

May 2025 Monthly Report

Building Division

Navigating the Permit Process: A Pathway to Successful Construction Projects

Permitting is a crucial step in the construction process, ensuring compliance with safety standards and building codes.

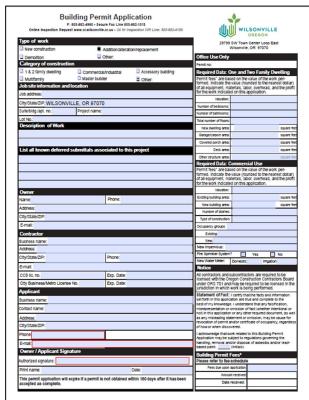
Understanding the Permit Process:

- The permit process is more than just paperwork. It's a vital checkpoint in the construction journey. Here's an overview:
- Application Submission: It all begins with submitting a complete application that details the proposed construction. Accuracy and thoroughness in the application are key to avoiding delays.
- Plan Review: Our team meticulously reviews the plans to ensure compliance with building codes, zoning regulations, and safety standards. This step is essential to identify potential issues before construction begins.
- Permit Issuance: Once the plans are approved, the permit is issued, allowing the construction project to commence. This document signifies that the proposed work meets the necessary requirements.
- Inspections: Throughout the construction phase, inspections are conducted to verify that the work is being executed as per the approved plans and meets safety standards.
- Final Approval: After successful inspections, the project receives final approval, indicating that it aligns with the approved plans and complies with building codes.

Significance of Building Permits:

Building permits serve several critical purposes:

- Safety and Compliance: Permits ensure that construction meets safety standards, safeguarding the well-being of occupants and preserving property values.
- Quality Control: Compliance with building codes and regulations guarantees quality construction, protecting against potential hazards.
- Community Development: Permitted construction contributes to planned community growth, aligning with zoning ordinances and development guidelines.



Economic Development Division

Growing Bioscience

With the arrival of Twist Bioscience in 2022, the City of Wilsonville became a focal point for the bioscience industry in the State of Oregon. As such, staff has engaged with the Oregon Bioscience Association, who originally brought the Twist lead to the metro area in 2020. They continue to be a good partner. Staff works with them to attract additional bioscience companies to the State and region. Staff attended a workgroup Oregon Bio convened to strategize and discuss how we can grow this industry further, together. Other attendees included industry leaders, consultants, Business Oregon, Greater Portland Inc, and the City of Hillsboro.



Westside Economic Alliance (WEA) Presentation

On May 1, staff presented on the topic of Basalt Creek, before the WEA Land Use and Housing Committee. The presentation, prepared by Associate Planner Cindy Luxhoj, highlighted the genesis of this planning area, from the time it was brought into the urban growth boundary (UGB), through the concept planning phase that happened in the years and months leading up to 2018, when the Basalt Creek Concept Plan was adopted. Further, the presentation highlighted the City's ongoing planning work for this area, as well as the challenges and opportunities for economic development that exist here.

OEDA Finance Class

On May 2nd, Economic Development Manager (EDM), Matt Lorenzen, helped present at a professional development seminar hosted by the Oregon Economic Development Association (OEDA) in Salem. EDM presented specifically on the topic of Tax Increment Finance, but the class theme was Economic Development Finance broadly. Attendees are working toward their OCED (Oregon Certified Economic Developer) certification. EDM does not hold this certification; rather, he holds the CEcD (Certified Economic Developer) credential, through the International **Economic Development Council** (IEDC) and acts as the Co-Chair of the OEDA Tax Increment Finance Committee.



Wilsonville Industrial Land Readiness TAC Meeting

On May 6, together with Planning staff, EDM held a kick-off meeting for the Technical Advisory Committee (TAC) that will be providing input regarding the City's WILR (Wilsonville Industrial Land Readiness) project and more specifically, the Economic Opportunities Analysis and Economic Development Strategy components. The meeting was well-attended and engagement was high. Our second meeting will be in June. Recommendations from this group will be brought to the Planning Commission and City Council later this year.

