

AGENDA

**WILSONVILLE CITY COUNCIL MEETING
SEPTEMBER 19, 2016
7:00 P.M.**

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

Mayor Tim Knapp

Council President Scott Starr
Councilor Susie Stevens

Councilor Julie Fitzgerald
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 | [15 min.] | |
| A. | Pursuant to ORS 192.660 (2)(e) Real Property Transactions
ORS 192.660(2)(f) Exempt Public Records
ORS 192.660(2)(h) Litigation | | |
| 5:15 P.M. | REVIEW OF AGENDA | [5 min.] | |
| 5:20 P.M. | COUNCILORS' CONCERNS | [5 min.] | |
| 5:25 P.M. | PRE-COUNCIL WORK SESSION | | |
| A. | IT Strategic Plan Follow-Up (Miller) | [15 min.] | |
| B. | Boones Ferry Road to Brown Road Connector Plan
(Adams) | [20 min.] | Page 1 |
| C. | Wireless Communication Facilities Code Update
(Miller/Bateschell) | [20 min.] | |
| D. | Update on Truck Traffic on Wilsonville Road
(Kraushaar/Smith) | [20 min.] | |
| 6:50 P.M. | ADJOURN | | |
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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, September 19, 2016 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on September 13, 2016. 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 therewith except where a time limit for filing has been fixed.

7:00 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.

7:05 P.M. MAYOR'S BUSINESS

- A. Upcoming Meetings Page 15

7:10 P.M. COMMUNICATIONS

- A. City Health Fair Update – 2016 Leadership Academy Graduates
- B. Leadership Academy Update (Handran/Gail)
- C. NCS Survey Results (Handran/Gail) *This item is separately bound.*

7:45 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.

7:50 P.M. COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

- A. Council President Starr – (Park & Recreation Advisory Board Liaison)
- B. Councilor Fitzgerald – (Development Review Panels A & B Liaison)
- C. Councilor Stevens – (Library Board and Wilsonville Seniors Liaison)
- D. Councilor Lehan– (Planning Commission and CCI Liaison)

8:00 P.M. CONSENT AGENDA

- A. **Resolution No. 2602** Page 16
A Resolution Of The City Of Wilsonville Authorizing The Mayor To Enter Into A Memorandum Of Understanding On Behalf Of The City Of Wilsonville With Washington County And The City Of Tualatin For Concept Planning The Urban Growth Boundary Expansion Area (Basalt Creek/West Railroad Planning Area). (staff – Bateschell)

8:05 P.M. PUBLIC HEARING

- A. **Ordinance No. 797** ^{1st and 2nd} reading Page 23
An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 4, Section 4.800 By Modifying Section 4.800 Through 4.804 And Adding New Sections 4.805 Through 4.810 To Clarify And Expand City Regulation And Control Of Wireless Communications Facilities In Recognition Of Changing Laws And Wireless Technology, And Declaring An Emergency(Miller/Bateschell)

8:35 P.M. NEW BUSINESS

A. **Resolution No. 2603**

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A Resolution Of The Wilsonville City Council Adopting The Wilsonville Information Technology Strategic Plan, September 2016. (staff – Miller)

8:50 P.M. CITY MANAGER'S BUSINESS

8:55 P.M. LEGAL BUSINESS

9:00 P.M. ADJOURN

Information Items, no Council action necessary.

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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 king@ci.wilsonville.or.us



**CITY COUNCIL MEETING
STAFF REPORT**

<p>Meeting Date: September 19, 2016</p>	<p>Subject: <u>UPDATE</u> – Boones Ferry Road to Brown Road Connector Corridor Plan</p> <p>Staff Member: Steve Adams, PE, Department: Development Engineering Manager</p>
<p>Action Required</p>	<p>Advisory Board/Commission Recommendation</p>
<p><input type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing Date:</p> <p><input type="checkbox"/> Ordinance 1st Reading Date:</p> <p><input type="checkbox"/> Ordinance 2nd Reading Date:</p> <p><input type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information or Direction</p> <p><input checked="" 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:</p>
<p>Staff Recommendation: Staff will update Council on the Boones Ferry Road to Brown Road Connector Corridor Plan</p>	
<p>Recommended Language for Motion: n/a</p>	
<p>Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i></p>	
<p><input checked="" type="checkbox"/> Council Goals/Priorities Project RE-04A</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>
<p><input type="checkbox"/> Not Applicable</p>	

ISSUE BEFORE COUNCIL:

To become informed about what we have learned from property owners, businesses, and citizens in the project vicinity and additional information from ODOT Rail and Portland & Western Railroad.

TIMELINE:

Staff plans to return to Council in December with our final presentation and recommendation for the Connector Corridor Plan and location of the roadway extension. Upon receiving Council approval for the location staff will immediately proceed with the next step in hiring a consultant to lead the design and permitting of the project. Initial roadway design is expected to be

completed in spring 2017. Upon reaching 50% design plans we will submit for federal and state permitting for crossings over Coffee Lake Creek; acquisition of these permits could likely stretch into 2018. Right-of-way acquisition is anticipated to occur in 2018. Final roadway design and construction is expected to occur in 2018-19.

COMMUNITY INVOLVEMENT PROCESS:

Several stakeholder meetings have been held with the landowners whose property the roadway alignment could impact and also provide service for, residents of the Old Town Historical Neighborhood, owners of the apartments located on Brown Road (south of Wilsonville Road) and on Bailey Street, and business owners and managers in the Old Town area.

The project is up on the City of Wilsonville’s Capital Projects webpage with a link for more information to a webpage the Consultant has set up: <http://www.boonesferrytobrownroad.org/>. This web page also has a link to a survey to gather additional feedback from the community.

A public workshop is scheduled for Wednesday, September 21 from 5 – 6:30 at City Hall. Over 600 mailers were sent out to properties, residents and businesses within 300 ft of the Arrowhead Creek Planning Area.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The project will provide additional connectivity in south Wilsonville and will reduce traffic on Wilsonville Road, including the intersection with Boones Ferry Road. Parcels of land will be impacted by right-of-way acquisition and construction of the new roadway, once the alignment has been determined. This project will also open up much of this land for potential development. The project team has chosen to call this block of land the Arrowhead Creek Planning Area – approximately bordered by Moreys Landing, Wilsonville Road and the railroad.

Along with constructing the roadway, both water and sanitary sewer will be extended within the road right-of-way. The project will extend the Tonquin Ice Age Trail providing bicycle and pedestrian connectivity between the residential neighborhoods in southwest Wilsonville to commercial businesses along Boones Ferry Road, to Boones Ferry Park and Memorial Park, and to the neighborhoods east of I-5 and south of Wilsonville Road. The corridor study recognizes the need to preserve freight access to existing industrial properties and create a safe environment for all travel modes.

ALTERNATIVES:

For 25+ years the biggest question and unsolved issue has been whether the roadway extension from Brown Road should connect at 5th Street or Bailey Street. Each connection point has its benefits and its drawbacks, from both a physical constraint / cost of construction perspective, to how well each connection would serve existing businesses and the future industrial and residential properties in the Arrowhead Creek Planning Area, and also how well they connect residential neighborhoods to each other and to businesses and parks. The stakeholder meetings were held to help gain an understanding from this key group of people as to how well.

CITY MANAGER COMMENT:

ATTACHMENTS:

- A. Arrowhead Creek Planning Area Map
- B. Project Area Map with Route Options
- C. Stakeholder - synopsis of meetings

Attachment A



Brown Rd

Montebello Dr

Kinsman Rd

Ferry Rd

Wilsonville Rd

Wilsonville Rd

Boones



Boones Ferry Road to Brown Road Connector

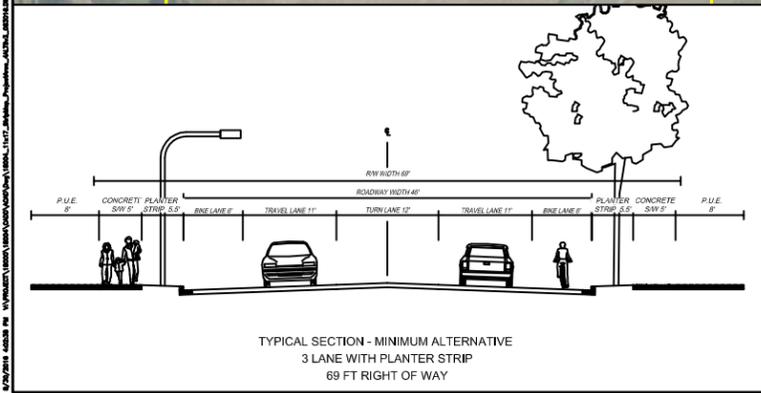
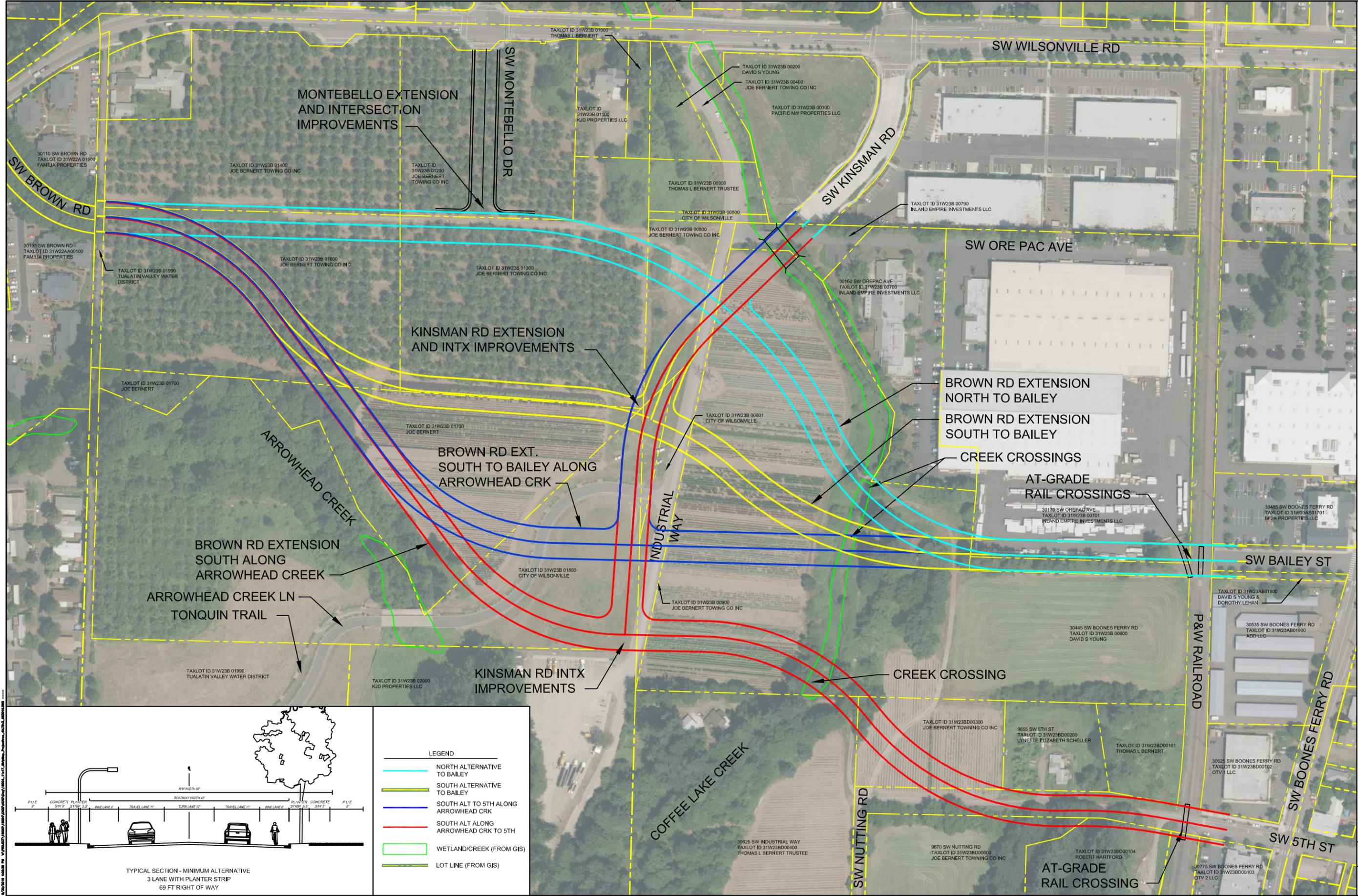
Bailey St

Coffee Lake Creek

5th St

ARROWHEAD CREEK
PLANNING AREA

Willamette River



LEGEND

- NORTH ALTERNATIVE TO BAILEY
- SOUTH ALTERNATIVE TO BAILEY
- SOUTH ALT TO 5TH ALONG ARROWHEAD CRK
- SOUTH ALT ALONG ARROWHEAD CRK TO 5TH
- WETLAND/CREEK (FROM GIS)
- LOT LINE (FROM GIS)




BOONES FERRY RD TO BROWN RD CONNECTOR CORRIDOR PLAN
 City of Wilsonville
 Clackamas County, Oregon

PROJECT AREA MAP




HammiGlobal Partner
 808 SW 3rd Ave., Ste. 300
 Portland, OR 97204
 Phone: (503) 287-6825
 FAX: (503) 415-2304
 www.otak.com

Project No. 18004
 8/30/2016
 Date.
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Boones Ferry Road to Brown Road Connector Corridor Plan Stakeholder Interview Summary Report

Prepared by JLA Public Involvement

August 31, 2016

Summary Overview

Between July 25th and August 23rd, 2016 JLA, Otak and the City of Wilsonville interviewed twelve key stakeholders identified by the project team. These stakeholders either own property, or manage businesses within the project area. Each individual or stakeholder group was asked the same set of questions. The main purpose of the interviews was to learn about their concerns and preferences for the planned corridor connection between Boones Ferry and Brown Road. The feedback received will be used to shape the evaluation criteria that will help narrow the corridor alignment alternatives to a preferred option.

