

AGENDA

WILSONVILLE CITY COUNCIL MEETING

JUNE 17, 2013

7:00 P.M.

CITY HALL

29799 SW TOWN CENTER LOOP

WILSONVILLE, OREGON

Mayor Tim Knapp

Council President Scott Starr
Councilor Susie Stevens

Councilor Richard Goddard
Councilor Julie Fitzgerald

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)(i) Performance Evaluation of City Manager
And ORS 192.660(2)(h) Litigation
- 5:15 P.M. COUNCILORS' CONCERNS [5 min.]**
- 5:25 P.M. PRE-COUNCIL WORK SESSION**
A. Ordinance No. 720 Tonquin Woods at Villebois No. 4 Phase [15 min.]
2 Zone Map Amendment (Pauly)
B. Ordinance No. 721 Zone Map Amendment for Polygon [15 min.]
Northwest at Villebois No. 2 and Tonquin Woods at
Villebois No. 5 (Pauly)
- 6:50 P.M. ADJOURN**
-

CITY COUNCIL MEETING

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held, June 17, 2013 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on, June 5, 2013. 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. City Manager's Contract Renewal
- B. Upcoming Meetings

7:15 P.M. COMMUNICATIONS

- A. Introduce Chief James Rhodes (staff – Cosgrove/Troha)
- B. Casey Peck Roads Scholar (staff – Kerber)
- C. WWTP Quarterly Report (staff – Mende)

7:35 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.

7:40 P.M. COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

- A. Council President Starr – Park & Recreation Advisory Board, Chamber/City Leadership; and Economic Development Task Force
- B. Councilor Goddard – Library Board, Chamber Board, and Clackamas County Business Alliance
- C. Councilor Fitzgerald – Planning Commission; Committee for Citizen Involvement; and Library Board
- D. Councilor Stevens – Development Review Panels A and B; Wilsonville Seniors

7:50 P.M. CONSENT AGENDA

- A. **Resolution No. 2425**
A Resolution Of The City Council Of The City Of Wilsonville Acting As The Local Contract Review Board, Authorizing The South Metro Area Regional Transit Department (SMART) To Purchase Two, 40-Foot Low Floor, Heavy Duty Clean Diesel/Electric Hybrid Buses Through The Section 5308 Federal Grant. (staff – Lashbrook)
- B. **Resolution No. 2426**
A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With K&R Plumbing Construction Company, Inc. For The Autumn Park Sanitary Sewer Replacement Project (Capital Improvement Project #2091). (staff – Mende)
- C. **Resolution No. 2427**
A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Pacific Excavation, Inc. For The Boeckman Creek At Wilsonville Road Project (Capital Improvement Project #7038). (staff – Adams)

7:55 P.M. PUBLIC HEARING

- A. Active Adults at the Grove Apartments

The applicant has requested this matter to be continued to a date certain of July 15, 2013.

B. **Resolution No. 2428**

A Resolution Approving a Rate Increase for Republic Services of Clackamas and Washington Counties, for Solid-Waste and Recycling Collection in the City of Wilsonville. (staff – Jacobson/Ottenad)

C. **Ordinance No. 720** – 1st reading

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Public Facility (PF) Zone, And The Exclusive Farm Use (EFU) Zone To The Village (V) Zone On Approximately 28.91 - Acres Comprising Tax Lots 2915, 2922, 2992 And 2995 And Portions Of Tax Lots 2916 Of Section 15, T3S, R1W, Clackamas County, Oregon, Polygon At Villebois II, LLC And Polygon At Villebois III, LLC Applicant. (staff - Pauly)

D. **Ordinance No. 721** – 1st reading

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Public Facility (PF) Zone To The Village (V) Zone On Approximately 6.83 - Acres Comprising Tax Lot 2919 and Portions Of Tax Lot 2916 Of Section 15, T3S, R1W, Clackamas County, Oregon, Polygon At Villebois III, LLC Applicant. (staff – Pauly)

9:00 P.M. CONTINUING BUSINESS

A. **Ordinance No. 718** – 2nd reading

An Ordinance Of The City Of Wilsonville Adopting The 2013 Transportation System Plan And Associated Comprehensive Plan Text Amendments And Replacing The 2003 Transportation Systems Plan. LP13-0003 (staff – Neamtzu)

B. **Ordinance No. 719** – 2nd reading

An Ordinance Of The City Of Wilsonville Amending The Planning And Land Development Ordinance To Implement The 2013 Transportation System Plan. LP13-0004. (staff – Mangle)

9:20 P.M. CITY MANAGER'S BUSINESS

A. **Resolution No. 2329**

A Resolution Adopting A Letter Of Understanding Modifying The Operations Agreement For The Visitor Information Center At Town Center Park, Wilsonville Between The City Of Wilsonville And The Wilsonville Chamber Of Commerce And Accepting Notice Of Termination With Termination Effective December 31, 2013.

9:30 P.M. LEGAL BUSINESS

A. **Resolution No. 2430**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Settlement Agreement And Easement Concerning A Disputed Claim Between The City Of Wilsonville And Sam And Christine Caruso. (staff – Kohlhoff)

9:40 P.M. ADJOURN

Time frames for agenda items are not time certain (i.e. Agenda items may be considered earlier than indicated. The Mayor will call for a majority vote of the Council before allotting more time than indicated for an agenda item.) 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 of Wilsonville
PERS Savings From The Legislative Session

Funds	2013/14 Gross Payroll Budget	SB 822 Impact 2.5%	Rate Deferral 1.9%	Total Savings
General Fund	\$ 4,220,420	\$ (105,511)	\$ (80,188)	\$ (185,698)
Other Funds	5,158,190	(128,955)	(98,006)	(226,960)
Total	<u>\$ 9,378,610</u>	<u>\$ (234,465)</u>	<u>\$ (178,194)</u>	<u>\$ (412,659)</u>

*Rec'd 6/17/13
W.S.*

Passage of Senate Bill 822: What Does It Mean?

Senate Bill 822's passage affects the amount of the cost-of-living adjustment (COLA) payable to benefit recipients as of August 1, 2013, and in subsequent years.

The bill also eliminates the tax remedy benefit for recipients who do not pay Oregon state income taxes because they do not reside in Oregon.

COLA provisions

Under SB 822, the COLA payable on August 1, 2013, will be capped at 1.5% for all benefit recipients. This cap is lower than the current 2% maximum cap for COLAs.

The cap on COLA payable August 1, 2014, and beyond will vary based on the amount of the annual benefit. Benefit recipients will receive a 2% increase on their first \$20,000 of a benefit, so anyone with an annual benefit that is \$20,000 or less will receive a 2% COLA.

The COLA gradually decreases on the amount of an annual benefit above \$20,000 beginning with the August 1, 2014 benefit payment:

- 1.5% on a benefit that is between \$20,001 and \$40,000,
- 1% on a benefit that is from \$40,001 to \$60,000, and
- 0.25% on all benefits above \$60,000.

Benefit recipients whose annual benefit is between \$20,000 and \$40,000 will receive a COLA of \$400 on the first \$20,000 plus a 1.5% COLA on the portion of their benefit that is above \$20,000.

Benefit recipients whose annual benefit is between \$40,000 and \$60,000 will receive a COLA of \$700 on the first \$40,000 plus a 1% COLA on the portion of their benefit above \$40,000.

Benefit recipients whose annual benefit is more than \$60,000 will receive a COLA of \$900 on the first \$60,000 plus a 0.25% COLA on the portion of their benefit above \$60,000.

If a benefit recipient has been receiving a benefit for less than 12 months on July 1 of any year, the COLA is not pro-rated based on the number of months of retirement but is calculated as if the recipient had been retired for a full year.

Eliminating Tax Remedy Benefit for Benefit Recipients Residing Outside Oregon

This provision eliminates supplemental tax remedy benefits for PERS benefit recipients that do not pay state income taxes in Oregon because they do not reside in Oregon. The supplemental tax remedy payments are only paid to members who began PERS-covered service before July 14, 1995.

People who apply for benefits after the effective date of this bill will need to declare, at the time of application, whether they reside in Oregon and pay Oregon income taxes. For those people already receiving benefits, or who change residence after they apply, PERS will work with the Oregon Department of Revenue to determine which benefit recipients are not subject to Oregon state income tax because they do not reside in Oregon, and eliminate the supplemental tax remedy payments. Eliminating that tax remedy portion of a benefit will be effective the first day of the calendar year after that determination is made.

**CITY OF WILSONVILLE
EMPLOYMENT AGREEMENT**

This Employment Agreement ("Agreement") is made and entered into on the ____ day of _____, 2012, by and between the City of Wilsonville of Oregon, a municipal corporation ("City") and Bryan Cosgrove ("Employee"), both of whom understand and agree as follows:

WITNESSETH:

WHEREAS, City desires to employ Bryan Cosgrove as City Manager of the City of Wilsonville, as provided by the Wilsonville City Charter and Section 2.105 of the Wilsonville Code; and

WHEREAS, it is the desire of the Governing Body, hereinafter called "Council," to establish certain conditions of employment, to establish certain benefits, and to set working conditions of said Employee; and

WHEREAS, Employee desires to accept employment as City Manager of the City of Wilsonville;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1. Duties and Work Hours

City hereby agrees to employ Employee as City Manager of the City of Wilsonville. Employee agrees to devote his full-time efforts to performing the functions and duties of City Manager, as described in the Wilsonville City Charter and Section 2.105 of the Wilsonville Code, and to perform other legally permissible and proper duties and functions as the Wilsonville City Council ("Council") assigns to him. Employee's normal work hours are generally 8 am to 5 pm. In addition, due to the nature of the City Manager's position, Employee will be required to attend numerous evening and some occasional weekend meetings. As a result, City allows for reasonable flexibility in the normal work hours and also provides for up to five (5) "compensatory time" days off, to be used in Employee's reasonable discretion, at times when his workload and meeting schedule allow. Any additional compensatory days will require prior City Council approval.

Section 2. Employment Date and Status

Employment is at all times AT WILL, meaning Employee can resign and City can terminate Employee's employment at any time, with or without cause, subject to the severance

benefits described below. Employee will be exclusively employed by City commencing on June 20, 2011, which date is hereinafter referred to as the Employment Date.

Section 3. Compensation and Car Allowance

Employee will receive annual compensation of One Hundred Twenty-Eight Thousand, One Hundred Twenty-Five Dollars (\$128,125) ("Salary") during his first year of employment. Thereafter, Salary will be reviewed by Council annually as a part of Employee's annual performance review, as described in Section 8. In addition to Salary, because Employee is required to use his personal vehicle to travel to attend to City business, Employee will receive a Four Hundred Dollar (\$400) per month (\$4,800 annually) car allowance. In addition to the foregoing, Employee will receive the standard benefits offered to City employees, as outlined in Section 4 below.

Section 4. Other Benefits

City will provide Employee with a standard benefit package, as is offered all other administrative full-time City employees, including health, dental and life insurance, PERS benefits, and sick leave. In addition, Employee will earn twenty (20) days of vacation annually. The employee has the option to cash out five days (40 hours) of vacation time at the employee's hourly rate of \$61.60. In addition to the standard City benefits, management employees, including the City Manager, are also enrolled in a 401(a) retirement plan after six (6) months of employment. The City will contribute four percent (4%) of the Employee's base Salary to the Employee's 401(a) retirement plan. This plan vests over a six (6) year period, with no vesting until the second year of employment. Details on all benefits are available through the Human Resources Department.

Section 5. Dues and Subscriptions

City agrees to budget and to pay for the professional dues and subscriptions of Employee necessary for his continuation and reasonable participation in the International City/County Management Association ("ICMA") and the Oregon City/County Management Association ("OCCMA"), which participation is desirable for his continued professional growth and advancement, and also for the good of City.

Section 6. Professional Development

City encourages Employee to attend the annual League of Oregon Cities conference and a spring and summer conference for Oregon city managers. Employee may also attend conferences and meetings of in-state committees or commissions of which Employee has been approved by City to be a participating member. Out-of-state travel for conferences and meetings and memberships on national committees or commissions may be allowed if budgeting allows

and such travel is deemed beneficial for the professional development of Employee and also benefits City. Such out-of-state or extraordinary travel will require prior approval by Council. Having authorized membership of Employee in ICMA and OCCMA, City will pay Employee's membership fees and reasonable attendance costs to their annual conferences, in accordance with City's travel and expense guidelines and policies.

Section 7. Civic Involvement

City and Employee agree that it is necessary and desirable for Employee to be an active participant in Wilsonville community activities and civic organizations that compliment his position as City Manager and give him positive visibility in the community. City agrees to pay for membership in one or more civic organizations; provided, however, Council, in its sole discretion, shall have the right to disapprove membership in any organization that would be in conflict with or could reasonably cause a conflict of interest with Employee's role as City Manager.

Section 8. Performance Evaluations

Council shall review and evaluate the performance of Employee approximately annually or more frequently than annually if performance issues exist. During the first year of employment, Council may elect to conduct a six (6) month review of performance. Said review and evaluation shall be in accordance with the specific criteria developed by City for City Manager review. Said criteria may be added to or deleted from as Council may from time to time determine. In conjunction with such review, Council and Employee shall define such goals and performance objectives which they determine necessary for the proper operation of City and attainment of Council's policy objectives. Council and Employee shall work together to establish priorities among those various goals and objectives. Once determined and agreed upon by Employee and Council, the goals and objectives will be reduced to writing and will be used to evaluate Employee's performance throughout that goal year. The goals will be set to generally be attainable within the time limitations specified and within the annual operating and capital budgets and appropriations provided for.

Section 9. Termination and Severance Pay

In the event Employee is terminated by Council, and at such time of termination Employee remains willing and able to perform his duties under this Agreement, then if such termination is not "For Cause," City agrees to pay Employee a severance payment equal to six (6) months' Salary plus reimbursement for health benefits in place at the time of termination ("Severance"). Payment of the Severance is conditioned upon Employee signing a Settlement and Release of Claims Agreement in consideration of such payment. Council may elect to pay the dollars portion of the Severance Payment in a lump sum or in six (6) equal monthly installments. To the extent allowed by law, COBRA medical coverage premiums will be reimbursed after payment by Employee monthly for six (6) months. Severance will not apply if

2012-13 Contract

Employee either does not sign the Settlement and Release of Claims Agreement or if Employee is terminated "For Cause." As used herein, "For Cause" shall mean that Employee is terminated because of malfeasance, gross negligence, insubordination, theft, deception (by material untrue statement or material intentional omission), fraud, or a criminal felony conviction.

No Severance will be paid if Employee voluntarily leaves his position, if Employee for any reason cannot meet the bonding requirements of City, or if Employee is terminated by City before the end of his introductory period of six (6) months.

In the event Employee is unable to work because of disability, the Severance amount set forth in Section 10 shall apply in lieu of the above Severance.

If Employee finds other employment within the six (6) month Severance period, then Severance will cease to be paid as soon as Employee begins such other work, and if it has been paid in advance, it shall be proportionately repaid to City. Similarly, if Employee becomes eligible for other medical coverage within the six (6) month period, he shall notify City and medical coverage reimbursement will cease beginning with the first day of the month during which he begins receiving medical coverage.

In the event Employee voluntarily resigns his position with City, Employee agrees to use good faith efforts to give City three (3) months' notice in advance, unless the parties otherwise agree. Employee shall not be entitled to Severance if Employee voluntarily resigns, regardless of how and when notice is given.

Section 10. Disability

If Employee is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity, or health for a period that exceeds exhaustion of allowed state and federal family medical leaves, City shall have the option to terminate this Agreement and, in that case, Severance will be equal to three (3) months of wages and health benefits, but will cease to be paid as soon as disability insurance proceeds begin to be received, if such payments occur sooner than the expiration of the three (3) month Severance period.

Section 11. Suspension in Lieu of Termination or Immediate Termination

City may suspend Employee with full pay and benefits at any time during the term of this Agreement, but only if a majority of Council vote to suspend Employee pending an investigation into allegations of malfeasance, gross negligence, insubordination, theft, deception, fraud, or a criminal felony charge. Suspension discussion shall occur in executive session, to the extent permitted under Oregon public meetings laws. The action to suspend will be taken in a public meeting, to the extent required by Oregon law. Employee shall be given written notice setting forth any allegations that could lead to suspension at least five (5) days prior to such executive session and shall be given the opportunity to present defenses or provide a statement during executive session, but Employee shall not be allowed to be present during Council deliberations

that follow. During that five (5) day or more interim period before the matter can be heard by Council, City may temporarily suspend Employee with pay. Nothing contained herein shall be construed to require a suspension before termination.

Section 12. Indemnification

City shall defend, save harmless, and indemnify Employee against any tort, professional liability claim or demand, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Manager. City may compromise and settle any such claim or suit and shall pay the amount of any settlement or judgment rendered thereon. No indemnification shall apply to acts done outside the course and scope of employment.

Section 13. Bonding

City shall bear the cost of any fidelity or other bonds required of Employee under any law or occurrence relating to Employee's employment as City Manager.

Section 14. Other Terms and Conditions of Employment

Council, in consultation with Employee, shall fix any such other terms and conditions of employment as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Charter, or any other law.

Section 15. General Provisions

This Agreement shall constitute the entire agreement between the parties.

This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and affect.

This Agreement may only be amended in writing, signed by both City and Employee.

Waiver of any provision of this Agreement, either by City or Employee, shall not constitute a future waiver of that or any other provision of this Agreement.

2012-13 Contract

This Agreement shall be construed and interpreted in accordance with the laws of the State of Oregon, and venue for any dispute shall be in Clackamas County.

This Agreement, along with City's employment policies (as they may be amended and expanded from time to time) which have been or will be provided to and signed by Employee, sets forth the entire Agreement between the parties with respect to the subject matter contained herein and supersedes all prior agreements, negotiations, promises, or communications that are not contained herein.

IN WITNESS WHEREOF, the City of Wilsonville has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its City Recorder. Employee has signed and executed this Agreement. This Agreement may be signed in counterpart and with duplicate originals so that City and Employee will both have an original copy of this Agreement.

DATED: _____

CITY OF WILSONVILLE

By: _____
Tim Knapp
As Its: Mayor

EMPLOYEE

Bryan Cosgrove

ATTEST:

Sandra C. King, MMC, City Recorder

APPROVED AS TO FORM:

Michael E Kohlhoff, City Attorney

CITY COUNCIL ROLLING SCHEDULE

Board and Commission Meetings 2013

JUNE

DATE	DAY	TIME	MEETING	LOCATION
6/17	Monday	7 p.m.	City Council Meeting	Council Chambers
6/26	Wednesday	6:30 p.m.	Library Board	Library

JULY

DATE	DAY	TIME	MEETING	LOCATION
7/1	Monday		City Council meeting Cancelled	
7/8	Monday	6:30 p.m.	DRB Panel A	Council Chambers
7/10	Wednesday	6 p.m.	Planning Commission	Council Chambers
7/15	Monday	7 p.m.	City Council	Council Chambers
7/22	Monday	6:30 p.m.	DRB Panel B	Council Chambers
7/24	Wednesday	6:30 p.m.	Library Board	Library

COMMUNITY EVENTS:

SCENIC TROLLEY TOUR OF 2013

Discover New sights, & Learn a bit of Wilsonville's History along the way!

Seating is limited and registration is required.

Please call **503-682-3727** to make your reservation.

WILSONVILLE FARMERS MARKET

The Wilsonville Farmers Market is being held this summer at Sofia Park in Villebois **every** Thursday, through September 5, from 4 – 8 PM

BOY SCOUT TROUP 194 PLANT SALE

Date: 6/22/2013 9:00 AM - 3:00 PM

Location: Community Center Parking Lot

OSU EXTENSION CENTER COMMUNITY OPEN HOUSE

Wednesday, July 24, 4 – 7 PM

Tours, Tastings, meet the Faculty, Hay Rides

15210 NE Miley Rd, Aurora, OR

North Willamette Research and Extension Center (NWREC) Tours

First and 3rd Fridays through October 18th. 2-4 PM

15210 NE Miley Rd, Aurora, OR

Call 503-678-1264 to reserve a spot

www.OregonState.edu/dept/NWREC




**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: June 17, 2013	Subject: Quarterly Report by Owner's Representative for Wastewater Treatment Plant Design-Build-Operate Improvements Project Staff Member: Eric Mende, Capital Projects Engineering Manager Department: Engineering	
Action Required <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input checked="" type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments: n/a.	
Staff Recommendation: N/A There is no recommendation, this is an information item.		
Recommended Language for Motion: N/A		
PROJECT / ISSUE RELATES TO: <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Council will receive the June quarterly report for the Wastewater Treatment Plan Design-Build-Operation Improvements project.