Economic Development Division

AFC Industries Moves to Wilsonville

AFC Industries is a distributor of fasteners (nuts and bolts) and engineered components for OEM

Manufacturers, Utilities, Distributors, and users of C-Class components. They are leasing roughly half of the recently completed Grahams Ferry Industrial Center, located between Garden Acres Road and Grahams Ferry, just south of Day Road. On May 9, Community Development staff held a short meeting with AFC to welcome them to the City and discuss the permitting process and timeline associated with their tenant improvement project.



Budget Committee

EDM assisted with the presentation of the Community Development Department budget at the second Budget Committee meeting on May 13. There were a few questions about the development pipeline and the vacancy rates in the City. It was noted that the commercial vacancy rate is higher than the industrial vacancy rate, which is relatively low, historically, and as compared to the region and metro submarket at 2.5%.

Siemens Real Estate

Siemens, a global technology company specializing in industrial automation, digitalization, and smart infrastructure, acquired Mentor Graphics in 2017, including the real estate holdings on and near the Mentor campus on Boeckman Road. On May 14, EDM met with Siemens real estate managers to discuss their future goals and plans with their properties. Planning and engineering staff attended as well. This in-person meeting was the first time the City has engaged proactively with Siemens since the Mentor acquisition. Siemens is a massive, global organization, and making this connection has been challenging, but staff was pleased with this initial meeting, and looks forward to a fruitful ongoing relationship.

Government Affairs Interviews

On May 16, EDM participated on the staff panel that interviewed 8 candidates for the Government Affairs Manager position being vacated by veteran employee, Mark Ottenad. Mark's work has had significant intersection with the economic development division, in advancing state legislation and public relations pieces that support infrastructure funding, industrial land development, and related efforts. EDM was pleased to sit on the panel and provide input. There were great, qualified candidates. The City will be in good hands with its next Government Affairs staff person.

Elka Bee's Grand Opening

Mayor Shawn O'Neil provided remarks and a message of Welcome to Elka Bee's, Wilsonville's newest bakery and café, located next to Safeway on Wilsonville Road, at their grand opening celebration, hosted by the Chamber of Commerce on May 21. EDM was also in attendance and supported the planning and execution of the event. Elka Bee's owner, Sylvia Hartman, reports that the community reception of her business has been exceptional, and she has far exceeded her revenue forecast for this first month in business. She is happy to be in Wilsonville.



Economic Development Division

Small Cities Consortium Meeting

Staff attended the quarterly Small Cities Consortium (SCC) meeting, organized by Greater Portland Inc. (GPI) The following cities were also in attendance: Tualatin, Sherwood, Scappoose, Lake Oswego, Milwaukie, and Forest Grove.

The presentation from GPI and the Oregon Employment Department had a few takeaways:

- Greater Portland is ranked #18 in the nation for exports. This is down from #10 in 2021, but still strong.
- Leading exports are computers and electronics (Intel), Transportation Equipment (Daimler, Vigor), Agriculture, and Machinery
- Federal tariffs have caused a near stall for Foreign Direct Investment (FDI)—international companies growing into the US.
- Some domestic firms are exploring re-shoring operations, but there is so much uncertainty, it still leaves most in paralysis, because no one knows what changes will come tomorrow.
- The unemployment rate is slightly up last quarter in Oregon, but still below "normal."
- Greater Portland indicated they were working with several promising leads, and they
 announced several recent "wins," including a semiconductor supply chain company, a
 Food R&D company, and a manufacturer of fuses for electric vehicles and other high
 tech.

There will be a familiarization tour with 25 site selectors from Deloitte October 15-17. Wilsonville may be a destination on this regional tour, and will certainly be invited to participate in some capacity, at a minimum.

Oregon City Business Alliance Luncheon - Urban Renewal

Oregon City has struggled to effectuate their urban renewal plans, largely due to political opposition. On May 27, the Oregon City Business Alliance invited staff from Hood River, Tualatin (formerly Lake Oswego staff), and Wilsonville, together with consultant Elaine Howard, to present to their membership at a luncheon event on urban renewal success stories and best practices from around the State. EDM presented case studies from Wilsonville, as well as his former employer, Estacada. It was an honor to represent Wilsonville and discuss how urban renewal can be used as an effective economic development tool.