This report is a compilation of individual responses. The first part of the report summarizes the key themes and most commonly heard comments. The second part of the report provides a list of individual responses from each stakeholder meeting.

Stakeholders interviewed:

1. *Orepac (Alan Kirk and Darin Coder)*
2. *Tim Knapp*
3. *Wilsonville Concrete (David Bernert, Eric Vermillion and Angie Hannon)*
4. *Sheri Young*
5. *Bob Hartford*
6. *Old Town Neighborhood (Doug Muench and Monica Keenan)*
7. *Kim A. McAvoy, Timber Creek Village Apartments/KWDS LLC*
8. *Barbara Eave*
9. *Lynette Scheller*
10. *Curran Coil Spring (Chad)*
11. *Fred Meyer (Alisa Shaver and Pam Knuth)*
12. *Sherlock Self Storage (Amanda Johnson)*

Key Themes

Several themes emerged. It is important to note that these themes are not universally accepted points of view, but simply those that were raised by multiple interviewees.

The summarized responses are organized into three main areas: *Key Points of Concern, Preferred Options, Future Opportunities, and Study Process and Next Steps*. The following paragraphs explain those key themes in more detail.

Key Points of Concern

There were many concerns raised in the conversations with stakeholders. Some of the most common points of view were:

- Provide a safe, reliable and efficient route for vehicular traffic, freight, and bicyclists and pedestrians.
- Preserve land for future industrial development.
- Preserve the Old Town neighborhood.
- Preserve access to residential and industrial properties.
- Minimize impacts to area businesses due right of way acquisition.

Preferred Options

When asked about the various alignment options, there was no clear favorite. Many of the concerns voiced about the route were centered on providing continuity of developable land parcels; not segmenting them. Several stakeholders indicated support for the southern alignment because they felt it preserved the most developable land. One person supported the “blue” middle alignment for the same reason. Another person showed support for the “yellow” middle alignment because it seemed the shortest and most direct route. A couple of stakeholders noted the increased cost of the creek crossing if the southern alignment was chosen.

In terms of the connection point at Boones Ferry Road, opinions were also divided; although more people seemed to favor the Bailey connection than the 5th Street connection. One of the most common reasons for supporting Bailey Street as the connection point seemed to be because it would provide the most direct route to retail services. Several stakeholders also voiced concerns about the adverse impacts to the neighborhood and businesses in the area if 5th Street was selected.

The most common reason for supporting 5th Street as the connection point seemed to be in the interest of keeping the existing public rail crossing which provides access to several homes in the area. If Bailey was chosen as the preferred route, the public rail crossing at 5th would be eliminated and residential access would have to be re-routed. It was also noted by two stakeholders that the process of transferring to the public rail crossing would be too costly and time consuming.

There was a lack of agreement on which option would best resolve congestion since both Bailey and 5th Street received support related to this issue. At least two stakeholders indicated that future traffic modeling data would be needed to determine which route would be best for alleviating traffic problems.

Future Opportunities

Nearly all of the stakeholders interviewed felt the project area would benefit from improved bike and pedestrian access through the area to reach nearby retail services, parks and trails. At least two stakeholders indicated the need to resolve potential conflicts with large freight trucks when planning bike and pedestrian facilities and to avoid Kinsman Road.

There was support for a new transit loop through the project area along the corridor connector. This transit loop could serve area businesses by providing employees with an alternate mode to get to and from work, as well as connect people to neighborhoods and other services.

One person stated that when completed, the Corridor Plan would provide the certainty that is needed for area property owners to be able to move forward with plans for their property.

At least two people indicated that the roadway, when built, could serve as a natural buffer between residential development and industrial development.

Study Process and Next Steps

Everyone interviewed was aware of the project and most indicated that they had been engaged in previous studies.

None of the stakeholders who were asked about the project area name and logo had any concerns about it, although most weren't familiar with Arrowhead Creek.

All of the stakeholders indicated that e-mail was the best way to keep them informed about the project.

A few people noted that there were other area stakeholders that should be consulted, such as the Grange Hall owner, Old Town Neighborhood Association, D&M Glass Shop and the Mini Storage.

In closing, several stakeholders noted that they would like to see the land south of the project area developed as residential or mixed use with residential rather than industrial development to take advantage of the river views and access.

Complete Summary of Input

The following is a full compilation of the comments received during the interviews, organized by interview question.

1. *Were you aware of the plans for the Boones Ferry to Brown Road corridor connector project prior to me contacting you? If so, how did you hear about it? Do you have any questions about the project?*

- Aware of the project plans.
- Aware of the project plans.
- Yes, aware of the project.
- Yes, aware of the project.
- Yes, aware of the project.
- Yes, aware of the project and didn't have any questions.
- Yes, aware of the project. Inquired about the project timing in terms of construction and funding.
- Yes, were aware of the project and didn't have any questions.
- Yes, they were aware of the project and didn't have any questions.

2. *When considering the various alignment alternatives, which do you prefer?*

- Prefer the “yellow” middle alignment because it seemed to be the most straightforward and direct route.
- No preference on the alignment options.
- Continuity of industrial land parcels identified for future development should be maintained; however, the Bailey Street connection is preferred.
- The “blue”/middle alignment is preferred since it avoids segmenting and devaluing industrial land parcels identified for future development. However, the “red” route would be best if the southern alignment is selected since it seems to have the least impact to property owners on the south side of the project area. The bridge/crossing at Coffee Lake Creek will also be more expensive with the southern alignment because the creek is wider further south.
- Prefer the southern alternative because it has the least impacts to private property – keeps parcels contiguous for the most part. The “pink, purple, green and blue” alignment options don’t seem feasible based upon the decreased property value they would create by segmenting private property parcels.
- Prefer the southern alternative. Least impact to developable property.
- Alignment should optimize City owned property and not orphan private property parcels. Consider that the Coffee Lake Creek crossing (bridge) will be more expensive with the southern alignments than the northern alignment alternatives. Southern options also impacts private homes/property.
- Prefer the southern alternative.

3. *Do you have a preference for a connection point for Boones Ferry Road; either at Bailey Street or 5th Street?*

- Prefer the Bailey Street connection based upon previous studies and discussions. Bailey provides the most direct route to Fred Meyer and other retail operations on Boones Ferry and would better serve Wilsonville residents and alleviate congestion. Also have concerns about the impacts to businesses on 5th and Boones Ferry if 5th Street was chosen. However, will need to determine how local access would be achieved if Bailey is chosen.
- 5th Street would be the best connection because of the direct access/route to their property.
- Bailey is preferred as the connection because of the direct access it would provide to retail businesses and to alleviate current problems with congestion in that area. However, would like to see the future traffic analysis to determine the best route/connection to alleviate congestion.
- Bailey is preferred since it would enhance the current aesthetic condition of the road, but there are concerns about the potential impacts to area businesses (loss of the self-storage building due to railroad sight lines). Also concerned about the 5th Street connection and the impacts it could cause to property owners with the widening of the road.
- No preference between Bailey and 5th Street. Based upon the past discussions and information, it seemed to make the most sense to use Bailey as the connection due to the direct access it would provide to retail services. But knowing the constraints with the railroad, 5th might be a better alternative.

Brown Road will create major impacts with the apartments but that seems a long ways off from now. Widening will take away on street parking which isn't a huge issue since they didn't have it before and it's not really allowed, it's just not enforced. There are different options for accommodating the sidewalk. If the trees have to be removed, they won't be unhappy about it since they create maintenance issues.

- Bailey is the preferred connection due to the traffic impacts the 5th Street connection would create for the Old Town neighborhood. Bailey is identified in the Old Town Neighborhood Plan as the preferred connection. 5th Street would also create impacts to area businesses and historic buildings due to right-of-way acquisition. The turning radius needed for intersection would be problematic at 5th. Bailey provides better retail connection, traffic circulation.
- Bailey Street is the preferred connection for better access to retail (Fred Meyer) and because it would provide more relief of congestion on Wilsonville Road (since it's a shorter route). If Bailey is chosen and the public crossing at 5th is eliminated, a new access road, potentially Nutting, would have to be built for residents to the south. Sewer utilities would also need to be extended along Nutting or 2nd. This may create the need for a pump station. A connection at 5th would likely negatively impact businesses on that corner to due right-of-way acquisition (loss of on-street parking and planting strips).
- Prefer 5th street for safety reasons (sight line distance issues with Bailey) and for maintained access to private properties along 5th Street. Also the cost and potential complications/delay for creation of a new public rail crossing at Bailey seems problematic.
- 5th Street is preferred because the public access across the railroad is already at 5th Street and access to the residential properties to the south needs to be maintained. It would be less costly to provide sewer access as well. Abandoning the public rail crossing at 5th and establishing a new public crossing at Bailey would create a significant delay in the process.
- Prefer connection at Bailey because of existing easement owned by the City and this connection supports the redevelopment fees that were used for Fred Meyer. The connection at 5th Street is problematic due to the impact it would have to nearby property values. Nutting Road could provide access to residential properties to the south if Bailey served as the connection and the public crossing was removed at 5th.
- 5th Street is preferred since it would create the least amount of impact to private property parcels identified for future industrial development.

4. *What are your thoughts about alternative modes of transportation, such as buses for access to retail and shopping on the east side of town?*

- Not a lot of employees in the area currently use the bus, but there seems to be high ridership based upon the number of people seen at the stop on Boones Ferry.
- Transit it great and is widely used by apartment tenants.
- Transit it great – having a new loop that changes the current route through Old Town would be advantageous.

- Transit (and infrastructure in general) is needed to support future development.
- SMART could benefit from a loop route option along the new corridor connection.
- A transit loop along the new corridor connection would be of value.
- It seems appropriate to establish a bus route through the area; some employees use the bus to get to work.

5. *The City's master plans include the Tonquin Trail, a bike/ped pathway, through this area connecting residential areas and schools on the west side of Wilsonville to parks and businesses on the east side of Wilsonville and along Boones Ferry Road. What are your thoughts on how best to accommodate bicyclists and pedestrians through this area?*

- Improved bike/ped trails and overall connectivity would be a benefit to area retail businesses. No one currently bikes due to the unsafe conditions on Wilsonville Road.
- Bike lockers are beginning to be a requirement at some apartment complexes, which provides a lot of advantages. The lockers encourage people to use their bikes by giving them added space for storage. Access to retail shopping, parks and trails via a pedestrian and bike paths in the project area would be another added bonus.
- A bike/ped connection that travels south on Otto Lane and the 2nd Street underpass would be beneficial.
- The Bailey connection and the middle alignment provides a better Bike/Ped route because its shorter and flatter. It's a more direct connection to retail services. The rail crossing does create an issue for bikes that would need to be addressed. Making a connection to the parks and the river to the south via Otto Lane and the 2nd Street undercrossing is a good idea.
- Keep bike/ped paths on the south side to connect with the Tonquin Trail. Crossings should be made at a right angle for safety (prevent conflicts with truck traffic). Bike/ped connections to Fred Meyer and other retail on Boones Ferry (east side) need to be established. Need to keep bike/ped off Wilsonville Road and provide safe routes to school. Get people out of their cars.
- Avoid conflicts with trucking operations on Industrial Way. Maintain bike/ped access on northern side of roadway and on Kinsman to avoid conflicts with trucks.
- Would prefer to see a bike/ped trail south to Tonquin Trail to avoid conflicts with truck traffic. Keep bike/ped use off of Kinsman Road.

6. *Do you think roundabouts could be a potential solution in this area? Why or why not?*

- Roundabouts are nice.
- Roundabouts may not be functional in an industrial area (conflicts with truck traffic).
- Roundabouts take out a lot of developable land but work well to minimize collisions.
- Roundabouts wouldn't work because of the needed size (footprint) would take out too much developable land.
- More information is needed, such as traffic counts to be able to determine if roundabouts are feasible.

