

City of Wilsonville

City Council Meeting

December 3, 2018



AGENDA

**WILSONVILLE CITY COUNCIL MEETING
DECEMBER 3, 2018
7:30 P.M.**

**CITY HALL
29799 SW TOWN CENTER LOOP EAST
WILSONVILLE, OREGON**

Mayor Tim Knapp

Council President Scott Starr
Councilor Susie Stevens

Councilor Kristin Akervall
Councilor Charlotte Lehan

CITY COUNCIL MISSION STATEMENT

To protect and enhance Wilsonville's livability by providing quality service to ensure a safe, attractive, economically vital community while preserving our natural environment and heritage.

Executive Session is held in the Willamette River Room, City Hall, 2nd Floor

- 5:00 P.M. EXECUTIVE SESSION** [25 min.]
- A. Pursuant to: ORS 192.660 (2)(e) Real Property Transactions
ORS 192.660(2)(h) Legal Counsel / Litigation
- 5:25 P.M. REVIEW OF AGENDA** [5 min.]
- 5:30 P.M. COUNCILORS' CONCERNS** [5 min.]
- 5:35 P.M. PRE-COUNCIL WORK SESSION**
- A. Town Center Plan Update (Bateschell) [30 min.] Page 4
 - B. Water SDC (Rodocker/Weigel) [20 min.]
 - C. Recycling Surcharge Review (Guile-Hinman/Ottenad) [15 min.] Page 149
 - D. Street Maintenance Program Update (Huffman) [20 min.]
 - E. Draft Community Strategy for Arts, Heritage & Culture by
Clackamas County Arts Alliance and Taylor Consulting (Ottenad) [20 min.] Page 155
 - F. Coffee Creek Industrial Area Stormwater Study PSA (Palmer/Weigel) [5 min.]
- 7:25 P.M. ADJOURN**
-

CITY COUNCIL MEETING

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held, Monday, December 3, 2018 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on November 28, 2018. Remonstrances and other documents pertaining to any matters listed in said summary filed at or prior to the time of the meeting may be considered there with except where a time limit for filing has been fixed.

7:30 P.M. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance
- C. Motion to approve the following order of the agenda and to remove items from the consent agenda.

7:35 P.M. COMMUNICATIONS

- A. Clackamas County Drive to Zero (Rob Sadowsky/Joe Marek)

7:50 P.M. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

This is an opportunity for visitors to address the City Council on items *not* on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

7:55 P.M. MAYOR'S BUSINESS

- A. Upcoming Meetings

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8:00 P.M. COUNCILOR COMMENTS

- A. Council President Starr
- B. Councilor Stevens
- C. Councilor Lehan
- D. Councilor Akervall

8:10 P.M. CONSENT AGENDA

A. **Resolution No. 2713**

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A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With AKS Engineering & Forestry For Phase 1 Alternatives Analysis And Preliminary Design Services For The Coffee Creek Industrial Area Regional Stormwater Facility Project (#7060). (Palmer/Weigel)

B. **Resolution No. 2717**

Page 225

A Resolution Adopting The Canvass Of Votes Of The November 6, 2018 General Election. (Veliz)

C. Minutes of the October 1, 2018 Council Meeting. (Veliz)

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8:20 P.M. CITY MANAGER'S BUSINESS

8:25 P.M. LEGAL BUSINESS

8:30 P.M. ADJOURN

**AN URBAN RENEWAL AGENCY MEETING
WILL IMMEDIATELY FOLLOW THE CITY COUNCIL MEETING**

Time frames for agenda items are not time certain (i.e. Agenda items may be considered earlier than indicated.) Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting if required at least 48 hours prior to the 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 services, please contact the City Recorder, (503) 570-1506 or cityrecorder@ci.wilsonville.or.us.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: December 3, 2018		Subject: Wilsonville Town Center Plan	
		Staff Member: Miranda Bateschell, Planning Manager	
		Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		Comments: N/A	
Staff Recommendation: N/A			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities Town Center	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

Review and provide input on draft implementation strategies of the Wilsonville Town Center Plan including draft comprehensive plan and development code provisions.

EXECUTIVE SUMMARY:

The Wilsonville Town Center Plan will create a community-driven vision for Town Center and through strategic actions (new projects, policies, programs or partnerships) will guide future development in Town Center that advances the vision. In the first phase of the project, existing conditions, opportunities and constraints were identified, and the community established a vision and set of goals for future Town Center. Community events and public input on Town Center design options during the second phase of the project culminated in the creation of the draft Community Design Concept for Town Center: the community's priorities for land use and activity centers, open space, and connectivity in Wilsonville Town Center. During the first half of 2018, the project team conducted additional outreach to get the community's input on the Draft Community Design Concept, which has resulted in a Draft Wilsonville Town Center Plan (see Attachment A for a map of the proposed plan).

A portion of the Plan focuses on strategic actions that will establish a clear path forward to advancing the community's vision for Town Center. The ideas gathered during the two-year planning process include regulatory actions, infrastructure investments, and placemaking, organizational, and economic development initiatives (see Attachment B for a draft implementation matrix). The Planning Commission and members of the Town Center Task Force provided input on these strategies, and the project team will be looking for the Council's ideas as well.

A major component of implementing the Town Center Plan is updating city policy to reflect the community's new vision for Town Center. Based on several work sessions with the Planning Commission and the project's task force, the project team has also prepared a draft of proposed amendments to the Wilsonville Comprehensive Plan (Attachment C) and the Draft Town Center Development Code Standards (Attachment D). The proposed amendments will address most of the recommended regulatory actions on the implementation list.

In addition to general discussion and input from the Council, the project team would like to continue discussion with the City Council on the following items:

1. Do the development code revisions reflect the community's vision for Town Center?
2. What would you consider a catalyst project? Are there first steps that you feel are most appropriate?
3. What role do you think the City should play in future development in Town Center? What type of incentives, if any, should be considered for implementation of the Plan?

BACKGROUND:

In 2014, City Council adopted Wilsonville's Urban Renewal Strategy and Tourism Development Strategy, both of which identified a Town Center Redevelopment Plan as a priority action item. City Council then established the Town Center Plan as a 2015-2017 Council Priority Goal. Staff applied for and was granted a Metro Community Planning and Development Grant to complete the Plan. In 2016, Council approved the Inter-Governmental Agreement between Metro and the City of Wilsonville, which outlined the major milestones, deliverables, and funding conditions, setting the framework for the Scope of Work with MIG, Inc.

The project team began work on the project with a Town Center tour in October 2016 and kicked-off the project with the community in February 2017. With over 100 public meetings and events, public input has driven the development of the draft Town Center Plan before the Council.

EXPECTED RESULTS:

The Project Team will use the input to refine the various elements of the draft Town Center Plan.

TIMELINE:

After the work session, the project team will integrate the Council's input into the Draft Wilsonville Town Center Plan. The Plan and its components are anticipated to be before the Planning Commission for a work session in January 2019 and City Council for a work session in February 2019.

CURRENT YEAR BUDGET IMPACTS:

The Professional Services Agreement has a budget of \$420,000 fully funded through the CD Fund and CIP project #3004 in the adopted budget, of which \$320,000 is funded through a Metro Community Planning and Development grant. The remainder of the budget will be spent this fiscal year.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: KAK Date: 11/26/2018

LEGAL REVIEW / COMMENT:

Reviewed by: ARGH Date: 11/28/2018

COMMUNITY INVOLVEMENT PROCESS:

There are multiple opportunities to participate in the project outlined in a Public Engagement and Communication Plan for the Town Center Plan, including an advisory task force, community design workshops, focus groups, pop-up neighborhood events and idea centers, and in-person and online surveys. The engagement plan is designed to reach as broad an audience as possible and to gather the variety of perspectives in the community. It also includes targeted outreach to specific stakeholders more impacted by activity in the Town Center.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

As a result of this project, the city anticipates specific actions that will help the Town Center become a more vibrant, pedestrian and transit-supportive mixed-use district that integrates the urban and natural environments, creating an attractive and accessible place for visitors and residents of all ages to shop, eat, live, work, learn, and play. These actions will help remove barriers and encourage private investment in the Wilsonville Town Center. Benefits to the community also include identifying tools to maintain and strengthen businesses in the Town Center, improving access to and within the area, and making the Town Center a place where people want to spend time and support businesses.

ALTERNATIVES:

There are many alternatives the Council may provide feedback.

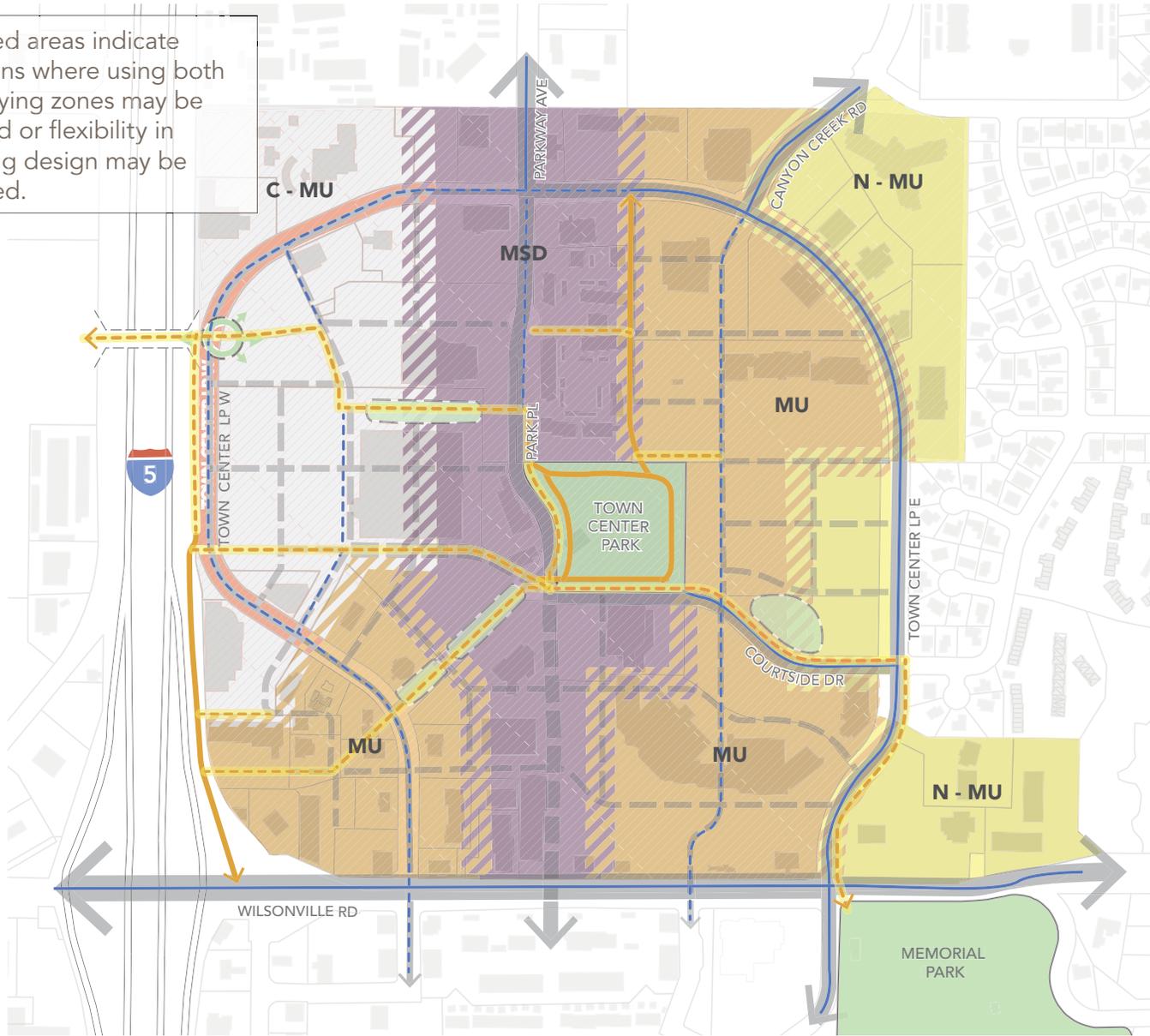
CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

- A. Proposed Plan Map Wilsonville Town Center Plan
- B. Draft Implementation Matrix
- C. Draft Comprehensive Plan Amendments
- D. Draft Town Center Development Code Standards

Hatched areas indicate locations where using both underlying zones may be allowed or flexibility in building design may be required.



LEGEND

- Building Footprint
 - Parcel
 - Highway
 - Proposed Pedestrian Bridge
 - Proposed Street Network
- OPEN SPACE NETWORK**
- Existing Open Space
 - Proposed Open Space
 - Proposed Gateway/Landing
- PEDESTRIAN/BIKE SYSTEM**
- Existing Multi-use Path
 - Proposed Multi-use Path
 - Existing On-Street Bike Facility
 - Proposed On-Street Bike Facility
- LAND USE**
- Main Street District (MSD)**
(mixed use buildings with active ground floor uses, generally 3 to 4 stories)
 - Commercial - Mixed Use (C - MU)**
(mix of office, entertainment, hospitality, civic uses, generally 3 to 5 stories, residential if not adjacent to freeway)
 - Mixed Use (MU)**
(mix of residential, retail, office, services, generally 2 to 4 stories)
 - Neighborhood - Mixed Use (N-MU)**
Mix of townhomes, small-scale commercial businesses, generally 2 to 3 stories)
- BLOCK SIZE**
-
- 100' 200' 400'
-

PROPOSED PLAN

City of Wilsonville Town Center Plan



WILSONVILLE TOWN CENTER PLAN

Table ____. Implementation Matrix

Action Number	Summary	Estimated Cost	Short (1-5 yrs.)	Medium (6-10 yrs.)	Long (11-20 yrs.)	Primary Responsibility/Partners	Potential Funding Sources
Regulatory Interventions							
RA-1.A	Amend the Wilsonville Comprehensive Plan within the Town Center Plan boundary to Town Center, a new Comprehensive Plan designation.	N/A					City
RA-1.B	Amend the Wilsonville Development Code to include a new Town Center (TC) Zoning District new Site and Building Design Standards.	N/A					City
RA-1.C	Modify parking requirements with Town Center, including parking requirements and location on site.	N/A					City
RA-1.D	Amend covenants, conditions, and restrictions (CCRs) to address inconsistencies with the recommendations in the Town Center Plan.	N/A					City
RA-1.E	Update the City of Wilsonville Transportation System Plan (TSP) to incorporate new projects	N/A					City
RA-1.F	Amend the Wilsonville Parks and Recreation Comprehensive Master Plan to incorporate park and the non-motorized network	N/A					City
Infrastructure Investments							
I-2.A	I-5 Pedestrian Bridge and Gateway	City to provide					LID, SDCs, SF, TIF, FTA
I-2.B	Park Place Redesign (Town Center Loop to northern edge of Town Center Park)	\$7.2m					LID, SDCs, SF, TIF
I-2.C	Park Place Redesign (Town Center Park to Courtside Drive)	\$6.1m					LID, SDCs, SF, TIF
I-2.D	Park Place Extension (Courtside Drive to Wilsonville Road) (Framework Project)	\$10.5m					LID, SDCs, SF, TIF



WILSONVILLE TOWN CENTER PLAN

Action Number	Summary	Estimated Cost	Short (1-5 yrs.)	Medium (6-10 yrs.)	Long (11-20 yrs.)	Primary Responsibility/Partners	Potential Funding Sources
I-2.E	Courtside Drive Improvements (Park Place to Town Center Loop E.)	\$13m					LID, SDCs, SF, TIF
I-2.F	Courtside Drive Improvements (Park Place East to Town Center Loop W.)	\$11m					LID, SDCs, SF, TIF
I-2.G	Wilsonville Road Intersection Modifications [update after Traffic Analysis is complete]	\$1.8m					LID, SDCs, SF, TIF
I-2.H	Town Center Loop W. Modifications	\$207k					LID, SDCs, SF, TIF
I-2.I	Local Road Network	N/A					LID, SDCs, SF, TIF
I-2.J	Park Place Promenade Redesign (Framework Project)	TBD					LID, SDCs, SF, TIF
I-2.K	Protected Two-Way Bike Lanes "cycle-track"	\$204k					LID, SDCs, SF, TIF
I-2.L	Promenade	TBD					LID, SDCs, SF, TIF
I-2.M	Town Center Skatepark	\$800K					LID, SDCs, SF, TIF
I-2.N	Water System Upgrades	TBD					LID, SDCs, SF, TIF
I-2.O	Wastewater System Upgrades	TBD					LID, SDCs, SF, TIF
Transit							
I-2.P	Public Transportation Investments in Town Center (<i>in process working with SMART, including facilities, stops, service levels</i>)						
	Improve the visibility and amenities of bus stops, through lighting and creative shelters and seating.						
	Bus, car sharing, electric and autonomous vehicle opportunities						
Parking							
PA-3.A	Develop a Town Center Parking Management Plan	TBD					City



WILSONVILLE TOWN CENTER PLAN

Action Number	Summary	Estimated Cost	Short (1-5 yrs.)	Medium (6-10 yrs.)	Long (11-20 yrs.)	Primary Responsibility/Partners	Potential Funding Sources
	Consider a Transportation Management Association (TMA)						
	Consider unbundling or reducing parking requirements for certain types of projects						
	Partner with the private sector to provide centralized and structured parking						
Placemaking							
PL-4.A	Develop a Streetscape Design Plan	\$50K					City, TGM
	Implement the Citywide Signage and Wayfinding Plan						
	Enhance existing pedestrian and bicycle pathways with lights, signage, art, and pavement markings						
	Encourage the development of parklets that activate streetscapes and provide outdoor gathering spaces						
	Support a lunch-time farmers market						
	Encourage food carts in areas of Town Center						
	Partner to install interactive art, temporary games, and seating						
	Expand programming of public spaces in Town Center with festivals, music and other performances						
	Apply for Community Enhancement and Placemaking Grants to implement these strategies						
Economic Development							
	Assist with Business Retention and Location Assistance programs						
	Form Public-Private Partnerships (PPPs)						Urban Renewal, OZ, Other



WILSONVILLE TOWN CENTER PLAN

Action Number	Summary	Estimated Cost	Short (1-5 yrs.)	Medium (6-10 yrs.)	Long (11-20 yrs.)	Primary Responsibility/Partners	Potential Funding Sources
	Coordination and Advocacy Structure for Town Center Businesses						
	Consider establishing a Business or Economic Improvement District						
	Consider the Oregon Main Street Program designation						
	Consider establishing a Local Improvement District						
	Develop an Economic Development strategy to further assess, prioritize, identify partners and next steps for these strategies						
	Consider application of a Vertical Housing Development Zone						
	Consider application of Opportunity Zone Funds						
	Consider other grant and tax credit programs						
	Develop a finance plan to determine how projects would be funded considering options such as a supplemental fee or urban renewal						

City of Wilsonville

Comprehensive Plan

*Draft Amendments Supporting the Wilsonville Town Center Plan
September 19, 2018*



Updated December 2016

This document uses the December 5, 2016 amendments adopted for the Frog Pond Master Plan as the “accepted” base text for further amendment.

CITY OF WILSONVILLE
COMPREHENSIVE PLAN

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The Wilsonville Comprehensive Plan was revised in entirety and adopted by City Council Ordinance No. 517 on October 16, 2000. It has been amended since then by the ordinances below. These ordinances have been incorporated into the [December 2016](#) Comprehensive Plan.

Deleted: January 2013

Ordinance #	Description	Adoption Date
No.	City of Wilsonville Town Center Plan	Date
No.	Frog Pond Master Plan	Date
742	Wilsonville Residential Land Study	5/19/14
718	2013 Transportation System Plan (Replaces prior Transportation Systems Plan)	9/6/12
707	Water System Master Plan (<i>Replaces all prior Water System Master Plans</i>)	9/6/12
700	Stormwater Master Plan (<i>Repeals Ordinance No. 515</i>)	2/23/12
676	Accessory Dwelling Units	3/3/10
674	Metro Title 13 (Nature in Neighborhoods) Compliance	11/16/09
671	Transportation-related amendments	11/16/09
653	Transit Master Plan	7/7/08
638	Statewide Planning Goal 9: Economic Opportunities Analysis	12/3/07
637	Coffee Creek 1 Master Plan	10/15/07
625	Parks and Recreation Master Plan	9/17/07
623	Bicycle and Pedestrian Master Plan	12/20/06
609	Villebois Village Master Plan Amendments	5/15/06
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574	Reduction of Allowable Commercial Uses in Industrially-Zoned Land	11/1/04
573	Memorial Parks Trails Master Plan	9/20/04
571	Wastewater Facility Plan	8/30/04
566	Villebois Village Master Plan Amendment	6/21/04
556	Villebois Village Master Plan (adoption of)	8/18/03
552	Transportation Systems Plan	6/2/03
555	Villebois Village Concept Plan - Comprehensive Plan Map amendment	6/2/03
554	Villebois Village Concept Plan text amendment	6/2/03
553	Villebois Village Concept Plan (adoption of)	6/2/03
549	Metro Title 5 Compliance	10/21/02
531	Water System Master Plan (<i>Replaced by Ordinance No. 707, adopted 9/6/12</i>)	1/24/02
530	Wastewater Collection System Master Plan	7/17/01
515	Stormwater Master Plan (<i>Repealed by Ordinance No. 700, adopted 2/23/12</i>)	6/7/01
516	Natural Resources Plan	6/7/01



Deleted: No.¶
Deleted: Frog Pond West Master Plan¶
Deleted: Date¶

INTRODUCTION

BRIEF HISTORY

Wilsonville is located within the traditional territory of the Kalapuyan people who occupied nearly all of the Willamette River watershed above the Falls (at Oregon City). The Tualatin Kalapuyans occupied the north bank of the Willamette and all of the Tualatin River watershed. The Santiam Kalapuyans occupied the south bank of the Willamette (including what is now the Charbonneau District of Wilsonville).

The opening of overland and sea routes to Oregon brought Old World diseases which repeatedly devastated Kalapuyan populations in a series of epidemics that ranged from smallpox to malaria in the late 18th and early 19th centuries. After that, the expansion of white and multi-racial immigration restricted Kalapuyan land management and undermined the native economy. Following treaties in the 1850s, the remnants of both the Santiam and Tualatin Kalapuyans were moved to the Grand Ronde Reservation.

Early settlement of the Wilsonville area by people other than the indigenous Native Americans dates back to the early 1800s. In addition to scattered farms, the early settlement began providing needed support services for travelers using a ferry crossing the Willamette River. The ferry was operated by Alphonse Boone, a relative of Daniel Boone, and provided access to the southern Willamette Valley from the Portland area. The town was named after early postmaster Charles Wilson. In 1908 the railroad came to the area, creating a transportation link that still continues today. Electricity, natural gas lines, telephone service, automobiles, paved roads and eventually the I-5 Interstate freeway came to Wilsonville, inducing more growth. The freeway brought Wilsonville to within a 20-minute drive to Portland, and a 30-minute drive to Salem. With the completion of I-205, connecting with I-5 just north of Wilsonville, the area's advantageous position for interstate trucking and commerce was substantially enhanced. Freeway and rail access and an abundance of open land have made Wilsonville a desirable place for commercial and industrial development. The peaceful, rural setting also provided a pleasant atmosphere for residential development. As a result, Wilsonville has been one of the fastest growing cities in the state and has one of the highest ratios of jobs to housing.

HISTORY OF LOCAL PLANNING EFFORTS

The creation of the Interstate-5 freeway in the late 1950s, followed by the first sections of I-205 in the 1960s, increased the pressure for development within this area. In a move to increase local control, the local residents voted to incorporate. On January 1, 1969, Wilsonville became a City.

It should be noted that the term "City," as used in this document, refers to the land where the City of Wilsonville is located, the collective citizenry of the community, and the political entity providing governance of the community – subject to the City Charter.

 Introduction

Almost immediately after incorporation, the newly-formed City began work on a General Plan that was intended to help the City preserve the natural qualities of the area, while also ensuring efficient land use as development occurred.

Wilsonville's General Plan, completed in 1971, was adequate for its time. However, changes in economic and social circumstances, as well as adoption of new state planning legislation, soon outdated the General Plan. Requirements for land use plans in Oregon changed substantially with the adoption of new state legislation (Senate Bill 100) in 1973. In 1975, a new Comprehensive Plan Map was adopted which included an urban growth boundary as required by LCDC. Subsequent Comprehensive Plan amendments were adopted on July 7, 1980, by Resolution No. 144; on May 3, 1982, by Ordinance No. 209; and on November 7, 1988, by Ordinance No. 318. The last two of those major amendments were the result of periodic review processes.

The adoption of SB 100 established the Land Conservation and Development Commission (L.C.D.C.) and empowered the Commission to adopt Statewide Planning Goals. All cities and counties in Oregon were required to adopt Comprehensive Plans and implementing ordinances in conformance with the Statewide Planning Goals and to coordinate their Plans with affected units of government and special districts under the State Legislation. Since that time, Comprehensive Plans have become the dominant legal documents directing land use and development within local jurisdictions. The requirement to conform to the Statewide Planning Goals has also made local Plans more comprehensive in content. Plans must also be supported by adequate documentation and analysis of alternatives, impacts, etc., and must be legislatively adopted by the City. Wilsonville's Comprehensive Plan and implementing ordinances must also be coordinated with the plans of both Washington and Clackamas Counties. In the Portland area, local plans and ordinances must also be reviewed by the Metropolitan Service District (Metro) for compliance with regional plans and policies.

The Metro Charter, approved by two-thirds of the region's voters in November 1992, established growth management as Metro's primary task and gave Metro's elected Council broad powers affecting city and county planning programs throughout the region.

Wilsonville's planning programs are required to support Metro's 2040 Regional Framework Plan, and any Functional Plans that are formally adopted by the Metro Council. Such Metro plans are intended to direct the region's urban growth and development.

With the adoption of Metro's 2040 Plan, Wilsonville joined other cities and counties as an active participant in a regional planning effort. This is particularly important to Wilsonville because Metro's decisions on the regional UGB will have a direct effect on land supply and housing demands in this area.

Wilsonville's history of growth is partly the result of its physical location, its position in the regional economy, and its relationship to the interstate freeway system. Wilsonville continues its cooperative and participatory approach to growth management in order to preserve the local quality of life as additional people move into the urban area. Also, as a participant in regional planning efforts, Wilsonville must deal with the issues accompanying growth - traffic congestion,

Introduction

loss of open space, speculative pressure on rural farm lands, rising housing costs, diminishing environmental quality, demands on infrastructure such as transportation systems, schools, water and sewer treatment plants, and vulnerability to natural hazards - within a common framework. A planning program that recognizes each of these issues and provides a means of balancing and equitably resolving the conflicts between competing interests enhances the community's ability to manage urban growth successfully and creates the opportunity for a livable future.

In addition to meeting Metro requirements, Wilsonville's Comprehensive Plan must be reviewed by LCDC for compliance with the Statewide Planning Goals. All local land use decisions must be made in conformance with the provisions and policies of the City's Comprehensive Plan.

The Comprehensive Plan is an official statement of the goals, policies, implementation measures, and physical plan for the development of the City. The Plan documents the City's approach to the allocation of available resources for meeting current and anticipated future needs. In doing so, it records current thinking regarding economic and social conditions. Because these conditions change over time, the Plan must be directive, but flexible, and must also be periodically reviewed and revised to consider changes in circumstances.

Periodic Review is a State-mandated process through which a local government reviews its Comprehensive Plan and land use regulations to ensure continued compliance with the Statewide Planning Goals and other legal requirements.

The current amendments to the Comprehensive Plan are a result of the Periodic Review process that was initiated in 1996. In the years since the previous major update of the Comprehensive Plan, Wilsonville has experienced significant increases in both population and employment. The Comprehensive Plan has been updated so that the City's actions will be based on recent trends and future projections.

Wilsonville's Comprehensive Plan has been re-evaluated, updated, and in some places re-written, to produce a more user-friendly, current document that will guide the City's growth and development for some years into the future.

Comprehensive Plan Land Use Map

The Land Use Map of the Comprehensive Plan shows land designated for Public, Industrial, Town Center, Commercial, and Residential use.

The residential designations include planned density ranges which have been changed to reflect Metro's requirement that minimum densities be at least 80% of maximums. In order to meet that requirement, the lower end of the planned density range has been increased and the higher end left unchanged. For example, properties that were previously designated for residential development at 7 to 12 units/acre are now planned for 10 to 12 units/acre. Most of the residential development that has occurred in Wilsonville has been at densities within 80% of the maximum, so this change is not expected to significantly alter the patterns of housing development that have already been established.

Introduction

The City historically protected natural resources through the Primary Open Space (POS) and Secondary Open Space (SOS) designations in the Comprehensive Plan and Comprehensive Plan Land Use Map. Primary Open Space was a protected resource category that did not allow any development, and Secondary Open Space, which served as a buffer to Primary Open Space, allowed limited development through a Conditional Use permit review process.

In order to comply with the requirements of Statewide Planning Goal 5-Natural Resources, Title 3 of Metro's Urban Growth Management Functional Plan and the Endangered Species Act (ESA) related to the listing of salmonids in the Willamette River as threatened, the City has completed a public process and has created a Significant Resource Overlay Zone. This overlay zone and implementing ordinance replaces the POS/SOS designations in the Comprehensive Plan and on the Comprehensive Plan Land Use Map.

Additional to the Land Use Map, the Plan includes the following text:

1. Separate sections as follows:
 - A. Citizen Involvement;
 - B. Urban Growth Management;
 - C. Public Facilities and Services; and
 - D. Land Use and Development.
2. Each section includes background information and a listing of the Goals, Policies, and Implementation Measures which describe the desired form, nature and rate of City development. Goals state what the community intends to achieve through the implementation of the Comprehensive Plan. Policies are clearly stated commitments from the City Council that are intended to help achieve the stated Goals. Implementation Measures describe the actions that the City will take in support of the Policies. None of these things are intended to be merely guidelines. Policy statements address the entire range of topics included in the Statewide Planning Goals. Also included are references to the Metro 2040 Plan, as well as the Framework and Functional Plans that apply to Wilsonville's planning program.
3. A land use map shows what kind of use is planned for each piece of land, and how these uses are related to adjacent uses. Uses include residential, public, commercial, and industrial activities. For residential areas, the map shows anticipated densities. Public uses include streets, parks, schools, fire stations, public water and sewer facilities and other City buildings.
4. The City uses a two-map system for land use planning (the Land Use Map of the Comprehensive Plan and the Zoning Map). Those researching the potential uses of land should see both maps and read the applicable portions of the City's Development Code, as well as the text of the Comprehensive Plan.

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Supporting Documents:

All of the following documents, including amendments that may subsequently be made, should be considered to be supportive of the contents of the Comprehensive Plan. However, only those documents that have been specifically adopted by the City Council as part of this Comprehensive Plan, or implementing this Plan, shall have the force and effect of the Plan.

- Bicycle and Pedestrian Master Plan (Replaces Chapter 5 of Transportation Systems Plan) (2006)
- Capital Improvements Plan Summary Findings and Recommendations (on-going),
- Coffee Creek 1 Master Plan (2007)
- Development Code (Chapter 4 of the Wilsonville Code) and other implementing City ordinances.
- Federal Emergency Management Agency Floodway and Flood Insurance Rate Maps (2008)
- Guidelines for a Water Wise Landscape (1998)
- Master Public Facilities and Capital Improvements Plan (on-going).
- Memorial Park Trails Plan (2004)
- Metro's Region 2040 program (1995), Regional Framework Plan (1997), Urban Growth Management Functional Plan (1997) and subsequent titles (chapters), Regional Transportation Plan (RTP) and supporting documents (including the Regional Housing Needs Analysis, 1997).
- Metro's Title 13 (Nature in Neighborhoods) compliance (with Metro's Urban Growth Management Functional Plan)
- Natural Resource Plan and supporting documents (2001)
- Parks and Recreation Master Plan (2007)
- Physical Inventory – The Natural Environment Research/Analysis (1979)
- Public Works Standards (2006)
- Statewide Planning Goal 9: Economic Opportunities Analysis (2007)
- Statewide Planning Goals and Guidelines, as amended. Please see the end of this Introduction section for a list of the Statewide Planning Goals.
- Stormwater Master Plan (2012)
- Street Tree Study (1998)
- Transit Master Plan (Replaces Chapter 6 and Chapter 8 of the 2003 Transportation Master Plan) (2008)
- Transportation Systems Plan (2003) and supporting documents.
- Urban Renewal Plan (1993)
- Villebois Village Concept Plan (2003)

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- Villebois Village Master Plan (2006)
- Wastewater Collection System Master Plan (2001)
- Wastewater Facility Plan (2004)
- Water Moratorium and Public Facility Strategy Information (1998 – 2000)
- Water Supply Study Report (1997)
- Water System Master Plan (2012)
- West Side Master Plan (1996)
- Wilsonville Residential Land Study (2014)
- Frog Pond Area Plan (2015)
- [Frog Pond West Master Plan \(2017\)](#)
- [City of Wilsonville Town Center Plan \(date\)](#)

PROCEDURES

How to Use the Plan

The purpose of this Plan is to guide the physical development of the City. Following this introduction, the text of the Plan is presented in four major sections that provide a framework for land use decisions. The four sections are:

- A. Citizen Involvement – this section describes the City’s on-going citizen involvement program.
- B. Urbanization – this section defines where and when urban level development will be permitted and recognizes Metro’s authority relative to the regional urban growth boundary.
- C. Public Facilities and Services – this section determines what facilities and services must be available to support urban development, and therefore, further defines when development can occur.
- D. Land Use and Development – this section determines future zoning and how a parcel of land may be developed. It provides basic standards for residential, public, [town center](#), commercial, and industrial uses and establishes general planning districts for each of these types of uses. The planning districts are visually represented on a land use map.

This Plan consists of general background and explanatory text, City of Wilsonville Goals, Policies, Implementation Measures, and a Plan Map. When any ambiguity or conflict appears to exist, Goals shall take precedence over Policies, Implementation Measures, text and Map; Policies shall take precedence over text, Implementation Measures, and Map. The land use map is only a visual illustration of the intent of the Plan. Therefore, the lines separating uses on the map are not rigid and inflexible. The lines for residential districts do, however, provide a basis

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for computing permitted densities or total number of allowable units, or zoning densities within a given development.

The Planning Commission, Development Review Board, and Planning Director are authorized to interpret the standards and requirements of either the text or maps of the Comprehensive Plan. The City Council shall have final authority for the interpretation of the text and/or map when such matters come before the Council for consideration.

Plan Amendments

This Plan has been designed to provide some flexibility in interpretation in an effort to be market-responsive and to minimize the need for Plan amendments. However, since it is impossible and impractical to allow for all possible combinations of land development proposals, it is probable that occasional Plan amendments will be necessary. In addition, economic and social conditions change over time, as do land use laws. Therefore, Plans must be periodically reviewed to consider changed circumstances. As noted above, periodic review of local Plans is also required by state law.

The Planning Commission, Development Review Board, and City Council all provide the public with opportunities to comment on non-agenda items at each regularly scheduled public meeting. Any interested person has the opportunity to suggest changes to the Comprehensive Plan that those decision-making bodies may wish to consider. The Commission, DRB, or Council may initiate a Plan amendment, by motion, as prescribed in #1, below.

1. Who May Initiate Plan Amendments? An amendment to the adopted Plan may be initiated by:
 - a. The City Council
 - b. The Planning Commission (for legislative amendments) or Development Review Board (for quasi-judicial amendments); or
 - c. Application of the property owner(s) or contract purchaser(s) affected or their authorized agents, as specified in #2, below.

2. Application for Plan Amendments:

An application for an amendment to the Plan maps or text shall be made on forms provided by the City. The application, except when initiated by the City Council, DRB, or Planning Commission, as noted in #1, above, shall be accompanied by a Plan Amendment Fee.

3. The Consideration of Plan Amendments:
 - a. Amendments to the maps or text of the Comprehensive Plan shall only be considered by the City Council after receiving findings and recommendations from the Planning Commission (legislative) or Development Review Board (quasi-judicial) at their regular or special meetings.

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- b. Amendments must be initiated as provided in this section, sufficiently in advance of the first evidentiary hearing on the proposal to allow adequate time for providing public notice and preparing a staff report on the proposal. The first evidentiary hearing is usually the first public hearing held by the Planning Commission or Development Review Board on the proposal.
- c. This Plan, and each of its elements, is always open for amendments that consider compliance with the Statewide Planning Goals and Plans of Metro. Amendment and revision for compliance with the above regional Goals, Objectives, and Plans shall be consistent with any re-opening of local Plans as approved by the Land Conservation and Development Commission (LCDC).

This provision is not to be construed as waiving any legal rights which the City may have to challenge the legality of a regional Goal, Objective or Plan provision.

- d. The Planning Commission or City Council may conduct a public hearing at any time to consider an amendment to the Plan text or Plan map when the Commission or Council finds that the consideration of such amendments are necessary to comply with the rules, regulations, goals, guidelines or other legal actions of any governmental agency having jurisdiction over matters contained in said text or Plan map.

4. Standards for approval of Plan Amendments.

In order to grant a Plan amendment, the City Council shall, after considering the recommendation of the Development Review Board (quasi-judicial) or Planning Commission (legislative), find that:

- a. The proposed amendment is in conformance with those portions of the Plan that are not being considered for amendment.
- b. The granting of the amendment is in the public interest.
- c. The public interest is best served by granting the amendment at this time.
- d. The following factors have been adequately addressed in the proposed amendment:
 - the suitability of the various areas for particular land uses and improvements;
 - the land uses and improvements in the area;
 - trends in land improvement;
 - density of development;
 - property values;
 - the needs of economic enterprises in the future development of the area;
 - transportation access;
 - natural resources; and
 - the public need for healthful, safe and aesthetic surroundings and conditions.

Introduction

- e. Proposed changes or amendments to the Comprehensive Plan do not result in conflicts with applicable Metro requirements.
5. Public Notice Requirements.
- a. Notice of public hearings before the Development Review Board, Planning Commission, and City Council concerning proposed Plan amendments shall be published in a newspaper of general circulation as prescribed by the state. A written notice of proposed amendments shall be posted in at least three conspicuous public places within the City not less than ten (10) days prior to the hearing(s). Written notice of map amendments shall be mailed to owners of property within 250 feet of the properties or property described in the notice at least ten (10) days prior to the date of the hearing(s).

The City of Wilsonville regularly meets and exceeds the typical standards for public notice concerning land use planning matters. This practice will continue, including City-wide notice, in appropriate situations, to all property owners.
 - b. The public notice shall include the date, time, and place of the public hearing(s); a description of the properties involved in the proposed amendment; and a general statement of the nature of the proposed amendment to be considered by the reviewing body.
 - c. In the process of amending any Comprehensive Plan provision or implementing ordinance, the City will continue to give notice to Metro as required. At such time as any notice is given to the Director of the Department of Land Conservation and Development pursuant to ORS 197.610 or 197.615, a copy shall be sent to Metro's Executive Officer. In addition to the content of the notice required by ORS 197.610 or 197.615, the notice furnished to Metro shall include an analysis demonstrating that the proposed amendments are consistent with applicable Functional Plans. However, if the analysis demonstrating consistency with Functional Plans is not included in the initial notice, Metro requirements specify that a report containing the analysis shall be delivered to Metro no later than fourteen (14) days before the City conducts a final hearing on the proposed amendment.

Planning/Zoning Procedures

The City is gradually building out, with much less undeveloped property than in the past. Portions of the undeveloped areas are currently served with adequate public facilities for urban level development. Other areas are not adequately served and the service levels vary greatly throughout the City.

Therefore, in order to provide a process to insure orderly development consistent with the availability of adequate public facilities, the provisions of this Plan shall be administered through

Introduction

case-by-case zoning and Site Plan review procedures set forth in the Wilsonville Code. The Development Code clearly defines the standards that must be met to obtain a Zone Change and/or Site Development Permit.

The purpose of the case-by-case review is two-fold. First, the zoning process is intended to serve as an administrative procedure to evaluate the conversion of urbanizable land to urban land consistent with the conversion criteria set forth in the Statewide Planning Goal 14 (Urbanization). Because the service levels vary throughout the City, the zoning process will allow for a case-by-case analysis of the availability of public facilities and services and to determine specific conditions in terms of phasing of development related to needed facility improvements.

Secondly, not all types of development create equal community impact. Therefore, each development must be evaluated on its own merits and liabilities. For this reason, a case-by-case Site Development Plan review is intended to provide site specific analysis of impacts related to particular development proposals, rather than general use categories such as residential, commercial or industrial.

All land development proposals shall be reviewed for conformity to the Plan and specific standards set forth in implementing Ordinances.

The applicable Statewide Planning Goals, as of March 2000, have been copied in full below to help the reader to understand the City's role in the State's overall planning program.

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OREGON'S STATEWIDE PLANNING GOALS

1. Citizen Involvement: To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.
2. Land Use Planning: To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions.
3. Agricultural Lands: To preserve and maintain agricultural lands.
4. Forest Lands: To conserve forest lands by maintaining the forest land base and to protect the state's forest economy by making possible economically efficient forest practices that assure the continuous growing and harvesting of forest tree species as the leading use on forest land consistent with sound management of soil, air, water, and fish and wildlife resources and to provide for recreational opportunities and agriculture.
5. Natural Resources, Scenic and Historic Areas, and Open Spaces: To conserve open space and protect natural and scenic resources.
6. Air, Water, and Land Resources Quality: To maintain and improve the quality of the air, water, and land resources of the state.
7. Areas Subject to Natural Disasters and Hazards: To protect life and property from natural disasters and hazards.
8. Recreational Needs: To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.
9. Economic Development: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.
10. Housing: To provide for the housing needs of the citizens of the state.
11. Public Facilities and Services: To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.
12. Transportation: To provide and encourage a safe, convenient and economic transportation system.
13. Energy Conservation: To conserve energy.
14. Urbanization: To provide for the orderly and efficient transition from rural to urban land use.
15. Willamette River Greenway: To protect, conserve, enhance, and maintain the natural, scenic, historical, agricultural, economic and recreational qualities of lands along the Willamette River as the Willamette River Greenway.

CITIZEN INVOLVEMENT

In one way or another, directly or indirectly, the Comprehensive Plan affects all citizens in the City, whether they own property or not. The Plan allocates land to various residential, public, commercial and industrial uses. It also establishes standards for how and when such lands may be developed for the designated purposes. The Comprehensive Plan is not a document created by one faction and imposed upon another, but rather an ongoing planning process that needs and depends upon input and direction developed by all concerned. For these reasons, citizen involvement is a vital part of the planning process. In fact, under Oregon law, citizen involvement is required. Statewide Planning Goal No. 1 requires each community to adopt, implement, and periodically review a citizen involvement program.

Since its incorporation, including development of the 1971 General Plan; and each subsequent revision of the Comprehensive Plan, as well as routine planning and zoning administration, the City of Wilsonville has encouraged citizen involvement in the decision-making process. For a number of years, Wilsonville Interested Neighbors (WIN) served as the City's official Citizen Advisory Committee. WIN ceased meeting in 1991 and after that a number of different ad hoc committees have been appointed to provide for citizen involvement. The City's Planning Commission has continued to serve as the primary citizen involvement organization throughout that time. Given this history, the City has chosen to recognize the Planning Commission's continuing role in facilitating and encouraging public involvement. This does not preclude the use of other ad hoc or adjunct groups to gain public participation but it does formalize the Planning Commission's responsibilities in advising the City Council about the City's overall citizen involvement program.

Wilsonville's Planning Commission, made up of people with diverse interests in the community, now fulfills the role as the City's official Committee for Citizen Involvement. Unlike most Planning Commissions that have quasi-judicial authority, Wilsonville's Planning Commission deals only with legislative and long-range policy issues. The Planning Commission's quasi-judicial functions were transferred to the Development Review Board in 1997, in order to allow the Commission to focus on advising the City Council on legislative policy issues. The Planning Commission's advisory duties make the Commission especially qualified to fulfill the role as the City's Committee for Citizen Involvement. The Planning Commission frequently conducts work sessions and other informal public meetings that are deliberately intended to encourage an exchange of ideas and opinions without the formality of public hearings. These meetings are intended to "open" the City's planning processes for greater public participation.

The Commission may conduct both work sessions and public hearings in one meeting. For instance, it is fairly typical for the Commission to have a work session or informal public meeting before or after a public hearing. The Commission conducts regularly scheduled meetings each month and frequently schedules additional meetings to deal with a wide range of issues. All Planning Commission meetings are open to the public.

 Citizen Involvement

Wilsonville's Planning Commission meets the two principal requirements of Statewide Planning Goal No. 1 to serve as the City's official Committee for Citizen Involvement:

- * members are broadly representative of geographic areas and interests related to land use; and
- * members are selected through an open, well-publicized public process.

All City residents and interested parties are allowed and encouraged to participate throughout the City's planning processes. Citizens also regularly participate in decision-making or advisory capacities as members of:

- Development Review Board
- Planning Commission
- Parks and Recreation Advisory Board
- Library Board
- Budget Committee
- Other special study task forces

The City has long recognized the importance of citizen involvement and understanding in government decisions. In support of past involvement activities and to guide future citizen involvement, the following goals, policies, and implementation measures are established.

Local planning decisions also affect other public agencies. Therefore, elements of the Plan and the supporting database will continue to be coordinated with numerous other public agencies.

GOAL 1.1 To encourage and provide means for interested parties to be involved in land use planning processes, on individual cases and City-wide programs and policies.

Policy 1.1.1 The City of Wilsonville shall provide opportunities for a wide range of public involvement in City planning programs and processes.

Implementation Measure 1.1.1.a Provide for early public involvement to address neighborhood or community concerns regarding Comprehensive Plan and Development Code changes. Whenever practical to do so, City staff will provide information for public review while it is still in "draft" form, thereby allowing for community involvement before decisions have been made.

Implementation Measure 1.1.1.b Support the Planning Commission as the City's official Citizens Involvement Organization with regular, open, public meetings in which planning issues and projects of special concern to the City are discussed and resultant recommendations and resolutions are recorded and regularly reported to the City Council, City staff, and local newspapers. The Planning Commission may schedule special public meetings as the Commission deems necessary and appropriate to carry out its responsibilities as the Committee for Citizen Involvement.

 Citizen Involvement

Implementation Measure 1.1.1.c Support the Planning Commission as the Committee for Citizen Involvement, which assists City Officials with task forces for gathering information, sponsoring public meetings and/or evaluating proposals on special projects relating to land use and civic issues, when requested by officials or indicated by community need.

Implementation Measure 1.1.1.d Support the Planning Commission as a public Citizens Involvement Organization which assists elected and appointed City Officials in communicating information to the public regarding land use and other community issues. Examples of ways in which the Commission may accomplish this include conducting workshops or special meetings.

Implementation Measure 1.1.1.e Encourage the participation of individuals who meet any of the following criteria:

1. They reside within the City of Wilsonville.
2. They are employers or employees within the City of Wilsonville.
3. They own real property within the City of Wilsonville.
4. They reside or own property within the City's planning area or Urban Growth Boundary adjacent to Wilsonville.

Implementation Measure 1.1.1.f Establish and maintain procedures that will allow any interested parties to supply information.

Implementation Measure 1.1.1.g The Planning Commission will continue to conduct three different kinds of meetings, all of which are open to the public. Whenever feasible and practical, and time allows, the Commission and staff will conduct additional informal meetings to gather public suggestions prior to drafting formal documents for public hearings. The different kinds of meetings conducted by the Commission will include:

1. Public hearings;
2. Work sessions and other meetings during which citizen input is limited in order to assure that the Commission has ample time to complete the work that is pending; and
3. Informal work sessions and other meetings during which the general public is invited to sit with the Commission and play an interactive part in discussions. These sessions are intended to provide an open and informal exchange of ideas among the members of the general public and the Commissioners. Such meetings will happen at least two or three times each year.

Implementation Measure 1.1.1.h In preparing public notices for Planning Commission meetings, the staff will clarify whether the meeting will involve a public hearing and/or a work session.

 Citizen Involvement

GOAL 1.2: For Wilsonville to have an interested, informed, and involved citizenry.

Policy 1.2.1 The City of Wilsonville shall provide user-friendly information to assist the public in participating in City planning programs and processes.

Implementation Measure 1.2.1.a Clarify the process of land use planning and policy formulation so citizens understand when and how they can participate.

Implementation Measure 1.2.1.b Using press releases or other means, publicize the ways in which interested parties can participate and the topics which will be considered by public boards.

Implementation Measure 1.2.1.c Establish procedures to allow interested parties reasonable access to information on which public bodies will base their land use planning decisions.

Policy 1.3 The City of Wilsonville shall coordinate with other agencies and organizations involved with Wilsonville's planning programs and policies.

Implementation Measure 1.3.1.a Encourage members of the Wilsonville Chamber of Commerce and other interested organizations to serve on City Boards and Planning Commission.

Implementation Measure 1.3.1.b Where appropriate, the City shall continue to coordinate its planning activities with affected public agencies and private utilities. Draft documents will be distributed to such agencies and utilities and their comments shall be considered and kept on file by the City.

Elements of this Plan and the supporting database have been coordinated with the following agencies:

- Dept. of Land Conservation and Development (DLCD)
- Metropolitan Service District (Metro)
- Tri-Met
- Washington County
- Clackamas County
- Cities of: Tualatin, Sherwood, West Linn, Rivergrove, Canby, Durham, Lake Oswego, Tigard, Aurora, Woodburn, and Newberg.
- Sherwood, Canby, and West Linn-Wilsonville School Districts
- Oregon Department of Environmental Quality
- Oregon Department of Transportation and Parks and Recreation Dept.
- Oregon Department of Economic Development
- Oregon Department of Fish and Wildlife
- Oregon Department of Forestry

Citizen Involvement

- Port of Portland
- U.S. Army Corps of Engineers
- Bonneville Power Administration
- The franchise utilities operating within the City.

URBAN GROWTH MANAGEMENT

Wilsonville is located within the jurisdiction of Metro, and coordinates the management of urban growth in and around Wilsonville with the affected county and regional governments. This section of the Comprehensive Plan recognizes that land around Wilsonville, especially land within the Urban Growth Boundary (UGB), is intended to meet urban growth needs for many years to come. This section is closely tied to the public facilities element to assure the orderly economic provision of urban services. This prioritizes areas for phased urban development, and specifies policies for the conversion of rural land to urban uses.

Wilsonville's rapid growth is clearly demonstrated by the following statistics: of the land within the current City limits, three times as much was developed in 1999 as was the case in 1988; and the City's population increased by nearly 400 percent in the same period. Economic development has grown just as rapidly, yielding an employment base that has grown as rapidly as the population. Figures provided by Metro in 1996 indicated that Wilsonville had more than three jobs for each housing unit within the City.

Based on Metro's (1981) regional growth allocation statistics, Wilsonville's population was projected to grow to 15,600 by the year 2000. In the same time period, the City's economic growth is expected to generate a total of 14,400 jobs. Those projections proved to be surprisingly accurate. In fact, Wilsonville's population in 2000 approached the 15,600 figure, and the number of jobs exceeded the 14,400 figure.

The City has found that uncontrolled rapid growth can seriously impact and overload the available public facilities and services. However, the City recognizes that the Portland metropolitan region continues to grow, and the City has made the commitment to do its fair share to accommodate part of the region's urban growth. Doing its fair share includes expanding the capacity of public facilities and services to keep pace with growth. The City also recognizes that if growth is uncontrolled, the City's current pleasant living and working environment will deteriorate. Therefore, the following provisions have been established as a framework for growth management policies and procedures.

It is a basic premise of this Plan that the purpose of designating land for urban development is to provide for needed housing, employment, and community services. Therefore, while public facilities are used as a controlling factor in growth management, it is not the intent of this Plan to place a priority on the provision of public facilities and services over that of providing for housing and employment. Rather, it is the intent of the Plan to seek a balance of these factors by insuring that a reasonable service level of public facilities is maintained to support urban growth.

The policies and Implementation Measures of this section of the Comprehensive Plan have been established for the management of urban growth in, and adjacent to, the City of Wilsonville.

Urban Growth ManagementCITY LIMITS

Wilsonville's City limits establish the boundary of the City's authority and jurisdiction. Only in cases where the City has an intergovernmental agreement (IGA) with one or both of the surrounding counties will the City have jurisdiction over outlying properties.

The City of Wilsonville intends to enter into and maintain such IGAs with both Washington and Clackamas Counties, to allow the City to continue to prepare long-range plans for the properties within Wilsonville's planning area and outside the City limits. Additional authority to zone, provide urban services to, or issue development approvals for, lands outside the City will require separate IGAs. Wilsonville's Planning Commission has strongly encouraged the City staff to enter into these IGAs as soon as possible after the enactment of this Comprehensive Plan.

The City will actively participate in the land use planning decisions of nearby jurisdictions that may have an effect on Wilsonville.

The City limit line is used to clearly indicate the edge of urban development at any given time. It provides for flexibility within the land development market, to assure that there are choices in type, location, and density or intensity of residential, commercial, and industrial development.

While the entire City, other than land that is designated as open space, is planned for immediate growth, the City recognizes that not all areas within the City can be equally served by existing facilities and services. This pattern is likely to continue in the future as the City grows out into previously rural land.

By allowing development to occur anywhere within the City limits, maximum market efficiency is maintained, and a greater variety of development proposals are made possible. The emphasis is then placed on the timing or phasing of actual site development in accordance with the ability to provide services.