Rep. Andrea Salinas Visits Wilsonville Small Businesses

On May 28, the Mayor hosted Representative Andrea Salinas on a tour of three Wilsonville Small Businesses—Theia Technologies, San Franciso Tienda Mexicana, and Elka Bee's. EDM helped organize the tour, which was limited to Town Center due to tight time constraints. It was an enjoyable and educational tour. We learned how federal policies are impacting the smallest of businesses. It is great to have an advocate in Washington DC staying close to her 6th District constituents in Wilsonville!



Engineering Division, Capital Projects

2024 Street Maintenance (4014/4118/4725)

The 2024 Street Maintenance Project completed rehabilitation of three sections of roadway: Bailey Street east of Boones Ferry Road, Boones Ferry Road between Wilsonville Road and Bailey Street, and Boberg Road between Boeckman Road and Barber Street. Rehabilitation of these streets included 15 pedestrian ramps and 10 pedestrian signal push buttons that have been upgraded to meet current accessibility standards. Punchlist items are still being resolved prior to final payment. Staff expects that this project will be completed by July 2025.

2025-2028 Street Maintenance (4014)

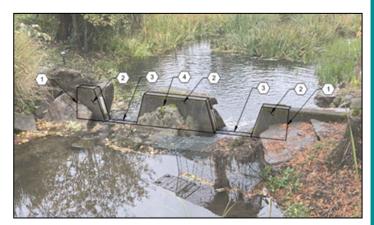
In 2024, City Council approved signing a contract with Century West Engineering for the design of road rehabilitations in Fiscal Years 2026 through 2028. Century West is working on preparing plans and specifications for rehabilitation of the following road segments during the respective fiscal years:

- 2026
 - Parkway Center Avenue to Town Center Loop East, Parkway Center Court to Town Center Park
 - ♦ Grahams Ferry Road from Cahalin Road to Day Road
- 2027
 - Boones Ferry Road from Boeckman Road to Ridder Road
 - ♦ Nike Drive from 95th Avenue to Boones Ferry Road
 - ♦ Ridder Road from 95th Avenue to Boones Ferry Road
- 2028
 - ♦ Chantilly to and from Willamette Way East
 - McKenzie Court cul-de-sac to cul-de-sac
 - ♦ Parkway Center Drive from Elligsen Road to Burns Way
 - ♦ Sun Place from Best Western to Parkway Avenue

Additionally, in spring 2025, the Villebois neighborhood will receive crack sealing where needed, and these same areas will receive slurry sealing in the summer of 2025. Crack sealing and slurry sealing are quick and cost effective measures that will help to extend the life of the road.

Boeckman Creek Flow Mitigation (7068)

This project will look at storm water flows coming off the Siemens site towards Boeckman Creek. Historically, these flows were directed towards the Coffee Creek wetlands, but with development of the Siemens site, flows were altered to head towards Boeckman Creek in the 1980s. These flows are needed to return to their natural waterways with the installation of the new Boeckman bridge. 60% plans are under review. Property acquisition is underway with purchase offers recently presented to property owners. Bidding is expected in the winter.



A flow weir structure shown above will need modified as a part of the project.

Engineering Division, Capital Projects

Boeckman Creek Interceptor (2107)

This project will upsize the existing Boeckman Creek Interceptor sewer collection pipeline in order to support the development of the Frog Pond area. A regional trail will be installed as a part of the maintenance path from Boeckman Road to Memorial Park. Field investigations of the original area are finished, however, it was determined additional field investigations are needed to complete the routing study. Capital improvement project (CIP) 7054, Gesellschaft Water Well Channel Restoration, will also be brought into this project to minimize City design and construction costs. Investigative work on the west side of the Wilsonville Bridge at Boeckman Creek is completed. Preliminary design iterations are complete, and several workable solutions have been identified to meet all project needs. A public open house was held on September 11 to seek input on the design to refine the layout. Results of the feedback were generally positive. 30% plans have been reviewed and 60% plans are being developed. City staff is reviewing impacts to the existing trail and providing guidance for revisions using previous public comments.