7. *What do you think are the key issues to be considered and that will need to be addressed when examining the alternatives?*

- Preserve Old Town neighborhood and the transition to residential/housing by making the connection at Bailey rather than 5th. Also for safety reasons – there are daycare and dance lesson facilities on 5th and Boones Ferry Road.
- Look at intersections and access points for the property parcels when considering the alignments and connection at Boones Ferry.
- There are safety issues with sight distance and the grade for the rail road crossing at Bailey.
- Access to private property off of 5th Street must be maintained if Bailey becomes a public rail crossing rather than 5th Street.
- Impacts to businesses on 5th Street are a concern due to ROW acquisition, as well as any increased truck traffic– do not want it to be a truck route. Over-building the roadway will lead to it being a truck route. The corridor should be a neighborhood to neighborhood connection. Kinsman should be the truck route. 5th is the preferred connection, but minimize impacts to area businesses on both sides. On street parking should be maintained. Preserving the utility of residential and industrial land is critical. The Montebello Road connection is important for bike/ped access.
- There are issues with industrial uses and bike/ped conflicts currently, so this needs to be taken into consideration.
- Maintain truck access on Industrial Way to allow left hand turns for trucks with signalized intersections due to timing and spacing. Wilsonville Concrete business office access is also off of Industrial Way, which also needs to be maintained. Reconfiguring the parking lot at Wilsonville Concrete would be problematic.
- Having an adequate turn radius for trucks on Kinsman road is important.

8. *What opportunities and benefits do you see for this project?*

- The Corridor Plan, once completed, will provide some certainty for property owners to move forward with.
- Northern most alignment allows for SDCs to pay for construction on either side with residential development. The roadway could serve as a natural buffer between residential and industrial development.
- If the preferred alignment was adjacent to SRO zones (natural areas), the property to the north of Wilsonville Concrete could be developed as a park to provide an additional buffer between industrial and residential uses.

9. *The project team has prepared a draft logo (refer to project fact sheet) and propose to refer to the general project area as the Arrowhead Creek Planning Area. How does that resonate with you?*

- Arrowhead Creek planning area is fine. Didn't know Arrowhead Creek existed.
- Arrowhead Creek planning area is fine. No concerns with it.
- The name and logo didn't raise any red flags, but it wasn't familiar. Previously referred to the project as the section G planning area.

- No issues with the name “Arrowhead Creek”. Previously referred to this area as Section G Planning Area. Although Arrowhead Creek is a drainage ditch that dries out and terminates at the cement plant.
- The name and logo didn’t raise any red flags, but it wasn’t familiar. Had previously referred to the project as the Brown Road Westside Bypass.

10. Are there any events, activities, plans, conditions, or anything else that we should be aware of?

- There is a gully at the Hartford property on 5th that should be looked at.
- Already queueing that takes place on Boones Ferry. Bailey won’t accomplish the pressure relief.
- The deep gully at the Hartford property doesn’t have any water in it.
- Current interest with northern properties along Wilsonville Road is for high density residential development. All vacant lands are for sale.
- 6:30 to 7 a.m. is the peak traffic time for trucking operations at Wilsonville Concrete. Wilsonville concrete could potentially operate 24/7 in the future.
- The frequency and timing of rail cars in and out of Orepac is fairly unpredictable; more than 2 per month on average, sometimes more.

11. How can we best keep you informed throughout the project?

- E-mail
- E-mail
- E-mail
- E-mail. Can share information with the neighborhood through newsletters and upcoming block party.
- E-mail
- E-mail – please invite to open houses and other public meetings.
- E-mail
- E-mail progress reports and other info.
- Email

12. Is there anyone one else you feel we should keep informed or we need to hear from?

- Grange owner
- Old Town neighborhood association
- D&M Glass shop
- Grange Hall
- Mini Storage

13. Do you have any parting thoughts you would like to share with me?

- Look at Old Town Master Plan to see desired uses for Boones Ferry Road. Pedestrian and human scale is important.
- The Grange building is currently a problem with cats and homeless people living there.
- Bailey seems to be the best option based on the direct access it provides to retail services; however would like to see future traffic modeling analysis.

- Would like to see railroad eliminate dinner stops in Old Town area. It's noisy because they keep the trains running. Would also like to see mixed use development south of 5th street to maximize river views and access rather than industrial development.
- Would like to see traffic modeling results for future growth projections to see if 5th or Baily would be better in terms of traffic routes (alleviating congestion on Wilsonville Road and Boones Ferry).
- Would like to see mixed use, including residential, to the south nearest the river. Should maximize the views and river use.
- Would like to see the southern parcels develop as residential due to the proximity to the river.
- Refer to planning area criteria included in Section G Planning Area document.
- Maintain access for trucking operations. Compatible uses near industrial operations is most important. Safety, minimizing truck and pedestrian/cyclist conflicts is most important.

CITY COUNCIL ROLLING SCHEDULE

Board and Commission Meetings 2016

Items known as of 09/12/16

SEPTEMBER

DATE	DAY	TIME	EVENT	LOCATION
9/19	Monday	7 pm	City Council Meeting	Council Chambers
9/26	Monday	6:30 pm	DRB Panel B	Council Chambers
9/28	Wednesday	6:30 pm	Library Board	Library

OCTOBER

DATE	DAY	TIME	EVENT	LOCATION
10/3	Monday	7 p.m.	City Council Meeting	Council Chambers
10/10	Monday	6:30 p.m.	DRB Panel A	Council Chambers
10/12	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
10/13	Thursday	4:30 p.m.	Park and Recreation Board Meeting	Park and Recreation Admin Office
10/17	Monday	7 p.m.	City Council Meeting	Council Chambers
10/24	Monday	6:30 p.m.	DRB Panel B	Council Chambers
10/26	Wednesday	6:30 p.m.	Library Board	Library

COMMUNITY EVENTS

Farmers Market at Sophia Park in Villebois
Every Thursday until September 29th beginning at 4 p.m.

Fall Harvest Fest – Stein-Boozier Barn, Murase Plaza
Saturday, Oct. 29, 9:30 -11:30 a.m.



**CITY COUNCIL MEETING
STAFF REPORT**

<p>Meeting Date: September 19, 2016</p>	<p>Subject: Resolution No. 2602 Addendum to the Basalt Creek Concept Plan IGA between Washington County, Metro, the Cities of Tualatin and Wilsonville</p> <p>Staff Member: Miranda Bateschell Department: Community Development</p>	
<p>Action Required</p>	<p>Advisory Board/Commission Recommendation</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><input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable</p> <p>Comments:</p>	
<p>Staff Recommendation: Staff recommends approval of Resolution No. 2602.</p>		
<p>Recommended Language for Motion: I move to approve the Consent Agenda.</p>		
<p>Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i></p>		
<p><input checked="" type="checkbox"/> Council Goals/Priorities Basalt Creek Concept Plan</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>	<p><input type="checkbox"/> Not Applicable</p>

ISSUE BEFORE COMMISSION:

Council action is required on Resolution 2602 to authorize the City Manager to sign Addendum 2.0 to the Intergovernmental Agreement (IGA) between Metro, Washington County(COUNTY), and the Cities of Tualatin and Wilsonville (CITIES) for concept planning the urban growth boundary expansion areas known as the “Basalt Creek” and “West Railroad” planning areas.

EXECUTIVE SUMMARY:

The original IGA, established in 2011, was written to remain in effect until the CITIES and COUNTY amend their respective Urban Planning Area Agreements (UPAAs) and incorporate the Basalt Creek Concept Plan into each CITIES respective comprehensive plans or until 5 years following the execution of this IGA (July 2016), whichever occurs earlier. Following the initial execution of the IGA, the Basalt Creek Transportation Refinement Plan (TRP) was developed jointly and adopted in 2013. Following completion of the TRP, planning efforts began on developing the Basalt Creek Concept Plan.

During the October 2013 through July 2016 time period, the Wilsonville and Tualatin City Councils held five joint Council work sessions and two Public Open Houses considering several boundary and land use alternatives for the Basalt Creek Planning Area. Since the last Joint Council meeting, the project team has been drafting the Basalt Creek Concept Plan and strategies to address ten priorities (considerations of success) identified by the City Councils.

The project team is anticipating finalizing the Basalt Creek Concept Plan this year and amending the UPAA with the County and incorporating the Basalt Creek Concept Plan into the City's Comprehensive Plan in spring of 2017. Addendum 2.0 of the Intergovernmental Agreement (IGA), Resolution 2602, reinstates the IGA extending the project timeline, enabling the project team to adopt all the necessary components to implement the Basalt Creek Concept Plan.

EXPECTED RESULTS:

Approval of Resolution No. 2602 and adoption of similar resolutions by Tualatin City Council, the County Commission, and Metro Council, reinstating the IGA and extending the project timeline. As a result, the Cities can complete the Basalt Creek Concept Plan, amending the UPAA with the County and incorporating the Basalt Creek Concept Plan into the Cities' Comprehensive Plans.

TIMELINE:

Addendum 2.0 of the Intergovernmental Agreement (IGA) will extend the IGA for three years. The project team anticipates completing the Basalt Creek Concept Plan by the end of 2016 and amending the comprehensive plan and UPAA in the spring of 2017.

CURRENT YEAR BUDGET IMPACTS:

None. The City of Tualatin received approximately \$350K from Metro's Construction Excise Tax (CET) grant program to perform concept planning. The City of Wilsonville has, and will continue to, invest staff time into the process.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____ Date: _____

LEGAL REVIEW / COMMENT:

Reviewed by: ___BJ_____ Date: _9/8/16_____

COMMUNITY INVOLVEMENT PROCESS:

The project includes participation from affected residents, businesses, and property owners. Two

open houses were held to engage and inform the public about the project. Additionally, the website is updated to reflect the most recent work and staff sends out monthly updates to an interested parties list and property owners via email and U.S. postal mail.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The Basalt Creek area is important for the long-term growth of Tualatin, Wilsonville, and the Metro region. Conducting a thorough and thoughtful planning process will identify and resolve each city's vision for the area and potential impacts on the community. The Basalt Creek area presents an opportunity to maximize assessed property value, integrate jobs and housing, develop efficient transportation and utility systems, create an attractive residential and business community, incorporate natural resource areas, and provide recreational opportunities as community amenities and assets.

ATTACHMENTS:

Resolution No. 2602

RESOLUTION NO. 2602

A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING ON BEHALF OF THE CITY OF WILSONVILLE WITH WASHINGTON COUNTY AND THE CITY OF TUALATIN FOR CONCEPT PLANNING THE URBAN GROWTH BOUNDARY EXPANSION AREA (BASALT CREEK/WEST RAILROAD PLANNING AREA).

WHEREAS, in 2004 the Metro Council added two areas located generally between the cities of Wilsonville and Tualatin to the Urban Growth Boundary (UGB) for residential and industrial uses in Metro Ordinance No. 04-1040B; and

WHEREAS, the above-described areas are known as the Basalt Creek and West Railroad Planning Areas which are generally referred to as the “Basalt Creek Planning Area”; and

WHEREAS the cities and Washington County wish to work together to complete transportation and concept planning for this area to assure carefully planned development in the Basalt Creek/West Railroad Planning Area that will be of benefit to both cities, Washington County and their residents; and

WHEREAS, in 2011 the City of Wilsonville approved Resolution No. 2293 authorizing an Intergovernmental Agreement (“2011 IGA”) with Metro, Washington County, and the City of Tualatin (the “Parties”) to engage in Concept Planning for the Basalt Creek Planning Area; and

WHEREAS, the above Parties agreed to memorialize and endorse the recommendations and results of the Basalt Creek Transportation Refinement Plan, and in 2013 the City of Wilsonville approved Resolution No. 2435 acknowledging the Basalt Creek Transportation Refinement Plan; and

WHEREAS, during the October 2013 through July 2016 time period, the Wilsonville and Tualatin City Councils held five joint council work sessions and two public open houses considering several boundary and land use alternatives for the Basalt Creek Planning Area and drafting the Basalt Creek Concept Plan is underway; and

WHEREAS, the cities still need to complete the work outlined in the 2011 IGA, including adopting the Basalt Creek Concept Plan and amending their respective Urban Planning Area Agreements and Comprehensive Plans to implement the plans for Basalt Creek.

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

1. The City Council, does hereby authorize the City Manager to sign the Intergovernmental Agreement Addendum 2.0 between Metro, Washington County, and the Cities of Tualatin and Wilsonville, a copy of which is marked **Exhibit A**, attached hereto and incorporated by reference as if fully set forth herein, on behalf of the City of Wilsonville.

2. This resolution is effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at this 19th day of September, 2016, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp
Councilor Lehan
Councilor Starr
Councilor Fitzgerald
Councilor Stevens

Exhibit A - Intergovernmental Agreement Addendum 2.0

Page 21 of 64
REINSTATEMENT OF CONTRACT NO. BCC 11-0470
ADDENDUM NO. 2.0

The INTERGOVERNMENTAL AGREEMENT BETWEEN METRO, WASHINGTON COUNTY, AND THE CITIES OF TUALATIN AND WILSONVILLE FOR CONCEPT PLANNING THE URBAN GROWTH BOUNDARY EXPANSION AREAS KNOWN AS THE "BASALT CREEK" AND "WEST RAILROAD" PLANNING AREAS, identified as Contract No. BCC 11-0470, is hereby reinstated by the parties pursuant to Washington County Purchasing Rule 10-180.