Even within the City limits, it is important to place a priority on contiguous development. In so doing, capital improvements can be concentrated from the center portion of the City (near the freeway) outward, thus, providing for maximum efficiency in the street and utility systems.

In spite of the rapid rate of growth and development in Wilsonville since the City's incorporation, there are still portions of the City that lack full urban level services and street improvements. Development master plans and subdivision plats may be approved within these areas, but site development will be restricted to the service level capacities of the existing primary facilities until such time as urban level services are provided, as specified in Section 'C' of the Comprehensive Plan (Public Facilities and Services). The approval of development plans and subdivision plats in such areas with phased development controls will provide specific service demand information which is needed for efficient public facility planning and capital improvements.

 Urban Growth Management

URBAN GROWTH BOUNDARIES

Consistent with the Statewide Planning Goals, and statutory mandates, Metro has established, and will periodically expand the urban growth boundary for the region. Upon a demonstration of need, the Metro Council is required to add land to the Urban Growth Boundary to meet projected growth requirements for twenty years.

Once land has been added to the Urban Growth Boundary established by Metro, the City may annex adjacent parts of the UGB into the City limits. This allows for development, subject to the City's review procedures. Only in highly unusual situations would the City annex land outside the regional UGB, and then only after coordination with Metro, the affected county, and any other affected jurisdictions.

At the City's request, Metro has added land to the UGB adjacent to Wilsonville. However, there are still substantial land areas outside the City limits that the City considers to be within its planning area for long-range urban growth. The City does not have the legal authority or responsibility to plan for areas outside the City limits unless that land has been added to the UGB or the City has an approved Urban Growth Management Agreement (i.e., intergovernmental agreement) with the affected county. Given the demand for urban development in Wilsonville, it makes sense for the City to begin planning for outward expansion into those areas and to coordinate such planning with Metro, the counties and the state.

GOAL: 2.1 To allow for urban growth while maintaining community livability, consistent with the economics of development, City administration, and the provision of public facilities and services.

Policy 2.1.1. The City of Wilsonville shall support the development of all land within the City, other than designated open space lands, consistent with the land use designations of the Comprehensive Plan.

Implementation Measure 2.1.1.a. Allow development within the City where zoning has been approved and other requirements of the Comprehensive Plan have been met.

Implementation Measure 2.1.1.b. Allow urbanization to occur to provide adequate housing to accommodate workers who are employed within the City.

Implementation Measure 2.1.1.c. Encourage a balance between residential, industrial, and commercial land use, based on the provisions of this Comprehensive Plan.

Implementation Measure 2.1.1.d. Establish and maintain revenue sources to support the City's policies for urbanization and maintain needed public services and facilities.

Implementation Measure 2.1.1.e. Allow new development to proceed concurrently with the availability of adequate public services and facilities as specified in Public Facilities and Services Section (Section C) of the Comprehensive Plan.

 Urban Growth Management

Implementation Measure 2.1.1.f. To insure timely, orderly and efficient use of public facilities and services, while maintaining livability within the community, the City shall establish and maintain growth management policies consistent with the City's regional growth allocation and coordinated with a Capital Improvements Plan.

1. The Planning Commission shall periodically review growth-related data, e.g., the availability of public facilities, scheduled capital improvements, need for housing, commercial development and/or industrial development, etc.; and shall, as determined necessary following a public hearing, make recommendations to the City Council regarding Growth Management Plans.
2. To maximize design quality and conformity to the Comprehensive Plan, the City shall encourage master planning of large land areas. However, as an added growth management tool, the Development Review Board may, as a condition of approval, set an annual phasing schedule coordinated with scheduled Capital Improvements, particularly streets and related transportation facilities.

Implementation Measure 2.1.1.g. To discourage speculative zoning and to provide for maximum responsiveness to new design concepts and a changing market, site plan approvals shall carry an expiration date with substantial progress towards site development required to preserve the approval.

Policy 2.2.1. The City of Wilsonville shall plan for the eventual urbanization of land within the local planning area, beginning with land within the Urban Growth Boundary.

Implementation Measure 2.2.1.a. Allow annexation when it is consistent with future planned public services and when a need is clearly demonstrated for immediate urban growth.

Implementation Measure 2.2.1.b The City of Wilsonville, to the best of its ability based on infrastructure provided at the local, regional, and state levels, shall do its fair share to increase the development capacity of land within the Metro UGB.

1. The City of Wilsonville shall comply with the provisions of the Metro Urban Growth Management Functional Plan, unless an exception to the requirements is granted as provided in that Functional Plan.
2. The City shall comply with the provisions of Metro's Urban Growth Management Functional Plan, as long as that compliance does not violate federal or state law, including Statewide Planning Goals.
3. The City of Wilsonville recognizes that green corridors as described in the 2040 Growth Concept are critical to interurban connectivity. If the City at some future date annexes an area that includes a Metro-designated green corridor, it will be the City's policy to do the following:
 - a. Control access to the transportation facility within the green corridor to maintain the function, capacity and level of service of the facility and to enhance safety and minimize development pressures on rural reserve areas; and

 Urban Growth Management

- b. Provide adequate screening and buffering to adjacent development and limit signage in such a way as to maintain the rural character of the green corridor.

[Implementation Measure 2.2.1.b(3) added per Ordinance 549, October 21, 2002.]

Implementation Measure 2.2.1.c In conjunction with Metro, Washington County, and Clackamas County, the City shall periodically review and recommend revisions to the Urban Growth Boundary containing buildable land of a quality and quantity adequate to meet urban growth needs for twenty years.

Implementation Measure 2.2.1.d The City shall review all proposed UGB and urban reserve amendments in the Wilsonville area for conformance with Wilsonville's Comprehensive Plan.

Implementation Measure 2.2.1.e Changes in the City boundary will require adherence to the annexation procedures prescribed by State law and Metro standards. Amendments to the City limits shall be based on consideration of:

1. Orderly, economic provision of public facilities and services, i.e., primary urban services are available and adequate to serve additional development or improvements are scheduled through the City's approved Capital Improvements Plan.
2. Availability of sufficient land for the various uses to insure choices in the marketplace for a 3 to 5 year period.
3. Statewide Planning Goals.
4. Applicable Metro Plans;
5. Encouragement of development within the City limits before conversion of urbanizable (UGB) areas.
6. Consistency with legislative Master Plans and other applicable provisions of the Comprehensive Plan and Development Code.

Implementation Measure 2.2.1.f Washington and Clackamas Counties have agreed that no new lots shall be created outside the City and within the Urban Growth Boundary that contain less than ten acres. Development of existing lots of record and newly created lots of 10 or more acres shall be limited to single-family dwellings, agricultural activities; accessory uses which are directly related to the primary residential or agricultural use and necessary public and semi-public uses. *(Note that this Implementation Measure may need to be revised after the State has completed pending revisions to Statewide Planning Goal 14.)*

Implementation Measure 2.2.1.g Urban sanitary sewer and water service shall not be extended outside the City limits, with the following exceptions:

1. Where an immediate demonstrable threat to the public health exists, as a direct result of the lack of the service in question;
2. Where a Governmental agency is providing a vital service to the City; or

Urban Growth Management

3. Where it is reasonable to assume that the subject area will be annexed to the City within a reasonable period of time.

Implementation Measure 2.2.1.h To assure consistency between Comprehensive Plans and establish the City's interest in the area, the City shall jointly adopt dual interest area agreements with Washington and Clackamas Counties for comprehensive planning of the land outside the City and within the UGB and the Wilsonville planning area.

PUBLIC FACILITIES AND SERVICES

Public facilities and services include sanitary sewer, water, fire and police protection, libraries, storm drainage, schools, parks and recreation, transportation, solid waste and general governmental administrative services. Semi-public facilities are privately owned and operated, but have general public benefit and may be regulated by government controls. They include a wide range of services from electric utilities to day care.

As a growing City, Wilsonville has learned through experience the importance of community facilities and services that are adequate to serve urban growth. In the late 1990s, the City adopted two Public Facilities Strategies and a City-wide water moratorium on new development approvals. Those actions were due to proposed developments that, if approved, would have exceeded the City's ability to provide concurrent facilities and services.

Wilsonville uses a three-step approach to planning for public facilities. First, general Policies and Implementation Measures are contained in the Comprehensive Plan. Second, individual master plans (e.g., Parks and Recreation Master Plan, Stormwater Master Plan, Transportation Systems Plan, etc.) are prepared and periodically updated to deal with specific facility requirements. Finally, the City annually updates a rolling five-year Capital Improvement Program, based on these master plans, that is used for scheduling and budgeting of improvement projects.

Relying heavily on the formation of Local Improvement Districts (LIDs) and the use of Systems Development Charges (SDCs), Wilsonville typically requires developers to pay for the costs of major facility expansions to serve new development.

As development increases, so does the requirement for improved and greater capacity facilities and services. Providing facilities in response to growth rather than in anticipation of growth is ineffective and causes gaps in service capabilities. In the worst case situations, failure to provide needed facilities and services can result in threats to the public's health or safety. In recognition of this circumstance, the City continues to emphasize the need for providing adequate facilities and services in advance of, or in conjunction with, urban development. However, it also recognizes that not all facilities and services require the same level of service adequacy, simultaneous with development. The Comprehensive Plan, therefore, prioritizes facilities into primary and complimentary categories and establishes specific development policies for each facility or service.

The City's policies for the provision of public facilities and services can be divided into three categories. The first is the City's overall commitment to provide, or coordinate the provision of, facilities and services to meet the community's needs. The second concerns the timing of the provision of facilities and services relative to development (i.e., concurrency issues). The third concerns the costs of providing facilities and services and who is responsible for paying.

This Plan also includes provisions dealing specifically with different types of facilities and services. They are covered in the following order:

 Public Facilities and Services

Primary facilities and services include: those which significantly impact public health and safety and are directly linked to the land development process, in terms of service capacity, location, and design, or directly affect public health and safety. Therefore, adequate provision must be made for these facilities/services prior to or concurrently with urban level development. These facilities and services include:

- Sanitary sewer;
- Water service;
- Roads and transportation;
- Storm drainage;
- Fire protection; and
- Police protection and public safety.

Complementary Facilities and Services include: those which complement the public health, safety and general welfare of urban residents and workers, but are not necessarily directly linked to the land development process or public health and safety. These facilities include:

- Schools, library, and educational services;
- Parks, recreation, and open space;
- Solid waste;
- Semi-public utilities;
- City administration; and
- Health and social services.

While these complementary facilities and services affect the overall quality of urban living and should be planned for in anticipation of development, in some cases it is more economical and practical to determine service levels subsequent to actual development.

The following provisions apply to public facilities and services in general. More specific Policies and Implementation Measures applying to specific facilities and services follow later in the document.

GOAL 3.1: To assure that good quality public facilities and services are available with adequate, but not excessive, capacity to meet community needs, while also assuring that growth does not exceed the community's commitment to provide adequate facilities and services.

Policy 3.1.1 The City of Wilsonville shall provide public facilities to enhance the health, safety, educational, and recreational aspects of urban living.

Implementation Measure 3.1.1.a The City will continue to prepare and implement master plans for facilities/services, as sub-elements of the City's Comprehensive Plan. Facilities/services will be designed and constructed to help implement the City's Comprehensive Plan.

Implementation Measure 3.1.1.b The City Engineer shall report annually, and at other times as needed, to the Planning Commission, Budget Committee, and City Council, and other City

Public Facilities and Services

committees or commissions on the status and available capacity of urban services/facilities, including streets, bicycle and pedestrian facilities, water, sanitary sewer, and storm drainage.

Implementation Measure 3.1.1.c Developments shall continue to be required to extend services/facilities to the far side of the subject property – assuring that the adjacent properties have access to those services/facilities. It is noted that unusual existing circumstances may necessitate creative solutions for the extension of services/facilities.

Implementation Measure 3.1.1.d The City shall periodically review and, where necessary, update its development densities indicated in the land use element of the Plan, based on the capacity of existing or planned services and/or facilities.

TIMING -- CONCURRENCY ISSUES

Wilsonville emphasizes the importance of providing the needed public facilities and services in advance of, or concurrently with, development. In fact, much of the text of the Comprehensive Plan deals with concurrency.

In the course of the most recent Comprehensive Plan revision process, the various provisions dealing with concurrency have been reorganized and listed below:

Policy 3.1.2 The City of Wilsonville shall provide, or coordinate the provision of, facilities and services concurrent with need (created by new development, redevelopment, or upgrades of aging infrastructure).

Implementation Measure 3.1.2.a Urban development will be allowed only in areas where necessary facilities and services can be provided.

Implementation Measure 3.1.2.b Development, including temporary occupancy, that threatens the public's health, safety, or general welfare due to a failure to provide adequate public facilities and services, will not be permitted. Development applications will be allowed to proceed on the following basis:

1. Planning approvals may be granted when evidence, including listing in the City's adopted Capital Improvement Program, supports the finding that facilities/services will be available within two years. Applicants may be encouraged or required to plan and complete development in phases, in order to assure that the rate of development does not exceed the capacity of needed facilities/services.
2. Building permits will be issued when planning approvals have been granted and funding is in place to assure completion of required facilities/services prior to occupancy. Applicants must sign a statement acknowledging that certificates of occupancy will not be given until adequate facilities/services, determined by the Building Official, after consulting with the City Engineer, are in place and operational. Parks, recreation facilities, streets and other transportation system improvements may be considered to be adequately in place and operational if they

 Public Facilities and Services

are listed in the City's adopted Capital Improvement Program, or other funding is committed for their completion within two years. In such cases, water, sewer, and storm drainage facilities must be available, to the satisfaction of the City Engineer, on at least a temporary basis, prior to occupancy.

3. Final certificates of occupancy will not be given until required facilities/services are in place and operational. Temporary certificates of occupancy may only be granted when the Building Official determines, after consulting with the City Engineer, that needed facilities/services will be in place and operational at the conclusion of the time period specified in the temporary certificate of occupancy. Nothing in this policy is intended to indicate that a temporary certificate of occupancy will be granted without assurance of full compliance with City requirements.

Implementation Measure 3.1.2.c Where a shortage of facilities/services exists or is anticipated in the near future, and other alternatives are not feasible to correct the deficiency, the City shall take steps to implement a moratorium on development activity or to manage growth through a public facilities strategy, as provided by statute. In the event that State laws provide other alternatives to address shortages of facilities/services, the City will consider those alternatives as well.

Implementation Measure 3.1.2.d As an alternative to denying a development application that otherwise meets all applicable standards and criteria, the City shall impose reasonable conditions of approval on that development, in terms of the provision of adequate services/facilities.

Implementation Measure 3.1.2.e When development is proposed in areas of the City where full urban services/facilities are not yet available, development approval shall be conditioned on the provision of adequate facilities and services to serve the subject property. Where the development can reasonably proceed in phases prior to the availability of full urban services/facilities, such development may be permitted. However, the use of on-site sewage disposal and private water systems shall only be approved where permitted by City ordinance.

Implementation Measure 3.1.2.f Coordinate with the appropriate school district to provide for additional school sites substantially ahead of the anticipated need.

PAYING FOR NEEDED FACILITIES AND SERVICES

Policy 3.1.3 The City of Wilsonville shall take steps to assure that the parties causing a need for expanded facilities and services, or those benefiting from such facilities and services, pay for them.

Implementation Measure 3.1.3.a Developers will continue to be required to pay for demands placed on public facilities/services that are directly related to their developments. The City may establish and collect systems development charges (SDCs) for any or all public

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facilities/services, as allowed by law. An individual exception to this standard may be justified, or SDC credits given, when a proposed development is found to result in public benefits that warrant public investment to support the development.

Implementation Measure 3.1.3.b The City will continue to prepare and implement a rolling five-year Capital Improvement Program, with annual funding decisions made as part of the municipal budget process.

Implementation Measure 3.1.3.c The City shall continue to employ pay-back agreements, development agreements, and other creative solutions for facilities that are over-sized or extended from off-site at the expense of only some of the benefited properties.

PRIMARY FACILITIES AND SERVICES

Sanitary Sewer Plan

The City operates its own wastewater treatment plant and sewage collection system, independent of any other agencies. The wastewater treatment plant was significantly expanded in the late 1990s. The wastewater treatment plant has now undergone four major expansions to keep pace with community growth since its original construction. The latest improvements were designed to serve the community through approximately the year 2015.

The City recognizes Metro's role in coordinating water management and waste treatment planning as well as the Department of Environmental Quality's role in monitoring water quality.

The City recognizes and assumes its responsibility for the operation and maintenance of the wastewater treatment plant and the collection system, including public lines and pump stations that have been designed and constructed to City standards. The City also assumes the responsibility for assuring that wastewater treatment plant capacity expands to keep pace with community growth.

Policy 3.1.4 The City of Wilsonville shall continue to operate and maintain the wastewater treatment plant and system in conformance with federal, state, and regional water quality standards.

Implementation Measure 3.1.4.a The City shall continue to maintain a sewer service capacity monitoring and expansion program to assure that adequate treatment and trunk main capacity are available to serve continued development, consistent with the City's urban growth policies and the concurrency standards noted above.

Implementation Measure 3.1.4.b The City shall continue to manage growth consistent with the capacity of sanitary sewer facilities.

 Public Facilities and Services

Implementation Measure 3.1.4.c Based on the service capacity and the permit monitoring program, the City shall plan and appropriately schedule future expansions of the wastewater treatment plant.

Implementation Measure 3.1.4.d. While the City assumes the responsibility for maintaining the treatment plant and collection system, it does not assume the responsibility for extending lines to serve individual properties and developments.

Implementation Measure 3.1.4.e The City shall continue to require all urban level development to be served by the City's sanitary sewer system.

Implementation Measure 3.1.4.f The cost of all line extensions and individual services shall be the responsibility of the developer and/or property owners(s) seeking service. When a major line is to be extended, the City may authorize and administer formation of a Local Improvement District (LID). All line extensions shall conform to the City Sanitary Sewer Collection System Master Plan, urbanization policies, and Public Works Standards.

Water Service Plan

The City's water system has expanded significantly from the original well and reservoir located on Elligsen Road. The water system has four reservoirs with a total storage capacity of 7.95 million gallons and eight wells with a total production capability of 5.2 million gallons per day (MGD). Following voter approval in 1999, a surface water treatment plant on the Willamette River was designed to provide up to 20 MGD of capacity for the local system with up to 50 additional MGD available to be pumped to neighboring communities north of Wilsonville. The initial phase of the treatment plant construction is intended to meet the average daily water demands predicted through the year 2015. Additional phases of treatment plant expansion will be built as the demand actually occurs, so system expansion will occur on a regular basis. It is also anticipated that a water system master plan update (due for completion in fiscal year 2000-2001) will indicate the need for additional reservoir capacity before the year 2020. As future growth occurs, it will be necessary to incrementally expand the existing water system to provide additional storage, pumping, and pipeline capacity.

The City recognizes and assumes the responsibility for developing and maintaining the community's basic water system.

Policy 3.1.5 The City shall continue to develop, operate and maintain a water system, including wells, pumps, reservoirs, transmission mains and a surface water treatment plant capable of serving all urban development within the incorporated City limits, in conformance with federal, state, and regional water quality standards. The City shall also continue to maintain the lines of the distribution system once they have been installed and accepted by the City.

 Public Facilities and Services

Implementation Measure 3.1.5.a The City shall review and, where necessary, update the Water System Master Plan to conform to the planned land uses shown in the Comprehensive Plan and any subsequent amendments to the Plan.

Implementation Measure 3.1.5.b All major lines shall be extended in conformance to the line sizes indicated on the Master Plan and, at a minimum, provisions for future system looping shall be made. If the type, scale and/or location of a proposed development negatively impacts operating pressures or available fire flows to other properties as determined by the City Engineer, the Development Review Board may require completion of looped water lines, off-site facilities, pipelines, and/or facility/pipelines to achieve or maintain minimum pressures or fire flows as a conditions of development approval.

Implementation Measure 3.1.5.c Extensions shall be made at the cost of the developer or landowner of the property being served. When a major line is extended that is sized to provide service to lands other than those requiring the initial extension, the City may:

1. Authorize and administer formation of a Local Improvement District to allocate the cost of the line improvements to all properties benefiting from the extension; or
2. Continue to utilize a pay-back system whereby the initial developer may recover an equitable share of the cost of the extension from benefiting property owners/developers as the properties are developed.

Implementation Measure 3.1.5.d. All water lines shall be installed in accordance with the City's urban growth policies and Public Works Standards.

Implementation Measure 3.1.5.e The City shall continue to use its Capital Improvements Program to plan and schedule major water system improvements needed to serve continued development (e.g., additional water treatment plant expansions, transmission mains, wells, pumps and reservoirs).

Policy 3.1.6 **The City of Wilsonville shall continue a comprehensive water conservation program to make effective use of the water infrastructure, source water supply and treatment processes.**

Implementation Measure 3.1.6.a. The City will track system water usage through production metering and service billing records and take appropriate actions to maintain a target annual average unaccounted for water volume of less than 10% of total production.

Implementation Measure 3.1.6.b. The City will maintain other programs and activities as necessary to maintain effective conservation throughout the water system.

Policy 3.1.7 **The City of Wilsonville shall maintain an accurate user demand profile to account for actual and anticipated demand conditions in order to assure an adequately sized water system.**

 Public Facilities and Services

Implementation Measure 3.1.7.a. The City will track system water usage through production metering and service billing records and take appropriate actions to maintain a target annual average unaccounted for water volume of less than 10% of total production.

Implementation Measure 3.1.7.b. The City will maintain other programs and activities as necessary to maintain effective conservation throughout the water system.

Policy 3.1.8 The City of Wilsonville shall coordinate distribution system improvements with other CIP projects, such as roads, wastewater, and storm water, to save construction costs and minimize public impacts during construction.

Roads and Transportation Plan [Deleted by Ord. No. 671, 11/16/09] See "Transportation" on page C – 20.

Storm Drainage Plan

Conventionally designed urban development tends to result in an increase in impervious surfaces. Increased quantities of impervious surface increase both the volume and speed of storm water flows, while also damaging water quality. As a rapidly urbanizing and growing area, Wilsonville now experiences the effects of increased impervious surfaces with every major storm event. Increases in impervious surface area in Wilsonville also have the potential to impact downstream locations along the Willamette River.

There are increasing regulatory requirements that affect stormwater and the various drainage ways that convey that water. Federal standards regulate water quality (including temperature and turbidity) and the Endangered Species Act calls for the protection of native salmonid species. The City must set its own standards for development and land use activities to comply with relevant federal standards, and must also comply with regional and state requirements in the process.

The City's storm drainage responsibilities range from controlling the volume and speed of run-off through storm water detention facilities, to regulating land development activities to assure that individual private construction projects do not overburden the public systems or damage the environment without adequate mitigation. Additionally, the City must now regulate land uses to protect or improve riparian vegetation as feasible, along drainage ways.

To identify deficiencies in the City's storm drainage system, to improve uniform drainage information, to create specified storm drainage standards, and establish a systems development and maintenance program, the City has prepared a Stormwater Master Plan.

Policy 3.1.7 The City of Wilsonville shall develop and maintain an adequate storm drainage system. However, where the need for new facilities is the result of new development, the financial burden for drainage system improvements shall remain primarily the responsibility of developers. The City will use systems development charges, user fees, and/or other funding sources to construct facilities to improve storm water quality and control the volume of runoff.

Public Facilities and Services

- Implementation Measure 3.1.7.a In order to adequately provide for urban development, the City has established and will maintain a Stormwater Master Plan, development policies/standards for control of an on and off-site drainage, Public Works Standards, and a Capital Improvements Program to upgrade deficient structures and drainage ways.
- Implementation Measure 3.1.7.b. To assure maximum efficiency and effectiveness of the drainage system, a maintenance program has also been established to assure compliance with the City's NPDES (National Pollution Discharge Elimination System) permit. In some circumstances, private maintenance of facilities (by homeowners associations or other entities) may be required, as has been the case for the maintenance of neighborhood parks in Wilsonville.
- Implementation Measure 3.1.7.c. A storm drainage systems development charge shall continue to be collected from developers prior to issuance of a building permit. The Stormwater Master Plan and the Capital Improvements Program will continue to be the basis of establishing Systems Development Charges for storm drainage. The funds are used to upgrade the storm drainage system beyond those improvements required to serve individual developments. Provision of drainage control within a given development shall remain the responsibility of the developer, with the City assisting only insofar as the system will also accommodate off-site drainage. In reviewing planned improvements, the City Engineer may specify the use of on-site or off-site storm water detention, based on specific site characteristics and drainage patterns of the area.
- Implementation Measure 3.1.7.d Major natural drainage ways shall be retained and improved as the backbone of the drainage system and designated as open space. The integrity of these drainage ways shall be maintained as development occurs. Where possible, on-site drainage systems will be designed to complement natural drainage ways and designated open space to create an attractive appearance and will be protected by conservation, utility, or inundation easements. Alteration of minor drainage ways may be allowed provided that such alterations do not adversely impact stream flows and in-stream water quality of the major drainage ways and provide for more efficient use of the land. Such alteration must be approved by the City. Remnant creek channels, which previously carried water that has since been diverted, shall be evaluated for their wildlife habitat value before being selected for use as drainage ways. Where a remnant creek channel is found to provide unique habitat value without being a riparian zone, and that habitat value would actually be diminished through the re-introduction of storm water, alternate methods of conveying the storm water will be considered and, if feasible, used.
- Implementation Measure 3.1.7.e Existing culverted or piped drainage ways will be "daylighted" (converted from underground to surface facilities) when doing so will help to achieve the City's goals for storm drainage without overly conflicting with development.
- Implementation Measure 3.1.7.f Conversion of existing swales or drainage ways to culverted or piped systems shall be permitted only where the City Engineer determines that there is no other reasonable site development option. See Option A, above.

 Public Facilities and Services

- Implementation Measure 3.1.7.g Conversion of existing meandering swales or drainage ways to linear ditches shall be permitted only when the City Engineer determines that there is no other reasonable site development option.
- Implementation Measure 3.1.7.h Open drainage ways may be used to meet a portion of the landscaping and open space requirements for developments, provided that they meet the design requirements of the Development Review Board.
- Implementation Measure 3.1.7.i It is the intent of these measures to maximize the use of the natural drainage system to allow for ground water infiltration and other benefits to community aesthetics as well as habitat enhancement. This does not mean that natural drainage ways will be left unimproved.
- Implementation Measure 3.1.7.j The natural system must also be improved and maintained to handle the anticipated run-off in a manner that meets the requirements of the Stormwater Master Plan. Where wetlands are constructed for the purpose of accommodating storm drainage, certain areas of those wetlands may be designed to accumulate sediment. The City will periodically dredge and maintain those areas in constructed wetlands, or will permit others to do so, as necessary to maintain the storm drainage functions of those constructed wetlands.
- Implementation Measure 3.1.7.k One-hundred year flood plains and floodways have been established through the Federal Flood Insurance program, for all flood-prone areas of the City except Coffee Lake Creek, north of Barber Street. For that area along Coffee Lake Creek, a hydrology study to establish the 100-year flood elevation will be required prior to development approval. The floodways must continue to be protected from encroachment. Development within the flood plain shall be regulated consistent with the standards of the Federal Flood Insurance Act, and Title 3 of Metro's Urban Growth Management Functional Plan. Storm water runoff from upstream development shall be controlled so as to not adversely impact the peak flood flow in the mainstream channels.
- Implementation Measure 3.1.7.l The City will regulate new land divisions to prevent the creation of additional lots for building sites within 100-year floodplains. This is not intended to prohibit the creation of new lots that are partially within flood plains, provided that the developable portion of each lot will be outside of the 100-year flood plain, and FEMA standards are met.
- Implementation Measure 3.1.7.m The City will regulate cuts and fills within flood plains to assure that the amount of fill material added will not exceed the amount of cut material that is removed.
- Implementation Measure 3.1.7.n Wilsonville has established a single-storm drainage runoff standard that is applied throughout the City. That standard requires developers to plan for at least a 25-year storm event. However, the differences in the natural characteristics of the Boeckman Creek and Seely Ditch Basins and their sub-area basins will require developers and their engineers to plan for different types of detention or retention facilities

Public Facilities and Services

in one basin than would be used in another. The appropriate criteria will be established and implemented through the City's Public Works Standards.

Implementation Measure 3.1.7.o Based on facility capacities identified in the Stormwater Master Plan, appropriate storm run-off standards shall be implemented through the City's Public Works Standards.

Implementation Measure 3.1.7.p In the course of site development, developers may be required to retain or improve native vegetation in identified riparian zones and landslide prone areas to decrease the amount of surface water run-off, to shade areas of surface water, to preserve areas of natural percolation, help stabilize landslide-prone areas, and reduce erosion. Replacement, enhancement, and/or restoration of vegetation, including the removal of invasive plants, may also be required depending on the type, scale, and location of development.

Implementation Measure 3.1.7.q Natural drainage ways shall be stabilized as necessary below drainage and culvert discharge points for a distance sufficient to convey the discharge without channel erosion. The City Engineer may require the use of energy dissipaters to help minimize erosion.

Implementation Measure 3.1.7.r Sediment and erosion control shall be provided consistent with the Public Works Standards. All approved open drainage channels and open detention/retention basins shall be designed, constructed, and maintained with appropriate safeguards to insure public health and safety.

Implementation Measure 3.1.7.s All drainage facilities shall be designed to be consistent with state and federal standards for the passage of fish and wildlife.

Implementation Measure 3.1.7.t All development proposals shall be accompanied by a storm drainage plan and hydrologic analysis adequate to meet the above policies and standards, unless waived by the City Engineer for good cause. No development permit shall be issued for any project until a storm drainage plan has been approved by the City Engineer and/or the Development Review Board.

Fire Protection Plan

Fire protection is very adequately provided by the Tualatin Valley Fire and Rescue District. The District has responsibility for maintaining and upgrading fire-fighting apparatus and making necessary capital improvements such as new fire stations. However, the overall effectiveness of their operations is significantly affected by the location and design of urban development.

Policy 3.1.8 **The City of Wilsonville shall continue to coordinate planning for fire safety with the Tualatin Valley Fire and Rescue District.**

Public Facilities and Services

Implementation Measure 3.1.8.a All development plans, as approved by the Development Review Board, shall be approved by the City's Building Division for consistency with the state Uniform Fire Code (as amended by the Tualatin Valley Fire and Rescue District and subsequently adopted by the City of Wilsonville).

Implementation Measure 3.1.8.b The City shall update Chapter 9 of the Wilsonville Code by adopting the Fire Prevention Code of the Tualatin Valley Fire and Rescue District as it is updated.

Implementation Measure 3.1.8.c The City shall require that all buildings be designed to a maximum fire flow rating of 3,000 GPM at 20 p.s.i. or such other standard as may be agreed to by the City and the Fire District.

Implementation Measure 3.1.8.d The City's Public Works Standards shall be reviewed for conformity to minimum Fire District Requirements.

Implementation Measure 3.1.8.e The City shall continue to coordinate with the Fire District in maintaining accurate maps (including addressing) and land development records. The City should also take advantage of the District's computer capacity, when operational, for the storage and retrieval of such land use data.

Implementation Measure 3.1.8.f Provide fire protection consistent with the health, welfare, and safety of Wilsonville citizens.

Police Protection And Public Safety

The City's police protection is provided through a contract with the Clackamas County Sheriff's Department. Supplemental services are also available from the State Police.

Policy 3.1.9 The City of Wilsonville shall continue to provide adequate police protection.

Implementation Measure 3.1.9.a To augment formal police protection and minimize public financing of police services, the City shall:

1. Work in concert with the County Sheriff's office and local citizens to develop community crime prevention and safety programs, i.e., citizen patrol.
2. Incorporate where appropriate defensible space and other safety and security design concepts/standards in site and building design review.
3. Encourage local businesses to utilize private security personnel for site specific property protection.

Implementation Measure 3.1.9.b Provide police protection consistent with the health, welfare, and safety of Wilsonville citizens.

 Public Facilities and Services

COMPLEMENTARY FACILITIES/SERVICES PLAN

These services support urban growth and add to or complement livability in a community. The adequacy of their service levels also tend to be less definable than those in the primary category. Service levels in this category typically lag behind demand and are generally more economical to provide in response to specific rather than projected demands. Even so, it is important to plan for these facilities and services in advance, and if significant service deficiencies exist, to regulate growth accordingly.

School And Educational Services

Public educational facilities/services in Wilsonville are currently provided by three school districts. The West Linn – Wilsonville School District serves the majority of the City but portions of the City also lie within the Canby and Sherwood Districts. Current services provided by the districts are adequate and provisions are being made for new or expanded facilities where existing capacities have been exceeded.

While existing services and facilities are adequate, the division of the City into three districts tends to detract from continuity in community identity.

Policy 3.1.10 The City of Wilsonville shall continue to coordinate planning for educational facilities with all three local school districts and Clackamas Community College.

Implementation Measure 3.1.10.a To provide better continuity throughout the community and realize the maximum benefit to the local tax structure, the City will continue to support the consolidation of the entire City limits into one school district.

Implementation Measure 3.1.10.b Residential development directly impacts school facilities and services. However, the City does not have the responsibility for providing educational services. For this reason, the City will provide information to the school districts about proposed and actual residential developments within the City.

Implementation Measure 3.1.10.c The City shall continue to coordinate with the school districts for the planning, scheduling, and construction of needed educational facilities. To minimize unnecessary duplication, the City will also work in concert with the school districts for the provision of recreational facilities and programs.

Implementation Measure 3.1.10.d The City will encourage private educational services and will work with organizations or individuals proposing such activities in an effort to meet their needs while complying with the appropriate elements of the Comprehensive Plan.

Implementation Measure 3.1.10.e It is the basic reasoning of these policies that development within the City should not be regulated based on the availability of school facilities and services. Rather, these services should be planned for and provided to meet the demands

 Public Facilities and Services

created by development. If, however, school facilities and/or services were determined to be severely inadequate and the school districts unable to provide satisfactory improvement, then growth limitations would be appropriate.

Parks/Recreation/Open Space

Parks and recreational facilities in and around Wilsonville are provided for by the City, County, State and local school districts. The City's close proximity to Portland provides local residents with numerous recreational and entertainment opportunities provided throughout the metropolitan area, all within a 30 to 40 minute drive. Even the ocean beaches, Mt. Hood and other Cascade Mountains and several campgrounds, rivers and lakes are close at hand, within a couple of hours drive, thus providing an abundance of recreational activities.

Within the City, recreational planning is coordinated with the West Linn-Wilsonville School District. The District provides traditional physical education programs as part of their regular school curriculum plus competitive sports programs in the upper grade levels. Other youth sports programming is provided by the City and a variety of non-profit organizations. The School District's community education program also provides recreational programs for both youth and adult activities and coordinates the use of District facilities.

As the City continues to grow, additional facilities and services will need to be developed.

The following Park and Recreation policies are further supported by policies in the Land Use and Development Section of the Comprehensive Plan regarding the natural environment, natural resources, and general open space.

The 1971 General Plan and the 1988 Comprehensive Plan sought to:

1. Preserve the natural integrity of the Willamette River. Provide for frequent contact with the river. Encourage development of an adequate park and recreation system which would contribute to the physical, mental and moral health of the community.
2. Encourage the school/park concept as a basic feature of the park element of the Plan.
3. Develop parks and open spaces where the land and surrounding development make it least suited for intensive development.
4. Develop an extensive system of trails along stream courses and power line easements.
5. Encourage early acquisition of recreation sites to protect them from development and to reduce the public cost of acquiring the land.

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6. Encourage commercial recreation carefully sited within, or adjacent to, other uses.

These standards recognize the importance of an adequate park and recreation system to the physical, mental and moral health of the community. They also represent a common-sense approach to parks planning and are, therefore, reaffirmed by this Plan. The Park and Recreation system envisioned is a combination of passive and active recreational areas including specified park lands, schools, and linear open spaces in both public and private ownership. It is a basic premise of this Plan that the availability of conveniently located open recreational spaces is more important than the form of ownership.

In planning for such a system, it is helpful to classify the individual components (neighborhood parks, community parks, Greenway, etc.) which will or could comprise the park system. In addition, the establishment of a reasonable acquisition and development program requires a listing of priorities and a guide to desirable service levels. To maximize effectiveness, however, the actual development of such a system requires relating the provision of facilities and services to the particular needs and recreational desires of the residents to be served.

In recognition of Statewide Planning Goals and to provide a framework for development of park and recreation facilities, the following policy and implementation measures have been established:

Policy 3.1.11 The City of Wilsonville shall conserve and create open space throughout the City for specified objectives including park lands.

Implementation Measure 3.1.11.a Identify and encourage conservation of natural, scenic, and historic areas within the City.

Implementation Measure 3.1.11.b Provide an adequate diversity and quantity of passive and active recreational opportunities that are conveniently located for the people of Wilsonville.

Implementation Measure 3.1.11.c Protect the Willamette River Greenway from incompatible uses or developments.

Implementation Measure 3.1.11.d Continue the acquisition, improvement, and maintenance of open space.

Implementation Measure 3.1.11.e Require small neighborhood parks (public or private) in residential areas and encourage maintenance of these parks by homeowner associations or other entities as deemed appropriate by the City.

Implementation Measure 3.1.11.f Maintain and develop the current park system for centralized community-wide park facilities, but emphasize the future acquisition of small parks in localized areas.

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- Implementation Measure 3.1.11.g Where appropriate, require developments to contribute to open space.
- Implementation Measure 3.1.11.h Protect residents from bearing the cost for an elaborate park system, excessive landscape maintenance, and excessive public facility costs.
- Implementation Measure 3.1.11.i Develop limited access natural areas connected where possible by natural corridors for wildlife habitat and watershed and soil/terrain protection. Give priority to preservation of contiguous parts of that network which will serve as natural corridors throughout the City for the protection of watersheds and wildlife.
- Implementation Measure 3.1.11.j Identify areas of natural and scenic importance and where appropriate, extend public access to, and knowledge of such areas, to encourage public involvement in their preservation.
- Implementation Measure 3.1.11.k Protect the river-connected wildlife habitat.
- Implementation Measure 3.1.11.l Encourage the interconnection and integration of open spaces within the City and carefully manage development of the Willamette River Greenway.
- Implementation Measure 3.1.11.m Provide for legal public access to the river only through and within the City parks, right-of-ways, easements, or other public property.
- Implementation Measure 3.1.11.n Park classifications and standards shall be developed to guide a program for acquisition and development of a park and open space system to insure an adequate supply of usable open space and recreational facilities, directly related to the specific needs of the local residents.
- Implementation Measure 3.1.11.o Individual park and recreational sites, as defined by the parks and open space standards and classification system will be developed according to the following priorities:
1. Where possible, facilities within a park should be adjusted to meet the needs and desires of the local residents and the characteristics of the site. Park and/or recreational facilities in demand and least supply should receive the highest priorities.
 2. Parks should be planned to insure maximum benefit to the greatest number of local residents. For this reason, acquisition and development of community level parks should be given the highest park priority.
 3. Development of additional neighborhood Parks will have a lower priority for public funding, except where a higher priority is established for a specific area by a legislative Master Plan or other provision of the Comprehensive Plan. To assure localized benefit, development and maintenance of neighborhood parks

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shall continue to be accomplished through homeowner associations or other entities as deemed appropriate by the City.

4. Small neighborhood parks have the lowest development priority and should be supplied at public expense only if an area is determined to be isolated from access to other parks, or where deemed to be needed by a legislative Master Plan, or where space is extremely limited, and the park is supported by the adjacent neighborhood the park is serving. Maintenance of such parks should be assigned to a homeowners' association or other neighborhood organization or the City. Small neighborhood parks tend to benefit a very localized population. It is, therefore, the intent of these standards to assign, where possible or appropriate to specific areas, the financial burden of maintenance and even development to those that benefit the most. In addition, a significant factor affecting maintenance costs is one of transporting equipment from park to park. Therefore, by concentrating public maintenance efforts to a few community parks, efficient use of maintenance dollars can be maximized.
5. Provision of regional park facilities will only be considered as an inter-jurisdictional project; and should have a low priority unless unusual circumstances arise.
6. The City will encourage dedication or acquisition of land for parks and other public purposes in excess of lands needed to satisfy immediate needs.

Implementation Measure 3.1.11.p New developments shall be responsible for providing specified amounts of usable on-site open space depending on the density characteristics and location of the development, considering the provisions of applicable legislative Master Plans. Where possible, recreational areas should be coordinated with and complement Willamette River Greenway, and other open space areas identified as environmentally sensitive or hazardous areas for development.

Implementation Measure 3.1.11.q All development within the Willamette River Greenway shall be controlled through the conditional use permit process and shall be subject to Design Review approval.

It is the reasoning of these policies that the need for open space is closely related to density. There is a relationship between the amount of interior space provided within living units and the desire for outdoor space. That is, if the interior living space creates a confined or crowded feeling, the availability of outdoor space becomes more important than if the interior area is spacious and comfortable. Therefore, while standards for open space will be set, they may be adjusted based on individual site design characteristics. The standards further recognize the value of urban land for development and attempts to reasonably balance the need for open or recreational space with competing uses.

The West Linn – Wilsonville School District currently provides recreational facilities and programs for City residents. They have developed facilities at Wood Middle School and at Wilsonville High School. These facilities and services are considered a vital part of the City's park and recreational system.

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Implementation Measure 3.1.11.r The City shall continue to work on cooperative arrangements with the school districts to encourage provision of adequate year-round recreational programs and facilities, and to eliminate unnecessary overlap of facilities. Joint ventures in providing facilities and programs should be carefully considered in order to maximize the use of public funds in meeting local needs.

Safe and convenient access to park and recreation facilities is an important factor in a successful park system. The pedestrian/bicycle/equestrian paths are essentially an element of the City's transportation system and policies regarding their development are included in the Transportation Systems Plan. Pathways do, however, also serve a recreational function and are, therefore, referenced in this element. This is particularly true with respect to coordination/alignment of proposed pathways with park and recreational facilities, including schools.

Implementation Measure 3.1.11.s Facilities constructed to implement the Bicycle and Pedestrian Master Plan shall be designed to insure safe and convenient pedestrian, bike and, where appropriate, equestrian access from residential areas to park, recreational and school facilities throughout the City.

Park System Classifications

Detailed park development standards are included in the City of Wilsonville Parks & Recreation Master Plan, dated December 1994. That document includes standards for the following:

- Neighborhood parks;
- Community parks;
- Regional parks;
- Minor limited-use recreation center and minor multi-use recreation centers;
- Major limited-use recreation centers;
- Major multi-use recreation centers;
- Activity Centers; and
- Nature trails, minor pathways, and major pathways.

Solid Waste

Within the City of Wilsonville, solid waste disposal is currently handled by United Disposal Service which operates under an exclusive franchise agreement with the City.

Within the Portland metropolitan area solid waste disposal has been a concern for many years. The average family of four generates about 4 tons of garbage a year, which ends up in sanitary landfills. The existing landfills in the metropolitan area have been filled up and it is no longer feasible to site new ones. In fact, garbage from the Portland region is now hauled, at considerable expense, to Eastern Oregon for disposal.

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This Plan also recognizes, however, that a successful solid waste management plan will have to deal with much broader issues than just landfills. Such a regional plan must address the issue of throwaway products and emphasize programs for waste reduction rather than discard as a long-term solution.

Policy 3.1.12 The City of Wilsonville shall continue to acknowledge Metro's legislative authority for regional solid waste management and landfill siting. The City may also, from time to time, recommend adoption of solid waste management strategies or programs.

Implementation Measure 3.1.12.a. In an effort to minimize the solid waste problem, the City will continue to support the local recycling/reuse program as well as supporting regional efforts in waste reduction programs.

Semi-Public Utilities

Semi-public utilities are privately owned and operated companies, but have general public benefit and may be regulated by governmental controls. They include energy and communications facilities and services.

Utilities in this category, serving Wilsonville include GTE, Century Telephone, Northwest Natural Gas Company and Portland General Electric. These services and facilities are currently generally adequate.

Policy 3.1.13 The City of Wilsonville shall coordinate planning activities with the utility companies, to insure orderly and efficient installation of needed service lines and equipment.

Implementation Measure 3.1.13.a. To enhance aesthetic quality, promote public safety and to protect service lines from damage (e.g., ice/wind storms or vehicle accidents), as new development occurs all utility service lines serving the developing property shall be placed underground, in accordance with the City's Public Works Standards.

Implementation Measure 3.1.13.b The City shall encourage the utility companies to underground existing above-ground services, at the earliest possible time.

Implementation Measure 3.1.13.c Above-ground facilities such as transformers, etc., shall be located in a manner that minimizes their visual impact. Where possible such facilities should be coordinated with the landscaping to provide screening.

Implementation Measure 3.1.13.d To reduce future demands for electrical energy, the City shall:

1. Encourage incorporation of alternative energy sources (e.g., solar, etc.) into new construction, as well as retrofitting of existing development.

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2. Encourage energy efficient site and building designs. The City should also consider joint efforts with PGE and the Army Corps of Engineers and other government agencies, to study the potential for local power generation.
3. To set an example for proposed developments, the City will incorporate energy-efficient designs into construction of City buildings and facilities.
4. The City will review and revise existing street lighting standards to provide adequate safety while minimizing the demand for power (e.g., use of minimum number of lights, use of energy-efficient lights such as high pressure sodium lamps, etc.).

City Administration

Decisions about the growth of City staff and how to fund operations are properly within the purview of the City Council, after receiving recommendations from the Budget Committee. Therefore, no specific staffing standards are established.

Policy 3.1.14 The City of Wilsonville shall, pursuant to Statewide Planning Goal 11 and within the confines of the City budget, maintain a qualified staff adequate to support the various service functions of the City. The City shall plan for the provision of adequate work spaces and facilities in order to maximize the accessibility of City services to the public. Facilities shall be funded in the manner deemed most cost-effective and efficient by the Budget Committee and City Council.

Health And Social Services

Health care facilities and services are provided by a variety of public and private agencies throughout the metropolitan area. Legacy - Meridian Park Hospital located just north of the City, in Tualatin, is the closest facility with general medical and emergency services available.

Social services are also provided by a variety of agencies, including State and County facilities and volunteer or non-profit organizations. Many of these facilities are, however, extremely limited in capacity and additional facilities will be needed to support future population growth.

Policy 3.1.15 The City of Wilsonville shall periodically monitor the availability of health and social services, including day care, and where feasible, will cooperate with the appropriate agencies in providing additional services and facilities. The adequacy of these facilities should be considered during the process of planning for future growth.

For information on public facility construction projects, please see the City's Capital Improvement Program, which is updated annually.

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TRANSPORTATION

[This section was amended by Ord. # 718, 6/17/13]

Under the State's Transportation Planning Rule (TPR), planning for transportation must "encourage and support the availability of a variety of transportation choices for moving people that balance vehicular use with other transportation modes, including walking, bicycling and transit in order to avoid principal reliance upon any one mode of transportation".

In MPO areas, (i.e. Metro), "regional and local Transportation Systems Plans (TSP) shall be designed to achieve adopted standards for increasing transportation choices and reducing reliance on the automobile". It is anticipated that metropolitan areas will accomplish reduced reliance by changing land use patterns and transportation systems so that walking, cycling and use of transit are highly convenient and so that, on balance, people need to and are likely to drive less than they do today".

Both the Transportation Planning Rule and the federally mandated State Air Quality Plan call for reductions in vehicle miles travelled (VMTs) per capita. The goal is to adopt plans and measures that are likely to achieve a five percent reduction in VMT per capita over the 20-year planning period. The Metro Regional Transportation Plan (2035 Federal component) states that, "Improvement in non-single occupancy vehicle (non-SOV) mode share will be used to demonstrate compliance with per capita travel reductions" [VMT reductions] "required by the TPR."

Transportation plans must also "facilitate the safe, efficient and economic flow of freight and other goods and services within regions and throughout the state through a variety of modes including road, air, rail and marine transportation".

Communities must "protect existing and planned transportation facilities, corridors and sites for their identified functions" and also "provide for the construction and implementation of transportation facilities, improvements and services necessary to support acknowledged comprehensive plans".

Transportation plans must include a transportation financing program.

The Wilsonville Comprehensive Plan includes, as sub-elements of the Plan, the City's Transportation Systems Plan (2013), the Bicycle and Pedestrian Master Plan (2006) and the Transit Master Plan (2008). There are no airports or marine transportation facilities within the city. The City has adopted 1-Year and 5-Year Capital Improvement Plans which provide for the construction of transportation facilities, improvements and services necessary to support the City's Transportation Systems Plan, the Bicycle and Pedestrian Master Plan and the Transit Master Plan.

The Transportation Network

Wilsonville is bisected by I-5, just south of its intersection with I-205. I-5 is classified as an Interstate Highway. It is part of the National Highway system and is a designated freight route

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between Portland and points south. The operational objective for Interstate Highways is to provide safe and efficient high-speed travel in urban and rural areas.

Two I-5 interchanges are located within Wilsonville, Interchange 283, I-5 at Wilsonville Road, and 286, I-5 at Elligsen Road. Both interchanges provide a vital function in supporting local and regional economic development goals and plans. Local traffic, including commercial and industrial vehicles, must have safe and efficient access to and from the freeway.

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In the late 1990s, substantial public improvements were made to upgrade both interchanges. Ten years later, both interchanges again had capacity limitations. A major modernization project completed in 2012 reconstructed the I-5/Wilsonville Road interchange. The I-5/Wilsonville Road project created elevated bike/pedestrian pathways on both sides of the street, expansion of the travel way to eight lanes under the I-5 Bridge, and wider and longer on and off ramps.

Capacity limitations also existed at the 95th/Commerce Circle/Boones Ferry Road intersections. The improvements in 2012 added an additional right-turn lane southbound off I-5 to Boones Ferry Road, an additional left-turn lane from Boones Ferry Road to 95th Avenue, and an additional right-turn lane from 95th Avenue to Boones Ferry Road, as well as making Commerce Circle a right-in / right-out intersection with 95th Ave thereby minimizing congestion at this intersection.

The City has a network of streets which serve the east side or the west side, with only three connection points east–west across I-5. These are Wilsonville Road, Boeckman Road and Elligsen Road. The recent extension of Boeckman Road to Grahams Ferry Road has provided an alternative east-west route resulting in a reduction of the trip levels on both Wilsonville and Elligsen Roads.

City street standards require provision of bicycle facilities and sidewalks on all new streets. Developments in areas without bicycle facilities and sidewalks are required to provide them as part of the development of their site. The City also maintains a sidewalk infill fund for construction of missing sidewalk segments in older neighborhoods. The Bicycle and Pedestrian Master Plan provides greater detail about the existing system and its deficiencies and identifies planned improvements and financial resources.

Local and regional trails and community pathways traverse the community and connect neighborhoods with other destinations. The City is a partner in the 2013 Master Plan for the Ice Age Tonquin Trail, which will connect the communities of Tualatin, Sherwood, and Wilsonville.

The City operates a transit system, SMART, which provides local service, and connects with WES, Cherriots in Salem and Tri-Met in the Portland area. WES, the Westside Express Service Commuter Rail, operates during weekday commuter hours in the morning and evening, connecting Wilsonville with the Beaverton Transit Station and the MAX system. The Transit Master Plan provides greater detail about the existing system and its deficiencies and identifies planned improvements and financial resources.

GOAL 3.2: To encourage and support the availability of a variety of transportation choices for moving people that balance vehicular use with other transportation modes, including walking, bicycling and transit in order to avoid principal reliance upon any one mode of transportation.

Policy 3.2.1 To provide for safe and efficient vehicular, transit, pedestrian and bicycle access and circulation.

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Implementation Measure 3.2.1.a Provide a safe, well-connected, and efficient network of streets and supporting infrastructure for all travel modes.

Implementation Measure 3.2.2 The City may adopt street demonstration plans and other illustrative guidance to street, bicycle and pedestrian connectivity, and require development to show consistency with those plans.

Policy 3.2.2 To provide for a mix of planned transportation facilities and services that are sufficient to ensure economical, sustainable and environmentally sound mobility and accessibility for all residents and employees in the city.

Policy 3.2.3 If adequate regional transportation services, including I-5 interchange modification or additions, and high capacity public transportation, cannot be provided, then the City shall reevaluate and reduce the level of development and/or timing of development anticipated by other elements of this Plan. Such reductions shall be consistent with the capacity of the transportation system at the time of re-evaluation.

GOAL 3.3: To achieve adopted standards for increasing transportation choices and reducing reliance on the automobile by changing land use patterns and transportation systems so that walking, cycling and use of transit are highly convenient and so that, on balance, people need to and are likely to drive less than they do today.

Policy 3.3.1 The City shall provide facilities that allow people to reduce reliance on single occupant automobile use, particularly during peak periods.

Implementation Measure 3.3.1.a. Encourage a balance among housing, employment, and commercial activities within the City so more people are able to live and work within Wilsonville, thereby reducing cross-jurisdictional commuting.

Implementation Measure 3.3.1.b. Increase densities and intensities of development in or near the Town Center area and in other locations where transportation systems can meet those needs.

Implementation Measure 3.3.1.c. Plan for increased access for alternative modes of transportation, such as bicycling, transit and walking.

Implementation Measure 3.3.1.d. Continue use of the Planned Development/ Master Plan process to encourage developments that make it more convenient for people to use transit, to walk, to bicycle, and to drive less to meet daily needs.

Implementation Measure 3.3.1.e. Provide more and better options for travel from one side of the freeway, the railroad, and the Willamette River to the other.

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Implementation Measure 3.3.1.f. Support provision of full day and Saturday transit service in the WES corridor.