Brown Road Improvements Project (1148)

The Brown Road Improvement Project provides upgrades that bring Brown Road in closer alignment with current City standards for urban roads. The section of roadway to be upgraded extends from Wilsonville Road to Evergreen Drive. Anticipated upgrades improve connectivity by adding bike lanes, sidewalks, and provide better and safer access to adjacent neighborhoods. Surveying, geotechnical explorations, transportation studies, and a tree inventory are currently in progress at the project site. The consultant team delivered the 60% design to the City in May of 2025, and the City is currently reviewing the 60% design. A third Community Open House is being planned for summer to present updated designs and concepts with the community and any other interested partners. The City anticipates construction will begin in spring of 2026 and will be completed by the end of 2026.

Boeckman Road Corridor Project (4212/4206/4205/2102/7065)

This project involves the design and construction of the Boeckman Dip Bridge, Boeckman Road Improvements (Canyon Creek Road - Stafford Road), Canyon Creek Traffic Signal, and Boeckman Road Sanitary Sewer projects. The Tapani-Sundt Joint Venture is now complete with design. Property acquisitions are advancing, and very nearly complete. This project has been divided into several guaranteed maximum price (GMP) packages.

GMP 1: Temporary Traffic Signal at Stafford Road and 65th Avenue

Complete!

GMP 2: Meridian Creek Culverts, House Demo

Complete!

GMP 3: Bridge, Roundabout, and Road Widening

- Sewer Sewer installation, utility undergrounding, paving, striping, sidewalks are complete!
 - Minor repairs and corrections are being completed



Minor patching remains on the bridge.

Engineering Division, Capital Projects

Boeckman Road Corridor Project (4212/4206/4205/2102/7065), continued

- Bridge construction is nearly complete. Minor patching remains as well as the remaining custom panels are delayed and will be installed in June or July. The bridge opened on May 21 for traffic, however, lane closures and delays are expected.
- Trail Construction from Boeckman under the bridge is nearly complete.
- Roundabout construction continues with repairs to defective work underway.





A shotcrete "rock face" wall is being installed at the east side of the trail under the bridge (left). The shotcrete is hand carved to resemble a rock face (right). The test panel is 6 feet tall.

The entire project is expected to be complete in fall 2025.

West Side Level B Reservoir and Transmission Main (1149)

This project includes design and construction of a new 3-million-gallon water reservoir just west of City limits, along with approximately 3500 feet of 24-inch transmission main in Tooze Road connecting to the City water system. City Council awarded the construction contract to Tapani, Inc. in June 2024. Construction began in July 2024 and is scheduled for completion in the summer/fall of 2025.

Completed Major Elements: Mass grading of the site, concrete foundation, floor, wall, roof installation, concrete pre-stressing, and transmission main installation.

Tank construction and pre-stressing were completed in March, with transmission main testing occurred in May, followed by disinfection of the reservoir. Final testing and commissioning of the new reservoir is scheduled for summer of 2025.

The Tooze Road transmission main installation is complete, except for the connection to the existing City water main, which will occur in June. Final paving of Tooze Road is scheduled for June, followed by tank commissioning and fencing/landscaping of the reservoir site.



Tank wrapping for concrete cure

Engineering Division, Capital Projects

Water Treatment Plant (WTP) Expansion to 20 MGD (1144)

This project expands the water treatment plant capacity to 20 million gallons per day to support water demands in the City and Sherwood. Construction began in June 2022, with completion expected in the fall of 2025. The majority of work is complete, including testing, commissioning, and troubleshooting of new equipment.

Completed Major Elements: Larger pumps, electrical equipment, and generator, seismic improvements, and replacement of portions of the treatment process. Remaining work includes conversion of the former generator room into storage/workshop space in May and installation of an electrical transformer in the fall of 2025, after which the project will be complete.

