hours in advance.
4. All public utility/improvement plans submitted for review shall be based upon a 22" x 34" format and shall be prepared in accordance with the City of Wilsonville Public Work's Standards.
5. Plans submitted for review shall meet the following general criteria:
 - a. Utility improvements that shall be maintained by the public and are not contained within a public right-of-way shall be provided a maintenance access acceptable to the City. The public utility improvements shall be centered in a minimum 15-ft-wide public easement for single utilities and a minimum 20-ft-wide public easement for two parallel utilities and shall be conveyed to the City on its dedication forms.
 - b. Design of any public utility improvements shall be approved at the time of the issuance of a Public Works Permit. Private utility improvements are subject to review and approval by the City Building Department.
 - c. In the plan set for the Public Works Permit, existing utilities and features, and proposed new private utilities shall be shown in a lighter, grey print. Proposed public improvements shall be shown in bolder, black print.



- d. All elevations on design plans and record drawings shall be based on NAVD 88 Datum.
 - e. All proposed on- and off-site public/private utility improvements shall comply with the State of Oregon and the City of Wilsonville requirements and any other applicable codes.
 - f. Design plans shall identify locations for street lighting, gas service, power lines, telephone poles, cable television, mailboxes and any other public or private utility within the general construction area.
 - g. As per City of Wilsonville Ordinance No. 615, all new gas, telephone, cable, fiber-optic and electric improvements, etc. shall be installed underground. Existing overhead utilities shall be undergrounded wherever reasonably possible.
 - h. Any final site landscaping and signing shall not impede any proposed or existing driveway or interior maneuvering sight distance.
 - i. Erosion Control Plan that conforms to City Code and the Public Works Standards.
 - j. Existing/proposed right-of-way, easements and adjacent driveways shall be identified.
 - k. All engineering plans shall be printed to PDF, combined to a single file, stamped and digitally signed by a Professional Engineer registered in the State of Oregon.
 - l. All plans submitted for review shall be in sets of a digitally-signed PDF and three printed sets.
6. Submit plans in the following general format and order for all public works construction to be maintained by the City:
- a. Cover sheet
 - b. City of Wilsonville construction note sheet
 - c. General construction note sheet
 - d. Existing Conditions plan.
 - e. Erosion Control and Tree Protection Plan.
 - f. Site Plan. Include property line boundaries, water quality pond boundaries, sidewalk improvements, right-of-way (existing/proposed), easements (existing/proposed), and sidewalk and road connections to adjoining properties.
 - g. Grading Plan, with 1-foot contours.
 - h. Composite Utility Plan; identify storm, sanitary, and water lines; identify storm and sanitary manholes.
 - i. Detailed Plans; show plan view and either profile view or provide invert elevations at all utility crossings; include laterals in profile view or provide table with invert elevations at crossings; vertical scale 1"= 5', horizontal scale 1"= 20' or 1"= 30'.
 - j. Street Plans.
 - k. Storm Sewer/drainage Plans; number all lines, manholes, catch basins, and cleanouts for easier reference
 - l. Water and Sanitary Sewer Plans; plan; number all lines, manholes, and cleanouts for easier reference.
 - m. Detailed Plan for stormwater management facilities (both plan and profile views), including water quality orifice diameter, manhole and beehive rim elevations, growing medium, and a summary table with planting area, types and quantities. Provide details of inlet structure, energy dissipation device, drain inlets, structures, and piping for outfall

structure. Note that although stormwater facilities are typically privately maintained they will be inspected by engineering, and the plans must be part of the Public Works Permit set.

- n. Composite Franchise Utility Plan.
 - o. City of Wilsonville detail drawings.
 - p. Illumination Plan.
 - q. Striping and Signage Plan.
 - r. Landscape Plan.
7. Design engineer shall coordinate with the City in numbering the sanitary and stormwater sewer systems to reflect the City's numbering system. Video testing and sanitary manhole testing will refer to City's numbering system.
 8. The applicant shall install, operate and maintain adequate erosion control measures in conformance with City Code and the Public Works Standards during construction and until such time as approved permanent vegetative materials have been installed.
 9. Applicant shall notify City before disturbing any soil on the respective site. If 5 or more acres of the site will be disturbed applicant shall obtain a 1200-C permit from the Oregon Department of Environmental Quality. If 1 to less than 5 acres of the site will be disturbed a 1200-CN permit from the City of Wilsonville is required.
 10. The applicant shall be in conformance with all stormwater treatment and flow control requirements for the proposed development per the Public Works Standards. Unless the City approves the use of an Engineered Method, the City's BMP Sizing Tool shall be used to design and size stormwater facilities.
 11. A storm water analysis prepared by a Professional Engineer registered in the State of Oregon shall be submitted for review and approval by the City.
 12. Proprietary stormwater management facilities are only allowed where conditions limit the use of infiltration (e.g., steep slopes, high groundwater table, well-head protection areas, or contaminated soils). If a proprietary stormwater management facility is approved by the City, prior to City acceptance of the project the applicant shall provide a letter from the system manufacturer stating that the system was installed per specifications and is functioning as designed.
 13. Stormwater management facilities shall have approved landscape planted and approved by the City of Wilsonville prior to paving.
 14. The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems.

Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards.

15. All survey monuments on the subject site, or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
16. Sidewalks, crosswalks and pedestrian linkages shall be in compliance with the requirements of the U.S. Access Board.
17. No surcharging of sanitary or storm water manholes is allowed.
18. The project shall connect to an existing manhole or install a manhole at each connection point to the public storm system and sanitary sewer system.
19. The applicant shall provide adequate sight distance at all project driveways by driveway placement or vegetation control. Specific designs to be submitted and approved by the City Engineer. Coordinate and align proposed driveways with driveways on the opposite side of the proposed project site.
20. The applicant shall provide adequate sight distance at all project street intersections, alley intersections and commercial driveways by properly designing intersection alignments, establishing set-backs, driveway placement and/or vegetation control. Coordinate and align proposed streets, alleys and commercial driveways with existing streets, alleys and commercial driveways located on the opposite side of the proposed project site existing roadways. Specific designs shall be approved by a Professional Engineer registered in the State of Oregon. As part of project acceptance by the City the Applicant shall have the sight distance at all project intersections, alley intersections and commercial driveways verified and approved by a Professional Engineer registered in the State of Oregon, with the approval(s) submitted to the City (on City-approved forms).
21. Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer. Landscaping plantings shall be low enough to provide adequate sight distance at all street intersections and alley/street intersections.
22. Applicant shall design interior streets and alleys to meet specifications of Tualatin Valley Fire & Rescue and Republic Services for access and use of their vehicles.

23. The applicant shall provide the City with a Stormwater Maintenance Easement Agreement (on City-approved forms) for City inspection of those portions of the storm system to be privately maintained.
24. Stormwater management facilities may be located within the public right-of-way upon approval of the City Engineer. Applicant shall maintain all stormwater management facilities.
25. The applicant shall "loop" proposed waterlines by connecting to the existing City waterlines where applicable.
26. Mylar Record Drawings:

At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. mylar and an electronic copy in AutoCAD, current version, and a digitally signed PDF.

From: [Matt Conniry](#)
To: [Luxhoj, Cindy](#)
Subject: Regarding Proposed Construction at 30535 SW Magnolia Ave
Date: Friday, August 14, 2020 3:40:07 PM

[This email originated outside of the City of Wilsonville]

To whomever it may concern:

As a homeowner on SW Magnolia Avenue, I would like to formally express my discontent with the proposed building project of a 6-unit townhome at 30535 SW Magnolia Avenue. It is frankly frustrating to see that Wilsonville's development team does little to align their interests with the interests of the local community within which they propose to build. Increasing traffic 50% to an otherwise quiet street is one thing but offering no meaningful investment prior to this building project is another. The roads are old and the drainage is poor due to there being no sidewalks. The city has not meaningfully invested in the Old Town neighborhoods to make them safer or more appealing yet seeks to increase traffic significantly. It is insulting for the city to put a modern building in a neighborhood it has otherwise neglected. It serves only to demonstrate that the interests of expansion outweigh any interest to invest in the citizens who already call it home. I truly hope that this proposal will be rejected in the interests of those who already live here.

Sincerely,

Matthew Conniry
mattconniry@gmail.com
30590 SW Magnolia Ave





Opposition to the Plan for New Apartments on the North End of Magnolia

AUG 14 2020

1. It is out of character with the adjoining neighborhood

Granted there are apartments directly across the property line to the north – however the access and egress to the new apartment site clearly demonstrates that the site is part of the Old Town Neighborhood and thus the existence of the apartments to the north is clearly without weight in the discussion. Thus, particularly in this case, 'lines' do mean something.

The neighborhood is indeed is apart of single family homes - no multiple housing of any kind in this given area of Magnolia Avenue.

Large, massive, two story buildings (dictated by putting in apartment complexes) are simply out of character for the Magnolia Avenue area/neighborhood, especially given the less than normal size of the turn about at the end of the street.

Many houses are over 100 years old and highlight the uniqueness of Old Town.

2. Traditional issue about traffic

Putting multiple living spaces within a city lot obviously multiplies the amount of traffic that one lot would normally be expected to produce. Should the units have a man and a wife, and maybe a teenager or two – all of a sudden you are adding maybe four cars for potentially each unit where normally there would be only maybe two.....then multiply this dynamic across the number of units and you could be adding 12 -16 cars to the in and out traffic rather than just one or two if the lot was used in accordance to all neighboring lots are. (Is onsite parking available for what would be the required amount of parking - or is it discriminatory against people with teenagers? Or older citizens who will need extra parking for those coming to help care for them?)

This issue is further clouded by the City's decision to allow some 4000 cars a day along a street (Boones Ferry Road) and the major intersection these new vehicles would be required to traverse (Boones Ferry and 5th) to get to and through the neighborhood to arrive at their home. This of course refers to the City's decision to build a 5th Street extension to Brown Road rather than a straighter, shorter, more convenient course west on Bailey Street.