Implementation Measure 3.3.1.g. Advocate for the extension of WES to Salem.

Implementation Measure 3.3.1.h. Consider reducing parking requirements where it can be shown that transit and/or bicycle pedestrian access will reduce vehicular trips.

Policy 3.3.2 The City shall work to improve accessibility for all citizens to all modes of transportation.

Implementation Measure 3.3.2.a. Provide pedestrian and bicycle connections between residential neighborhoods and major commercial, industrial, and recreational activity centers throughout the city, as shown in the Bicycle and Pedestrian Master Plan. Coordinate the system of pathways planned by adjacent jurisdictions to allow for regional travel.

Implementation Measure 3.3.2.b. Concrete sidewalks will be provided on both sides of all streets unless waived when alternative provisions are found to adequately address pedestrian needs.

Implementation Measure 3.3.2.c. Transportation facilities shall be ADA-compliant.

Implementation Measure 3.3.2.d. Fill gaps in the existing sidewalk and off-street pathway systems to create a continuous network of safe and accessible bicycle and pedestrian facilities.

GOAL 3.4: To facilitate the safe, efficient and economic flow of freight and other goods and services within the city and the region.

Policy 3.4.1 Upgrade and/or complete the street network on the west side of I-5, including in the Coffee Creek and Basalt Creek areas, to serve the warehousing, distribution, and other industrial uses located there.

Implementation Measure 3.4.1.a Where the City Council officially designates truck routes, these streets shall be developed to arterial street construction standards and be posted as truck routes.

Policy 3.4.2 The City will work with ODOT, Metro and neighboring communities to maintain the capacity of I-5 through a variety of techniques, including requirements for concurrency, continued development of a local street network within and connecting cities along I-5, access management, and completion of targeted improvements on I-5 such as auxiliary lanes, improvements at interchanges, etc.

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Implementation Measure 3.4.2.a. Consistent with the City's policy that needed public facilities and services are provided in advance of, or concurrently with, development, proposed land use changes within the I-5/Wilsonville Road IMA shall be consistent with planned future transportation projects.

GOAL 3.5: To protect existing and planned transportation facilities, corridors and sites for their identified functions, including protection of the function and operation of the I-5/Wilsonville Road Interchange and the I-5/Elligsen Road Interchange, together with the local street network within the Interchange Areas.

Policy 3.5.1 Develop and maintain a transportation system that balances land use and transportation needs in a manner that enhances the livability and economic vitality of the city.

Implementation Measure 3.5.1.a. Establish and maintain design standards for each arterial and major collector street, in accordance with the Functional Street Classification System. The conceptual location of proposed new major streets identified in the TSP will be refined based on detailed engineering specifications, design considerations, and consideration of local impacts.

Implementation Measure 3.5.1.b. Evaluate the alignment and design of local streets on a project-by-project basis in coordination with the overall purposes of the TSP.

Implementation Measure 3.5.1.c. The Transportation Systems Plan shall be used to establish the Functional Street Classification System.

Implementation Measure 3.5.1.d. The Development Review Board or City Council may approve specific modifications through the planned development process. Such modifications shall be made in consideration of existing traffic volumes and the cumulative traffic generation potential of the land uses being developed.

Implementation Measure 3.5.1.e. All arterial and collector streets shall be dedicated public streets.

Policy 3.5.2 Review all land use/development proposals with regards to consistency with the TSP transportation impacts.

Implementation Measure 3.5.2.a. All development proposals shall be required to provide for a transportation impact analysis by payment to the City for completion of such study by the city's traffic consultant unless specifically waived by the City's Community Development Director because the scale of the proposed development will have very limited impacts.

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Implementation Measure 3.5.2.b. The City may approve local private streets through the Planned Development process, provided that adequate emergency access is available and that proper maintenance by private entities is ensured.

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Implementation Measure 3.5.2.c. Any proposed change to the Comprehensive Plan or Zoning Maps that would result in additional trips above that allowed under the city's concurrency policies may be denied unless mitigation measures are identified and provided.

Policy 3.5.3 Provide for an adequate system of local roads and streets for access and circulation within I-5 Interchange Management Areas that minimize local traffic through the interchanges and on the interchange cross roads.

I-5/Wilsonville Road IMA:

Implementation Measure 3.5.3.a. The City will require future development to plan for and develop local roadway connections consistent with the I-5/Wilsonville Road IAMP as part of the development permit approval process.

Implementation Measure 3.5.3.b. Bicycle and pedestrian connections within the IMA will be required for new development consistent with the City's Bicycle and Pedestrian Plan.

Implementation Measure 3.5.3.c. System operational improvements, including signal synchronization, transportation demand management measures and incident management shall be implemented within the vicinity of the interchange to maximize the efficiency of the local street network and minimize the impact of local traffic on the interchange.

Implementation Measure 3.5.3.d. The City will require future development to adhere to access management spacing standards for private and public approaches on statewide highways as adopted in the Wilsonville Road IAMP.

Implementation Measure 3.5.3.e. The City will approve development proposals in the I-5/Wilsonville Road Interchange Management Area (IMA) only after it is demonstrated that proposed access and local circulation are consistent with the Access Management Plan in the I-5/Wilsonville Road IAMP.

Implementation Measure 3.5.3.f. Ensure that future changes to the planned land use system are consistent with protecting the long-term function of the interchange and the surface street system.

Implementation Measure 3.5.3.g. Any proposed change to the Comprehensive Plan Map or existing zoning that would result in additional trips above that allowed under the current zoning and assumed in the I-5/Wilsonville Road IAMP must include a review of transportation impacts consistent with OAR 660-12-0060.

Implementation Measure 3.5.3.h. The City will provide notice to ODOT for any land use actions proposed within the I-5/Wilsonville Road IAMP Overlay Zone.

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I-5/Elligsen Road Interchange

Implementation Measure 3.5.3.i. The City will require future development to adhere to access management spacing standards for private and public approaches on statewide highways as required by the Oregon Highway Plan.

Implementation Measure 3.5.3.j. Ensure that future changes to the planned land use system are consistent with protecting the long-term function of the interchange and the surface street system.

Implementation Measure 3.5.3.k. Bicycle and pedestrian connections within the Interchange Area will be required for new development consistent with the City's Bicycle and Pedestrian Plan.

Implementation Measure 3.5.3.l. System operational improvements, including signal synchronization, transportation demand management measures and incident management shall be implemented within the vicinity of the interchange to maximize the efficiency of the local street network and minimize the impact of local traffic on the interchange.

GOAL 3.6: To provide for the construction and implementation of transportation facilities, improvements and services necessary to support the TSP, the Transit Master Plan and the Bicycle and Pedestrian Master Plan.

Policy 3.6.1 The City will plan, schedule, and coordinate implementation of all street improvements through the on-going five-year Capital Improvements Plan. A priority is given to eliminating existing deficiencies and in upgrading the structural quality of the existing arterial system.

Implementation Measure 3.6.1.a. Complete the major street system improvements shown in the Transportation Systems Plan. The City may not be able to finance all of these improvements. Some may be financed by other entities, or a combination of public and private funds.

Implementation Measure 3.6.1.b. The City shall coordinate routine and necessary maintenance with the appropriate State or County agencies.

Policy 3.6.2 Require each development to provide all collector and local streets, unless the benefit to the entire community warrants public participation in funding those collector streets.

GOAL 3.7: Maintain a transportation financing program for the construction and implementation of transportation facilities, improvements and services necessary to support the TSP, the Transit Master Plan and the Bicycle and Pedestrian Master Plan.

Public Facilities and Services

Policy 3.7.1 To ensure development of an adequate street system, the City shall collect a Systems Development Charge as development occurs. Funds collected shall be allocated through the Capital Improvements Plan as needed to provide extra capacity service.

GOAL 3.8: To maintain coordination with neighboring cities, counties, Metro, ODOT local businesses, residents and transportation service providers regarding transportation planning and implementation.

Policy 3.8.1 The City shall work with the State, Metro, Clackamas and Washington Counties and adjacent jurisdictions to develop and implement a Regional Transportation Plan that is complementary to and supportive of the City's Plan while addressing regional concerns. The City expects a reciprocal commitment from the other agencies. This policy recognizes that there is a need for a collective and cooperative commitment from all affected agencies to solve existing and future transportation problems. The City will do its part to minimize transportation conflicts, but it must also have the support of County, regional, State and Federal agencies to effectively implement this Plan.

Implementation Measure 3.8.1.a. The City shall advocate for the State, Metro, and Counties to improve regional transportation facilities which, due to inadequate carrying capacities, limit implementation of the City's Transportation Plan.

 Land Use and Development

LAND USE AND DEVELOPMENT

The previous sections on urbanization and public facilities have addressed the City's intent in terms of where and when development should occur. This section discusses the "what" (type) and "how" (design) of development.

The City of Wilsonville is required to utilize standards to help implement the Metro 2040 Growth Concept and Metro functional plans. Such standards include allowing the creation of smaller lots and more flexible use of land, strategies to encourage land assembly, more flexible zoning, and improvements in the pre-application process to ensure timely and thorough review.

The following plan policies are divided into five sections. The first deals with general development standards applying throughout the City. The second deals with commercial development; followed by sections on the Town Center, industrial development and residential development.

The last section deals with resource areas and natural hazards and it discusses the City's intention to protect environmental resources. It also supports the establishment of community design standards. It provides guidelines for integrating development with the natural features of the community, as well as with surrounding uses. In combination, these standards yield an integrated community design that blends the natural environment with urban development. The design criteria ensure the protection of significant natural resources and enhance the visual attractiveness of the community.

In reviewing this section of the Comprehensive Plan, it is important to remember that Wilsonville is required to conduct its planning efforts in conformance with state and regional requirements. The fundamental theme of the statewide planning program is that urban areas (especially cities) are expected to provide urban services and accommodate urban densities and intensities of development in order to reduce the development pressure on farm and forest lands. The fundamental theme of Metro's regional requirements is that the cities and counties in the urban Portland region must cooperate in meeting urban growth needs in order to reduce the development pressure on farms and forest lands outside the regional Urban Growth Boundary.

Metro has established its own standards for design that the City must consider in amending the local Comprehensive Plan. These "design types" can be found in Metro's 2040 Growth Concept. It is important to note that Wilsonville's Comprehensive Plan does not necessarily use the same terminology as Metro's Growth Concept and the results can be different. The following Metro design types do not necessarily have the same meaning as the words used in Wilsonville's Comprehensive Plan:

Town Center - Local retail and services will be provided within this area, with compact development and transit service. Note that the boundaries of Wilsonville's Town Center area, as defined in the local Comprehensive Plan and zoning, are more refined than Metro's Town Center

 Land Use and Development

designation, ~~which Metro did not intend to be site-specific~~. Recommended average density - 40 persons (residents and employees) per acre.

Station Communities - Include nodes of development centered approximately one-half mile around a light rail or high capacity transit station that feature a high-quality pedestrian environment. Depending on the location and design of a station within Wilsonville for commuter rail, a Station Community may be developed within the City. It should be noted, however, that commuter rail stations tend to have different operating characteristics than light rail stations because they have fewer arrivals and departures throughout the course of a day. Because of those different operating characteristics, development planned around Wilsonville's commuter rail station should not be expected to meet the same standards as light rail areas elsewhere in the region. Recommended average density - 45 persons (residents and employees) per acre.

Main Streets - Include part of the Town Center and the neighborhoods served by main streets, typically including retail and service developments, as well as housing, served by transit. Wilsonville's plans for the Old Town District along Boones Ferry Road would help to establish that neighborhood as a Main Street. The Town Center Plan also includes a Main Street sub-district with active ground floor uses. Recommended average density - 39 persons (residents and employees) per acre.

Corridors - Along good quality transit lines, corridors feature a high-quality pedestrian environment, convenient access to transit, and generally high-densities. Corridor areas in Wilsonville include Parkway Drive from Town Center through the north Wilsonville freeway interchange, and the northern end of Boones Ferry Road leaving the city limits. Recommended average density - 25 persons (residents and employees) per acre.

Employment Areas - Various types of employment and some residential development are encouraged in employment areas, with limited commercial uses. Wilsonville has three employment areas according to Metro maps. Metro's employment areas are regarded primarily as industrial development sites in the City's Comprehensive Plan. The site that previously housed the Burns Brothers Truck Stop (Area of Special Concern 'A') is labeled as an employment area by Metro, but is zoned for commercial development by the City. Such sites with existing commercial zoning have been exempted from Metro requirements limiting large retail developments in employment areas. Recommended average density - 20 persons (employees) per acre.

Industrial Areas - Industrial areas are set aside primarily for industrial activities with limited supporting uses. Metro maps designate one large industrial area within the City. Most of Wilsonville's industrial properties have been categorized by Metro as employment areas. Recommended average density - 9 persons (employees) per acre.

Inner Neighborhoods - Residential areas accessible to jobs and neighborhood businesses with smaller lot sizes, are classified as inner neighborhoods. It should be noted that the residential designations on Wilsonville's Comprehensive Plan Land Use Map cover a wide range of densities. Overall, properties with residential zoning in Wilsonville will exceed the recommended density established by Metro. Recommended average density - 14 persons per acre.

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Outer Neighborhoods - Residential neighborhoods farther away from large -employment centers, with larger lot sizes and lower densities, are classified as outer neighborhoods. (Please see the notes on residential densities in inner neighborhoods, above.) Recommended average density - 13 persons per acre.

It should be noted that the City will revisit and reconsider Metro's design types as part of the ongoing revisions to the Comprehensive Plan. The City will be considering possible changes to the Land Use Map of the Comprehensive Plan in the process of completing the Transportation Systems Plan in 2000 or 2001. The potential for changing City land use designations to better match Metro's design types will be considered at that time.

ECONOMIC DEVELOPMENT

Industrial development has been the primary element in Wilsonville's growth in recent years. However, commercial development, particularly professional offices, has begun to be of interest to business developers. Housing development has also increased substantially. Metro has now projected growth that will more than double both the number of housing units and the number of jobs in Wilsonville between the year 2000 and approximately 2020. If this growth occurs as predicted, the existing imbalance between jobs and housing (estimated at more than three jobs for each housing unit in 1996) will continue into the future.

Economic trends have fluctuated significantly, although perhaps cyclically, since Wilsonville was incorporated in 1969. As with much of Oregon, the local economy hit a low point in the early 1980s but boomed throughout the 1990s.

Commercial and industrial developments accounted for a total local employment that exceeded 17,000 jobs in 1996 (Metro data – ES 202). As of October 1999, the ten top employers within the City had a total of approximately 5,200 employees. Of those top-ten employers, only one was a retail store. The rest would be considered to be industrial uses of one kind or another. Although the number of workers in the ten largest local employers was impressive for a City of less than 15,000 residents, it also indicated how many smaller companies were employing people in Wilsonville. This is a clear indication of the economic diversity that the community now enjoys.

Industrial development is the basic element of economic growth as it produces goods for marketing, as well as being the primary employment generator. Commercial development is also important in that it creates secondary employment and provides retail outlets for manufactured goods. The commercial sector also provides support services for industry and personal goods and services (e.g., doctors, lawyers, food, clothing, etc.) for local residents and workers. It should be noted that having adequate commercial services in proximity to homes and other businesses reduces the need for travel and helps to meet state and regional goals for air quality and traffic congestion.

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While commercial and industrial developments are generally associated with economic growth, housing is also an important element of the local economy. Housing development provides employment in planning, engineering, architecture, construction and real estate. More important, however, is the relationship of the availability of affordable housing to the local labor market. The first section of this element of the Plan is oriented to commercial and industrial development. However, this Plan recognizes the importance of providing housing commensurate with the social and economic needs of local employees and is, therefore, followed by a section on housing.

The State's Economic Development Goal (Goal 9) is, "To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens." Prior to adoption of this statewide goal, Wilsonville had developed the 1971 General Plan. The 1971 General Plan's goals and objectives included:

To develop an attractive and economically sound community.

Encourage commercial and industrial development to provide a balanced tax base and take advantage of the City's strategic location along I-5 and the rail line.

Maintain high-quality industrial development that enhances the livability of the area and promotes diversified economic growth.

Protect industrial lands from incompatible uses.

Encourage only industries interested in and willing to participate in development and preservation of a high-quality environment.

Encourage incorporation of large office complexes in industrial parks.

Develop performance standards, in addition to site development standards, which will limit emissions of smoke, dust, odor, glare, noise, and vibration from industrial uses.

Plan for industry to take advantage of the railroad and I-5 where necessary services can be provided.

These goals and objectives are still as much value today, as they were in 1971. In addition, the 1971 Plan attempted to provide for a reasonable amount of commercial facilities in a planned relationship to the people they will serve. Commercial areas were designated to reinforce existing development patterns and to be centered along Wilsonville Road and the north freeway interchange.

Existing commercial and industrial development has generally conformed to these guidelines and the 1988 Plan reaffirmed them as desirable objectives. The Comprehensive Plan continues to retain a focus on commercial development in the form of centers, rather than strip development.

Wilsonville is strategically located on the fringe of the metropolitan area, just south of the confluence of the I-5 and I-205 freeways, making it very desirable for economic development. Because of this, the City has an excellent opportunity to actively plan and guide its commercial
Wilsonville Comprehensive Plan

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and industrial development rather than remain in a passive review role. In this way, the City can ensure the type of development it wishes to occur.

GENERAL DEVELOPMENT

The rate of business and residential growth experienced by Wilsonville between 1980 and 2000 clearly indicates the popularity of this community as a place to do business, a place to work, and a place to live. The City has historically focused considerable attention on economic development without losing sight of the importance of protecting natural resources and developing attractive residential neighborhoods. The City has a well-established history of designating and protecting open space areas. Wilsonville residents also voted to support regional efforts to acquire large tracts of open space outside the City.

The City completed the West Side Master Plan in 1996, covering most of the City limits west of I-5 and south of Boeckman Road. The implementation of that Master Plan was delayed pending the prison-siting decision by the State and the completion of Wilsonville's Transportation Systems Plan. Much of the text of the West Side Master Plan can now be incorporated into the Comprehensive Plan.

Throughout this section of the Comprehensive Plan, provisions have been made for allowing certain mixes of uses to occur within the separate land use districts. This flexibility is provided to allow for the realization of benefits derived from complementary relationships in land uses. The benefits to be derived from these mixed-uses are primarily related to improvements in transportation and related utilization of energy and subsequent emissions of pollutants. The mixed-use provisions are not intended merely to increase property values.

GOAL 4.1 To have an attractive, functional, economically vital community with a balance of different types of land uses.

Policy 4.1.1 The City of Wilsonville shall make land use and planning decisions to achieve Goal 4.1.

Implementation Measure 4.1.1.a To ensure overall economic stability, the City will continue to coordinate its policies with those of Clackamas County's and Washington County's Overall Economic Development Plans (OEDP), as well as the Oregon Economic Development Department.

Implementation Measure 4.1.1.b To guide the local economic development program, the City will work with the local Chamber of Commerce to plan and promote economic growth in the community. In this regard, the City will maintain the base data and mapping necessary to assist economic development activities. The City will establish a process to update the base data at least annually.

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Implementation Measure 4.1.1.c The City will continue to support a cooperative and active working relationship with the business community through the Chamber of Commerce as well as those businesses that are not members of the Chamber of Commerce and will seek their input when making decisions having economic impacts on the business community.

Implementation Measure 4.1.1.d In the process of administering the City's Comprehensive Plan, careful consideration will be given to the economic impacts of proposed policies, programs and regulations. Efforts will be made to simplify and streamline the planning and zoning review process while maintaining the quality of development.

Implementation Measure 4.1.1.e The City shall protect existing and planned industrial and commercial lands from incompatible land uses, and will attempt to minimize deterrents to desired industrial and commercial development.

Implementation Measure 4.1.1.f Through the City's public facilities, transportation, and Capital Improvements Plans, priorities will be established to ensure that adequate public facilities are available to support desired industrial and commercial development. A high priority shall be given to improvements to water, storm drainage, traffic circulation, and safety. It is not the intent of this Implementation Measure for the City to subsidize commercial or industrial development. Developers continue to be primarily responsible for providing needed improvements. The City merely acts as the coordinating agent to ensure that adequate facilities coincide with development.

Implementation Measure 4.1.1.g The City of Wilsonville will continue to help implement the Metro 2040 Growth Concept and the Urban Growth Management Functional Plan through the use of development standards allowing the creation of smaller lots and more flexible use of land, strategies to encourage land assembly, more flexible zoning and improvements in the pre-application process to ensure timely and thorough review.

Implementation Measure 4.1.1.h Application for proposed developments will be accompanied by site plans which at a minimum:

1. Identify and protect adjacent properties.
2. Designate access points; and where possible, coordinate these points with adjacent uses.
3. Provide for adequate on and off-site vehicular and pedestrian/bike circulation.
4. Identify proposed building locations, heights, set-backs, and landscaped areas, architectural drawings or sketches sufficient to demonstrate the intent, impact, character, and intensity of use of the proposed development. Detailed specifications will be required as part of final development plans, which may occur in phases.

Implementation Measure 4.1.1.i In reviewing proposed developments, the City will continue to examine:

1. The intensity of use, which includes percentage of lot coverage.

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2. Number of employees per acre.
3. Peak vehicle trips per hour per acre.
4. Total trips per day per acre.

Implementation Measure 4.1.1.j Development will coincide with the provision of public streets, water, and sanitary sewer and storm drainage facilities as specified in Section 'C,' above. These facilities shall be: (a) capable of adequately serving all intervening properties as well as the proposed development; and, (b) designed to meet City standards.

Implementation Measure 4.1.1.k Unless otherwise specified in a legislative master plan or the development code, a minimum of 15% of the total gross area of all developments shall be landscaped and, where possible, integrated with the open space system. Areas identified as having significant natural resources may require enhancement in order to be considered part of the required open space for a given development. Additional landscaping may be required by the Development Review Board depending on the scale of the proposed development and its compatibility with abutting properties and their respective uses.

Implementation Measure 4.1.1.l Continue to utilize performance standards, in addition to site development standards, which will limit emissions of smoke, dust, odor, glare, noise, and vibration from industrial and commercial uses.

Implementation Measure 4.1.1.m Encourage a balance between light industrial and residential growth within the City.

Implementation Measure 4.1.1.n As existing businesses are renovated and new ones are constructed, the Development Review Board will require high standards of compatibility with surrounding development, landscaping, architecture and signage. The ability of a site to function properly in relation to the surrounding area will be emphasized.

Implementation Measure 4.1.1.o Applications for proposed developments will be accompanied by detailed site plans as specified in the City's Development Code.

Implementation Measure 4.1.1.p Require the placement of utilities underground in new developments and seek means of undergrounding existing above-ground utilities, other than storm drainage facilities.

Implementation Measure 4.1.1.q Implement those portions of the text of the West Side Master Plan that do not conflict with the remainder of the Comprehensive Plan. Changes to the Land Use Map of the Comprehensive Plan, implementing the West Side Master Plan, will not be made until the Transportation Systems Plan has been adopted by the City Council.

To further guide economic growth, specific goals, objectives and policies have been established for residential, commercial, and industrial land use decisions.

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COMMERCIAL DEVELOPMENT

Commercial development is often a major identifying feature in a community, offering impressions to resident and visitor alike of the quality of life available. The Plan, therefore, urges that shopping areas be pleasant environments to live near and to do business within. They should not be designed in a manner only to attract attention. Buildings need not be painted in an offensive manner or have obtrusive signs to secure their share of the shopping public. In fact, the reverse trend tends to be the case, with centers providing a pleasant shopping environment often being more prosperous.

Commercial development demands special consideration in terms of traffic. On one hand, most commercial businesses need lots of customers coming and going in order to thrive. On the other hand, traffic jams at commercial locations can adversely affect the quality of the lives of other people in the area. The City must balance the needs of both the commercial and non-commercial sectors of the community in reviewing proposed development and considering the traffic impacts that will result. This is not intended to imply that commercial development is the only source of traffic problems. It is not. Rather, it is intended to point out that some commercial land uses may thrive in an environment where the traffic is excessive for other uses.

Commercial areas designated on the Plan recognize and reinforce existing development patterns, at the north (Elligsen Road) and south (Wilsonville Road). The Plan also recognizes the commercial development potential within the Charbonneau District, and the need for complementary commercial uses within or near the industrial area of the City. All commercial districts are planned in the form of centers or complexes rather than as a strip development along major streets. Five types of commercial centers have been recommended in Wilsonville's Comprehensive Plan since 1971. They are:

- Town Center ([please see the Town Center Development section below](#));
- Service Centers;
- Office Complexes;
- Commercial Recreation Centers; and
- Neighborhood Commercial Sites.

At this time, it is apparent that there are commercial areas of the City that do not clearly fall into the categories listed above. For that reason, the Planning Commission and City Council are continuing to discuss potential changes to commercial land designations. More changes to the commercial designations of the Comprehensive Plan are expected with the completion of the City's Transportation Systems Plan in the months ahead.

The Town Center or City Center was, prior to the preparation of the Town Center Plan, described in the Comprehensive Plan as the City's is intended to be the "major commercial district". Through the extensive community process to create the Town Center Plan, the vision has been broadened to a mixed use heart of the City. Please see the Town Center section below. It should be anchored by a few major department stores and a grocery store. It should be interspersed with smaller shops, offering a wide variety of merchandise for comparative shopping. In addition to retail shops, complementary uses such as offices, theaters, restaurants, and civic activities should

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be provided. As defined by Metro, the Town Center area is expected to have a fairly high population density, and compact development with good quality transit service.

Service Centers are primarily related to the motoring public and should be located at the freeway interchanges, particularly the Stafford Interchange. These centers would be the sites for motels, restaurants, automobile and truck service centers, and other large site users dependent on easy access for freeway travelers. Such centers may also be incorporated into industrial developments. Service centers will be "on view" to a maximum number of visitors to the City and, accordingly, their appearance and their physical and visual relationship to abutting land uses are critical. Such uses should not compete for the same retail market as that intended to be served by the Town Center.

Office Complexes are distinguished from other commercial centers primarily because they are expected to generate less traffic than retail operations. A limited amount of retail is expected to occur within office complexes, but the amount of retail space is intended to be accessory or incidental to the primary office functions. Structures that will be located in these locations should be relatively small in scale if they are to form a transition between abutting residential areas and more intensive uses. The offices should be set back from streets a distance not less than that of abutting residential areas. Larger office complexes are appropriate in larger commercial or industrial locations. Parking areas and yards should be landscaped and signing should be subtle and "in keeping" with a quality environment. Large-scale and technology-oriented office facilities should be encouraged to locate in the Town Center and in large planned development commercial or planned development industrial zones.

Commercial Recreation - One such center has been developed in Charbonneau and is related to the golf courses contained within the development. Commercial recreation developments should be carefully introduced into the natural or constructed landscape of which they are a part, such as river or other water-oriented park sites. Such developments may also serve the convenience shopping needs of nearby residences.

Neighborhood Commercial Centers are established to provide for daily convenience needs of nearby residential or industrial areas. They will consist primarily of a small markets. Other related uses such as barber and beauty shops, laundry and dry cleaner pickup and delivery facilities, small bakery shops and other similar uses would also be appropriate in these small centers. If located in a residential area, parking facilities, signs, landscaping and the architecture of these centers must be of a quality at least equal to that of surrounding housing. Neighborhood Commercial Centers should be sensitively designed so that they are physically and visually compatible with the residential world of which they are generally a part.

Because large portions of the designated commercial areas are undeveloped, the opportunity exists to develop master plans, i.e., Town Center, or Wilsonville Square '76, to coordinate uses within a given area. The use of master plans for development within Wilsonville has been employed by the City since its incorporation. When small areas or individual lots develop, it also makes sense to coordinate them with adjacent properties. Therefore, under the commercial designation, a Planned Development Review process will continue to be the primary method of administration.

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The intent of the Planned Development Review process is to allow for more flexible and creative designs and to encourage coordinated master planning of large areas. It is a further intent to provide for a logical mix of uses in relation to the surrounding uses without necessitating a Plan Amendment.

Policy 4.1.2 The City of Wilsonville shall encourage commercial growth primarily to serve local needs as well as adjacent rural and agricultural lands.

Implementation Measure 4.1.2.a Encourage commercial uses which are compatible with the residential nature of the community, and are complementary to or supportive of industrial development in the City.

Implementation Measure 4.1.2.b Provide opportunities for a basic mix of needed goods and services.

Implementation Measure 4.1.2.c Encourage a rate of commercial development consistent with serving the needs of residents of the City and adjacent rural and agricultural lands.

Implementation Measure 4.1.2.d Cluster commercial activity near the freeway interchanges and encourage service or freeway-oriented commerce to locate near the Stafford Interchange. Encourage retail and other local-oriented commerce to locate in commercial districts along Wilsonville Road to minimize transient traffic impacts on the Wilsonville Interchange.

Implementation Measure 4.1.2.e Maintain the area south of the Willamette River for residential needs and with a residential character consistent with the amended Charbonneau Master Plan (which includes some commercial development).

Implementation Measure 4.1.2.f The City, in accordance with Title 4 of the Metro Urban Growth Management Functional Plan, will encourage development of lands designated by Metro as "Employment" and "Industrial" areas to include supportive retail development. Commercial uses in those areas can be expected to include some limited retail uses, primarily to serve the needs of people working or living in the immediate area and office complexes housing technology-based industries. Where the City has already designated land for commercial development within Metro's employment areas, the City has been exempted from Metro development standards.

Implementation Measure 4.1.2.g The location and development of commercial areas within the community should be given very careful consideration. Although they may occupy a relatively small percentage of the total land area, commercial developments customarily occur at points of maximum traffic movement and, therefore, have a tremendous impact on people's impressions of the visual quality of the community. If Wilsonville is to retain an image as a desirable place to live, its commercial areas must reflect that quality.

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Implementation Measure 4.1.2.h Non-commercial uses may be permitted within a planned development commercial zone, provided that the predominant uses remain commercial. In many locations, the development of residential uses is appropriate and desirable in upper floors, while ground-floor uses remain commercial.

Implementation Measure 4.1.2.i As existing businesses are renovated and new ones are constructed, the Development Review Board will require high standards of compatibility with surrounding development, landscaping, architecture, and signage. The ability of a site to function properly in relation to the surrounding area will be emphasized.

Implementation Measure 4.1.2.j Neighborhood commercial, limited to convenience goods and services for local residents and workers, may be permitted as part of a Planned Development in a residential or industrial area provided the following criteria are met:

1. Sites shall be separated from other commercial uses by at least one-half (1/2) mile.
2. Each neighborhood commercial area shall be limited to no more than 5% of the total planned development acreage (gross) or one acre, whichever is less.
3. Sites shall have direct access to a street of at least a collector classification. Pedestrian access to surrounding development areas should also be provided.
4. Sites shall not include more than one quadrant of an intersection and will not result in undue traffic congestion.

Implementation Measure 4.1.2.k In order to assure compliance with Metro standards, retail uses with more than 60,000 square feet of gross leasable floor area per building or business shall not be permitted within areas zoned for industrial development.

TOWN CENTER DEVELOPMENT

In the early 1970's, a proposal by Payless Drugs to locate its warehouse and headquarters in Wilsonville led to the relocation of Wilsonville's Town Center land from the west side of I-5 to the current location east of I-5 and north of Wilsonville Road. A group of landowners in the new Town Center convened and hired architect Mel Kroker to prepare a master plan for Town Center. The Wilsonville City Center Plan (1973) recommended a suburban village approach to development with a mix of housing and commercial uses lining a loop road with a park or lake in the center. Kroker envisioned that one day the land would be in high demand and new development would fill in the center of the loop. As a result, the City Council amended the City's Comprehensive Plan in 1978 to reflect the adopted Wilsonville City Center Plan.

After three decades of development and a lot of change, the City recognized the need for a new vision for the Town Center. In 2014, the City Council adopted Wilsonville's Urban Renewal Strategy and the Tourism Development Strategy, both of which identified a Town Center Redevelopment Plan as a priority action item. In 2015, the City of Wilsonville was awarded a Metro Community Planning and Development Grant to help fund the Wilsonville Town Center Plan. Through an extensive outreach process, the Wilsonville community developed and adopted the City of Wilsonville Town Center Plan, which envisions the Town Center as a vibrant,

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walkable destination and heart of Wilsonville. The following policies state that vision in full, and the implementation steps to achieve it.

Policy 4.TC.1. The vision for Wilsonville’s Town Center is:

“Town Center is a vibrant, walkable destination that inspires people to come together and socialize, shop, live, and work. Town Center is the heart of Wilsonville. It is home to active parks, civic spaces, and amenities that provide year-round, compelling experiences. Wilsonville residents and visitors come to Town Center for shopping, dining, culture, and entertainment.”

All development in the Town Center shall be consistent with the above-stated vision.

Policy 4.TC.2. The Wilsonville Town Center Plan shall be a supporting document of the Comprehensive Plan, adopted by the City as a part of this Comprehensive Plan with the full force and effect of the Plan.

Policy 4.TC.3. The planning area in the Wilsonville Town Center Master Plan shall be designated Town Center on the Comprehensive Plan Land Use Map. This map designation shall be implemented by the Town Center Zone. The purpose of the Town Center Zone is to implement Wilsonville’s vision for the Town Center, these policies, and the Wilsonville Town Center Master Plan.

Policy 4.TC.4. Development in the Town Center shall create a highly connected and walkable street and multi-modal transportation network that is consistent with the Wilsonville Town Center Master Plan.

Policy 4.TC.5. Development in the Town Center shall create open spaces that are linked, that serve as attractive amenities for the Town Center, and are consistent with the Wilsonville Town Center Master Plan.

Policy 4.TC.6. The Town Center Zone shall include design and development standards that will:

- A. Provide high quality design in new development and redevelopment that promotes a sense of community identity and implements the Wilsonville Town Center Vision.**
- B. Provide a well-defined pedestrian, bicycle and vehicular network, good connections to adjacent land uses and efficient connections to transit stops.**
- C. Provide quality and usable open space, increase street tree canopy, and create transitions between land uses.**
- D. Provide sustainable development through the adaptive reuse of existing buildings and increase the use of low-impact development best practices.**

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Policy 4.TC.7. The City may use a variety of strategies to fund improvements in the Town Center. These include but are not limited to: funding by developers; public-private partnerships; partnerships with public agencies; urban renewal funding, special fees, and others authorized by the City Council.

INDUSTRIAL DEVELOPMENT

Wilsonville is basically a compact City, for this reason all industrial development should be compatible with adjacent or nearby commercial and/or residential areas. Therefore, there is little need for more than one industrial designation. For all practical purposes, all development should be guided by the same general standards; dealing with intensity, etc.

Policy 4.1.3 City of Wilsonville shall encourage light industry compatible with the residential and urban nature of the City.

Implementation Measure 4.1.3.a Develop an attractive and economically sound community.

Implementation Measure 4.1.3.b Maintain high-quality industrial development that enhances the livability of the area and promotes diversified economic growth and a broad tax base.

Implementation Measure 4.1.3.c Favor capital intensive, rather than labor intensive, industries within the City.

Implementation Measure 4.1.3.d Encourage industries interested in and willing to participate in development and preservation of a high-quality environment. Continue to require adherence to performance standards for all industrial operations within the City.

Implementation Measure 4.1.3.e Site industries where they can take advantage of existing transportation corridors such as the freeway, river, and railroad.

Implementation Measure 4.1.3.f Encourage a diversity of industries compatible with the Plan to provide a variety of jobs for the citizens of the City and the local area.

Implementation Measure 4.1.3.g Encourage energy-efficient, low-pollution industries.

Implementation Measure 4.1.3.h The City, in accordance with Title 4 of the Metro Urban Growth Management Functional Plan, supports appropriate retail development within Employment and Industrial Areas. Employment and Industrial areas are expected to include some limited retail commercial uses, primarily to serve the needs of people working or living in the immediate Employment or Industrial Areas, as well as office complexes housing technology-based industries. Where the City has already designated land for commercial development within Metro's employment areas, the City has been exempted from Metro development standards.

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Implementation Measure 4.1.3.i The City shall limit the maximum amount of square footage of gross leasable retail area per building or business in areas designated for industrial development. In order to assure compliance with Metro's standards for the development of industrial areas, retail uses with more than 60,000 square feet of gross leasable floor area per building or business shall not be permitted in areas designated for industrial development.

Implementation Measure 4.1.3.j All industrial areas will be developed in a manner consistent with industrial planned developments in Wilsonville. Non-industrial uses may be allowed within a Planned Development Industrial Zone, provided that those non-industrial uses do not limit the industrial development potential of the area.

RESIDENTIAL DEVELOPMENT

Housing is a basic human need which concerns everyone. With today's housing costs, satisfying this basic need is becoming an increasingly difficult task. Governments at all levels are giving more and more attention to housing issues.

In the process of adopting the Statewide Planning Goals, LCDC established the goal providing for the housing needs of citizens of the State. To meet this goal, all local jurisdictions in the State must develop plans, "that encourage the availability of adequate number of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type and density."

As of October 1999, the existing housing stock of 6,788 units consisted of 41.2% single-family 52.4% multi-family (including duplexes and condominiums), and 6.4% manufactured housing (mobile homes). This mix of housing types indicates that the City met the intent of the State's "Metro Housing Rule" applying to housing mix. It is also important to note that the total number of housing units within the City increased by more than 200% in thirteen years. During that period, there were 476 more multiple-family units than single-family units added to the City's housing mix. The number of mobile and manufactured housing units actually declined during that period, in spite of the fact that local codes were amended to permit those units to be located alongside conventionally built houses and multiple-family units.

Even prior to the adoption of the Statewide Planning Goals, Wilsonville's 1971 General Plan contained a goal that supported affordable housing, plus the following objectives:

- Establish residential areas that are safe, convenient, healthful, and attractive places to live;
- Encourage variety through the use of clusters and planned developments; and
- Develop a renewal program to update the "Old Town" area.

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In compliance with these objectives, numerous residential developments, including apartments, single family subdivisions, planned developments, and a mobile home park were approved by the City. However, during the review hearings of many of these projects, questions of need, related to the timing, type, and number of units continually arose. Subsequently, as part of the 1988 Plan update, a detailed housing and economic development analysis was conducted (the Housing and Economic Development Report). While the report discussed several factors, it identified two significant factors related to housing. They were as follows:

The majority of workers employed in Wilsonville did not live in the City.

The prevailing vacancy rates for all types of housing as of January 1987, within the City were extremely low. This indicates that the demand for housing in Wilsonville exceeded the supply.

Many members of the community's sizable work force still cannot afford to live in Wilsonville because of their incomes and the lack of affordable housing.

The City recognizes that some of the existing mobile home parks were originally approved as temporary transitional uses, eventually to be phased out for commercial or industrial uses in conformance with the designations of the 1975 Plan map. The City also recognizes that existing residents within these parks have chosen to live in mobile or manufactured homes based on personal preference and economic factors. They have also invested money in their homes and, if their parks are phased out, will be faced with finding suitable relocation sites, be forced to relocate outside of the City or sell their mobile homes.

The City is required by Metro to assure that residential densities in new developments are not less than 80 percent of maximum-zoned densities. The City is also required to determine the calculated capacity of dwelling units and jobs by the year 2017, using the capacity of its current Comprehensive Plan and implementing ordinances.

Additionally, the City is required to periodically review its public facility capacities and plans to assure that planned public facilities can be provided to accommodate the calculated capacity within the planning period.

The City is required to calculate the increases in dwelling unit and job capacities by the year 2017 from any proposed changes to the current Comprehensive Plan and Development Code that must be adopted and add the increases to the calculation of expected capacities.

The City is required to determine the effect of each of the following on calculated capacities, and include any resulting increase or decrease in calculated capacities:

1. Required dedications for public streets, consistent with Metro's Regional Accessibility requirements;
2. Off-street parking requirements, consistent with the Metro Urban Growth Management Functional Plan;

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3. Landscaping, setback, and maximum lot coverage requirements;
4. The effects of tree preservation ordinances, environmental protection ordinances, view preservation ordinances, solar access ordinances, or any other regulations that may have the effect of reducing the capacity of the land to develop at the zoned density;
5. The effects of areas dedicated to bio-swales, storm water retention, open space dedications, and other requirements of local codes that may reduce the capacity of the land to develop at the planned density.

If any of the calculated capacities are determined to be less than the City's target dwelling unit and job capacities specified by Metro, either jurisdiction-wide or in mixed-use areas, or both, then the City is required to increase calculated capacities, as needed, to comply with the calculated capacities of Metro's Urban Growth Management Functional Plan. The City is required to achieve the target capacities for both dwelling units and jobs.

As stated above, housing is a basic human need. Therefore, residential development is considered a primary element of this Plan. A priority is given to satisfying the housing Goal. In so doing, however, it is not the intent of this section to ignore other sections of the Plan. Rather, the intent is to balance conformance to other provisions of the Plan so as to best satisfy housing needs within the City. To complete the framework for evaluating residential development, the following Implementation Measures have been established.

Policy 4.1.4 The City of Wilsonville shall provide opportunities for a wide range of housing types, sizes, and densities at prices and rent levels to accommodate people who are employed in Wilsonville.

Implementation Measure 4.1.4.a The City shall encourage that at least an area of land equal to that now utilized for existing mobile home parks within the City, shall be identified within the City for development of replacement mobile or manufactured parks or subdivisions prior to redevelopment of the existing parcels for other uses. Preservation of existing parks will be encouraged where consistent with other provisions of this Plan.

Implementation Measure 4.1.4.b Plan for and permit a variety of housing types consistent with the objectives and policies set forth under this section of the Comprehensive Plan, while maintaining a reasonable balance between the economics of building and the cost of supplying public services. It is the City's desire to provide a variety of housing types needed to meet a wide range of personal preferences and income levels. The City also recognizes the fact that adequate public facilities and services must be available in order to build and maintain a decent, safe, and healthful living environment.

Implementation Measure 4.1.4.c Establish residential areas that are safe, convenient, healthful, and attractive places to live while encouraging variety through the use of planned developments and clusters and legislative Master Plans.

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- Implementation Measure 4.1.4.d Encourage the construction and development of diverse housing types, but maintain a general balance according to housing type and geographic distribution, both presently and in the future. Such housing types may include, but shall not be limited to: Apartments, single-family detached, single-family common wall, manufactured homes, mobile homes, modular homes, and condominiums in various structural forms.
- Implementation Measure 4.1.4.e Targets are to be set in order to meet the City's Goals for housing and assure compliance with State and regional standards.
- Implementation Measure 4.1.4.f Accommodate the housing needs of the existing residents of the City of Wilsonville. The future status of existing mobile home dwellers within the City is a particular concern in establishing this Measure.
- Implementation Measure 4.1.4.g Coordinate housing development with the social and economic needs of the community.
- Implementation Measure 4.1.4.h Require new housing developments to pay an equitable share of the cost of required capital improvements for public services.
- Implementation Measure 4.1.4.i Restrict the number of housing starts to the capacities of public facilities and services.
- Implementation Measure 4.1.4.j The City shall have a diverse range of housing types available within its City limits.
- Implementation Measure 4.1.4.k The City shall adopt specific goals for low and moderate cost housing to ensure that sufficient and affordable housing is available to households of all income levels that live or have a member working within the City of Wilsonville.
- Implementation Measure 4.1.4.l The City shall work to improve the balance of jobs and housing within its jurisdictional boundaries.
- Implementation Measure 4.1.4.m The City will consider the use of the following tools identified by Metro to improve availability of sufficient housing affordable to households of all income levels and manufactured housing to assure a diverse range of available housing types.
1. Donation of buildable tax-foreclosed properties to nonprofit organizations or governments for development as mixed-market affordable housing.
 2. Development of permitting process incentives for housing being developed to serve people at or below 80% of area median income.
 3. Provision of fee waivers and property tax exemptions for projects developed by nonprofit organizations or governments serving people at or below 60% of area median income.

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4. Creation of a land-banking program to enhance the availability of appropriate sites for permanently affordable housing.
5. Adoption of replacement ordinances that would require developers of high-income housing, commercial, industrial, recreational or government projects to replace any affordable housing destroyed by these projects.
6. Creation of linkage programs that require developers of job-producing development, particularly that which receives tax incentives, to contribute to an affordable housing fund.
7. Committing locally controlled funds, such as Community Development Block Grants, Strategic Investment Program tax abatement funds, or general fund dollars, to the development of permanently affordable housing for people at or below 60% of area median income.
8. Within the limits set by State law, consider inclusionary zoning requirements, particularly in tax incentive programs, for new development in transit zones and other areas where public investment has contributed to the value and developability of land.

Implementation Measure 4.1.4.n Amend the Development Code to permit manufactured homes configured as duplexes, triplexes, fourplexes, etc. outside manufactured dwelling parks, consistent with zoning densities.

Implementation Measure 4.1.4.o The City will encourage the development of housing of various types and densities. Guided by the urbanization, public facilities, and economic elements, the City will, however, manage residential growth to ensure adequate provision of public facilities and that proposed housing satisfies local need and desires, i.e., type, price and rent levels.

Implementation Measure 4.1.4.p In an effort to balance residential growth with the City's employment base, the City shall encourage the development of housing to meet the needs of the employees working in the City.

Implementation Measure 4.1.4.q The City will continue to allow for mobile homes and manufactured dwellings, subject to development review processes that are similar to those used for other forms of housing. Individual units will continue to be allowed on individual lots, subject to design standards. Mobile home parks and subdivisions shall be subject to the same procedures as other forms of planned developments.

Implementation Measure 4.1.4.r All development, except as indicated in the lowest density districts, will coincide with the provision of adequate streets, water, and sanitary sewerage and storm drainage facilities, as specified in the Public Facilities and Services Section of the Plan. These facilities shall be (a) capable of adequately serving all intervening properties as well as the proposed development and (b) designed to meet City standards.

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Implementation Measure 4.1.4.s Residential subdivisions, including mobile home subdivisions, shall be developed with paved streets, curbs and gutters, street lights and walkways, according to City standards. All utilities, other than storm water facilities, will be placed underground.

Implementation Measure 4.1.4.t Site plans will provide for adequate open space to (a) protect adjacent properties; and (b) provide ample yard space and play areas for residents. The residential character of established neighborhoods, particularly low density developments, shall also be protected as surrounding development occurs. Site development standards shall continue to be applied to ensure compatibility with adjacent land uses. High design standards will be established for signage and appearance, including the landscaping of setback areas and the designation of access points.

Implementation Measure 4.1.4.u To provide variety and flexibility in site design and densities, residential lands shown on the Land Use Map and legislative Master Plans of the Comprehensive Plan have been divided into districts, with different density ranges for each district. In all residential developments, other than those that are so small that it is not mathematically feasible to achieve the prescribed minimum density, the 80% minimum shall apply. The following density ranges have been prescribed for each district:

Density:	0-1 units/acre
	2-3 units/acre
	4-5 units/acre
	6-7 units/acre
	10-12 units/acre
	18-20 units/acre

Densities may also be defined for specific areas in legislative Master Plans.

Implementation Measure 4.1.4.v Site development standards and performance criteria have been developed for determining the approval of specific densities within each district. Densities may be increased through the Planned Development process to provide for meeting special needs (e.g., low/moderate income, elderly, or handicapped). Site development standards, performance criteria, density flexibility and other standards may be established for specific areas in legislative Master Plans.

Implementation Measure 4.1.4.w These Implementation Measures shall not be administered in such a manner as to violate other provisions of this Plan.

Implementation Measure 4.1.4.x Apartments and mobile homes are to be located to produce an optimum living environment for the occupants and surrounding residential areas. Development criteria includes:

1. Buffering by means of landscaping, fencing, and distance from conflicting uses.

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2. Compatibility of design, recognizing the architectural differences between apartment buildings and houses.
3. On-site recreation space as well as pedestrian and bicycle access to parks, schools, mass transit stops and convenience shopping.
4. The siting of buildings to minimize the visual effects of parking areas and to increase the availability of privacy and natural surveillance for security.

Implementation Measure 4.1.4.y Housing units shall be designed, constructed, and maintained so that the community is assured of safe, sanitary, and convenient living conditions in dwellings that are sound, energy efficient, and attractive in their appearance. Conservation of housing resources shall be encouraged through code enforcement, renovation, and rehabilitation of the existing housing stock.

Implementation Measure 4.1.4.z The City shall continue to apply a minimum density standard to all zones allowing residential use, such that all development, including subdivisions, will result in the eventual build-out of 80 percent or more of the maximum number of dwelling units per net acre permitted by the zoning designation for a given development. The minimum density requirement does not apply inside areas designated by the City as open spaces or significant resource sites. The maximum-zoned density does not include the density bonus for zones that allow them.

Implementation Measure 4.1.4.aa The City will continue to allow partitioning or subdividing where existing lot sizes are two or more times that of the minimum lot size in the Development Code, and all other applicable requirements are met.

Implementation Measure 4.1.4.bb The City allows the construction of one accessory dwelling unit with any detached or attached single family dwelling that is permitted to be built in any zone, subject to standards in the Land Development Code or density and size standards in Neighborhood Plans, Stage II Development Plans or Final Development Plans. Regulations of such units include size, architectural design to match the primary unit on the site, and parking requirements. [Amended by Ord. 676, 3/3/10]

Implementation Measure 4.1.4.cc In order to encourage originality, flexibility, and innovation in land development, and minimize monotonous standardized subdivisions, all subdivisions over two acres in size require Planned Development review (P.D.R.). Multi-plexes and single-family attached units may also be approved as part of a planned development.

Implementation Measure 4.1.4.dd Continue the development of a renewal program to update/upgrade the "Old Town" area of Wilsonville.

RESIDENTIAL PLANNING DISTRICTS SHOWN ON THE LAND USE MAP OF THE COMPREHENSIVE PLAN

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Density (0-1 du/ac)

The purpose of this district is to provide for very low density housing areas to satisfy individuals desiring to own a large lot within an urban setting. This district recognizes and protects existing and future large-lot developments within the City. This density would generally fall under the PDR-1 zoning district category as outlined in the Development Code.

The following areas should be designated and developed at this density:

1. Areas which are currently developed at suburban densities and where little need exists for redevelopment.
2. Areas where transportation is limited to minor collector and local streets, and where high volume traffic would create safety problems.
3. Areas where sensitivity to the natural environment or natural hazards warrant a reduced density.

Density (2-3 or 4-5 du/ac)

The purpose of this district is to provide for low density residential areas. The 2-3 du/acre density would generally fall under the PDR-2 zoning district category as outlined in the Development Code. The 4-5 du/acre density would generally fall under the PDR-2 and PDR-3 (or other categories that could work out to this level of density) zoning district category as outlined in the Development Code.

The following areas should be designated and developed at this density:

1. Areas with access to a minor arterial, collector, or local streets. However, direct vehicular access from individual lots onto a minor arterial will be restricted.
2. Undeveloped areas adjacent to existing lower density developments, or near the fringe of the Urban Growth Boundary.
3. Areas where sensitivity to the natural environment or natural hazards warrant a reduced density.

Density (6-7 or 10-12 du/ac)

The purpose of this district is to ensure an efficient use of urban land by providing for the development of medium density housing areas. This density would generally fall under the PDR-3 and PDR-4 (or other categories that could work out to this level of density) zoning districts category as outlined in the Development Code.

The following areas should be designated and developed as urban medium density:

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1. Areas with access to a major or minor arterial or collector street. Siting should not, however, result in significant traffic impacts through lower density residential areas.
2. Areas located near or adjacent to commercial areas, employment centers and/or mass transit routes.
3. Areas adjacent to urban lower density developments or planning districts.

Permitted uses in this district typically include single family dwellings, whether detached or attached, accessory dwelling units, multi-family dwellings, including duplexes and tri-plexes, and mobile home parks or subdivisions, multi-family developments, including duplexes and multi-plexes and mobile home parks or subdivisions, will be subject to Development Review approval.

Neighborhood or convenience commercial uses may be permitted as part of a Planned Development but should be integrated into the design of the surrounding residential development, i.e., first floor of multi-story structure or similar design as residential units. Such commercial developments shall be limited to locations where there is clearly demonstrated local need. All such uses shall be subject to Development Review approval.

Density (18-20 du/ac)

The purpose of this district is to provide for efficient use of land near the major commercial or employment centers by providing for high-density residential development. It is a further purpose of this district to encourage mixed uses in commercial areas. This density would generally fall under the PDR-6 and PDR-7 (or other categories that could work out to this level of density) zoning district categories as outlined in the Development Code.

The following areas may be designated urban high-density residential:

1. Areas located on major or minor arterials and where such development will not result in significant traffic impacts through low- or medium-density residential areas.
2. Areas located within or adjacent to major shopping centers, employment centers and/or adjacent to mass transit routes.

Because of the land use intensity allowable in this district, the zoning will be restricted to a Planned Development review.

All developments will be subject to Development Review Board approval, including lot sizes, setbacks, open space, and parking requirements. Where feasible, under-structure parking will be encouraged on structures over two (2) stories in height.

Residential – Village

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See the Compact Urban Development section of this Plan for the description of the Residential – Village designation.

Residential – Neighborhood

See the Residential Neighborhood section of this Plan for the description of the Residential – Neighborhood designation.

ENVIRONMENTAL RESOURCES AND COMMUNITY DESIGN

At a glance, most land appears to be much the same as the lands surrounding it, with the exception of obvious differences such as topography and vegetation. However, a more detailed analysis can reveal distinct differences in the land composition and physical characteristics of nearly any two adjacent parcels of land. These differences can affect the overall suitability of a particular parcel of land for various types of land use. Each piece of land has a natural land use intensity potential which results from variations in its physical features and their interrelationships with natural processes, such as:

1. Underlying geological deposits and associated characteristics.
2. Types of surface soils and associated characteristics.
3. Water, the hydrologic cycle and natural drainage.
4. Slope of the land.
5. Vegetative cover (type, size, and location).
6. Weather conditions.
7. Character of adjoining natural features and developments.