Willamette Water Supply Program Coordination (1127)

Ongoing coordination efforts continue with the Willamette Water Supply Program (WWSP). Here are the updates on major elements within Wilsonville:

- Phase 1, Wilsonville Road (PLM_1.1) Arrowhead Creek Lane to Wilsonville Road—COMPLETE
- Phase 2, Garden Acres Road to 124th (PLM_1.2) Ridder Road to Day Road—COMPLETE
- Phase 3, Wilsonville Road to Garden Acres Road (PLM_1.3) The WWSP's last section of transmission pipeline to be constructed in the City of Wilsonville began in fall 2022, with

completion planned for 2025. It will connect the remaining portion of the pipeline through Wilsonville and has an alignment along Kinsman Road, Boeckman Road, 95th Avenue, and Ridder Road (see image). The Engineering Division is currently in the process of reviewing final plans and coordinating construction. The trenchless crossing under Wilsonville Road and under Boeckman Road have been completed. Pipe install on 95th Avenue from Boeckman Road to Ridder Road has been completed and restoration of the sidewalk and curb and gutter on the east side of the road is ongoing. Permanent concrete road panel restoration of 95th Avenue began in April 2025 and will extend through the end of the year. Temporary traffic control during restoration will require detours and one-way travel to accommodate construction activities. Pipe install on Ridder Road west of 95th Avenue is anticipated to begin in May 2025, and will require a full road closure during construction for at least seven (7) months.



Engineering Division, Private Development

Residential Construction Activities

Canyon Creek South Phase 3

The contractor continues to work on punchlist items for closeout. The City continues to await submittal of construction drawings for the open space improvements. The project is being purchased by a new contractor who will finish the improvements.

Frog Pond West

Frog Pond West continues to see significant construction activities. Home construction in the Frog Pond Crossing, Frog Pond Estates, Frog Pond Oaks, Frog Pond Terrace, Frog Pond Overlook, and Frog Pond Vista subdivisions is ongoing.

- Frog Pond Cottage Park Place, Phase I, a 12-lot subdivision located on the south side of Frog Pond Lane, just east of the Frog Pond Ridgecrest subdivision, has submitted plans for infrastructure construction review. Construction is anticipated to commence in spring 2025.
- Frog Pond Petras, a 21-lot subdivision located on the northern corner of Frog Pond Lane and Stafford Road, has started infrastructure construction. Infrastructure is anticipated to be completed in early 2026.
- Construction has started again at Frog Pond Primary, the new West Linn-Wilsonville School District primary school on Boeckman Road.
- Frog Pond Ridgecrest, a 54lot subdivision located on the south side of Frog Pond Lane, just east of the Frog Pond Terrace subdivision, has started infrastructure construction. Infrastructure construction is anticipated to be completed in early 2026.



Looking east from Boeckman Creek toward Stafford Road. Frog Pond Overlook is in the forefront, Frog Pond Vista, Oaks and Crossing are further east.



Improvements on the right side of the picture are from the Frog Pond Terrace subdivision. The undeveloped property on the left side of the picture will be the Frog Pond Ridgecrest subdivision.

Natural Resources Division

Earth Day Event - Our Power, Our Planet

In conjunction with Wilsonville Environmental Resources Keepers (WERK) Day, the City celebrated an Earth Day Event on May 10 at the Stein-Boozier Barn. The exhibitors focused on renewable energies, climate literacy, and what individuals can do to reduce their carbon footprint. The event included family friendly activities, prizes, and refreshments. Eighty participants attended the celebration, which included twelve exhibitors providing information about city programs, city partners, energy sector private businesses and non-profit entities.