3. Does the plan meet the design standards set up in the Old Town Neighborhood Plan as established by City Council?

Many design standards were established, and sanctioned by the City Council, to apply to all new buildings in the Old Town Neighborhood area. I don't know whether those plans are being followed or not (i.e. We have had to remind the City/Public Works on multiple occasions that they passed those Standards and that they thus need to be adhered to!) One standard was to maintain the large lots, and the character of buildings that were already established in the neighborhood. Large massive, two story, bulky buildings do not fit the sanctioned character of what was trying to be preserved in the neighborhood via the Old Town Plan for this area.

4. We don't want more special conditions allowed

Historically, Old Town originally went north to include the area of Burger King and 7-11. Then this was shrunk to Wilsonville Road. Fred Meyer came in and the City shrunk us again south to Bailey. The City then forced their desire on Old Town for a commercial strip along Boones Ferry Road down to 5th. It hit Old Town again by taking out its entire NE corner with Subaru. The bicycle pedestrian bridge will dynamically affect Old Town – leaving us with maybe a street and a half remaining of the former, original area. The City seems to be trying to wipe Old Town off the map – all of these 'boundary changes' have occurred AGAINST Old Town desires and input. This current application is simply one more effort to shrink and kill Old Town.

MARY-ELIZABETH HARPER
Mary-Elizabeth Harper
30605 SW MAGNOLIA AVE

Steven Van Wecker
30730 SW Magnolia
Wilsonville OR 97157

Comments on Proposed 6-Unit Townhome Development on Magnolia Avenue at 30535 SW Magnolia Avenue in the Old Town Neighborhood

Nathan & Sandi Lawrence
30555 SW Magnolia Avenue
503-682-8013

We have lived at 30555 SW Magnolia Avenue for the last 27 years, adjacent to what is currently the vacant lot with the proposed development. When we purchased our home in 1993, an older owner-occupied single family dwelling existed on the lot, which was subsequently sold to a developer who tore the home down. We have a long history as residents of Wilsonville and the Old Town neighborhood. In 1984, Nathan bought his first home in Old Town Wilsonville where the Fred Meyers property is now. Sandi began working in Wilsonville in 1983, then purchased a condo at Boeckman Creek in 1986. We met, married, bought our home, and raised our four children here – two of whom still live in Wilsonville. We love the Old Town Wilsonville Neighborhood with its historic character, and we hope the developers will preserve this special community's uniqueness and charm.

Our neighbors are in agreement with these comments and asked us to include them:

Richard & Julie Rayniak
30560 SW Magnolia Avenue
503-516-7155/503-515-9965

RECEIVED

AUG 14 2020

Kelly Morgan
30570 SW Magnolia Avenue
503-403-8511

REFERENCE

Old Town Overlay:

<https://www.ci.wilsonville.or.us/ordinances/ordinance-no-810>

Proposed Development:

<https://www.ci.wilsonville.or.us/residents/page/drj-panel-b-public-hearing-notice-august-24-2020-drj>

HEIGHT CONCERNS

The proposed height is 55' with 2 three-story triplexes. The Old Town Overlay was created to preserve the unique, historic character of Wilsonville's Old Town Neighborhood including maintaining a desired small scale for any future new construction and remodels. Homes are to be built to reflect the immediate context. If the immediate context is 1 story, then the dwelling is to stay within 1.5 stories. If the immediate context is mixed, then any new construction would stay within 2 stories.

The immediate context, closest houses to this property are:

- 30555 SW Magnolia Avenue — 1920 single-story Bungalow-style home with no driveway or off street parking.
- 30560 SW Magnolia Avenue — 1962 single-story Ranch-style home with a single car driveway and garage.



- 30520 SW Boones Ferry Road — 1960 single-story Ranch-style home.
- 30550 SW Boones Ferry Road — 1960 single-story Ranch-style home.

The other two sides of the lot are two-story apartment buildings at Boones Ferry Village located at 9280 SW Bailey St, Wilsonville, OR 97070

- The Old Town Overlay states in Exhibit B, Ordinance No. 810 on Page 4:

2.2 Does your building height fit into the immediate context?

- i. Immediate context is defined as the homes on the same block face as the project as well as the homes along the facing street.
 - a. If immediate context is 1 story, stay within 1.5 stories
 - b. If immediate context is mixed, stay within 2 stories
 - c. If project is along SW Boones Ferry Road, north of SW 4th, dwellings are encouraged to be 2 stories

- Attachment A LP17-004 Record (pages 8 and 12) states **28' Maximum** for two stories on both the Craftsman and Farmhouse styles. There is no option or allowance for three story homes in the Old Town Overlay.

PARKING CONCERNS

According to the plans, there is a single garage and single car driveway space in front of each townhouse. There doesn't seem to be any additional parking for additional occupants nor for guests.

At present, there simply is nowhere to park along the street on the north block end of Magnolia Avenue in Old Town. Some houses have only a single car garage and driveway, while some have no driveway. There is simply very little parking and the street can get crowded. If someone parks at the end of the cul-de-sac in front of the fence, it blocks the gate that is for fire access. There once was a sign on the gate, but it has fallen off from all the teens and young adults who climb that fence to get to the apartments on the other side (because they don't want to walk around).