The contract is hereby amended by the parties, this amendment modifies the original contract number being BCC 11-0470.

The IGA is reinstated and amended as follows:

Original language is represented with the strikethrough and new language is underlined.

On page 6 of 10, Section D, paragraph 5 (paragraph before Attachments list) which states:

This IGA shall become effective upon full execution by all parties. The effective date of this IGA shall be the last date of signature on the attached signature pages. This IGA shall be in effect until the CITIES and COUNTY amend their respective UPAA's and incorporate the Basalt Creek Concept Plan into each CITIES respective comprehensive plans or ~~until 5 years following the execution of this IGA, whichever occurs earlier~~ three years from the execution of addendum, 2.0.

Effective Date of Amendment: 8/22/2016 or upon final signature.

All other terms and conditions of the original IGA shall remain in full force and effect.

Washington County:

Signature Printed Name

Date Title

Metro:

Signature Printed Name

Date Title

Address

City of Tualatin:

Signature Printed Name

Date Title

Address

City of Wilsonville:

Signature Printed Name

Date Title

Address



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: September 19, 2016		Subject: ORDINANCE NO. 797 Wireless Communications Emergency Ordinance Staff Member: Barbara Jacobson, Miranda Bateschell, & Holly Miller Department: Legal, Planning, & IT	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input checked="" type="checkbox"/> Ordinance 1 st Reading Date: <input checked="" type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input 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:	
Staff Recommendation: Staff recommends Council adopt Ordinance 797 on first and second reading.			
Recommended Language for Motion: I move to adopt Ordinance 797 on first reading. 2 nd motion: I move to adopt Ordinance 797 on second reading.			
Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i>			
<input checked="" type="checkbox"/> Council Goals/Priorities		<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Modifications to City Code to address evolving wireless communications facilities, including small cell/Distributed Antenna Systems (DAS) siting.

EXECUTIVE SUMMARY:

Recognizing the need to balance the concern over potential aesthetic issues related to the proliferation of wireless communications facilities, including the anticipated network densification of 5G small cell and DAS siting, with the benefit that these providers can offer in

enhancing cellular coverage for Wilsonville residents and visitors, staff is presenting the following proposed revisions to the Wireless Communications section of Wilsonville Code Chapter 4.

EXPECTED RESULTS:

The new code will provide flexibility for the siting of needed wireless communications facilities for enhanced signal capacity while balancing the need to preserve City aesthetics and be in compliance with our undergrounding district requirements, as well as state and federal law.

TIMELINE:

Due to anticipated applications, this ordinance is being presented for emergency enactment.

CURRENT YEAR BUDGET IMPACTS:

The City may see increased revenues from the addition of more wireless communications facilities and the potential rent for City owned poles.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____ Date: _____

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 9/8/16
Ordinance approved as to form.

COMMUNITY INVOLVEMENT PROCESS: N/A

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY (businesses, neighborhoods, protected and other groups):

Better signal coverage while preserving the aesthetic beauty of Wilsonville.

ALTERNATIVES: N/A

CITY MANAGER COMMENT:

ATTACHMENTS: Ordinance No. 797

ORDINANCE NO. 797

AN ORDINANCE OF THE CITY OF WILSONVILLE AMENDING WILSONVILLE CODE CHAPTER 4, SECTION 4.800 BY MODIFYING SECTION 4.800 THROUGH 4.804 AND ADDING NEW SECTIONS 4.805 THROUGH 4.810 TO CLARIFY AND EXPAND CITY REGULATION AND CONTROL OF WIRELESS COMMUNICATIONS FACILITIES IN RECOGNITION OF CHANGING LAWS AND WIRELESS TECHNOLOGY, AND DECLARING AN EMERGENCY

WHEREAS, the Federal Telecommunications Act, as administered by the Federal Communications Commission (FCC), applies to all applications for personal wireless facilities but generally preserves local police powers, subject to certain procedural and substantive limits; and

WHEREAS, the City enacted a wireless communications facilities ordinance in 1997 and, thereafter, amended it in 1998 to exempt certain freestanding wireless communications facilities from height restrictions; and

WHEREAS, based on new wireless communications technologies, particularly the growing demand for more speed and data, the FCC has promulgated new rules that local governments must comply with; and

WHEREAS, based on the new rules and in balancing the citizen need and desire for faster speeds and more data capacity against the impact on the aesthetics of the landscape of the City; and

WHEREAS, an emergency exists because new FCC regulations require that cities provide a faster expedited review of certain new wireless communications facilities applications, including the 5G network densification small cells;

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

1. **Chapter 4 – Sections 4.800 - 4.804 Wireless Communications Facilities** is hereby amended by adding amended language to **Sections 4.800 through 4.804** and adding **Sections 4.805 through 4.810** in their entirety, all as set forth on the attached **Exhibit A**.
2. **Code Amendment.** The City Recorder is directed to amend Wilsonville Code Section 4.800 et seq., as approved above, and to make such format, style, and

conforming changes to match the format and style of the Wireless Communications Facilities section of the Wilsonville Code.

3. **Severability.** If any section, subsection, or provision of this Ordinance is found to be void, invalid, unconstitutional, or in direct conflict with any controlling state or federal law, such portion shall be deemed void but, to the greatest extent allowed by law, the remainder of the Ordinance will remain in full force and effect.
4. **Emergency Declared.** In order to avoid any conflict with recent changes and revisions in state and federal law and regulations pertaining to wireless communications facilities, while still preserving the integrity of Wilsonville's aesthetic and underground requirements for utilities, and to address the immediate need for permitting requirements for new 5G wireless communication technology, an emergency is hereby declared to exist. Therefore, the first reading of this Ordinance and public hearing shall take place on September 19, 2016, with the second reading to follow on that same evening, immediately thereafter, and the Ordinance shall be declared to take effect immediately upon adoption by the City Council and signature by the Mayor.
3. Except as set forth above, Chapter 4 of the Wilsonville Municipal Code remains in full force and effect, as written.

SUBMITTED to the Wilsonville City Council and read for the first time at a meeting thereof on the 19th day of September, 2016, commencing at the hour of 7 p.m., at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon, and scheduled for second reading at the same hour and place.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the ____ day of _____, 2016, by the following votes: Yes: ____ No: ____

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this ____ day of _____, 2016.

TIM KNAPP, MAYOR

SUMMARY OF VOTES:

Mayor Knapp
Council President Starr
Councilor Fitzgerald
Councilor Stevens
Councilor Lehan

Attachments:

Exhibit A – Redlined Code Amendments to Section 4.800 et seq.

**WILSONVILLE CODE
PLANNING AND LAND DEVELOPMENT
CHAPTER 4 – SECTIONS 4.800 – 4.804
WIRELESS COMMUNICATIONS FACILITIES**

INDEX

SECTION	TITLE	PAGE NO.
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**CHAPTER 4 – SECTION 4.900
REAL PROPERTY COMPENSATION LAW
PAGE J - 8**

Please see the City Recorder for information regarding this Section.

WIRELESS COMMUNICATIONS FACILITIES

Section 4.800. Wireless Communication Facilities – Permitted, Conditionally Permitted, And Prohibited Uses

Purpose:?

Wireless Communications Facilities (“WCF”) play an important role in meeting the communication needs of Wilsonville citizens. This Section aims to balance the proliferation of and need for WCFs with the importance of keeping Wilsonville a livable and attractive City, consistent with City regulations for undergrounding utilities to the greatest extent possible.

In accordance with the guidelines and intent of Federal law and the Telecommunications Act of 1996, these regulations are intended to: 1) protect and promote the public health, safety, and welfare of Wilsonville citizens; 2) preserve neighborhood character and overall City-wide aesthetic quality; 3) encourage siting of WCF’s in locations that minimize adverse visible impact through careful design, configuration, screening, and innovative camouflaging techniques.

As used herein, reference to Wireless Communication Facilities is broadly construed to mean any facility, along with all of its ancillary equipment, used to transmit and/or receive electromagnetic waves, radio or television signals including, but not limited to, antennas, dish antennas, microwave antennas, small cells, distributed antenna systems (“DAS”), 5G, small cell sites/DAS , and any other types of equipment for transmission or receipt of signals, including telecommunication towers, poles, and similar supporting structures, equipment cabinets or buildings, parking and storage areas, and all other accessory development. This definition does not apply to amateur radio stations or ham radio operators? as defined by the Federal Communication Commission.

If any provision of this Code directly conflicts with State or Federal law, where State or Federal law preempts local law, then that provision of this Code shall be deemed unenforceable, to the extent of the conflict, but the balance of the Code shall remain in full force and effect.

(.01) Permitted Uses.

A. Towers, poles, and structures for WCF’s and ancillary wireless communication facilities, including 5G and small cell sites/DAS, are permitted-outright, subject to submission of a complete application meeting all minimum criteria and approval through the Class III Administrative Review process listed in Section-4.030(B) of the Wilsonville Code, atin all of the following locations:

1. Any property owned by the City of Wilsonville, including public right-of-way;
2. Any property owned by the West Linn - Wilsonville School District;
3. Any property owned by the Tualatin Valley Fire District;
4. Any property within an electric utility substation.

- B. ~~Collocated~~Collocating WCFs ~~shall be considered a permitted use~~is encouraged on all existing, legally established, transmission towers, poles, and structures in all zones and may be required on City property.
 - C. Satellite dishes not exceeding one meter in diameter shall be permitted in any zone on any public property, without requiring Administrative Review; ~~provided they are not located within any area designated as a Significant Resource Overlay Zone in the City's Comprehensive Plan.~~
 - D. Satellite dishes on public property not exceeding two meters in diameter shall be permitted outright in any PDC, PDI or PF zone, provided that they are not located within any area designated as a Significant Resource Overlay Zone ~~in the City's Comprehensive Plan.~~
 - E. WCFs attached to existing light, power, or telephone poles ~~shall be~~are permitted in all zones, subject to the development standards of Section ~~4.803~~, and subject to City approval through the Class ~~III~~ Administrative Review process listed in Section 4.030 of the Wilsonville Code.
 - F. The City of Wilsonville is an underground utility City (Undergrounding District) where aesthetic design standards that do not unreasonably preclude WCF's must be met. Therefore, no new vertical elements will be allowed on City property if there are existing facilities available to reasonably accommodate the WCF.
- (.02) Conditional Uses. ~~Wireless communication facilities~~ Except as provided above, WCF shall be allowed in all zones, upon approval of a conditional use permit, pursuant to Section ~~4.184~~ of the Wilsonville Code, subject to the following limitations:
- A. In the Town Center Master Planning Area, only WCFs attached ~~WCFs to~~ existing structures shall be permitted as conditional uses if site design review and screening criteria, as described in the WC, Section 4.176 and 4.400 are met. Other WCFs are prohibited.
 - B. Satellite dishes greater than one meter in diameter shall only be permitted in a residential zone upon the granting of a conditional use permit. Except, however, that the collocation of a dish greater than one meter in diameter on an existing tower within a residential zone shall be subject to the Class ~~I~~ administrative review process, as defined in Wilsonville Code, Chapter ~~4~~, ~~Sections~~ Section 4.030.
 - C. Satellite dishes greater than two meters in diameter shall only be permitted in a PDC, PDI or PF zone upon the granting of a conditional use permit. Except, however, that the collocation of a dish greater than two meters in diameter on an existing tower within a PDC, PDI or PF zone shall be subject to the Class ~~I~~ administrative review process as defined in Wilsonville Code, Chapter ~~4~~, Section ~~4.030~~.
- (.03) Prohibited uses. ~~Wireless communication facilities~~ Uses. WCF are prohibited on all lands designated as Significant Resource Overlay Zone lands.

Section 4.801. Application Requirements.