Planning Division, Current

Administrative Land Use Decisions Issued

- 10 Type A Tree Permits
- 7 Type B Tree Permits
- 1 Class 1 Administrative Review
- 1 Class 1 Sign Permit

Construction Permit Review, Development Inspections, and Project Management

In May, Planning staff worked with developers and contractors to ensure construction of the following projects are consistent with Development Review Board and City Council approvals:

- CIS Office Building at Wilsonville Road and Kinsman Road
- Frog Pond Primary School
- Industrial development on Day Road and Garden Acres Road
- New PGE substation on Parkway Avenue north of Boeckman Road
- · Residential subdivisions in Frog Pond West

Development Review Board (DRB)

DRB Panel A did not meet in May.

DRB Panel B did not meet in May.

DRB Projects Under Review

During May, Planning staff actively worked on the following projects in preparation for public hearings before the Development Review Board:

- Modular offices at Republic Services
- Sign Waiver and Site Design Review for Parkworks campus sign and graphics

Planning Division, Long Range

Climate Friendly and Equitable Communities (CFEC) Parking Compliance

On March 10, 2022, Governor Kate Brown issued Executive Order 20-04, directing state agencies to reduce climate pollution, now known as the Climate Friendly and Equitable Communities (CFEC) program. Among the CFEC requirements is parking reform to remove or substantially reform minimum parking requirements in local government codes based on the State's findings that minimum parking requirements overproduce parking leading to, among other things, inefficient land use, less walkability, and more pollution from driving. In May, the project team held a work session with the Planning Commission and otherwise prepared for adoption of the proposed Development Code amendments in June.

Housing Our Future

This multi-year project analyzed Wilsonville's housing capacity and need followed by developing strategies to produce housing to meet the identified housing needs. This builds upon previous work, including the 2014 Housing Needs Analysis and 2020 Equitable Housing Strategic Plan. In May, the Planning Commission held a public hearing on the project, recommending City Council adoption of the Housing Needs and Capacity Analysis, related Comprehensive Plan text amendments, and the Housing Production Strategy. The City Council public hearing will be held on June 2.

Planning Division, Long Range

Legislative Session Involvement

The 2025 legislative session continues to be busy for bills related to land use and housing. Planning staff continues to track various bills, participate in coordinating meetings with the League of Oregon Cities and the Governor's Office, and support the preparation of City comments and testimony for various bills under consideration. Planning Director Miranda Bateschell participated in the State Oregon Housing Needs Analysis Rulemaking Advisory Committee (RAC). This phase of the RAC is focused on housing capacity rules and safe harbors for cities when developing their Housing Production Strategies, which need to be adopted by the end of the year by the Land Conservation and Development Commission.

Oregon White Oak Response Coordination and Leadership

In May, Associate Planner Georgia McAlister continued as a key member of the Mediterranean Oak Borer (MOB) task force, continuing to coordinate efforts between various City Divisions and Departments, as well as contract arborists, property owners, and others to diagnose and make a plan to address the declining health of a number of the City's Oregon white oak (OWO) trees.

Planning Commission

The Planning Commission convened on May 14 for a public hearing and two work sessions. During the public hearing, the Commission recommended that the City Council approve the Housing Needs and Capacity Analysis and the Housing Production Strategy. In the first work session, the Commission provided feedback on the proposed Craft Industrial Zone. This new zoning designation is intended to address the unique characteristics of Craft Industrial land use within the Basalt Creek industrial area, with potential applicability in other parts of the city. The second work session focused on the Climate Friendly and Equitable Communities (CFEC) Parking Compliance and Standards Reform project. Commissioners provided final recommendations on draft amendments to the Development Code.

Wilsonville Industrial Land Readiness (WILR) Project

The Wilsonville Industrial Land Readiness project combines a focused economic and development potential analysis of the Basalt Creek Concept Plan on the northwest edge of the City with a City-wide Economic Opportunities Analysis and Economic Development Strategy to inform long-range job growth and planning efforts. In May, consultant work continued on the second City-wide phase of the project including convening of the first Technical Advisory Committee meeting. Planning Commission held a work session about potential language for a new Craft Industrial Zone tailored to the Craft Industrial land use in the Basalt Creek Concept Plan. City Council received an update on the work specific to Basalt Creek and will hear more about both project phases in the coming months.

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