As parking is limited on Magnolia Avenue, the neighborhood protocol is to park only in front of your own property. If any of these new townhouse occupants or their guests park outside of the development, it will cause their neighbors on the street to have nowhere to park their cars. At times like Thanksgiving, we park up at the Catholic church for our overflow parking. Sometimes we will park our vehicles in the alley behind our home so we can free up some guest parking. It's not a great solution, but really what is? Not having enough parking or guest parking on site in the development will cause a burden on the existing neighbors on the street, especially:

- The home of 30555 SW Magnolia Avenue is a 1920 single-story Bungalow-style home with no driveway or off street parking. There is a fire hydrant at the corner of this lot and the owners have received a parking ticket for parking too close to the hydrant.

- The home of 30560 SW Magnolia Avenue is a 1962 single-story Ranch-style home with a single car driveway and garage. Additional RV parking to the side of the lot (they have a motorhome). There is only room to park one car on the street and the residents use that spot.

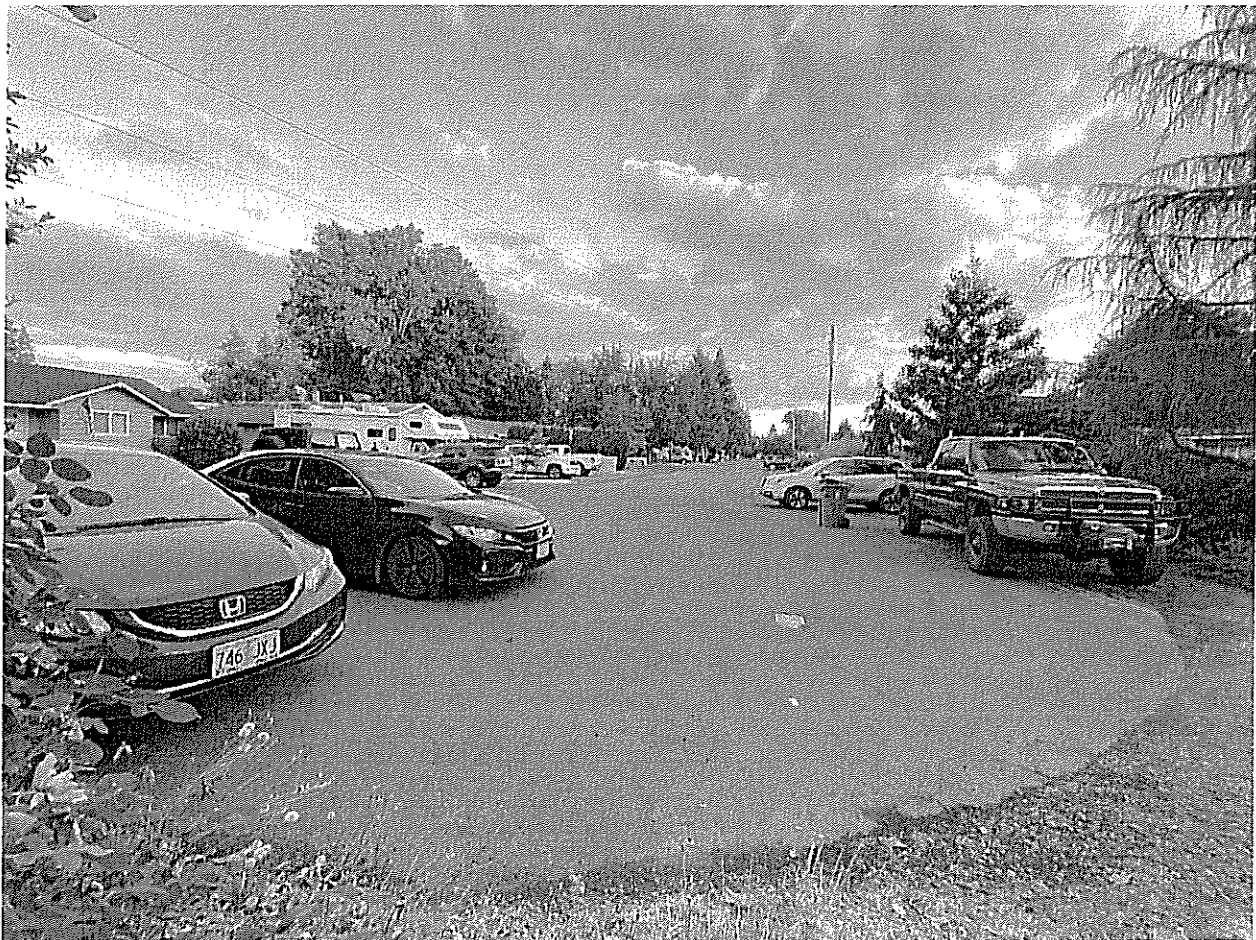
GARBAGE DAY

Garbage day is crowded. There are 3-4 containers per house lined up on each side of the street. One each for garbage, yard debris, and recycling. There is an additional small bin for glass recycling as well. The garbage trucks have difficulty turning around at the end of Magnolia in the cul-de-sac as it is a smaller than typical cul-de-sac measuring 57' at the widest spot of the asphalt. There is really no room for additional garbage cans out on the street. Accommodations must be made for garbage pickup within the development and for the garbage trucks to be able to turn around in there as well. There doesn't look like enough room in the existing plans for this.