Certain combinations of these natural features and processes can create inherently hazardous or unstable conditions which have special significance to humans and their land use activities. These conditions, referred to as natural hazards, are more appropriately labeled physical or natural limitations and occur in the form of:

1. Flood plains and wetlands
2. Runoff and erosion potentials.
3. Soil instability, including landslides, settlement, shrink/swell potential and earthquakes.

In addition to natural limitations, there are also natural potentials which can provide a more desirable living environment if given proper consideration in determining land use patterns and development design. The elements which offer these potentials are:

1. Existing vegetation.
2. Topography.
3. Wildlife and their associated habitats.
4. River, streams, lakes, and ponds.

In nature, there is a balanced system of events and processes that affect and shape the land on which we live. Because these processes continually and ultimately affect land and property, it

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follows that we should respect these natural processes in making land use decisions. For example, unless mitigated, it would not be wise to make a land use decision that encourages subdivisions to be built in areas that are known to flood.

By using nature as a guide to initial land use decisions, it is possible to minimize potential development hazards due to physical limitations of the land. It is also possible to maximize the preservation of nature and natural processes, thereby insuring that development occurs in harmony with the natural features of the community. This approach can also maintain and even enhance the natural aesthetic qualities of the community.

Following a detailed analysis of the characteristics of Wilsonville's natural environment, several areas of special concern were identified. They are:

1. Areas containing weak foundation soils, which are soft or compressible or those prone to liquefaction in the event of earthquakes and require special foundation engineering for construction.
2. Areas subject to seasonal or periodic flooding.
3. Areas with seasonally high ground water tables.
4. Areas of steep slope and subject to landslide and/or erosion.
5. Fish and wildlife habitat and associated water courses and native vegetation.

These areas are discussed in detail in the Physical Inventory report. The most significant areas identified are as follows:

1. Coffee Lake Creek/Seely Ditch - this area contains historically hydric soils with a high water table and low compressive strength. The wet soil conditions are compounded by winter rains resulting in standing water over much of the area during the winter months.
2. Boeckman Creek and other small streams have formed steep-sided canyons and ravines as they drain into the Willamette River. These steep slopes, as well as the steep banks along the Willamette River itself, include locations that are extremely unstable and subject to landslide and/or excessive erosion.
3. The flood plains along the Willamette River, Coffee Lake Creek, and Seely Ditch which are subject to seasonal and/or periodic high water following heavy storms.
4. Several stands of native vegetation scattered throughout the City, particularly along natural drainage ways. These areas provide visual relief from urban development plus run-off erosion control and habitat for wildlife.

Generally, all intensive urban development creates conflicts with open space and associated wildlife areas. However, careful management within and adjacent to these areas can significantly

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reduce these conflicts. Open-space-use management can also increase public safety by controlling development in hazardous areas while preserving valuable natural resources.

The City has identified significant natural resource areas that warrant special use management consideration in order to preserve water quality, visual quality, and sensitive wildlife habitats. Uncontrolled development of adjacent properties could diminish the natural quality of these areas. Therefore, it is necessary to establish development standards for properties along the fringe of the sensitive areas. The management and protection of these natural resource areas is implemented through the provisions of the Significant Resource Overlay Zone ordinance. The economic loss of development of open space lands can be compensated for through such techniques as density transfers. In order for such a technique to work, the City must take an effective and creative approach to proposed developments, without placing unnecessary limitations on the density of development that will be permitted.

Many of these open space areas also provide scenic views, although no significant site-specific viewpoints have been identified. The Physical Inventory Report identifies the following general scenic views:

1. The Willamette River from the water, its bank, and from the I-5 bridge.
2. Numerous stands of trees throughout the City.
3. Mount Hood.
4. Boeckman Creek.

These views can be observed from numerous locations throughout the City and are infrequently threatened by development in accordance with current standards. Therefore, special scenic view standards are considered impracticable and unnecessary.

The City has determined that there is limited commercial timber resource in the numerous stands of trees throughout the City. However, as noted, they have been considered worthy of protection to preserve wildlife habitats and the community's air and visual quality, as well as providing shade, soil stabilization, and erosion control.

Other environmental resources investigated in the Physical Inventory Report include mineral and aggregate deposits. Based on the Report, there are no known mineral deposits in the City. There are some gravel deposits along the I-5 corridor north of the Willamette River. However, these deposits are of low grade in both quality and quantity. In addition, further excavation of these deposits would significantly conflict with the urban uses planned along the I-5 corridor. Therefore, no provisions have been made to protect this resource.

In addition to these factors, one of the major aspects of Wilsonville's natural environment is its relationship to agricultural land. Statewide Planning Goal #3 is intended to preserve agricultural lands.

Wilsonville's 1971 General Plan and 1988 Comprehensive Plan set objectives to allow for the continuation of agriculture as a viable part of the community's economy. Agricultural activities still exist as an interim use within the City, and they are the primary land use outside of the City. In recognition of this factor, Metro has established an urban growth boundary to protect prime
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agricultural lands outside of the urban area. The urban growth boundary has been established in consideration of the placement of existing and planned utilities in relation to existing and planned development patterns and provides sufficient vacant land for continued growth over the next 20 years.

As a basic framework for land use decisions in these areas, the following Policies and Implementation Measures have been established. Many of these Policies and Implementation Measures are complemented by policies in the parks and open space sections of the Public Facilities Element.

In combination, these Policies and Implementation Measures form the foundation for an integrated community design that preserves the integrity and aesthetic quality of the natural environment while allowing for development. It is the underlying intent of the Plan to reconcile these factors through site planning and design, so that they complement each other. Wilsonville's agricultural and rural heritage has long given it a sense of openness accented by lines and clusters of trees and other natural vegetation. As the City has become more urban, there remains a desire to create the sense of openness and to preserve natural features, while allowing for higher density development, as expected in urban areas.

Noise, water quality, and air quality affect our health, our economic interests and quality of life. High noise levels affect a person's mental and physical well being and ability to work. Poor water and air quality can be a health hazard. Because of their complexities, air and water quality and noise control require both local and regional action. A regional and urban growth boundary has been established to concentrate urban growth within a specified area and to reduce sprawl. Wilsonville is within the regional growth boundary. While urban growth will be contained by the boundary, the boundary, without the necessary safeguards (such as performance standards), could simultaneously exaggerate and concentrate urban pollution.

Wilsonville is located within the Portland/Vancouver Air Quality Maintenance Area (AQMA). Within the AQMA there are three non-attainment areas (CO, TSP, O₃). Only the O₃ non-attainment area includes Wilsonville (it has the same boundaries as the AQMA). Consequently, the City is subject to the policies and standards set forth in the State Implementation Plan jointly adopted by Metro and State Department of Environmental Quality (DEQ).

Full compliance with these standards could result in some development constraints with the City and at a minimum could require installation of air pollution control devices on some industries. Air quality will remain a concern as urban development occurs.

Similarly, water quality is regulated by Federal Standards enforced by DEQ at the State level. For example, the City's sanitary sewer treatment system is monitored to insure compliance with DEQ wastewater discharge standards.

The major source of noise pollution within the City is the I-5 Freeway. Other noticeable sources include boats on the river and trains passing through town.

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In recognition of the noise conflicts with the Freeway and railroad tracks, the City has made an effort to minimize the location of residential development adjacent to the Freeway or tracks. In addition, site design and sound control devices, i.e., berms and walls can be used to reduce noise conflicts.

In considering the overall character of the community, it is important to look to the past. As a community develops, it should not discard its past for the sake of the future. Historic features provide a link with the past and add character and variety to the community's design.

The Statewide Inventory of Historic Sites and Building identifies one historic site in the City, the Boones Ferry Landing Site. There is no physical evidence of this landing site, except that Boone's Ferry Road terminates at the river's edge. The site is part of a six-acre City Park and is located within the Willamette River Greenway Boundaries. Other than documentation and recognition that this landing site exists, no additional standards or measures are considered necessary to preserve its historic value.

Additional Wilsonville sites and buildings have been inventoried and the results have been included as an appendix to the Comprehensive Plan as potential historic sites and structures. The City has worked with the local Historical Society on that inventory in the past and is expected to continue to coordinate with that group in completing the Goal 5 process for historic resources in the future.

Policy 4.1.5 Protect valuable resource lands from incompatible development and protect people and property from natural hazards.

Implementation Measure 4.1.5.a Require the placement of utilities underground in new developments and seek means of undergrounding existing above-ground utilities, other than storm drainage facilities.

Implementation Measure 4.1.5.b Help to preserve agricultural land by protecting the agricultural lands outside the Urban Growth Boundary, by guiding development within the boundary. Discourage long term agricultural uses within the urban boundary.

Implementation Measure 4.1.5.c Provide a buffer use or transition zone between urban and adjacent agricultural areas.

Implementation Measure 4.1.5.d Conserve and create open space throughout the City for specified objectives.

Implementation Measure 4.1.5.e Protect the beneficial uses and functional values of resources within the Water Quality and Flood Management Areas and Habitat Conservation Areas identified by Metro by limiting or mitigating the impact on these areas from development activities.

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Implementation Measure 4.1.5.f Ensure protection of Water Quality and Flood Management Areas and Habitat Conservation Areas pursuant to Title's 3 and 13 of the Metro Urban Growth Management Functional Plan by either:

1. Adopting the relevant provisions of the Metro Water Quality and Flood Management model ordinance and Metro Water Quality and Flood Management Conservation Area Map; or
2. Adopting the relevant provisions of the Metro Title 13 model ordinance and Habitat Conservation Areas Map; or
3. Demonstrating that the City's plans and implementing ordinances substantially comply with the performance standards, including the map, contained in Title 3. In this case, the purpose of this map is to provide a performance standard for evaluation of substantial compliance for the City; or
4. Demonstrating that the City's plans and implementing ordinances substantially comply with the development standards, including the Habitat Conservation Areas Map; or
5. Any combination of 1 and 3 above that substantially complies with all performance standards in Section 4 of Title 3 of Metro's Urban Growth Management Functional Plan.
6. Any combination of 2 and 4 above that substantially complies with all development standards in Section 6 of Title 13 of Metro's Urban Growth Management Functional Plan.

Implementation Measure 4.1.5.g Encourage identification and conservation of natural scenic and historic areas within the City.

Implementation Measure 4.1.5.h Develop an attractive and economically sound community.

Implementation Measure 4.1.5.i Identify buildings of unusual or outstanding architectural style from earlier eras. Encourage preservation of these structures.

Implementation Measure 4.1.5.j Ensure that open space conforms to the characteristics of the land, type of land use, adjacent land uses and City needs.

Implementation Measure 4.1.5.k Develop open, limited, or restricted access natural areas connected where possible by natural corridors, for wildlife habitat, watershed, soil and terrain protection. Preservation of contiguous natural corridors throughout the City for the protection of watersheds and wildlife will be given priority in land use decisions regarding open space.

Implementation Measure 4.1.5.l Identify areas of natural and scenic importance and give them priority in selection of public open space. Where legal rights of access have been

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acquired, extend public access to, and knowledge of such areas, in order to encourage public involvement in their preservation.

Implementation Measure 4.1.5.m Protect the river-connected wildlife habitat and encourage the integration and inter-connection of the Willamette River Greenway to open space areas of the City. Continue to regulate development within the Greenway boundaries. Provide for public access to the river only through and within the City parks or other properties intended for public access.

Implementation Measure 4.1.5.n Adopt performance and development standards, in accordance with Metro, to conserve, preserve, protect, and enhance fish and wildlife habitat within the fish and wildlife habitat conservation areas identified on Metro's water quality and flood management area map and Habitat Conservation Areas Map.

Implementation Measure 4.1.5.o Adopt Metro's Habitat-Friendly Development Practices, which provide a method of developing property that protects natural resources and focuses on land development and site design that mimic natural processes. The design and construction practices include the following categories:

1. Minimize hydrologic impacts
2. Minimize impacts on wildlife corridors and fish passage
3. Protect and enhance native landscaping

Implementation Measure 4.1.5.p Require compliance with Oregon Department of Fish and Wildlife (ODFW) seasonal restrictions for in-stream work. Limit development activities that would impair fish and wildlife during key life-cycle events according to the guidelines contained in ODFW's "Oregon Guidelines for Timing of In-water Work to Protect Fish and Wildlife Resources."

Implementation Measure 4.1.5.q The Administrative Review, Variance and mitigation procedures within the Development Code may be used to consider claims of map error and unique hardship, to assure that the standards do not render any legal tax lot to be unbuildable by application of requirements for natural resource protection.

Implementation Measure 4.1.5.r Continue to regulate development in potential disaster and hazard areas to minimize risks to life or property.

Implementation Measure 4.1.5.s Housing development, and any other development intended for human occupancy, shall occur, to the greatest extent possible, on lands designated for development that are free from flood hazard, severe soil limitations, or other hazards.

Implementation Measure 4.1.5.t Ensure adequate storm drainage.

Implementation Measure 4.1.5.u Define risks of development by using Federal Emergency Management Agency maps showing flood plains and floodways. Restrict buildings in the flood plains and prohibit buildings in the floodway.

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- Implementation Measure 4.1.5.v Require engineering where necessary to minimize the potential effects of natural hazards.
- Implementation Measure 4.1.5.w Require all future utilities to be placed underground, other than storm drainage facilities.
- Implementation Measure 4.1.5.x Provide available information, when requested, to those interested in developing land in areas of the following hazards:
- a. 100 year floods;
 - b. slides and earthquake damage; or
 - c. wind damage, possible tree topping.
- Implementation Measure 4.1.5.y Protect the Willamette River Greenway from incompatible uses or development activities, using the standards of the Greenway section of the Development Code.
- Implementation Measure 4.1.5.z Riparian corridors, wetlands and wildlife habitat that are determined to be significant through the Goal 5 process shall be designated as one or more overlay zones on the City Zoning Map.
- Implementation Measure 4.1.5.aa Protected natural resources within the Significant Resource Overlay Zone are intended to remain undeveloped with the possible exceptions of passive recreation and underground public facilities. These areas include the following:
1. Riparian corridors, wetlands and wildlife habitat that are determined to be significant through the Goal 5 process and are included in the Significant Resource Overlay Zone.
 2. Water quality resource areas as defined by Metro's Title 3 of the Urban Growth Management Functional Plan.
 3. Habitat Conservation Areas as defined by Metro's Title 13.
- Implementation Measure 4.1.5.bb An Area of Limited Conflicting Use is defined as an area located between the riparian corridor boundary, riparian impact area or the Metro Urban Growth Management Functional Plan Title 3 Water Quality Resource Area boundary, whichever is furthest away from the wetland or stream and the outside edge of the SROZ or an isolated significant wildlife habitat area as defined by Goal 5. These areas can serve as a buffer between development and conservation. Limited development impacts may be permitted in accordance with special development standards found within the Planning and Land Development Ordinance.
- Implementation Measure 4.1.5.cc Undeveloped portions of the Significant Resource Overlay Zone may be used towards satisfaction of open space requirements. A density transfer credit of not more than 50% of the designated Significant Resource Overlay Zone will also be allowed, except where legislative Master Plans have defined subdistricts or use

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other means to determine the amount and location of residential density outside of the SROZ without the use of a density transfer credit.

Implementation Measure 4.1.5.dd In vegetated areas, the positive visual impact of the trees, etc., is to be preserved. Any clearing of trees for development is subject to arboricultural standards and the requirements of the Planning and Land Development Ordinance.

Implementation Measure 4.1.5.ee Due to potential hazards to human health, the high voltage powerline easements within the City are regulated by the Planning and Land Development Ordinance. No residential structures shall be allowed within the easements and any development, particularly residential, adjacent to the easements will be carefully reviewed. While these corridors offer some potential for recreational use, their use is also somewhat limited by utility requirements. Any proposed non-residential development within powerline easements shall also be coordinated with, and approved by, the Bonneville Power Administration or Portland General Electric Company, depending on the easement ownership.

Implementation Measure 4.1.5.ff To protect the integrity of the Willamette River Greenway, the City has established standards for the development of non-water-related and non-water-dependent uses consistent with Greenway standards. These standards:

- a. Direct incompatible (non-water-related and non-water-dependent) development away from the river.
- b. Establish a minimum setback from the top of bank where no native vegetation can be removed, and only allow selective vegetation removal within the remaining portion of the Greenway Boundaries with revegetation required.
- c. Establish a minimum setback from the river banks for all uses that are not appropriate river-dependent or river-related land uses.
- d. Provide protection of public and private property, as well as public safety.
- e. Provide necessary and needed public access to the river oriented through public lands, without precluding legal river access at appropriate locations across private property. Such public access shall be based upon recorded easements or other legal instruments.

Implementation Measure 4.1.5.gg Where possible, on-site drainage should be designed to preserve natural drainage channels and to allow for ground water infiltration. Man-made structures should be designed to complement the natural system. It is not the intent of this Measure to encourage unsightly and unsafe open ditches. Rather, open drainage systems should be designed to: (1) accent natural creeks and drainage channels and provide an attractive natural area-like appearance; and/or (2) be an integrated part of the streetscape; and/or (3) be designed as an attractive and functional amenity within a development.

Implementation Measure 4.1.5.hh Minimize the impact of urban development on adjacent rural and agricultural lands. Buffering, open space and low density land use designation may be employed.

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- Implementation Measure 4.1.5.ii The design of developments within the community can be regarded from two viewpoints: the design of structures as they relate to site and function (architectural design) and, their relationship to the surrounding area (community design). Both aspects shall be considered to be of equal importance. Good architectural design is necessary to provide visual variety and allow for individual identity. At the same time, good community design provides a sense of unity with other development while eliminating conflicting appearances.
- Implementation Measure 4.1.5.jj All proposed developments, except single family dwellings outside of designated significant natural resource areas, shall continue to be subject to site plan (including landscaping) and architectural development review approval. Single-family subdivisions are subject to development review for approval of street tree plans. Individual (single-family) dwellings to be located within a designated significant natural resource area are subject to site plan review for removal of trees and vegetation and impacts to natural resources. They are not, however, subject to architectural review.
- Implementation Measure 4.1.5.kk Minimum open space and landscaping standards have been established, emphasizing the incorporation of native vegetation and unique topographic features in site design. Additional landscaping may be required based on the scale and type of development and its compatibility with abutting land uses. Legislative Master Plans may further direct open space standards appropriate to their planning areas.
- Implementation Measure 4.1.5.ll Landscaping and/or open space may be used to buffer non-compatible uses. It is intended to soften the visual impact and provide a sense of openness and should be used to complement good building designs and may be used to screen certain types of development.
- Implementation Measure 4.1.5.mm Sign standards have been established to control the visual impact of signs on the community and minimize sign clutter. Legislative Master Plans may specify sign standards appropriate to their planning area.
- Implementation Measure 4.1.5.nn The City shall coordinate with and encourage the State and other appropriate agencies to assist in developing noise controls and mitigation measures.
- Implementation Measure 4.1.5.oo Industrial and other potential noise generating activities will be located and designed so as to minimize noise conflicts with adjacent uses. The City will cooperate with DEQ and ODOT in establishing and where practicable assisting in enforcing noise control standards.
- Implementation Measure 4.1.5.pp In reviewing all major residential, commercial, industrial and public facility uses, the City shall coordinate with DEQ to insure compliance with the Portland AQMA Plan and standards as well as other applicable regional, State and Federal air, water and environmental quality standards.

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Implementation Measure 4.1.5.qq The City will further cooperate with the appropriate State and Federal agencies for enforcement of air, water, noise and other environmental quality standards.

Implementation Measure 4.1.5.rr The City recognizes that historic features form a desirable link with the past and that they form a vital part of and contribute to the overall character of Wilsonville. The City, therefore, will cooperate with the Wilsonville Historical Society, the State Historic Preservation Office, Clackamas County and other interested parties to evaluate and identify potential historic sites and structures and proceed with the Goal 5 process. The City shall determine which sites and structures, if any, are suitable for inclusion on the Plan Inventory and will contact the owners of potentially historic properties to determine whether they object to having their properties listed.

 Land Use and Development

COMPACT URBAN DEVELOPMENT

Several hundred acres of the Metro Urban Growth boundary are affected by the directives of the Villebois Village Concept Plan (Ordinance No. 533). These properties, bounded generally on the north by Tooze Road, west by Grahams Ferry Road, south by the Metro Urban Growth Boundary at Brown and Evergreen Roads, and east to the current City western boundary, can be designated “Residential-Village” on the Comprehensive Plan Map.

Including Dammasch State Hospital property, development and redevelopment will integrate a mixed-use land pattern that combines natural resources, transportation facilities and land uses to create over 2300 residential units that are configured around three neighborhood areas.

The Residential-Village Plan Map Designation fulfills and replaces the intent of previous Comprehensive Plan language that addressed this portion of the City as Special Area of Concern B on the Comprehensive Plan Map. A Residential-Village Plan Map designation carries additional requirements and implementation tools as described below.

The City’s “Village” Zone District will implement this area’s development. The Villebois Village Master Plan will direct necessary infrastructure improvements. The Significant Resource Overlay Zone District will govern how identified natural resources are integrated under the Concept Plan.

Specific development proposals will be guided and directed by “specific area plans” and pattern books. In many cases a development proposal will be reviewed by the City’s Development Review Board for conformance with development requirements for this area.

Policy 4.1.6 Require the development of property designated “Residential-Village” on the Comprehensive Plan Map to create livable, sustainable urban areas which provide a strong sense of place through integrated community design, while also making efficient use of land and urban services.

Implementation Measure 4.1.6.a Development in the “Residential-Village” Map area shall be directed by the Villebois Village Concept Plan (depicting the general character of proposed land uses, transportation, natural resources, public facilities, and infrastructure strategies), and subject to relevant Policies and Implementation Measures in the Comprehensive Plan; and implemented in accordance with the Villebois Village Master Plan, the “Village” Zone District, and any other provisions of the Wilsonville Planning and Land Development Ordinance that may be applicable.

Implementation Measure 4.1.6.b The Villebois Village Master Plan shall contain the following elements:

1. An integrated plan addressing land use, transportation, utilities, open space and natural resources.
2. Direction for cohesive community design based on sustainable economic, social and environmental principles; pedestrian and transit friendly principles; mitigation of

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- traffic impacts; and enhanced connectivity within proposed development as well as to the remaining Wilsonville environs.
3. Identification of opportunities for employment and services within a village core area to reduce vehicle trip lengths.
 4. Incorporation of designs or an indication of where those designs shall be developed that will implement Villebois Village Concept Plan principles of innovative rainwater management, aesthetic vistas, nature corridors and pathways, active and passive parks, wildlife corridors, protection of trees, wetlands, and other sensitive natural resources.
 5. Identification of how the properties will accommodate a mix of housing types and densities so that an ultimate buildout of over 2300 housing units is accommodated.
 6. Direction for provision of community housing consistent with Oregon Revised Statute 426.508.
 7. Identification of architectural patterns and types, creating neighborhoods that encourage bicycle and pedestrian travel, human interaction, and appreciation for natural features and systems.

Implementation Measure 4.1.6.c The “Village” Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation.

Implementation Measure 4.1.6.d The “Village” Zone District shall allow a wide range of uses that benefit and support an “urban village,” including conversion of existing structures in the core area to provide flexibility for changing needs of service, institutional, governmental and employment uses.

[*Compact Urban Development* added per Ordinance No. 554, June 2, 2003.]

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RESIDENTIAL NEIGHBORHOOD DEVELOPMENT

Since the original 1971 General Plan, Wilsonville has planned for expansions of the City for residential growth. With the addition of the Frog Pond Area to the Urban Growth Boundary in 2002, and subsequent designation of Urban Reserve Areas in 2010, the vision for the expanded city gained new focus and attention. Overall, the City intends for these urban expansion areas to be walkable neighborhoods that are a connected part of the larger community. The vision for the Frog Pond Area Plan is indicative of the city's intent to coordinate development and ensure a high level of livability in these new neighborhoods. The Frog Pond Area Plan's vision statement is:

"The Frog Pond Area in 2035 is an integral part of the Wilsonville community, with attractive and connected neighborhoods. The community's hallmarks are the variety of quality homes; open spaces for gathering; nearby services, shops and restaurants; excellent schools; and vibrant parks and trails. The Frog Pond Area is a convenient bike, walk, drive, or bus trip to all parts of Wilsonville." (Frog Pond Area Plan, adopted November, 2015)

Policy 4.1.7a New neighborhoods in residential urban growth expansion areas may be designated "Residential Neighborhood" on the Comprehensive Plan Map.

The purpose of the Residential Neighborhood designation is to:

- A. Implement legislative Area Plans and Master Plans for new neighborhoods in Wilsonville.
- B. Create attractive and connected residential neighborhoods.
- C. Regulate and coordinate development to result in cohesive neighborhoods that include: walkable and active streets; a variety of housing appropriate to each neighborhood; connected paths and open spaces; parks and other non-residential uses that are focal points for the community; and, connections to and integration with the larger Wilsonville community.
- D. Encourage and require high quality architectural and community design.
- E. Provide transportation choices, including active transportation options.
- F. Preserve and enhance natural resources so that they are an asset to the neighborhoods, and there is appropriate visual and physical access to nature.

Implementation Measure 4.1.7.a Area Plans (also called Concept Plans) shall be prepared to guide the overall framework of land use, multi-modal transportation, natural resources, parks and open space, public facilities, and infrastructure funding. Master Plans shall direct more detailed planning. The City may at its discretion combine Area Planning and Master Planning.

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Implementation Measure 4.1.7.b Legislative Master Plans for Residential Neighborhood areas shall be tailored to the needs of the specific area being planned and coordinated with the needs of the larger community. Master Plans should include but are not limited to:

1. An integrated plan addressing land use, transportation, utilities, open space and natural resources.
2. Zoning which directs the land uses, densities and development standards needed to regulate and guide development.
3. Identification of how the properties will accommodate a mix of housing types and densities to accommodate the City's housing needs and variety of housing that is appropriate to each neighborhood.
4. Recommendations that promote community interaction and the creation of community gathering places.
5. Community and site design standards that ensures quality development and implementation of the vision for the neighborhood.
6. Transportation recommendations that promote travel choices, including active transportation choices.
7. Street, path and trail designs that create complete and pedestrian-friendly streets, pedestrian and bicycle routes.
8. Park, open space and natural resource strategies that tie together green spaces into connected networks of open space and protect natural resources.
9. Design studies and strategies that illustrate the intended built form of the neighborhood and show how many individual developments can be knit together over time.
10. Infrastructure plans and funding strategies.
11. Strategies for promoting compatibility between new development and adjacent areas.

Implementation Measure 4.1.7.c The "Residential Neighborhood" Zone District shall be applied in all areas that carry the Residential Neighborhood Plan map designation, unless otherwise directed by an area plan or master plan.

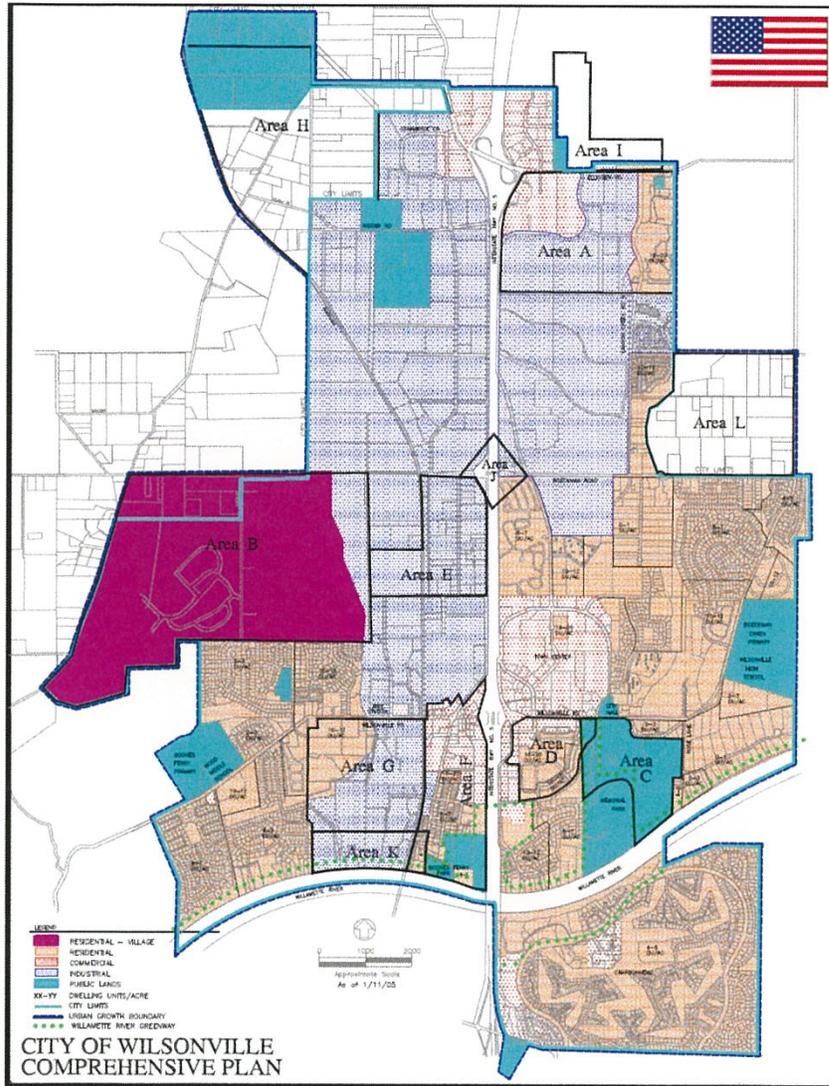
THE PLAN MAP

The Plan Map represents a visual illustration of the general land use concepts presented in the Plan. It establishes a basic land use pattern by allocating specific areas or districts to various land uses, including residential, commercial, industrial, public and open space. The map illustrates a typical separation of uses, consistent with conventional zoning. However, the Plan text recognizes that certain combinations of uses can be beneficial and, therefore, language in the text provides for a mixing of those combinations through a Planned Development Review process. When interpreting the intent of the Plan, the text supersedes the map in the event of a conflict.

The Plan Map

This Comprehensive Plan Map is dated January 11, 2005 and does not include amendments made to the Map after that date.

The Plan Map



AREAS OF SPECIAL CONCERN

In reviewing and updating the Plan map, several areas of special concern were identified. It was felt that the general language in the text did not adequately address these concerns in these areas.

The following section includes specific language describing special considerations that must be addressed in development of these areas.

AREA A

This area is comprised of land in the southeast quadrant of the I-5/Stafford (Exit 286) interchange. The designated development for this area is a mixture of commercial, industrial, and residential activities, with the majority of the area designated as industrial park. While this is a logical land use pattern, generally conforming to the City's original General Plan goals and objectives, the potential impacts of these designations were considered great enough to warrant special attention.

Ideally, the entire area would be redeveloped under a common master plan, with a development agreement involving all of the property owners and the City. In fact, the various owners worked jointly with the City in developing the original designations on the Comprehensive Plan Map. Specific concerns for this area are related to transportation, land use, and environmental/community design issues. Each development of this area shall be consistent with or complimentary to the following objectives:

Transportation Objectives

1. Assure that congestion at the I-5/Stafford interchange, including conflicts between the freeway on-off ramps and Parkway Avenue, does not exceed the City's adopted level-of-service standards.

Environmental Resources and Community Design Objectives

1. Capitalize on special development opportunities provided by existing topography and natural vegetation. Concentrate sensitive residential uses in areas where privacy may be provided by natural vegetation and topographic variety.
2. Minimize the disruptive and incompatible impacts of the high voltage power lines which transverse the area. Housing should be located away from the power line easements. Less sensitive uses (e.g., short term parking/storage and open space) may effectively utilize areas adjacent to and within the power line easements.
3. Future development shall be designed and located so as to soften the intense appearance of large buildings or expanses of asphalt.

Areas of Special Concern

AREA B

[Deleted per Ordinance No. 554, June 2, 2003]

AREA C

This area is located between Memorial Drive and Rose Lane and south of Wilsonville Road. Considerable concern was expressed over the potential impacts of development on the low-density Montgomery Way area and also over potential traffic impacts on Rose Lane and Wilsonville Road.

Design Objectives

1. Provide low-density and/or open space buffers adjacent to existing large lot development.
2. Maximize the visual buffering effect of Boeckman Creek and associated vegetation by locating higher densities southwest of the Creek.
3. Provide a master plan for the development of the east side of Memorial Park and for the Boozier property that has been acquired by the City.

AREA D

This area is the site of the Village at Main Street development located south of Wilsonville Road and east of Parkway Avenue. The area is now undergoing commercial and residential development. The majority of the site is designated for residential development. The frontage of the area is designated for commercial development intended to create a vital village atmosphere. Concerns for this area are related to traffic, design, and use.

Design Objectives

1. Minimize direct access to Wilsonville Road. Primary access to this site shall be provided at signalized intersections to Wilsonville Road aligned with the Town Center Loop Road and the central access to the Town Center. An internal street network shall provide connectivity to and from Parkway Avenue, Memorial Drive, Rogue Lane, Holly Street, the library and the commercial frontage. Provisions for transit access and coordination with existing and planned pedestrian and bike pathways to the City library and City Park are also concerns in this area.
2. The predominant use of the site is intended to be residential. Commercial uses shall be located as designated on the Comprehensive Plan Map and shall be subject to careful design review for compatible and complementary design with the adjacent residential uses. Uses are intended to be convenience and neighborhood oriented to serve the local residents, but may include service commercial and office uses provided they are found to be consistent with the design objectives established in the Planned Development review process. Uses shall interrelate to each other to create a dynamic and vital sense of place. Buildings shall be oriented

Areas of Special Concern

- to each other and to court yards or plazas to facilitate connectivity. All commercial uses and buildings are subject to Development Review Board approval as part of the Stage I Master Plan and Stage II Site Development Plan.
3. Residential building design shall maintain human scale and provide a mix of public and private spaces resulting in a safe, healthful, attractive, and engaging community. Sign lines and visual reference points shall be created and/or enhanced throughout the site to strengthen the overall aesthetics of the development.
 4. The heavy stand of fir trees along the southern portion of the property shall be maintained, providing continuity in the vegetation line extending west from the City Park. A visual corridor and pedestrian/bikeway connection shall be provided between the residential areas and the park.
 5. The Village at Main Street development is recognized as a sub district of the Town Center. The core area is located immediately across Wilsonville Road. As such, the subject property creates an opportunity for a unique complementary relationship to the Town Center as a mixed use development. While not physically part of the core area of Town Center, the commercial portion of the Village at Main Street development shall be designed to function as a special sub district with a neighborhood or main street that complements the City's major commercial district. This also recognizes that the predominant use within the subject site is residential.
 6. As a special sub-district of the Town Center, the entire development shall be designed with a strong pedestrian orientation both internally and externally to the site. This is of particular concern within the commercial portion where there is an opportunity to create a less auto-dominated environment than has occurred within the Town Center. This special design orientation also recognizes the site's unique geographic location adjacent to the Town Center, City Library, City park and nearby City Hall which are all within easy walking distance. To create a vital pedestrian-oriented environment, the commercial development shall be designed with multiple linkages between storefronts and main doorways. While building sizes may vary, it is the orientation between buildings, store fronts, building entries, walkways and plazas that is of specific concern to maximize the pedestrian environment. Second story uses such as office and residential are also encouraged to strengthen the mix of use and activity within the center.

 Areas of Special Concern

AREA E

This is the area planned for industrial use between Boeckman Road and Barber Street, from Boones Ferry Road to the railroad tracks. It also includes the property west of the railroad, immediately north of Barber Street, that has been identified as a potential commuter rail station and park-and-ride lot. The primary concerns for this area have been related to continuity in design and protection of the existing mobile home park.

The area has been previously divided into numerous small lots, many of which are in separate ownerships. For this reason, the opportunity to design development under a common master plan is minimized. Therefore, there is a potential for an uncoordinated patchwork development pattern to occur.

The Walnut Park mobile home park is also located in this area. While economics may ultimately force redevelopment of the park to industrial use, the life of the park can be prolonged through careful design considerations of surrounding development. Doing so will help to retain one of the City's affordable housing opportunities.

Design Objectives

1. Encourage consolidation of smaller lots to allow for master planning of large areas.
2. Provide buffers adjacent to the mobile home park, e.g., increased landscaped setbacks, or complementary uses.
3. Minimize traffic (truck) conflicts with residential activities, including pedestrians.
4. Provide an attractive and easily accessible park-and-ride facility in conjunction with a commuter rail station. If necessary to meet these objectives, prepare a master plan for the area around the selected commuter rail station site.
5. Determine the appropriate alignment for a road connecting 95th Avenue and Kinsman Road through this area.

AREA F

This area is situated west of I-5 and primarily, although not entirely, south of Wilsonville Road and includes commercial and residential properties in the Old Town neighborhood. It includes the existing retail centers, both north and south of Wilsonville Road, plus land to the south along both sides of Boones Ferry Road to the Willamette River. Future development applications in Area 'F' must address the design objectives listed below, as well as all other applicable Development Code requirements.

This Area of Concern specifically includes the "Old Town" area of the City. A portion of Old Town includes properties previously master planned as "Wilsonville Square 76." As a result of the West Side master planning effort, additional emphasis has been placed on creating a special

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Old Town District (through overlay zoning), and reinforcing the appearance of the City's historic beginnings.

Existing development within Old Town includes a gas station, bank building, prior post office, the Old Methodist Church, the Wilsonville Primary School, apartments, a mini-storage facility, two historic commercial structures, a manufacturing facility, and two mixed-use commercial/industrial buildings, as well as many residential properties with varying densities. One of the mixed-use buildings was recently developed as the first historic replica facade envisioned for the Old Town District discussed below.

Through the planning effort that led to the preparation of the West Side Master Plan, additional emphasis has been placed on creating a special Old Town Overlay Zone. The purpose of the Overlay Zone is to reinforce the appearance of the city's historic beginnings and to create a unique commercial main street. The Old Town District is envisioned as a modern representation of the community's past, and is intended to promote compatibility of commercial designs with Old Town residential development and to create a functional main street.

By moving in the direction of recreating an "Old Town" it is recognized that the Wilsonville Square Plan is outdated, falling short of new design objectives. Therefore, there is a need for coordinated planning and broader based master planning that addresses all of the commercial development in Old Town, not just that on the east side of Boones Ferry Road.

The portion of Area 'F' that is north of Wilsonville Road includes properties between Boones Ferry Road and the freeway, the Riverwood Shopping Center at the northwest corner of Boones Ferry and Wilsonville Roads, and other properties to the north and west of the Riverwood Center. There has not been much continuity of design in this area in the past and access control is expected to be of increasing importance in the future as traffic congestion increases.

The Design Objectives listed below include provisions dealing with both commercial and non-commercial properties.

Design Objectives

1. Establish Old Town as a special overlay zoning district, with design criteria reflecting the character of Willamette Valley architecture that was prevalent between 1880 and 1930.
2. As noted above, not all of Area 'F' is within the Old Town Overlay Zone. Because of this, there are two different standards of review for new development proposals in the area. Require master planning (Stage I) coordinating access, circulation, and streetscape, linking both sides of Boones Ferry Road, for any proposed development as far south as 4th Street. For properties within the Old Town Overlay Zone, include architectural design and general building orientation within the Stage I review process. A "main street" pedestrian-oriented feel and look is the desired outcome of such coordinated design. In order for that to be accomplished, on-street parking will need to be provided wherever feasible in the Old Town area.

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3. Coordinate public facilities, and in particular master planning of commercial accesses and circulation options, consistent with Old Town Overlay zoning regulations. These requirements apply to all properties in Area F.
4. Coordinate street improvements, including alternate routes to help relieve traffic impacts on Old Town neighborhood residents and on Wilsonville Road near the I-5 Interchange. The new coordinated access and circulation plan is intended, in part, to replace and expand upon the old local street plan set forth in the Wilsonville Square 76 Plan. Internal circulation is intended to provide flow-through access from site to site, not limited by property lines. However, such access need not be via dedicated public streets.
5. Maintaining reasonable access is an important factor in accommodating additional commercial development in this area. Commercial development will create additional traffic. Therefore, it will be necessary to balance maintaining an acceptable level of service and safety while providing reasonable and functional commercial access.
6. Almost all of the long-standing businesses in this area of the community are now in need of modernization or redevelopment, and may also be planning to expand. Therefore, allowing for appropriate remodeling and/or redevelopment of the existing commercial sites or buildings is a concern for the current owners of these properties. There needs to be flexibility allowed to accommodate normal modernization and even redevelopment of existing commercial operations while still making provisions for coordinated design, access, and circulation.
7. New development and redevelopment is expected throughout most of the old Wilsonville Square 76 area. Redevelopment of the school property and the Lowrie's property (on the west side of Boones Ferry Road) is also anticipated. The anticipated redevelopment plan for the school site includes stores fronting Boones Ferry Road. There is also an intent to preserve and remodel the old church on the east side of Boones Ferry Road as some form of public space.
8. Community members have expressed concern about the loss of the park and play facilities which were part of the historic school site. The City will seek ways to replace the recreational space and explore incentive mechanisms to protect and encourage enhancement of the historic residential character of the neighborhood, while preserving appropriate public open space.
9. Minimize the disruptive and incompatible nature of the railroad, which abuts this District. The City may consider pursuing a second commuter rail stop in or near Old Town, at such time as commuter rail service is extended south toward Salem. If a park & ride is added in this area, it will need to be sized and sited to be complimentary with the needs of the commercial district, without drawing unnecessary freeway traffic into the neighborhood.
10. Minimize non-residential traffic impacts south of 4th Street, while planning for improving the recreational potential of the Willamette River and Boones Ferry Park.

Areas of Special Concern

11. Allow flexible mixed-use development, including retail commercial, offices, service commercial and light industrial, residential, and public activities within the Old Town Overlay Zone. Limit the area of service commercial development based on traffic capacity.
12. Coordination of utilities and street locations, alignment, and connections will require cooperation among property owners. The City will need to work with private landowners and developers to deliver the desired outcomes.
13. Two-story buildings shall be encouraged along Boones Ferry Road in the Old Town area in order to add to the “Main Street” feel.

AREA G

This area, located west of the railroad tracks and south of Wilsonville Road, contains a mix of planned and existing uses. Existing uses in the area include a concrete plant, building products distribution, and an office building which also houses a church. There are several houses and barns towards the south end of the area. The rest of the area is currently farmed, and includes Coffee Lake Creek, which flows to the Willamette River in this area.

Wilsonville Concrete has conducted gravel and concrete operations at the south end of this area adjacent to the river since prior to the incorporation of the city. The plant is an aggregate resource-based operation that has relied upon the river for transport of raw materials, such as sand and gravel. Aggregate is not mined at the site, but it is brought there for processing. The continuing operation of the plant is important to meet the needs of the construction industry, which relies on the aggregate and concrete products. For that reason, there need to be provisions made to manage conflicts with neighboring uses and activities, while allowing for appropriate continued operations. At the same time, there will be a continuing need to provide for appropriate modernization, including environmental protection as the operation continues within an increasingly urbanized setting.

The owners of the concrete/gravel operation have taken steps to mitigate the effects of their operation on nearby residential development and to separate the truck traffic from their operation from non-industrial traffic. Operational changes at the site will need to be carefully considered in relation to other long-term uses planned for this area. Future planning will need to balance and mitigate conflicts between potentially non-compatible uses. Continued urbanization of this area creates some inherent potential conflicts for which there is a need for creative and cooperative solutions.

The extension of Kinsman Road, south to Industrial Way, and extension of Bailey and/or 5th Streets, west at least to Industrial Way/Kinsman, would improve access to and from Old Town. It would also provide a signalized intersection for the industrial truck traffic generated to the south. An extension from Kinsman Road, west to Brown Road, would further enhance access and circulation in this area, providing an alternative to Wilsonville Road, which is congested during rush-hour times.

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Improved access into and through this area could actually result in conflicts between industrial truck traffic and general commercial and residential vehicles. These conflicts will be exaggerated if pedestrian paths and bikeways are not adequately separated from other street improvements. Such anticipated conflicts could increase resistance to the cooperation necessary in developing streets south of Wilsonville Road and west of the railroad tracks. Therefore, the City will likely need to participate in a cooperative public/private partnership.

The West Side Master Plan also acknowledged public desire for more recreational access along the riverfront, and supported commercial and residential mixed-uses along the river frontage, east of Wilsonville Concrete and west of the railroad. This would also bring more non-industrial traffic and use into the area, although the various ravines provide separation between some of those uses. It should also be noted that those ravines provide important natural resource benefits to the area and will necessitate special designs for bridges or other crossings.

A portion of Area 'G' adjacent to Wilsonville Road was previously designated for commercial use. However, this designation conflicted with the city's policy to avoid strip-commercial development. Therefore, that area was designated for industrial development in 1980. During the formulation of the West Side Master Plan, commercial and industrial activities were reconsidered. In particular, the frontage south of Wilsonville Road, just west of the railroad, was recommended to be zoned for offices as well as industrial uses.

Design Objectives

1. Require master planning (Stage I) of large areas to provide long-term protection of the concrete/gravel operation, accommodate the city's water treatment plant and associated water feature park, accommodate new compatible residential, industrial, and office development, and provide for continuity of design and coordination of uses. Note that residential development at moderate densities may be one alternative to other uses that would otherwise generate excessive traffic on Wilsonville Road.
2. Provide coordinated access and circulation that accommodates industrial development, minimizes conflicts with residential neighborhoods, provides an alternate route for Boones Ferry Road and Old Town, and that helps to minimize congestion on Wilsonville Road, particularly where capacity is limited.
3. The city shall work with property owners to identify appropriate street alignments that provide needed access and circulation while serving adjacent properties and Old Town.
4. Provide buffering along the western perimeter of the area for adjacent residential developments. Buffering can be provided by open space, walls, or berms; residentially sensitive buildings such as offices or light industrial; by visual barriers and sound control mechanisms and structures; or combinations thereof.
5. Maintain and enhance the aesthetic and environmental quality of Seely Ditch, Coffee Lake Creek, and the Willamette River.
6. Carefully limit incompatible uses in this area, while minimizing noise and air quality impacts on adjacent residential neighborhoods.

Areas of Special Concern

7. If possible, without damaging the viability of the railroad, minimize the disruptive and incompatible nature of the railroad, which abuts this area. Pursue appropriate commuter rail service, which ultimately may extend south of Wilsonville.

AREA H

Note: the previous Area 8 has been replaced with Area H, dealing with the Day Road area, northwest of the current City limits, including the new State prison. This area is bordered by Clay and Day Roads on the north and railroad tracks on the west.

A master plan for this neighborhood will be needed to address property-owner concerns and mitigate the effects of the 110-acre prison development. The City is providing urban services to the prison prior to annexation, and expects to provide services to the entire area when it has been master planned and annexed.

AREA I

Note: the previous Area 9 has been replaced with Area I, dealing with the land along Elligsen Road, north of the current City limits. This area includes the Pheasant Ridge RV facility, a City water reservoir, and another 50 or more acres that are still in agricultural use. Interesting development proposals have been discussed for this area, including an amphitheater for outdoor concerts. However, the City has not yet approved a master plan for the area, and future uses are uncertain.

The development of Area I will need to be coordinated with the redevelopment of the old Burns Brothers property, south of Elligsen Road, because of traffic issues in close proximity to freeway interchange #286.

AREA J

The City has long viewed the Boeckman Road crossing of I-5 as a suitable location for construction of an interchange with I-5. However, the City also recognizes that I-5, being an interstate freeway, has state and national functions which may have to be balanced with local interests. The Oregon Department of Transportation (ODOT) has authority along with the Federal Highway Administration for the design, construction, and operation of I-5. Only recently has ODOT agreed to work with the City to study the feasibility of a Boeckman Road interchange.

The land between the Wilsonville Road / I-5 and the North Wilsonville-Stafford Road / I-5 Interchanges was planned initially with a transportation system which included an interchange at Boeckman Road. The City and ODOT will be evaluating all aspects of need, as well as preliminary interchange design for Boeckman Road at I-5. There are many potential impacts on surrounding land use patterns and other aspects of the local transportation network that will depend on the outcome of the study of interchange feasibility for Boeckman Road at I-5.

Areas of Special Concern

As viewed by the City, the rationale for an interchange at this location is at least threefold. (1) Interchange congestion could be reduced by distributing the number of trips among three rather than two interchanges, (2) traffic associated with development allowed by the Wilsonville Comprehensive Plan in the vicinity of Boeckman Road (and especially the Dammasch area, noted in 'D,' above) could be expedited more effectively, and (3) options for improving traffic upon other roadways serving the City of Wilsonville could be enhanced. The City recognizes that if item three is verified, then the improvement to I-5 at Boeckman Road may be viewed by ODOT as a local improvement which is inconsistent with the purpose of the interstate freeway. This may be sufficient or additional reason for ODOT to reject the interchange.

Because of these, and perhaps other, benefits to the City, the City Council has chosen to highlight the City's interest in this potential project by including this special section in the Comprehensive Plan. The City will continue to cooperate with other interested parties to conduct feasibility analyses of a Boeckman Road interchange. As appropriate, City consultants, staff, the Planning Commission and City Council will conduct reviews and hold public meetings on the options.

In the event that the City determines, with ODOT's concurrence, the feasibility of the interchange, the City will proceed with a plan amendment to add the Boeckman Road interchange to the Transportation Systems Plan. In the event this project is to be included in the City's Plan, the City will prepare amendments necessary to include in the Plan the other roadways required to complete the City's transportation network. In this regard, the City realizes that, because a Boeckman Road interchange can only be implemented with the cooperation of ODOT. The City will need to obtain agreement from ODOT demonstrating compliance with state and federal regulations pertaining to the addition of new interchanges before the proposed Boeckman Road interchange can be included in the City's Transportation Systems Plan and capital improvement plans.

AREA K

Note: Area K, land along the Willamette River, west of Boones Ferry, has been designated in the West Side Master Plan for river-focused development. Text applying to this Area of Special Concern will be completed when the Natural Resource Plan has been adopted.

AREA L

[Deleted per Ordinance No. ____, date, 2017]

HISTORIC SITES OR FEATURES

NOTE: information on the historical sites survey, including that generated in 1999, has been moved to the background inventory until the Goal 5 process has been completed.

The City will coordinate its review of land development proposals with the local historical society when any uses are proposed that could have an adverse impact on listed historical features.

Areas of Special Concern

Attachment D
Draft Town Center Development Code Standards

Section 4.XXX. Town Center Zone.

(.01) Applicability and Purpose.

The Town Center (TC) Zone applies to lands within the Town Center Comprehensive Plan Map designation. The TC zone is a Planned Development Zone, subject to applicable Planned Development regulations, except as superseded by this section or in the Comprehensive plan and its supporting documents. The purpose of the TC Zone is stated below. Wilsonville's Town Center is:

- A. A vibrant, walkable destination that inspires people to socialize, shop, live, and work.
- B. The heart of Wilsonville.
- C. Home to active parks, civic spaces, and amenities that provide year-round, compelling experiences.
- D. Where Wilsonville residents and visitors come for shopping, dining, culture, and entertainment.

Sub-districts. The TC area is composed of four sub districts (Figure X), described below:

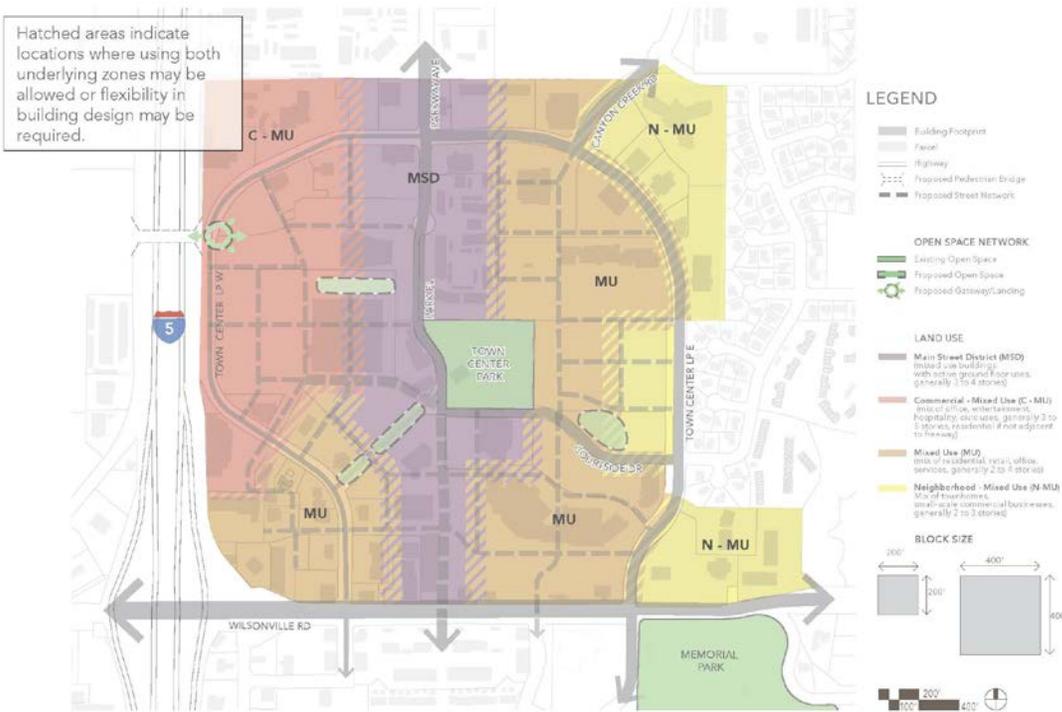
- a. Main Street. A walkable and lively main street with a mix of active uses and mostly 3-4 story buildings through the heart of Town Center along Parkway Avenue, which would extend south past Town Center park to Wilsonville Road.
- b. Neighborhood-Mixed Use. Development would be less intense as it approaches Town Center Loop East and the adjacent neighborhoods. Light activity development would include 1-3 story residential and mixed-use development, with neighborhood-serving commercial businesses.
- c. Mixed Use. A variety of mostly 2-4 story buildings throughout Town Center would provide the mix of residential, commercial and office uses the community is looking to have in Town Center. Moderate activity near Wilsonville Road would be commercially focused while the areas near Town Center Park would include more residential and mixed-use buildings.
- d. Commercial-Mixed Use. Allowing taller buildings, up to 5 stories, along I-5 and near the future pedestrian bridge landing, would improve Town Center's visibility, help create a sense of place, and support the increased level of activity and economic vibrancy desired by community members, including additional employment opportunities, entertainment, and hospitality services. As proposed, residential uses in this area would be limited and not allowed adjacent to I-5.