~~In addition to all standard required application materials, an applicant for a new WCF shall submit the following information:~~

~~Cable providers are required to enter into a Franchise Agreement with the City. Other utilities, including Competitive Local Exchange Competitor carriers are subject to the terms of the City's Privilege Tax Ordinance No. 616. In order to be permitted, an applicant must complete: 1) ~~(A1)~~ a Site Development Permit Application; 2) a Public Works Permit; 3) a Building Permit; and 4) enter into a Lease Agreement with the City for use of the public Right-of-Way. In preparing the Application, the applicant should review all provisions of this Code section, particularly the portion attached to the Development Review Standards. The WCF Application process shall include all of the following:~~

- ~~(.01) A visual study containing, at a minimum, Speculation. No Application shall be accepted or approved for a speculation WCF from an applicant that constructs WCF and leases tower space to service providers, but is not a service provider, unless the applicant submits a binding written commitment or executed lease from a service provider to utilize or lease space on the WCF.~~
- ~~(.02) Geographical Survey: The applicant shall identify the geographic service area for the proposed WCF, including a map showing all of the applicant's existing sites in the local service network associated with the gap that the proposed WCF is proposed to close. The applicant shall describe how this service area fits into and is necessary for the service provider's service network. Prior to the issuance of any building permits, applicants for WCFs shall provide a copy of the corresponding FCC Construction Permit or license for the facility being built or relocated, if required. The applicant shall include a vicinity map clearly depicting where, within a half-mile radius, any portion of the proposed tower WCF could be visible, and a graphic simulation showing the appearance of the proposed tower WCF and all accessory and ancillary structures from two separate points within the impacted vicinity, accompanied by an assessment of potential mitigation and screening measures. Such points are to be mutually agreed upon by the ~~planning director~~ Planning Director or the ~~planning director's~~ Planning Director's designee and the applicant.~~
- ~~(.02) Documentation of the steps that will be taken to minimize the visual impact of the proposed facility.~~
- ~~(.03) A(.03) Visual Impact, Technological Design Options, and Alternative Site Analysis. The applicant shall provide a visual impact analysis showing the maximum silhouette, viewshed analysis, color and finish palette, and proposed screening for all components of the facility. The analysis shall include photo simulations and other information as necessary to determine visual impact of the facility as seen from multiple directions. The applicant shall include a map showing where the photos were taken. The applicant shall include an analysis of alternative sites and technological design options for the WCF within and outside of the City that are capable of meeting the same service objectives as the preferred site with an equivalent or lesser visual impact. If a new tower or pole is proposed as a part of the proposed WCF, the applicant must demonstrate the need for a new~~

tower and pole and why existing locations or design alternatives, such as the use of microcell technology, cannot be used to meet the identified service objectives. Documentation and depiction of all steps that will be taken to screen or camouflage the WCF to minimize the visual impact of the proposed facility must be submitted.

- (.04) Number of WCFs. The Application shall include a detailed narrative of all of the equipment and components to be included with the WCF, including, but not limited to, antennas and arrays; equipment cabinets; back-up generators; air conditioning units; poles; towers; lighting; fencing; wiring, housing; and screening. The applicant must provide the number of proposed WCFs at each location and include renderings of what the WCF will look like when screened. The Application must contain a list of all equipment to be installed, including the maximum and minimum dimensions of all proposed equipment. Wilsonville is an Undergrounding District , meaning that the City will require any utility that can be fully or partially located underground to be undergrounded to help preserve the aesthetic appearance of the right-of-way and prevent aboveground safety hazards and the likelihood of power outages. Therefore, all components of the WCF must be undergrounded to the extent reasonably feasible. Those components of the WCF that must be above ground must be identified by type of facility, dimension of facility, with proposed screening to minimize visual impact. A narrative of why any portion of the WCF must be above ground is required.
- (.05) Safety Hazards. Any and all known safety hazards for any of the WCF facilities must be identified and the applicant must demonstrate how such hazards will be addressed and minimized.
- (.06) Landscaping. The Application shall provide a landscape plan, drawn to scale, that is consistent with the need for screening at the site-, showing all proposed landscaping, screening and proposed irrigation (if applicable), with a discussion of how proposed landscaping , at maturity, will screen the site. Existing vegetation that is proposed to be removed must be clearly indicated and provisions for mitigation included ~~where appropriate.~~
- ~~(.04) A feasibility study for the collocation of telecommunication facilities as an alternative to new structures. The feasibility study shall include:~~
- (.07) Height. The Application shall provide an engineer’s diagram, drawn to scale, showing the height of the WCF and all of its visible components. Carriers must provide evidence that establishes that the proposed WCF are designed to the minimum height required from a technological standpoint for the proposed site to meet the carrier’s coverage objectives. If a tower or pole height will exceed the base height restrictions of the applicable zone, this narrative shall include a discussion of the physical constraints (topographical features, etc.) making the additional height necessary. The narrative shall include consideration of the possibility for design alternatives, including the use of multiple sites or microcell technology that would avoid the need for the new WCF or the requested height.
[I think something is missing here.]

- (.08) Construction. The Application shall describe the anticipated construction techniques and time frame for construction or installation of the WCF. This narrative shall include all temporary staging and the type of vehicles and equipment to be used. The Application shall include a description of any possible disruption to streets or neighborhoods.
- (.09) Maintenance. The Application shall describe the anticipated maintenance and monitoring program for the WCF, including antennas, back-up equipment, poles, paint and landscaping.
- (.10) Noise/Acoustical Information. The Application shall provide manufacturer's specifications for all noise-generating equipment, such as air conditioning units and back-up generators, and a depiction of the equipment location in relation to adjoining properties.
- (.11) Parking. The Application shall provide a site plan showing the designated parking areas for maintenance vehicles and equipment, if any.
- (.12) Co-location. In the case of new multi-user towers, poles, or similar support structures, the applicant shall submit engineering feasibility data and a letter stating the applicant's willingness to allow other carriers to co-locate on the proposed WCF whenever technically and economically feasible and aesthetically desirable.
- (.13) Lease. The site plan shall show the lease area of the proposed WCF.
- (.14) FCC License. The Application shall provide a copy of the applicant's FCC license and/or construction permit, if an FCC license and/or construction permit is required for the proposed facility, including documentation showing that the applicant is in compliance with all FCC RF emissions safety standards.
- (.15) Lighting and Marking. The Application shall describe any proposed lighting and marking of the WCF, including any required by the FAA.
- (.16) Collocation Feasibility. A feasibility study for the collocation of any WCF as an alternative to new structures must be presented and certified by an Oregon licensed engineer. Collocation will be required when determined to be feasible on any City structures due to the desire to limit any new verticality, except where absolutely necessary. The feasibility study shall include:
- A. An inventory, including the location, ownership, height, and design of existing WCFs within one-half mile of the proposed location of a new WCF. The planning director may share such information with other applicants seeking permits for WCFs, but shall not, by sharing such information, in any way represent or warrant that such sites are available or suitable.
 - B. Documentation of the efforts that have been made to collocate on existing or previously approved towers. ~~Each, poles, or structures.~~ The applicant shall make a good faith effort to contact the owner(s) of all existing or approved towers, ~~poles, or structures~~ and shall provide a list of all owners contacted in the area, including the date, form, and content of such contact.

- C. Documentation as to why collocation on existing or proposed towers, poles, or ~~location on an existing tall structures~~structures within one-half mile of the proposed site is not practical or feasible. Collocation shall not be precluded simply because a reasonable fee for shared use is charged or because of reasonable costs necessary to adapt the existing and proposed uses to a shared tower. The Planning Director and/or Development Review Board may consider expert testimony to determine whether the fee and costs are reasonable. ~~Collocation costs exceeding new tower development are presumed to be unreasonable when balanced against the market and the important aesthetic considerations of the community.~~

~~(.05)~~—(.17) Engineering Report for New Location:

A report containing the following information:

- ~~A.~~ A. An Application for a new WCF, whether collocated or new, shall include, as applicable, a report from an Oregon licensed professional engineer documenting the following:
1. A description of the proposed ~~tower~~WCF height and design, including technical, engineering, and other pertinent factors governing selection of the proposed design. A cross-section of the proposed ~~tower~~WCF structure shall be included. If proposed ~~tower~~WCF is intended to accommodate future collocation, the engineer shall document that the design is sufficient for the purpose. If the proposed ~~tower~~WCF is not intended to allow for future collocation, the engineer shall provide an explanation of why it is not so intended.
 2. The total anticipated capacity of the ~~tower~~WCF in terms of the number and types of antennae or other facilities (to be described) which can be accommodated. The engineer shall also describe any limitations on the ability of the ~~tower~~WCF to accommodate future collocation. The engineer shall describe the technical options available to overcome those limitations and reasons why the technical options considered were not used.
 3. Documentation that the proposed ~~tower~~WCF will have sufficient structural integrity for the proposed uses at the proposed location, in conformance with the minimum safety requirements of the State Structural Specialty Code, latest adopted edition at the time of the ~~application~~Application.
- B. A description of mitigation methods which will be employed to avoid ice hazards, including increased setbacks, and/or de-icing equipment.
- C. Documentation demonstrating compliance with non-ionizing electromagnetic radiation emissions standards as set forth by the Federal Communications Commission.
- D. Evidence that the proposed ~~tower~~WCF will comply with all applicable requirements of the Federal Aviation Administration, the Aeronautics Section of the Oregon Department of Transportation, and the Federal Communications Commission.

- ~~(.06)~~ A(.18) Maintenance. The applicant shall provide a description of anticipated maintenance needs, including frequency of service, personnel needs, equipment needs and potential safety impacts of such maintenance.
- ~~(.07)~~ 19) Recordation Requirements. If a new ~~tower~~WCF is approved, the owner shall be required, as a condition of approval, to:
- A. Record the conditions of approval specified by the City with the Deeds Records Office in the Office of the County Recorder of the county in which the ~~tower-site~~WCF is located;
 - B. Respond in a timely, comprehensive manner to a request for information from a potential shared use applicant;
 - C. Negotiate in good faith for shared use by ~~third parties~~others; and
 - D. Such conditions shall run with the land and be binding on subsequent purchasers of the ~~tower-site~~WCF.
- ~~(.0820)~~ The Planning Director may request any other information deemed necessary to fully evaluate and review the ~~application~~Application and the potential impact of a proposed ~~tower and/or antenna.~~WCF

Section 4.802. Collocation.

In order to encourage shared use of towers, ~~all new WCFs shall comply with the following collocation standards:~~

- ~~(.01) To encourage shared use of towerspoles, or other facilities for the attachment of WCF, no conditional use permit shall be required for the addition of antennae to an existing tower, nor shall a conditional use permit be required for accompanying accessory uses.~~
- ~~(.02) The height of an existing support structure may be increased for the purpose of accommodating collocation without requiring a discretionary review process by the Cityequipment, provided that there is no change to the type of tower and tower height is increased by the minimum amount necessary to accommodate the collocated facilities. Increases in height exceeding ten (10) feet, but not more than twenty (20) feet, beyond the original design shall require the approval of a Class I Administrative Review permit as provided in Section 4.030 of the Wilsonville Code. Height increases of twenty (20) or more feet for the purpose of accommodating collocation shall require the approval of a conditional use permit.;~~
- (.01) There is no change to the type of tower or pole.
- (.02) All collocated WCF shall be designed in such a way as to be visually compatible with the structures on which they are placed.
- (.03) All collocated facilitiesWCF must comply with the conditions and concealment elements of the original tower, pole, or other facility upon which it is collocating.
- (.04) Shall not disturb, or will mitigate any disturbed, existing landscaping elements.

(.05) Does not entail excavation or deployment outside site of current facility where collocation is proposed.

(.06) All collocated WCF, and additions to existing towers, poles, or other structures, shall meet all requirements of the State of Oregon Structural Specialty Code, latest adopted edition. A building permit shall be required for such alterations or additions. Documentation shall be provided by a licensed professional engineer, verifying that changes or additions to the tower structure will not adversely affect the structural integrity of the tower.

~~(.04) All~~ (.06) (.07) The physical dimensions are increased by the minimum amount necessary to accommodate the collocated facilities:

A. Towers outside public rights of way:

1. Height increases for the purpose of accommodating collocation shall be designed in such a way as to be visually compatible with the not exceed ten percent (10%) or twenty (20) or more feet, whichever is greater, of the original tower structures upon which they are placed. WCF is collocating.

2. Protrusions from the edge of the tower shall not extend into the required setback(s) nor exceed twenty (20) feet from the original tower upon which WCF is collocating, or more than the width of the tower structure at the level of the appurtenance, whichever is greater.

B. Towers in public rights of way and for all base stations:

1. Height increases for the purpose of accommodating collocations, shall not exceed ten percent (10%) or ten (10) feet, whichever is greater of the original tower or base station upon which WCF is collocating.

2. Protrusions from the edge of the structure shall not extend into the required setback(s) nor exceed six (6) feet from the original tower or base station upon which WCF is collocating.

(.08) Additional Application Requirements for Collocation:

A. A copy of the site plan approved for the original tower, pole, or other base station facility to which the collocation is proposed.

B. A site survey delineating development on-the-ground is consistent with the approved site plan.

C. The Engineering Report, as required in 4.801, with the total anticipated capacity and collocation accommodation potential for the original tower, pole, or other base station facility to which the WCF collocation is proposed and an analysis detailing the proposed collocation can be accommodated within this capacity.

Section 4.803. Development Review Standards.