EXECUTIVE SUMMARY:

SAIC, LLC (formerly R. W. Beck, Inc.) and Brown and Caldwell are currently providing Owner's Representative services to the City on the Design-Build-Operate (DBO) contract for the

Wastewater Treatment Plant (WWTP) Improvements. One of the tasks under the Owner's Representative Agreement with SAIC is a Quarterly Report to City Council pertaining to the performance of the DBO Company – CH2M HILL. Tonight is the sixth of these quarterly reports. Due to the scheduling of this presentation, this quarterly report includes April, May and half of June 2013. The attached memo will update the Council on construction activities and contract progress. We are prepared to answer any questions that arise during tonight's meeting.

EXPECTED RESULTS: N/A

TIMELINE: The next quarterly report will be scheduled in September 2013.

CURRENT YEAR BUDGET IMPACTS: N/A

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____ Date: _____

LEGAL REVIEW / COMMENT:

Reviewed by: _____ Date: _____

COMMUNITY INVOLVEMENT PROCESS: N/A

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY: N/A

ALTERNATIVES: N/A

CITY MANAGER COMMENT:

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: ERIC MENDE, CAPITAL PROJECTS ENGINEERING MANAGER

CC: COUNCIL PACKET RECIPIENTS

RE: JUNE 2013 QUARTERLY REPORT – WASTEWATER TREATMENT PLANT DESIGN-BUILD-OPERATE PROJECT, CIP 2082

The following Memo presents a quarterly progress and performance update for the DBO Contractor – CH2MHill - as of June 2013. The Memo focuses on schedule, budget, and construction related activities. Current pictures are included at the end of the Memo.

Overall, the project remains on budget, and ahead of schedule.

SCHEDULE

CH2M HILL is approximately two months ahead of schedule compared to the contractually required March 2014 Acceptance Date. Approximately one month was lost this quarter as a result of an incorrect concrete pour in the ultraviolet (UV) disinfection channel that required removal and replacement. Some construction activities are being completed earlier than previously planned as a result of CH2M HILL's implementation of a plan to haul sludge to the City of Salem for processing (described further in a subsequent section). The current critical path includes completion of the UV disinfection channel and the secondary clarifier.

Construction is approximately 75% complete with all major structures either completed or under construction. Equipment installation is ongoing. It is expected that construction and Acceptance Testing will be completed by the end of the year.

The Owner's Representative will continue to conduct detailed monthly reviews of the updated Design-Build Work schedule compared to the baseline schedule in order to alert the City to any schedule issues that may affect CH2M HILL's ability to meet the Acceptance Date.

BUDGET

Including the invoice dated May 25, 2013, CH2M HILL will have been paid \$26,764,798.65, representing approximately 77% of the current \$35,871,460.98 Design-Build contract value. A summary of the current and original Design Build price is shown below:

Table 1
Summary of Design-Build Price

Original Design-Build Price	\$35,707,414.00
Change Order Amount (total to date)	\$164,046.98 (0.46%)
Current Design-Build Price	\$35,871,460.98

Contract change orders to date have been minimal; the total costs for change orders are less than 0.5 percent of the original Fixed Design-Build contract price, and are less than 10 percent of the \$2 million in contingency funds allocated to the project.

CONTRACT ADMINISTRATION MEMORANDA (CAMs), CHANGE ORDERS (COs), AND DBO AGREEMENT AMENDMENTS (DAAs)

There are three mechanisms used for changes or clarifications to the DBO Agreement related to the Design-Build Work. A DBO Agreement Amendment (DAA) is a written amendment to the DBO Agreement.

A Change Order (CO) is a type of DAA which specifically is a written order issued by the City and agreed to in writing by the Company making a Design and Construction Requirement Change, whether made at Company request, due to Uncontrollable Circumstances, as a result of a term or condition imposed by a Governmental Body, or at the direction of the City. COs are used to make a Fixed Design-Build Price Adjustment, an adjustment to the Scheduled Acceptance Date or other change to the Technical Specifications relating to the Design-Build Work.

A Contract Administration Memorandum (CAM) is the principal formal tool for the administration of routine matters arising under the DBO Agreement between the parties that do not require a DBO Agreement Amendment.

To date, one DAA and 17 COs have been processed for the project, most of which have been at zero cost. The City executed one CO this quarter related to the timing of DEQ's required approval on the Operations and Maintenance Manual for the upgraded WWTP; there was no cost associated with this CO.

CH2M HILL submitted a Change Order Request (COR) in May in which they suggest that some boulder fields discovered on the site may constitute a Differing Site Condition. The City reviewed this COR and returned it to CH2M HILL for further justification. The City does not believe that CH2M HILL has proven that a Differing Site Condition was encountered.

CH2M HILL has alerted the City that it may prepare two additional CORs for City review which will generally address:

1. Regulated Site Condition – CH2M HILL notified the City on November 20, 2012, of a Regulated Site Condition because asbestos cement pipe was found among the debris from the demolition of the existing filters. This was discussed at the November Monthly Construction Meeting, and per Appendix 5, subsection 5.4.5, disposal of this pipe is considered extra work and subject to Cost Substantiation. CH2M HILL stated that construction progress is not impeded by this finding and they will contract with a licensed asbestos contractor to perform the disposal following demolition of the biosolids collection building, and then CH2M HILL will prepare a COR for costs associated with disposal of this asbestos cement pipe for City review.
2. Differing Site Condition – CH2M HILL notified the City on March 5, 2013, of a Differing Site Condition because exposed rebar was found in the aeration basins due to concrete degradation that has resulted in corrosion. This issue was discussed at the February Monthly Construction Meeting where the City directed CH2M HILL to take the necessary steps to repair existing concrete walls and exposed rebar locations such that further degradation and corrosion are mitigated. Per Appendix 5, subsection 5.4.5, this is considered extra work and subject to Cost Substantiation. CH2M HILL stated that construction progress is not impeded by this finding and they will progress the work and track all impacts. Once all repairs have been completed, CH2M HILL will prepare a COR for costs associated with this extra work for City review.

To date, 29 CAMs have been processed for the project. Four CAMs were executed this quarter, three of which provide City approval of subcontractors who will provide Contract Services to CH2M HILL valued in excess of \$50,000. The fourth CAM addresses the possibility that during start-up, commissioning, and acceptance testing of the new biosolids equipment, CH2M HILL may not be able to produce Class A or B biosolids, in which case they have asked for the City's permission to dispose of any sludge or biosolids not meeting these standards at an appropriate landfill. There are no additional costs to the City for these changes.

DESIGN

CH2M HILL continues to update the design drawings as major equipment and systems are procured and as yard piping is installed.

PERMITTING

No permits were issued by the City during the quarter. All of the permit applications that will be required for construction have been submitted by CH2M HILL and authorized/issued by the City.

CONSTRUCTION PROGRESS

Construction activities this quarter have included:

- Continued hauling sludge to Salem for processing to Class B standards.
- Continued use of temporary carbon scrubber for odor control.
- Completed slope stabilizations and piping installations.
- Ongoing site electrical work and migration of new equipment to the new SCADA system for operations.
- Ongoing masonry work, roof decking, mechanical and electrical equipment installation, and leak testing of headworks.
- Completed aeration basins #2 and #3 including odor control covers, and completed 70 percent of modifications to aeration basin #1.
- Completed masonry and structural steel at the blower building.
- Completed under slab piping and base slab as well as masonry walls of the secondary clarifier.
- Completed hydraulic testing of flow control structure and filters and put them into operation in advance of May 1st in accordance with NPDES permit.
- Completed excavation for the UV disinfection channel; concrete re-work in progress.
- Masonry work and roof decking in progress for the dewatering and drying building.
- Large equipment including centrifuges and biosolids dryer has been delivered and is being installed.
- Sludge storage basins have been cleaned and recoated.
- Diffusers and other equipment installed and one sludge storage basin has been returned to service.
- Gravity belt thickener pump and piping installation in progress.
- Odor control media has been installed in biofilters.
- Installation of new high efficiency HVAC equipment and fire alarm panel and system at the operations building.

Attachment A contains selected construction photos for April and May.

OTHER CONSTRUCTION-RELATED ACTIVITIES

CH2M HILL, the City and the Owner's Representative continue to meet at the Monthly Construction Meetings to discuss CH2M HILL's progress and any outstanding issues. Weekly Construction Check-in Meetings with the City and CH2M HILL and the Owner's Representative are held as needed. The Owner's Representative maintains a full time on-site inspector and an independent testing service to monitor and track construction progress and compliance with the contract requirements. In general, CH2M HILL and their subcontractors are doing an excellent job.

CH2M HILL conducts daily and monthly safety meetings with employees and subcontractors in accordance with their project specific safety plan. CH2M HILL's Monthly Progress

Report includes a Health and Safety update every month. CH2M HILL also updates the record drawings and record BIM model in general accordance with the DBO Agreement.

The required submittals completed by CH2M HILL during this quarter and reviewed by City and Owner's Representative included:

- Progress Payment Requisitions with Design-Build Work schedule updates.
- Major equipment submittals.
- Draft Odor Control Acceptance Test Plan.
- Draft Acceptance Test Plan.
- Final Hydraulic Test Plan.
- Draft Biosolids Management Plan.

ODOR CONTROL

No odor complaints from Wilsonville residents were reported in April or May. Fewer odors were detected by Company staff, City staff, and the Owner's Representative during this time period than at the end of 2012. CH2M HILL continued to monitor the temporary odor control system and tested the carbon media frequently to better anticipate when it will become ineffective. CH2M HILL replaced the odor scrubber media as needed based on the test results obtained by CH2M HILL and is storing additional odor scrubber media on site so that it can be readily replaced when the media in the temporary odor control system becomes ineffective.

The new biofilter is 50 percent complete and most of the media has been installed. During the coming months the new biofilter media will be fed foul air to acclimate the media and prepare it for full treatment efficiency. During this acclimation period there may be odor excursions. CH2M HILL will provide notification to residents prior to this testing.

CH2M HILL continued processing sludge offsite (to meet Class "B" standards) by transporting sludge to the Salem Water Pollution Control Facility in order to help reduce odors during construction.

CH2M HILL submitted an updated Odor Control Plan to the City on February 20, 2013 for review which includes changes that have been made to the temporary odor control measures since the October update to the plan. The Owner's Representative and the City requested additional details related to other measures that CH2M HILL employs as required by the DBO Agreement. These measures may include cleaning tanks prior to demolition and management of construction sequencing and process changes to minimize odor breakthroughs.

OPERATIONS

There was one NPDES permit violation for Total Suspended Solids (TSS) in May. Otherwise, the WWTP has operated within permit parameters this quarter. CH2M HILL has done an excellent job of continuously operating the WWTP in accordance with contract and permit requirements throughout construction.

OTHER CURRENT ISSUES

To satisfy the DBO Agreement requirements of Article XI and Appendix 8 regarding acceptance testing of the new facilities, significant activities currently underway include the development by CH2M HILL of Acceptance Testing plans for the liquid stream treatment train, the odor control system, and the biosolids handling equipment. The Owner's Representative has provided comments back to CH2M HILL on draft versions of the first two of these plans and final versions are expected in the next quarter. The draft biosolids equipment Acceptance Testing plan is expected soon. In addition, CH2M HILL has provided a Final Hydraulic Test Plan to the City and has begun performing various Hydraulic Tests which are pre-requisites to the Acceptance Testing of the liquid stream treatment equipment. Acceptance Testing is expected to occur in November and December of this year.

ANTICIPATED ACTIVITIES FOR NEXT QUARTER

- HSSE Safety Training for anyone who plans to be on the WWTP site during construction.
- Finalize Acceptance Test Plan and Odor Control Test Plan.
- Development of additional COs and CAMs that arise.
- Further refinements to CH2M HILL's construction schedule and sequencing.
- Updates to CH2M HILL's Construction Plan, including Odor Control Plan update.
- Complete installation of electrical starters and control panels.
- Negotiate and execute subcontracts.
- Continue hauling sludge to Salem for processing to Class "B" standards.
- Leak test of secondary clarifier.
- Equipment installation, electrical work and yard piping installation.
- Complete headworks HVAC system, electrical and instrumentation and control.
- Continue work on odor control biofilters, including electrical and ductwork, waste activated sludge tank mechanical improvements, and concrete replacement in UV disinfection channels.
- Complete blower installation, electrical and instrumentation in blower building.
- Continue work on secondary clarifier #3, including effluent box, weir wall, launder trough, scum pump and collection equipment.
- Complete above ground process piping in the dewatering and drying building.
- Continue to complete preliminary punch list items.
- Erosion control and slope stabilization maintenance.
- Monthly Construction Meetings.

ONGOING PROJECT SUCCESS

- Design completed on schedule and budget.
- Construction is ahead of schedule.
- Minimal change orders through design and 75 percent construction.
- Strong partnering relationships among team members.
- Successful continuous operation of the WWTP throughout construction in accordance with contract and permit requirements (with a few exceptions to the permit requirements).

ATTACHMENTS

A – Construction Progress Photos



1- Site View from the North - May 28, 2013.



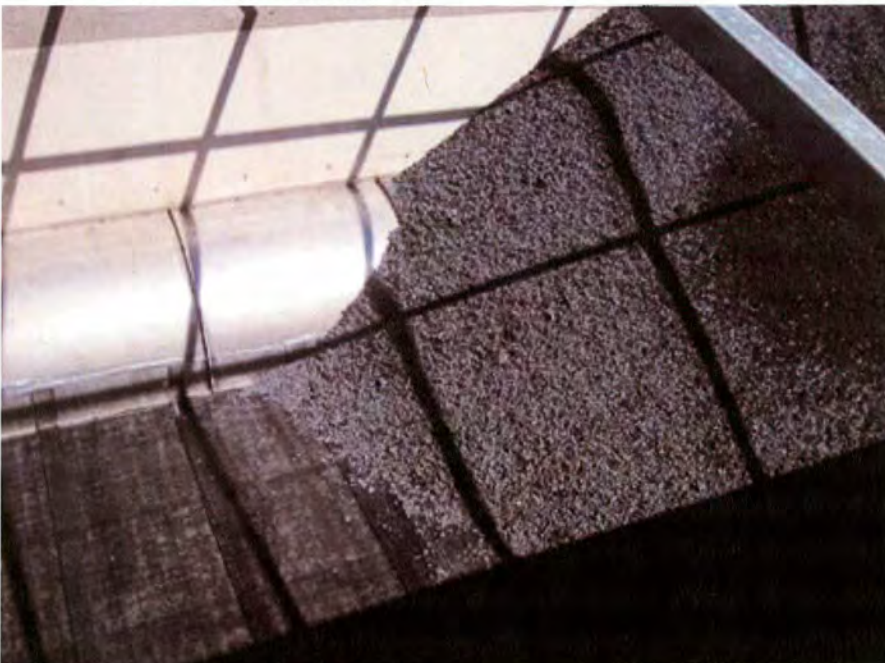
2- Dewatering and Drying Building.



3- Secondary Clarifier #3 Wall Placement.



4- Biofilter Media Installation.



5- Biofilter Support Grid and Media.



6- Installation of Biosolids Dryer.



7- Headworks Building.



8- Concrete Pour for Selector Wall in Aeration Basin #1.



9- Welding Work on Blower Building Roof.



10- Roof Joists Installed at the Dewatering and Drying Building.



City of
WILSONVILLE
in OREGON



**WWTP
Improvements
Design-Build-
Operate Project**

**Quarterly
Update to City
Council by
Owner's
Representative**

06/17/13

**Brown AND
Caldwell**

SAIC

Design-Build Price and Overall Project Schedule

Description	Price
Original Design-Build Price:	\$35,707,414.00
Executed Change Orders to Date	\$164,046.98 (0.46%)
Paid to CH2M HILL as of 05/25/13	\$26,764,798.65

Scheduled Acceptance Date

March 20, 2014

Brown
AND
Caldwell

SAIC

Technical Update – Design/Operations/Construction

- Design Changes
- Permitting
- Operations
- Construction Activities

Site View from the North – May 2013



**Brown AND
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Dewatering and Drying Building



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Placing Biosolids Dryer



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Biosolids Dryer in Final Position

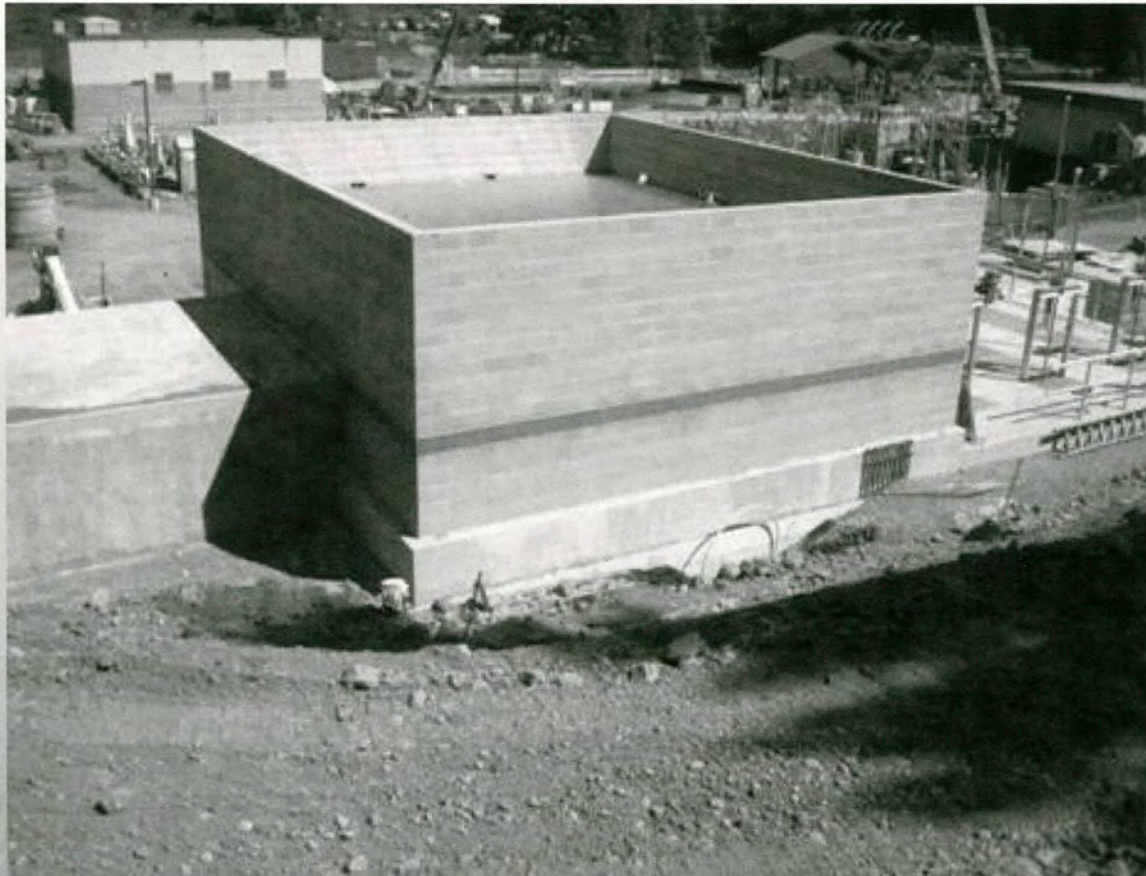


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New Headworks Building



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Secondary Clarifier #3 Wall Placement



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Biofilter Media Installation



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Concrete Pour for Selector Wall in Aeration Basin #1



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Welding Work on Blower Building Roof



**Brown AND
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Planned Activities for the Next Quarter

- Upcoming construction activities
 - Completion of concrete work
 - Secondary clarifier construction and leak test
 - New odor control system construction
 - UV disinfection channel construction
 - Complete roof installations
 - Major mechanical and electrical equipment and systems installation
- Review of Final Acceptance Test Plan

Project Successes To Date

- Minimal change orders through design and 75% construction
- Construction ahead of schedule
- Effective partnering relationships among team members
- Successful operation of the WWTP in a challenging construction environment

Q & A

Brown AND
Caldwell

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**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: June 17, 2013	Subject: Resolution No. 2425 Purchase of two 40-foot Clean Diesel/Electric Hybrid buses. Staff Member: Stephan Lashbrook Department: Transit	
Action Required <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	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments:	
Staff Recommendation: Staff recommends approval of Resolution No. 2425		
Recommended Language for Motion: I move to approve Resolution No. 2425.		
PROJECT / ISSUE RELATES TO: <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s) The adopted Transit Master Plan contains language supporting the replacement of aging and inefficient buses.	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL: Acquisition of two new 40-foot, 38-passenger low floor, diesel/electric hybrid buses.