OVER CROWDED

This proposed development is simply overcrowded for that lot, space, and neighborhood. It will overwhelm the street and existing neighbors. We are not opposed to developing that lot. We just ask that it be done in keeping with the Old Town Overlay and the surrounding homes in the neighborhood. This plan has too many dwellings, height of buildings is too high, and without enough parking for the space they are proposing to put it in. Additionally, it will remove many beautiful, mature trees at the lot's edges that could be preserved with a different, reasonable design.

Looking out from lot to street/neighborhood on Aug 6, 2020 at 8:13:10 PM.

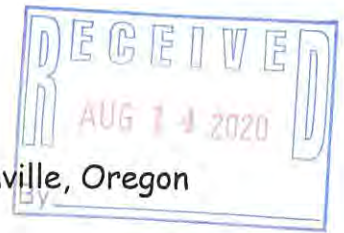


Looking towards lot on Aug 6, 2020 at 8:11:23 PM



Looking towards lot on Aug 6, 2020 at 8:11:23 PM





To: City of Wilsonville - Design Review Board B
 From: Rosanne Case, Old Town Wilsonville, 9150 SW 4th Street Wilsonville, Oregon 97070
 Re: Magnolia Avenue Apartments, 30535 Magnolia Avenue Wilsonville, Oregon 97070

Brief History of Old Town Wilsonville.

Wilsonville was originally occupied by a band of the Calapooya tribe, followed by retired members of the Hudson Bay Company. In 1846 the first American settlers arrived in the area. Thanks to the Donation Land Grant, they made this area their home. The town was original known as Boone's Landing. The US Postal Service change the name to Wilsonville, in honor of the new Post Master, Charles Wilson, in 1880. Old Town has been located in this location for 174 years.

The architecture of Old Town Wilsonville is part of the transportation history of Oregon. The architecture style range from Willamette Valley Farm House to Vernacular to Victorian to Craftsman to the 1950s ranch style. Old Town's heritage includes the arrival of ferries to cross the Willamette River to the building of I-5. Steams boats traveling the upper Willamette would stop to pick up cargo and passengers. The Oregon Electric Railroad stopped, where Tim Knapp's original business is located to pick up cargo and passengers. The historic architecture follows these development. Plus there is one of the few 1960s "Butterfly" houses in Oregon, thrown in for good measure. With the opening of I-5 and the Boone Bridge, Oregon's transportation moved to the east.

Old Town Architecture.

Because Old Town predates Oregon's land use laws and Metro, the State allows flexibility when it comes to ordinates and zoning. Housing density in historic areas does not need to be interpreted as narrowly as in new building areas. The land use laws encourages new structures to blend into the existing historical structures.

This brings us to the Magnolia Avenue Apartments. They don't fit in at all. There has never been a three story, primary residential building of any type in the history of Old Town. The buildings have always been two stories. The church tower doesn't count because it is a church. The three story Bell Tower building in the Fred Meyer mall is a) in a commercial zone with businesses on the first floor and b) there are apartments above. This type of multi use housing is discussed in the West Side Planning Task Force work. Bell Tower is also located in commercial of the Square 76 plan. The lot that the Magnolia project is proposed for, was divorced from the Square 76 Plan decades ago. It



is now located in a traditionally residential zone which now takes precedence over the Square 76 commercial zone it is physically separated from by tradition.

I would like to talk about the proposed two, three story triplexes.

- First, the two buildings are just too tall and they are out of place and proportion in Old Town. Once the trees are cut down, they will completely dominate the visible space and will look totally out of place.
- Second, there isn't enough space on that lot to place two three story triplex and accommodate automobiles and people safely. The driveway entrance is terrible. It was an after thought because the developer of the larger apartment complex didn't want that property and didn't want the occupants of that property driving through his complex. The entrance originally fronted onto the apartment complex.
- Third, originally that property was part of the Old Square 76 plan but was separated and abandoned from the project.
- Fourth, With three stories the triplexes exterior lights will shine into the neighbors rooms and yards. It could also be mistaken for a business or hotel. The increase of the traffic into Old Town from triplexes residents, their visitors, lost people looking for the hotel, would help clog Boones Ferry Road more than now. There is still only one way in and one way out. Traffic still backs up daily. The "escape road" will always be on the back burner, because the location of the escape road will not work.
- Fifth, there is a two story 4 plex townhouse down at the end of Magnolia on Tauchman. It is part of a larger complex. But because of the slope of the river terrace, it blends in with the surrounding one story duplexes. It was also built in the 1970s. Fifty years is the legal definition of Historic in the US.

Architectural Considerations

From looking at the renditions of the buildings on Base Design + Architecture's website, I don't think the architects really thought about the placement of buildings and how those vehicles would get in and out their driveways or the complex safely. Did they consider the sight lines looking south. It is now a dead end and children congregate at dead ends to play. There is no guarantee the tenants will drive sedans. Most people in Oregon seem to drive big rigs with poor maneuverability. There are two complexes in Old Town that were ramrodded through the planning process, and where the architects skimmed on parking and driveway space. One is two two story duplex on Boones Ferry and other is diagonally across the street from my home at Fir and 4th streets. Which is next to the church. Several of those homes will be hitting the fence between the development and St. Cyril Church's parking lot when they try to get out of their garages.