All ~~new~~ WCFs shall comply with the following Development Review standards, unless grandfathered under State or Federal law:

(.01) Visual Impact

~~A. Tower Height. Freestanding WCFs shall be exempted from the height limitations of the zone in which they are located. This exemption notwithstanding, the height and mass of the transmission tower shall be the minimum which is necessary for its intended use, as demonstrated in a report prepared by a licensed professional engineer. A WCF that is attached to an alternative tower structure may not exceed the height of the alternative tower structure, unless findings are made by the Planning Director or Development Review Board that such an increase will have a deminimis impact on the appearance of the structure. A WCF that is attached to an existing structure other than an alternative tower structure in a PDC, PDI or PF zone may not exceed the height of the existing structure by more than twenty (20) feet. A WCF that is attached to an existing structure other than an alternative tower structure in an R, RA-H or PDR zone may not exceed the height of the existing structure by more than ten (10) feet.~~

~~1. The tower~~A. Maximum Number of High Visibility Facilities Per Lot or Parcel. No more than one high visibility WCF is allowed on any one lot or parcel. The Development Review Board may approve exceeding the maximum number of high visibility WCF per lot or parcel if one of the following findings is made through a Class III review process: (1) co-location of additional high visibility WCF is consistent with neighborhood character, (2) the provider has shown that denial of an application for additional high visibility WCF would have the effect of prohibiting service because the WCF would fill a significant gap in coverage and no alternative locations are available and technologically feasible, or (3) the provider has shown that denial of an application for additional high visibility WCF would unreasonably discriminate among providers of functionally equivalent services. In such cases, the Development Review Board shall be the review authority for all related applications.

~~B. Height. The tower or pole~~ height of a freestanding WCF in R, PDR and RA-H zones may not exceed fifty (50) feet, except that the RA-H zoned property occupied by the City SewerageWastewater Treatment Plant and the PDR zoned property occupied by the Elligsen Road Water Reservoir shall be exempted from the height limitations of the subject zones, and subsection 4.803-1a.01A, above, shall apply.

~~B. Paint and finish.~~

~~1. Towers, antennae~~C. WCF Adjacent to Residentially Designated Property. In order to ensure public safety, all WCF located adjacent to any property designated as residential in Wilsonville shall be set back from all residential property lines by a distance at least equal to the height of the facility, including any antennas or other appurtenances. The setback shall be

measured from that part of the WCF that is closest to the neighboring residentially designated property.

- D. Historical Buildings and Structures. No WCF shall be allowed on any building or structure, or in any district, that is listed on any Federal, State, or local historical register unless it is determined by the Development Review Board that the facility will have no adverse effect on the appearance of the building, structure, or district. No change in architecture and no high visibility facilities are permitted on any such building, any such site, or in any such district.
- E. Tower or Pole Heights. Towers or poles may exceed the height limits otherwise provided for in the Development Code with compelling justification only. All towers or poles greater than the height limit of the underlying zone shall require a Conditional Use Permit application to be reviewed by the Development Review Board.
- F. Accessory Building Size. All accessory buildings and structures built to contain equipment accessory to a WCF shall not exceed 12 feet in height unless a greater height is necessary and required by a condition of approval to maximize architectural integration. Each accessory building or structure is limited to 200 square feet, unless approved through a Conditional Use Permit.
- G. Utility Vaults and Equipment Pedestals. Underground vaults and equipment pedestals associated with small cell installations must be underground to the extent operationally possible or must otherwise be attractively screened. Size will be limited to prevent any safety hazard to the public.
- H. Visual Impact. All WCF shall be designed to minimize the visual impact to the greatest extent practicable by means of placement, screening, landscaping, and camouflage. All WCF shall also be designed to be compatible with existing architectural elements, building materials, and other site characteristics. The applicant shall use the least visible antennas reasonably available to accomplish the coverage objectives. All high visibility WCF shall be sited in such a manner as to cause the least detriment to the viewshed of adjoining properties, neighboring properties, and distant properties. The use of radomes to conceal antennae, associated equipment and wiring is required. (new sentence ??)
- I. Antennas. Facade-mounted antennas shall be architecturally integrated into the building design and otherwise made as unobtrusive as possible. If possible, antennas should be located entirely within an existing or newly created architectural feature so as to be completely screened from view. Facade-mounted antennas shall not extend more than two feet out from the building face. Roof-mounted antennas shall be constructed at the minimum height possible to serve the operator's service area and shall be set back as far from the building edge as possible or otherwise screened to minimize visibility from the public right-of-way and adjacent properties.

- J. Noise. Noise from any equipment supporting the WCF shall meet the requirements of City Code Section 6.204 – Noise.
- K. Signage. No signs, striping, graphics, or other attention-getting devices are permitted on any WCF except for warning and safety signage with a surface area of no more than three square feet. All signs are prohibited on WCFs except for one non-illuminated sign, not to exceed two (2) square feet, which shall be provided at the main entrance to the WCF, stating owner’s name and address and a contact name and phone number for emergency purposes. WCF may, however, be placed behind existing street or building signs as a method of camouflage.
- L. Traffic Obstruction. Maintenance vehicles servicing facilities located in the public right-of-way shall not park on the traveled way or in a manner that obstructs traffic.
- M. Parking. No net loss in minimum required parking spaces shall occur as a result of the installation of any WCF.
- N. Sidewalks and Pathways. Cabinets and other equipment shall not impair pedestrian use of sidewalks or other pedestrian paths or bikeways on public or private land and shall be screened from view. Cabinets shall be undergrounded, to the greatest extent feasible.
- O. Lighting. WCF shall not include any beacon lights or strobe lights, unless required by the Federal Aviation Administration (FAA) or other applicable authority. If beacon lights or strobe lights are required, the Development Review Board shall review the available alternatives and approve the design with the least visual impact. All other site lighting for security and maintenance purposes shall be shielded and directed downward, and shall comply with the City’s outdoor lighting standards in City Code Section 4.199, unless otherwise required under Federal law.
- P. Paint and Finish.
- Towers, poles, antennae, and associated equipment shall either maintain a galvanized steel finish or be painted a non-reflective, neutral color, as approved by the Planning Director or Development Review Board, to minimize visibility. Attached communication facilities shall be painted so as to be identical to or compatible with the existing structure.
- ~~2.~~ Towers more than 200 feet in height shall be painted in accordance with the Oregon State Aeronautics Division and Federal Aviation Administration rules. Applicants shall attempt to seek a waiver of OSAD and FAA marking requirements. When a waiver is granted, towers shall be painted and/or camouflaged in accordance with subsection “1”,² above.

~~3.— All ancillary facilities shall be colored or surfaced so as to blend the facilities with the surrounding natural and built environment.~~

~~4.— Equipment enclosures and ancillary facilities, other than antennae, in R, RA-H, and PDR zones shall be screened from public view or placed underground.~~

~~C.— Q. Public Works Standards. Additional applicable construction and design standards are as set forth in the City's 2015 Public Works Standards.~~

~~Unenclosed storage of materials is prohibited.~~

~~D.— Other building facilities, including offices, vehicle storage areas or other similar uses not necessary for transmission or relay functions are prohibited, unless a separate land use application for such is submitted and approved.~~

(.02) Site sizeSize.

A.— The site on which a transmission tower/pole is located shall be of a sufficient shape and size to provide adequate setbacks as specified ~~below in this Code Section~~. Towers or poles may be located on sites containing other principal uses in the same buildable area as long as all of the other general requirements of this ~~ordinance~~Code Section are met.

B.— Wherever possible, tower sites or poles shall be ~~large enough sized~~ and structurally sufficient to allow for additional collocated and ancillary facilities, unless a finding is made by the Planning Director or Development Review Board that the tower or pole will not accommodate future collocation. ~~This standard shall not apply to antennae attached to existing structures or towers located on rooftops.~~

(.03) Separation and setbacksSetbacks.

A. ~~Freestanding~~ WCFs shall be set back from any other property line by a distance equal to or greater than the tower or pole height, unless this requirement is specifically waived by the Planning Director or the Development Review Board for purposes of mitigating visual impacts or improving compatibility with other uses on the property.

B. Freestanding WCFs located on sites containing other principal uses must maintain a minimum distance between the tower and other principal uses of the greater of 20% of the ~~tower~~WCF height or twenty-five (25) feet, unless this requirement is specifically waived by the Planning Director or Development Review Board for purposes of mitigating visual impacts or improving compatibility with other uses on the property.

C. A guyed tower located on sites containing other principal uses must maintain a minimum distance between the tower and other principal uses of the greater of 100% breakpoint or twenty-five (25) feet, unless this requirement is specifically waived by the Planning Director or Development Review Board for purposes of mitigating visual impacts or improving compatibility with other uses on the property.

- D. ~~Towers and antennae~~WCF mounted on rooftops or alternative tower structures shall be exempt from these minimum separation requirements. However, WCFs and related equipment may be required to be set back from the edge of the roof line in order to minimize their visual impact on surrounding properties and must be screened.
- E. ~~Towers~~WCF towers and poles are prohibited in the required front yard, back yard, or side yard setback of any lot in ~~an R, PDR or RA-Hany~~ zone.
- ~~(.04) Lighting. No lighting, and no portion of any antenna array shall extend beyond the property lines. For guyed towers or poles, all guy anchors shall be permitted on transmission towers except that required by the Oregon State Aeronautics Division or the Federal Aviation Administration.~~
- ~~(.05) Signs. All signs are prohibited on WCFs, except for one non-illuminated sign, not to exceed two (2) square located at least 50 feet, which shall be provided at the main entrance to the facility stating owner's name and address, and a contact name and phone number for emergency purposes from all abutting properties.~~
- ~~(.0604) Security Fencing. WCFs or towers shall be enclosed by decay-resistant security fencing not less than six (6) feet in height and shall be equipped with an appropriate anti-climbing device. Fencing shall be compatible with other nearby fencing. Such requirements may be waived for attached WCFs.~~
- ~~(.0705) Landscaping. Landscaping shall be placed around the outside perimeter of the security fencing and shall consist of a fast growing vegetation that can be expected to reach a minimum height of six feet and form a continuous hedge within two years of planting. Drought tolerant landscaping materials shall be required. Trees and shrubs in the vicinity of guy wires shall be of a kind that would not exceed 20 feet in height and would not affect the stability of the guys should they be uprooted. Landscaping shall be compatible with other nearby landscaping.~~
- ~~(.0806) Conflict with ~~planned right~~Planned Right-of-wayWay. No WCF shall be located within a planned or existing public right-of-way, unless it is specifically designed for the purpose in a way that will not impede pedestrian, bicycle, or vehicular traffic."~~

(.09) Pre-Section 4.804 Review Process and Approval Standards.

[Miranda to work on this Section.]

(.01) Class I Process. The following WCF are allowed with the approval of a WCF Site Plan to be reviewed by the Planning Director, pursuant to a Class I process under City Code Section 4.030(.01)A:

A.

B. Satellite dishes not exceeding one meter in diameter shall be permitted in any zone on any public property, without requiring Administrative Review.

C. Satellite dishes on public property not exceeding two meters in diameter shall be permitted outright in any PDC, PDI or PF zone, provided that they are not located within an area designated as a Significant Resource Overlay Zone.

D. Satellite dishes greater than one meter in diameter collocating on an existing towers/non-tower within a residential zone.

E. Satellite dishes greater than two meters in diameter collocating on an existing tower with a PDC < PDI or PF zone.

(.02) Class II Process. The following WCF are allowed with the approval of a WCF Site Plan to be reviewed by the Planning Director pursuant to a Class II process under City Code Section 4.030(.01)B:

A. WCFs proposed in the following locations:

1. Any property owned by the City of Wilsonville, including public right-of-way;

2. Any property owned by the West Linn - Wilsonville School District;

3. Any property owned by the Tualatin Valley Fire District;

4. Any property within an electric utility substation.

B. WCFs attached to existing light, power, or telephone poles in all zones, subject to the development standards of Section 4.803.

C. WCF Collocations meeting the criteria outlined in Wilsonville Code 4.802.

(.03) Conditional Use Permit Requirements. Applications for WCF in all other locations and situations, including moderate or high visibility facilities that exceed the height limit of the applicable zone, shall also require a Conditional Use Permit to be reviewed by the Development Review Board. In addition to the approval standards in City Code Section 4.030, the applicant shall demonstrate that the WCF Site Plan approval standards in this Section are met.

(.04) Approval Criteria. The Development Review Board shall approve the use and WCF Site Plan for any of the WCF listed in subsections (.02) and (.03) of this Section upon a determination that the following criteria are met:

- A. The height of the proposed WCF does not exceed the height limit of the underlying zoning district, or does not increase the height of an existing facility.
- B. The location is the least visible of other possible locations and technological design options that achieve approximately the same signal coverage objectives.
- C. The location, size, design, and operating characteristics of the proposed WCF will be compatible with adjacent uses, residences, buildings, and structures, with consideration given to:
 - 1. Scale, bulk, coverage, and density;
 - 2. The harmful effect, if any, upon neighboring properties;
 - 3. The suitability of the site for the type and intensity of the proposed WCF; and
 - 4. Any other relevant impact of the proposed use in the setting where it is proposed.
- D. All required public facilities have adequate capacity, as determined by the City, to serve the proposed WCF; and
- E. The proposed WCF complies with all of the general regulations contained in [REDACTED].

(.05) Conditions of Approval. The City may impose any other reasonable condition(s) deemed necessary to achieve compliance with the approval standards, including designation of an alternate location. If compliance with all of the applicable criteria cannot be achieved through the imposition of reasonable conditions, the Application shall be denied.