EXECUTIVE SUMMARY: Council action is needed on Resolution No. 2425, noting that the build time for these buses is almost two years, and SMART has begun to experience major structural failures on its oldest buses. A federal grant will pay for 83 percent of the total cost of these buses, \$921,259 of the \$1,109,950 total price from the Gillig Bus Company, with the

matching amount to be taken from SMART's bus purchase reserve fund. Additional grant funds will help to pay \$6,000 plus per bus, which will be needed for items not supplied by Gillig, (e.g., bus wraps, two way radios, etc.). Both of the existing vehicles to be replaced are older technology Diesel units. Neither of those older buses comply with the new Diesel emission standards set by EPA in 2010 and neither of them is equipped with fine particulate traps. The two 35-foot Gilligs to be replaced are both 1990 vehicles with nearly one million miles on their odometers. These two buses achieved only 4.3 miles per gallon, and both have experienced major structural problems in the last few months. The two new buses are projected to decrease fuel consumption by 40 percent, while also providing clean-air benefits of new emissions technology. A residual benefit is the fact that each 40-foot bus will carry three more passengers than their older counterparts.

The total federal grant amount (\$1,058,250 plus a local match of \$216,750) also includes funds to acquire two natural gas powered vans. The acquisition of those vans, from a different vendor, will be handled by separate City Council action.

EXPECTED RESULTS: With Council authorization staff will immediately place an order for these two buses. The buses will be purchased through Lane Transit District's (LTD's) Request For Proposals of June, 2010, through which LTD selected Gillig as the lowest responsible bidder.

TIMELINE: The buses are expected to be delivered in early 2015.

CURRENT YEAR BUDGET IMPACTS: None for the current fiscal year. The cost of the City's matching funds for the two buses has been set aside in the bus reserve fund but is not expected to be needed until the 2014/15 fiscal year.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: JEO Date: 6/6/13

There is no current year budget impact. Matching funds for this purchase are reserved to cover this purchase when needed in a future fiscal year.

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: 6/4/2013

The Resolution is approved as to form.

COMMUNITY INVOLVEMENT PROCESS: The City went through a significant public outreach process in the preparation of the Transit Master Plan, adopted in 2008. Replacing aging buses helps to implement the Transit Master Plan, which states in part: "SMART needs to replace worn and unreliable buses..." (Chapter 3, pg. 36).

POTENTIAL IMPACTS or BENEFITS TO THE COMMUNITY: The use of federal grant funds enables SMART to update its fleet with modern buses that require less maintenance. Local citizens will benefit by having reliable service and comfortable and clean buses that are more efficient than older models.

ALTERNATIVES: The only alternative is for Council to reject Resolution No. 2425 and not acquire new buses at this time.

CITY MANAGER COMMENT:

ATTACHMENTS

A. Resolution No. 2425

RESOLUTION NO. 2425

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILSONVILLE ACTING AS THE LOCAL CONTRACT REVIEW BOARD, AUTHORIZING THE SOUTH METRO AREA REGIONAL TRANSIT DEPARTMENT (SMART) TO PURCHASE TWO, 40-FOOT LOW FLOOR, HEAVY DUTY CLEAN DIESEL/ELECTRIC HYBRID BUSES THROUGH THE SECTION 5308 FEDERAL GRANT.

WHEREAS, a goal of the South Metro Area Regional Transit (SMART) is to replace older buses with cleaner more fuel efficient buses that meet industry standards and are maintained to ensure the safety of SMART's passengers; and

WHEREAS, based on Federal Transit Administration (FTA) useful life standards, two of the City's 35-foot 1990 buses with close to one million miles have exceeded those standards in terms of both age and mileage and should be replaced; and

WHEREAS, the grant for the purchase of two 40' low floor, heavy duty, clean diesel/electric hybrid bus from FTA Section 5308 funds will enable SMART to replace the oldest vehicles in its fleet, neither of which is currently operational; and

WHEREAS, the newer, lower floor 40' buses have added capacity and can assist SMART in meeting increasing demand on commuter routes without additional operating expense; and

WHEREAS, SMART received approval for FTA grant number D2012-CLNF-016, through the Federal Clean Fuels Grant Program, for \$1,058,250 plus a 17% local match (\$216,750) to purchase two hybrid diesel-electric buses and two natural gas (CNG) powered vans; and

WHEREAS, action on the acquisition of the CNG vans will occur through a separate City Council Resolution; and

WHEREAS, upon approval by the City Council the new buses will be ordered in fiscal year 2013-14, with anticipated delivery in fiscal year 2014-15; and

WHEREAS, Lane Transit District (LTD) conducted a competitive Request For Proposals (RFP) process for 40-foot, low-floor, heavy duty, hybrid diesel buses that met local, State, and Federal procurement requirements by guaranteeing open and fair competition and that

process included an option clause for the City of Wilsonville to purchase up to five of these vehicles within the contract term; and

WHEREAS, Gillig, at a price of \$1,109,950 was selected as the lowest responsible bidder through the LTD competitive RFP, including all contract terms of the City of Wilsonville Option Clause; and

WHEREAS, the contract price is within the Federal/Match amount available for purchase; and

WHEREAS, the City Council has duly appointed itself as the Local Contract Review Board and acting as the Local Contract Review Board is authorized to award the purchase contract in conformance with the State and Federal procurement programs as recommended by staff.

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

1. Based on the above recitals, which are incorporated herein, the City Council, acting as the Local Contract Review Board, does hereby approve and authorize SMART to award a Purchase Order contract for two 40' Gillig low-floor, heavy duty, clean diesel/electric hybrid buses.
2. Funds from the federal grant and local match will be taken from the following account in the fiscal year 2014-15 budget:

Account	Budget Amount
260-160-45060	\$921,258 (Federal)
	\$188,692 (City)
Total:	\$1,109,950 (total)

3. This Resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting on June 17, 2013, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Sandra C. King, City Recorder, MMC

SUMMARY OF VOTES:

Mayor Knapp - ____

Councilor Goddard - ____

Councilor Starr - ____

Councilor Fitzgerald - ____

Councilor Stevens - ____


**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: June 17, 2013	Subject: Resolution No. 2426 Autumn Park Sanitary Sewer Replacement CIP #2091 Contract Award Staff Member: Eric Mende, Capital Projects Engineering Manager Department: Engineering	
Action Required <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	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments:	
Staff Recommendation: Staff recommends approval of Resolution No. 2426..		
Recommended Language for Motion: I move to approve Resolution No. 2426.		
PROJECT / ISSUE RELATES TO: <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL

A Resolution of the City of Wilsonville approving the bid process, accepting the lowest bidder and awarding a construction contract to K&R Plumbing Construction Company Inc.

EXECUTIVE SUMMARY:

The Autumn Park Sanitary Sewer Replacement project will correct aging wastewater collection system infrastructure and increase sewer flow capacity in the area near Willamette Way East and Wilsonville Road. City Council approved the funding of the Capital Improvement Project known

as Autumn Park Sewer Line Replacement in the adopted Sanitary Operating budget for fiscal year 2012/2013, and again in 2013/2014.

The combined budget for the two years is more than adequate, but the delay of the project has resulted in a situation where the 2012/2013 budget is significantly underspent while the 2013/2014 budget is inadequate. In addition to awarding the bid to the successful low bidder, the Resolution reallocates a portion of the project funding from 2012/2013 to 2013/2014.

EXPECTED RESULTS:

Construction of Autumn Park Sewer Line Replacement will increase capacity of infrastructure and reduce operating costs due to higher quality material and installation standards.

TIMELINE:

Construction is set to begin on or about July 2, 2013 and will be completed on or before November 22, 2013.

CURRENT YEAR BUDGET IMPACTS:

Project #2091 is funded through Sewer Operating for fiscal year budget 2012-13.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____ JEO _____ Date: _____ 6/6/13 _____

As explained above, the 2013/14 budget will need to be amended to cover the increased project costs above the original project estimate.

LEGAL REVIEW / COMMENT:

Reviewed by: _____ MEK _____ Date: _____ 6/5/13 _____

The resolution is approved as to form.

COMMUNITY INVOLVEMENT PROCESS: Pre-construction walk through with Autumn Park Property Managers occurred on May 17, 2013. The Management staff is aware of the timeline and the project impacts. Notice of timeline and impacts will be passed on to the residents of Autumn Park Apartments.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Project # 2091 will temporarily impact the parking spaces available in the Autumn Apartment Complex. The benefit to the community will be a more cost effective and efficient sanitary sewer line with greater capacity and reduced maintenance needs.

ALTERNATIVES:

All other alternatives proved to be more costly and disruptive than the replacement option chosen and designed.

CITY MANAGER COMMENT:

ATTACHMENTS

A. Exhibit "A" – Summary of Bids

EXHIBIT "A"
SUMMARY OF BIDS
AUTUMN PARK SANITARY SEWER REPLACEMENT
CIP #2091

1.	K&R Plumbing Construction Company Inc.....	\$317,103.00
2.	D&T Excavation, Inc.....	\$317,633.03
3.	Northwest Earthmovers Inc.....	\$348,598.20
4.	Pacific Excavation, Inc.....	\$398,476.50

RESOLUTION NO. 2426

A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH K&R PLUMBING CONSTRUCTION COMPANY, INC. FOR THE AUTUMN PARK SANITARY SEWER REPLACEMENT PROJECT (CAPITAL IMPROVEMENT PROJECT #2091).

WHEREAS, the City of Wilsonville has planned, designed, and budgeted for the completion of Capital Improvement Project #2091, known as the Autumn Park Sanitary Sewer Replacement Project (the project); and

WHEREAS, the City solicited bids from qualified contractors for the project that duly followed the State of Oregon Public Contracting Rules and the City of Wilsonville Municipal Code; and

WHEREAS, K&R Plumbing Construction Company, Inc. submitted a bid for the project on May 31, 2013 for \$317,103, and this bid was subsequently evaluated as the lowest responsible bid.

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

1. The City Council, acting as the Local Contract Review Board, authorizes the City Manager to enter into, on behalf of the City of Wilsonville, a Construction Contract with K&R Plumbing Construction Company, Inc. for a stated value of \$317,103.
2. This resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 17th day of June, 2013, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp	_____
Council President Starr	_____
Councilor Goddard	_____
Councilor Fitzgerald	_____
Councilor Stevens	_____

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 17, 2013	Subject: Resolution 2427 CIP #7038 and #4182 Boeckman Creek at Wilsonville Road Project Contract Award Staff Member: Steve Adams Department: Community Development
Action Required <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	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments:
Staff Recommendation: Staff recommends approval of Resolution No. 2427.	
Recommended Language for Motion: I move to approve Resolution No.2427.	
PROJECT / ISSUE RELATES TO: <i>[Identify which goal(s), master plans(s) issue relates to.]</i>	
<input type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s)
<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL

A Resolution of the City of Wilsonville approving the bid process, accepting the lowest bidder and awarding a construction contract to Pacific Excavation Inc. for \$185,544.

EXECUTIVE SUMMARY:

The Boeckman Creek at Wilsonville Road project repairs the erosion that has occurred around the bridge foundation. The project will also realign a portion of Boeckman Creek and provide for flood plain enhancement in the area.

EXPECTED RESULTS:

The project will reinforce and support a bridge pile cap that has been undermined and armor the creek bottom and side slopes with a mix of boulders and smaller aggregate. Disturbed areas will be revegetated.

TIMELINE:

Construction is set to begin on July 10, 2013 and will be completed on or before October 20, 2013.

CURRENT YEAR BUDGET IMPACTS:

Project #7038 is funded through stormwater operations, stormwater SDCs, and project #4182 is funded from the road operating budget. In the adopted FY 2012/13 and FY 2013/14 budgets, funding was sufficiently allocated to complete the project construction. However, these budgets anticipated construction beginning before June 30, 2013. With most of the work now shifting to FY 2013/14, unspent funding from 2012/13 will be carried over and reallocated to the 2013/14 budget through a budget amendment later this year.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: JEO Date: 6/6/13

The overall project is within budget between fiscal year 2012/13 and fiscal year 2013/14. Due to the timing of the project a budget amendment will be needed in 2013/14 to appropriate the budget that was unspent in 2012/13.

LEGAL REVIEW / COMMENT:

Reviewed by: MEK_____ Date: June 6, 2013_____
Resolution approved as to form.

COMMUNITY INVOLVEMENT PROCESS:

An informational and partnering presentation with staff and residents of the Creekside Woods Community occurred on May 14, 2013. Residents are aware of the timeline and the project impacts.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Project # 7038 and #4182 will temporarily impact the residents of Creekside Woods. It will reduce the number of available curb side parking spots and increase truck traffic to build the haul road to the creek and perform the "in water" work required. Substitute parking has been made available nearby.

The projects will benefit the Community by reinforcing and supporting one of the bridge pile caps that supports the Wilsonville Road bridge that was damaged by stream bank erosion. The armoring of the creek bottom and side slopes will prevent further erosion of the stream banks.

ALTERNATIVES:

No other alternatives were available due to the unique and confined nature of the project.

CITY MANAGER COMMENT:

ATTACHMENTS

- A. Exhibit "A" – Summary of Bids

EXHIBIT "A"

SUMMARY OF BIDS FOR Boeckman CREEK AT WILSONVILLE ROAD CIP #7038

- | | |
|---|--------------|
| 1. Pacific Excavation Inc..... | \$185,544.00 |
| 2. Henderson Environmental Design..... | \$189,320.00 |
| 3. D & T Excavation, Inc..... | \$197,184.49 |
| 4. Braun Construction & Design LLC..... | \$207,797.00 |
| 5. GSE, Inc..... | \$227,763.25 |

RESOLUTION NO. 2427

A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH PACIFIC EXCAVATION, INC FOR THE BOECKMAN CREEK AT WILSONVILLE ROAD PROJECT (CAPITAL IMPROVEMENT PROJECTS #7038 and #4182).

WHEREAS, the City of Wilsonville has planned, designed, and budgeted for the completion of Capital Improvement Projects #7038 and #4182, known as the Boeckman Creek at Wilsonville Road Project (the project); and

WHEREAS, the City solicited bids from qualified contractors for the project that duly followed the State of Oregon Public Contracting Rules and the City of Wilsonville Municipal Code; and

WHEREAS, Pacific Excavation, Inc. submitted a bid for the project on May 30, 2013 for \$185,544, and this bid was subsequently evaluated as the lowest responsible bid.

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

1. The City Council, acting as the Local Contract Review Board, authorizes the City Manager to enter into, on behalf of the City of Wilsonville, a Construction Contract with Pacific Excavation, Inc. for a stated value of \$185,544.
2. This resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 17th day of June, 2013, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Sandra C. King, CMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp	_____
Council President Starr	_____
Councilor Goddard	_____
Councilor Fitzgerald	_____
Councilor Stevens	_____

City of

WILSONVILLE
in OREGON



CITY COUNCIL MEETING INFORMATION ITEM

Active Adults at the Grove Multi-Family
Proposed Ordinance No. 717

Meeting Date: June 17, 2013
Report Date: June 5, 2013
Source of Item: Planning Division

Contact: Blaise Edmonds
Contact Telephone Number: 503-570-1573
Contact E-Mail: edmonds@ci.wilsonville.or.us

THERE IS NO RECOMMENDATION, THIS IS AN INFORMATION ITEM.

BACKGROUND Mr. Brenner Daniels, Development Director for Holland Partner Group/Brenchley Estates Partners LP, is requesting a continuance of the currently scheduled June 17th public hearing to modify Ordinance No. 703 for the proposed Active Adults at the Grove Multi-Family project at Brenchley Estates - North.

Mr. Daniel's June 4th letter submitted to City Recorder Sandra King requesting the continuation is attached.

ATTACHMENT

A. Mr. Brenner Daniels letter to Sandra King, City Recorder, dated June 4, 2013.



June 4, 2013

Sandra C. King, MMC
City Recorder
City of Wilsonville
29799 SW Town Center Loop E
Wilsonville, OR 97070

*Re: Active Adult at The Grove
Request to Change Public Hearing Dates*

Dear Sandra,

Please accept this letter as our request for a continuance of the currently scheduled Active Adult at The Grove density hearing on June 17, 2013. We understand that not all of the City Council members will be in attendance on that date. We are requesting to be added to the agenda for the City Council Hearing on July 15, 2013 for the first reading and August 5, 2013 for the second reading.

Please let me know if there is anything else you need.

Thank you,

A handwritten signature in black ink, appearing to read 'Brenner Daniels', with a stylized flourish at the end.

Brenner Daniels
Development Director

cc: Blaise Edmonds, City of Wilsonville

**EXPLANATION OF PUBLIC HEARING NOTICE
ACTIVE ADULTS AT THE GROVE APARTMENTS**

WHAT: Case Files;

DB13-0008 Revised Stage I Preliminary Plan
DB13-0009 Waiver to maximum building height
DB13-0010 Stage II Final Plan – Lot 3
DB13-0011 Site Design Review – Lot 3
DB13-0012 Type ‘C’ Tree Plan – Lot 3

WHERE (*Subject property*): See vicinity map on last page of this public hearing notice

WHERE (*Public Hearing*): City Hall Council Chambers, 29799 SW Town Center Loop East, Wilsonville, OR 97070

WHEN: Development Review Board May 30, 2013, at 6:30 p.m.
City Council June 17, 2013, at 7:00 p.m.

WHO: City of Wilsonville Development Review Board, Panel B; the City Council, the Applicant; Interested Parties.

Property Owners/Applicants: Brenchley Estates Partners, LP and CRP & Holland Brenchley Estates II LP.

WHY: Mr. Jerry Offer of OTAK Inc, acting as agent for the applicant, propose a 4 story apartment building comprising of 112 units for occupants 55 years or older named the Active Adults at the Grove Apartments on 3.41 acres or Lot 3. No changes are proposed to the remainder of the previously approved master plan.

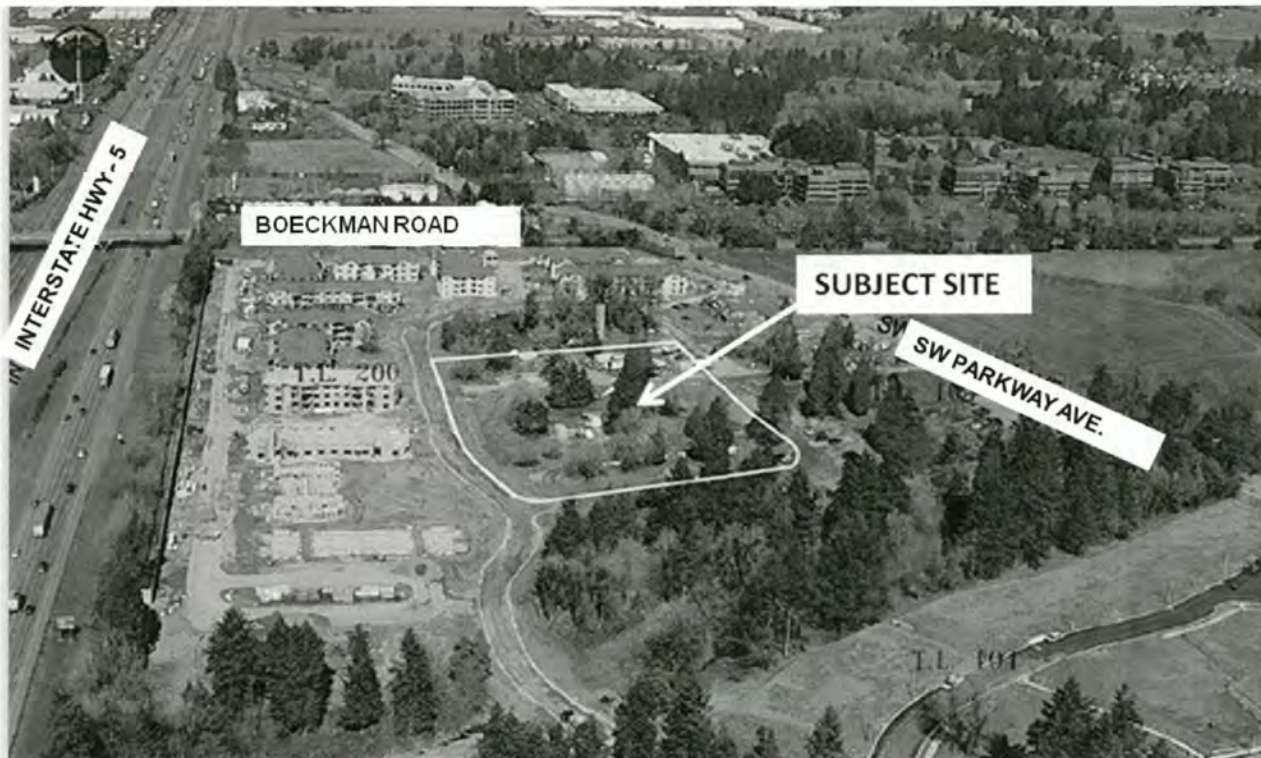
In April 2012, Council adopted Ordinance No. 703 that rezoned Brenchley Estates North from RA-H to PDR-4. Ordinance No. 703 also reduced the total number of dwelling units that the DRB approved by 39 and the applicant agreed to voluntarily age restrict forty six (46) units (the type of housing were yet to be determined) to be contained in the next phase of the development to people age 50 and older, excluding 25 market rate single family homes which was not be age restricted, for 359 total units in Brenchley Estates North.