(.02) Uses permitted anywhere in the TC Zone

- A. Open space
- B. Multi-family Dwelling Units
- C. Public or private parks, playgrounds, recreational and community buildings and uses
- D. Commercial recreation
- E. Retail sales and service of retail products, under a footprint of 30,000 square feet per use
- F. Offices
- G. Personal and professional services
- H. Day care
- I. Food service (e.g. restaurants, food carts, food cart pods)
- J. Beverage service (e.g. cafes, brewpubs, bars)
- K. Any of the above in mixed use buildings.

Attachment D
Draft Town Center Development Code Standards

Figure X. Town Center Sub Districts



(.03) Permitted and Prohibited uses in specific sub-districts

Figure X, Land Use Sub-Districts, illustrates subareas of the Town Center where certain regulations apply. Below are use-related regulations for the Sub-districts.

- A. COMMERCIAL – MIXED USE (C-MU)
 1. Additional permitted uses – Commercial recreation with outdoor facilities (e.g. cart track); retail exceeding a footprint of 30,000 square feet per user if located within a multistory building with other land uses; cinemas
 2. Multi-family is prohibited on any parcel side that abuts I-5, including the I-5 side of parcels abutting Town Center Loop West
- B. MAIN STREET (MS)

Attachment D
Draft Town Center Development Code Standards

1. Uses with drive-through facilities – New uses with drive-through facilities (e.g. fast food, banks, car wash), are prohibited. Existing drive-through uses and facilities may be continued consistent with Section 4.189. In the MS sub-district, a change in use is permitted for a new drive-through use, consistent with the other standards of Section 4.189.

C. MIXED USE (MU)

1. Uses with Drive-through facilities – New uses with drive-through facilities (e.g. fast food, banks, car wash), are prohibited. Existing drive-through uses and facilities may be continued consistent with Section 4.189. In the MU sub-district, a change in use is permitted for a new drive-through use, consistent with the other standards of Section 4.189.

D. NEIGHBORHOOD –(N-MU)

1. Uses with Drive-through facilities – New uses with drive-through facilities (e.g. fast food, banks, car wash), are prohibited. Existing drive-through uses and facilities may be continued consistent with Section 4.189. In the MU sub-district, a change in use is permitted for a new drive-through use, consistent with the other standards of Section 4.189.

(.04) Consistency with Street Network and Multi-modal Network

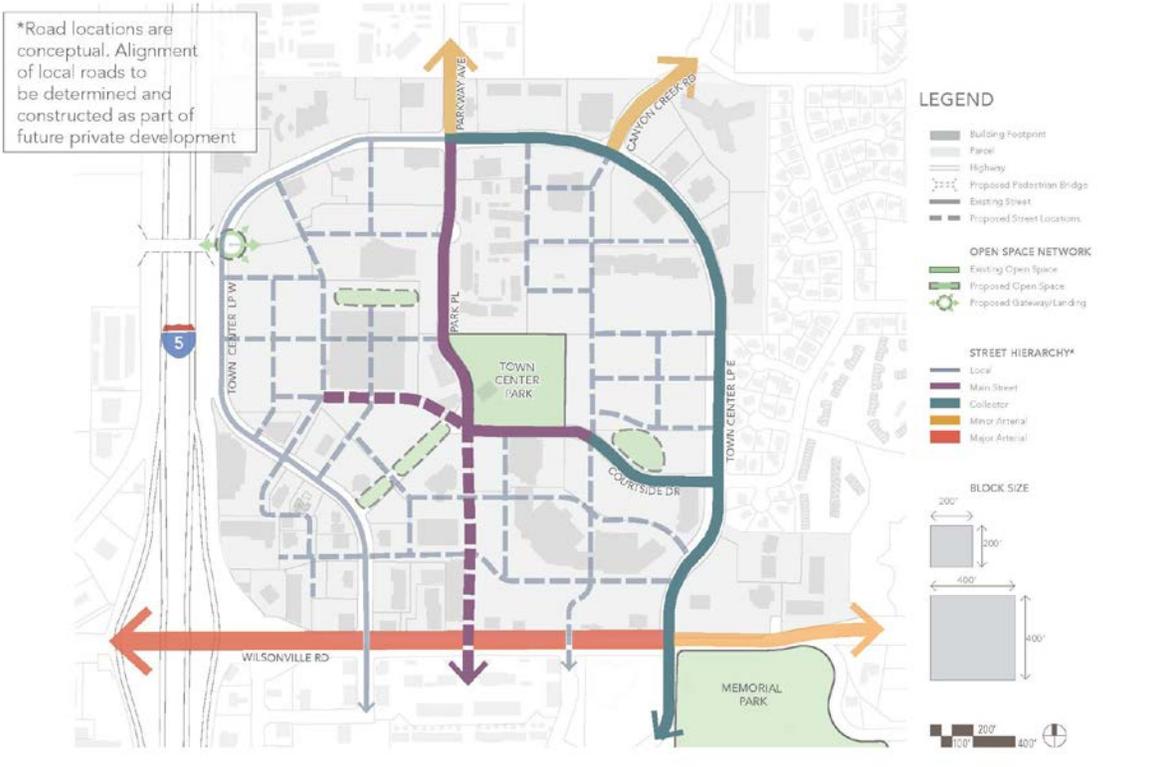
- A. All development will be consistent with the Street Network and Multi-modal Network, shown in Figures X and X. Street and multi-modal facility locations are approximate and will be finalized as part of the development review process. The purpose of these plans are to support the creation of a highly connected and walkable Town Center where there are options for travel. The Development Review Board may approve variations from Figures X and/or X if needed to accommodate existing development or physical constraints, and/or, preserve natural resources and open space. If a street or other multimodal connection is varied, substantially equivalent connectivity and multi-modal travel options shall be provided.
- B. All development shall provide transportation facilities consistent with the cross-sections in the Wilsonville Town Center Plan and applicable provisions of the Wilsonville Transportation System Plan.

(.05) Consistency with Open Space Network

- A. All development will be consistent with the Open Space Network, shown in Figure X. The Open Space sizes and locations on Figure X are approximate and will be finalized as part of the development review process. The purpose of the plan is to create open spaces that are linked and serve as attractive amenities for Town Center. The Development Review Board may approve variations from Figure X if needed to accommodate existing development or physical constraints, and/or, preserve natural resources and open space. If an open space is varied, substantially equivalent open space and open space linkage shall be provided.

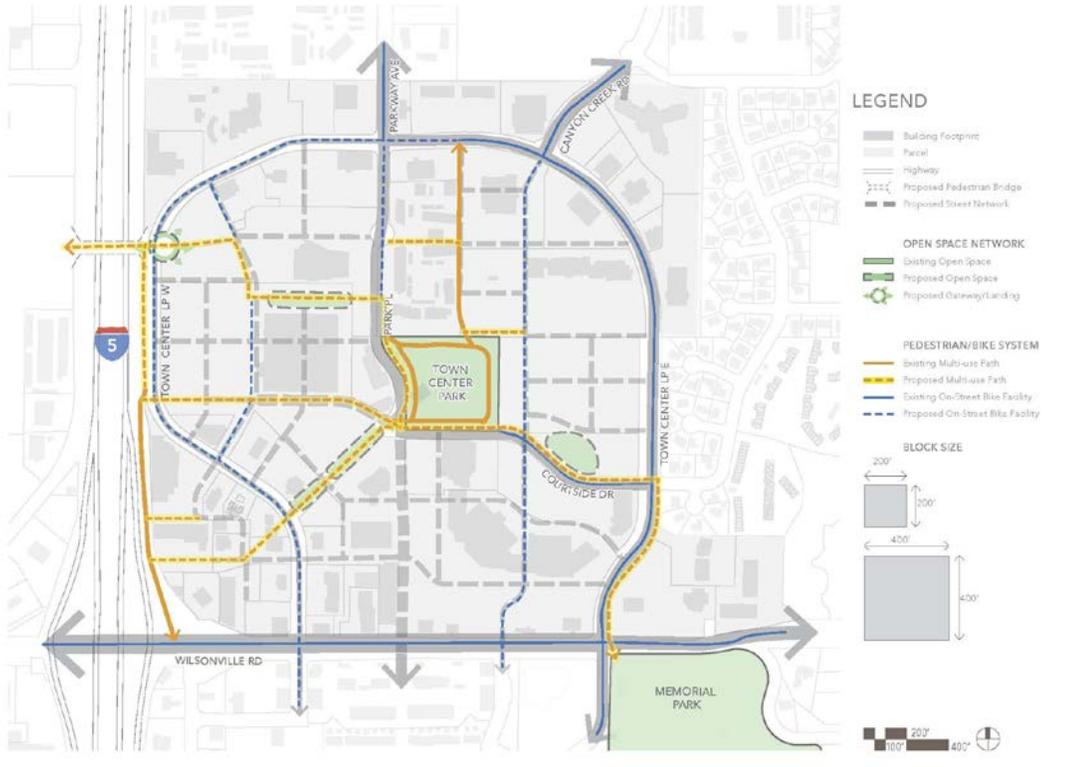
Attachment D
Draft Town Center Development Code Standards

Figure X Street Network



Attachment D
Draft Town Center Development Code Standards

Figure X Multimodal Network



Attachment D
Draft Town Center Development Code Standards

Figure X Open Space Network



(.06) Design and Development Standards

A. PURPOSE AND INTENT

The purpose of the design standards is to:

1. Provide high quality design in new development and redevelopment that promotes a sense of community identity and implements the Wilsonville Town Center Vision.
2. Provide a well-defined pedestrian, bicycle and vehicular network, good connections to adjacent land uses and efficient connections to transit stops.
3. Provide quality and usable open space, increase street tree canopy, and create transitions between land uses.
4. Provide sustainable development through the adaptive reuse of existing buildings and increase the use of low-impact development best practices.

Attachment D
Draft Town Center Development Code Standards

B. BUILDING/STREET FRONTAGE REQUIREMENTS

Building and street frontage requirement in this section are intended to create an active pedestrian environment through sidewalk-facing ground floors and entryways with protection from the elements for pedestrians.

1. Building/Frontage Design Standards.

Street type	Main Street	Local Roads	Collectors	Arterial	Multi-Use Paths
Objective	Provides Pedestrian-oriented and active building frontage on street.	Provides local access to adjacent development with pedestrian design focus. Local roads should also provide access to parking and service entrances.	Provides capacity to accommodate multimodal transportation access and connectivity to regional connections	Provides connectivity to regional system focused on moving people. Access from adjacent multimodal networks is focused at signalized intersections	Provide non-motorized travel within Town Center and connections to larger bike/ped system
Sidewalks	Required. Separated from curb by planting strip, tree wells, or rain gardens.	Required. Separated from curb by planting strip, tree wells, or rain gardens.	Required. Curb-tight optional.	Required. Separated from curb by planting strip, tree wells, or rain gardens.	N/A
Sidewalk width	12 feet, plus optional setbacks	12 feet	11.5-13.5 feet (per TSP)	13.5-16.5 feet (Per TSP)	Varies-minimum 12 feet
Landscaping type	Street trees and plantings, including rain gardens, rooftop gardens, plazas	Street trees and plantings, including rain gardens, rooftop gardens, plazas	Per Wilsonville Standard	Per Wilsonville Standard	Per Wilsonville Standard
On-street parking	Parallel or diagonal parking required. Parklets and bicycle parking permitted in street	Dependent on local road design (see cross section options). Parallel parking on both sides, or diagonal parking on one side, depending on ROW availability and street cross-section.	Optional	Prohibited.	N/A
Number of lanes	Two	Two	Two	Three to five	N/A
Bicycle facilities	Main Street: <ul style="list-style-type: none"> •Required north of Town Center Park (buffered) •Two-way Cycle track adjacent to Town Center Park •Shared travel lanes south of Town Center Park 	Shared or buffered	Buffered	Buffered	N/A

Attachment D
Draft Town Center Development Code Standards

Street type	Main Street	Local Roads	Collectors	Arterial	Multi-Use Paths
Minimum % of building along street frontage	Minimum 70% of buildings facing Main Street. Buildings to be placed at corners with primary access at or within 20 feet of the corner.	Minimum 50% of building facing a local street. Buildings to be placed at corners	Minimum 50%	Minimum 50%	N/A
Location of parking	On street, behind building (surface or structured, above or below grade), or at shared central location. Off street parking cannot be located within 100 feet of an intersection with Main Street	On street, behind or to the side of building. If fronting Main Street, off street parking is not permitted along Main Street frontage Off-street parking prohibited at corners of public streets	To the back or side of building. Off-street parking prohibited at corners of public streets	To the back or side of building. Off-street parking prohibited at corners of public streets	
Parking Access	Parking access provided via local street, alley, or midblock crossing. Alleys must be located more than 100 feet from another road or access point. Shared access is encouraged.	Parking access provided via local access street or alley	Parking access provided via local street	Not permitted. Access to be provided at signalized intersections and interior circulation system.	
Block length	Maximum block length is 400 ft. 250 ft. maximum to mid-block access to provide pedestrian and parking access. Maximum mid-block crossing width up to 30 ft.	Maximum block length is 400 ft. 250 ft. maximum to mid-block access to provide pedestrian and parking access. Maximum mid-block crossing width up to 30 ft.	NA	NA	
Typical vehicle speed	20-25 mph	20-25 mph	25-30 mph	25-35 mph	N/A

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Attachment D
Draft Town Center Development Code Standards

C. DEVELOPMENT STANDARDS

Development standards apply to all new development within the Town Center boundary.

Table ____ Town Center Development Standards [1] [2]

STANDARD	Town Center			
	SUBDISTRICT			
	MSD	N-MU	MU	C-MU
Front setback				
Minimum	0 ft.	0 ft.	0 ft.	0 ft.
Maximum	20 ft. [6]	20 ft. [6]	10 ft. [6]	10 ft. [6]
Side facing street on corner and through lots				
Minimum	0 ft.	0 ft.	0 ft.	0 ft.
Maximum	20 ft	10 ft	10 ft	10 ft
Side yard				
Minimum	0 ft.	0ft.	0 ft.	0 ft.
Maximum	0 ft.	6ft.	0 ft.	0 ft.
Rear setback				
Minimum	0 ft.	0 ft.	0 ft.	0 ft.
Maximum	20 ft.	NA ft.	NA ft.	NA ft.
Building height (stories) [8]				
Minimum	two	two	two	two
Maximum (stories/feet) [7]	four	three	four.	five
Ground floor height minimum	12 ft. [3]	N/A	12 ft.	12 ft.
Site coverage maximum	90%	75%	90%	90%
Minimum landscaping	10%	15%	15%	10%
Minimum building frontage [4]	70%	25%	50%	50%
Residential density (units per acre)				
Minimum	40[5]	16	40	40

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Attachment D
Draft Town Center Development Code Standards

STANDARD	Town Center			
	MSD	N-MU	MU	C-MU
Maximum	None	40	None	None

- [1] This table does not apply to existing development. All new buildings in the district must meet these development standards.
- [2] For Commercial development, the maximum front and street side yard setback is 10 feet. For mixed-use and residential only development, the maximum front setback is 20 feet.
- [3] Mixed-use building are required for buildings located within 100 feet of the Park Place/Courtside Drive intersection and on Main Street between Wilsonville Road and Courtside Drive. Development shall provide ground floor heights of 15 feet to accommodate active ground floor uses. This standard does not apply residential only buildings located elsewhere along Main Street.
- [4] See Section [redacted] for building frontage requirements.
- [5] Minimum density applies to residential-only development. There is no minimum residential density for mixed use development.
- [6] Setbacks are permitted provided they are used for seating or other uses that encourage pedestrian activity and active ground floor uses
- [7] If affordable housing is provided, maximum building stories may be increased by one story.
- [8] Second stories or higher in buildings must be useable. No false front buildings are permitted.

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D. BUILDING PLACEMENT.

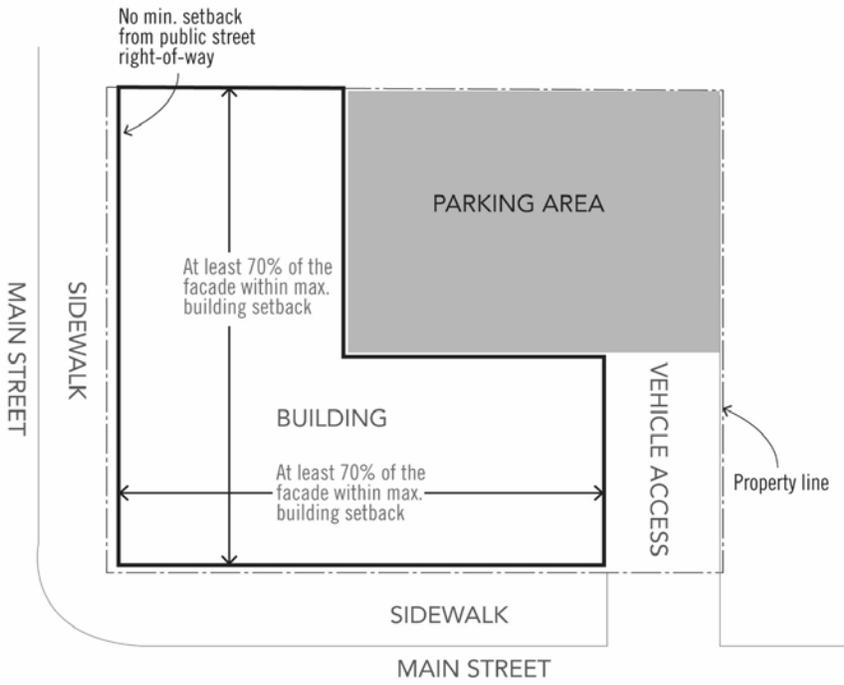
Buildings shall meet the following standards:

1. Main Streets and Local Streets. For parcels adjacent to Main Streets, buildings shall be located at public street intersections. Street frontage requirements for Main Streets are a minimum of 70 percent of the lot frontage. Off street parking shall be located behind buildings fronting Main Street, either on surface or tuck under lot, parking structure, or at a central off-site parking located with the TC boundary.
2. If a parcel fronts two or more different street design classifications, the primary building entrance shall front the following in order of priority: Main Street, Local Street, Collector Street, Arterial Street.
3. Minimum building frontage requirements for a Local Street shall be 25 percent if the development also fronts Main Street.
4. Minimum building frontage requirements for a Local Street shall be 50 percent if the development front another local street.
5. For parcels that do not front a Main Street or a Local Street, the minimum building frontage shall occupy a minimum 50 percent of the lot frontage.

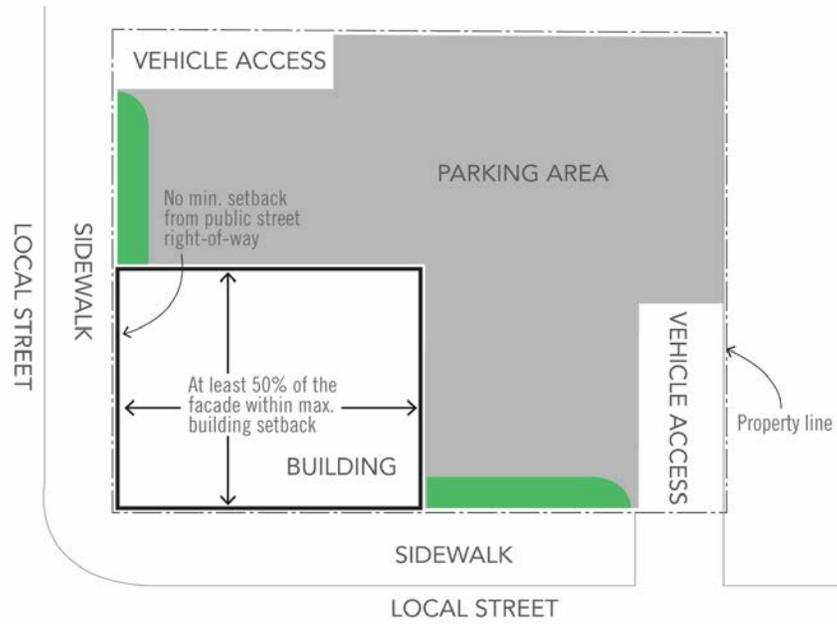
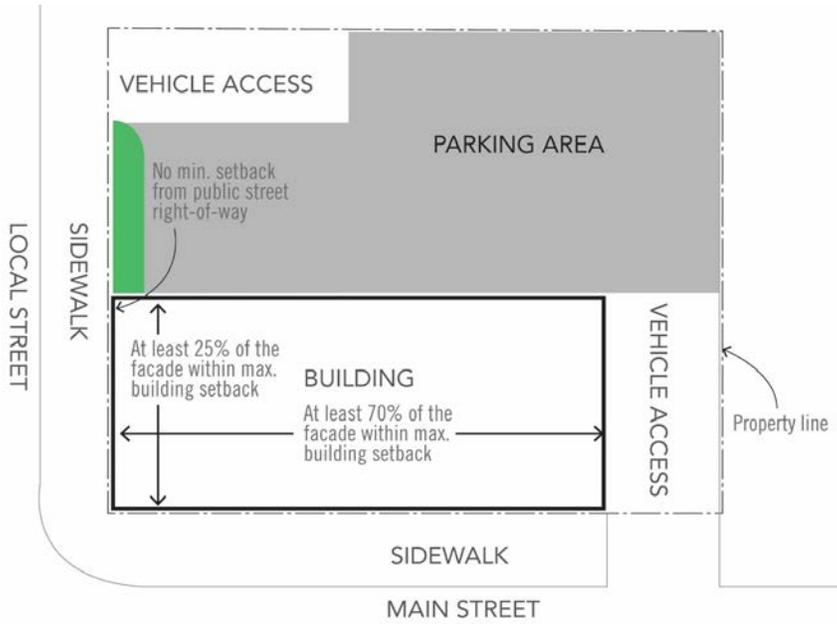
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Attachment D
Draft Town Center Development Code Standards

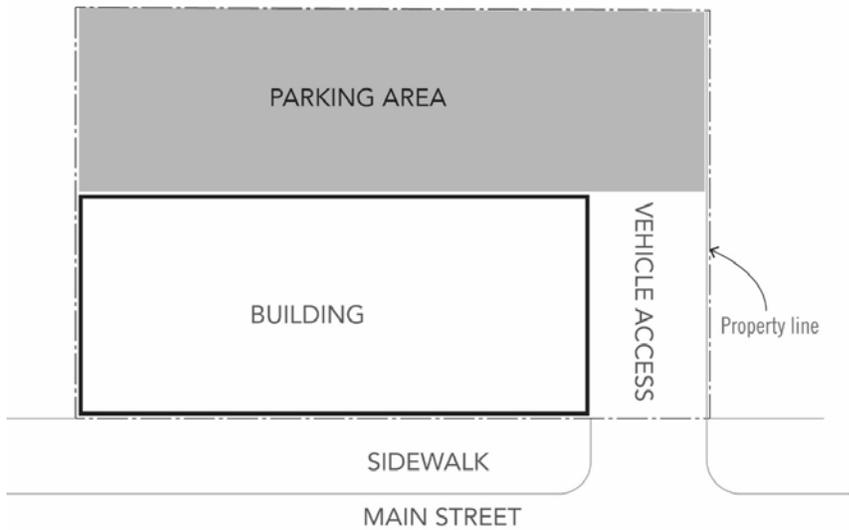
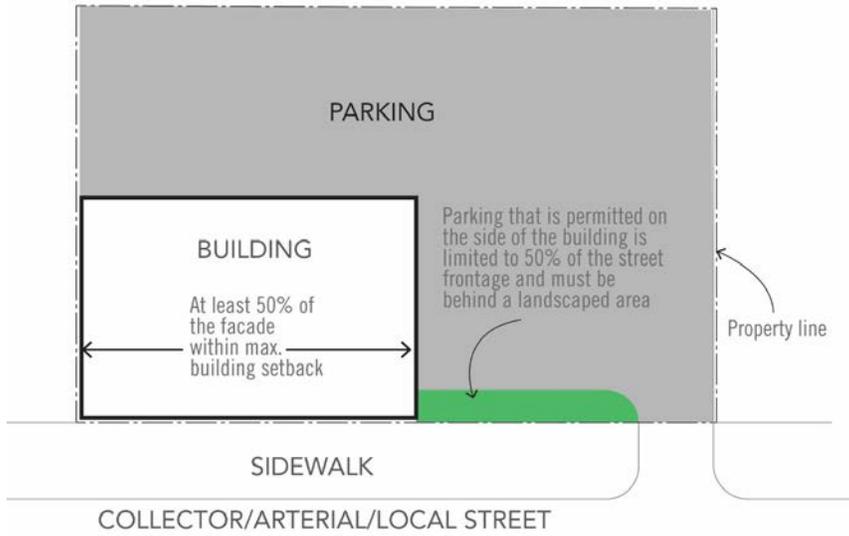
Figure X. Building Placement and Location of Parking (typical)



Attachment D
Draft Town Center Development Code Standards



Attachment D
Draft Town Center Development Code Standards



Attachment D
Draft Town Center Development Code Standards

E. BUILDING SETBACKS.

The minimum building setback from public street rights-of-way shall be zero feet; the maximum building setback shall be 20 feet for MSD and N-MU districts. The maximum setback shall be 10 feet for all other districts. No off-street vehicle parking or loading is permitted within the setback. Bicycle parking is permitted within the setback.

F. FRONT YARD SETBACK DESIGN.

Landscaping, seating areas, an arcade, or a hard-surfaced expansion of the pedestrian path must be provided between a structure and a public street or accessway. If a building abuts more than one street, the required improvements shall be provided on all streets. Hard-surfaced areas shall be constructed with scored concrete or modular paving materials. Benches and other street furnishings are encouraged.

G. WALKWAY CONNECTION TO BUILDING ENTRANCES.

A walkway connection is required between a building's entrance and a public street or accessway. This walkway must be at least six feet wide and be paved with scored concrete or modular paving materials. Building entrances at a corner adjacent a public street intersection is encouraged.

H. PARKING LOCATION AND LANDSCAPE DESIGN.

1. Parking for buildings adjacent to public street rights-of-way must be located to the side or rear of newly constructed buildings, except for buildings fronting Main Street, where parking must be located behind the building, either surface, tuck under or structured (above or below grade). For locations where parking may be located to the side of the building, parking is limited to 50% of the street frontage and must be behind a landscaped area.
2. Within off-street parking lots, all parking spaces, except for those designated for ADA accessible space or deliveries, shall be shared spaces. Designation for individual uses is not permitted
3. Within off-street parking lots, time-limitations may be placed on parking spaces to encourage parking turnover. This includes time limitations to pickup and drop off of goods from areas businesses (e.g. drycleaner, bank ATM etc.).

I. PARKING GARAGES AND OFF-STREET PARKING ACCESS.

Parking garages must meet all building standards identified within this section. Off street access to a parking lot or garage should be located to minimize conflicts with pedestrians and must be provided from an alley or local street.

J. PLAZA AREAS

The following plaza design standards are intended to enhance the overall site layout and ensure that plaza areas are designed as an accessible amenity.

1. Plaza space shall be required when a mixed use or commercial development or redevelopment involves a gross site area greater than 2 acres. When a plaza is required as a percentage of the overall required open space requirement the plaza space shall incorporate at least three of the following elements:

Attachment D
Draft Town Center Development Code Standards

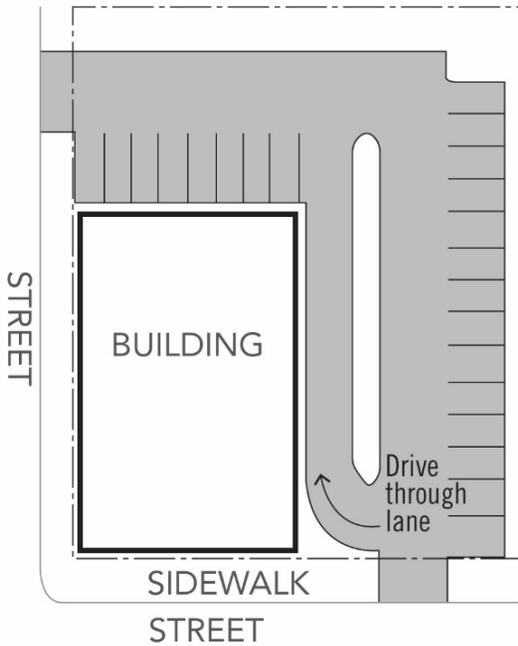
- a. One seating space shall be provided for every 250 square feet of plaza area and/or public space. The seating space requirement may be met by providing benches, chairs, and/or seat-walls. Areas actively used for public outdoor cafes are exempted from the calculation in the seating area requirement. Remaining areas plaza areas must meet the seating requirement.
 - b. Structures such as pergolas, canopies, awnings, arcades, or other similar elements to provide shade and rain coverage. Structures should provide coverage for year-round use of the plaza
 - c. In addition to trees required to satisfy the open space requirement, trees shall be provided at a rate of one tree per 800 square feet of plaza or public space area.
 - d. Water features or public art.
 - e. Activity areas including but not limited to outdoor cafes, retail spaces, and/or programmed spaces that accommodate entertainment, meetings, educational activities, and play areas.
 - f. Pedestrian-scale wayfinding. Plaza areas shall be visible from adjacent streets or pedestrian areas to the greatest extent possible.
2. A minimum of 75% of the plaza frontage shall provide direct unobstructed access from adjacent streets.
 3. Stormwater detention areas shall be integrated into the plaza design and used as an amenity to the greatest extent possible.
 4. No less than 25% or more than 40% of the plaza area shall be utilized for planted landscaping, including stormwater detention areas.
 5. Litter receptacles shall be provided at a minimum of four cubic feet of capacity per 800 square feet of open plaza space

K. DRIVE THROUGH FACILITIES

A drive-through facility shall be subject to the following standards:

1. Shall only be permitted if the building also includes indoor seating
2. Shall not be permitted on parcels with frontage on Main Street.
3. All traffic queuing using the drive through facilities shall be accommodated on site.
4. A drive-through lane shall not be located in the area between a building and a public street and the drive-through windows shall not face a public street
5. In addition to standards for drive throughs, buildings with drive-through facilities shall also meet standards for primary building access (Section ____).
6. Drive-through facilities shall be clearly marked with signage to avoid conflict with pedestrian and bicycle facilities.

Figure _____ Drive Through Facilities



L. BUILDING DESIGN STANDARDS

1. General Provisions

- a. The first-floor façade of all buildings, including structured parking facilities, shall be designed to encourage and complement pedestrian-scale interest and activity through the use of elements such as windows, awnings, and other similar features.
- b. Building entrances shall be clearly marked, provide weather covering, and incorporate architectural features of the building.
- c. Architectural features and treatments shall not be limited to a single façade. All visible sides of a building from the street, whether viewed from public or private property, shall display a similar level of quality and architectural interest, with elements such as windows, awnings, murals, a variety of exterior materials, reveals, and other similar features.

Attachment D
Draft Town Center Development Code Standards

2. Design Standards

a. All buildings, including parking garages, shall comply with the following design standards.

Building facade windows are required on all street-facing facades, as follows:

Ground Story: Mixed-Use and Non-Residential	60% of facade
Upper Stories: Mixed-Use	30% of facade
Ground Story: Residential Only	30% of facade

- i. Window area is the aggregate area of the glass within each window, including any interior grids, mullions, or transoms. Facade area is the aggregate area of each street-facing vertical wall plane.
- ii. Required windows shall be clear glass and not mirrored or frosted, except for bathrooms. Clear glass within doors may be counted toward meeting the window coverage standard.
- iii. Ground floor windows. All street-facing elevations within the building setback (zero to 20 feet) along public streets shall include a minimum of 60% of the ground floor wall area with windows, display areas or doorway openings. The ground floor wall area shall be measured from two feet above grade to ten feet above grade for the entire width of the street-facing elevation. The ground floor window requirement shall be met within the ground floor wall area and for glass doorway openings to ground level. Up to 50% of the ground floor window requirement may be met on an adjoining elevation as long as the entire requirement is located at a building corner.
- iv. Street-facing facades that contain vehicle parking, such as a parking structure, do not have to provide windows but shall provide facade openings that meet the minimum required window area. If required facade openings do not contain glass, they may contain architectural elements that are no more than 30 percent sight-obscuring.

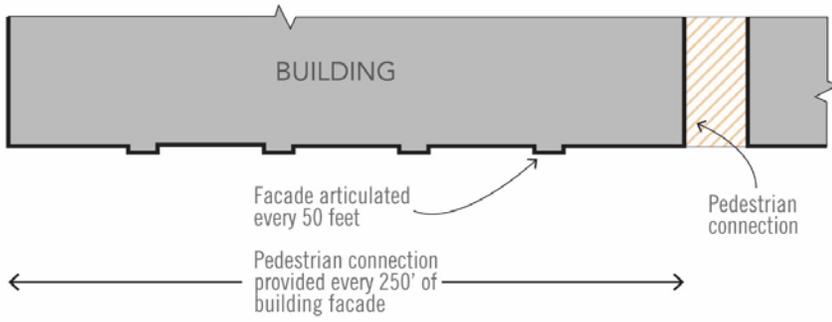
b. Building Facades.

- i. Facades that face a public street shall extend no more than 50 feet without providing at least one of the following features: (a) a variation in building materials; (b) a building off-set of at least one foot; (c) a wall area that is entirely separated from other wall areas by a projection, such as an arcade; or (d) by other design features that reflect the building's structural system. No building facade shall extend for more than 250 feet without a pedestrian connection between or through the building.
- ii. Buildings more than three stories are required to step back six feet from the building facade at the beginning of the fourth story.

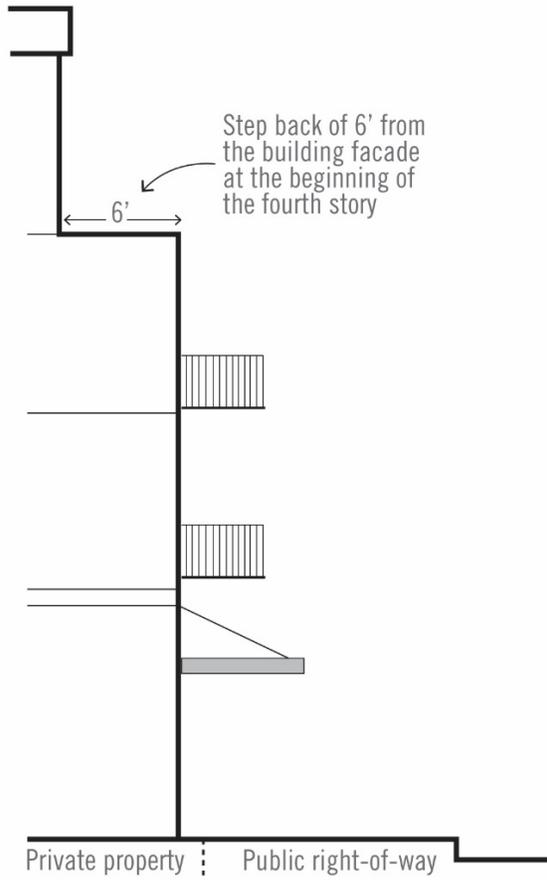
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Attachment D
Draft Town Center Development Code Standards

Figure X. Building Facades

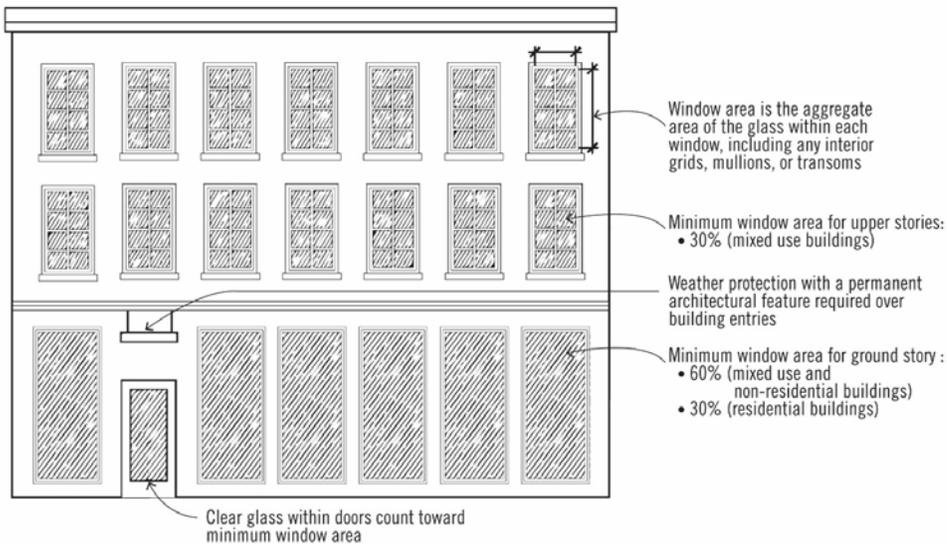


Attachment D
Draft Town Center Development Code Standards



Attachment D
Draft Town Center Development Code Standards

Figure X. Window Placement and Percentage of Facade



- c. Weather protection (for nonresidential and mixed-use buildings):
- i. A projecting facade element (awning, canopy, arcade, or marquee) is required on the street-facing facade.
 - ii. Awnings/marquees/canopies shall project a minimum of 3 feet from the facade and may project a maximum of 6 feet into the public right-of-way or the minimum sidewalk width along the building frontage, whichever is less. Any element that projects into the right-of-way is subject to approval by the city engineer.
 - iii. Marquees shall have a minimum 10-foot clearance from the bottom of the marquee to the sidewalk. Awnings and canopies shall have a minimum 8-foot clearance from the bottom of the awning or canopy to the sidewalk.
 - iv. Awnings shall match the width of storefronts or window openings.
 - v. Internally lit awnings are not permitted.
 - vi. Awnings shall be made of glass, metal, or exterior grade fabric (or a combination of these materials).

Attachment D
Draft Town Center Development Code Standards

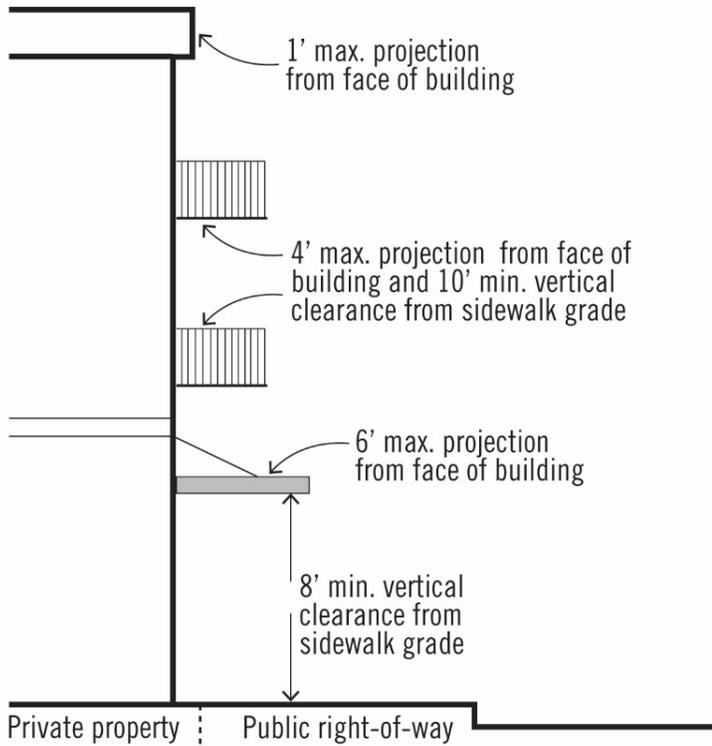
- d. Building materials. Plain concrete block, plain concrete, T-111 or similar sheet materials, corrugated metal, plywood, sheet press board or vinyl siding may not be used as exterior finish materials. Foundation material may be plain concrete or plain concrete block where the foundation material is not revealed for more than two feet. Use of brick and natural materials (wood) is encouraged.
- e. Roofs and roof lines. Except in the case of a building entrance feature, roofs shall be designed as an extension of the primary materials used for the building and should respect the building's structural system and architectural style. False fronts and false roofs are not permitted.
- f. Rooftop features/equipment screening.
 - i. The following rooftop equipment does not require screening:
 - Solar panels, wind generators, and green roof features;
 - Equipment under two feet in height.
 - ii. Elevator mechanical equipment may extend above the height limit a maximum of 16 feet provided that the mechanical shaft is incorporated into the architecture of the building.
 - iii. Satellite dishes and other communications equipment shall be limited to 10 feet in height, shall be set back a minimum of five feet from the roof edge and screened from public view to the extent possible.
 - iv. All other roof-mounted mechanical equipment shall be limited to 10 feet in height, shall be set back a minimum of five feet from the roof edge and screened from public view and from views from adjacent buildings.
 - v. On all structures exceeding 35 feet in height, roofs shall have drainage systems that are architecturally integrated into the building design.
 - vi. Any external stairwells, corridors and circulation components of a building shall be architecturally compatible with the overall structure, through the use of similar materials, colors, and other building elements.
 - vii. Required screening shall not be included in the building's maximum height calculation.
- g. General Screening
 - i. Utility meters shall be screened from view from a public street to the greatest extent possible and shall be painted a color to blend with the building façade.
- h. Primary Entry
 - i. For commercial/institutional/mixed use buildings:
 - At least one entry door is required for each business with a ground floor frontage.

Attachment D
Draft Town Center Development Code Standards

- Each entrance shall be covered, recessed, or treated with a permanent architectural feature in such a way that weather protection is provided.
 - All primary ground-floor common entries shall be oriented to the street or a public space directly facing the street, not to the interior or to a parking lot, or placed at an angle up to 45 degrees from an adjacent street.
 - Courtyards, plazas and similar entry features may be utilized to satisfy the building entrance requirement when these features are designed to connect the adjacent street edge to the main building entrance.
- ii. For residential buildings:
- Entry door. The primary public entrance to each building unit shall be covered, recessed, or treated with a permanent architectural feature in such a way that weather protection is provided.
 - All primary ground-floor common entries of multifamily buildings or individual unit entries of attached residential units that front the street shall be oriented to the street or public right-of-way, not to the interior or to a parking lot.
- i. Building projections. Building projections are allowed as follows:
- i. Architectural elements such as eaves, cornices and cornices may project up to 1' from the face of the building.
 - ii. Bay windows and balconies may project up to 4' from the face of the building. Balconies that project into the right-of-way shall have a minimum vertical clearance of 10 feet from sidewalk grade
- iii. See also Section 2.C for standards related to weather protection

Deleted: Weather protection, such as awnings may project up to 6' from the face of the building. Weather protection across the length of the building face is encouraged. Elements that project into the right-of-way shall have a minimum vertical clearance of 8' from sidewalk grade.

Figure X. Building Projections



M. OFF STREET PARKING AND LOADING

Parking standards are identified in Section 4.155.

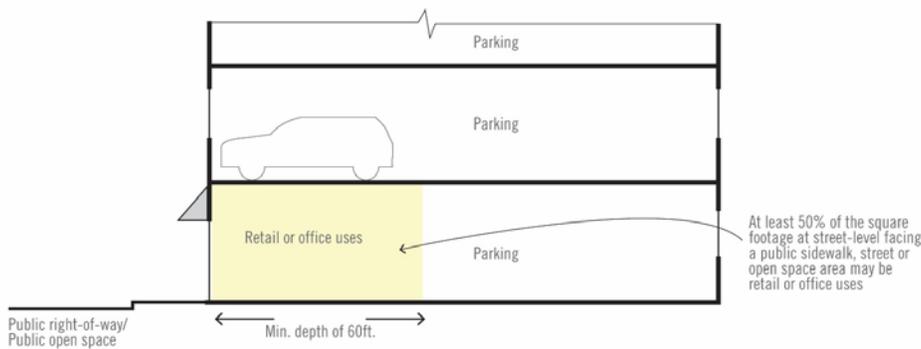
N. PARKING WITHIN A BUILDING OR STRUCTURE

1. Facade openings that face a public street or open space shall be vertically and horizontally aligned and all floors fronting on those facades shall be level, not inclined.
2. The first floor facade of a parking structure located adjacent to a public street shall be designed to encourage and complement pedestrian-scale interest and activity through the inclusion of at least three architectural elements such as arcades, windows, awnings, overhangs, screens, grills, louvers or other similar non-opaque features.

Attachment D
Draft Town Center Development Code Standards

3. Parking structures shall be designed so that motorized vehicles parked on all levels of the structure are screened to a minimum height of 42 inches.
4. The ground floor façade of a structured parking facility that abuts a public sidewalk, street, or open space and that is not occupied by entrances, exits, or waiting areas shall be designed and constructed with a minimum unfinished floor to ceiling height of 15 feet in order to allow occupancy by uses other than parking that are permitted in the underlying district.
5. Parking structures located in the MSD and adjacent to a public street shall contain retail or office uses on the first floor fronting the street or be wrapped with development of equal or greater height than the parking structure. At least 50 percent of a street-level floor facing a public sidewalk, street, or open space area shall contain retail or office uses to a minimum depth of 60 feet.

Figure X. Parking Structure-Ground Floor Design



6. Where the upper floors of above-ground parking structures are visible from a public street, such surfaces shall include architectural or vegetative finishes.
7. Within a surface parking lot or structure, the bicycle spaces, carpool, vanpool, shared car, or electric vehicle charging spaces should be placed in preferred locations relative to the street, the building entrances, and the primary pedestrian routes within and around the project site.

O. STREET CONNECTIVITY

1. Purpose.
The purpose of these standards and procedures is to create safe, comfortable, and attractive streetscapes for pedestrians, improve connectivity for all modes of travel, and remove barriers for small-scale incremental development.

Attachment D
Draft Town Center Development Code Standards

2. General provisions.

This section contains the standards and procedures for improvements to public transportation facilities for all property located in the Wilsonville Town Center Boundary, including specific standards for vehicle, pedestrian, bicycle, and transit facilities. The terms “transportation facilities” and “transportation improvements” generally include those facilities, or improvements to those facilities, that accommodate all modes of travel that are usually located in public rights-of-way, also commonly referred to as streets. “Frontage improvements” are transportation improvements immediately adjacent to a proposed development’s street frontage. “Off-site improvements” are transportation improvements not adjacent to a proposed development’s street frontage.

3. Transportation facility standards.

a. General Standards.

- i. All transportation and associated utility improvements to be placed in a public right-of-way or public access easement shall:
 - Meet the standards of the city as provided in [REDACTED]; and
 - Tie into existing transportation and associated utility improvements, including adjacent streets, as possible; and
 - Obtain all necessary approvals and permits from other applicable road authorities if the right-of-way to be improved is not under the city’s jurisdiction.
 - ii. Right-of-way shall be dedicated to the public for transportation purposes. Additional right-of-way dedication may be required at intersections for needed improvements identified by a transportation impact study or applicable road authority.
 - iii. Partial transportation improvements, also called half-street improvements, resulting in other than full improvements on both sides of the street are generally not acceptable. Partial transportation improvements may be approved where the city finds that it will be possible for the adjoining property to dedicate and improve the remainder of the street when it develops.
- b. Intersection design and spacing.
- i. Streets shall generally intersect at right angles (90 degrees). Angles of less than 75 degrees shall not be permitted unless approved by the city engineer. Streets shall generally intersect so that centerlines are not offset.
 - ii. Street intersections shall have curb extensions to reduce pedestrian crossing distances unless there are other standards that apply, such as areas with flush curbs.
 - iii. New street intersections, including alleys, are subject to approval by the city engineer and require an access report. The city engineer shall specify the technical information that must be included in the report. At a minimum, the access report

Attachment D
Draft Town Center Development Code Standards

shall show that the proposed street intersection meets stacking, sight distance, and deceleration standards provided the American Association of State Highway and Transportation Officials (AASHTO) publications, or other standards as determined by the applicable road authority.

- c. Transportation network connectivity.
- i. Minimum required transportation improvements are identified in the Wilsonville Town Center Plan. Alleys are encouraged but not required. Private streets are prohibited.
 - ii. Bicycle and pedestrian connections are required where the addition of a connection would link the end of a permanent turnaround to an adjacent street or provide a midblock connection through a long block. A midblock connection is required where at least one block face is 400 feet or more in length. A required connection must go through the interior of the block and connect the block face that is 400 feet or more in length to its opposite block face.
 - iii. Streets shall be extended to the boundary lines of the proposed development where necessary to give access to or allow for future development of adjoining properties.
 - Any required or proposed new streets through or along the boundary of the proposed development shall be accompanied by a future street plan. The future street plan shall show that it is feasible to extend all required or proposed new streets onto adjoining properties to the satisfaction of the city engineer.
 - Temporary turnarounds shall be constructed for street stubs in excess of 150 feet in length. Drainage facilities shall be constructed to properly manage stormwater runoff from temporary turnarounds.
 - Street stubs to adjoining properties shall not be considered permanent turnarounds, unless required and designed as permanent turnarounds, since they are intended to continue as through streets when adjoining properties develop.
 - Reserve strips may be required in order to ensure the eventual continuation or completion of a street.
 - iv. Permanent dead end streets are not allowed except where no opportunity exists for creating a through street connection. Dead end streets shall meet all fire code access requirements and shall only be used where topographical constraints, protected natural resource areas, existing development patterns, or strict adherence to other city requirements precludes a future street connection. The lack of present ownership or control over abutting property shall not be grounds for a dead end street.
 - v. Street design. All streets are subject to the standards illustrated in the Wilsonville Town Center Plan.

Attachment D
Draft Town Center Development Code Standards

- vi. Street trees shall be required along all street frontages. The minimum number of required street trees shall be determined by dividing the length (in feet) of the proposed development's street frontage by 40 feet. When the result is a fraction, the number of street trees required shall be the nearest whole number.
- vii. Stormwater facilities for managing stormwater runoff from transportation facilities shall meet all applicable city standards.
- xiii. Above-ground vegetated water quality facilities shall be required wherever practicable.
- ix. Water quality facilities may be located in an on-street parking lane in lieu of on-street parking or in the landscape strip or tree well area of the sidewalk corridor.
- x. Sidewalks shall have a minimum unobstructed width of 6 feet for pedestrian through-travel, except for A-frame signs where the minimum unobstructed width is 4 feet. Any permanent structures or utilities within the required through-travel area are subject to approval by the city engineer. Any sidewalk area outside of the required through-travel area may be used for commercial purposes by adjacent development or may contain pedestrian amenities, such as street furniture, bicycle parking, trash cans, and drinking fountains. Use of this area for commercial purposes includes, but is not limited to: customer seating, merchandise display, and A-frame signs. Use of this area for commercial purposes is at the sole discretion of the director.
- xi. Off street paths shall meet the city's path standards identified in the Transportation system plan, unless noted otherwise in the Wilsonville Town Center Plan. The location and type of facility shall be consistent the trail and open space, and street cross section illustrated in the Wilsonville Town Center Plan. Trail widths may be reduced where constrained by existing development, protected natural resource areas, or topography as determined by the city engineer.
- xii. Bicycle facilities include bicycle parking, on-street shared lanes, on-street bike lanes and paths. Bicycle facility improvements include, but are not limited to: bicycle racks, signage, pavement markings, intersection treatments, traffic calming, and traffic diversion.
- xiii. Transit facilities shall conform to current SMART standards with final approval by the city engineer.



CITY COUNCIL MEETING STAFF REPORT

<p>Meeting Date: December 3, 2018</p>	<p>Subject: Recycling Surcharge Continuation and Modification</p> <p>Staff Member: Amanda Guile-Hinman, Assistant City Attorney; Mark Ottenad, Public/Government Affairs Director</p> <p>Department: Legal/Administration</p>	
<p>Action Required</p>	<p>Advisory Board/Commission Recommendation</p>	
<p><input type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing Date: May 7, 2018</p> <p><input type="checkbox"/> Ordinance 1st Reading Date: May 7, 2018</p> <p><input type="checkbox"/> Ordinance 2nd Reading Date: May 21, 2018</p> <p><input type="checkbox"/> Resolution</p> <p><input checked="" type="checkbox"/> Information or Direction</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Council Direction</p> <p><input type="checkbox"/> Consent Agenda</p>	<p><input type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input checked="" type="checkbox"/> Not Applicable</p> <p>Comments: Consider continuing the recycling surcharge previously adopted in the Solid Waste Franchise Ordinance (Ordinance No. 814) with minor modifications.</p>	
<p>Staff Recommendation: Staff recommends that Council continue the recycling surcharge with minor modifications.</p>		
<p>Recommended Language for Motion: N/A</p>		
<p>Project / Issue Relates To:</p>		
<p><input checked="" type="checkbox"/> Council Goals/Priorities Update Solid Waste Franchise Agreement</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>	<p><input type="checkbox"/> Not Applicable</p>

ISSUE BEFORE COUNCIL:

Council to consider continuing the recycling surcharge billed by Republic Services to its customers in Wilsonville, which must be reviewed on or before January 1, 2019 pursuant to the Solid Waste Franchise Agreement (“**Franchise Agreement**”) between the City and Republic Services.