Section 4.805 Exemptions.

The following shall be considered exempt structures or activities under this Code Chapter:

- (.01) Whip or other similar antennas no taller than six feet with a maximum diameter of two inches.
- (.02) Antennas (including direct-to-home satellite dishes, TV antennas, and wireless cable antennas) used by viewers to receive video programming signals from direct broadcast facilities, broadband radio service providers, and TV broadcast stations regardless of zone capacity.
- (.03) Cell on Wheels (COW), which are permitted as temporary uses in nonresidential zones for a period not to exceed 14 days, or during a period of emergency as declared by the City, County, or State.
- (.04) Replacement antennas or equipment, provided the replacement antennas and/or equipment have a function similar to the replaced antenna and/or equipment and do not exceed the overall size of the original approved antenna and/or equipment.

Section 4.806 Maintenance.

The following maintenance requirements apply to WCF, as applicable:

- (.01) All landscaping shall be maintained at all times and shall be promptly replaced if not successful.
- (.02) If a flag pole is used for camouflaging a facility, flags must be flown and must be properly maintained at all times.
- (.03) All WCF sites shall be kept clean and free of litter.
- (.04) All WCF sites shall maintain compliance with current RF emission standards of the FCC, the National Electric Safety Code, and all State and local regulations.
- (.05) All equipment cabinets shall display a legible operator's contact number for reporting maintenance problems.

Paint?

Section 4.807 Inspections.

- (.01) The City or its agents shall have authority to enter onto the property upon which a WCF is located to inspect the facility for the purpose of determining whether it complies with the Building Code and all other construction standards provided by the City and Federal and State law.
- (.02) As a condition of approval and prior to final inspection of the WCF, the applicant shall submit evidence, such as photos, to the satisfaction of the City, sufficient to prove that the WCF is in substantial conformance with photo simulations provided with the application. Nonconformance shall require modification to compliance within thirty (30) days or the WCF must be removed.
- (.03) The City reserves the right to conduct such inspections at any time, upon reasonable notice to the WCF owner. In the event such inspection results in a determination that violation of applicable construction and maintenance standards set forth by the City has occurred, remedy of the violation may include cost recovery for all costs incurred in conforming use. In order to encourage the collocation of antennae on existing towers, all WCFs operative prior to May 19, 1997 and processing the violation.

Section 4.808 Preexisting WCF.

WCF that lawfully existed prior to the adoption of this Chapter shall be allowed to continue in use without their use as they presently exist. This Code does not make lawful any WCF that are not fully approved on the date the ordinance codified in this Code is adopted and those pending WCF will be required to meet the requirements of this Code. Routine maintenance shall be permitted on such lawful preexisting WCF. Lawfully existing WCF may be replaced as long as the replacement is in the exact location of the WCF being considered to be non-conforming uses replaced and is of a construction type identical in height, width, weight, lighting, and painting. Any changes or modifications to a replacement

WCF shall not be considered routine maintenance, shall be treated as new construction, and shall comply with the requirements of this Chapter.

Section 4.809 Ancillary Facilities.

Unenclosed storage of materials is prohibited.⁸⁰⁴ Other building facilities, including offices, vehicle storage areas, or other similar uses not necessary for transmission or relay functions, are prohibited unless a separate land use application for such is submitted and approved.

Section 4.810 Abandoned Facilities; Discontinuation of Use.

- ~~(.01) In the event that an owner discontinues use of a transmission facility for more than six (6) consecutive months, the city may declare the facility abandoned and require the property owner to remove it. An abandoned facility may be declared a nuisance subject to the abatement procedures of Wilsonville Code Chapter 6. Delay by the city in taking action shall not in any way waive the city's right to take action. Upon written application prior to the expiration of the six-month period, the Planning Director may grant a six-month extension for reuse of the facility. Additional extensions beyond the first six-month extension may be granted by the Planning Director subject to any conditions required to bring the project into compliance with current law(s) and make compatible with surrounding development.~~
- ~~(.02) The applicant for a new wireless communication facility shall provide an affidavit, signed by the property owner, indicating that the owner has read, and understands subsection (.01), above.~~

Section 4.900 — Real Property Compensation Law.

Please see the City Recorder for information regarding this Section.

The following requirements apply to the abandonment and/or discontinuation of use for all WCF:

- (.01) All WCF located on a utility pole shall be promptly removed at the operator's expense at any time a utility is scheduled to be placed underground or otherwise moved.
- (.02) All operators who intend to abandon or discontinue the use of any WCF shall notify the City of such intentions no less than 60 days prior to the final day of use.
- (.03) WCF shall be considered abandoned 90 days following the final day of use or operation.
- (.04) All abandoned WCF, including ancillary equipment, shall be physically removed by the facility owner no more than 90 days following the final day of use or of determination that the facility has been abandoned, whichever occurs first.
- (.05) The City reserves the right to remove any WCF that are abandoned for more than 90 days, at the expense of the facility owner.
- (.06) Any abandoned site shall be restored to its natural or former condition. Grading and landscaping in good condition may remain.

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**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: September 19, 2016		Subject: Resolution No. 2603 IT Strategic Plan Staff Member: Holly Miller, IS Manager Department: Finance/IS	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" 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 checked="" type="checkbox"/> Resolution <input 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: Responding to any Council questions regarding the previously presented IT Strategic Plan.	
Staff Recommendation: Staff recommends Council approve Resolution No. 2603.			
Recommended Language for Motion: I move to approve Resolution No. 2603.			
Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i>			
<input checked="" type="checkbox"/> Council Goals/Priorities		<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

This is an opportunity for Council to ask any questions they have after being presented the IT Strategic Plan and reviewing it individually.

EXECUTIVE SUMMARY:

Over the course of several Work Sessions, City Staff have presented the process for creation as well as the draft of the Wilsonville IT Strategic Plan. As stated before, the goal of this project has been to create a plan for prioritizing technology investments into the future while providing a framework for Wilsonville to become a leader in efficient and innovative IT service delivery.

Tonight, staff will answer any questions that Council has regarding the IT Strategic Plan and then seek Council's approval to proceed with requesting Council's adoption under New Business.

EXPECTED RESULTS:

The IT Strategic Plan will strengthen our existing IT systems, provide the City with a 3 to 5 year path for future technology purchases, and enable Wilsonville to become a leader in technology service delivery.

TIMELINE:

A final report is expected to be delivered to Council in May or June of 2016.

CURRENT YEAR BUDGET IMPACTS:

These consulting services were included in the FY 2015-16 budget. The IT Strategic Plan recommends the addition of a position to address help desk issues. This position was funded in the FY 2016-17 budget and the hiring process is underway.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____ Date: _____

LEGAL REVIEW / COMMENT:

Reviewed by: _____ Date: _____

COMMUNITY INVOLVEMENT PROCESS: A public survey and virtual open house were conducted in order to solicit feedback from the community, as well as a focus group meeting held with the Leadership Academy members.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY (businesses, neighborhoods, protected and other groups): The final report will identify additions and enhancements to technologies that the City can make in order to provide improved service to residents, businesses, and visitors in Wilsonville.

ALTERNATIVES: N/A

CITY MANAGER COMMENT:

ATTACHMENTS:

Resolution No. 2603

RESOLUTION NO. 2603

**A RESOLUTION OF THE WILSONVILLE CITY COUNCIL
ADOPTING THE WILSONVILLE INFORMATION TECHNOLOGY
STRATEGIC PLAN, SEPTEMBER 2016**

WHEREAS, the City of Wilsonville desires to be strategic in its technology investments and a leader in innovative technology service delivery; and

WHEREAS, after conducting a competitive selection process in 2015, the City retained the Information Technology (IT) services firm of Mindboard Consulting, LLC to facilitate the development of an IT strategic plan to guide the City's future technology expenditures, prioritize competing technology funding needs across the organization, and conduct a review of the City's current technology state; and

WHEREAS, in the fall of 2015 the consultants conducted public outreach through an external customer survey and a virtual public open house, posted on the City's web site, as well as conducting a focus group meeting with members of the Wilsonville Leadership Academy; and

WHEREAS, Mindboard Consulting subsequently conducted a review of the City's business systems and business system needs, including holding over 40 departmental needs assessment interviews; and

WHEREAS, Mindboard Consulting in partnership with City staff drafted an IT strategic plan;

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

1. The *Wilsonville IT Strategic Plan, September 19, 2016*, is adopted to guide future technological priorities and investments.
2. This Resolution is effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at this 19th day of September, 2016, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Councilor Lehan

Councilor Starr

Councilor Fitzgerald

Councilor Stevens

CITY OF WILSONVILLE

Monthly Report



COMMUNITY DEVELOPMENT DEPARTMENT

August 2016

FROM THE DIRECTOR'S OFFICE

There are all kinds of exciting things happening in Community Development, as you will read in this monthly report. My highlights:

MONTAGUE PARK OPENING CELEBRATION! (see ribbon cutting photo below) What a marvelous event with a big community crowd, local music and theater, food cart, and just a grand way to celebrate this beautiful new Wilsonville asset.

French Prairie Bike/Ped/Emergency Access Bridge—We held the kickoff meeting and are assembling our stakeholder and advisory committee lists.

Boones Ferry Road to Brown Road Connector Corridor Plan—Initial stakeholder meetings were completed and plans are underway for the September Open House/Workshop and City Council work session.

Road Maintenance Fee Update—Met with Task Force for their last scheduled meeting to clarify their recommendations. What an amazingly engaged and thoughtful group!

Building Official—Our new Building Official will be Dan Carlson, an experienced and talented professional from Corvallis, OR. Please welcome him as he joins our team.—Nancy Kraushaar, PE



Engineering Division, Capital Projects

Charbonneau High Priority Utility Repair (1500/2500/7500): This project involves the replacement and repair of the most deficient sewer and storm pipes within Charbonneau in three (3) phases over the next three (3) years. Also, the project includes replacement of a recently failed 12" water line between Boones Bend Road and Mariner's Village. Construction of Phase I is currently underway with open trench sanitary and storm pipe work nearly complete. Project completion is anticipated for the end of October 2016. Weekly project updates can be found at the Charbonneau Country Club Facebook page and the project website given below.

<http://www.ci.wilsonville.or.us/651/Charbonneau-High-Priority-Utility-Repair>



Charbonneau Walking Path Repair (4715): This project includes repair of the pathway along French Prairie Drive in Charbonneau. Existing trip hazards, drainage issues and sidewalk ramp areas will be repaired to meet ADA standards. Construction is currently underway and is approximately 10% complete. Construction is anticipated to be completed in October.

French Prairie Bridge (9137): This project will determine the final location, alignment, and design type and includes preparation of preliminary construction and environmental documents for a new pedestrian, bike, and emergency vehicle bridge over the Willamette River in the vicinity of Boones Ferry Road. Project kickoff meeting was held and the consultant team is currently developing a public involvement plan and preparing a list of project stakeholders. Project completion is anticipated in July 2018.

Engineering Division, Capital Projects, cont'd

Gesellschaft Well Facility Upgrades (1083): This project includes upgrades and modification to the Gesellschaft Well controls and piping to convert the well operation to an emergency back-up supply of potable water. Preliminary design plans have been submitted and are currently under review. Final design is anticipated to be complete by the end of this year with construction occurring in the spring 2017.

Kinsman Road Extension

(4004): This project involves construction of a new section of Kinsman Road between Barber Street and Boeckman Road and includes upsizing and relocation of a 30" sanitary sewer pipe (Coffee Creek Interceptor Upsizing (CIP 2079) and installation of a 66" water line for the Willamette Water Supply Program (CIP 1127). Construction is underway. Box culvert installation (photo) and site grading is underway and will continue throughout September. Construction is anticipated to be completed in June 2018



Parkway Court Storm Sewer (7048): A new storm sewer is being designed in-house to correct an historic flooding issue adjacent to the Town Center Apartments. Design will be completed in August with bidding and construction to occur after Labor Day.

Road Maintenance Fee (4189): The road maintenance task force has made recommendations which will be presented to Council on October 3.

Tooze Road (4046): Appraisals for right-of-way and easement acquisitions have been completed; secondary appraisals are expected to be completed over the next month.

Engineering Division, Capital Projects, cont'd



Street Maintenance

(4014): Reconstruction of the railroad tracks and approaches was completed successfully.

Transportation SDC Update (4189): Staff met with the Home Builders Association of Metropolitan Portland. The draft copy of the report will be released for the 60-day public comment period prior to being presented to Council.

Water Treatment Plant Master Plan (1122): The final draft of the Master Plan is under review, with comments due back by September 9. A Technical Advisory Committee review meeting is scheduled for September 12.

WWTP Outfall Replacement (2095): The Pre-Design Report is complete, and will be submitted to DEQ in August for approval. Permit application(s) will follow DEQ approval this fall, with construction anticipated in July 2017. We are proposing a 42" pipe with 5-port diffuser to replace the existing 24" pipe with no diffuser, which will provide for more than 50 years of expected growth.