Regarding the proposed Active Adults at the Grove Apartments application the applicant is seeking to gain back 39 multi-family units that were reduced in Ordinance No. 703 and add 27 units for a total of 66 more units through Implementation Measure 4.1.4.v for meeting special needs for the elderly; *“Densities may be increased through the Planned Development process to provide for meeting special needs. (e.g., low/moderate income, elderly, or handicapped).”*

Location of the Master Plan: 59.96 acres formally the Thunderbird Mobile Club abuts the westerly side of SW Parkway Avenue, abuts the easterly side of Interstate-5 and the southerly side of SW Boeckman Road. Wilsonville Family Fun Center and the NAPA store abuts the southerly side. The property is more particularly described as being Tax Lots 100, 103, 104, 105 and 200 in Section 14A; Township 3S, Range 1W; Clackamas County; Wilsonville, Oregon.

Location of the proposed Active Adults at the Grove Apartments: 3.41 acres located in the middle of the Terrene Apartments Complex in Brenchley Estates North. .

SITE MAP



**NOTICE OF PUBLIC HEARING
CITY OF WILSONVILLE
DEVELOPMENT REVIEW BOARD, PANEL B
and
CITY COUNCIL**

Notice is hereby given that the **WILSONVILLE DEVELOPMENT REVIEW BOARD PANEL B** will hold a **PUBLIC HEARING** on **THURSDAY, May 30, 2013, AT 6:30 P.M.**, at **CITY HALL, 29799 TOWN CENTER LOOP EAST**, Wilsonville, Oregon.

Notice is hereby given that the **WILSONVILLE CITY COUNCIL** will hold a **PUBLIC HEARING** on **MONDAY, June 17, 2013, AT 7:00 P.M.**, at **CITY HALL, 29799 TOWN CENTER LOOP EAST**, Wilsonville, Oregon.

CASE FILES: DB13-0008 Revised Stage I Preliminary Plan; DB13-0009, Waiver to the building height; DB13-0010 Stage II Final Plan for the Active Adults at the Grove Apartments, Lot 3; DB13-0011 Site Design Review for Active Adults at the Grove Apartments and DB13-0012 Type 'C' Tree Removal Plan. In April 2012, City Council adopted Ordinance 703 which approved a Zone Map Amendment on the subject property from RA-H to PDR-4. Ordinance 703 also reduced the number of dwelling units by 39 and the applicant agreed to voluntarily age restrict forty six (46) units to be contained in the next phase of the development to occupants 55 years or older, excluding 25 single family homes which was not be age restricted for total 359 units in Brenchley Estates North. The applicant is now seeking to acquire back the 39 residential units and add 27 more units for a total of 66 units. The applicant is seeking to obtain the additional dwelling units through Implementation Measure 4.1.4.v; *"Densities may be increased through the Planned Development process to provide for meeting special needs. (e.g., low/moderate income, elderly, or handicapped)."*

APPLICANTS: Brenchley Estates Partners, LP and CRP & Holland Brenchley Estates II LP.

Location of the Master Plan: 59.96 acres formally the Thunderbird Mobile Club abuts the westerly side of SW Parkway Avenue, is adjacent to the easterly side of Interstate-5 and the southerly side of SW Boeckman Road. Wilsonville Family Fun Center and the NAPA store is adjacent to the southerly side. The property is more particularly described as being Tax Lots 100, 103, 104, 105 and 200 in Section 14A; Township 3S, Range 1W; Clackamas County; Wilsonville, Oregon.

Location of the proposed Active Adults at the Grove Apartments: 3.41 acres located in the middle of the Terrene Apartments Complex in Brenchley Estates North. The property is more particularly described as being Tax Lot 105 and 200 in Section 14A; Township 3S, Range 1W; Clackamas County; Wilsonville, Oregon.

REVIEW CRITERIA: Planning and Land Development Ordinance: Sections 4.008-4.015; 4.100; 4.113 (as applicable); 4.118 (as applicable); 4.120; 4.124.4; 4.124.5; 4.139.00 – 4.139.10; 4.140; 4.140(.07); 4.140(.09); 4.155; 4.167; 4.171; 4.175; 4.176 (as applicable); 4.177 (as applicable); 4.178; 4.179; 4.199; 4.210 – 4.270; 4.300 – 4.320; 4.400 through 4.450; 4.600 – 4.600.50; 4.620.00 – 4.620.10; 4.197; 4.171.09.
Other Planning Documents: Brenchley Estates Preliminary Development Plan; Storm Water Master Plan, Transportation Systems Plan, Bicycle and Pedestrian Master Plan, Transportation Systems Plan and Comprehensive Plan, IM 4.1.4v.

PROJECT SUMMARY: Mr. Jerry Offer of OTAK Inc, acting as agent for the applicants, propose a 4 story apartment building comprising of 112 units for occupants 55 years or older named the Active Adults at the Grove Apartments on 3.41 acres or Lot 3. No changes are proposed to the remainder of the previously approved master plan.

CONTACT PERSON: Blaise Edmonds, Manager of Current Planning; (503) 682-4960.

Copies of the approval criteria are available from the Wilsonville Planning Division, located at the City Hall at 29799 Town Center Loop East, and may be purchased at the cost of 25 cents per page. A complete copy of the relevant file information, including the staff report and recommendations, will be available for inspection seven days prior to the public hearing. Copies will also be available for review at the Wilsonville Public Library.

Any interested party may testify at the public hearing or submit written testimony at or prior to the hearing. **Written comments must be received at Wilsonville City Hall, Planning Division by May 16, 2013,** to be included in the staff report. **Mail written statements to the City of Wilsonville Planning Division at 29799 Town Center Loop E., Wilsonville, OR 97070.** The procedures that govern the hearing will be stated at the meeting and are found in Chapter 2.560 of the Wilsonville Code and ORS 197.763.

Please be advised that any issue that is intended to provide a basis for appeal must be raised before the close of the Development Review Board hearing, in person or by letter, with sufficient specificity to afford the Development Review Board and the parties an opportunity to respond to the issue. Failure to raise an issue with sufficient specificity will preclude any appeal on that issue. The decision of the Development Review Board may be appealed to the City Council by parties with standing.

Assistive Listening Devices (ALD) is available for persons with impaired hearing and can be scheduled for this meeting. The City will also endeavor to provide qualified sign language interpreters and/or qualified bilingual interpreters, without cost, if requested at least 48 hours prior to the meeting. To obtain such services, please call Shelley White, Planning Administrative Assistant, at (503) 682-4960.

VICINITY MAP



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 17, 2013	Subject: Resolution No. 2428 Republic Services Solid-Waste Franchise Rate-Increase Request Staff Members: Barbara Jacobson, Assistant City Attorney; Mark Ottenad, Public/Government Affairs Director Department: Legal; Administration
Action Required <input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: 6/17/2013 <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution Information or Direction <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments:
Staff Recommendations: Staff recommends approval of Resolution No. 2428, but a delayed implementation of the requested rate increase until September 1, 2013. Staff also recommends further discussions with Franchisee regarding rate structure as discussed below.	
Recommended Language for Motion: I move to approve Resolution 2428.	
PROJECT / ISSUE RELATES TO: <input type="checkbox"/> Council Goals/Priorities <input type="checkbox"/> Adopted Master Plan(s) <input checked="" type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL

Solid-waste, yard-debris and recycling collection franchise-holder Republic Services ("Franchisee") is requesting a four to six percent rate increase effective July 1, 2013. Staff recommends granting the rate increase with some potential modifications as outlined below, but that the rate increase not be effective until September 1, 2013, when Metro's solid-waste "tipping" fees increase and in order to provide Wilsonville residents and customers reasonable and appropriate advance notice.

Waste/recycling franchise rates were last increased by amounts varying between 2.5% and 8.5% effective July 1, 2011, depending on the customer class, size of container and frequency of pick-up.

EXECUTIVE SUMMARY

Solid-waste disposal is regulated by Wilsonville Code (WC) 8.4 and Ordinance No. 204 of 1982 (Ordinance). Subsequent ordinances, some prompted by State mandates, have broadened the service to include the collection of yard debris and recyclable materials. Governing Ordinance No. 204, lays-out six

(6) factors that the City Council should consider in determining whether or not to grant the Franchisee a rate increase. This staff report reviews the six criteria.

In examining the current and proposed rates in greater detail, staff has noted the following concerns:

- **Residential Rates:** As shown below in Table 1 and Table 2 on page 5, the City's current and proposed solid-waste collection fee structure appears to discourage a "minimum waste-generation" policy; that is, those customers with a smaller waste cart do not enjoy much financial benefit to generating less trash due to the small price differential between 20-gallon and 35-gallon carts, the latter of which holds 75% more volume.

If rewarding residents who generate less trash and recycle more is a City policy goal, the City Council could direct staff to work with the Franchisee to see if there is a way to restructure rates such that there is a greater financial benefit to select the smaller trash roll carts. It appears this is what Lake Oswego has opted to do. A more attractive rate for smaller carts may, however, result in a higher increase for the larger carts. Please See page 5, **Table 2**.

- **Commercial:** As shown on Table 2 of page 5, when compared to the nearby cities of Tualatin and Lake Oswego, both served by the same Franchisee, *larger* Wilsonville commercial customers pay substantially higher rates than the same class of customer in either other city. That being said, the smaller commercial waste-generators in Wilsonville do enjoy a substantial cost savings. It should be noted that the small cart commercial waste generator actually pays less than the residential customers and staff is not sure how that came to be the case. Given that Franchisee is based in Wilsonville, staff cannot explain this discrepancy.
- **Industrial:** When compared to the industrial rates for Lake Oswego and Tualatin, Wilsonville's rates are higher.
- **Other Issues:** Additional issues for potential Council consideration pertaining to the Ordinance and franchise services are outlined later on page 6, item 7, Related Issues for Future Discussion.

BACKGROUND

Table 1 below shows the current and proposed rates on a monthly basis for waste/recycling/yard-debris services in Wilsonville only:

Type of Service	Current Rates	Proposed Rates	Rate Difference	
			Amount	Percentage
Residential Rates				
20-gallon	\$ 21.00	\$ 21.84	\$ 0.84	4.0%
35-gallon	23.60	24.54	0.94	4.0%
65-gallon	31.10	32.34	1.24	4.0%
Commercial Rates				
35-gallon	15.55	16.48	0.93	6.0%
65-gallon	24.70	26.18	1.48	6.0%
90-gallon	31.10	32.97	1.87	6.0%
1.5-yard	116.35	121.00	4.65	4.0%
2-yard	152.20	158.29	6.09	4.0%
3-yard	221.20	230.05	8.85	4.0%
4-yard	288.15	299.68	11.53	4.0%
6-yard	424.40	441.38	16.98	4.0%
8-yard	562.75	585.26	22.51	4.0%
Industrial Rates				
10-yard	98.00	103.88	5.88	6.0%
20-yard	98.00	103.88	5.88	6.0%
30-yard	136.25	141.70	5.45	4.0%
40-yard	157.10	163.38	6.28	4.0%

The Franchisee indicated in the cover letter of May 15 that it was "requesting a 4% price increase." As noted above, however, rates for some classes of service are scheduled to increase by 6%. The Franchisee has not provided any information to indicate why there is a discrepancy or difference in the proposed rate of increase for smaller-sized containers of commercial and industrial customers.

Matter Is Appropriately before Council

Solid-waste disposal is regulated by Wilsonville Code 8.4 and Ordinance No. 204, enacted in 1982. Republic Services is the successor-in-interest to Allied Waste Services, which was the successor-in-interest to the original franchisee, United Disposal Service, Inc.

Republic Services submitted the request in writing with supporting data for the rate increase on May 15, 2013, providing the required 30-day timely notice for City Council (Council) consideration for the June 17, 2013, Council meeting; Ordinance section 13.

Ordinance Approval Criteria for Rate Increase I

Section 13 of Ordinance No. 204 provides six (6) total criteria that the Council "shall consider" in "determining the appropriate rate to be charged by the Franchisee":

- "1. The cost of performing the service provided by the franchisee;
- "2. The anticipated increase in the cost of providing service;
- "3. The need for equipment replacement and the need for additional equipment to meet service needs; compliance with federal, state and local law, ordinances and regulations; or technological change;
- "4. The investment of the franchisee and the value of its business and necessity that the franchisee shall have a reasonable rate of return;
- "5. The rates in other cities for similar services;
- "6. The public interest by assuring reasonable rates to enable the franchisee to provide efficient and beneficial service to the residents and other users of the service."

This report reviews each set of criteria and provides a recommendation.

1. The cost of performing the service provided by the Franchisee.

The Franchisee has provided a Proforma Statement of Income [and Expenses] and Proforma Schedule of Direct Expenses showing that the cost of operations in Wilsonville has increased by 3.5% from 2010 to 2011, and 13.3% from 2011 to 2012.

Over the course of the two-year period since the last rate increase on July 1, 2011, the cost of operations has increased from \$3,239,948 in 2011 to a projected \$3,669,471 without a rate increase in 2013, which is a net increase of \$429,523 or 13.2% increase in the cost of operations. See Attachment A, pp. 4 and 5.

The Franchisee appears to demonstrate the cost of performing the service provided has increased.

2. The anticipated increase in the cost of providing service.

The Franchisee has provided a Proforma Statement of Income [and Expenses] and Proforma Schedule of Direct Expenses showing that the cost of operations in Wilsonville is projected to increase from 2012 to 2013 by 2.4% without a rate increase and 2.6% with a rate increase; the 0.2 percentage difference is 8.33%.

While the Franchisee has indicated a need to replace equipment, which presumably increases the cost of providing service, the Franchisee has not provided data showing projected costs of providing service for the next two-year period, 2014 and 2015; all data provided has been retrospective. Therefore, staff is cannot determine if the Franchisee has demonstrated an anticipated increase in the cost of providing service.

Nonetheless, City staff is aware of future increases of costs to the Franchisee. Metro Council has approved an increase in the disposal fee by \$0.49 per ton on September 1, 2013; raising the tip fee to \$94.33. The 'transaction fee' of \$3.00 for customers with accounts is to remain the same. When calculating disposal costs, each transaction is assumed to be a five-ton load; therefore an additional \$0.60 (to account for the transaction fee at the transfer station) is added to the disposal fee to arrive at an effective disposal fee of \$94.93 beginning September 1, 2013, which cumulatively is a 0.5% net increase.

Clackamas County Office of Sustainability, Department of Transportation and Development, has indicated that "Other notable expenses are rising, but at a lower percentage in the recent past. Driver wages are increasing by 2.0% and health insurance for all employees was held flat this year." Additionally, fuel costs are projected to increase by 4.99%. However, other costs, such as the cost of disposing yard debris and other costs have been projected to remain steady.

Thus, while staff believes that there will be increased costs of providing the service, staff does not have adequate information to provide an authoritative and total increase in the cost of providing service.

3. The need for equipment replacement and the need for additional equipment to meet service needs; compliance with federal, state and local law, ordinances and regulations; or technological change.

The Franchisee's cover letter of May 15, 2013, cites both *prior* expenses for collection-related apparatus, as well as *anticipated, future* expenses.

The Franchisee indicates that:

"We anticipate replacing 2 of these vehicles over the next 12-18 months. As stated above, the cost range for one collection vehicle is \$225,000-\$278,000, depending on the type of collection performed."

Based on this information, one could reasonably estimate that equipment replacement over the next 12 to 18 months will total in the range of \$450,000 to \$556,000, with an average amount of \$503,000. See Attachment 1, pp. 1-2.

The Ordinance appears to speak to *projected, future needs* to replace equipment and meet other needs. However, it is unclear if the anticipated replacement collection vehicles serve Wilsonville and/or other communities, and therefore cannot account for how the expense impacts operations in Wilsonville of Franchisee.

The Franchisee appears to demonstrate the need for equipment replacement.

4. The investment of the Franchisee and the value of its business and necessity that the Franchisee shall have a reasonable rate of return.

According to Rick Winterhalter, Waste Coordinator for the Clackamas County Office of Sustainability, Department of Transportation and Development the accepted, reasonable rate of return in the solid-waste disposal industry is in the 8% to 12% range, with a target rate of return of 10%. (Note: Michael F. Sheehan, Ph.D., of Osterberg & Sheehan Public Utility Economists, Scappoose, OR, wrote in a paper published in April 1996, *Rate Regulation In The Solid Waste Disposal Industry: A Review of Standards and Performance*: "In Oregon, several counties and cities use the operating ratio approach or some variant of it. Washington County's method for solid waste haulers is based on a margin of 8 to 12%.")

The Franchisee has provided a Proforma Statement of Income [and Expenses] that shows "Income as a Percentage of Revenue" of 6.6% without a rate increase; 7.6% with a rate increase; and 8.5% "12 month Annualized with Proposed Rate Change."

The Franchisee appears to demonstrate a reasonable rate of return, based on the 12-month "annualized" rate of return with the proposed rate increase that is at the lower-end of the industry average rate of return.

5. The rates in other cities for similar services.

The Franchisee has provided information regarding rates in two other jurisdictions served by Franchisee, Tualatin and Lake Oswego, for similar services. When looking to compare the Wilsonville situation to other cities, staff found that an “apples-to-apples” comparison would be difficult if not impossible to undertake due to differences in service providers, frequency of pick-up schedules for garbage and yard debris/recycling, sizes of container, hilly terrain and other factors. Therefore, staff conducted a more focused comparison to the averaged rates of the two near-by cities both served by Franchisee that enabled an exact, apples-to-apples comparison.

Table 2 below compares the current and proposed Wilsonville rates to the average of rates in Tualatin and Lake Oswego, accounting for Lake Oswego’s higher franchise fee of 5% (Wilsonville and Tualatin each charge a 3% franchise fee). Table 2 also shows the variance in both dollar amount and percentage of the current and proposed rates in Wilsonville compared to the averaged rates of Tualatin and Lake Oswego.

Service Type	Wilsonville		AVERAGE of Tualatin & Lake Oswego		Variance: Avg. Compared to Wilsonville			
	Current	Proposed	Current	Proposed	AMOUNT		PERCENTAGE	
					Current	Proposed	Current	Proposed
Residential								
20-gallon	\$ 21.00	\$ 21.84	\$ 18.89	\$ 19.55	\$ 2.11	\$ 2.29	11.2%	11.7%
35-gallon	23.60	24.54	23.48	24.31	0.12	0.23	0.5%	1.0%
65-gallon	31.10	32.34	34.22	35.43	-3.12	-3.09	-9.1%	-8.7%
Commercial								
35-gallon	15.55	16.48	19.28	19.96	-3.73	-3.48	-19.4%	-17.5%
65-gallon	24.70	26.18	29.44	30.50	-4.74	-4.32	-16.1%	-14.2%
90-gallon	31.10	32.97	33.51	34.70	-2.41	-1.73	-7.2%	-5.0%
1.5-yard	116.35	121.00	125.29	129.76	-8.94	-8.76	-7.1%	-6.8%
2-yard	152.20	158.29	160.71	166.42	-8.51	-8.13	-5.3%	-4.9%
3-yard	221.20	230.05	217.22	224.91	3.98	5.14	1.8%	2.3%
4-yard	288.15	299.68	274.27	283.97	13.88	15.71	5.1%	5.5%
6-yard	424.40	441.38	378.52	391.86	45.88	49.52	12.1%	12.6%
8-yard	562.75	585.26	463.61	479.90	99.14	105.36	21.4%	22.0%
Industrial								
10-yard	98.00	103.88	94.82	100.04	3.18	3.84	3.4%	3.8%
20-yard	98.00	103.88	94.82	100.04	3.18	3.84	3.4%	3.8%
30-yard	136.25	141.70	121.71	126.33	14.54	15.37	12.0%	12.2%
40-yard	157.10	163.38	138.13	143.28	18.97	20.10	13.7%	14.0%

(Please see Attachment B, “Comparison of Rates of Republic Services Cities Served: Wilsonville Compared to Tualatin and Lake Oswego” for the complete set of rates and related information.)