EXECUTIVE SUMMARY:

This Staff Report reviews the recycling surcharge approved by the Council in May 2018 that Republic Services bills to its customers in Wilsonville. Republic Services requests one change to the recycling surcharge and a new date for further review of the recycling surcharge, which are explained below:

1. Update the recycling surcharge to take into account commercial customers that have recycling collected more than one time per week.
2. Set a deadline of January 1, 2020 to review the recycling surcharge again.

Article VIII(6)(a) of the Franchise Agreement approved the recycling surcharge stated in Attachment 2 to the Franchise Agreement. That surcharge is provided below:

1. Residential Customers

Residential customers will be charged a flat rate of \$2.50 per month as a recycling surcharge regardless of solid waste container size.

2. Commercial Customers

Commercial customers will be charged \$1.50 per yard based on the size their recycling container as a recycling surcharge. If a commercial customer uses a 35, 60, or 90 gallon recycling cart, the commercial customer will be charged the same \$1.50 recycling surcharge rate as the one-yard rate.

Republic Services is currently billing the recycling surcharge at \$4,398.00 per month for commercial customers and \$12,433.00 for residential customers. The recycling rate incurred by Republic Services has increased approximately \$30 per ton since January 2018. In January 2018, Republic Services’ recycling rate per ton was \$66.57 and in November 2018, it is \$96.10 per ton.

Unfortunately, the markets for recycled materials have not recovered from the implementation of new import restrictions by China, the former primary purchaser of recycled materials from the U.S West Coast. The collapse of the international recycled materials market has led to fluctuating prices that require solid-waste collectors to pay to dispose of collected recycled materials.

Given the fluctuating recycling markets, Republic Services has requested that the recycling surcharge remain the same with one exception. The current surcharge neglects to take into account that some commercial customers receive recycling services more than one time each week. As such, Republic Services requests that item (2) of the recycling surcharge be modified as follows:

“Commercial customers will be charged \$1.50 per yard based on the size their recycling container as a recycling surcharge *multiplied by the number of scheduled recycling collections per week by Republic Services*. If a

commercial customer uses a 35, 60, or 90 gallon recycling cart, the commercial customer will be charged the same \$1.50 recycling surcharge rate as the one-yard rate.”

Below are some examples of the change in recycling surcharge fee for commercial customers

Container Size/Collections	Current Recycling Surcharge	New Recycling Surcharge
1 yard; 1/week	\$1.50	\$1.50
1 yard; 2/week	\$1.50	\$3.00
2 yard; 1/week	\$3.00	\$3.00
2 yard; 2/week	\$3.00	\$6.00
4 yard; 1/week	\$6.00	\$6.00

The above examples show that currently a commercial customer who generates 4 yards of recycling per week, but puts that recycling in a 2-yard bin and has it collected twice per week, pays less than another customer who also generates 4 yards of recycling per week, but puts that recycling in a 4-yard bin and has it collected once per week. To be equitable, commercial customers that receive recycling collection services more than one time per week should pay for that additional service. Such commercial customers are producing the same or more recycling than other customers but paying less.

Republic Services also requests that the next review of the recycling surcharge occur on or before January 1, 2020, to allow more time to collect data and to determine whether the recycling market becomes more predictable.

BACKGROUND INFORMATION:

Administrative Directive (I) for 2017-2019 is to “update the solid waste franchise agreement and consider curbside composting options.” The Council adopted a new Solid Waste Franchise Agreement in May 2018 (Ordinance No. 814). As part of the newly adopted Franchise Agreement, the Council approved a recycling surcharge to help manage additional costs experienced to recycle materials given China’s rejection of almost all mixed recycling from the United States and collapsing recycling markets. Since the markets are still fluctuating, it is too soon to determine what, if any, changes need to be made to the recycling surcharge.

EXPECTED RESULTS:

Council renews the recycling surcharge with the minor change regarding number of collections for commercial customers. Residential customers will not see any change in the recycling surcharge amount.

TIMELINE:

The resolution to renew the recycling surcharge is scheduled for Council’s consideration on December 17, 2018, and will have an effective date of January 1, 2019.

CURRENT YEAR BUDGET IMPACTS:

The City may see slightly higher franchise fee payments from Republic Services as a result of the additional gross revenues received by Republic Services from commercial customers that pay a higher recycling surcharge, but the impact is minimal and this adjustment is not intended to be an income-generating endeavor for the City.

FINANCIAL REVIEW / COMMENT:

Reviewed by: KAK Date: 11/21/2018

LEGAL REVIEW / COMMENT:

Reviewed by: ARGH Date: 11/20/2018

The Franchise Agreement allows the Council to continue the recycling surcharge, modify the recycling surcharge, or terminate the recycling surcharge. It also states that approval of a continuing or modified surcharge will not be unreasonably withheld by the Council. *See* Article VIII(6)(a) or Ordinance No. 814.

COMMUNITY INVOLVEMENT PROCESS:

Staff are in regular communication with Republic Services and met with Republic Services on October 15, 2018 to discuss and review the recycling surcharge. Information on the collapse of international markets for recycled materials and the temporary recycling rate surcharge has been published in City news releases and The Boones Ferry Messenger newsletter, and carried by the local Wilsonville Spokesman newspaper.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Some commercial customers will experience higher recycling surcharge fees; however, the additional cost is less than if the commercial customer were to get a larger solid waste container or additional solid waste collections to avoid recycling as much material.

ALTERNATIVES:

Keep recycling surcharge as is.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

A. Attachment A: Draft of Resolution No. **XXXX**

Attachment

RESOLUTION NO. XXXX

A RESOLUTION OF THE CITY OF WILSONVILLE APPROVING THE CONTINUATION AND MODIFICATION OF THE RECYCLING SURCHARGE RATES FOR KELLER DROP BOX, INC. (D/B/A REPUBLIC SERVICES OF CLACKAMAS AND WASHINGTON COUNTIES).

WHEREAS, on May 21, 2018, the City of Wilsonville (“City”) approved an exclusive solid waste franchise agreement (“**Franchise Agreement**”) between the City and Keller Drop Box, Inc. (d/b/a Republic Services of Clackamas and Washington Counties) (“**Republic Services**”) through adoption of Ordinance No. 814; and

WHEREAS, Article VIII(6)(a) of the Franchise Agreement approved a recycling surcharge stated in Attachment 2 to the Franchise Agreement, which is to be reviewed on or before January 1, 2019; and

WHEREAS, given the fluctuating recycling markets, Republic Services has requested that the recycling surcharge remain the same with one exception, that commercial customers be charged based on the size of the container as well as by the number of scheduled recycling collections per week by Republic Services; and

WHEREAS, to be equitable, commercial customers that receive recycling collection services more than one time per week should pay for that additional service because they are generating the same or more recycling than other commercial customers that have larger containers but do not have their recycling collected as frequently.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The recycling surcharge identified in Attachment 2 to the Franchise Agreement is hereby continued and modified as identified in *italics* below:

“1. Residential Customers

Residential customers will be charged a flat rate of \$2.50 per month as a recycling surcharge regardless of solid waste container size.

2. Commercial Customers

Commercial customers will be charged \$1.50 per yard based on the size their recycling container as a recycling surcharge *multiplied by the number of scheduled recycling collections per week by Republic Services*. If a commercial customer uses a 35, 60, or 90 gallon

recycling cart, the commercial customer will be charged the same \$1.50 recycling surcharge rate as the one-yard rate.”

2. The Council of the City of Wilsonville will review the recycling surcharge again on or before January 1, 2020.
3. This Resolution becomes effective on January 1, 2019.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 17th day of December, 2018, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp
Council President Starr
Councilor Stevens
Councilor Lehan
Councilor Akervall



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: December 3, 2018	Subject: DRAFT Wilsonville Community Investment Strategy for Arts, Culture and Heritage, Nov. 19, 2018. Staff Member: Mark Ottenad, Public/Government Affairs Director Department: Administration	
Action Required	Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution Information or Direction <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendations: City Council provide direction.		
Recommended Language for Motion: Not applicable.		
PROJECT / ISSUE RELATES TO:		
<input checked="" type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

City staff seek City Council feedback and questions on the Draft Wilsonville Community Investment Strategy for Arts, Culture and Heritage, dated Nov. 19, 2018, produced for the City and Clackamas County Arts Alliance through Taylor Consulting.

EXECUTIVE SUMMARY:

The City Council approved a recommendation by the Wilsonville-Metro Community Enhancement Committee in 2017 to develop a public investment strategy to cultivate arts, heritage and culture in Wilsonville. The City is working with the Clackamas County Arts Alliance to develop an investment strategy that could serve as a potential blueprint for other communities in Clackamas County. The Clackamas County Arts Alliance contracted with Taylor

Consulting to undertake the research and develop a recommended investment strategy to cultivate arts, heritage and culture in Wilsonville.

BACKGROUND:

Nominated by City Councilor Charlotte Lehan as a 2017-19 Community Enhancement Program project, the Wilsonville-Metro Community Enhancement Committee recommended advancing a public investment strategy to cultivate arts, heritage and culture in Wilsonville.

Councilor Lehan and other community members recognized that local nonprofit organizations supporting arts, heritage and culture in Wilsonville were having increasing difficulty producing and funding organizational activities and major community events. For example, in recent years, there was some question if the annual Festival of the Arts or Fun in the Park events would be held, and the annual Kiwanis Club Kids Fun Run was cancelled this year. The Wilsonville-Boones Ferry Historical Society became inactive for some time and Wilsonville Citizens for Public Art disbanded a few years ago.

The total \$29,000 Wilsonville Community Investment Strategy for Arts, Culture and Heritage project is funded through the FY17-19 Wilsonville-Metro Community Enhancement Program.

TIMELINE:

After presentation of the draft to City Council in December and hearing Council feedback, the City and Clackamas County Arts Alliance intend to release a revised draft for public comment during January 2019. After accounting for public feedback, a revised version will be developed and presented for Council consideration in Spring 2019.

CURRENT YEAR BUDGET IMPACTS:

The project has been budgeted.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 11/29/2018

The overall budget for the project was \$28,775 of which \$13,050 was spent last fiscal year.

LEGAL REVIEW / COMMENT

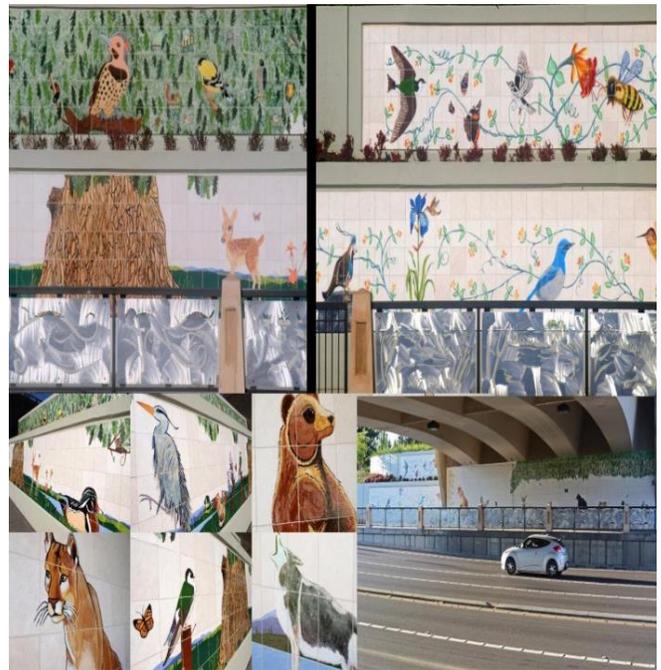
Reviewed by: ARGH Date: 11/28/2018

CITY MANAGER COMMENT

N/A

ATTACHMENTS:

- A. DRAFT Wilsonville Community Investment Strategy for Arts, Culture and Heritage, Nov. 19, 2018



**Wilsonville Community
Investment Strategy for
Arts, Culture and Heritage**

D R A F T

November 19, 2018



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EXECUTIVE SUMMARY

The Wilsonville Community Investment Strategy for Arts, Culture and Heritage presents the city's residents, visitors and businesses an opportunity to advance a leadership role in developing the creative fabric of the community. This report documents an investigation into the attitudes and opinions of Wilsonville's community members regarding Arts, Culture and Heritage. The project's mission and purpose was to facilitate a process of citizen engagement intended to measure interest in local cultural activities. A combination of community input sessions, surveys, and conversations with key stakeholders and partners was used to accomplish that. The resulting data and community feedback was synthesized with the objective of developing specific recommended strategies and tactics to address the findings, and guide development of a community investment strategy for Arts, Culture and Heritage.

Citizen opinions were garnered from stakeholders and the general public through surveys, interviews and community meetings from January 26 through November 16, 2018. Throughout the survey period, responses were assessed, analyzed and tested against various hypotheses. Together, these resulted in the options described fully in this report, including Recommendations for both Actions and Funding.



Wilsonville has evolved from a predominately farming community to a growing city that is an economic engine for the region. That growth has been guided by careful planning to high standards resulting in a community that is engaged, environmentally sensitive, diverse and welcoming. Wilsonville is a community with a rich cultural, political, economic and environmental history. Community Investment in Arts, Culture and Heritage is integral to the careful planning and community appeal that

draws residents, families and businesses who want to benefit and participate in an authentic community.

The city is poised for great success with a Community Investment Strategy for Arts, Culture and Heritage that engages community stakeholders, elected officials and area residents jointly to participate in supporting, coordinating, and building capacity within Wilsonville's current Arts, Culture and Heritage organizations. This is a community investment strategy that incorporates community needs, goals, visions and available resources.

[Wilsonville Community Investment Strategy for Arts, Culture and Heritage DRAFT, November 19, 2018](#)

City Staff, through current Parks and Recreation Planning, the Town Center Plan, and ongoing support of Arts events in Wilsonville have made key commitments to support investment of time and resources in Arts, Culture and Heritage. They, along with community volunteers, business owners, school district personnel, and families, realize that an investment in arts and humanities builds and strengthens communities. Together they helped the consultant team to explore and develop the following options for a Community Investment Strategy in Arts, Culture and Heritage that is responsive, scalable, and actionable. It is a strategy that will evolve with the community of Wilsonville. It is an investment strategy that will be vital to Wilsonville's current and long-range vision.

Arts and culture will enhance the image of Wilsonville as an attractive place to visit, study, spend time in and spend money in. Investing in Arts, Culture and Heritage supports community infrastructure and enhancements that will benefit both residents and visitors to the Wilsonville community.



METHODOLOGY

The development of recommendations for a Community Investment Strategy for Arts, Culture and Heritage involved a variety of activities, including:

KICK-OFF MEETING: An initial work session with the Project Steering Committee to confirm project details and define schedules and outcomes. The Steering Committee is comprised of:

- Cheryl Snow, Clackamas County Arts Alliance Executive Director
- Susan Schenk, Wilsonville Resident, Boones Ferry Historical Society Member, Clackamas County Arts Alliance Advisory Council Member,
- Charlotte Lehan, Wilsonville City Councilor, Boones Ferry Historical Society Member
- Pat Duke, Wilsonville Library Director
- Mike McCarty, Wilsonville Parks and Recreation Director
- Angela Handran, Assistant to the City Manager and City of Wilsonville liaison later replaced by Mark Ottenad, City Public/Government Affairs Director

EXISTING CONDITIONS ASSESSMENT: The team closely examined changing demographics, volunteer fatigue, leadership gaps, fluctuating economic realities, awareness of existing cultural assets and activities and levels of interest residents have in their local cultural access (including Arts, Culture and Heritage.) The process included enrolling key stakeholders in individual interviews, and in strategic input sessions. This approach allowed the team to: (1) reach consensus on the framework of what might be considered a successful Arts, Culture and Heritage Investment Strategy and, (2) simultaneously permit the planning process to proceed with a solid balance of input and impactful results.

REVIEW OF EXISTING STATISTICAL DATA AND REPORTS INCLUDING:

- 2018-2021 Clackamas County Cultural Plan for Arts, Heritage, Humanities
- Recently published Arts and Economic Prosperity report for Clackamas County
- Clackamas County Tourism Development Commission statistics and reports on Arts and Culture findings
- Reports and statistics made available by Wilsonville Arts and Culture organizations, the School District, and the City of Wilsonville
- Reports and research made available by Americans for the Arts
- Information made available by Travel Oregon and Clackamas County Tourism and Cultural Affairs

NEEDS Assessment: The assessment was conducted through the following tactics:

- A community wide survey accessible online and publicized by the City of Wilsonville and local media also made available at three community events (126 responses),
- A total of 35 in person interviews with local business, community and Arts, Culture and Heritage leaders,
- Two community workshops with residents, business and community leaders (54 participants)
- Interviews with City of Wilsonville executives.
- Interviews with School District board members and executives.
- Interviews with County Tourism officials.
- Interviews with individuals outside of Wilsonville with relationships with the city regarding Arts and Culture
- Interviews with non-area residents attending events in the Wilsonville area.
- Report before the Wilsonville City Council in July 2018
- Work Session with Wilsonville City Council Dec. 2018

The team's goal was to cast a wide net for community input. This was accomplished through stakeholder interviews, community feedback meetings held within the City of Wilsonville, through online surveys utilizing social media-based tools, and through print media. Stakeholder participants included members of Wilsonville's Arts, Culture and Heritage community including: Wilsonville Arts and Culture Council (WACC), Music and Arts Partners (MAP), Wilsonville STAGE (Theatre Company), Boones Ferry Historical Society, and the West Linn-Wilsonville School District key staff/leadership. The survey was also distributed to the general Wilsonville population through a link in the Boones Ferry Messenger, at the Wilsonville Festival of the Arts, and the Wilsonville 50th Birthday Block Party Celebration. Outreach to businesses and property managers, and tourism partners for the area for the community meetings was also conducted.



Over 100 Requests Made for Interviews

Taylor
CONSULTING

The initial scope of work for this project called for the involvement of at least 10 key stakeholders, but 35 personal interviews were completed. The public engagement and input process was extensive; more than 100 interview invitations were extended to Wilsonville's private citizens, business owners, community organizations, elected officials, artists, government officials, elected officials, city employees, tourism experts, educators, residents and students. (see Appendix).

An extensive review of existing and projected statistical data (see Appendix) was also conducted, related to local interest and participation in cultural activities. Taylor Consulting coordinated two community input sessions within the City of Wilsonville and led a survey process to further collect broad input digitally and at community events: Wilsonville Festival of the Arts and the Wilsonville Block Party – 50th Birthday Bash. In all, 126 individuals participated in the survey component of this project.

Finally, interview and survey results were presented at a concluding community meeting. 35 people attended the meeting to review survey findings and offer ideas and information to inform recommendations. The entirety of this information has been evaluated and incorporated into the details of the Action Plan of this report.

OVERVIEW OF FINDINGS

The Inclusive Approach: People Want to be Heard

This strategy is deeply rooted in outreach to residents in both the City of Wilsonville and surrounding area, including families, students, retirees, business owners, community volunteers, and employees of area businesses and city staff. It was critical that outreach be conducted throughout the process in ways that were inclusive and approachable. Arts, Culture and Heritage is multi-dimensional in its interpretation and appeal whether it be a piece of public sculpture, the production of a new play, archiving of historic documents or the celebration of a community's ethnic tradition. Arts, Culture and Heritage are relevant and all-important to the development and appeal of a healthy, vital community. The complexity of these issues requires the cooperation of the entire community: city departments, public entities, private businesses, volunteer organizations, community groups. And, because Arts, Culture and Heritage impacts such a broad and diverse cross-section of the Wilsonville population, all those groups need to have input and influence in the planning process.

The Vision for the Future

Wilsonville is recognized as a regional leader in Arts, Culture and Heritage.

Wilsonville has a thriving Arts, Culture and Heritage sector supported by community collaboration, creative use of existing facilities and programs, private/public partnerships and sustainable funding methods. As a result, the community is growing, business is booming, Wilsonville is a destination to live in, to work, to spend time and money in. Wilsonville is aspirational to other communities in terms of economic viability, and quality of life.

Opportunities

Current development described in Wilsonville's Town Center Plan and Parks and Recreation Plan present great opportunities for Arts, Culture and Heritage, including designing new performance space by repurposing old spaces like the Regal Theater or funding and developing new performance areas in the Town Center Park similar to the Sherwood Performing Arts Center; or featuring new public art at various Town Center and park locations much like the Lake Oswego concept of a Gallery Without Walls. In addition, keen public interest is a core driver that can be mobilized. Leadership from City Council and City staff offer tremendous opportunity to build support for Arts, Culture and Heritage through infrastructure, programs and staffing.

Challenges:

Community members, City officials and City staff all recognize that the dominant threat to successful Arts, Culture and Heritage efforts is volunteer burn-out and/or age out, because most of the Arts, Culture and Heritage assets and events are led by volunteers. The challenge of re-engaging and recruiting new committee members and volunteers is an ongoing one and will not be easily resolved. To realize the vision embraced by stakeholders, a general increase in capacity for Arts, Culture and Heritage assets will be necessary, and that will require funding beyond what is available today.

STRATEGIC DIRECTION

This strategy is designed to provide several options for Wilsonville's investment in support of Arts, Culture and Heritage. It is built around improving current capacity and increasing awareness of existing cultural assets and activities. This includes supporting community Arts, Culture and Heritage organizations with more volunteers and city staff support; exploring new opportunities in partnership with planned development; and cultivating potential revenue sources for funding. The following are key components of the strategy:

Enhancing Current Capacity and Increasing Awareness:

- **Arts, Culture and Heritage organizations in the Wilsonville community**
 - Current organization members cite burnout, and lack of community engagement, volunteers and city support for projects. Helping those community groups access city email lists, newsletters and calendars will be tremendously useful in recruiting new members, drawing audiences to events, helping with scheduling to avoid double booking, finding new venues, and recruiting from untapped volunteer resources.
- **Wilsonville Parks and Recreation Staff**
 - Staff have addressed Arts and Culture in the City Parks and Recreation Master Plan. Some support staff have expressed ability and interest in working as a liaison with Arts, Culture and Heritage organizations for planning, scheduling and communications purposes.
 - Current Parks space can be expanded to accommodate outdoor performance, and staff is open to working on parking and transportation shuttles. This is particularly useful for existing arts events like the Wilsonville Arts Festival.
- **Wilsonville Schools, School Board and District Staff, Families and Students**
 - The School District has a full-time staff member assigned specifically to school district calendar tasks. This staff member is responsible for listing all school facilities and the events scheduled by the schools at their athletic fields/facilities as well as public performance venues. The online calendar can be viewed by the public and facilities can be booked online for a fee. The fee is sliding-scale and the closer an organization is tied to the Wilsonville community, the lower the fee, making it affordable for the non-profit Arts, Culture and Heritage community.

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- If volunteers in the community have difficulty accessing online calendars, the staff member is available to assist them by phone.
 - The Music and Arts Partners (MAP) of the Wilsonville School District has many talented students and parent volunteers. The students would welcome opportunities to volunteer with the local arts and theater groups, diversifying their volunteer and talent base. Often students are looking for senior credit for their graduation programs. They can also be available to help with event planning, and because they know their school auditoriums can volunteer at events as ushers etc. Using school performance space for events also draws a larger demographic – school families - because they are familiar with the venue and drawn more readily to it. Currently students from Wilsonville High School volunteer at the Wilsonville Festival of the Arts.
- **Resource -- Clackamas County Arts Alliance**
 - The Arts Alliance is a resource for Arts, Culture and Heritage best practices, information, consultation, and funding in the form of grants. The Arts Alliance realizes that Arts, Culture and Heritage are directly tied to local economic prosperity. They are deeply networked throughout the community and will help with calls for volunteers, promoting projects and programs, and access to grant funding opportunities for community groups.
 - A recent study released by the national advocacy organization Americans for the Arts reveals that a majority of Americans believe the arts benefits local economies. In Clackamas County alone, arts spending by nonprofit cultural organizations totaled over \$14.6 million in 2015. In Clackamas County arts and culture supported 415 full-time employees in 2015, resulting in over \$8 million in household income, contributing \$1.2 million in local and state revenue. The Arts means business for Wilsonville! Since 2017 the Clackamas County Arts Alliance has contributed nearly \$200,000 in support of operating and project costs for Arts, Culture and Heritage organizations.
 - **Currently Utilized Space**
 - The strategy for Arts, Culture and Heritage outlines several exhibit, meeting and performance spaces throughout Wilsonville that can be better utilized by community organizations, including:

Library	Regal Cinema
Vacant storefronts	Starbucks at Fred Meyer
Albertsons	Murase Park

ACTION PLAN: THE ARTS, CULTURE AND HERITAGE ACTION PLAN

This portion of the report outlines the opportunities and challenges present and our key takeaways and recommendations based upon community response and desire. Based upon these takeaways, we have divided the Plan into Immediate Actions (these can be considered low-hanging fruit, actions that can be immediately implemented and may already be underway to some degree) and Future Recommendations (these can be enacted as development and capacities evolve).

IMMEDIATE ACTIONS:

1. Inclusion of Arts, Culture and Heritage Goals in City development and planning processes and master plans.
2. A City staff position dedicated to facilitating Arts, Culture and Heritage Goals, potentially staffed via the Parks and Recreation Department. Such a position could also act as a tourism development coordinator to advance the City's tourism program and staff the Tourism Promotion Committee.

These basic recommendations are already in discussion among City Parks staff. We applaud their vision and commitment to the community. That vision and commitment will lead to the other recommend steps laid out in this community investment strategy. A strategy that strengthens the residents and the staff of the Wilsonville community as they move forward together to build a better community through the embrace of vital Arts, Culture and Heritage.

FUTURE RECOMMENDATIONS: Citizen engagement shaped these recommendations. Those citizens can also help the city prioritize these recommendations.

Working within the Existing Framework

1. **Collaborate with Existing City Programs and Facilities to Expand, Communication, Exhibit and Performance Space**
 - A. **Create an Arts, Culture and Heritage Welcome Package for New Arrivals: This idea emerged from a community input session and received warm reviews from attendees.**
 - Wilsonville Area Arts, Culture and Heritage groups compile a package that describes their programs, activities available during the year, meeting times, volunteer opportunities, meeting place, and contacts to learn more.
 - The Chamber of Commerce can work with local groups to design the welcome package.

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- The package would be a downloadable file, available at the library, Wilsonville real estate offices, school districts, and a link from the city's website. Other venues can make the packages available to new residents.

B. Utilize Parks Staff to Coordinate Arts, Culture and Heritage Groups/Events: Both community organizations and Parks staff listed this option independently in interviews.

- Administrative support from the Parks and Recreation Department in the form of a position to coordinate with community Arts, Culture and Heritage groups and associated tourism development programs.
- Tasks would include: meeting coordination, events schedules, event planning assistance across city and media channels, coordinate event set up and tear down more consistently and efficiently and streamline the communications process between volunteer organizations and city departments.

C. Establish a new website or modify tourism ExploreWilsonville.com website to better promote Arts, Culture and Heritage event listings

- The website would be managed by Parks and Recreation or contractor and be cross-tabbed on the City website.
- All Arts, Culture and Heritage events would be listed on the calendar, preventing booking conflicts and allowing for advance planning.

D. Make School District Facilities website more accessible by adding it to the City website and offering clear booking guidelines for groups desiring to utilize these facilities.

E. Leverage the Wilsonville Library space for more public programming. With the renovation they have the space for:

- Increased Book and Poetry readings
- Small Concerts and performances
- Rehearsals
- Art Exhibits
- Community Arts, Culture and Heritage Meetings

F. Community Development and Parks and Recreation Department staff advance Arts and Culture components of the pending Town Center Plan and Parks and Recreation Master Plan

- Town Center area: Design, fund, and develop new performance area. (timeframe: 1-5 years)

- Explore opportunities to feature existing and future public art at various park locations while acknowledging some barriers must be addressed (timeframe: ongoing)
 - Example: Use of Murase Plaza area of Memorial Park for performing arts
 - Use larger upper area of Memorial Park for Arts and Culture Festival, engaging trees, greenery, and paths similar to Salem Art Festival held in Bush's Pasture Park.
 - Use Hillside for audience, recognizing that power source needs to be addressed
 - 'Stage' at the bottom of hill near the Grove Pavilion.

Barriers to the concept:

- Potential problem for Parks staff with increased utilization of this area
 - Limited parking and difficult access, although mitigated somewhat by new parking lot at community garden. A shuttle service from city hall to Murase also possible.
 - The site may present some topographical challenges~
 - Look for opportunities to expand and enhance special event programming
- Look for new special events, either community or seasonally themed. Build on existing community events and activities:
 - Expand farmers markets
 - Expand arts and cultural events in the parks
 - Add new events that will attract all members of the Wilsonville community and ways for community organizations to team up, partner and enhance some of the big events. Here are some examples:
 - Wilsonville Festival of the Arts
 - Charbonneau Arts Festival
 - Wilsonville STAGE Theatre
 - Opportunities for students to act with them?
 - Oregon Pageant like Champoeg
 - Music Festival/Dance/Multicultural festival
 - Something like the Ten Tiny Dances Festival Tualatin Hills Parks and Recreation District does
 - Día des los Muertos
 - World of Speed Events
 - Equine Events
 - History Talks at McMenamins

- Arts on the Water – Drawing back to the river
 - o Tribal History
 - o Paddle and Ferry boat stories

2. Explore Options to Share School District Performing Arts Space

A. There is history, availability and a willingness to discuss. The West Linn/Wilsonville School District Superintendent is firmly committed to building community partnerships and is keenly aware of the obligation/cooperative use agreements between the school district and the cities of Wilsonville and West Linn. If the District decides to move forward with a General Obligation bond in the next year, they may recommend applying funds toward an expanded performing arts center. But it is still in the research stage at present and research will determine how the voter base will react to the concept.

B. Cooperative Use Agreements exist between the School District and the City for joint use of athletic, culture and public assembly facilities.

- Urban Renewal Funds: 1992 \$2 million for joint community/high school facilities
- 2000 Urban Renewal Plan Program: Joint use of Athletic, Cultural and Public Assembly Facilities
- New High School: Public educational, cultural and assembly facilities. Joint use community high school facilities
- Community groups can access School District Calendar and Resource person to reserve performance space and athletic fields
- If school district expands performing arts center, more space will become available to the community.
- Facility rental includes custodial staff and is based on a sliding fee scale.

C. Schools listed in the agreement include:

- o Boeckman Creek Primary*
- o Wood Middle School*
- o Boones Ferry Primary School*
- o Wilsonville High School

* School District cautions that primary and middle schools may not be appropriate for performing arts use due to multi-use and setup so probably best to focus on the High School Performing Arts Center.

3. Expand within Existing Physical Frameworks- see prior list of parks, library, community center, senior center, coffee shops etc.

A. Explore Options to Work with Clackamas Community College/Wilsonville Campus PGE Training Center Space

- CCC students are currently using space for performance and exhibits.
- Explore viability of Wilsonville arts and culture organizations using CCC space for exhibits and meetings.

B. Explore a Network of Smaller, Available Community Spaces: galleries, vacant storefronts, meeting rooms, churches, coffee shops

4. Repurpose Vacant Buildings

A. Work within the Town Center Plan to Create a Cultural Center

- Repurpose a vacant building to create a Community Cultural Center. The former Albertson's is an example of a building that could be repurposed for community meeting space, performance space, exhibit space etc.
- The Regal Cinema could be a Cultural Hub: It is a walkable destination, has parking, creates more civic spaces, gives people a reason to linger longer, provides year-round experiences: shopping, dining, culture and entertainment. It also fits nicely into the Town Center Plan that is part of the City's focus for development.

B. Build It Out - Launch a Wilsonville Center for the Humanities

- A community gathering space with indoor and outdoor components and a modern well-equipped multi-purpose performance space (repurposed or new construction)
- A facility that Town Center businesses will be interested in because there is shared community value in the development of a gathering space – with a café, art gallery and exhibit space
- A catalyst for personal, economic and cultural growth as well as increased civic pride and engagement

5. Tap into Wilsonville's Human Potential

The vibrancy that makes Wilsonville hum as a community and a business hub comes from its human potential, whether a restaurant owner, the director of the local Wilsonville Theater or the newest entrepreneur to open a local coffee shop. Wilsonville encourages creativity and ingenuity. Tap into that human potential and energy to create boards or

commissions that in turn support a vibrant and thriving Arts, Culture and Heritage community.

A. Create a Cultural Arts Commission

- The Commission purpose is to provide resources and support to community organizations, advise City Council on Art, Culture and Heritage initiatives and goals and be a visible reference point for the community.
- Appointment to the Commission will be made by the City Council via an application process, and would be open to Wilsonville area residents, business owners and students.
- A staff member from Parks and Recreation will be assigned to the Commission to assist with meeting, communications and coordinating Arts, Culture and Heritage events.

FUNDING

Options for Funding Mechanisms to Enhance and Sustain Wilsonville's Arts, Culture and Heritage investment

1. Transient Lodging Tax (TLT)

- Explore giving a percentage of the Transient Lodging Tax to the Arts. Transient Occupancy Tax Funds Oregon Tourism Commission Programs
- In FY 2017/18 the city received over \$450,000 in TOT from six hotels.
- Currently the Tourism Committee gives grants, from the TLT, for projects that bring out of town visitors to Wilsonville to linger longer.
- City of Wilsonville receives a variable rate Transient Lodging Tax from hotels in the Clackamas and Washington County portions of Wilsonville
 - Part goes to Community Tourism Matching Grant program

2. Community Tourism Matching Grant

- The grant structure aids organizations that produce projects, programs or events that promote local business and tourism and for festivals and special events for the benefit of the Wilsonville community.
- Part of the funding could be specifically dedicated to Arts funding. Consider a \$25,000 grant awarded on a yearly basis. The tourism fund could dedicate a percentage of the fund to Arts, Culture and Heritage.

3. Metro Community Enhancement Grants

- Metro provides community enhancement grants in areas near the region's garbage transfer facilities. Wilsonville is one such recipient.
- \$5 million in communities across the Portland metropolitan area.
- Wilsonville Community Enhancement Committee awards about \$70,000 each winter to projects that serve city residents.
- The Community Opportunity Grant is an example of such funding. This project was funded by such a grant.

4. City Council Adoption of a Percent-for-Art Ordinance

Communities like Wilsonville embrace public art because they believe that it contributes directly to their quality of life and enhances public and civic spaces for residents and visitors. Public art reflects and communicates the history, character and values of the

Wilsonville Community Investment Strategy for Arts, Culture and Heritage DRAFT, November 19, 2018

community and helps to create a sense of place. A Percent-for-Art Ordinance is a tool to ensure that a designated percentage of future public building budgets are set aside, in perpetuity, for public art construction, installation and maintenance. Ordinances may also be constructed to provide for private development incentives, using system-development fees as a lever, although this is not universal. Percent-for-Art Ordinances have been adopted by the nearby cities of Portland, Lake Oswego, West Linn, Estacada and by Multnomah County and the State of Oregon. Much latitude exists in structuring an Ordinance, but it typically will include these stipulations and definitions:

- *Any capital project* in excess of a stated budget, paid for wholly or in part by the City'
- A stated percentage to be set aside for art fabrication, installation and future maintenance, based on the total budget of the qualifying capital project;
- A specific description of what comprises *Public Art*, typically all forms of original works of art accessible to the general public;
- *A means for holding set-aside funds, often a Public Art Trust Fund* within a City fund or account;
- A route for distributing and coordinating use of Ordinance funds, typically a City Commission comprised of people qualified to administer public art funds and projects. This group typically develops Public Art Policies and Guidelines and is empowered to serve as or designate an Art Selection Committee for oversight of specific projects.

5. Create a Cultural Tourism Fund:

- The City of Bend currently has such a program. The grant program was created to enhance Bend's economy through cultural tourism. It funds arts and culture from musical productions to art exhibits, film festivals and more. The fund supports cultural opportunities that bring visitors to Bend.
- Funding comes from 7.5% of Visit Bend's city funding, the program gave \$205,000 in 2018 grants.
- Some of the projects supported by the fund include the library's Author! Author! Festival, the Bend A Capella music festival, and a Nordic skiing exhibit at the Bend Historical Museum. Serving Arts, Culture and Heritage.

6. Establish a Wilsonville Community Foundation Dedicated to Arts, Culture and Heritage funding

- Partner with an existing funding organization to accept donations from various donors and make grants on behalf of the Wilsonville Community Foundation to support local Arts, Culture and Heritage programs, working collaboratively with the Cultural Arts Commission. Be guided by the organization's policies for grantmaking for efficiency:

- The Oregon Community Foundation could provide due diligence, research and evaluation of proposals and management of non-charitable objectives for a fee, OCF staff would ensure grant recipients are qualified organizations and capable of fulfilling funding obligations.
- The Clackamas County Cultural Coalition could provide similar services as Oregon Community Foundation, offering a specialized knowledge of Wilsonville, and likely a lesser fee attached to those services.

7. Model an Arts, Education and Income Tax Fund (Similar to Portland’s Flat Tax of \$35 per person)

- The City collects the flat tax for Arts, Culture and Heritage and administers the fund.
- An independent citizen oversight committee reviews expenditures, progress and outcomes
- The fund can be used for Arts, Culture and Heritage organizations operating support, and grants that increase arts access for Wilsonville area residents.

8. Creative Placemaking Grants

Incorporate Wilsonville’s Arts, Culture and Heritage Strategy into government and foundation grant applications. This could be part of the city’s overall planning effort and as a stand-alone to funders including the National Endowment for the Arts and the Kresge Foundation’s ArtPlace America Funding programs.

APPENDIX

Wilsonville Community Investment Strategy for Arts, Culture and Heritage

November 2018

City Council

Tm Knapp, Mayor

Scott Starr, Council President

Kristin Akervall, Councilor

Charlotte Lehan, Councilor

Susie Stevens, Councilor

Arts, Culture and Heritage Strategy Steering Committee

Charlotte Lehan, City Councilor and Boones Ferry Historical Society

Cheryl Snow, Clackamas County Arts Alliance Executive Director

Michael McCarty, City of Wilsonville Parks and Recreation Director

Susan Schenk, Clackamas County Arts Alliance Advisory Council Member, Wilsonville resident

Angela Handran, Assistant to Wilsonville City Manager

Pat Duke, Wilsonville Library Director

Mark Ottenad, City of Wilsonville, Public/Government Affairs Director

CITY OF WILSONVILLE, OREGON
29799 SW Town Center Loop East
Wilsonville, OR 97070
Phone 503-570-1505

Email publicaffairs@cici.wilsonville.or.us

Web www.ci.wilsonville.or.us

2 - The Boones Ferry Messenger September 2018 City of Wilsonville

City Seeks Public Input on Arts, Heritage and Culture for Wilsonville

Working with the Clackamas County Arts Alliance, the City is undertaking a community enhancement program project to craft Wilsonville's Public Investment Strategy for Arts, Heritage & Culture.

To begin this effort, the City is conducting an online survey to gauge community members' thoughts and desires related to arts and culture. The survey is available until Oct. 7 at ci.wilsonville.or.us/Arts&CultureSurvey.

The City seeks to develop a strategic plan for public investment in Wilsonville arts and culture, to determine an appropriate level of community support for artistic and cultural activities and create tactics for developing resources to advance community support.

Working with the Arts Alliance and Taylor Consulting, the City will conduct interviews, lead community meetings and deploy a needs-assessment poll to determine whether, and to what degree, Wilsonville residents value arts and culture amenities.

In addition to stakeholder interviews and the survey, the Arts Alliance is working to plan a community meeting in October to discuss interview and survey results and draft a strategic action plan.

How do you interact with art? The City of Wilsonville is undertaking a project to gather information to inform the City's strategic investment in artistic and cultural programs and activities. An online survey is available until October 7.

While observers have noted that members of Wilsonville's arts, heritage and culture community are passionately dedicated to the various elements of their activities, continued concern exists about volunteer fatigue, leadership gaps, audience development and funding support.

"Wilsonville is a community with a rich cultural, political, economic and environmental history," noted City Councilor Charlotte Lehan, who nominated the project for community enhancement funding. "Public investment in arts, heritage and culture is integral to the careful planning and community appeal that draws, residents, families and business managers who want to benefit and participate in an authentic community."

For more information, contact Mark Ottenad, Public/Government Affairs Director, at 503-570-1505; ottenad@ci.wilsonville.or.us.

Third Annual Wine-Tasting Event Supports Library Programs

The Wilsonville Public Library Foundation is hosting its third annual "A Toast to Imagination," wine-tasting fundraiser on Saturday, Oct. 27, 7-9:30 pm, at the Wilsonville Public Library. This event supports and expands programs for children and adults in the library and greater community.

Guests enjoy appetizers and wine tasting from several local wineries and receive a complimentary Riedel wine glass. Raffle tickets can be purchased to win gift baskets from local donors.

Tickets for this event can be purchased for \$50 per person, or two for \$95, at wplf.org. All proceeds benefit library programs, including the Dolly Parton Imagination Library, which provides free books to Wilsonville children under 5.

For more information, contact Pat Duke, Library Director, at 503-570-1590; Duke@WilsonvilleLibrary.org.

A Toast to Imagination
 Sat, Oct. 27, 7-9:30 pm
 Wilsonville Library
 8200 SW Wilsonville Rd.

Help Craft Wilsonville's
 Public Investment Strategy
 for Arts, Heritage & Culture.

Join the Clackamas County Arts Alliance
 and the City of Wilsonville for a public

Community Meeting

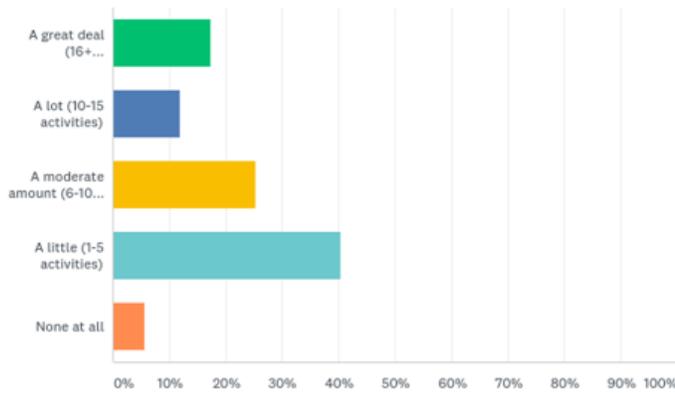
Monday, Oct. 29, 6-9 p.m.
 Wilsonville Public Library

Refreshments will be served

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Q1: 1. In the last 12 months, how frequently have you attended or participated in an arts, culture or heritage activity? For example: attended a history talk, concert or festival.

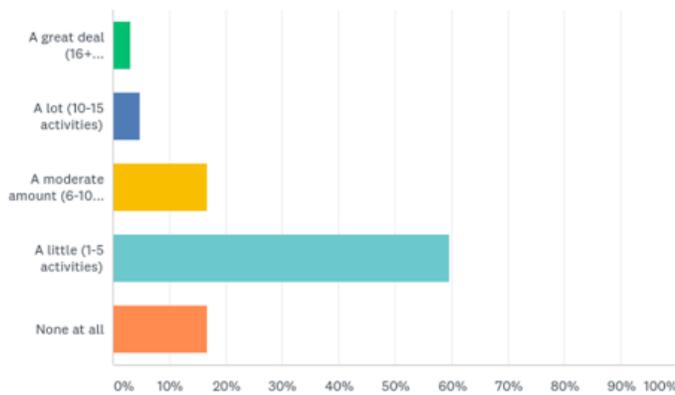
Answered: 126 Skipped: 0



Powered by  SurveyMonkey

Q2: How many arts, culture, or heritage activities did you do within the city of Wilsonville during the last 12 months?

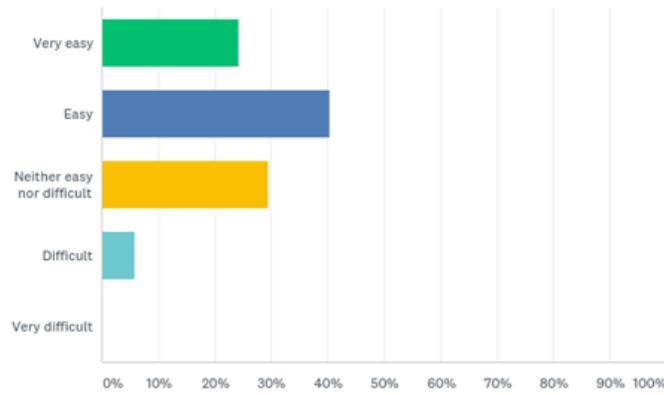
Answered: 126 Skipped: 0



Powered by  SurveyMonkey

Q4: How do you rate your access to these activities?

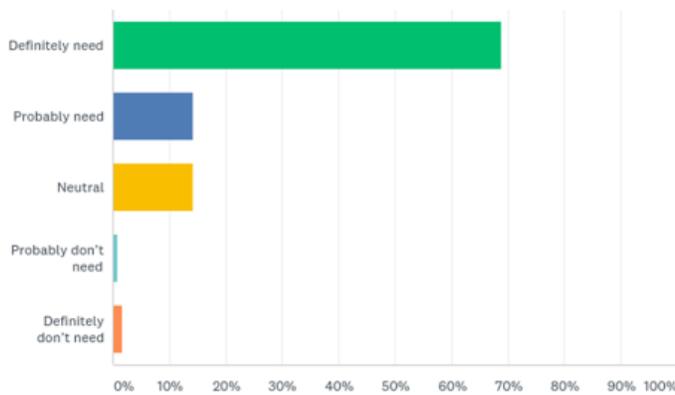
Answered: 119 Skipped: 7



Powered by SurveyMonkey

Q5: When you think about the arts, culture, and heritage, do you think of it as something you need or don't need?

Answered: 119 Skipped: 7



Powered by SurveyMonkey

Q6: Which of these recent arts, culture, or heritage events have you attended in Wilsonville?

- ▶ 30% of all respondents were actively creating
 - ▶ Writing poetry, stories
 - ▶ Performing in a musical or theatrical event
 - ▶ Painting, drawing
 - ▶ Filmmaking
 - ▶ Textile crafts
 - ▶ Computer Design
- ▶ 70% of all respondents demonstrated active consumption of arts, culture & heritage activities
 - ▶ Concerts
 - ▶ Theatre
 - ▶ Dance
 - ▶ Acquisition of arts, crafts
 - ▶ Attending a film



7. In your own words, what are the arts, culture, and heritage activities you would like to have greater access to in Wilsonville?

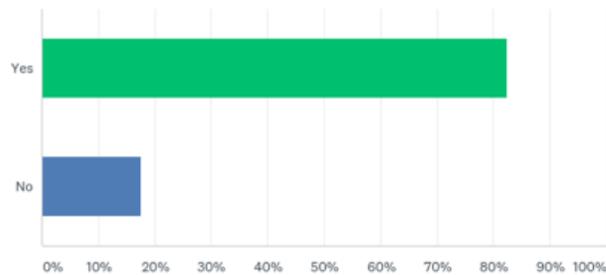
Answered: 84 Skipped: 42 (word size illustrates frequency/strength)

need theatre concerts musical plays
events festivals performance
theater art music activities
Wilsonville parks history classes
public art town

Powered by  SurveyMonkey

Q8: Do you live in Wilsonville?

Answered: 120 Skipped: 6



Powered by  SurveyMonkey

10. Do you attend other cultural events in other local cities?

If so, please list those cities. Answered 58 Skipped 68 (word size illustrates frequency/strength)

Tualatin McMinnville Beaverton Aurora Sherwood
Hillsboro Lake Oswego, OR West Linn Portland
Bend Tigard Salem Oregon City, OR Ashland Canby
Yes

Powered by  SurveyMonkey

11. When you attend cultural events in other cities what kinds of events or venues do you tend to attend?

Word size illustrates frequency/strength

Symphony lectures theater history events dance
festivals fairs concerts shows art craft
plays food music etc. museums performances
exhibits musicals

Powered by  SurveyMonkey

LINKS

<https://www.dropbox.com/s/fzhmmv5voet2nzp/WilsonvilleState%20of%20ArtsCulture%20Report-Sept2016%20Report.pdf?dl=0>

IN WILSONVILLE?



Presented by:



Clackamas County Arts Alliance

Advisory Council

Facilitators:

Susan Schenk, Advisory Council Member

Cheryl Snow, Executive Director

Elizabeth Klein, Associate Director

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State of Arts & Culture in Wilsonville Part II
Monday, November 14, 2016, 4 – 5:30 pm
Wilsonville Library



the grant would be funded in May 2017, and the polling project could be launched next summer. To reach maximum number of respondents, polling would be deployed via many avenues (social media, online, kiosks, events, newsletter announcement, etc.) Through a show of hands, those present supported moving forward with this suggestion.

Demographics / Audience

- Less than 30% of households in Wilsonville have children under the age of 18 residing in them.
- Diversification of activities and events will attract new audiences:
 - Día de los Muertos (Day of the Dead) event very successful.
 - Festival of the Arts expanding offerings to attract Latino audiences
 - Parks & Recreation adding Latino festivals
 - Taking theatre to new venues can attract different audiences
 - Youth Theatre is not currently available and presents an opportunity

Engagement with City

- Appearing at City Council meetings twice monthly to report on and publicly represent arts & culture activities is an important strategy. Council meetings are televised, and this is an excellent opportunity to consistently bring arts & culture news to the public as part of the community's fabric. Susan Schenk volunteered to attend and report at meetings and/or coordinate other presenters each month. The Mayor and Councilor Lehan advised including visuals and contact information at each appearance.
- Beauty & The Bridge – Interpretive information is essential for full understanding of this highly visible and unique project abutting I-5, and is not readily available. Interpretive signage is highly desired at the four corners of the project, and that is being pursued, but an immediate solution is to post a page on the City's website providing interpretive and background information about the project, including names of the hundreds of schoolchildren who participated.

Conclusions

Prior to ending the meeting, the group reviewed the four discussion subjects in relation to what was discussed, and determined the following:

INTERVIEWS

Terry D Kester, Artistic Director Wilsonville Stage

Brian Stevenson, Wilsonville Parks and Recreation

Pat Duke, Wilsonville Library

Laurie Tarter, Wilsonville Chamber of Commerce

Mark Ottenad, City of Wilsonville, Public/Government Affairs

Susan Schenk, Boones Ferry Historical Society, Arts Alliance

Cheryl Snow, Arts County Arts Alliance Executive Director

Brian Cosgrove, Wilsonville City Manager

Christopher Shotola-Hardt, Wilsonville School District Arts Teacher, Wilsonville Festival of the Arts

John Schenk, Wilsonville Resident

Dave Pearson, World of Speed, Wilsonville Tourism Committee

Melody Ashford, Willamette Falls Media Center

Maggie Decker, Wilsonville Festival of the Arts

Susie Stevens, Wilsonville Councilor, Charbonneau Country Club

Sarah Wolf, Wilsonville Festival of the Arts

Bev Schalk, Boones Ferry Historical Society, Clackamas Arts Alliance Advisory Council

Charlotte Lehan, Wilsonville City Councilor, Boones Ferry Historical Society, Steering Committee

Jesse Swickard, Wilsonville resident, arts advocate and sculptor

Mike McCarty, Wilsonville Parks and Recreation Director

Eric Hoen, Charbonneau Arts Festival

Steve Van Wechel, Boones Ferry Historical Society

Angela Hadrian, former director, Wilsonville citizens Academy

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Kevin O'Malley, Wilsonville Chamber of Commerce

Jaimy and Sherine Beltrane, area residents and Real Estate Business Owners

Tim Knapp, Wilsonville Mayor

David Stead, Langdon Farms General Manager, Tourism Committee

Ginger Fitch, West Linn/Wilsonville School District School Board Chair

Shelley Wong-Kamikawa, Music and Arts Partners, Wilsonville High School Parent

Tim K. Woodley, Director of Operations, West Linn-Wilsonville School District

Chelsea King Martin, West Linn-Wilsonville School District Board

Steve Turner, Wilsonville Library Genealogist

Jim Austin, Clackamas County Tourism and Cultural Affairs

Samara Phelps, Clackamas County tourism and Cultural Affairs

Kathy Ludwig, West Linn/Wilsonville School District Superintendent

City of Wilsonville NEWS RELEASE***For Immediate Release***

September 25, 2018

CONTACT: Bill Evans, Communications and Marketing Manager
503-570-1502; evans@ci.wilsonville.or.us

**Public Input Needed to Inform Arts, Heritage and Culture Strategy**

WILSONVILLE, OR — The City and the Clackamas County Arts Alliance are collaborating on a community enhancement program project to develop Wilsonville’s Community Investment Strategy for Arts, Heritage and Culture.

Project partners are hosting a Community Meeting on Monday, Oct. 29, 6-9 pm, at the Wilsonville Public Library to hear from community stakeholders with an interest in developing the City’s arts and cultural programming.