My conclusions

In what is going to be known as the "Covid Decade," the architects didn't account for the safety of the tenants or the community. With the two triplexes, there isn't enough room for tenant or visitors to maintain 6 feet social distance, leaving and entering their home because of the close proximity of garages, driveways, and front doors to one another and their immediate neighbors; as currently mandated by the State of Oregon. Sadly, Covid isn't going away soon and will haunt our communities for years. With the very small patches of greenery and grass, in addition to lack of trees, there is no real open area where residents and children can be outside to safely sit, gather or play.

Architecturally, the buildings style is terrible, bland, too tall, and not with in the historical architectural range of 1880 to 1930. It seems like Base Design + Architecture, LLC did not study the Old Town Overlay and Pattern book or research what apartments or multi-plexes would have looked like in the past 174 years of architectural styles available to them. The architectural firm that designed the Fred Meyer mall went out and looked around the cities and towns of the Willamette Valley and the Metro area to see what the historic commercial architecture looked like. These two buildings' design looks like the architect opened someone else's architecture pattern book and grabbed the first and cheapest set of plans they saw without considering the historic timeline of Old Town. There seems to be little thought put into this project. Our goal with the Overlay and Pattern book was to give architects a way to create buildings that blend into the existing structures. We made it so the buildings can be built using modern materials to make their building look old; without using specific historical materials. In the close local vicinity I have not seen historic apartments or multi-plexes taller than 2 stories from this time line. As a former teacher, I give this company an "F" for failing to do their research and homework. I'd send them back to redo it properly.

The best fit for Old Town would be to build two one story duplexes which would fit far better with the Old Town Overlay and in that space. There would be more room for the residents to move their vehicles in and out safely and more outside room for children, adults and for the vehicles. Done right the building will integrate nicely into our neighborhood, it wouldn't loom over the neighborhood and look like misplaced Amazon boxes when seen from I-5. There wouldn't be lights shining into the neighbors bedrooms and yards at night. There would be more sunlight, which is healthier.

From: howtheheckareu@aol.com
To: [Luxhoj, Cindy](#)
Subject: 6 Unit Townhome on Magnolia Avenue
Date: Friday, August 14, 2020 2:47:12 PM

[This email originated outside of the City of Wilsonville]

Dear Ms. Luxhoj:

I am writing in regard and with concern for the proposed 6 unit Townhome proposal on 30535 SW Magnolia Avenue. My husband and I have lived in this neighborhood since 1991, we raised our family here and have enjoyed quiet peaceful living in this tucked away neighborhood of single family homes while appreciating the safe environment it has provided for families and children who live and play on this quiet street. A proposed 6 unit townhouse would have a negative impact on this peaceful community in countless ways, including, but not limited to the following:

*This neighborhood is historically comprised mostly of single family dwellings and in accordance with The Old Town Overlay, any future buildings must preserve and be in keeping with the immediate context of homes which the proposed units would certainly not be. The Overlay was designed to preserve the unique and historic characteristics of Old Town which again the proposed units would certainly not.

*This has been and continues to be a community of homeowners and neighbors who are invested in one another and in our homes, whereas research shows that apartment dwellers are less likely to care about a community due to the fact that most often they are only residing in an area temporarily and also have no financial or personal investment in the property or community in which they are living which has the potential to lower property values along with sense of community.

*Data shows that a high concentration of renters negatively impacts property values up to 14%. We already have the apartment complex nearby on Bailey and rentals down by the river and on Fir Street which already puts this area into the "high renter" category...far too many to consider adding another in order to maintain a neighborhood feel.



* There is not adequate parking in the lot for the proposed units, no parking for visitors or two car families which would result in overflow into the street which is already congested creating a plethora of problems and hazards together with far too much traffic and safety for this small street.

* There does not seem to be adequate room for emergency vehicles ie fire trucks, ambulances to fully and adequately access this property should there be a need, not to mention the height of the proposed townhomes in the event of a fire and the close proximity to other dwellings should that unfortunate circumstance occur.

* The height of these properties is far too high and there are no allowances for construction of this height in the Old Town Overlay, not to mention that it would allow occupants of the townhomes to look into the backyards of single family dwellings which would greatly impact privacy, livability and home values and would infringe on the rights of homeowners compromising the integrity of the neighborhood not to mention inhibiting solar access.

*Concerns regarding garbage/dumpsters and water services etc. in an already tight and taxed system.

*Research and data shows that a greater number of police incidents occur in multi dwelling units.

*Construction vehicle traffic for these units would greatly diminish livability, safety for all residents with heightened concern for the children who live, visit and play on this street.

We are long-time residents, community members and tax payers here while I also have worked in Wilsonville in both the private and public school system for nearly 20 years while raising our family. We are invested in the city, our community and the people of our neighborhood, and it is our hope that you will take to heart how heavy this proposal weighs on us and our neighbors while considering the negative impacts voiced by all residents as though it were your own community being impacted. This is not a welcomed or positive proposed change for this neighborhood, and we are opposed to this proposal in every way.

Thank you for your time and consideration. Take care and stay well.