When compared to the nearby cities of Tualatin and Lake Oswego, both served by the same Franchisee, the *smallest-sized* residential roll cart customers in Wilsonville pay a substantially higher amount than similar customers in the other cities.

Across the board, all categories of service except for one commercial category are a lower rate in Tualatin compared to Wilsonville.

In Wilsonville, *larger* commercial and industrial customers pay substantially higher rates than the same class of customer in either of the other cities. Given that the Franchisee is based in Wilsonville, staff cannot explain this discrepancy but has asked the Franchisee to provide additional information.

In summary, when comparing rates in Wilsonville with Tualatin and Lake Oswego for the exact same service, Wilsonville is more expensive in the majority of categories and significantly more expensive in the Industrial service category.

6. The public interest by assuring reasonable rates to enable the Franchisee to provide efficient and beneficial service to the residents and other users of the service.

While there may be questions about the discrepancy of rates in other jurisdictions, Republic Services has demonstrated that the requested rate increases, based on the current Wilsonville rate structure, appear reasonable.

7. Related Issues for Future Discussion

While not part of the rate-increase request or process, staff believes that Council may wish to consider the following related issues at a later date. Specifically, Ordinance No. 204, is 31 years old (passed in 1982). While subsequent ordinances and resolutions (Ordinance 281, 1985; Ordinance No. 424, 1994; Resolution 2300, 2009) have enlarged the scope of services and increased the rates, the original Ordinance text still governs. Staff suggests that Ordinance 281 should be updated to reflect newer information and methods of doing business, liability insurance coverage and changes in law and technology.

Additionally, through various mergers and acquisitions, the City has done business with the same franchise-holder for over 30 years. While there appear to be no performance issues with the quality of the Franchisee's services and Franchisee has served the community well for many years, the City Council may be interested in opening-up the solid-waste franchise for bid at some point in the future in order to be consistent with competitive public contracting laws and objectives.

TIMELINE

The Franchisee has requested a rate increase effective July 1, 2013. Staff believes that providing less than a month's notice to the Wilsonville customers is not sufficient and that more advance notice to customers would be more courteous, reasonable and appropriate.

Staff suggests approving the Franchisee's rate increase request to be September 1, 2013 consistent with the date the increase in the Metro tipping fee goes into effect.

CURRENT YEAR BUDGET IMPACTS

The City will continue to collect a 3% franchise fee from the Franchisee.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: JEO Date: 6/6/13

The overall projected rate increase for the solid-waste services has a minimal positive impact on the city's 2013/14 budget.

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 6/6/13

Staff report adequately covers.

COMMUNITY INVOLVEMENT PROCESS

Community involvement has included advertising this hearing in the *Wilsonville Spokesman* newspaper and on the City's website. The City plans to provide information in the July 2013 *Boones Ferry Messenger* all-city newsletter and on the City's website.

ATTACHMENTS

- A. Letter of "Price Increase Request," May 15, 2013, Republic Services
- B. Comparison of Rates of Republic Services' Cities Served: Wilsonville, Tualatin and Lake Oswego



May 15, 2013

Bryan Cosgrove
City Manager
City of Wilsonville
29799 SW Town Center Loop East
Wilsonville, OR 97070

RE: Price Increase Request

Dear Bryan:

Republic Services, Inc. is requesting a 4% price increase, effective July 1, 2013 to continue providing the quality of services specified per our franchise agreement with the City of Wilsonville. The city last approved a price increase of 3.75% for our company, effective July 1, 2011.

The effect of this price increase for 61% of our residential customers, who use 35-gallon carts, would be \$0.94 per month.

It has been two years since our last price increase. Since July 1, 2011 a number of factors have negatively impacted our rate of return. Our company has very little, if any, ability to control these increases in cost.

- Inflation has increased 4.75%
- Fuel costs have increased 32%
- Disposal costs have increased 9.3%. This cost alone represents 45% of our operating expense.
- Retired and replaced 2 collection vehicles at a total cost of \$450,000. The cost range for 1 collection vehicle is \$225,000 - \$278,000 depending on the type of collection performed.
- Retired and replaced 2,000 collection carts, 67 commercial containers and 7 industrial drop boxes at a total cost of \$135,449.
- Decline in recycling commodity revenues

Our company took the following steps since July 1, 2011 to absorb the increase in operating costs without reducing our high standard of services that the people of Wilsonville expect and deserve.

- Redesigned collection routes to maximize operational efficiencies. This change enabled our company to remove the equivalent of one collection route. Thus reducing fuel consumption and wear-and-tear on the city's streets.
- Minimized increase in labor cost through a combination of staff reductions and reasonable increase in payroll. Labor costs only increased 9% during this period.
- Less than a 2% increase in Administration expenses
- Less than a 2% increase in Other Operating Costs.

10295 SW Ridder Road
Wilsonville, OR 97070
503-570-0626 • Fax 503-570-0523
republicservices.com

ATTACHMENT A

Our company has 20 full-time employees dedicated to serve our residential, commercial and industrial customers in the City of Wilsonville. These employees consist of managers, collection vehicle drivers, mechanics, customer service representatives, and a recycling outreach and education coordinator. This employee count does not include our general and administrative employees, such as accounting, customers billing, purchasing, etc., who provide support services for this operation.

In addition, we have 11 collection vehicles assigned to serve our residential, commercial and industrial customers in the City of Wilsonville. The replacement value of this fleet is \$2.4 million. We anticipate replacing 2 of these vehicles over the next 12-18 months. As stated above, the cost range for one collection vehicle is \$225,000 - \$278,000, depending on the type of collection performed.

Please recall that in December 2012, we notified the city that United Disposal, Inc. DBA Allied Waste Services of Clackamas and Washington Counties, would be changing its DBA designation to Republic Services of Clackamas and Washington Counties. We request the DBA designation be changed in our franchise from Allied Waste Services of Clackamas and Washington Counties to Republic Services of Clackamas and Washington Counties.

It is our pleasure to be of service to the Wilsonville community. Thank you for this opportunity.

Respectfully,



Derek Ruckman
General Manager

cc: Frank Lonergan, Operations Manager
Ray Phelps, Regulatory Affairs Manager



REPUBLIC SERVICES

Republic Services of Clackamas & Washington Counties

2013 Rate Proposal

Proposed rates, effective 7/1/13





Republic Services of Clackamas & Washington Counties
 City of Wilsonville
 Proforma Statement of Income
 2010 through 2012 actuals and projected 2013

	2010	2011	% Change	2012	% Change	2013 Projected No Rate Change	% Change	2013 Projected With Rate Proposal	% Change	12 month Annualized with Proposed Rate Change	% Change
Revenue	4,395,981	4,655,237	5.9%	4,902,229	5.3%	4,902,229	0.0%	5,000,223	2.0%	5,098,217	4.0%
Cost of Operations	3,130,646	3,239,948	3.5%	3,669,471	13.3%	3,759,041	2.4%	3,763,941	2.6%	3,768,841	2.7%
Gross Profit	1,265,335	1,415,289	11.9%	1,232,758	-12.9%	1,143,188	-7.3%	1,236,282	0.3%	1,329,377	7.8%
Salaries, General and Administrative	534,503	561,135	5.0%	594,000	5.9%	602,910	1.5%	602,910	1.5%	602,910	1.5%
Gross Income	730,832	854,153		638,758		540,278		633,373		726,467	
Provision for Income Taxes	301,125	341,661		255,503		216,111		253,349		290,587	
Net Income / % of Revenue	429,707	512,492		383,255		324,167		380,024		435,880	
Income as a Percentage of Revenue	9.8%	11.0%		7.8%		6.6%		7.6%		8.5%	

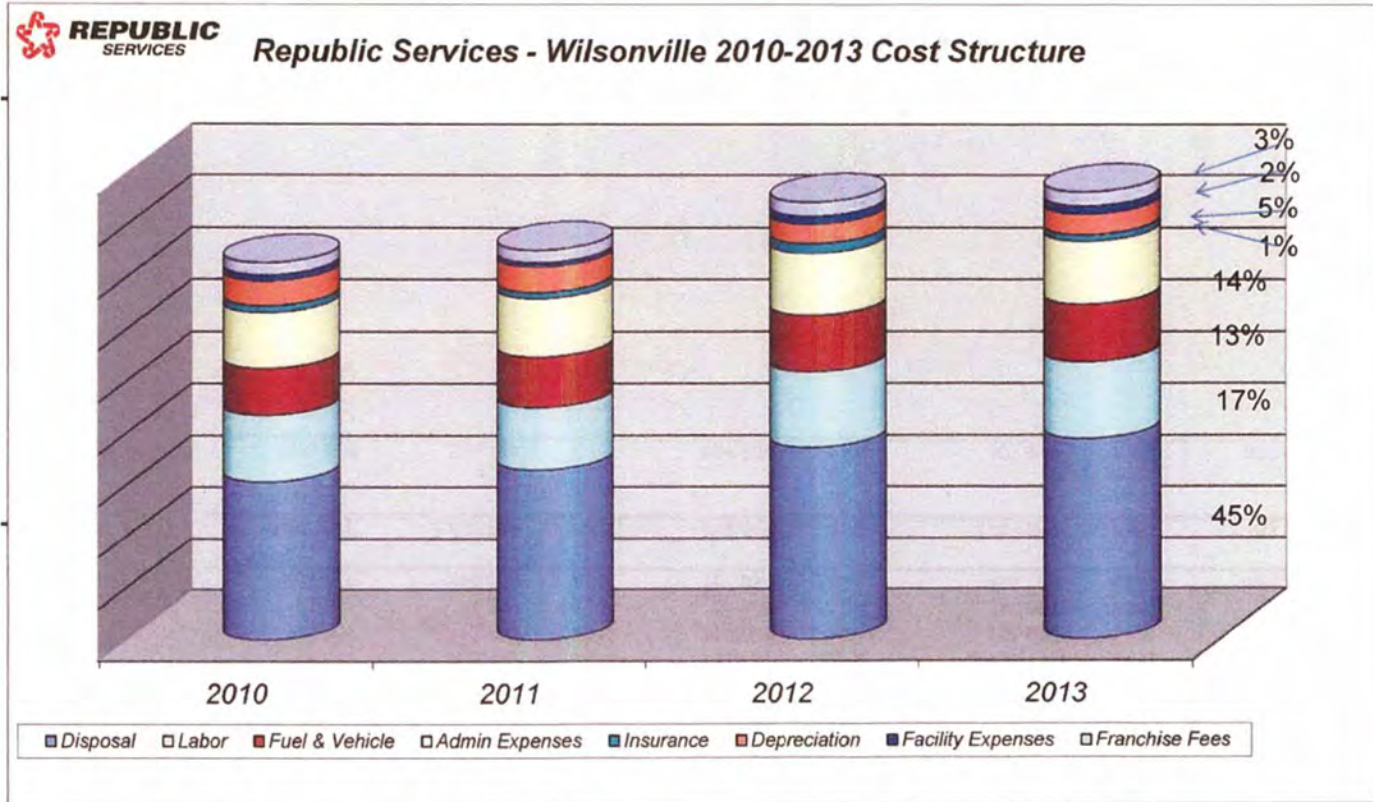


Republic Services of Clackamas & Washington Counties
City of Wilsonville
Proforma Schedule of Direct Expenses
2010 through 2012 actuals and projected 2013

	2010	2011	% Change	2012	% Change	2013 Projected No P.I.	% Change	2013 Projected With Rate Proposal	% Change
COST OF OPERATIONS									
Labor	640,744	599,787	-6.8%	727,486	21.3%	740,290	1.8%	740,290	1.8%
Repairs and Maintenance	205,443	191,844	-7.1%	223,415	16.5%	227,659	1.9%	227,659	1.9%
Vehicle Operating Costs	143,251	184,965	22.6%	210,782	14.0%	214,786	1.9%	214,786	1.9%
Facility	58,599	38,647	-51.6%	75,211	94.6%	76,640	1.9%	76,640	1.9%
Insurance	67,229	60,756	-10.7%	95,376	57.0%	64,401	-32.5%	64,401	-32.5%
Disposal	1,535,799	1,650,799	7.0%	1,864,565	12.9%	1,948,471	4.5%	1,948,471	4.5%
Franchise Fees	114,519	120,160	4.7%	133,153	10.8%	133,153	0.0%	138,053	3.7%
Other Operating Costs	105,556	113,795	7.2%	114,799	0.9%	116,980	1.9%	116,980	1.9%
Wilsonville Donated Services	21,981	34,220	35.8%	36,700	7.2%	37,397	1.9%	37,397	1.9%
Depreciation	237,525	244,976	3.0%	187,984	-23.3%	199,263	6.0%	199,263	6.0%
TOTAL COST OF OPERATIONS	3,130,646	3,239,948	3.4%	3,669,471	13.3%	3,759,041	2.4%	3,763,941	2.6%
TOTAL SALARIES, GENERAL & ADMINISTRATIVE	534,503	561,135	4.7%	594,000	5.9%	602,910	1.5%	602,910	1.5%

Disposal
Labor
Fuel & Vehicle
Admin Expenses
Insurance
Depreciation
Facility Expenses
Franchise Fees

Disposal
Labor
Fuel & Vehicle
Admin Expenses
Insurance
Depreciation
Facility Expenses
Franchise Fees





REPUBLIC SERVICES

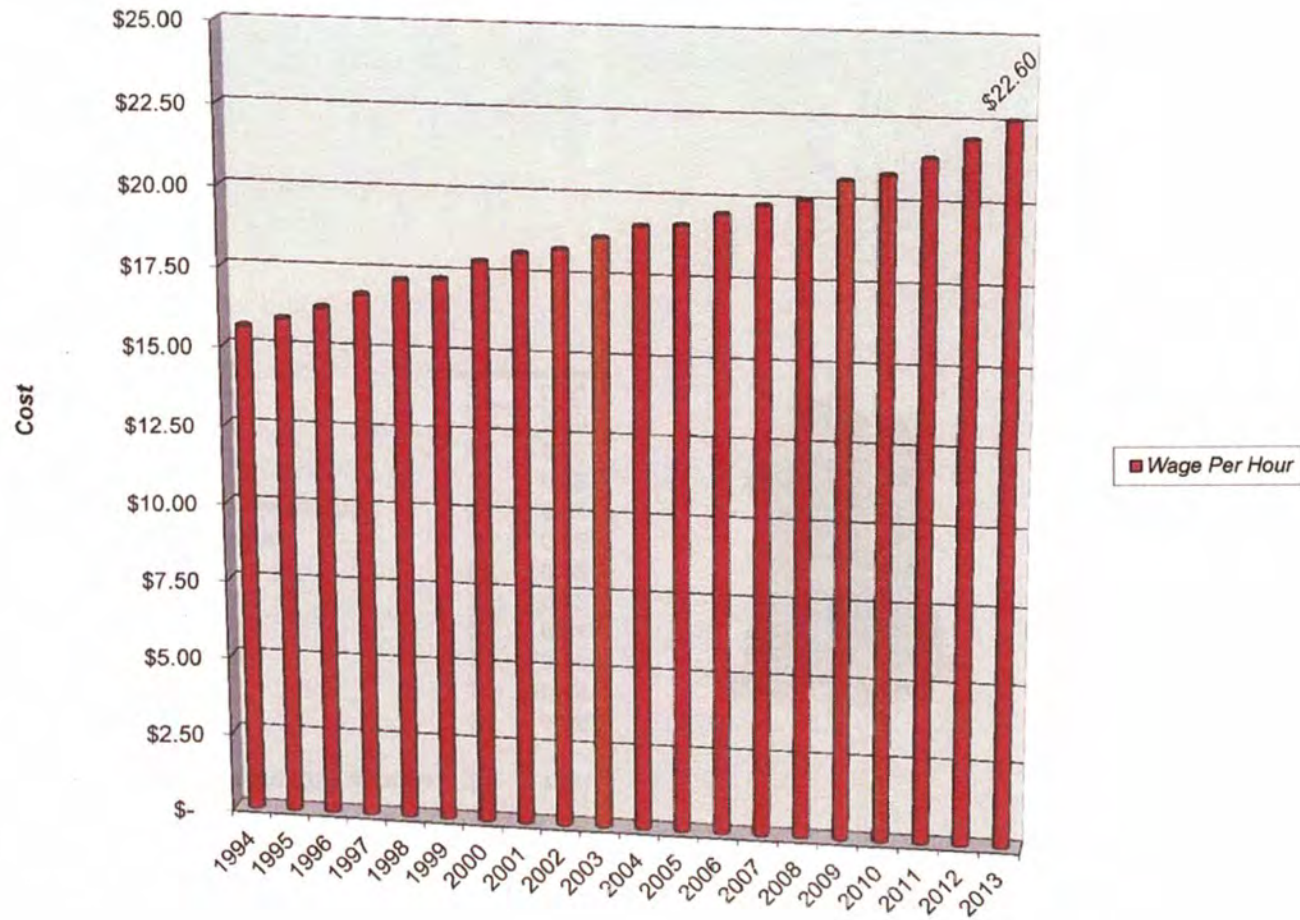
What does \$1 of garbage service pay for?