Until Oct. 7, community members may visit ci.wilsonville.or.us/ArtsandCultureSurvey to share thoughts and opinions in a short survey that also is informing the strategy.

“A vibrant community with a high residential quality of life, visitor amenities and business development opportunities is accompanied by cultural activities and events,” Wilsonville Mayor Tim Knapp said. “Our city is poised for great success with a public investment strategy for arts, heritage and culture that engages community stakeholders and area residents,”

To develop its plan, project leaders will conduct interviews, lead community meetings and deploy a needs-assessment poll to determine whether, and to what degree, Wilsonville residents value arts and culture amenities.

The project aims to develop a strategic plan for public investment in Wilsonville arts and culture, to determine an appropriate level of community support for artistic and cultural activities and to create tactics for developing resources to advance community support.

For more information, contact Mark Ottenad, Public/Government Affairs Director, at 503-570-1505; ottenad@ci.wilsonville.or.us.

- # # # -

City of Wilsonville NEWS RELEASE***For Release After Sept. 1, 2018***

August 24, 2018

CONTACT: Mark Ottenad, Public/Government Affairs Director
503-570-1505; ottenad@ci.wilsonville.or.us**City Seeks Public Input on Arts, Heritage and Culture for Wilsonville**

WILSONVILLE, OR — Working in conjunction with the Clackamas County Arts Alliance, the City of Wilsonville is undertaking a community enhancement program project to craft a 'Public Investment Strategy for Arts, Heritage and Culture' for Wilsonville. As part of this effort, the City is undertaking through October 7 a public survey online to gauge community members' thoughts and desires on arts and culture at www.ci.Wilsonville.or.us/ArtsandCultureSurvey.

The City seeks to develop a strategic plan for public investment in Wilsonville arts, heritage and culture, to determine an appropriate level of community support for artistic and cultural activities and create tactics for developing resources to advance community support. Working with the Arts Alliance and Taylor Consulting, the project scope includes conducting stakeholder interviews, leading community meetings and deploying a needs-assessment poll to determine whether, and to what degree, Wilsonville residents have interest in and value arts and cultural amenities.

In addition to stakeholder interviews and the survey, the Arts Alliance is working to plan a community meeting in October to discuss interview and survey results and draft a strategic action plan.

For more information, contact Mark Ottenad, Public/Government Affairs Director, at 503-570-1505; ottenad@ci.wilsonville.or.us.

- # # # -

Wilsonville Parks and Recreation Master Plan:

<http://www.wilsonvilleparksandrec.com/parksrec/page/parks-and-recreation-comprehensive-master-plan>

Objective 1.6: Upgrade convenience and customer service amenities to existing facilities As identified by focus groups and survey respondents, making upgrades to and improving existing parks and facilities shall be a priority. The Department shall explore opportunities to add security lighting and other amenities appropriately at existing parks and facilities as identified in the facilities assessment.

Section VIII: Recommendations and Action Plans

Parks and Recreation Master Plan 125

Actions Capital Cost Estimate

Operational Budget Impact

Timeframe to Complete

1.6.a* Explore opportunities to add restrooms, drinking fountains/water filling stations, shade, storage, seating, etc. appropriately at existing facilities.

Will vary based on location and future amenities added

TBD Short-Term

1.6.b* Implement Sign Design and Wayfinding Signage Plan. Sign parks and trails with interpretive, directional, informative signs as needed.

\$120,000 TBD Short-Term

1.6.c* Explore opportunities to feature existing and future public art at various park locations.

Will vary based on projects Ongoing

Objective 1.7: Develop additional recreation facilities and amenities Actions Capital Cost Estimate

Operational Budget Impact

Timeframe to Complete

1.7.a* Construct Community Scale Skate Park. \$800,000 Staff time Short-Term

Other Resource Links:

https://www.dropbox.com/s/9z39cnacouawj3j/List%20of%20Potential%20Sites%20for%20Visitor%20Intercept%20Surveys%204_11_2018.pdf?dl=0

https://www.dropbox.com/s/9x1k9g0efcuxkqb/WILSONVILLE%20VISITOR%20SURVEY%2005_2018.pdf?dl=0

https://www.dropbox.com/s/zsawtu3twyztv9y/Visitor%20Surveys%20This%20Summer%2C%2005_2018.docx?dl=0

<https://www.dropbox.com/s/7b5sh5uzhnh8390/Year%202000%20UR%20Plan%2C%201989-2007.pdf?dl=0>

<https://www.oregonmetro.gov/tools-partners/grants-and-resources/community-placemaking-grants>

A SAMPLE OF COMMENTS GATHERED AT PUBLIC MEETINGS:

There's a lack of "follow through"

There is volunteer burn out

The business community is not tapped into much.

The high school performing arts center was rebuilt with city development funds, so the public should be able to use it.

Shows and Permanent Facilities = Success for events

Hood River and Lake Oswego are examples

We desire access to the arts

There's a lack of storage

There's a need for space

Performance space

Meeting space

Creative space

Exhibit space

Don't spend Transient Occupancy Tax more than once
need more collaboration

for resources and fundraising

public response is non-committal

champions of arts and culture in the community: Rotary
Wilsonville Celebration Days group.

Are we to the point that people care or don't care?

Where is the art?

Galleries - Vendors

This is the first time I've seen it.

We need something that says we
need galleries

Where's the cultural shift?

Memorial Park Plaza water
feature draws people.

Money from the city is needed

Movie theater complex w/parking
but it is an underperformer

Original art group wanted people to run into art
serendipitously

All successful art programs are keyed around a facility

Wilsonville area is an entertainment desert for retired
people at night

THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

RESOLUTION NO. 6

A RESOLUTION RECOMMENDING TO THE CITY COUNCIL APPROVAL OF A MAJOR AMENDMENT AND REPORT TO THE YEAR 2000 PLAN OF THE CITY OF WILSONVILLE, AN URBAN RENEWAL PLAN AND PROGRAM.

WHEREAS, the Wilsonville Urban Renewal Agency (the "Agency") has prepared an amendment to the Urban Renewal Plan and Program, known as the Wilsonville Year 2000 Plan, a copy of the amendment and accompanying report are marked Exhibit "A" and "B", respectively, attached hereto, and incorporated by reference herein; and

WHEREAS, such Plan amendment and its accompany Report have been prepared in conformity with the requirements of ORS 457.085 and with public involvement in all stages of development of the Plan Amendment; and

WHEREAS, pursuant to applicable state and local law, public notice has been provided, including additional notice as required by ORS 457.120, and considered public testimony regarding the Plan amendment; and

WHEREAS, this amendment to the Plan and Report, were forwarded to the Wilsonville Planning Commission for recommendations and the Planning Commission, on May 10, 1993, recommended approval of this amendment and supporting Report in Planning Commission Resolution No. 93 PC 15; and

WHEREAS, the Agency has viewed this amendment and supporting Report to the Year 2000 Plan; and

WHEREAS, the Agency finds this amendment should be adopted and approved based upon these recitals and the findings listed below.

NOW, THEREFORE, THE WILSONVILLE URBAN RENEWAL AGENCY RESOLVES AS FOLLOWS:

FINDINGS:

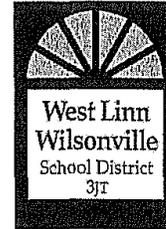
1. That the area described in the Wilsonville Urban Renewal Plan, as amended, has previously been found to be blighted.
2. That the citizens of the City of Wilsonville have previously voted to advise

**RESOLUTION NO. 6
URA-R-6-93**

PAGE 1 OF 4



Memo



To: Roger Woehl, Superintendent
School Board

From: Tim Woodley, Director of Operations

Date: October 6, 2004

Re: Cooperative Use Agreement
City of Wilsonville

Final Draft

Attached please find a copy of the Cooperative Use Agreement between District and City of Wilsonville for facility use at Boeckman Creek Primary, Boones Ferry Primary, Wood Middle and Wilsonville High.

The Agreement has been revised per Board instructions in cooperation with City staff.

Staff recommends approval.

Thanks tim

RESOLUTION NO. 915

A RESOLUTION CALLING FOR AN AMENDED URBAN RENEWAL PLAN WHICH INCLUDES \$2,000,000 FOR JOINT COMMUNITY/HIGH SCHOOL FACILITIES IN WILSONVILLE.

WHEREAS, the Wilsonville City Council has recommended a ballot title be submitted for the June 30, 1992, Special Election to amend the Urban Renewal Plan to include \$2,000,000 for joint community/high school facilities in Wilsonville; and

WHEREAS, the Wilsonville City Council wishes to obtain voter approval before implementing an amended urban renewal plan.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. A Special Election is hereby called for the purpose of submitting to the voters of the City of Wilsonville an Advisory Vote amending the Urban Renewal Plan which includes \$2,000,000 for joint community/high school facilities in Wilsonville.
2. The measure advises the Urban Renewal Agency that it may amend the Urban Renewal Plan and contribute \$2,000,000 to the cost of a new high school in Wilsonville for joint community facilities, prioritize among the projects and activities described in the plan, issue up to \$5,000,000 in bonds and implement and finance other projects and activities described in the plan, including roads, sanitary, sewer, storm drain and water system, and parks and recreation facilities.
3. The election hereby called shall be held on June 30, 1992.
4. The election shall be conducted by mail ballot.
5. The City Recorder shall cause to be delivered to the Elections Officers of Clackamas and Washington Counties a Notice of Measure Election, a copy of which is marked "Exhibit A", attached hereto and incorporated herein, not later than May 27, 1992, which is the filing deadline for ballot measures for the June 30, 1992, Special Election. The Elections Offices shall conduct the election as required by law.
6. The City Recorder shall give notice of the election posting notice in three public places at least two weeks prior to the election.

**RESOLUTION NO. 915
CB-R-589-92**

PAGE 1 OF 2

RESOLUTION NO. 1097**A RESOLUTION CALLING FOR A THREE-YEAR SERIAL LEVY FOR STREET MAINTENANCE, PARKS MAINTENANCE, GANG PREVENTION PROGRAMS, AND PUBLIC USE OF THE WILSONVILLE HIGH SCHOOL AND SPORTS FIELDS TO BE VOTED UPON AT THE PRIMARY ELECTION TO BE HELD MAY 17, 1994.**

WHEREAS, the Wilsonville Budget Committee has recommended to the City Council that they call for a Special Election for a three-year tax rate serial levy of \$.50 per \$1,000 outside of the City's tax base; and

WHEREAS, the purpose of this tax levy is to provide funds for street and parks maintenance, programming of Wilsonville High School and sports fields, gang prevention activities for youth, and a full-time DARE officer.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

- A. A Special Election is hereby called for the purpose of submitting to the voters of the City of Wilsonville a three-year tax rate serial levy outside of the City's tax base. The tax rate proposed by the levy shall be \$.50 per \$1,000 of assessed valuation. It is estimated that the levy will raise \$500,000 in year one, \$550,000 in year two, and \$605,000 in year three. The levy will be in effect beginning with the 1994-95 fiscal year.
- B. The election hereby called shall be held on May 17, 1994.
- C. The election shall be held by mail ballot.
- D. The City Recorder shall cause to be delivered to the Elections Officers of Clackamas and Washington Counties the attached Notice of Measure election not later than March 17, 1994, which is the filing deadline for ballot measures for the May 17, 1994, Special Election. The Elections officers shall conduct the election as required by law.
- E. The City Recorder shall give notice of the election by posting notice in three public places at least two weeks prior to the election.
- F. The actual ballot title, which is marked "Exhibit A" and incorporated herein, is hereby adopted.

**RESOLUTION NO. 1097
CB-R-790-94**

Page 1 of 2

CITY COUNCIL ROLLING SCHEDULE

Board and Commission Meetings 2018

Items known as of 11/29/18

December

DATE	DAY	TIME	EVENT	LOCATION
12/5	Wednesday	6:30 p.m.	Library Board	Library
12/10	Monday	6:30 p.m.	DRB Panel A - Cancelled	Council Chambers
12/12	Wednesday	1:00 p.m.	Wilsonville Community Seniors, Inc. Advisory Board	Community Center
12/12	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
12/17	Monday	7:00 p.m.	City Council Meeting	Council Chambers
12/24	Monday	6:30 p.m.	DRB Panel B - Cancelled	Council Chambers

January

DATE	DAY	TIME	EVENT	LOCATION
1/7	Monday	7:00 p.m.	City Council Meeting	Council Chambers
1/9	Wednesday	1:00 p.m.	Wilsonville Community Seniors, Inc. Advisory Board	Community Center
1/9	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
1/10	Thursday	4:30 p.m.	Parks & Recreation Advisory Board	Parks & Rec. Admin. Bldg.
1/14	Monday	6:30 p.m.	DRB Panel A	Council Chambers
1/23	Wednesday	6:30 p.m.	Library Board	Library
1/24	Thursday	7:00 p.m.	City Council Meeting	Council Chambers
1/28	Monday	6:30 p.m.	DRB Panel B	Council Chambers

Community Events:

12/5 French Prairie Task Force Meeting; 6:00 – 9:00 p.m. at City Hall

12/14 Toy Drive Ends - Please bring a new unwrapped toy to the Parks and Recreation Admin Building.

12/17 Holiday Light Drives to PIR SMART Bus leaves the Community Center at 6:30 p.m.

12/18 Holiday Light Drives to PIR SMART Bus leaves the Community Center at 6:30 p.m.

12/25 City offices closed in observance of Christmas Day

1/1 City offices closed in observance of New Years Day

1/21 City offices closed in observance of Martin Luther King Jr. Day

All dates and times are tentative; check the City's online calendar for schedule changes at www.ci.wilsonville.or.us.



**CITY COUNCIL MEETING
STAFF REPORT**

<p>Meeting Date: December 3, 2018</p>	<p>Subject: Resolution No. 2713 Authorizing the City Manager to Execute the Professional Services Agreement with AKS Engineering & Forestry for Phase 1 Alternative Analysis and Preliminary Design Services for the Coffee Creek Industrial Area Regional Stormwater Facility Project (CIP #7060).</p> <p>Staff Member: Matt Palmer, P.E., Civil Engineer</p> <p>Department: Community Development</p>	
<p>Action Required</p> <p><input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1st Reading Date: <input type="checkbox"/> Ordinance 2nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda</p>	<p>Advisory Board/Commission Recommendation</p> <p><input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable</p> <p>Comments: N/A</p>	
<p>Staff Recommendation: Staff recommends that Council adopt the Consent Agenda.</p>		
<p>Recommended Language for Motion: I move to approve the Consent Agenda.</p>		
<p>Project / Issue Relates To:</p>		
<p><input type="checkbox"/> Council Goals/Priorities</p>	<p><input checked="" type="checkbox"/> Adopted Master Plan(s) Stormwater Master Plan</p>	<p><input type="checkbox"/> Not Applicable</p>

ISSUE BEFORE COUNCIL:

A City of Wilsonville resolution authorizing the City Manager to execute a professional services agreement not to exceed \$214,814.00 with AKS Engineering & Forestry.

EXECUTIVE SUMMARY:

The Coffee Creek Industrial Area Regional Stormwater Facility Project (Project) will study current and buildout stormwater runoff conditions within portions of the Coffee Creek and Basalt Creek basins and will design and construct improvements to alleviate existing seasonal flooding and to allow for future development within both the Coffee Creek Industrial Area (CCIA) and the Basalt Creek Concept Area (BCCA).

Prior development in the Commerce Circle area altered the natural drainage path(s) of the original stream channel known as “Basalt Creek or Tappin Creek”. This created a new diversion channel with inadequate capacity and reverse grades directly west of the Commerce Circle Development (under the BPA Transmission Corridor). Due to antiquated stormwater management systems within the development and the lack of channel maintenance, seasonal flooding impacts adjacent properties. The potential exists for future development of the eastern half of the CCIA and the BCCA further upstream to further exacerbate these flooding and capacity issues. Furthermore, capacities are unknown for channels and culverts downstream of the main (north-south) diversion channel for current and buildout stormwater flows. With development of the CCIA anticipated to begin within the next 2-5 years, it is critical to understand and address these stormwater issues in the near term to allow for development of the eastern half of the CCIA.

The City has solicited proposals for engineering services for the Project through a formal procurement process. The engineering services are expected to occur in two phases. Phase 1 of the engineering services includes topographic survey, stormwater analysis of the drainage basin(s) and downstream conveyance systems, alternatives analysis, environmental assessment, and preliminary design of the preferred option. Phase 2 will include final engineering design, environmental permitting, bidding assistance, and construction services. Phase 2 tasks will be refined and a fee will be negotiated with the Consultant prior to this Professional Services Agreement being amended to authorize the additional work

In response to the City’s solicitation, a total of three (3) proposals were received on October 3, 2018. Upon evaluation of the written proposals, the City’s Selection Review Committee elected to interview the top two ranked proposers. Interviews were held on November 1, 2018. Staff evaluated the submitted proposals and unanimously selected AKS Engineering & Forestry as the most qualified and preferred consultant to perform the Project work.

EXPECTED RESULTS:

For Phase 1 of the project, AKS Engineering & Forestry will provide a preliminary (30%) design of the preferred facility alternative, including diversion channel improvements, to alleviate the observed seasonal flooding that will allow for CCIA and future BCCA development.

TIMELINE:

Phase 1 of the project includes topographic survey, stormwater modeling, alternatives analysis, selection of the preferred alternative, and preliminary (30%) design. This work will occur through the end of June 2019. The final design phase will occur FY 2019-20, with construction tentatively scheduled for FY20-21 (pending availability of funds).

CURRENT YEAR BUDGET IMPACTS:

Project #7060 is funded through a mix of the Stormwater Operating and Stormwater System Development Charges (SDCs) funds. The proposed FY 2018-19 Wilsonville budget includes \$249,927 for engineering services, contract administration, and overhead for Phase 1 of the Project.

The professional services contract with AKS Engineering & Forestry includes \$214,814.00 for the Phase 1 services. Staff expects the associated work to be completed and invoiced during FY 2018/19.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 11/15/2018

LEGAL REVIEW / COMMENT:

Reviewed by: ARGH Date: 11/15/2018

COMMUNITY INVOLVEMENT PROCESS:

As the design alternatives are developed, City staff, with assistance from the design consultant, will engage underlying and adjacent property owners to share the alternatives to hear feedback both for community acceptance and for potential property acquisition for the preferred alternative. Property owner comments and concerns will be considered for incorporation into the final project designs.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Diversion channel improvements and stormwater facility construction is intended to improve capacity within the existing storm drainage basin and provide relief of localized flooding due to the existing channel deficiencies. Adjacent CCIA properties slated for development in the next 2-5 years will also benefit by improved capacity within the existing diversion channel. Finally, with construction of these capacity improvements, the project will identify how drainage from future BCCA should best be managed.

Potential impacts to the community include property acquisitions associated with stormwater facility construction, which has the potential to impact commercial and industrial land, both existing and future. The intent of City staff will be to minimize impacts to commercial and industrial property as to reserve this land for development purposes.

ALTERNATIVES:

Three design alternatives will be evaluated prior to selection of a preferred alternative as part of this phase. The alternatives will consider a mixture of facility sizes, facility locations, and channel improvements to increase channel capacity and to alleviate seasonal flooding.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 2713
 - a. Exhibit A Professional Services Agreement – Coffee Creek Industrial Area Regional Stormwater Facility Project (#7060)

RESOLUTION NO. 2713

A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH AKS ENGINEERING & FORESTRY FOR PHASE 1 ALTERNATIVES ANALYSIS AND PRELIMINARY DESIGN SERVICES FOR THE COFFEE CREEK INDUSTRIAL AREA REGIONAL STORMWATER FACILITY PROJECT (#7060).

WHEREAS, the City of Wilsonville (“City”) has planned and budgeted for design and construction of Capital Improvement Project #7060 – Coffee Creek & Commerce Industrial Area Regional Stormwater Facility (“Project”); and

WHEREAS, the City solicited Requests for Proposals (RFP) from qualified consulting firms in compliance with the City of Wilsonville Municipal Code and Oregon public contracting laws to assist the City with the foregoing Projects; and

WHEREAS, AKS Engineering & Forestry submitted a proposal engineering services for the Project on October 3, 2018 and was subsequently evaluated by a City selection review committee and determined to be the most qualified consultant to perform the work; and

WHEREAS, the Professional Services Agreement stipulates the consultant will be paid on a time and materials basis not to exceed Two Hundred Fourteen Thousand Eight Hundred Fourteen Dollars and Zero Cents (\$214,814.00) for the Phase 1 engineering work.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The procurement process for the Project duly followed Oregon public contracting laws and the Wilsonville Municipal Code.
2. City Council authorizes the City Manager to execute a Professional Services Agreement in the amount of Two Hundred Fourteen Thousand Eight Hundred Fourteen Dollars and Zero Cents (\$214,814.00) in substantially similar form to **Exhibit A** attached hereto.
3. This resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 3rd day of December 2018, and filed with the Wilsonville City Recorder this date.

Tim Knapp, Mayor

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Council President Starr

Councilor Stevens

Councilor Lehan

Councilor Akervall

Attachments:

Exhibit A Professional Services Agreement – Coffee Creek Industrial Area Regional
Stormwater Facility Project (#7060)

**CITY OF WILSONVILLE
PROFESSIONAL SERVICES AGREEMENT
COFFEE CREEK INDUSTRIAL AREA
REGIONAL STORMWATER FACILITY PROJECT #7060**

This Professional Services Agreement (“Agreement”) is made and entered into on this ____ day of _____ 2018 (“Effective Date”) by and between the **City of Wilsonville**, a municipal corporation of the State of Oregon (hereinafter referred to as the “City”), and **AKS Engineering & Forestry, LLC**, an Oregon limited liability company (hereinafter referred to as “Consultant”).

RECITALS

WHEREAS, the City requires services which Consultant is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, Consultant represents that Consultant is qualified to perform the services described herein on the basis of specialized experience and technical expertise; and

WHEREAS, Consultant is prepared to provide such services as the City does hereinafter require.

NOW, THEREFORE, in consideration of these mutual promises and the terms and conditions set forth herein, the parties agree as follows:

AGREEMENT

Section 1. Term

The term of this Agreement shall be from the Effective Date until all services required to be performed hereunder (“Services”) are completed and accepted, or no later than June 30, 2019, whichever occurs first, unless earlier terminated in accordance herewith or an extension of time is agreed to, in writing, by the City.

Section 2. Consultant’s Services

2.1. Consultant shall diligently perform semi-regional stormwater facilities analyses and preliminary design Services according to the requirements identified in the Scope of Services, attached hereto as **Exhibit A** and incorporated by reference herein, for the Coffee Creek Industrial Area Regional Stormwater Facility Project (“Project”).

2.2. All written documents, drawings, and plans submitted by Consultant in conjunction with the Services shall bear the signature, stamp, or initials of Consultant’s authorized Project Manager. Any documents submitted by Consultant which do not bear the signature, stamp, or initials of Consultant’s authorized Project Manager, will not be relied upon by the City. Interpretation of plans and answers to questions regarding the Services or Scope of Services given by Consultant’s Project Manager may be verbal or in writing, and may be relied upon by the City,

whether given verbally or in writing. If requested by the City to be in writing, Consultant's Project Manager will provide such written documentation.

2.3. Consultant will not be deemed to be in default by reason of delays in performance due to reasons beyond Consultant's reasonable control, including but not limited to strikes, lockouts, severe acts of nature, or other unavoidable delays or acts of third parties not under Consultant's direction and control ("Force Majeure"). In the case of the happening of any Force Majeure event, the time for completion of the Services will be extended accordingly and proportionately by the City, in writing. Lack of labor, supplies, materials, or the cost of any of the foregoing shall not be deemed a Force Majeure event.

2.4. The existence of this Agreement between the City and Consultant shall not be construed as the City's promise or assurance that Consultant will be retained for future services beyond the Scope of Services described herein.

2.5. Consultant shall maintain the confidentiality of any confidential information that is exempt from disclosure under state or federal law to which Consultant may have access by reason of this Agreement. Consultant warrants that Consultant's employees assigned to work on the Services provided in this Agreement shall be clearly instructed to maintain this confidentiality. All agreements with respect to confidentiality shall survive the termination or expiration of this Agreement.

Section 3. Compensation

3.1. Except as otherwise set forth in this **Section 3**, the City agrees to pay Consultant on a time and materials basis, guaranteed not to exceed TWO HUNDRED FOURTEEN THOUSAND EIGHT HUNDRED FOURTEEN DOLLARS (\$214,814) for performance of the Services ("Compensation Amount"). Any compensation in excess of the Compensation Amount will require an express written Addendum to be executed between the City and Consultant.

3.2. During the course of Consultant's performance, if the City, through its Project Manager, specifically requests Consultant to provide additional services that are beyond the Scope of Services described on **Exhibit A**, a written Addendum to this Agreement must be executed in compliance with the provisions of **Section 15**.

3.3. Except for amounts withheld by the City pursuant to this Agreement, Consultant will be paid for Services for which an itemized invoice is received by the City within thirty (30) days of receipt, unless the City disputes such invoice. In that instance, the undisputed portion of the invoice will be paid by the City within the above timeframe. The City will set forth its reasons for the disputed claim amount and make good faith efforts to resolve the invoice dispute with Consultant as promptly as is reasonably possible.

3.4. The City will be responsible for the direct payment of required fees payable to governmental agencies, including but not limited to plan checking, land use, zoning, and all other similar fees resulting from this Project, that are not specifically covered by **Exhibit A**.

3.5. Consultant's Compensation Amount and Rate Schedule are all inclusive and include, but are not limited to, all work-related costs, expenses, salaries or wages, plus fringe benefits and contributions, including payroll taxes, workers compensation insurance, liability insurance, profit, pension benefits and similar contributions and benefits, technology and/or software charges, licensing, trademark, and/or copyright costs, office expenses, travel expenses, mileage, and all other indirect and overhead charges.

Section 4. City's Rights and Responsibilities

4.1. The City will designate a Project Manager to facilitate day-to-day communication between Consultant and the City, including timely receipt and processing of invoices, requests for information, and general coordination of City staff to support the Project.

4.2. Award of this contract is subject to budget appropriation. Funds are approved for Fiscal Year 2018-19. If not completed within this fiscal year, funds may not be appropriated for the next fiscal year. The City also reserves the right to terminate this contract early, as described in Section 13.

Section 5. City's Project Manager

The City's Project Manager is Matt Palmer. The City shall give Consultant prompt written notice of any re-designation of its Project Manager.

Section 6. Consultant's Project Manager

Consultant's Project Manager is John Christiansen. In the event that Consultant's designated Project Manager is changed, Consultant shall give the City prompt written notification of such re-designation. Recognizing the need for consistency and knowledge in the administration of the Project, Consultant's Project Manager will not be changed without the written consent of the City, which consent shall not be unreasonably withheld. In the event the City receives any communication from Consultant that is not from Consultant's designated Project Manager, the City may request verification by Consultant's Project Manager, which verification must be promptly furnished.

Section 7. Project Information

Except for confidential information designated by the City as information not to be shared, Consultant agrees to share Project information with, and to fully cooperate with, those corporations, firms, contractors, public utilities, governmental entities, and persons involved in or associated with the Project. No information, news, or press releases related to the Project, whether made to representatives of newspapers, magazines, or television and radio stations, shall be made without the written authorization of the City's Project Manager.

Section 8. Duty to Inform

If at any time during the performance of this Agreement or any future phase of this Agreement for which Consultant has been retained, Consultant becomes aware of actual or potential problems, faults, or defects in the Project or Scope of Services, or any portion thereof; or of any nonconformance with federal, state, or local laws, rules, or regulations; or if Consultant has any objection to any decision or order made by the City with respect to such laws, rules, or regulations, Consultant shall give prompt written notice thereof to the City's Project Manager. Any delay or failure on the part of the City to provide a written response to Consultant shall neither constitute agreement with nor acquiescence to Consultant's statement or claim, nor constitute a waiver of any of the City's rights.

Section 9. Subcontractors and Assignments

9.1. Consultant shall not assign any of Consultant's rights acquired hereunder without obtaining prior written approval from the City, which approval may be granted or denied in the City's sole discretion. Some Services may be performed by persons other than Consultant, provided Consultant advises the City of the names of such subcontractors and the work which they intend to perform, and the City specifically agrees in writing to such subcontracting. The City hereby agrees that Consultant will contract with Shannon & Wilson, Inc. to provide its Geotechnical services; G.A.W. Incorporated, doing business as VacX, to provide its Utility Potholing services; and Willamette Cultural Resources Associates, Ltd. to provide its Cultural Resources Assessment services, all of which are a critical part of this Agreement. Consultant acknowledges such work will be provided to the City pursuant to a subcontract(s) between Consultant and subcontractor(s) and no privity of contract exists between the City and the subcontractor(s). Unless otherwise specifically provided by this Agreement, the City incurs no liability to third persons for payment of any compensation provided herein to Consultant. Any attempted assignment of this Agreement without the written consent of the City shall be void. Except as otherwise specifically agreed, all costs for work performed by others on behalf of Consultant shall not be subject to additional reimbursement by the City.

9.2. The City shall have the right to enter into other agreements for the Project, to be coordinated with this Agreement. Consultant shall cooperate with the City and other firms, engineers or subcontractors on the Project so that all portions of the Project may be completed in the least possible time and within normal working hours. Consultant shall furnish other engineers, subcontractors and affected public utilities, whose designs are fitted into Consultant's design, detail drawings giving full information so that conflicts can be avoided.

Section 10. Consultant Is Independent Contractor

10.1. Consultant is an independent contractor for all purposes and shall be entitled to no compensation other than the Compensation Amount provided for under **Section 3** of this Agreement. Consultant will be solely responsible for determining the manner and means of accomplishing the end result of Consultant's Services. The City does not have the right to control or interfere with the manner or method of accomplishing said Services. The City, however, will

have the right to specify and control the results of Consultant's Services so such Services meet the requirements of the Project.

10.2. Consultant has requested that some consulting Services be performed on the Project by persons or firms other than Consultant, through a subcontract with Consultant. Consultant acknowledges that if such Services are provided to the City pursuant to a subcontract(s) between Consultant and those who provide such services, Consultant may not utilize any subcontractor(s), or in any way assign its responsibility under this Agreement, without first obtaining the express written consent of the City, which consent may be given or denied in the City's sole discretion. For all Services performed under subcontract to Consultant, as approved by the City, Consultant shall only charge the compensation rates shown on the approved Rate Schedule (**Exhibit B**). Rate schedules for named or unnamed subcontractors, and Consultant markups of subcontractor billings, will only be recognized by the City as set forth in Consultant's Rate Schedule, unless documented and approved, in writing, by the City pursuant to a modification to Consultant's Rate Schedule, per **Section 15** of this Agreement. In all cases, processing and payment of billings from subcontractors is solely the responsibility of Consultant.

10.3. Consultant shall be responsible for, and defend, indemnify, and hold the City harmless against, any liability, cost, or damage arising out of Consultant's use of such subcontractor(s) and subcontractor's negligent acts, errors, or omissions. Unless otherwise agreed to, in writing, by the City, Consultant shall require that all of Consultant's subcontractors also comply with, and be subject to, the provisions of this **Section 10** and meet the same insurance requirements of Consultant under this Agreement.

Section 11. Consultant Responsibilities

11.1. Consultant shall make prompt payment for any claims for labor, materials, or services furnished to Consultant by any person in connection with this Agreement, as such claims become due. Consultant shall not permit any liens or claims to be filed or prosecuted against the City on account of any labor or material furnished to or on behalf of Consultant. If Consultant fails, neglects, or refuses to make prompt payment of any such claim, the City may, but shall not be obligated to, pay such claim to the subcontractor furnishing the labor, materials, or services and offset the amount of the payment against funds due or to become due to Consultant under this Agreement. The City may also recover any such amounts directly from Consultant.

11.2. Consultant must comply with all applicable Oregon and federal wage and hour laws, including BOLI wage requirements, if applicable. Consultant shall make all required workers compensation and medical care payments on time. Consultant shall be fully responsible for payment of all employee withholdings required by law, including but not limited to taxes, including payroll, income, Social Security (FICA), and Medicaid. Consultant shall also be fully responsible for payment of salaries, benefits, taxes, Industrial Accident Fund contributions, and all other charges on account of any employees. Consultant shall pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167. All costs incident to the hiring of assistants or employees shall be Consultant's responsibility. Consultant shall defend, indemnify, and hold the City harmless from claims for payment of all such expenses.

11.3. No person shall be discriminated against by Consultant or any subcontractor in the performance of this Agreement on the basis of sex, gender, race, color, creed, religion, marital status, age, disability, sexual orientation, gender identity, or national origin. Any violation of this provision shall be grounds for cancellation, termination, or suspension of the Agreement, in whole or in part, by the City.

11.4. References to “subcontractor” mean a subcontractor at any tier.

Section 12. Indemnity and Insurance

12.1. Indemnification. Consultant acknowledges responsibility for liability arising out of the performance of this Agreement, and shall defend, indemnify, and hold the City harmless from any and all liability, settlements, loss, costs, and expenses in connection with any action, suit, or claim resulting or allegedly resulting from Consultant’s negligent acts, omissions, errors, or willful or reckless misconduct pursuant to this Agreement, or from Consultant’s failure to perform its responsibilities as set forth in this Agreement. The review, approval, or acceptance by the City, its Project Manager, or any City employee of documents or other work performed, prepared, or submitted by Consultant shall not be considered a negligent act, error, omission, or willful misconduct on the part of the City, and none of the foregoing shall relieve Consultant of its responsibility to perform in full conformity with the City’s requirements, as set forth in this Agreement, and to indemnify the City as provided above and to reimburse the City for any and all costs and damages suffered by the City as a result of Consultant’s negligent performance of this Agreement, failure of performance hereunder, violation of state or federal laws, or failure to adhere to the standards of performance and care described in **Subsection 12.2**. Consultant shall defend the City (using legal counsel reasonably acceptable to the City) against any claim that alleges negligent acts, omissions, errors, or willful or reckless misconduct by Consultant.

12.2. Standard of Care. In the performance of professional services, Consultant agrees to use at least that degree of care and skill exercised under similar circumstances by reputable members of Consultant’s profession practicing in the Portland metropolitan area. Consultant will re-perform any Services not meeting this standard without additional compensation. Consultant’s re-performance of any Services, even if done at the City’s request, shall not be considered as a limitation or waiver by the City of any other remedies or claims it may have arising out of Consultant’s failure to perform in accordance with the applicable standard of care of this Agreement and within the prescribed timeframe.

12.3. Insurance Requirements. Consultant shall maintain insurance coverage acceptable to the City in full force and effect throughout the term of this Agreement. Such insurance shall cover all risks arising directly or indirectly out of Consultant’s activities or work hereunder. Any and all agents, contractors, or subcontractors with which Consultant contracts to work on the Services must have insurance that conforms to the insurance requirements in this Agreement. The amount of insurance carried is in no way a limitation on Consultant’s liability hereunder. The policy or policies of insurance maintained by Consultant shall provide at least the following minimum limits and coverages at all times during performance under this Agreement:

12.3.1. Commercial General Liability Insurance. Consultant and all subcontractors shall obtain, at each of their own expense, and keep in effect during the term of this Agreement, comprehensive Commercial General Liability Insurance covering Bodily Injury and Property Damage, written on an “occurrence” form policy. This coverage shall include broad form Contractual Liability insurance for the indemnities provided under this Agreement and shall be for the following minimum insurance coverage amounts: The coverage shall be in the amount of **\$2,000,000** for each occurrence and **\$3,000,000** general aggregate and shall include Products-Completed Operations Aggregate in the minimum amount of **\$2,000,000** per occurrence, Fire Damage (any one fire) in the minimum amount of **\$50,000**, and Medical Expense (any one person) in the minimum amount of **\$10,000**. All of the foregoing coverages must be carried and maintained at all times during this Agreement.

12.3.2. Professional Errors and Omissions Coverage. Consultant agrees to carry Professional Errors and Omissions Liability insurance on a policy form appropriate to the professionals providing the Services hereunder with a limit of no less than **\$2,000,000** per claim. Consultant shall maintain this insurance for damages alleged to be as a result of errors, omissions, or negligent acts of Consultant. Such policy shall have a retroactive date effective before the commencement of any work by Consultant on the Services covered by this Agreement, and coverage will remain in force for a period of at least three (3) years thereafter.

12.3.3. Business Automobile Liability Insurance. If Consultant or any subcontractors will be using a motor vehicle in the performance of the Services herein, Consultant shall provide the City a certificate indicating that Consultant and its subcontractors have business automobile liability coverage for all owned, hired, and non-owned vehicles. The Combined Single Limit per occurrence shall not be less than **\$2,000,000**.

12.3.4. Workers Compensation Insurance. Consultant, its subcontractors, and all employers providing work, labor, or materials under this Agreement that are subject employers under the Oregon Workers Compensation Law shall comply with ORS 656.017, which requires them to provide workers compensation coverage that satisfies Oregon law for all their subject workers under ORS 656.126. Out-of-state employers must provide Oregon workers compensation coverage for their workers who work at a single location within Oregon for more than thirty (30) days in a calendar year. Consultants who perform work without the assistance or labor of any employee need not obtain such coverage. This shall include Employer’s Liability Insurance with coverage limits of not less than **\$500,000** each accident.

12.3.5. Insurance Carrier Rating. Coverages provided by Consultant and its subcontractors must be underwritten by an insurance company deemed acceptable by the City, with an AM Best Rating of A or better. The City reserves the right to reject all or any insurance carrier(s) with a financial rating that is unacceptable to the City.

12.3.6. Additional Insured and Termination Endorsements. Additional Insured coverage under Consultant's Commercial General Liability, Automobile Liability, and Excess Liability Policies, as applicable, will be provided by endorsement. Additional insured coverage shall be for both ongoing operations via ISO Form CG 2010 or its equivalent, and products and completed operations via ISO Form CG 2037 or its equivalent. Coverage shall be Primary and Non-Contributory. Waiver of Subrogation endorsement via ISO Form CG 2404 or its equivalent shall be provided. The following is included as additional insured: "The City of Wilsonville, its elected and appointed officials, officers, agents, employees, and volunteers." An endorsement shall also be provided requiring the insurance carrier to give the City at least thirty (30) days' written notification of any termination or major modification of the insurance policies required hereunder. Consultant must be an additional insured on the insurance policies obtained by its subcontractors performing work on the Services contemplated under this Agreement.

12.3.7. Certificates of Insurance. As evidence of the insurance coverage required by this Agreement, Consultant shall furnish a Certificate of Insurance to the City. This Agreement shall not be effective until the required certificates and the Additional Insured Endorsements have been received and approved by the City. Consultant agrees that it will not terminate or change its coverage during the term of this Agreement without giving the City at least thirty (30) days' prior advance notice and Consultant will obtain an endorsement from its insurance carrier, in favor of the City, requiring the carrier to notify the City of any termination or change in insurance coverage, as provided above.

12.4. Primary Coverage. The coverage provided by these policies shall be primary, and any other insurance carried by the City is excess. Consultant shall be responsible for any deductible amounts payable under all policies of insurance. If insurance policies are "Claims Made" policies, Consultant will be required to maintain such policies in full force and effect throughout any warranty period.

Section 13. Early Termination; Default

13.1. This Agreement may be terminated prior to the expiration of the agreed upon terms:

13.1.1. By mutual written consent of the parties;

13.1.2. By the City, for any reason, and within its sole discretion, effective upon delivery of written notice to Consultant by mail or in person; or

13.1.3. By Consultant, effective upon seven (7) days' prior written notice in the event of substantial failure by the City to perform in accordance with the terms through no fault of Consultant, where such default is not cured within the seven (7) day period by the City. Withholding of disputed payment is not a default by the City.

13.2. If the City terminates this Agreement, in whole or in part, due to default or failure of Consultant to perform Services in accordance with the Agreement, the City may procure, upon reasonable terms and in a reasonable manner, services similar to those so terminated. In addition to

any other remedies the City may have, both at law and in equity, for breach of contract, Consultant shall be liable for all costs and damages incurred by the City as a result of the default by Consultant, including, but not limited to all costs incurred by the City in procuring services from others as needed to complete this Agreement. This Agreement shall be in full force to the extent not terminated by written notice from the City to Consultant. In the event of a default, the City will provide Consultant with written notice of the default and a period of ten (10) days to cure the default. If Consultant notifies the City that it wishes to cure the default but cannot, in good faith, do so within the ten (10) day cure period provided, then the City may elect, in its sole discretion, to extend the cure period to an agreed upon time period, or the City may elect to terminate this Agreement and seek remedies for the default, as provided above.

13.3. If the City terminates this Agreement for its own convenience not due to any default by Consultant, payment of Consultant shall be prorated to, and include the day of, termination and shall be in full satisfaction of all claims by Consultant against the City under this Agreement.

13.4. Termination under any provision of this section shall not affect any right, obligation, or liability of Consultant or the City that accrued prior to such termination. Consultant shall surrender to the City items of work or portions thereof, referred to in **Section 17**, for which Consultant has received payment or the City has made payment.

Section 14. Suspension of Services

The City may suspend, delay, or interrupt all or any part of the Services for such time as the City deems appropriate for its own convenience by giving written notice thereof to Consultant. An adjustment in the time of performance or method of compensation shall be allowed as a result of such delay or suspension unless the reason for the delay is within Consultant's control. The City shall not be responsible for Services performed by any subcontractors after notice of suspension is given by the City to Consultant. Should the City suspend, delay, or interrupt the Services and the suspension is not within Consultant's control, then the City shall extend the time of completion by the length of the delay.

Section 15. Modification/Addendum

Any modification of the provisions of this Agreement shall not be enforceable unless reduced to writing and signed by both the City and Consultant. A modification is a written document, contemporaneously executed by the City and Consultant, which increases or decreases the cost to the City over the agreed Compensation Amount in **Section 3** of this Agreement, or changes or modifies the Scope of Services or the time for performance. No modification shall be binding or effective until executed, in writing, by both Consultant and the City. In the event Consultant receives any communication of whatsoever nature from the City, which communication Consultant contends gives rise to any modification of this Agreement, Consultant shall, within five (5) days after receipt, make a written request for modification to the City's Project Manager in the form of an Addendum. Consultant's failure to submit such written request for modification in the form of an Addendum shall be the basis for refusal by the City to treat said communication as a basis for modification or to allow such modification. In connection with any modification to this Agreement affecting any change in price, Consultant shall submit a complete breakdown of labor, material,

equipment, and other costs. If Consultant incurs additional costs or devotes additional time on Project tasks, the City shall be responsible for payment of only those additional costs for which it has agreed to pay under a signed Addendum. To be enforceable, the Addendum must describe with particularity the nature of the change, any delay in time the Addendum will cause, or any increase or decrease in the Compensation Amount. The Addendum must be signed and dated by both Consultant and the City before the Addendum may be implemented.

Section 16. Access to Records

The City shall have access, upon request, to such books, documents, receipts, papers, and records of Consultant as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of four (4) years, unless within that time the City specifically requests an extension. This clause shall survive the expiration, completion, or termination of this Agreement.

Section 17. Property of the City

17.1. Originals or certified copies of the original work forms, including but not limited to documents, drawings, tracings, surveying records, mylars, papers, diaries, inspection reports, and photographs, performed or produced by Consultant under this Agreement shall be the exclusive property of the City and shall be delivered to the City prior to final payment. Any statutory or common law rights to such property held by Consultant as creator of such work shall be conveyed to the City upon request without additional compensation. Upon the City's approval, and provided the City is identified in connection therewith, Consultant may include Consultant's work in its promotional materials. Drawings may bear a disclaimer releasing Consultant from any liability for changes made on the original drawings and for reuse of the drawings subsequent to the date they are turned over to the City.

17.2. Consultant shall not be held liable for any damage, loss, increased expenses, or otherwise, caused by or attributed to the reuse by the City or its designees of all work performed by Consultant pursuant to this Agreement without the express written permission of Consultant.

Section 18. Notices

Any notice required or permitted under this Agreement shall be in writing and shall be given when actually delivered in person or forty-eight (48) hours after having been deposited in the United States mail as certified or registered mail, addressed to the addresses set forth below, or to such other address as one party may indicate by written notice to the other party.

To City:	City of Wilsonville
	Attn: Matt Palmer
	29799 SW Town Center Loop East
	Wilsonville, OR 97070

To Consultant: AKS Engineering & Forestry, LLC
 Attn: John Christiansen
 12965 SW Herman Road, Suite 100
 Tualatin, OR 97062

Section 19. Miscellaneous Provisions

19.1. Integration. This Agreement, including all exhibits attached hereto, contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations, or agreements. In case of conflict among these documents, the provisions of this Agreement shall control.

19.2. Legal Effect and Assignment. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns. This Agreement may be enforced by an action at law or in equity.

19.3. No Assignment. Consultant may not assign this Agreement, nor delegate the performance of any obligations hereunder, unless agreed to in advance and in writing by the City.

19.4. Adherence to Law. In the performance of this Agreement, Consultant shall adhere to all applicable federal, state, and local laws (including the Wilsonville Code and Public Works Standards), including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers compensation, and minimum and prevailing wage requirements. Any certificates, licenses, or permits that Consultant is required by law to obtain or maintain in order to perform the Services described on **Exhibit A**, shall be obtained and maintained throughout the term of this Agreement.

19.5. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Oregon, regardless of any conflicts of laws. All contractual provisions required by ORS Chapters 279A, 279B, 279C, and related Oregon Administrative Rules to be included in public agreements are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth herein.

19.6. Jurisdiction. Venue for any dispute will be in Clackamas County Circuit Court.

19.7. Legal Action/Attorney Fees. If a suit, action, or other proceeding of any nature whatsoever (including any proceeding under the U.S. Bankruptcy Code) is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights or obligations hereunder, the prevailing party shall be entitled to recover attorney, paralegal, accountant, and other expert fees and all other fees, costs, and expenses actually incurred and reasonably necessary in connection therewith, as determined by the court or body at trial or on any appeal or review, in addition to all other amounts provided by law. If the City is required to seek legal assistance to enforce any term of this Agreement, such fees shall include all of the above fees, whether or not a proceeding is initiated. Payment of all such fees shall also apply to any administrative proceeding, trial, and/or any appeal or petition for review.

19.8. Nonwaiver. Failure by either party at any time to require performance by the other party of any of the provisions of this Agreement shall in no way affect the party's rights hereunder to enforce the same, nor shall any waiver by the party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

19.9. Severability. If any provision of this Agreement is found to be void or unenforceable to any extent, it is the intent of the parties that the rest of the Agreement shall remain in full force and effect, to the greatest extent allowed by law.

19.10. Modification. This Agreement may not be modified except by written instrument executed by Consultant and the City.

19.11. Time of the Essence. Time is expressly made of the essence in the performance of this Agreement.

19.12. Calculation of Time. Except where the reference is to business days, all periods of time referred to herein shall include Saturdays, Sundays, and legal holidays in the State of Oregon, except that if the last day of any period falls on any Saturday, Sunday, or legal holiday observed by the City, the period shall be extended to include the next day which is not a Saturday, Sunday, or legal holiday. Where the reference is to business days, periods of time referred to herein shall exclude Saturdays, Sundays, and legal holidays observed by the City. Whenever a time period is set forth in days in this Agreement, the first day from which the designated period of time begins to run shall not be included.

19.13. Headings. Any titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

19.14. Number, Gender and Captions. In construing this Agreement, it is understood that, if the context so requires, the singular pronoun shall be taken to mean and include the plural, the masculine, the feminine and the neuter, and that, generally, all grammatical changes shall be made, assumed, and implied to individuals and/or corporations and partnerships. All captions and paragraph headings used herein are intended solely for convenience of reference and shall in no way limit any of the provisions of this Agreement.

19.15. Good Faith and Reasonableness. The Parties intend that the obligations of good faith and fair dealing apply to this Agreement generally and that no negative inferences be drawn by the absence of an explicit obligation to be reasonable in any portion of this Agreement. The obligation to be reasonable shall only be negated if arbitrariness is clearly and explicitly permitted as to the specific item in question, such as in the case of where this Agreement gives the City "sole discretion" or the City is allowed to make a decision in its "sole judgment."

19.16. Other Necessary Acts. Each party shall execute and deliver to the other all such further instruments and documents as may be reasonably necessary to carry out this Agreement in order to provide and secure to the other parties the full and complete enjoyment of rights and privileges hereunder.

19.17. Interpretation. As a further condition of this Agreement, the City and Consultant acknowledge that this Agreement shall be deemed and construed to have been prepared mutually by each party and it shall be expressly agreed that any uncertainty or ambiguity existing therein shall not be construed against any party. In the event that any party shall take an action, whether judicial or otherwise, to enforce or interpret any of the terms of the Agreement, the prevailing party shall be entitled to recover from the other party all expenses which it may reasonably incur in taking such action, including attorney fees and costs, whether incurred in a court of law or otherwise.

19.18. Entire Agreement. This Agreement and all documents attached to this Agreement represent the entire agreement between the parties.

19.19. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall constitute an original Agreement but all of which together shall constitute one and the same instrument.

19.20. Authority. Each party signing on behalf of Consultant and the City hereby warrants actual authority to bind their respective party.

The Consultant and the City hereby agree to all provisions of this Agreement.

CONSULTANT:

CITY:

AKS ENGINEERING & FORESTRY, LLC

CITY OF WILSONVILLE

By: _____

By: _____

Print Name: _____

Print Name: _____

As Its: _____

As Its: _____

Employer I.D. No. _____

APPROVED AS TO FORM:

Amanda Guile-Hinman, Asst. City Attorney
City of Wilsonville, Oregon

Phase 1 – Regional Stormwater Facility Study

Task 1 – Project Management: Provide project management for work associated with this Project, including managing consultant’s staff and any sub-consultants. Consultant shall schedule and coordinate with the City’s Project Manager. Communicate with the City the Project status on a regular basis and project issues as concerns arise. Consultant shall also provide quality assurance such that all deliverables have been peer reviewed prior to submittal to the City. Prepare monthly progress reports accompanied by progress billings, as well as monitor work tasks, budgets and schedule. Monthly progress billings are subject to City review and approval. Prepare a detailed Project schedule that includes each task and subtask and key project milestones. Update the Project schedule as changes to task timeframes occur.

Task 1 Deliverables

- Monthly progress reports indicating percent complete during billing period, earned value, and total to date per task and subtask.
- Monthly progress billings on a time and materials basis per task and subtask.
- Project schedule and updates as needed.
- Meeting agendas and minutes

Task 2 – Review of Data, Models, and Documents: Consultant shall review available data, stormwater models, and other pertinent documents. Data or documents may include:

- 1) GIS Storm Utility Data
- 2) Storm Water Master Plan
- 3) Storm Water Master Plan InfoSWMM Model
- 4) Storm Water Master Plan Modeling Technical Memorandums
- 5) Coffee Creek Master Plan and Appendices
- 6) Coffee Creek Industrial Area Infrastructure Report
- 7) Basalt Creek Concept Plan

Task 2A – Project Base Map: Consultant shall generate a preliminary project base map including tax lots, addresses, property ownership information, existing ground contours and utilities based on GIS data provided by the City and other publicly available data. Storm utilities within the project area mapped in the GIS database shall be field verified for size and general field location.

Task 2B – Basis of Design Memorandum: Following the review of all models, Consultant shall prepare a basis of design memorandum to document the findings of the prior studies and establish the criteria to be utilized for the design of the stormwater facility.

Task 2 Deliverables

- Project Base Map (pdf and dwg)
- Basis of Design Memorandum(pdf)

Task 3 – Preliminary Survey

Task 3A – Topographic Survey of Critical Elements: Consultant shall survey elements of the existing infrastructure which are critical to the evaluation and execution of Tasks 4, 5, 6, & 7. These elements are anticipated to include existing pipes, culverts, and channels, as well as significant trees, mapped natural resources, and other landmarks (transmission lines) that might impact the planning of the stormwater facility. This task may include potholing critical utility crossings if line upsizing is determined necessary through Tasks 4 and 5.

Task 3B – Drone Survey: Consultant shall complete a drone survey of the entire Eastern side of the CCIA. The drone survey will produce a high resolution orthomosaic map with existing grade contours at a 1-foot interval. The TINN surface created from the lidar data will be more accurate than other publicly available elevation data. This task will be completed in conjunction with Task 3A.

Task 3C – Boundary Research: Consultant shall complete property boundary research including recorded surveys and plats and review of title reports for properties east of Garden Acres Road. Property boundaries and recorded easements will be mapped. This task will be completed in conjunction with Task 3A. Data collected through Tasks 3A – 3C will be compiled into a survey base map for use in evaluation of the proposed stormwater facility.

Task 3 Deliverables

- Digital terrain model (DTM) in AutoCAD DWG format complete with all external references such that the DT is fully usable by the City without additional software or reference data.
- Updated project Base Map, including survey of critical elements, property boundary records, and the orthomosaic photo.

Task 4 – Stormwater Analysis

Task 4A – Drainage Basin Analysis: Consultant shall perform a drainage basin analysis taking into consideration Basalt Creek Concept Area and Coffee Creek Industrial Areas at full build out. Assumptions for land uses and lot coverages of these areas shall be determined through review of the associated master plans and concept plans. The basin drainage point shall be the southern edge of SW Ridder Road right-of-way. A hydrological model shall be developed for the drainage basin utilizing InfoSWMM.

Task 4A Deliverables

- Drainage Basin Map in both full size (22"x34") and half-size (11"x17") electronic (PDF) format. Drainage Basin Map shall show boundaries of both Coffee Creek Industrial Area and Basalt Creek Concept Area.
- See Task 4C Deliverables.