Sharon & James Olson
30610 SW Magnolia Avenue
Wilsonville, OR 97070

From: [Shelly Mendoza](#)
To: [Luxhoj, Cindy](#)
Subject: Development Review Board Members
Date: Friday, August 14, 2020 2:01:17 PM

[This email originated outside of the City of Wilsonville]

Dear Cindy Luxhoj and Development Review Board Members:

This letter is regarding community concerns associated with the proposed 6-unit townhome development at 30535 SW Magnolia Avenue, Wilsonville, Oregon.

My son and I have resided at 30595 SW Magnolia Avenue approximately 6 years. The main attraction for us in choosing this home and street was the quiet, country atmosphere while still living within walking distance of local shops and quick access to I-5. After becoming part of this community, I can add that an additional attraction for us now is our friendly neighbors.

We are concerned with how a multi-unit housing addition will benefit our quiet neighborhood.

How will it impact our water pressure?

Property values would likely decrease due to the loss of that quiet country appeal we experience and love at Magnolia Avenue.

How will our environment change with increased noise, traffic and pollution?

My son and I both have asthma and I have pulmonary hypertension. Both are negatively impacted by pollution including dust and car fumes. It seems unavoidable that the introduction of multiple housing units would bring more pollution which could exacerbate our medical conditions and further increase our risks to Covid-19, as well as increase the carbon footprint of our neighborhood.

We are concerned about traffic congestion and safety with increased vehicles present during construction and after project completion.

With additional construction, residential and visiting vehicles, how would we all be evacuated in case of emergency and/or natural disaster with only one street outlet?

Furthermore, we and the environment would benefit from a nature area or park more than we would with multi story housing units. That said, we know affordable and sustainable housing is necessary; however, there are many sites in the area that would benefit and be less impacted than our quiet Old Town Neighborhood.

Thank you for your time and for the opportunity to raise our questions regarding the future of our Magnolia Avenue extended family.



Feel free to contact me as needed.

With appreciation,

Shelly Foghorn Mendoza MS CCC-SLP
Jared Mendoza Foghorn

30595 SW Magnolia Avenue
Wilsonville, OR 97070

541-808-7050

[Sent from Yahoo Mail for iPhone](#)

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, AUGUST 24, 2020

6:30 PM

VII. Board Member Communications:

- A. Results of the August 10, 2020 DRB Panel A meeting

City of Wilsonville

Development Review Board Panel A Meeting Meeting Results

DATE: AUGUST 10, 2020		
LOCATION: 29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR		
TIME START: 6:40 P.M.		TIME END: 8:17 P.M.

ATTENDANCE LOG

BOARD MEMBERS	STAFF
Daniel McKay	Kimberly Rybold
Angela Niggli	Barbara Jacobson
Katie Hamm	Miranda Bateschell
Jean Svadlenka	Cindy Luxhoj
Ken Pitta	Philip Bradford
	Daniel Pauly
	Khoi Le
	Shelley White

AGENDA RESULTS

AGENDA	ACTIONS
CITIZENS' INPUT	None.
CONSENT AGENDA	
A. Approval of minutes of May 11, 2020 DRB Panel A meeting	A. Unanimously approved.
PUBLIC HEARING	
A. Resolution No. 380. Frog Pond Ridge Subdivision: Li Alligood, AICP, Otak – Representative for West Hills Land Development, LLC – 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) for approximately 15.93 acres of property located on the west side of Stafford Road south of SW Frog Pond Lane, 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, Type C Tree Plan, Waiver to Minimum Front Setback, and Abbreviated SRIR Review on 16.25 acres for a 71-lot single-family subdivision. The subject site is located on Tax Lots 1500 and 1700, a portion of 1800, and a portion of Stafford Road right-of-way, Section 12D, and a portion of Tax Lot 400, Section 12DD, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Staff: Cindy Luxhoj	A. Resolution 380 was unanimously continued to August 31, 2020 date certain.
Case Files: DB20-0007 Annexation DB20-0008 Zone Map Amendment DB20-0009 Stage I Preliminary Plan DB20-0010 Stage II Final Plan DB20-0011 Site Design Review of Parks and Open Space	

<p>DB20-0012 Tentative Subdivision Plat DB20-0013 Type C Tree Plan DB20-0014 Waiver – Front Setback SI20-0001 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>B. Resolution No. 381. I & E Construction: David Hardister, Woodblock Architecture – Representative for I & E Construction – Owner/ Applicant. The applicant is requesting approval of a Site Design Review for exterior changes and a Class 3 Sign Permit and Waiver for I & E Construction. The site is located at 27375 SW Parkway Avenue on Tax Lot 303 of Section 11, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Philip Bradford</p> <p>Case Files: DB20-0033 Site Design Review DB20-0034 Class 3 Sign Permit and Waiver</p>	<p>B. Resolution No. 381 was unanimously continued to September 14, 2020 with requests for additional renderings of the sign sizes, the perforated metal, contrasting colors on the front façade, and scale and location of the proposed sign on the building.</p>
<p>BOARD MEMBER COMUNICATIONS</p>	
<p>A. Results of the July 27, 2020 DRB Panel B meeting B. Recent City Council Action Minutes</p>	<p>Staff highlighted key actions in the Results and Action Minutes</p>
<p>STAFF COMMUNICATIONS</p>	
	<p>Staff noted opportunities for public input on the I-5 Pedestrian Bridge and Plaza.</p>