\$1 paid toward your monthly service \$ 1.00

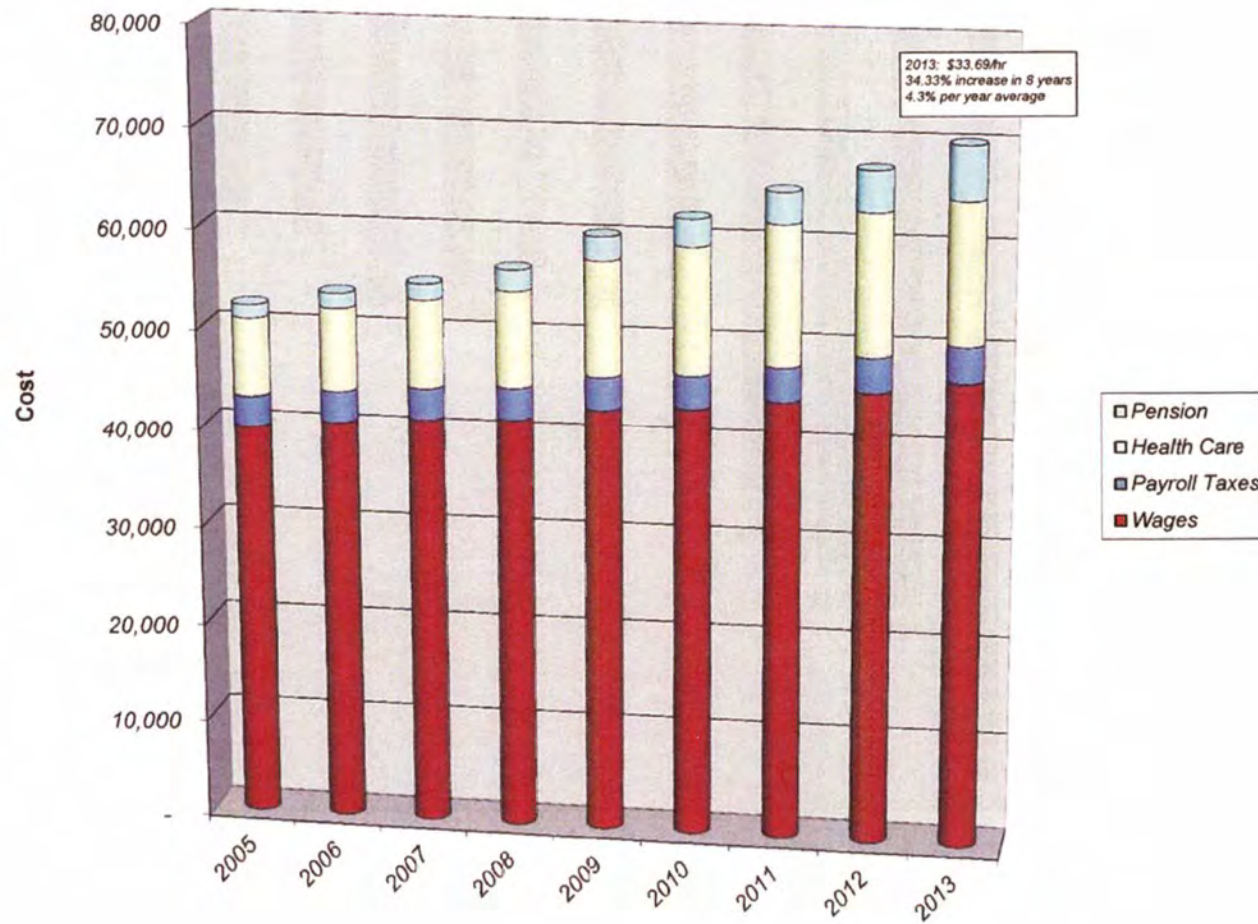
<i>Disposal</i>	<i>\$ 0.38</i>
<i>Labor</i>	<i>\$ 0.15</i>
<i>Repairs & Maintenance</i>	<i>\$ 0.05</i>
<i>Fuel</i>	<i>\$ 0.04</i>
<i>Insurance</i>	<i>\$ 0.02</i>
<i>Franchise Fees</i>	<i>\$ 0.03</i>
<i>Customer Service Costs</i>	<i>\$ 0.12</i>
<i>Truck & Container Replacement</i>	<i>\$ 0.04</i>
<i>Facility Expenses</i>	<i>\$ 0.02</i>
<i>Miscellaneous</i>	<i>\$ 0.02</i>
<i>Income Taxes</i>	<i>\$ 0.05</i>
Net Profit	<u> \$ 0.09 </u>



Driver Wage Per Hour (1994 - 2013)

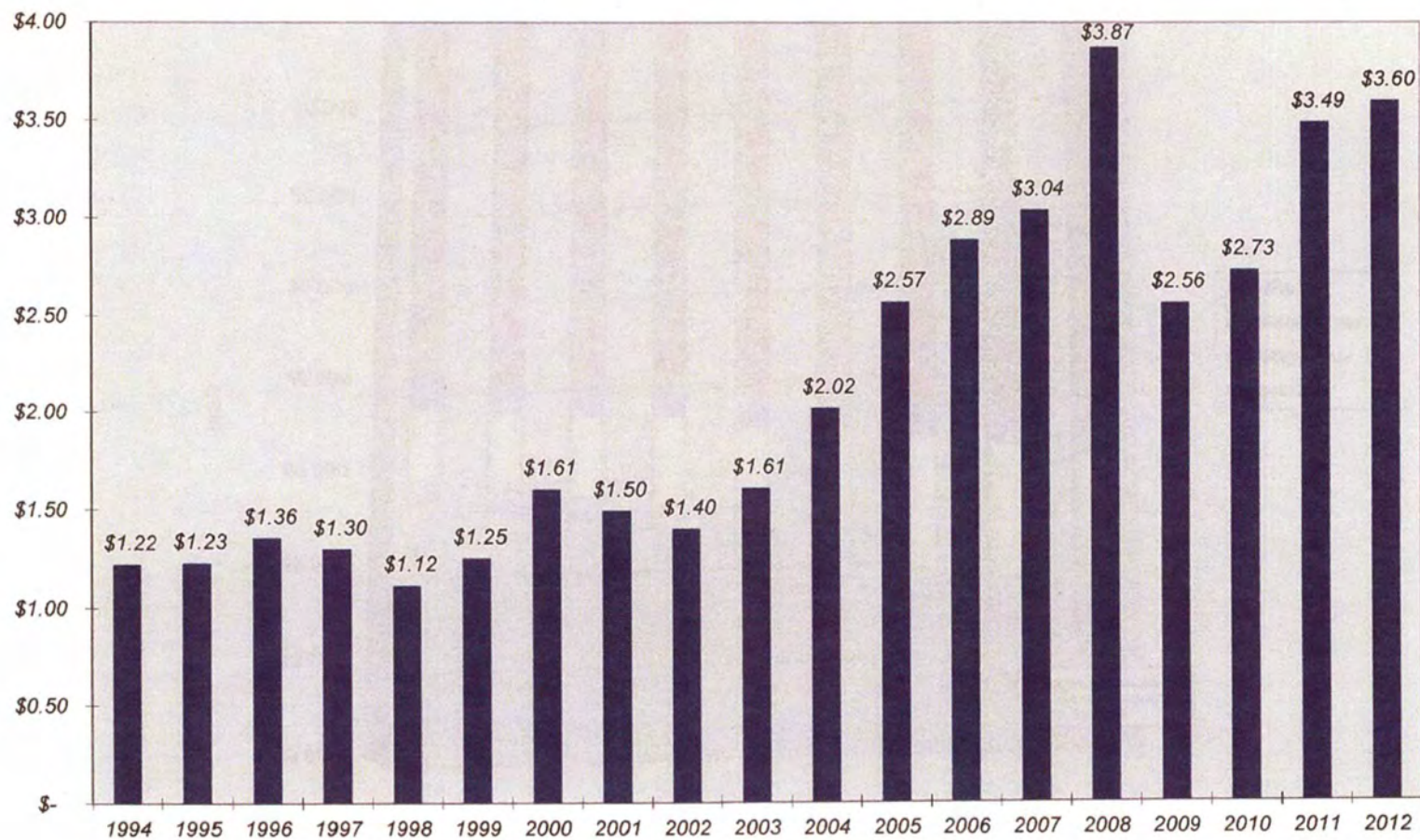


Labor Costs Per Year (2005 - 2013)



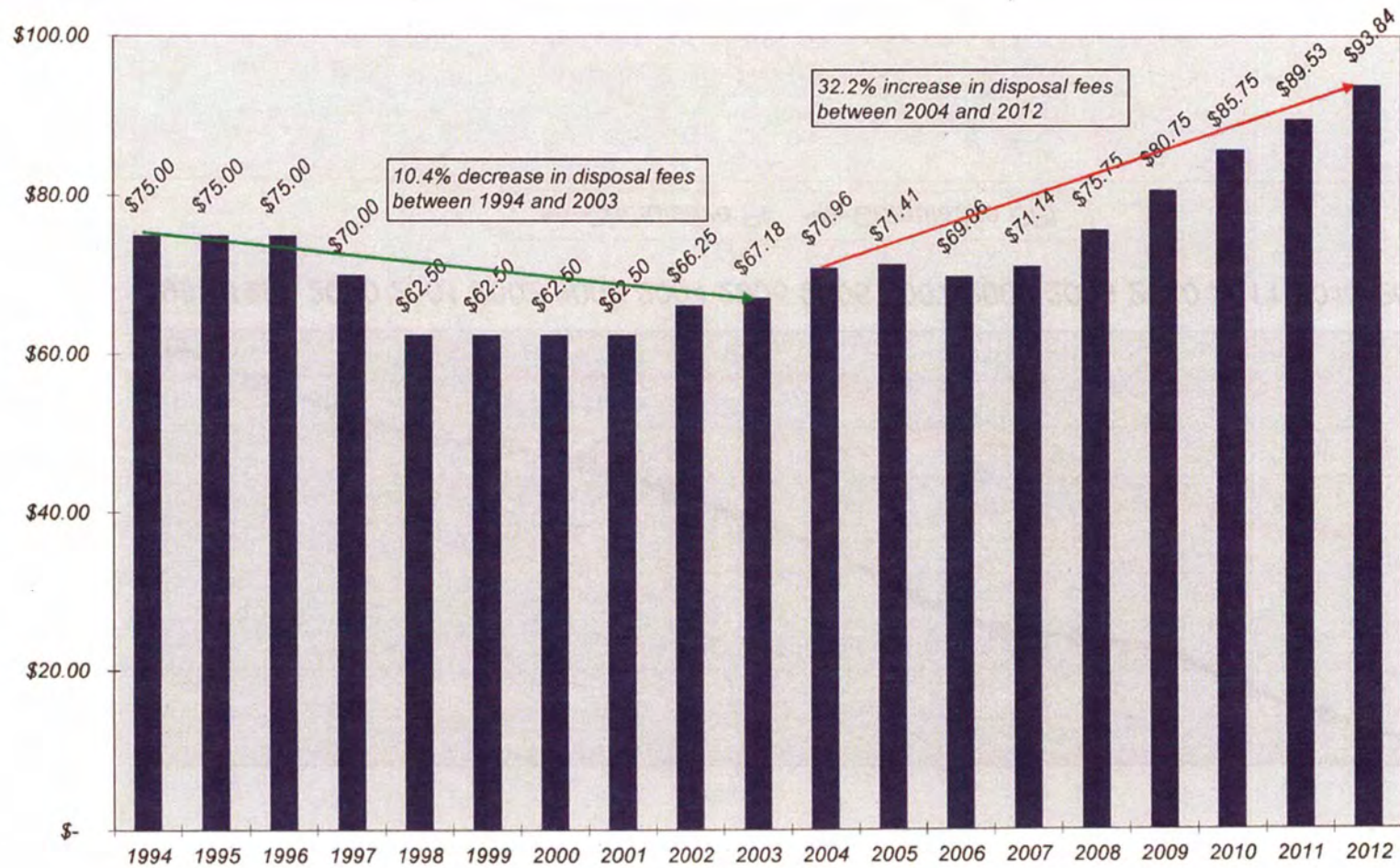


Average Diesel Fuel Price Per Gallon
1994 - 2012



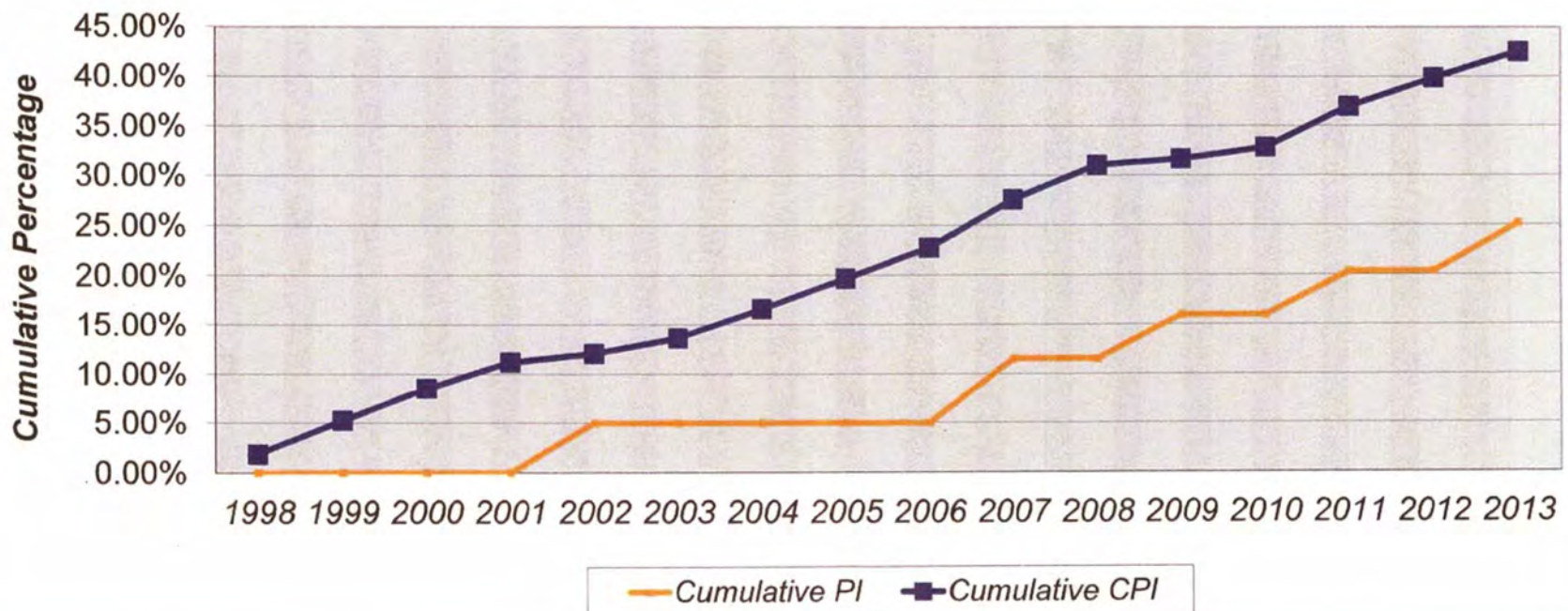


Metro Region Disposal Fees Per Ton





Cumulative Price Increases v. Inflation - 1998-2013(projected)





Republic Services - City of Wilsonville

2013 Rate Proposal

Proposed rates, effective 7/1/13

	Quantity	Current	Proposed	% Change	\$ Change
Residential Cart Rates					
20 gallon	510	\$ 21.00	\$ 21.84	4.0%	\$ 0.84
35 gallon	2,273	\$ 23.60	\$ 24.54	4.0%	\$ 0.94
65 gallon	921	\$ 31.10	\$ 32.34	4.0%	\$ 1.24
Commercial Rates					
35 gallon	115	\$ 15.55	\$ 16.48	6.0%	\$ 0.93
65 gallon	42	\$ 24.70	\$ 26.18	6.0%	\$ 1.48
90 gallon	85	\$ 31.10	\$ 32.97	6.0%	\$ 1.87
1.5 yard	20	\$ 116.35	\$ 121.00	4.0%	\$ 4.65
2 yard	78	\$ 152.20	\$ 158.29	4.0%	\$ 6.09
3 yard	94	\$ 221.20	\$ 230.05	4.0%	\$ 8.85
4 yard	61	\$ 288.15	\$ 299.68	4.0%	\$ 11.53
6 yard	50	\$ 424.40	\$ 441.38	4.0%	\$ 16.98
8 yard	30	\$ 562.75	\$ 585.26	4.0%	\$ 22.51
Industrial Rates					
10 yard	536	\$ 98.00	\$ 103.88	6.0%	\$ 5.88
20 yard	1,451	\$ 98.00	\$ 103.88	6.0%	\$ 5.88
30 yard	1,003	\$ 136.25	\$ 141.70	4.0%	\$ 5.45
40 yard	1,317	\$ 157.10	\$ 163.38	4.0%	\$ 6.28



Republic Services - City of Wilsonville

2013 Rate Proposal

Proposed rates, effective 7/1/13

	Current	Proposed	Tualatin	Clackamas	Oregon City	Tigard	Lake Oswego	Portland
Service Level								
Garbage	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Bi-Weekly
Recycling	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly
Yard Debris	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly	95g Weekly
Franchise Fee	Incorrect: Actually 3% 5%	5%	3%	5%	5%	5%	5%	3%
Residential Cart Rates								
20 gallon	\$ 21.00	\$ 21.84	\$ 20.05	\$ 24.90	\$ 20.63	\$ 17.80	\$ 18.08	\$ 30.00
35 gallon	\$ 23.60	\$ 24.54	\$ 23.50	\$ 28.65	\$ 25.83	\$ 20.60	\$ 23.92	\$ 33.90
65 gallon	\$ 31.10	\$ 32.34	\$ 31.00	\$ 37.80	\$ 35.55	\$ 31.75	\$ 38.16	\$ 42.00
Commercial Rates								
35 gallon	\$ 15.55	\$ 16.48	\$ 17.65	\$ 24.70	\$ 25.83	\$ 20.60	\$ 21.32	
65 gallon	\$ 24.70	\$ 26.18	\$ 24.00	\$ 35.75	\$ 35.55	\$ 31.75	\$ 35.56	
90 gallon	\$ 31.10	\$ 32.97	\$ 30.10	\$ 35.35	\$ 38.55	\$ 38.35	\$ 37.64	
1.5 yard	\$ 116.35	\$ 121.00	\$ 108.85	\$ 120.49	\$ 153.03	\$ 119.62	\$ 144.49	
2 yard	\$ 152.20	\$ 158.29	\$ 144.30	\$ 151.99	\$ 203.55	\$ 143.17	\$ 180.56	
3 yard	\$ 221.20	\$ 230.05	\$ 200.40	\$ 204.97	\$ 279.12	\$ 190.13	\$ 238.59	
4 yard	\$ 288.15	\$ 299.68	\$ 254.55	\$ 260.13	\$ 365.04	\$ 237.10	\$ 299.69	
6 yard	\$ 424.40	\$ 441.38	\$ 359.40	\$ 358.69	\$ 536.80	\$ 330.85	\$ 405.37	
8 yard	\$ 562.75	\$ 585.26	\$ 451.75	\$ 417.46	\$ 686.21	\$ 425.65	\$ 484.71	
Industrial Rates								
10 yard	\$ 98.00	\$ 103.88	\$ 89.05	\$ 113.00	\$ 133.10	\$ 109.00	\$ 102.54	
20 yard	\$ 98.00	\$ 103.88	\$ 89.05	\$ 113.00	\$ 151.20	\$ 109.00	\$ 102.54	
30 yard	\$ 136.25	\$ 141.70	\$ 120.90	\$ 130.00	\$ 188.80	\$ 109.00	\$ 124.89	
40 yard	\$ 157.10	\$ 163.38	\$ 134.70	\$ 147.00	\$ 228.80	\$ 109.00	\$ 144.31	

ATTACHMENT A



REPUBLIC SERVICES

WILSONVILLE PROPOSED RATE INCREASE 7/1/2013

Residential

All Proposed Rate Changes Are Noted In Red

Residential (once per week service)

	Current	Proposed
20 gallon	\$21.00 per month	\$ 21.84
32 gallon	\$23.60 per month	\$ 24.54
60 gallon	\$31.10 Per month	\$ 32.34

Please Note:

There is a \$25 Service interrupt fee for invoices 60-days outstanding
A late fee of 1.5% will be applied to all past due amounts

Limited Services

	Current	Proposed	Temp 3 Yards (City Rates)		Proposed
			Maximum of 4 days	Current	
On Call	\$10.60 Per Month	\$ 11.00	Delivery & Removal	\$ 110.00	\$ 114.00
Recycling Only	\$9.50 per month	\$ 9.85	Extra Dump	\$ 79.00	\$ 82.00
Yard Debris Only	\$6.95 per month	\$ 7.25	Extra Week	\$ 37.00 *	\$ 38.50
Both Recycling and Yard Debris	\$14.40 per Month	\$ 15.00			

*period greater than
72 hours, but less
than 2 weeks

Additional / Extra Services

	Current	Proposed
Lost or Damaged Garbage Carts	\$ 60.00	\$ 62.00
Lost or Damaged Yard Debris Cart	\$ 63.00	\$ 65.00
Lost or Damaged Recycling Cart	\$ 63.00	\$ 65.00
Lost or Damaged Recycling Bins	\$ 10.00	\$ 10.50
Return Trip Fee Outside of Normally Scheduled Routes	\$ 20.00	\$ 20.75
All occasional Extras (box/bag/can)	\$ 5.00	\$ 5.20
Over-full Can Charge	\$ 5.00	\$ 5.20
Yard Debris contaminated with Garbage	\$ 6.00	\$ 6.15
Gate Opening / Roll out Container (monthly)	\$ 15.00	\$ 15.50
Special Container (Medical Waste)	\$15.00 per container	\$ 15.50