Wilsonville Road ADA & Signal Improvements (4014/4118): As part of this project, the pedestrian signals and sidewalk ramps along Wilsonville Road at Montebello and Kinsman will be improved to meet current ADA standards in advance of the upcoming Wilsonville Road asphalt overlay work. KPFF Consulting Engineers has prepared concept level design and cost estimating for improving truck turning movements at the Wilsonville and Kinsman Road intersection. Project is currently on hold until Council selects a prioritization of transportation projects, tentatively scheduled for September 2016.

Engineering Division, Private Development

Ash Park Subdivision: Plans are presently under review for this 12-lot subdivision located just north of the Ash Meadows Condominium units.

Black Bear Diner: (Photo at right)
 With DRB approval of Black Bear Diner’s remodeling of the prior Denny’s restaurant site, the City and Applicant shall coordinate restriping of Parkway Avenue from Main Street to Holly Lane. Re-striping will add on-street parking adjacent to this restaurant and bike lanes along the entire length. Re-striping is expected to occur in Fall 2016. The local businesses have all been notified of this change.

Boones Ferry Road to Brown Road Connector Corridor Plan (4196): Interviews with land-owners and businesses have been completed. First public open house is scheduled for September 21. First progress report to Council is on September 19.



Coca Cola Expansion: With their 32,000 SF expansion that is currently underway, Coca Cola plans to boost output to 8 million cases per year and expand to 24-hour production.

Meridian Creek Middle School: On-site work continues on the school building. Appraisals for right-of-way and easements for off-site improvements have been sent out to the property owners adjacent to Advance Road, Stafford Road and Boeckman Road. The school district plans to advertise for bids in September for these off-site improvements.

Engineering Division, Private Development, cont'd



Boeckman-Lewallen: The pre-construction meeting was held on September 2, 2016. Construction began in September on this 14-lot subdivision at Canyon Creek Road S. and Day-break St.

Starbucks - Town Center Loop: The City is working with the Starbucks applicant to jointly pay for replacing an aging storm line and some undersized catch basins on the west side of Town Center Loop at Citizens Drive.

Villebois: Montague Park grand opening was held on August 30. Construction continues in Grande Pointe Phase 2 (44 lots), Tonquin Meadows 3 (109 lots), Brookside Terrace (50 lots) and the neighborhood community center and pool adjacent to Villebois Drive. In Trocadero Park the skate park has been completed and Polygon is seeking to hire a contractor for park construction.

Planning Division, Current

Development Review Board

During their August 22nd meeting DRB Panel B unanimously approved architectural changes, signs, etc. for the conversion of the former Denny's to Black Bear Diner.



Projects Being Prepared for DRB and City Council Hearings

- Villebois Village Center Detached Row Houses, Phase 11 Central (16 units)
- Villebois Village Center Detached Row Houses, Phase 2 Central modification (10 units)

Administrative Decisions Issued

- Adding Windows/Architectural Enhancements at 9600 SW Boeckman Road
- Expanded Canopy, New Pumps, Signs for Costco Gas
- Revision to Old Town Square Master Sign Plan for Spectator Pizza
- 6 Type A Tree Permits
- 3 Type B Tree Permits
- 3 Class II Sign Permits
- 5 Class I Sign Permits

Notable Code Enforcement Activities

- Illegal signs (temporary and permanent)
- Trees not replaced as required
- Parking issues at Gran Turismo

Planning Division, Long Range

Basalt Creek Concept Plan

In August, the project team used Envision Tomorrow to conduct analysis on the final, preferred land use concept. In addition, staff continues to work with partner agencies and small working groups to make progress on the 10 Considerations for Success to be incorporated in the Basalt Creek Concept Plan. The project team will continue working on these topics in preparation for City Council presentations this fall.

Town Center Redevelopment

On August 15, 2016, the City Council considered and awarded the Town Center Redevelopment Plan contract to MIG, Inc. Staff and the consultant are busy working on a project timeline and preparing for project kick-off. The Town Center Redevelopment Project seeks to create a long-range plan and near-term actions for how the City's Town Center can better serve the interests and needs of residents, workers, and visitors. Additional information is available on the project web page <http://www.ci.wilsonville.or.us/826/Town-Center>

Frog Pond Master Plan

The Committee for Citizen Involvement (CCI) will host a Public Open House on September 14 for the Frog Pond Master Plan. The event is an opportunity to view drawings, talk with the project team, and provide feedback. The project team has been busy working on recommendations for zoning, residential design guidelines, street designs, the Boeckman Trail, and parks and open space. The Planning Commission is holding a work session immediately following the Open House.



Building Division

Single Family Dwelling Permits YTD: 124

Major Projects Under Review:

- Brookside Terrace 50 homes

Temporary or Certificates of Occupancy Issued:

- Artistic Auto Body, 27975 SW Parkway Ave.
- Safeway, 8255 SW Wilsonville Rd.
- Salon Professional Academy, 8502 SW Main St. Suite 400
- Spectator Pizza, 30060 SW Boones Ferry Rd. Suite 34
- Tonquin Audi, 26600 SW 95th Ave.



Villebois Swim Center

Natural Resources

Goats in the Park

After a three (3) week stay, the goats have finished their work in Memorial Park. They browsed six (6) acres in the forest south of the Community Garden. English ivy and Himalayan blackberry were the targeted invasive plant species.

For more than a decade, goats have been used to browse parks in Wilsonville that are overgrown with invasive plant species. Goats have an especially strong digestive system that allows them to eat nearly any organic substance. The goat operation is comprised of handlers and guard dogs to ensure the effectiveness and safety of the goats.



The goats browse indiscriminately, which means both invasive plant species and native vegetation are consumed. However, after years of monitoring, staff has observed the successful return of native plant species to the targeted areas. In conjunction with the browsing, control methods such as hand pulling and cutting of invasive plants compliment the work done by the goats.

After two (2) to three (3) years of browsing an area, it makes it easier to reintroduce native plant species. In partnership with Friends of Trees, the City schedules native planting events each spring to enhance and restore these native habitats.





**Wilsonville Public Library
Monthly Report to Council
September 2016**

Headlines:

**Patrick Duke
Library Director**

Summer Reading is Really Over....almost

We've taken away all of the books and coupons for Summer Reading finishers... but we may get a few stragglers in over the next couple weeks, and we usually do. Here are some number highlights. They're unofficial, but should be close:

- **Total Signups:** 2,401 A 4% increase from last year, highest ever
- **Total Finishers:** 1,019 A bit more than last year (1,001), highest ever
- **Science Finishers:** 537 A 9% increase from last year, highest ever
- **Bonus Reading Logs:** 274 A 48% increase from last year, highest ever
- **Adult Reading Logs:** 125 A 20% increase from last year, highest ever

**LIBRARY
BOARD**

**Carolyn Berry
Chair**

**Megan
Chuinard**

Reggie Gaines

Rich Dougall

Miriam Pinoli

Fiscal Year Library statistics

Below are a selection of library statistics for fiscal years 2015 and 2016. In general, physical item circulation is drifting downward while e-book circulation continues to grow. Library programming continues to be strong, particularly programming for children.

	2016	2015
Registered Borrowers	19,219	18,689

This increase reflects a change in how the patron database is managed, and will grow for the next few years.

Collection Sizes

Books	109,419	108,827
Audio	11,206	10,915
Video	9,144	9,353
e-books	42,634	34,571
e-audio	21,573	19,450

Note that e-books (and downloadable audio) are the only collections that are growing substantially. The e-book collection is a mix of a statewide collection that LINCC subscribes to and a local collection.

Circulation

Books	288,901	290,510
Audio	42,435	44,201
Video	112,069	114,519
E-books/e-audio	24,346	21,793

Physical item circulation is off around 1% from last year. E-books and e-audio (downloadable audiobooks) are up 12%.

Programming Attendance

Early Childhood	17,216	18,992
School Age	9,734	10,401
Teen	1,924	1,200
Adult	3,172	2,572

August Statistics

- E-book and downloadable audiobook circulation: 2,067
- Library print circulation : 39,161
- Number of items borrowed from other LINCC libraries: 8,908
- Total items added: 1,049
- Number of computer sessions: 2,638

Adult Services

- August Adult Program attendance: 266

Upcoming Programming:

- **Great Books Discussion Group.** This month *Principles of Government by Montesquieu.* September 20th. 6pm.
- **Financing College Costs.** September 22nd. 6:30pm
- **History Pub** September 27th. Doors open at 5pm This month: Will Write for Food: Federal Writers’ Product during the Great Depression.
- **Game Night:** Board Games, Cards and Chess. Wednesday September 28th. 6-8 pm
- **First Friday Film,** October 7th 6pm
- **Book Notes Concert.** October 8th. 2pm. This Month: Rebecca Hardiman
- **Book Club,** October 13th, 6pm. This month: *Girls of Atomic City by Denise Kiernan*
- **Introduction to Meditation.** *October 15th. 1:00pm*
- **Spanish Beginning Level 2** continues
- **Marriage of Art and Fiction** continues

Youth Services

- July Children’s Program attendance: 351
- Fall Youth Services Programming Started September 6th

This Fall weekly schedule:

<p>Toddler Time Tuesdays 10 am</p> <p>Babytime Tuesdays 11 am</p>	<p>Family Storytime Tuesday 6:30 pm Wednesday 10:30 am and 1pm Thursday 1:00 pm</p>	<p>Library Playgroup Mondays 10:00 am and 11:30am</p> <p>Read to the Dogs Call for appointment 503-570-1599</p>
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- **Library Board meeting. September 28th, 6:30pm** at the Library

See more events and services at www.wilsonvillelibrary.org



Program News

August saw summer programs wrapping up and the last few special events of the season:

- Final 2 Movies in the Park at Memorial Park River Shelter (500 total attendees)
- Four weeks of Farmers Markets at Sofia Park (3,000 total attendees)
- Two Rotary Concerts at Town Center Park (1,000 total attendees)
- Hosted and participated in Fun in the Park celebration (10,000 total attendees)
- Hosted Discraft Ace Race - Disc Golf Tournament (42 participants)
- Youth Summer Camps Wrapped Up (483 total participants)
- Prepared for and hosted Relay for Life (125 participants)



Janice Mash started as a Nutrition Coordinator at the Community Center. Janice has over 10 years of experience working on menu planning, nutrition and cooking in the school system.

Charbonneau Information Day

Staff was on hand providing information on a wide variety of programs and projects. Attendees provided feedback to staff about a variety of City programs with one participant commenting on the affordability of classes at the Community Center.

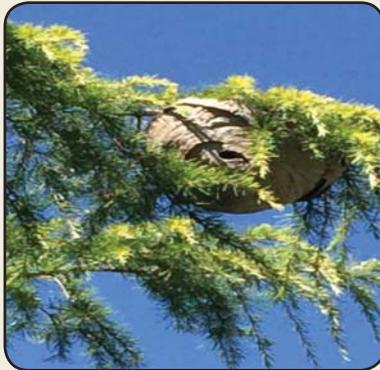
Nia

A second Nia class has been added to the fall schedule, due to participant demand. The class, taught by Ela McDaniel, combines 52 simple moves that incorporate dance arts, martial arts and healing arts. Nia is scheduled on Tuesdays at 9:45am and Fridays at 9 am.

Parks Maintenance Update



Zach Morse, new Parks Maintenance Specialist, started on August 1



Removed large hornets nests from tree in Courtside Park



Installed Engineered Wood Chips around tee pads at disc golf course



Advised Willow Creek HOA of hazard teeter totter and assisted with removal



Installed Rain Bird IQ controllers at 5 City parks



Cleared more brush and poison oak from disc golf course

Upcoming Events

- * Oktoberfest Lunch at the Center: Friday, October 19th, 12:00 pm at the Community Center
- * Fall Harvest Festival: Saturday, October 29th from 9:30 am to 11:00 am. Stein-Boozier Barn
- * Community Toy Drive: November 7th - December 14th. Collections accepted at Parks and Rec Admin Building
- * Community Tree Lighting: Wednesday, November 30th, 6pm at Town Center Park



Public Works

August 2016

ANNUAL HYDRANT MAINTENANCE AND REPAIR

Utilities ~ Water Distribution

Following successfully flushing the water mains, the City's water distribution crew performed routine maintenance tasks on fire hydrants, including addressing several small leaks discovered during the annual flushing project. Of course the unexpected still happens as well. Below, Water Intern Daniel Mears (left) and Water Technician Steve Gering (right) help the crew repair a fire hydrant which was damaged by a vehicle near the Plaid Pantry on Town Center Loop West.



STORM WATER COLLECTION CLEANING

Utilities-Storm Water

The Sewer/Storm crew is currently tasked with cleaning catch basins and water quality manholes according to their annual work plan. The summer and early fall afford the crew the best window of opportunity to clean these conveyance structures before the heavy rains begin again. When properly maintained, water quality manholes like the ones pictured below retain both heavy material and floating debris which is then removed using the combination sewer cleaning truck.