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, AUGUST 24, 2020

6:30 PM

VII. Board Member Communications:

B. Recent City Council Action Minutes

City Council Meeting Action Minutes
July 20, 2020

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Cathy Rodocker, Finance Director
Mark Ottenad, Public/Government Affairs Director
Miranda Bateschell, Planning Director
Zach Weigel, Capital Projects Engineering Manager
Kimberly Rybold, Senior Planner
Martin Montalvo, Public Works Ops. Manager
Bill Evans, Communications & Marketing Manager
Beth Wolf, Information Systems Analyst
Matt Baker, Facilities Supervisor
Kerry Rybold, Natural Resource Manager
Dan Pauly, Planning Manager
Andy Stone, IT Director

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Chris Neamtzu, Community Develop. Director

AGENDA ITEM	ACTIONS
WORK SESSION	
A. I-5 Pedestrian Bridge and Gateway Plaza	Staff provided an update on the proposed I-5 Pedestrian Bridge project, including preliminary design drawings that display bridge and gateway plaza options.
B. TGM Grant Application for Basalt Creek Planning	Council was briefed on Resolution No. 2832, which supports the 2020 transportation and growth management (TGM) planning grant application to Oregon's TGM Program for the Basalt Creek Development Code Implementation Project.
C. Membership with the RWPC	Council directed staff to pursue renewing the City's participation in the Regional Water Providers Consortium (RWPC).
D. Urban Forest Management Plan	Council heard an update on the status of the City's first comprehensive Urban Forest Management Plan.
E. 2021 LOC State Legislative Priorities Survey	Council established the City's legislative priorities to respond to the League of Oregon Cities (LOC) legislative priorities survey.
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.

<p><u>Communications</u></p> <p>A. State of the District/COVID-19 Update</p> <p>B. COVID-19 Facilities and Programs Update</p> <p>C. 2020 Community Survey</p>	<p>Tualatin Valley Fire & Rescue (TVF&R) Chief Weiss shared an update on the agency’s COVID-19 prevention plan.</p> <p>Staff provided an update on the City’s COVID-19 response efforts, including reimbursements, safety controls and environmental controls to reduce the risk of transmission.</p> <p>Staff shared results of the National Community Survey participation and satisfaction with City services.</p>
<p><u>Consent Agenda</u></p> <p>A. None.</p>	
<p><u>New Business</u></p> <p>A. <u>Resolution No. 2829</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 Coffee Creek Area Plan District.</p> <p>B. <u>Resolution No. 2831</u> A Resolution Authorizing A Five Year Capital Interfund Loan From The General Fund To The Stormwater Operating Fund.</p> <p>C. <u>Resolution No. 2832</u> A Resolution Of The City Of Wilsonville Supporting The 2020 Transportation And Growth Management Planning Grant Application To Oregon’s Transportation And Growth Management Program For The Basalt Creek Development Code Implementation Project.</p> <p>D. <u>Resolution No. 2834</u> A Resolution And Order Amending Resolution No. 2818 To Further Extend The Local State Of Emergency And Emergency Measures, As Authorized By Resolution No. 2803.</p>	<p>Resolution No. 2829 was adopted 5-0.</p> <p>Resolution No. 2831 was adopted 5-0.</p> <p>Resolution No. 2832 was adopted 5-0.</p> <p>Resolution No. 2834 was adopted 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. None.</p>	
<p><u>City Manager’s Business</u></p>	<p>Announced that the cover of the adopted budget book is dedicated to the remembrance of Tony Holt.</p>

	Reminded that the Planning Commission recruitment is active and closes on August 5, 2020.
<u>Legal Business</u>	No report.
URBAN RENEWAL AGENCY	
<u>Consent Agenda</u> A. Minutes of the June 15, 2020 URA Meeting.	The Consent Agenda was approved 5-0.
<u>New Business</u> A. <u>URA Resolution No. 309</u> A Resolution Authorizing An Intergovernmental Agreement With The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The Coffee Creek Area Plan District For The Purpose Of Funding The Construction Of Capital Improvement Projects By The Agency.	URA Resolution No. 309 was adopted 5-0.
ADJOURN	9: 40 p.m.

Special City Council Meeting Action Minutes
August 3, 2020

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Staff present included:

Staff present included:
Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Beth Wolf, Information Systems Analyst

AGENDA ITEM	ACTIONS
WORK SESSION	
A. None.	
REGULAR MEETING	
<u>Mayor's Business</u>	
A. None.	
<u>Communications</u>	
A. None.	
<u>Consent Agenda</u>	
A. None.	
<u>New Business</u>	
A. <u>Resolution No. 2839</u> A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Real Property From United Church Of Christ.	Resolution No. 2839 was adopted 5-0.
B. Draft Environmental Assessment Letter Response	Council moved to authorize staff to submit a letter in response to the draft environmental assessment that was completed on the Aurora Airport for work to be done within the airport facility. Motion passed 4-1.
<u>Continuing Business</u>	
A. None.	
<u>Public Hearing</u>	
A. None.	
<u>City Manager's Business</u>	No report.
A. None.	
<u>Legal Business</u>	No report.
A. None.	
ADJOURN	1:04 p.m.