ATTACHMENT A



WILSONVILLE PROPOSED RATE INCREASE 7/1/2013

Commercial

All Proposed Rate Changes Are Noted In Red

Commercial Services

		Stops Per Week									
Size	1 (current)	Proposed	2 (current)	Proposed	3 (current)	Proposed	4 (current)	Proposed	5 (current)	Proposed	6 (current)
1 Yard	\$83.15	\$86.48	\$165.25	\$171.88	\$243.40	\$253.14	N/A	N/A	N/A	N/A	N/A
1.5 Yard	\$116.35	\$121.00	\$229.85	\$239.04	\$343.00	\$356.72	N/A	N/A	N/A	N/A	N/A
2 Yard	\$152.20	\$158.29	\$300.65	\$312.68	\$448.80	\$466.75	\$605.55	\$629.77	\$929.77	\$929.77	\$929.77
3 Yard	\$221.20	\$230.05	\$437.85	\$455.36	\$655.75	\$681.98	\$891.20	\$926.85	\$1,108.59	\$1,108.59	\$1,108.59
4 Yard	\$288.15	\$299.68	\$475.75	\$484.78	\$860.65	\$895.08	\$1,169.95	\$1,216.75	\$1,449.05	\$1,449.05	\$1,449.05
5 Yard	\$359.40	\$373.78	\$707.70	\$736.01	\$1,065.95	\$1,108.59	\$1,449.05	\$1,507.01	\$1,728.65	\$1,728.65	\$1,728.65
6 Yard	\$424.40	\$441.38	\$839.10	\$872.66	\$1,271.25	\$1,322.10	\$1,728.65	\$1,797.80	\$2,288.65	\$2,288.65	\$2,288.65
8 Yard	\$562.75	\$585.26	\$1,110.55	\$1,154.97	\$1,681.90	\$1,749.18	\$2,288.65	\$2,389.20			
Size	5 (current)	Proposed	6 (current)	Proposed	7 (current)	Proposed	EXTRA (current)	Proposed	8 (current)	Proposed	9 (current)
1 Yard	N/A	N/A	N/A	N/A	N/A	N/A	\$21.60	\$22.46	N/A	N/A	N/A
1.5 Yard	N/A	N/A	N/A	N/A	N/A	N/A	\$30.25	\$31.46	N/A	N/A	N/A
2 Yard	\$760.85	\$791.28	\$918.75	\$955.50	\$1,079.55	\$1,122.73	\$39.55	\$41.13	\$1,449.05	\$1,449.05	\$1,449.05
3 Yard	\$1,124.55	\$1,169.53	\$1,357.40	\$1,411.70	\$1,596.75	\$1,660.62	\$57.45	\$59.75	\$1,728.65	\$1,728.65	\$1,728.65
4 Yard	\$1,476.40	\$1,535.46	\$1,782.20	\$1,853.49	\$2,096.65	\$2,180.52	\$75.40	\$78.42	\$2,288.65	\$2,288.65	\$2,288.65
5 Yard	\$1,828.95	\$1,902.11	\$2,207.45	\$2,296.75	\$2,596.70	\$2,700.57	\$93.30	\$97.03	\$2,888.65	\$2,888.65	\$2,888.65
6 Yard	\$2,181.75	\$2,269.02	\$2,634.05	\$2,739.41	\$3,099.20	\$3,223.17	\$111.20	\$115.85	\$3,288.65	\$3,288.65	\$3,288.65
8 Yard	\$2,889.10	\$3,004.86	\$3,488.30	\$3,627.83	\$4,105.00	\$4,269.20	\$148.10	\$151.94			

Container compactor rate is 2.2 times the regular Rate

Extra material beyond the capacity of the container is charged at \$25 per yard

Commercial Rates / Multi-Family Rates

	Current	Proposed
32 gallon	\$15.55 per month	\$ 16.48
60 gallon	\$24.70 per month	\$ 26.18
90 gallon	\$31.10 per month	\$ 32.97

Recycling Rates for Multi-Family Sites With Compactors or Train Systems

Number of Units	Proposed Monthly Charge
10-99	\$125.00 (minimum per month)
100-199	\$2.19 per unit
200-299	\$1.70 per unit
300-399	\$1.50 per unit
400+	\$1.45 per unit

Note: Customer will provide and maintain enclosure/shelter. Republic Services provides containers. Enclosure/shelter is defined as a City/Hauler approved system to collect material. Material to be collected must be approved by Republic Services. Additional carts shall be at 100% of the first cart rate multiplied by the stops per week. An occasional extra 35-gallon can for a regular customer shall be \$5.00 each occurrence

Additional Recycling Services - Drop Box and Commercial Customers

Size	Current Monthly Charge	Proposed Monthly Charge
60-Gallon	\$14.00 per cart (includes pick-up)	\$14.45 per cart (includes pick-up)
90-Gallon	\$17.00 per cart (includes pick-up)	\$17.50 per cart (includes pick-up)
Metal tote	\$22.00 monthly rent, plus hourly rate	\$22.65 monthly rent, plus hourly rate
Cardboard Container	\$22.00 per month for customers that have less than 4 cubic yards of flattened cardboard per month.	\$22.65 per month for customers that have less than 4 cubic yards of flattened cardboard per month.

Miscellaneous Service Rates and Conditions

Hourly Hauling Rates		Proposed
1 Truck + 1 Driver	\$90/hour	\$ 95.00
1 Truck + 1 Driver + 1 Helper	\$115/hour	\$ 120.00



WILSONVILLE PROPOSED RATE INCREASE 7/1/2013

Industrial

All Proposed Rate Changes Are Noted In Red

Drop Box / Compactor Rates

	Current Delivery	Proposed	Current Haul	Proposed
10-20 yard	\$48.00	\$50.00	\$98.00	\$103.88
21-29 yard	\$48.00	\$50.00	\$98.00	\$103.88
30 yard	\$48.00	\$50.00	\$136.25	\$141.70
40 yard	\$48.00	\$50.00	\$157.10	\$163.38
10-20 yard compactor (minimum charge for 15 yds or less)	N/A		\$100.00	\$106.00
21-29 yard compactor	N/A		\$130.40	\$138.22
30-39 yard compactor	N/A		\$190.00	\$201.40
40+ yard compactor	N/A		\$253.20	\$268.39

Additional Drop Box Services

	Current	Proposed
Fee for less than 1 haul per month	N/A	\$15.00
Round-tripped box (per haul)	\$30.00	\$32.00

Note: Drop box rates shall be the standard rates above plus disposal fees. The disposal fee includes landfill or transfer center fee, disposal franchise fee and Metro user or service fees.

Rental Fee after 48 Hours

Box Size	Current Loose (per day)	Proposed Loose (per day)	Current Per Month	Proposed Per Month
10-yard	\$7.20	\$7.50	\$72.00	\$75.00
20-yard	\$7.20	\$7.50	\$72.00	\$75.00
30-yard	\$7.80	\$8.00	\$77.70	\$80.00
40-yard	\$8.30	\$8.50	\$83.00	\$85.00

Rent charged will be the lesser of the daily or monthly rent total



REPUBLIC SERVICES

WILSONVILLE PROPOSED RATE INCREASE 7/1/2013

Bulky Items

All Proposed Rate Changes Are Noted In Red

Current

Bulky Waste fees for pick-up and disposal

Minimum Charge	\$ 15.00	Return Trip Fee	\$ 20.00
Full-size Couch/Futon	\$ 25.00	Freezer	\$ 45.00
Love Seat Couch/Futon	\$ 20.00	Refrigerator	\$ 40.00
Hide-a-bed Couch	\$ 40.00	Washer	\$ 25.00
Office/Kitchen Chair	\$ 15.00	Dryer	\$ 25.00
Reclining Chair	\$ 20.00	Microwave	\$ 15.00
Rocking Chair	\$ 15.00	Stove	\$ 25.00
Mattress/Box Spring-Twin	\$ 15.00	Hot Water Heater (empty)	\$25-40
Mattress/Box Spring-Queen	\$ 30.00	Door	\$ 25.00
Mattress/Box Spring-King	\$ 35.00	Furnace	\$ 25.00
Waterbed Bag	\$ 15.00	Pallets	\$ 10.00
Dining Table	\$ 30.00	Entertainment Center	\$30-50
Coffee Table	\$ 15.00	BBQ charcoal	\$ 25.00
Picnic Table	\$ 25.00	BBQ Propane	\$ 25.00
Umbrella & Base	\$ 20.00	Lawn Mower	\$ 20.00
Dresser	\$ 30.00	Tire without Rim	\$ 15.00
Crib	\$ 15.00	Tire with Rim	\$ 20.00
Mirror	\$15-30	Satellite Dish	\$ 25.00
Sink	\$ 15.00	Window	\$ 15.00
Cabinets	\$ 20.00	Toilet	\$ 20.00
Bathtub	\$ 40.00	E-waste Removal	Charge
Bicycle	\$ 10.00	PC, Monitor or Laptop	\$ 15.00
Treadmill	\$ 25.00	TV Under 25"	\$ 15.00
Hot Tub Cover	\$30-50	TV Over 25"	\$ 30.00
Dishwasher	\$ 20.00	TV Console	\$ 40.00
Rug	\$ 15.00	TV Projection	\$ 40.00
Basketball Hoop	\$ 40.00	Copiers (e-waste)	\$ 40.00

Proposed

Bulky Waste fees for pick-up and disposal

Minimum Charge	\$ 15.50	Return Trip Fee	\$ 25.00
Full-size Couch/Futon	\$ 25.75	Freezer	\$ 46.50
Love Seat Couch/Futon	\$ 20.50	Refrigerator	\$ 41.25
Hide-a-bed Couch	\$ 42.00	Washer	\$ 25.75
Office/Kitchen Chair	\$ 15.50	Dryer	\$ 25.75
Reclining Chair	\$ 20.75	Microwave	\$ 15.50
Rocking Chair	\$ 15.50	Stove	\$ 25.75
Mattress/Box Spring-Twin	\$ 15.50	Hot Water Heater (empty)	\$28-\$43
Mattress/Box Spring-Queen	\$ 31.00	Door	\$ 25.75
Mattress/Box Spring-King	\$ 36.00	Furnace	\$ 25.75
Waterbed Bag	\$ 15.50	Pallets	\$ 10.25
Dining Table	\$ 31.00	Entertainment Center	\$33-\$53
Coffee Table	\$ 15.50	BBQ charcoal	\$ 25.75
Picnic Table	\$ 25.75	BBQ Propane	\$ 25.75
Umbrella & Base	\$ 20.75	Lawn Mower	\$ 20.75
Dresser	\$ 31.00	Tire without Rim	\$ 15.50
Crib	\$ 15.50	Tire with Rim	\$ 20.75
Mirror	\$17-\$32	Satellite Dish	\$ 25.75
Sink	\$ 15.50	Window	\$ 15.50
Cabinets	\$ 20.75	Toilet	\$ 20.75
Bathtub	\$ 41.25	E-waste Removal	Charge
Bicycle	\$ 10.50	PC, Monitor or Laptop	\$ 15.50
Treadmill	\$ 25.75	TV Under 25"	\$ 15.50
Hot Tub Cover	\$33-\$53	TV Over 25"	\$ 31.00
Dishwasher	\$ 20.75	TV Console	\$ 41.25
Rug	\$ 15.50	TV Projection	\$ 41.25
Basketball Hoop	\$ 41.25	Copiers (e-waste)	\$ 41.25



Republic Services - City of Wilsonville

2013 Rate Proposal

Proposed rates, effective 7/1/13

	Wilsonville		Tualatin		Lake Oswego	
	Current	Proposed	Current	Proposed	Current	Proposed
Service Level						
Garbage	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly
Recycling	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly
Yard Debris	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly	65g Weekly
Franchise Fee	3%	3%	3%	3%	5%	5%
Residential Cart Rates						
20 gallon	\$ 21.00	\$ 21.84	\$ 20.05	\$ 20.65	\$ 18.08	\$ 18.80
35 gallon	\$ 23.60	\$ 24.54	\$ 23.50	\$ 24.21	\$ 23.92	\$ 24.88
65 gallon	\$ 31.10	\$ 32.34	\$ 31.00	\$ 31.93	\$ 38.16	\$ 39.69
Commercial Rates						
35 gallon	\$ 15.55	\$ 16.48	\$ 17.65	\$ 18.18	\$ 21.32	\$ 22.17
65 gallon	\$ 24.70	\$ 26.18	\$ 24.00	\$ 24.72	\$ 35.56	\$ 36.98
90 gallon	\$ 31.10	\$ 32.97	\$ 30.10	\$ 31.00	\$ 37.64	\$ 39.15
1.5 yard	\$ 116.35	\$ 121.00	\$ 108.85	\$ 112.12	\$ 144.49	\$ 150.27
2 yard	\$ 152.20	\$ 158.29	\$ 144.30	\$ 148.63	\$ 180.56	\$ 187.78
3 yard	\$ 221.20	\$ 230.05	\$ 200.40	\$ 206.41	\$ 238.59	\$ 248.13
4 yard	\$ 288.15	\$ 299.68	\$ 254.55	\$ 262.19	\$ 299.69	\$ 311.68
6 yard	\$ 424.40	\$ 441.38	\$ 359.40	\$ 370.18	\$ 405.37	\$ 421.58
8 yard	\$ 562.75	\$ 585.26	\$ 451.75	\$ 465.30	\$ 484.71	\$ 504.10
Industrial Rates						
10 yard	\$ 98.00	\$ 103.88	\$ 89.05	\$ 92.17	\$ 102.54	\$ 110.00
20 yard	\$ 98.00	\$ 103.88	\$ 89.05	\$ 92.17	\$ 102.54	\$ 110.00
30 yard	\$ 136.25	\$ 141.70	\$ 120.90	\$ 125.13	\$ 124.89	\$ 130.00
40 yard	\$ 157.10	\$ 163.38	\$ 134.70	\$ 139.41	\$ 144.31	\$ 150.00

ATTACHMENT B

Comparison of Rates of Republic Services' Cities Served: Wilsonville Compared to Average of Tualatin and Lake Oswego Mark Ottenad, City of Wilsonville

	Wilsonville		Tualatin		Lake Oswego*		AVERAGE of Tualatin & Lake Oswego		Variance: Avg. Compared to Wilsonville			
									AMOUNT		PERCENTAGE	
Service Type	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
Residential Rates												
20-gallon	\$ 21.00	\$ 21.84	\$ 20.05	\$ 20.65	\$ 17.74	\$ 18.44	\$ 18.89	\$ 19.55	\$ 2.11	\$ 2.29	11.2%	11.7%
35-gallon	23.60	24.54	23.50	24.21	23.46	24.41	23.48	24.31	0.12	0.23	0.5%	1.0%
65-gallon	31.10	32.34	31.00	31.93	37.43	38.93	34.22	35.43	-3.12	-3.09	-9.1%	-8.7%
Commercial Rates												
35-gallon	15.55	16.48	17.65	18.18	20.91	21.75	19.28	19.96	-3.73	-3.48	-19.4%	-17.5%
65-gallon	24.70	26.18	24.00	24.72	34.88	36.28	29.44	30.50	-4.74	-4.32	-16.1%	-14.2%
90-gallon	31.10	32.97	30.10	31.00	36.92	38.40	33.51	34.70	-2.41	-1.73	-7.2%	-5.0%
1.5-yard	116.35	121.00	108.85	112.12	141.74	147.41	125.29	129.76	-8.94	-8.76	-7.1%	-6.8%
2-yard	152.20	158.29	144.30	148.63	177.12	184.20	160.71	166.42	-8.51	-8.13	-5.3%	-4.9%
3-yard	221.20	230.05	200.40	206.41	234.05	243.40	217.22	224.91	3.98	5.14	1.8%	2.3%
4-yard	288.15	299.68	254.55	262.19	293.98	305.74	274.27	283.97	13.88	15.71	5.1%	5.5%
6-yard	424.40	441.38	359.40	370.18	397.65	413.55	378.52	391.86	45.88	49.52	12.1%	12.6%
8-yard	562.75	585.26	451.75	465.30	475.48	494.50	463.61	479.90	99.14	105.36	21.4%	22.0%
Industrial Rates												
10-yard	98.00	103.88	89.05	92.17	100.59	107.90	94.82	100.04	3.18	3.84	3.4%	3.8%
20-yard	98.00	103.88	89.05	92.17	100.59	107.90	94.82	100.04	3.18	3.84	3.4%	3.8%
30-yard	136.25	141.70	120.90	125.13	122.51	127.52	121.71	126.33	14.54	15.37	12.0%	12.2%
40-yard	157.10	163.38	134.70	139.41	141.56	147.14	138.13	143.28	18.97	20.10	13.7%	14.0%

Service Level/Data

Garbage	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly
Recycling	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly
Yard Debris	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly
Franchise Fee	3%	3%	3%	3%	5%	5%

* Lake Oswego rates have been "normalized" to the other cities' rates by removing two-percentage points to account for the higher, 5% franchise fee.

ATTACHMENT B

2013 Proposed Rate Increase for Solid-Waste & Recycling Collection
Comparison of Rates of Republic Services' Cities Served: Wilsonville Compared to Tualatin

Service Type	Wilsonville		Tualatin		Variance AMOUNT		Variance PERCENTAGE	
	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
Residential Rates								
20-gallon	\$ 21.00	\$ 21.84	\$ 20.05	\$ 20.65	\$ 0.95	\$ 1.19	4.5%	5.4%
35-gallon	23.60	24.54	23.50	24.21	0.10	0.33	0.4%	1.4%
65-gallon	31.10	32.34	31.00	31.93	0.10	0.41	0.3%	1.3%
Commercial Rates								
35-gallon	15.55	16.48	17.65	18.18	-2.10	-1.70	-13.5%	-10.3%
65-gallon	24.70	26.18	24.00	24.72	0.70	1.46	2.8%	5.6%
90-gallon	31.10	32.97	30.10	31.00	1.00	1.97	3.2%	6.0%
1.5-yard	116.35	121.00	108.85	112.12	7.50	8.88	6.4%	7.3%
2-yard	152.20	158.29	144.30	148.63	7.90	9.66	5.2%	6.1%
3-yard	221.20	230.05	200.40	206.41	20.80	23.64	9.4%	10.3%
4-yard	288.15	299.68	254.55	262.19	33.60	37.49	11.7%	12.5%
6-yard	424.40	441.38	359.40	370.18	65.00	71.20	15.3%	16.1%
8-yard	562.75	585.26	451.75	465.30	111.00	119.96	19.7%	20.5%
Industrial Rates								
10-yard	98.00	103.88	89.05	92.17	8.95	11.71	9.1%	11.3%
20-yard	98.00	103.88	89.05	92.17	8.95	11.71	9.1%	11.3%
30-yard	136.25	141.70	120.90	125.13	15.35	16.57	11.3%	11.7%
40-yard	157.10	163.38	134.70	139.41	22.40	23.97	14.3%	14.7%

Service Level/Data

Garbage	Weekly	Weekly	Weekly	Weekly
Recycling	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly
Yard Debris	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly
Franchise Fee	3%	3%	3%	3%

ATTACHMENT B

2013 Proposed Rate Increase for Solid-Waste & Recycling Collection

Comparison of Rates of Republic Services Cities' Served: Wilsonville Compared to Lake Oswego

Service Type	Wilsonville		Lake Oswego*		Variance AMOUNT		Variance PERCENTAGE	
	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
Residential Rates								
20-gallon	\$ 21.00	\$ 21.84	\$ 17.74	\$ 18.44	\$ 3.26	\$ 3.40	15.5%	15.6%
35-gallon	23.60	24.54	23.46	24.41	0.14	0.13	0.6%	0.5%
65-gallon	31.10	32.34	37.43	38.93	-6.33	-6.59	-16.9%	-16.9%
Commercial Rates								
35-gallon	15.55	16.48	20.91	21.75	-5.36	-5.27	-34.5%	-32.0%
65-gallon	24.70	26.18	34.88	36.28	-10.18	-10.10	-41.2%	-38.6%
90-gallon	31.10	32.97	36.92	38.40	-5.82	-5.43	-18.7%	-16.5%
1.5-yard	116.35	121.00	141.74	147.41	-25.39	-26.41	-21.8%	-21.8%
2-yard	152.20	158.29	177.12	184.20	-24.92	-25.91	-16.4%	-16.4%
3-yard	221.20	230.05	234.05	243.40	-12.85	-13.35	-5.8%	-5.8%
4-yard	288.15	299.68	293.98	305.74	-5.83	-6.06	-2.0%	-2.0%
6-yard	424.40	441.38	397.65	413.55	26.75	27.83	6.3%	6.3%
8-yard	562.75	585.26	475.48	494.50	87.27	90.76	15.5%	15.5%
Industrial Rates								
10-yard	98.00	103.88	100.59	107.90	-2.59	-4.02	-2.6%	-3.9%
20-yard	98.00	103.88	100.59	107.90	-2.59	-4.02	-2.6%	-3.9%
30-yard	136.25	141.70	122.51	127.52	13.74	14.18	10.1%	10.0%
40-yard	157.10	163.38	141.56	147.14	15.54	16.24	9.9%	9.9%

Service Level/Data

Garbage	Weekly	Weekly	Weekly	Weekly
Recycling	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly
Yard Debris	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly	65-gal. Weekly
Franchise Fee	3%	3%	5%	5%

* Lake Oswego rates have been "normalized" to the other cities' rates by removing two-percentage points to account for the higher, 5% franchise fee.