Task 4B – Downstream Analysis: The consultant shall perform a capacity analysis downstream of, and including, the channel (known as "Basalt Creek" or "Tappin Creek") to the west of Commerce Circle to determine capacity deficiencies in the storm system. Analysis shall consider all channels, ditches, culverts, and pipes. Analysis shall extend, at a minimum, to the southern edge of SW Ridder Road right-of-way. Consultant shall perform a visual inspection of the channel downstream of Ridder to SW Freeman Drive to identify buildings that may be at risk of impact due to the upstream conveyance improvements.

The model developed in Task 4A will be advanced to include all existing conveyance channels, pipes, and culverts. A visual inspection shall be completed along the flow path to SW Ridder Road to document any conditions that might affect the conveyance system modeling, such as inlet conditions on culverts. The existing stormwater infrastructure shall be analyzed for capacity based on runoff generated from the upstream development under both existing and full buildout conditions during the 25-year storm event. Given the low gradient of much of the storm infrastructure downstream of the CCIA, a two-dimensional dynamic model shall be analyzed to account for backwater conditions.

Task 4B Deliverables

- See Task 4C Deliverables.
- Records of visual inspections of storm infrastructure
- Map identifying downstream constraints

Task 4C – Channel, Culvert, and Pipe Recommended Modifications: Consultant shall recommend modifications and/or upgrades to the existing channel(s), culverts, and pipe segments based on analysis performed under Tasks 4A and 4B. Consultant may also consider the feasibility of using storage detention basin(s) identified in Task 4B to partially or fully alleviate capacity issues within the existing channel(s), culverts, and/or pipes in lieu of modifying and/or upgrading those said facilities.

Cost estimates for channel, culvert, and pipe improvements shall be incorporated into Task 5. In addition to the capacity analysis, consultant shall review the City's video inspections and prepare conditional assessment of the existing pipes and culverts.

The conveyance improvements shall include three scenarios;

1. Improvements needed to improve capacity to support the Coffee Creek Industrial Area,
2. An intermediate improvement scenario for development within the southern portion of Basal Creek (e.g. development along a swath of Day Road),
3. Improvements needed to improve capacity to support the Basalt Creek Area.

Task 4C Deliverables

- Technical memorandum summarizing drainage basin analysis, existing system deficiencies and recommended modifications and/or upgrades to channel(s), culverts, and pipe segments to alleviate deficiencies.
- Cost estimates for improvements to the downstream constraints

Task 5 – Facility Siting Alternatives: Consultant shall propose and analyze up to three (3) alternative locations for a future semi-regional stormwater facility(s) which shall primarily serve Garden Acres Road properties to the west and future development in Basalt Creek. Each alternative shall consider the feasibility of utilizing the facility(s) to detain storm flows to partially or fully alleviate capacity issues within the downstream system as determined in Task 6. Each alternative shall be accompanied by an ACE Class 5 cost estimate and exhibit map showing location of the proposed facility(s). Consultant shall make preferred alternative recommendation based on impacts and costs.

Task 5A – Geotechnical Desktop Investigation:

Consultant shall review of geologic mapping, available geotechnical reports, well logs registered with Oregon Water Resources Department, aerial photos, and lidar imagery. Additionally, Consultant will participate in a site walk.

Task 5B – Hazardous Materials Corridor Assessment (HMCA): Consultant shall complete a HMCA for the proposed channel alignment and other areas which may require construction. The HMCA will review the records listed below and make conclusions based on the data. Consultant's work conducted for the HMCS must be performed within the Project API (Area of Potential Impact) and according to generally accepted environmental procedures. HMCA shall include historical research of Sanborn Fire Insurance Maps, historic aerial photos, and environmental database research for hazardous waste generators, documented leaking, or permitted underground storage tanks (USTs), in accordance with ASTM Standard E1527-13. There will be a site reconnaissance performed of the corridor. Site access will be on public right-of-way and along the corridor through a right-of-entry agreement. Right -of-entry agreement to be secured by Owner. The HMCA will not include sampling of soil, water, air or other media; laboratory analysis of any material; inspection for asbestos, lead-based paint, or other hazardous building materials; evaluation for the presence of radon gas; a chain of title.

Consultant shall prepare a Draft HMCA report summarizing the information obtained through the scope of work defined above. The HMCA report must include a description of field observations, information from state and federal environmental databases, historic land use; a scaled map showing the location of all identified potential sources of contamination, copies of historic data, copies of state and federal databases, and any other relevant documentation; include opinions and conclusions about the conditions observed in and adjacent to the site; provide photographs documenting Project corridor observations; include recommendations for additional studies or investigations if appropriate; the report must include conclusions that identify specific sources of contamination that could impact the Project or the proposed construction work. A Final HMCA report shall be developed based upon the Owner's review comments.

Task 5C – Natural Resources Desktop Review: Consultant shall obtain and review all pertinent natural resource background maps (NRCS soils map, USGS topography maps, DOGAMI Lidar, National Wetland Inventory, historic

aerial imagery, and Local Wetland Inventory maps) and Google Earth aerial imagery to identify potentially jurisdictional wetlands or waters within the project area. Consultant shall check the Oregon Department of State Lands (DSL) database to determine if there are any previous concurred wetland delineations within the project area. Based on the background material review, Consultant shall prepare a preliminary map identifying the approximate extent of potentially jurisdictional resources in the project area. A summary narrative shall be prepared to accompany the map, describing any potential natural resource permitting requirements for the project. The permitting memorandum will include anticipated permit issuance timelines and identify opportunity for expedited permitting options and opportunity for advance mitigation credit.

Task 5D – Cultural Resources Desktop Review: If necessary, Consultant shall include a review of Oregon State Historic Preservation Office (SHPO) records, a literature review on environmental history, prehistory, Native peoples, historic development of the project area, and a reconnaissance-level survey of the project area to identify high probability areas for shovel probing and to identify potential aboveground historic resources.

Task 5E – Permitting Review: The subject property is located outside of City limits and will therefore require permitting through Washington County or annexation of the property by the City to be utilized for the stormwater facility. Consultant shall review permitting requirements for each process and discuss permitting with Washington County and the City to develop a permit strategy for the project. The data collected in Tasks 5A through 5E will be incorporated into the siting study report.

Task 5F – Report: Consultant shall work with the City to develop the three facility siting alternatives to be evaluated. Each alternative shall be advanced to 30% design level during the study. Cost estimates shall be developed for each of the alternatives, including downstream conveyance system upgrades. The siting study shall be summarized in a draft report and presented to the City project manager for review.

Task 5G – Scoring Meeting: Prior to selecting the site for the stormwater facility, shall organize and facilitate a siting alternatives review and scoring meeting be with key stakeholders from the City. This will provide an opportunity for the City, beyond the immediate project team, to provide input in selecting the preferred alternative. Following selection of the preferred alternative, the siting study report will be finalized to include our recommendation for the stormwater facility improvements.

Task 5 Deliverables

- Technical memorandum summarizing alternatives. At a minimum, technical memorandum shall include:
 - Discussion of how alternatives were determined
 - Analysis of each of the alternatives
 - Exhibit maps showing alternative facility(s) locations
 - AACE Class 5 cost estimate for each alternative
 - Preferred alternative recommendation
- Siting alternatives technical memorandum will also include:
 - HMCA, geotechnical, natural resource, and cultural resource desktop reviews.
 - Permitting summary
- Siting alternatives scoring criteria
- Siting alternatives presentation

Regional Stormwater Facility Plan Refinement

Task 6 – Topographic Survey: Following selection of the preferred location of the stormwater facility, Consultant shall perform a detailed topographic and boundary survey of the area shown in the attached Exhibit 'A'. At a minimum, surveying shall include the following:

- 1) Establishing a horizontal and vertical survey control network.
- 2) Reference the network & all mapping to City of Wilsonville approved vertical datum, NAVD 88 Datum.
- 3) Surveying and preparing a map showing the following:

- a. Channel cross sections at intervals sufficient for modeling purposes
- b. Locations and invert elevations for all storm culverts and pipes
- c. Locations of other City utilities, including sanitary sewer and water infrastructure
- d. Utility poles and underground wires, including heights
- e. Located underground utilities and associated appurtenances
- f. Trees, denoting species and diameters at breast height
- g. Adjacent structures located on private property that may be affected by construction activities
- h. Wetlands and other ponded or wet areas
- i. Other important topographic features

Task 6 Deliverables:

- Topographic and Boundary Survey Map

Task 7 – Wetland and Waters Delineation: Consultant shall conduct site visits to identify and delineate the boundaries of potentially jurisdictional wetlands and/or waters within the project area (shown in attached Exhibit A). The methodology used for determining whether wetland conditions exist and delineating boundaries will be conducted in accordance with the *Western Mountains, Valleys, and Coast Regional Supplement* and the 1987 U.S. Army Corps of Engineers (Corps) Delineation Manual. Wetland and water boundaries will be flagged in the field for professional land survey by Consultant.

This task includes the preparation of an Oregon Department of State Lands (DSL) wetland delineation report in accordance with OAR 141-090-0035 to receive a jurisdictional concurrence on the wetland and water delineation. A DSL wetland delineation concurrence will be required for Phase 2 of the project. This task includes updating the preliminary review desktop review memorandum prepared under Task 5A, describing the results of the delineation and identify local, state, and federal permitting requirements for the project, including potential for advance mitigation credits with DSL and USACE

Task 7 Deliverables:

- DSL Wetland Delineation Report
- Updated Permit Strategy Memorandum

Task 8 – Geotechnical Investigation: Consultant shall conduct site reconnaissance of the area to observe groundwater seepage, performance of earthwork features, and to locate the field explorations and understand access restrictions for field explorations.

Consultant shall conduct field explorations that include two (2) soil borings. The geotechnical borings will be drilled using a track-mounted drill rig and mud-rotary drilling techniques up to a depth of 30 feet. If bedrock is encountered, we will core up to 10 feet of coring into the bedrock and terminate the borehole. The drill cuttings are assumed to be non-hazardous and will be drummed and removed from site. Wilsonville will get right of entry agreements for this work.

In addition to the soil borings, the Consultant shall perform five (5) hand auger borings to depths of 10 feet or refusal along the proposed new channel alignment which is understood to be underneath PGE and BPA power transmission lines.

Consultant shall install one (1) vibrating wire piezometer and datalogger in a selected boring to monitor groundwater levels. The piezometer data from the datalogger will be downloaded on three occasions in order to incorporate the findings into the geotechnical analysis and reporting.

Consultant shall perform laboratory testing of soils to determine engineering properties. Laboratory testing will include up to ten (10) moisture tests, up to two (2) sieve analysis tests, and up to two (2) Atterberg limit tests.

Consultant will perform one (1) small-scale PIT infiltration tests. Wilsonville will get right of entry agreements for this work.

Consultant will perform geotechnical analyses buried structure design and summarize findings and design recommendations in a geotechnical engineering report (GER). A draft GER will be submitted for comments and questions. The report will be updated and send out as final.

Task 8 Deliverables:

- Draft Geotechnical Engineering Report in pdf format
- Final Geotechnical Engineering Report in pdf format

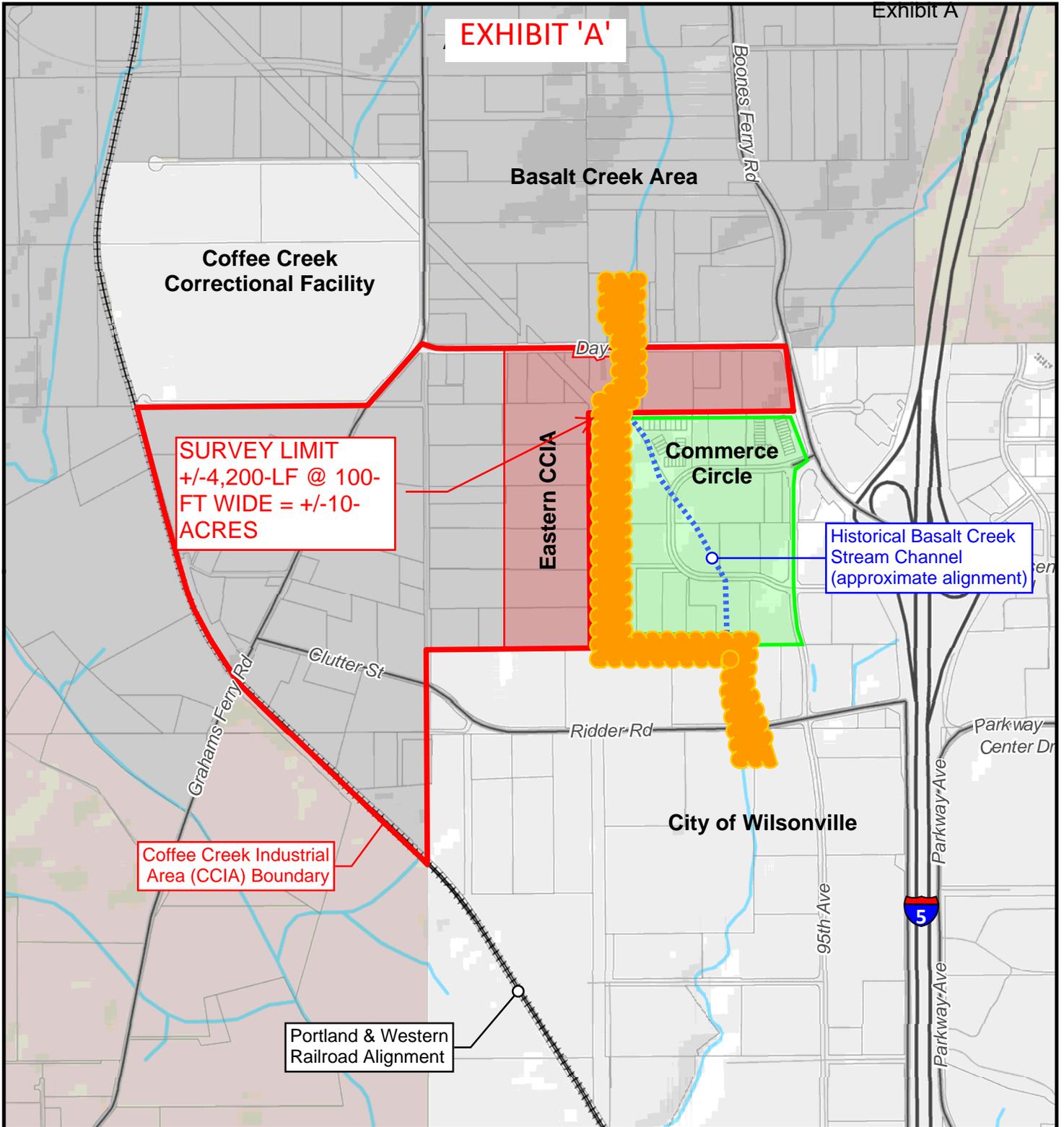
Task 9 – Preliminary Design (30%): Consultant shall advance the conceptual drainage improvement plans to a 30% level.

Task 9 Deliverables:

- Preliminary (30%) design documents set in both full size (22"x34") and half-size (11"x17") electronic (PDF) format digitally stamped and signed by a Professional Engineer registered in the State of Oregon.

Assumptions:

- City will provide title reports for Garden Acres Properties. Consultant will be responsible for obtaining title reports for all other properties as deemed necessary by Consultant.
- City will notify affected property owners and coordinate access to project area.



The City of Wilsonville, Oregon
Clackamas and Washington Counties



- Coffee Creek Industrial Area
- Eastern Portion of CCIA
- Diversion Channel
- Commerce Circle Development

This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the



8/8/2018





**Coffee Creek Industrial Area Stormwater Facility
Fee Estimate**

	AKS ENGINEERING & FORESTRY, LLC														SHANNON & WILSON							WCRA							ESTIMATED TOTAL COST					
	Principal In Charge	Project Manager / Engineer	Project Engineer	Eng. Tech	Senior Land Use Planner	Land Use Planner Tech	Senior Natural Resource Manager	Natural Resource Specialist	Certified Arborist	Project Surveyor	Survey Tech	Survey Crew (Two Person)	Technical Editor	Clerical	Direct Costs	Vice President	Associate	Sr Envr. Eng III	Sr Geologist II	Sr Engineer I	Professiona I III	Office Service III	Direct Costs	Project Manager	Field Director	Anthropolo gist	Reseracher	Architectura I Historian		GIS Specialist	Report Assistant	Direct Costs		
	\$160.00	\$145.00	\$130.00	\$105.00	\$135.00	\$95.00	\$120.00	\$85.00	\$105.00	\$135.00	\$105.00	\$175.00	\$60.00	\$55.00	1	\$230.00	\$185.00	\$160.00	\$145.00	\$130.00	\$110.00	\$85.00	1	\$117.10	\$87.87	\$90.75	\$73.19	\$73.19	\$73.19	\$64.41	1			
Project Tasks & Estimated Personnel Hours																																		
TASK 1: PROJECT MANAGEMENT																																		
1.A Project Management	10	80												40																				\$15,400
TASK 2: REVIEW OF DATA, MODELS, AND DOCUMENTS																																		
2.A Review of data, models, and documents		10	20	40																														\$8,250
2.B Project Base Map		2	10	40																														\$5,790
2.C Basis of Design Memorandum	2	10	20	20									6																					\$6,830
TASK 3: PRELIMINARY SURVEY																																		
3.A Topographic Survey of Critical Elements										6	20	50			\$200																			\$11,860
3.B Drone Survey											4	8																						\$1,820
3.C Boundary Research										10	30				\$500																			\$5,000
TASK 4: STORMWATER ANALYSIS																																		
4.A Drainage Basin Analysis		6	8	20																														\$4,010
4.B Downstream Analysis		6	10	20																														\$4,270
4.C Channel, Culvert, and Pipe Recommended Modifications		20	30	80																														\$15,200
TAKS 5: FACILITY SITING ALTERNATIVES																																		
5.A Geotechnical Desktop Investigation																	4	20	4	12		2												\$3,050
5.B Hazadous Materials Corridor Assessment (HMCA)															2						70		\$500											\$11,860
5.C Natural Resources Desktop Review						14	28																											\$4,060
5.D Cultural Resources Desktop Review																							4	42	4	8	18	6	4	\$43				\$7,164
5.E Permitting Review					8	16																												\$2,600
5.F Siting Alternatives Report	2	10	20	40									6																					\$8,930
5.G Scoring Meeting	2	6	6	20																														\$4,070
TASK 6: TOPOGRAPHIC SURVEY																																		
6.A Topographic Survey										20	90	120			\$500																			\$33,650
TASK 7: WETLAND DELINEATION																																		
7.A Wetland Delineation						29	82																											\$10,450
TASK 8: GEOTECHNICAL INVESTIGATION																																		
8.A Geotechnical Investigation															4	30		16	30	24	8	8650												\$24,660
TASK 9: PRELIMINARY DESIGN																																		
9.A 30% Design Drawings	8	18	40	140					20																									\$25,890
ESTIMATED PERSONNEL TASK HOURS SUBTOTAL	24	168	164	420	8	16	43	110	20	36	144	178	12	40	-	6	34	20	20	42	94	10	-	4	42	4	8	18	6	4	-	-		
ESTIMATED PERSONNEL COST SUBTOTAL	\$3,840	\$24,360	\$21,320	\$44,100	\$1,080	\$1,520	\$5,160	\$9,350	\$2,100	\$4,860	\$15,120	\$31,150	\$720	\$2,200	\$1,200	\$1,380	\$6,290	\$3,200	\$2,900	\$5,460	\$10,340	\$850	\$9,150	\$468	\$3,691	\$363	\$586	\$1,317	\$439	\$258	\$43	-	\$214,814	
TOTAL COST ESTIMATE																											\$214,814							

RESOLUTION NO. 2717**A RESOLUTION ADOPTING THE CANVASS OF VOTES OF THE NOVEMBER 6, 2018 GENERAL ELECTION.**

WHEREAS, at the General Election held November 6, 2018, the electorate of the City of Wilsonville cast ballots for two City Councilor positions; and

WHEREAS, the terms for the City Council positions are four-year terms; and

WHEREAS, the General Election of the registered voters of Clackamas and Washington Counties was conducted by mail; and

WHEREAS, the County Clerk of Clackamas County, who by statute, is in charge of conducting all elections, has filed an abstract of the tally of votes cast at the election, which tally for Clackamas County was duly received by the City Recorder on November 21, 2018; and from Washington County was duly received by the City Recorder on November 26, 2018, copies of which are attached hereto and incorporated by reference.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. That the City Council of the City of Wilsonville does hereby adopt the votes of the November 6, 2018, General Election as follows:

FOR THE POSITION OF CITY COUNCIL

Clackamas County:	Precinct 201	Precinct 202	Precinct 203	Precinct 204	Totals
Charlotte Lehan	1516	1541	1240	912	5209
Ben West	1389	1395	544	805	4133
John Budiao	1269	1326	615	815	4025
David A Davis	953	1070	840	621	3484
Write-In	13	32	9	15	69
Under Votes	1222	1814	898	928	4862
Overvotes	1	1	0	0	2
Totals	3182	3590	2073	2048	10893

Washington County:	Precinct
	432
Charlotte Lehan	130
Ben West	64
John Budiao	56
David A Davis	81
Write-In	1
Totals	332

TOTAL VOTES CAST IN BOTH COUNTIES

Charlotte Lehan	5339
Ben West	4197
John Budiao	4081
David A Davis	3565

2. Based upon the adopted canvass of votes, the City Council affirms that:

Charlotte Lehan and Ben West have been elected to the position of City Councilor for four-year terms beginning January 1, 2019.

3. The City Recorder shall file the Certificates of Election in accordance with the above.
4. This resolution shall be effective upon its adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting this 3rd day of December, 2018, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Council President Starr

Councilor Lehan

Councilor Akervall

Councilor Stevens

Attachments:

1. Attachment 1 - Certificate of Election

a. Exhibit A - Abstract of Vote – Clackamas and Washington counties

**City of Wilsonville
Certificate of the November 6, 2018
General Election Results**

State of Oregon)
)
Counties of Clackamas)
And Washington)
)
City of Wilsonville)

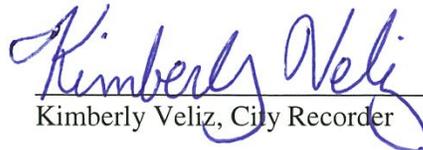
I, Kimberly Veliz, do hereby certify that I am the City Recorder and the Election Official for the City of Wilsonville, Clackamas and Washington counties, Oregon, and I state:

1. A regular election was held November 6, 2018 for the electorate of the City of Wilsonville to cast ballots for the position for two City Councilor positions.
2. The November 6, 2018 General Election was conducted by mail by the Clackamas County Elections Division.
3. The County Clerk of Clackamas County, who by statute, is in charge of conducting all elections, has tallied the votes cast for this election and delivered to the City a final copy of the Abstract of Votes, a copy of which is attached as Exhibit A, and incorporated herein.

I hereby certify the results of the November 6, 2018 General Election voted upon by the qualified voters of the City of Wilsonville as follows:

- a. That **Charlotte Lehan** is elected to the office of City Councilor, for a four-year term commencing January 1, 2019.
- b. That **Ben West** is elected to the office of City Councilor, for a four-year term commencing January 1, 2019.

Dated this 26th day of November, 2018.



Kimberly Veliz, City Recorder

Exhibit A



**CLACKAMAS
COUNTY**

Office of County Clerk

SHERRY HALL
CLERK

1710 Red Soils Court Suite 100
OREGON CITY, OR 97045
503.722.6086

November 21, 2018

BY EMAIL AND USPS

City of Wilsonville
Attn: Kimberly Veliz
29799 SW Town Center Loop East
Wilsonville OR 97070

Greetings:

Please find attached certified results of the November 6, 2018 General Election.

Let us know if any additional information is needed.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew Jones".

Andrew Jones
Elections Manager

Board of Property Tax Appeals
1710 Red Soils Court, Ste 100
Oregon City, OR 97045
503.655.8662
FAX 503.650.5687

Elections Division
1710 Red Soils Court, Ste 100
Oregon City, OR 97045
503.655.8510
FAX 503.655.8461

Recording Division
1710 Red Soils Court Ste 110
Oregon City, OR 97045
503.655.8551
FAX 503.650.5688

Records Management Division
1810 Red Soils Court, Ste 120
Oregon City, OR 97045
503.655.8323
FAX 503.655.8195

Exhibit A

Canvass Results
 Official Tally
 Run Time 9:21 AM
 Run Date 11/21/2018

City of Wilsonville, Councilor - Vote for two

Clackamas County, Oregon
 November 6, 2018 General Election
 11/6/2018
 Page 136 of 216

Official results
 Registered Voters
 203764 of 288244 = 70.69 %
 Precincts Reporting
 120 of 120 = 100.00 %

Precinct	Charlotte D Lehan	Ben West	John Budiao	David A Davis	Cast Votes	Undervotes	Overvotes	Write-ins	Vote By Mail Ballots Cast	Total Ballots Cast	Registered Voters	Turnout Percentage
201	1516	1389	1269	953	5127	1222	1	13	3182	3182	4303	73.95 %
202	1541	1395	1326	1070	5332	1814	1	32	3590	3590	5415	66.30 %
203	1240	544	615	840	3239	898	0	9	2073	2073	2407	86.12 %
204	912	805	815	621	3153	928	0	15	2048	2048	2919	70.16 %
Totals	5209	4133	4025	3484	16851	4862	2	69	10893	10893	15044	72.41 %

CERTIFIED COPY OF THE ORIGINAL
 SHERRY HALL, COUNTY CLERK
 BY: *Sherry Hall*

Official Final Results
 Statement of Votes Cast - Wilsonville, Clackamas Co.
 Washington County, November 6, 2018 General
 All Precincts, WILSONVILLE CITY, All ScanStations, City of Wilsonville, Councilor, All Boxes
 Councilor

Page: 1 of 1
 2018-11-26
 14:42:30

Total Ballots Cast: 241, Registered Voters: 415, Overall Turnout: 58.07%

Choice	Votes	Vote %
Precinct 432		

City of Wilsonville, Councilor (Vote for 2)
241 ballots (0 over voted ballots, 0 overvotes, 150 undervotes), 415 registered voters, turnout 58.07%

Charlotte D Lehan	130	39.16%
Ben West	64	19.28%
John Budiao	56	16.87%
David A Davis	81	24.40%
Write-in	1	0.30%
Write-in	0	0.00%
Total	332	100.00%

All Precincts

City of Wilsonville, Councilor (Vote for 2)
241 ballots (0 over voted ballots, 0 overvotes, 150 undervotes), 415 registered voters, turnout 58.07%

Charlotte D Lehan	130	39.16%
Ben West	64	19.28%
John Budiao	56	16.87%
David A Davis	81	24.40%
Write-in	1	0.30%
Write-in	0	0.00%
Total	332	100.00%

I, **Richard W. Hobernicht**, Director of Assessment and Taxation and Ex-Officio County Clerk for Washington County, do hereby certify this to be a true and correct copy of the original.

Date: November 26, 2018

By: M. Bause
Electrons Manager



**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, October 1, 2018. Mayor Knapp called the meeting to order at 7:03 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

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

Staff present included:

- Bryan Cosgrove, City Manager
- Jeanna Troha, Assistant City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Daniel Pauly, Senior Planner, Planning
- Nancy Kraushaar, Community Development Director
- Mark Ottenad, Public/Government Affairs Director
- Dwight Brashear, SMART Director
- Amanda Guile-Hinman, Assistant City Attorney
- Bill Evans, Communications & Marketing Manager
- Eric Loomis, Transit Operations Manager
- Nicole Hendrix, Transit Management Analyst

Motion to approve the order of the agenda.

Motion: Councilor Starr moved to approve the order of the agenda. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

COMMUNICATIONS

A. 2018 Community Survey Results

Bill Evans, Communications & Marketing Manager, presented via PowerPoint the results of the 2018 Community Survey, which was part of the National Citizens Survey administered every two years. The survey tracked three pillars of community livability by gauging community

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

satisfaction with characteristics, including anything from parks, libraries, and governance to how the City was managing those assets. The survey also asked citizens about their participation within the community. The survey looked at eight different areas of livability identified through several community models: safety, mobility, natural environment, built environment, economy, recreation, education enrichment, and community engagement.

- This was Wilsonville's fourth time participating in the survey, which was mailed to 1600 households, of which 568 participated. He reviewed the results of the survey, including how Wilsonville and its residents compared to the more than 500 other communities that participated in the survey. Compared to 2016, resident satisfaction was higher in 21 areas, including affordable quality housing, housing options, and employment opportunities. While satisfaction with street repair was lower, it was still higher than the national benchmark. Participation, volunteering, use of recreation centers, and doing a favor for a neighbor, were also down. The study reflected that safety and mobility were priorities for residents.
- The key findings reflected that Wilsonville was a good place to live, and an excellent place to raise children. Residents were very satisfied with the transit service, public library, city parks, all of which were considered core services, as well as the customer service provided by the City. Transportation, roads, and traffic were listed amongst the highest priorities.
- Even with concerns about traffic flow, mobility scores were higher than average due to community satisfaction with mobility related opportunities, like street repair and sidewalk maintenance. The improvement of sidewalks and bike lanes was considered essential to safer travel and was the foremost priority. The survey also indicated improvement was needed in volunteerism, and emergency preparedness. Perhaps, a community awareness campaign could be built around volunteerism to get people more involved. He noted the survey data e was available in the packet and online.

Councilor Lehan noted overall quality of life was 92 percent in 2012, which was significantly higher than the benchmark, and then, even though it increased to 94 percent in 2018, quality of life was shown as being similar to the benchmark. City Manager Cosgrove explained some categories in the 2018 survey had changed, which skewed some of the data. Mr. Evans added no benchmark score was provided; in order to be shown as an increase, the results must be 10 percent higher. While 94 percent was high, if the benchmark was 85 percent, the scores were considered similar.

Councilor Lehan noted traffic enforcement scored relatively low; only 58 percent were satisfied with traffic enforcement; however, nothing indicated why residents were dissatisfied. City Manager Cosgrove noted the City had added a second traffic unit, so the 2020 survey results would be interesting to see.

Council President Starr believed the data should inform future Council's goals about recreation opportunities. There were no survey responses about team sports because no residents under 18 years old, who primarily use the fields for team sports, would have completed the survey. Compared to 1994, Wilsonville was very underserved for team sports and Council should take a

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

good look at that when planning. Second, because hiring more policemen and so forth was getting harder, the City needed to be diligent in keeping up with safety issues. Having more people in town brought more challenges. Finally, traffic and mobility had the lowest scores; people were pushing back, saying the city could not absorb much more traffic, if at all. He recommended that Council really watch density issues as the city grew to ensure growth did not over run the I-5 interchanges, which were at their max.

Councilor Stevens noted 34 percent of survey respondents worked in Wilsonville, noting Council had been working to provide a variety of housing for workers to live in town and reduce long commutes. Traffic was still a big issue, but most of the traffic was at the interchanges as people from outside Wilsonville got onto the freeway. Growth from other areas and the limitations of the river were impacting the city, so stopping growth in Wilsonville might not improve traffic issues. City Manager Cosgrove agreed to provide data on whether the percentage of respondents who worked in Wilsonville had increased. He noted the city's infrastructure was more than sufficient to handle local traffic given both current and future planned growth. People want to get off I-5 and look for a shortcut when an incident occurred, which clogged the city's streets. While 38 percent was a low rating, how many other benchmarked communities had a freeway bisecting their city.

Councilor Lehan cited the survey comments, noting many residents recognized I-5 was the issue.

Councilor Akervall appreciated having the survey as a tool over several years to compare data points over time. She noted 98 percent recycled at home and that vibrant downtown and commercial area had decreased since 2016, which would be something to watch in the future, especially given the work on the Town Center Plan. Mr. Evans noted the fact that City was working on the Town Center was a good sign.

Mayor Knapp appreciated the strong endorsement by many citizens on so many topics. Traffic was a major concern for everyone, and the only way to fix I-5 was to collaborate with surrounding jurisdictions as well as State and regional government. He promised that City Council was involved in that effort. Recently, the City completed a study with ODOT that looked at I-5 southbound, and the potential for adding another southbound lane from Wilsonville Rd across the river to the next couple exits. The study indicated that would create a significant improvement in traffic flow. The recommendation was now folded into the Oregon Transportation Commission long-range plans; however, no funding was available. The proposed cost was approximately \$80 million. City Council would continue working with regional partners on trying to raise the profile of that project over time. The Metropolitan Mayors organization was also working to isolate priorities regarding how to most influence the collective problems of transportation and congestion.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

This is an opportunity for visitors to address the City Council on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

CITY OF WILSONVILLE
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Paul Rummel, Wilsonville resident, stated than in light of the survey presentation, he wanted to speak to a livability issue. He and his husband, adopted a child who was a ward of the State. The child had many obstacles and barriers to overcome and would continue to have challenges as they helped him navigate the life before him. Their son was doing very well in Wilsonville. Simon Springall, a Wilsonville Planning Commissioner, posted a family photo of Mr. Rummel son's 10th birthday gift on Facebook with the comment, "Unusual parenting technique." He was outraged that Mr. Springall questioned the legitimacy of their parenting style on a political website. It was callous, disrespectful, and invalidated the work they had done as parents to provide a safe and loving home for their son. He questioned Mr. Springall's integrity as a member of the Wilsonville's Planning Commission. His public statement as a known representative of the City was wildly inappropriate, and went against the spirit of the community to provide a safe haven for people of all backgrounds and walks of life. He asked the Mayor and Council for the immediate removal of Mr. Springall from the Planning Commission, adding that failure to do so would be seen as an endorsement of Mr. Springall's behavior.

Lindsay Berschauer, a member of both the Chamber and Public Policy Council, spoke on behalf of Monica Keenan, a past political candidate, who could not attend tonight's meeting. She submitted a written statement from Ms. Keenan about Simon Springall, which she then read into the record.

Justine Keith, Wilsonville resident, spoke in support of Paul Rummel regarding Simon Springall. As a mother, friend, and voter, she was disheartened to see a child brought into politics. The child already had an uphill battle being African American in Wilsonville and adopted by two men, but he was blossoming now and did not need to be dragged through more. Wilsonville residents need to protect and care for everyone in the community and being represented by Mr. Springall, who used a child's birthday photo to slander a family, was not right. She agreed the city needed soccer fields.

Tom Luck, Wilsonville resident, spoke to the need for permanent restrooms in Montague Park, where Villebois Music was held two months out of the year. Looking out his window, he could see three port-a-potties in front of the park, and the Parks Department said there was no way to move them during the week and bring them back during the concerts. He would like to see a restroom built in the park. He was also concerned that the street lights on Orleans Ave between Collina Ln and Villebois Dr have never worked. He had talked to Public Works and the HOA, but the lights were still not working. City Manager Cosgrove agreed to follow up with Mr. Luck on both issues, though the restroom would be more challenging.

Jamie Vandergon, Wilsonville resident, spoke about the issue regarding Simon Springall. She believed residents needed to stand up against the politicians or their representatives who take shots at kids and parental roles, because using them as pawns in our damaged political system was harmful to the kids. She believed that change as a nation must start at the local level.

Larry Walker, Charbonneau resident, thanked Mayor Knapp and the entire City Council for representing both the City's and the citizens' interest in the ongoing discussion around expansion at the Aurora State Airport, specifically the expansion and lengthening of the runway. The voice

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of Council and the representatives in Clackamas County were vital to ensure Wilsonville had a seat at the table to forge true intergovernmental dialogue, decisions, and direction. He understood no collaboration existed with Marion County and the State over the last decade with regard to decisions about the airport. Additionally, Council's attempts at an intergovernmental approach were rejected by Marion County because the County did not believe Wilsonville and Clackamas County were not in the "airport impact area." Those living in Charbonneau, and likely everyone living in Wilsonville, would disagree and believed they would likely be increasingly impacted if the airport runway was extended to 6,000 ft, along with the resulting airport expansion. Residents would be impacted by increased over flight noise, pollution, which might affect farms and processors, potentially declining property values, and certainly by increased traffic gridlock, as experienced by Wilsonville residents every day and as noted in the Community Survey.

Bob Harland, Charbonneau, stated that he and Mr. Walker served on Charbonneau HOA's Civic Affairs Committee, so he felt confident that they were speaking for the residents of Charbonneau, who wanted to express their thanks for the stands Council had taken to ensure proper process was undertaken should any work commence on the airport expansion project.

Kate Johnson, Wilsonville resident, noted that she served on the Parks and Recreation Advisory Board, Chamber of Commerce, and other City task forces. She stated she was the sitting proxy for Donielle Crowley and read a letter into the record that Ms. Crowley had written on behalf of herself and her husband, Tim Crowley, regarding the removal of Simon Springall from the Planning Commission. She submitted the letter for the record.

Paul Soles, Wilsonville resident and bicyclist, stated he had noticed both bicyclists and pedestrians going the wrong way and jaywalking. He asked that Council have the second traffic unit do a safety blitz to make sure everyone was aware of the laws regarding cycling, traffic, and pedestrians. The activity he had observed was dangerous, and he wanted to see the police do more enforcement. He would also like to see something in the Boones Ferry Messenger describing how to be safe. He concluded by expressing his support of Mr. Rummel and any who take on foster kids, adding he viewed them as heroes.

Mayor Knapp stated a written letter was received from Dina Ochs and confirmed that all Council members had a copy. He confirmed there were no further public comments and invited questions and discussion from Council.

Councilor President Starr asked if a code of conduct existed for those in appointed positions. City Manager Cosgrove confirmed there was for how City Councilors conducted themselves at public meetings. However, once off City premises, the First Amendment would apply; the City could not legislate the freedom of speech.

Mayor Knapp noted there were many opportunities for citizens in the community to volunteer on different boards and commissions, and he supported having a diverse set of people on those bodies to provide different perspectives; although he did not necessarily support everything stated by those expressing individual opinions. While this controversy was regrettable, he did not believe Council had any legal basis to constrain personal statements. He recalled other instances

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where attempts to remove people from panels for actions that were not during or in their official capacity had resulted in lawsuits against the City, which it lost.

Mr. Cosgrove agreed, recalling that one such lawsuit was from a member of the Planning Commission, and they prevailed. Based on previous experience, Council had no control over what individuals said offline, adding that removing Mr. Springall from the Planning Commission would be problematic for the City.

Barbara Jacobson, City Attorney, acknowledged that one of the most protected rights under the Constitution was the First Amendment, which was the right to free speech. She deemed that this situation fell under that amendment, whether people agreed with what was stated or not. Those who disagreed with what was said also exercised their free speech rights by expressing that to Council, which was how the system was supposed to work.

Mayor Knapp acknowledged that campaigns bring out a lot of emotion. He has also been the recipient of language and accusations that were inaccurate and inappropriate. Such situations did not reflect well on the community, and public officials need to be careful to be thoughtful about how they were being perceived by the people. Everyone should be respectful, think about how they were presenting themselves, and continue to have dialogue that was appropriate, that bears on respectful discussion and things that would improve the community. He believed the Council did have that goal, which was a worthy goal, although it might never be fully achieved.

Councilor Lehan agreed. It was frustrating when any campaign evolves into personal attacks. Despite the excellent scores in the Community Survey, the City still had many legitimate issues to be address, and that was where the discussion should be focused, not on personal affronts.

Councilor Starr acknowledged that after eight years on City Council, he and the Mayor did not agree on many things; however, he respected the Mayor and wanted to hear what he had to say. He valued the word Council as a noun, as well as verb, and it was important for the Council to counsel; to talk and respectfully listen to each other's opinions, so that collectively, the best decisions could be made for the City of Wilsonville. He suggested that the residents' make their voices heard when it was time for a reappointment, so Council could use that in its decision-making.

MAYOR'S BUSINESS

A. Upcoming meetings

The Mayor announced upcoming meetings, as well as the regional meetings he attended on behalf of the City, which included the Oregon League of Cities Conference.

City Manager Cosgrove noted, for Councilor Lehan, that community events were now rolling in the crawler line on the City's website.

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COUNCILOR COMMENTS

A. Council President Starr

Councilor Starr said he was surprised to see the low number in the survey about volunteering, as that had not been his observation. He urged citizens to continue to volunteer, adding there were many different opportunities to do so. He appreciated all of those who volunteered throughout the city.

City Manager Cosgrove clarified the number reflected more than volunteerism; it included participation in public meetings and events.

B. Councilor Stevens

Councilor Stevens reported on the Library Board meeting, noting that Toddler Time and a new program, Saturday Mexican Folklore Dance, were very successful. The archivist had completed his work identifying more than 3500 pieces in the library attic, so that Historical Society work was moving forward. There was discussion about starting “A Library of Things” where, rather than checking out books, people could check out items like, crock pots, blenders, drills, musical instruments, Instant Pots, etc. The Hillsboro Library already implemented the program. She announced the following library events:

- Library Board meeting: October 24, 2018
- Library Foundation Fundraiser and Wine-tasting: October, 27, 2018.
- Republic Services Bulky Waste Day, October 27, 2018, 9:00 am to 1 pm.

C. Councilor Lehan

Councilor Lehan highlighted the following events:

- Harvest Festival, Stein-Boozier Barn, Murase Plaza, October 27, 2018, 9:30 am.
- Scary Movie Night, Stein-Boozier Barn, Murase Plaza, October 27, 2018 at 6:30 pm.
- She would be in costume for the History Pub, the history program at McMenamings’ Old Church on October 30, 2018. The topic would be, “Written in Stone or Not, The Story of Wilsonville’s Unmarked Graves.”

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D. Councilor Akervall

Councilor Akervall reported on a ribbon cutting event she attended for Classic Choice Payroll, a new business to the city, as well as her recent trip to Russia as a delegate with the American Council for Young Political Leaders. The American Council was a bipartisan, non-profit based in Washington DC comprised of people from across the country and with different political backgrounds.

CONSENT AGENDA

Ms. Jacobson read the titles of the Consent Agenda items into the record.

A. **Resolution No. 2703**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Approve Amendment To The Cooperative Intergovernmental Agreement Between The City Of Wilsonville And The Library District Of Clackamas County.

B. **Resolution No. 2708**

A Resolution Of The City Of Wilsonville Authorizing South Metro Area Regional Transit (SMART) To Purchase Three CNG Fueled, 21 Passenger Buses From Schetky NW Sales.

Motion: Councilor Stevens moved to approve the Consent Agenda. Councilor Starr seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

PUBLIC HEARING

A. **Ordinance No. 825** – 1st Reading (*Legislative Hearing*)

An Ordinance Of The City Of Wilsonville Adopting Certain Amendments To The Wilsonville Development Code And Comprehensive Plan Regarding Accessory Dwelling Units, As Well As Other Development Code Amendments, To Provide Clarity And Functionality To The Code Related To Accessory Dwelling Units And Other Housing.

Ms. Jacobson read the title of Ordinance No. 825 into the record on first reading.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:33 p.m. He then called for the Staff report.

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Senior Planner Daniel Pauly presented Ordinance No. 825 via PowerPoint, noting the proposed amendments were driven namely by legislation from the State last year. His key additional comments were as follows:

- Accessory Dwelling Units (ADUs) were defined in the City's Development Code and could either be attached or detached. ADUs were not RVs. Modular buildings and RV designations were based on what State or local inspection agency and building code applied. In this case, ADUs could either be site-built structures or certain types of modular structures, but not an RV. Currently, the City's policy provided a broad allowance of ADU. In the past, the City had made efforts to remove potential barriers, primarily by waiving service development charges (SDCs) for ADU's. However, only a handful of ADUs exist in the city right now.
- Senate Bill 1051, the State legislation that drove this process required each city of a certain size to allow one ADU per each single-family detached house and that only clear and objective design standards be applied. Both Legal and Planning Staffs examined the Code to ensure the City complied and to identify any needed changes. Metro also provided some resources to have a consultant do a code audit, which was done. The proposed changes were grouped into the following two categories:
 - Ensure compliance with SB 1051. The bill's requirement to allow for one ADU per detached dwelling meant amending the Development Code to add this allowance in addition to the per lot allowance. This requirement did not have broad application as it would only apply if two, detached ADUs were on the same lot. He could not think of any such situations currently in Wilsonville.
 - Also, with the current inability to restrict numbers of ADUs and ensure ADUs were allowed for each single-family home, a numeric limit in the Code for Canyon Creek Estates, dating from the 1990's, must be removed.
 - With regard to using only clear and objective standards, the recommendation was to replace the subjective "similar architecture" language with some clear and objective standards directed to: identifying a roof pitch, essentially prohibiting flat roofs, and providing guidance on roof and siding material to match either the home it was an accessory to or another home in the neighborhood.
 - Increase the Code's function and clarity. While working with the new Code, Staff found a number of things that needed adjustment, which included refining and clarifying definitions for dwelling unit, detached and attached, garage, and short-term rental; removing unnecessary language; updating that the accessory use must be on the same residential lot; defining and clarifying habitable floor area and what storage counted as part of the 800 sq ft; clarifying that ADUs were allowed accessory buildings in all residential zones; simplifying ADU parking requirements; clarifying that ADUs did not count in density calculations; and removing other unnecessary language regarding trash collection, and fire access.

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Mr. Pauly addressed clarifying questions from Council, confirming that ADUs could be built above a garage as long as it did not exceed the 35-ft residential height limit. Staff had received no comments from Old Town residents, Doug and Monica Keenan, regarding the small change related to parking.

- Rather than having different ADU parking standards scattered throughout the Code, and because there were no compelling reasons to differentiate the standard in Old Town, a universal ADU parking standard was created to keep things simple. The new parking standard was that on-site parking was required unless at least 45 ft of unencumbered street frontage was available that was not already assigned for parking.
- The specific design standards in Old Town, as well as Villebois and Frog Pond to a lesser extent, were found to meet that clear and objective standard under State law. The specificity in the Old Town design standards in Paragraph 2 on Page 347 of 622 in the packet was sufficient to meet that clear and objective standard under State law. The language was specific in the type of siding, windows, doors, and roofing material rather than stating, “similar to”, which was more subjective.

Assistant City Attorney Amanda Guile-Hinman added that when the design standards for Old Town were reviewed, Staff knew this Senate Bill was coming, so the standards were developed with that intention.

The Mayor invited public testimony, seeing none he closed the public hearing at 8:47 p.m.

Councilor Stevens appreciated how thoroughly vetted this issue has been, noting the many work sessions held by both the Planning Commission and City Council. The amendments would serve the City well.

Motion: Councilor Stevens moved to approve Ordinance No. 825 on first reading. Councilor Starr seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

- B. **Ordinance No. 828** - 1st Reading (*Legislative Hearing*)
An Ordinance Of The City Of Wilsonville Amending The 2017 Transit Master Plan For Inclusion Of The Program Enhancement Strategy.

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Ms. Jacobson read the title of Ordinance No. 828 into the record on first reading.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:49 p.m.

SMART Transit Director Dwight Brashear, explained Appendix G was proposed as a new appendix to the Transit Master Plan (TMP), which City Council adopted on June 19, 2017. The amendment would allow SMART to pursue funding through HB2017. The law required that any project for which SMART requested funding must be part of an adopted plan. He reminded Council that Appendix B had been amended and sent to TriMet for approval. TriMet was confident that it would meet the November 1st filing deadline. SMART had submitted six applications to TriMet as required, meeting the initial deadline which was extended. Transit Operations Manager Eric Loomis was helping Canby and Clackamas County file their applications. The proposed Ordinance was important so SMART could consider intercommunity and discretionary funding sources in addition to the formula funds. Extensive public outreach was also done as required by HB2017. He commended his Staff for their progress on the HB2017 projects, adding that TriMet also recognized and commended SMART’s work.

Transit Management Analyst Nicole Hendrix noted that projects were added to the 2015 TMP project list, but the list was prioritized by the public in June:

Mayor Knapp invited public testimony, seeing none he closed the public hearing at 8:55 p.m.

Mayor Knapp commended SMART, noting it was interesting to be leading the region on such matters, which spoke well to the work SMART was doing and to the value the community placed on SMART.

Motion: Councilor Lehan moved to adopt Ordinance No. 828 on first reading. Councilor Akervall seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

CONTINUING BUSINESS

- A. **Ordinance No. 827** – 2nd Reading
An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 10 By Adding 10.600 Through 10.680 And Deleting 10.305.

Ms. Jacobson read the title of Ordinance No. 827 into the record for second reading.

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Mayor Knapp noted the new Code regarded the protocols and rules of action for the public when riding on SMART transit. He appreciated the modifications SMART had made to the proposal in response to input.

Assistant City Attorney Guile-Hinman confirmed the exclusion language on Page 7 stated that offenders ‘may’ not ‘shall’ be excluded for some offenses.

Mr. Brashear clarified that a driver merely correcting a behavior would not be considered an offense; however, refusal to comply with the rules would.

Transit Operations Manager Eric Loomis explained that ADA law would apply in any instances where an individual with a disability violated the regulations. Certain restrictions existed where SMART could not exclude passengers with disabilities.

Motion: Councilor Lehan moved to adopt Ordinance No. 827 on second reading. Councilor Starr seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

CITY MANAGER’S BUSINESS

City Manager Bryan Cosgrove referred to an earlier discussion about a legislative hearing regarding the Aurora Airport and specific comments made by a member of that panel that were of concern.

Two video segments of the September 26, 2018 Emergency E Board hearing were played which included the specific comments of concern.

City Manager Cosgrove recommended that a letter be drafted and sent to the E-Board to address the misrepresentation of how City Council operated and correct the record. There has not been a time when City Council has gone into Executive Session to discuss topics not allowed to be discussed in Executive Session. He also believed the City needed to do some educating about the issues at the Aurora Airport that were not getting aired at the E-Board meetings. Clackamas County is impacted by what happens at the airport and ODOT had concerns about the interchange. This was more than just about jobs. He sought Council’s direction about what action should be taken.

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City Attorney Jacobson noted City Council was very good about what was and was not discussed in Executive Session and Councilors not meeting and discussing things outside of proper public meetings. Council did talk about the Aurora Airport at length in open session at Council's last meeting during Legal Business, which was reflected in meeting notes. The airport was specifically not discussed in Executive Session as it was not a topic that would normally be allowed.

Councilor Lehan added the airport was discussed in work session, which was also a public meeting. City Manager Cosgrove noted Council's agendas included the airport items and were posted on the City's website.

Mayor Knapp said he was appalled by the process which some believed was appropriate. With the proposed growth from 1200 to 4000 jobs at the airport, it was not rational to think no traffic or transportation issues would arise from that. And yet, those issues were not portrayed as something everyone would be impacted by and should be collaborating on to determine what was appropriate and what might mitigate the impacts. He noted he had testified in Salem multiple times, but apparently people were not considering the evidence presented. He believed the Council needed to rebut, factually, and remind the airport of the issues that were affecting people across jurisdictional boundaries.

Councilor Stevens stated the City of Wilsonville had never taken a position of opposing water and sewer at the airport.

Mayor Knapp noted Council had opposed Wilsonville providing the water to the airport, which was not in the City's plans and was different than being opposed to the airport receiving water at all.

Following a brief discussion, staff clarified there was a bill in 2013 which would have allowed the extension of urban services outside the city without annexation, which Council/the City opposed on a matter of principle.

Councilor Lehan noted the airport would need to be annexed to receive City services; however, ODOT would not allow the City to expand its services across the bridge. If the airport was going to have all the urban services needed to accommodate industrial development, it needed to be annexed by some city.

The Council voiced unanimous support for drafting a letter, which the Mayor would sign, to correct the record prior to the next Council meeting. Staff agreed to send the draft to the Councilors for review and address questions individually.

Councilor Starr stated the letter should emphasize the following points:

- City Council was not doing anything illegal in Executive Sessions.

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- Council wanted to encourage public testimony and underscore the fact that things should not be done in private.
- City Council had the right to be part of the process to voice Wilsonville’s concerns. If the decision was made in Marion County, Wilsonville would lose to some degree, but the city should have the right to at least be part of the process to speak to the community’s concerns because Wilsonville would be greatly affected by what was going to happen.

City Manager Cosgrove added, especially the residents of 2500 homes in Charbonneau, which was in the City of Wilsonville, and the City needed to advocate for their interests.

Councilor Lehan noted 24,000 Wilsonville residents would be impacted by the traffic on I-5.

Mr. Cosgrove suggested also addressing the inferences that the City was misappropriating funds because it had a lobbyist. First, the City had to follow Oregon Budget Law, and he knew of no other city in the Portland region that did not also have some level of lobbying going on; so having a lobbyist was not unique. Mr. Leo was not hired to exclusively lobby on the Aurora Airport; he advocated for Wilsonville on the City’s entire State legislative agenda each year.

Additional comments included that the lobbyist was needed to correct poor communication from the State and to bring issues, like the Aurora Airport, to the City in a timely fashion. The City simply wanted a fair, open, and transparent process where everyone was heard. Just because the airport was not in Clackamas County did not mean Wilsonville was not impacted.

Mayor Knapp noted Mr. Swicker had told City Council that when the tower was constructed, the Aurora Airport would direct planes in from the east and west, rather than over the city, which did not happen in many instances.

Motion: Councilor Starr moved to authorize the City Manager and City Attorney to draft a letter regarding the Aurora Airport expansion, subject to review and comment by City Council, and authorizing the Mayor’s signature. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

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LEGAL BUSINESS

There was none.

ADJOURN

Mayor Knapp adjourned the meeting at 9:19 p.m.

Respectfully submitted,

Kimberly Veliz, City Recorder

ATTEST:

Tim Knapp, Mayor