RESOLUTION NO. 2428

A RESOLUTION APPROVING A RATE INCREASE FOR REPUBLIC SERVICES OF CLACKAMAS AND WASHINGTON COUNTIES, FOR SOLID-WASTE AND RECYCLING COLLECTION IN THE CITY OF WILSONVILLE.

WHEREAS, pursuant to WC 8.150 and the terms of the garbage hauler franchise granted by Ordinance 208, Republic Services of Clackamas and Washington Counties has requested a change in the rates for service provided under the franchise; and

WHEREAS, WC 8.150 (3) requires that rates and compensation for the service shall be reasonable; and

WHEREAS, the franchise requires that the City Council set rates upon the following considerations: (1) the cost of performing the service provided by the franchisee, (2) the anticipated increases in the cost of providing service, (3) the need for equipment replacement and the need for additional equipment to meet service needs, compliance with federal, state and local law, ordinances and regulation; or technological change, (4) the investment of the franchisee and the value of its business and the necessity that the franchisee shall have a reasonable rate of return, (5) the rates in other cities for similar service, and (6) the public interest by assuring reasonable rates to enable the franchisee to provide efficient and beneficial service to the residents and other users of the service; and

WHEREAS, the franchisee has requested a rate increase based on increased costs of doing business, including new equipment acquisition; and

WHEREAS, the City Council has conducted a duly noticed public hearing on the proposed rate increase, considered evidence and testimony taken at such hearing, and upon consideration of the factors enumerated above, hereby finds that the proposed rate increase is appropriate;

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

1. That based upon the foregoing recitals, the "Basic Service" rate schedule for residential, commercial and industrial garbage and recycling service as shown in Exhibit A, attached, is hereby approved and declared to be effective September 1, 2013.

2. This resolution is effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a special meeting thereof on the 17th day of June 2013, and filed with the Wilsonville City Recorder this date.

Tim Knapp, Mayor

Attest:

Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Tim Knapp
Councilor Richard Goddard
Council President Scott Starr
Councilor Julie Fitzgerald
Councilor Susie Stevens

Attachment: Exhibit A



Republic Services - City of Wilsonville

2013 Rate Proposal

Proposed rates, effective 7/1/13

	Quantity	Current	Proposed	% Change	\$ Change
Residential Cart Rates					
20 gallon	510	\$ 21.00	\$ 21.84	4.0%	\$ 0.84
35 gallon	2,273	\$ 23.60	\$ 24.54	4.0%	\$ 0.94
65 gallon	921	\$ 31.10	\$ 32.34	4.0%	\$ 1.24
Commercial Rates					
35 gallon	115	\$ 15.55	\$ 16.48	6.0%	\$ 0.93
65 gallon	42	\$ 24.70	\$ 26.18	6.0%	\$ 1.48
90 gallon	85	\$ 31.10	\$ 32.97	6.0%	\$ 1.87
1.5 yard	20	\$ 116.35	\$ 121.00	4.0%	\$ 4.65
2 yard	78	\$ 152.20	\$ 158.29	4.0%	\$ 6.09
3 yard	94	\$ 221.20	\$ 230.05	4.0%	\$ 8.85
4 yard	61	\$ 288.15	\$ 299.68	4.0%	\$ 11.53
6 yard	50	\$ 424.40	\$ 441.38	4.0%	\$ 16.98
8 yard	30	\$ 562.75	\$ 585.26	4.0%	\$ 22.51
Industrial Rates					
10 yard	536	\$ 98.00	\$ 103.88	6.0%	\$ 5.88
20 yard	1,451	\$ 98.00	\$ 103.88	6.0%	\$ 5.88
30 yard	1,003	\$ 136.25	\$ 141.70	4.0%	\$ 5.45
40 yard	1,317	\$ 157.10	\$ 163.38	4.0%	\$ 6.28

Exhibit A



REPUBLIC SERVICES

WILSONVILLE PROPOSED RATE INCREASE 7/1/2013

Residential

All Proposed Rate Changes Are Noted In Red

Residential (once per week service)

	Current	Proposed
20 gallon	\$21.00 per month	\$ 21.84
32 gallon	\$23.60 per month	\$ 24.54
60 gallon	\$31.10 Per month	\$ 32.34

Please Note:

There is a \$25 Service Interrupt fee for invoices 60-days outstanding
A late fee of 1.5% will be applied to all past due amounts

Limited Services

	Current	Proposed	Temp 3 Yards (City Rates)	Current	Proposed
On Call	\$10.60 Per Month	\$ 11.00	Maximum of 4 days		
Recycling Only	\$9.50 per month	\$ 9.85	Delivery & Removal	\$ 110.00	\$ 114.00
Yard Debris Only	\$6.95 per month	\$ 7.25	Extra Dump	\$ 79.00	\$ 82.00
Both Recycling and Yard Debris	\$14.40 per Month	\$ 15.00	Extra Week	\$ 37.00 *	\$ 38.50

*period greater than
72 hours, but less
than 2 weeks

Additional / Extra Services

	Current	Proposed
Lost or Damaged Garbage Carts	\$ 60.00	\$ 62.00
Lost or Damaged Yard Debris Cart	\$ 63.00	\$ 65.00
Lost or Damaged Recycling Cart	\$ 63.00	\$ 65.00
Lost or Damaged Recycling Bins	\$ 10.00	\$ 10.50
Return Trip Fee Outside of Normally Scheduled Routes	\$ 20.00	\$ 20.75
All occasional Extras (box/bag/can)	\$ 5.00	\$ 5.20
Over-full Can Charge	\$ 5.00	\$ 5.20
Yard Debris contaminated with Garbage	\$ 6.00	\$ 6.15
Gate Opening / Roll out Container (monthly)	\$ 15.00	\$ 15.50
Special Container (Medical Waste)	\$15.00 per container	\$ 15.50

Exhibit A



WILSONVILLE PROPOSED RATE INCREASE 7/1/2013

Commercial

All Proposed Rate Changes Are Noted In Red

Commercial Services

		Stops Per Week									
Size	1 (current)	Proposed	2 (current)	Proposed	3 (current)	Proposed	4 (current)	Proposed	5 (current)	Proposed	6 (current)
1 Yard	\$83.15	\$86.48	\$165.25	\$171.86	\$243.40	\$253.14	N/A	N/A	N/A	N/A	N/A
1.5 Yard	\$116.35	\$121.00	\$229.85	\$239.04	\$343.00	\$358.72	N/A	N/A	N/A	N/A	N/A
2 Yard	\$152.20	\$158.29	\$300.65	\$312.68	\$448.80	\$466.75	\$605.55	\$629.77	\$829.77	\$859.85	\$889.95
3 Yard	\$221.20	\$230.05	\$437.85	\$455.36	\$655.75	\$681.98	\$891.20	\$926.85	\$1,169.95	\$1,216.75	\$1,263.55
4 Yard	\$288.15	\$299.68	\$475.75	\$494.78	\$860.65	\$895.08	\$1,169.95	\$1,216.75	\$1,449.05	\$1,507.01	\$1,564.97
5 Yard	\$359.40	\$373.78	\$707.70	\$736.01	\$1,065.95	\$1,108.59	\$1,449.05	\$1,507.01	\$1,728.65	\$1,797.80	\$1,866.95
6 Yard	\$424.40	\$441.38	\$839.10	\$872.66	\$1,271.25	\$1,322.10	\$1,728.65	\$1,797.80	\$2,019.40	\$2,090.55	\$2,161.70
8 Yard	\$582.75	\$585.26	\$1,110.55	\$1,154.97	\$1,681.90	\$1,749.18	\$2,288.65	\$2,380.20			
Size	5 (current)	Proposed	6 (current)	Proposed	7 (current)	Proposed	EXTRA (current)	Proposed	8 (current)	Proposed	9 (current)
1 Yard	N/A	N/A	N/A	N/A	N/A	N/A	\$21.60	\$22.46	N/A	N/A	N/A
1.5 Yard	N/A	N/A	N/A	N/A	N/A	N/A	\$30.25	\$31.48	N/A	N/A	N/A
2 Yard	\$760.85	\$791.28	\$918.75	\$955.50	\$1,079.55	\$1,122.73	\$39.55	\$41.13	\$1,169.95	\$1,216.75	\$1,263.55
3 Yard	\$1,124.55	\$1,169.53	\$1,357.40	\$1,411.70	\$1,596.75	\$1,660.62	\$57.45	\$59.75	\$1,728.65	\$1,797.80	\$1,866.95
4 Yard	\$1,476.40	\$1,535.46	\$1,782.20	\$1,853.49	\$2,096.65	\$2,180.52	\$75.40	\$78.42	\$2,019.40	\$2,090.55	\$2,161.70
5 Yard	\$1,828.95	\$1,902.11	\$2,207.45	\$2,295.75	\$2,596.70	\$2,700.57	\$93.30	\$97.03	\$2,288.65	\$2,380.20	\$2,471.75
6 Yard	\$2,181.75	\$2,299.02	\$2,634.05	\$2,739.41	\$3,099.20	\$3,223.17	\$111.20	\$115.65	\$2,471.75	\$2,564.97	\$2,658.19
8 Yard	\$2,889.10	\$3,004.96	\$3,488.30	\$3,627.83	\$4,105.00	\$4,269.20	\$148.10	\$151.94			

Container compactor rate is 2.2 times the regular Rate

Extra material beyond the capacity of the container is charged at \$25 per yard

Commercial Rates / Multi-Family Rates

	Current	Proposed
32 gallon	\$15.55 per month	\$ 16.48
60 gallon	\$24.70 per month	\$ 26.18
90 gallon	\$31.10 per month	\$ 32.97

Recycling Rates for Multi-Family Sites With Compactors or Train Systems

Number of Units	Proposed Monthly Charge
10-99	\$125.00 (minimum per month)
100-199	\$2.10 per unit
200-299	\$1.70 per unit
300-399	\$1.50 per unit
400+	\$1.45 per unit

Note: Customer will provide and maintain enclosure/shelter. Republic Services provides containers. Enclosure/shelter is defined as a City/Hauler approved system to collect material. Material to be collected must be approved by Republic Services. Additional carts shall be at 100% of the first cart rate multiplied by the stops per week. An occasional extra 35-gallon can for a regular customer shall be \$5.00 each occurrence

Additional Recycling Services - Drop Box and Commercial Customers

Size	Current Monthly Charge	Proposed Monthly Charge
60-Gallon	\$14.00 per cart (includes pick-up)	\$14.45 per cart (includes pick-up)
90-Gallon	\$17.00 per cart (includes pick-up)	\$17.50 per cart (includes pick-up)
Metal tote	\$22.00 monthly rent, plus hourly rate	\$22.65 monthly rent, plus hourly rate
Cardboard Container	\$22.00 per month for customers that have less than 4 cubic yards of flattened cardboard per month.	\$22.65 per month for customers that have less than 4 cubic yards of flattened cardboard per month.

Miscellaneous Service Rates and Conditions

Hourly Hauling Rates		Proposed
1 Truck + 1 Driver	\$90/hour	\$ 95.00
1 Truck + 1 Driver + 1 Helper	\$115/hour	\$ 120.00

Exhibit A



WILSONVILLE PROPOSED RATE INCREASE 7/1/2013

Industrial

All Proposed Rate Changes Are Noted In Red

Drop Box / Compactor Rates

	Current Delivery	Proposed	Current Haul	Proposed
10-20 yard	\$48.00	\$50.00	\$98.00	\$103.88
21-29 yard	\$48.00	\$50.00	\$98.00	\$103.88
30 yard	\$48.00	\$50.00	\$136.25	\$141.70
40 yard	\$48.00	\$50.00	\$157.10	\$163.38
10-20 yard compactor (minimum charge for 15 yds or less)	N/A		\$100.00	\$106.00
21-29 yard compactor	N/A		\$130.40	\$138.22
30-39 yard compactor	N/A		\$190.00	\$201.40
40+ yard compactor	N/A		\$253.20	\$268.39

Additional Drop Box Services

	Current	Proposed
Fee for less than 1 haul per month	N/A	\$15.00
Round-tripped box (per haul)	\$30.00	\$32.00

Note: Drop box rates shall be the standard rates above plus disposal fees. The disposal fee includes landfill or transfer center fee, disposal franchise fee and Metro user or service fees.

Rental Fee after 48 Hours

Box Size	Current Loose (per day)	Proposed Loose (per day)	Current Per Month	Proposed Per Month
10-yard	\$7.20	\$7.50	\$72.00	\$75.00
20-yard	\$7.20	\$7.50	\$72.00	\$75.00
30-yard	\$7.80	\$8.00	\$77.70	\$80.00
40-yard	\$8.30	\$8.50	\$83.00	\$85.00

Rent charged will be the lesser of the daily or monthly rent total



REPUBLIC SERVICES

WILSONVILLE PROPOSED RATE INCREASE 7/1/2013

Bulky Items

All Proposed Rate Changes Are Noted In Red

Current

Bulky Waste fees for pick-up and disposal

Minimum Charge	\$ 15.00	Return Trip Fee	\$ 20.00
Full-size Couch/Futon	\$ 25.00	Freezer	\$ 45.00
Love Seat Couch/Futon	\$ 20.00	Refrigerator	\$ 40.00
Hide-a-bed Couch	\$ 40.00	Washer	\$ 25.00
Office/Kitchen Chair	\$ 15.00	Dryer	\$ 25.00
Reclining Chair	\$ 20.00	Microwave	\$ 15.00
Rocking Chair	\$ 15.00	Stove	\$ 25.00
Mattress/Box Spring-Twin	\$ 15.00	Hot Water Heater (empty)	\$25-40
Mattress/Box Spring-Queen	\$ 30.00	Door	\$ 25.00
Mattress/Box Spring-King	\$ 35.00	Furnace	\$ 25.00
Waterbed Bag	\$ 15.00	Pallets	\$ 10.00
Dining Table	\$ 30.00	Entertainment Center	\$30-50
Coffee Table	\$ 15.00	BBQ charcoal	\$ 25.00
Picnic Table	\$ 25.00	BBQ Propane	\$ 25.00
Umbrella & Base	\$ 20.00	Lawn Mower	\$ 20.00
Dresser	\$ 30.00	Tire without Rim	\$ 15.00
Crib	\$ 15.00	Tire with Rim	\$ 20.00
Mirror	\$15-30	Satellite Dish	\$ 25.00
Sink	\$ 15.00	Window	\$ 15.00
Cabinets	\$ 20.00	Toilet	\$ 20.00
Bathtub	\$ 40.00	E-waste Removal	Charge
Bicycle	\$ 10.00	PC, Monitor or Laptop	\$ 15.00
Treadmill	\$ 25.00	TV Under 25"	\$ 15.00
Hot Tub Cover	\$30-50	TV Over 25"	\$ 30.00
Dishwasher	\$ 20.00	TV Console	\$ 40.00
Rug	\$ 15.00	TV Projection	\$ 40.00
Basketball Hoop	\$ 40.00	Copiers (e-waste)	\$ 40.00

Proposed

Bulky Waste fees for pick-up and disposal

Minimum Charge	\$ 15.50	Return Trip Fee	\$ 25.00
Full-size Couch/Futon	\$ 25.75	Freezer	\$ 46.50
Love Seat Couch/Futon	\$ 20.50	Refrigerator	\$ 41.25
Hide-a-bed Couch	\$ 42.00	Washer	\$ 25.75
Office/Kitchen Chair	\$ 15.50	Dryer	\$ 25.75
Reclining Chair	\$ 20.75	Microwave	\$ 15.50
Rocking Chair	\$ 15.50	Stove	\$ 25.75
Mattress/Box Spring-Twin	\$ 15.50	Hot Water Heater (empty)	\$28-\$43
Mattress/Box Spring-Queen	\$ 31.00	Door	\$ 25.75
Mattress/Box Spring-King	\$ 36.00	Furnace	\$ 25.75
Waterbed Bag	\$ 15.50	Pallets	\$ 10.25
Dining Table	\$ 31.00	Entertainment Center	\$33-\$53
Coffee Table	\$ 15.50	BBQ charcoal	\$ 25.75
Picnic Table	\$ 25.75	BBQ Propane	\$ 25.75
Umbrella & Base	\$ 20.75	Lawn Mower	\$ 20.75
Dresser	\$ 31.00	Tire without Rim	\$ 15.50
Crib	\$ 15.50	Tire with Rim	\$ 20.75
Mirror	\$17-\$32	Satellite Dish	\$ 25.75
Sink	\$ 15.50	Window	\$ 15.50
Cabinets	\$ 20.75	Toilet	\$ 20.75
Bathtub	\$ 41.25	E-waste Removal	Charge
Bicycle	\$ 10.50	PC, Monitor or Laptop	\$ 15.50
Treadmill	\$ 25.75	TV Under 25"	\$ 15.50
Hot Tub Cover	\$33-\$53	TV Over 25"	\$ 31.00
Dishwasher	\$ 20.75	TV Console	\$ 41.25
Rug	\$ 15.50	TV Projection	\$ 41.25
Basketball Hoop	\$ 41.25	Copiers (e-waste)	\$ 41.25



June 14, 2013

Bryan Cosgrove
City Manager
City of Wilsonville
29799 SW Town Center Loop East
Wilsonville, OR 97070

*Rec'd 6/17/13
Ach*

RE: Comments on Staff Report for Price Increase Request

Dear Bryan:

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1. We requested an effective date of July 1, 2013 for our price increase. Staff has recommended an effective date of September 1, 2013 for two reasons (p. 1 of 6).

- Staff feels this delay in the effective date of the price increase should be made available to provide Wilsonville residents and customers reasonable and appropriate advance notice. This is certainly within the purview of the city and which we support. Our company, however, was unaware of this desire by staff when we submitted our request for a price increase, which consequently would have adjusted our pricing request to accommodate this staff recommendation.
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Wilsonville, OR 97070
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republicservices.com

- Number of customers for a class of service; tonnage generated by each class of service; types of services for each class of service (collection of garbage, recycling, yard debris, bulky waste); frequency of collection services (weekly, every-other-week, monthly, on call, combination of weekly collection of garbage and every-other-week for recycling, etc.); type of capital equipment needed for collection service.

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Republic Services, Inc. supports this suggestion.

Respectfully,



Derek Ruckman,
General Manager

cc: Frank Lonergan, Operations Manager
Ray Phelps, Regulatory Affairs Manager



June 14, 2013

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Ray Phelps, Regulatory Affairs Manager

Cosgrove, Bryan

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Sent: Monday, June 17, 2013 11:40 AM
To: Fitzgerald, Julie; Mayor Tim Knapp; richardgoddard2010@gmail.com; scottstarr97070@gmail.com; Stevens, Susie
Cc: 'Phelps, Ray'
Subject: FW: Scanned from a Xerox multifunction device
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Importance: High

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Bryan Cosgrove,
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503.570.1504 (work)
503.754.0978 (cell)
cosgrove@ci.wilsonville.or.us
29799 SW Town Center Loop
Wilsonville, Oregon 97070

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"I was gratified to be able to answer promptly, and I did. I said I didn't know."
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Device Name: P-455-06

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Recycle 6/1/13



WHO WE ARE

Republic Services is proud to be part of serving the Wilsonville community. For many decades, Wilsonville residents relied on United Disposal Services to provide waste services in an environmentally-responsible manner. In 2000, United Disposal Services became Allied Waste Services and the City of Wilsonville and its residents continued to look to the company to lead the way in providing recycling and waste recovery programs.

SAFETY We take the safety of our employees and customers seriously.
is our #1 Priority.

The merger between Republic Services and Allied Waste Services in 2008 made us the second largest provider of

services in the domestic non-hazardous solid waste industry, employing 35,000 people nationally. Locally, we have 23 full-time employees and 13 collection vehicles dedicated to keep services flowing smoothly for residential, commercial and industrial customers in the City of Wilsonville. Our resources allow us to provide Wilsonville with a variety of services that helps meet the City's environmental goals, while still providing the quality service that has been trusted for many years.



Recycling education outreach program



Recycling game at Fun in the Park



Bulky Waste Day

Republic Services saves Wilsonville ratepayers more than \$400,000 per year in collection costs by using its own transfer station in Wilsonville instead of Metro's station in Oregon City.

7 Wilsonville Schools are certified as Oregon Green Schools

Stafford Primary School has Premier status with Oregon Green Schools

Republic Services offers food waste composting services to Wilsonville businesses

Republic Services donates drop boxes for use in neighborhood cleanups and special community events

Republic Services' drivers average 13.5 years of service

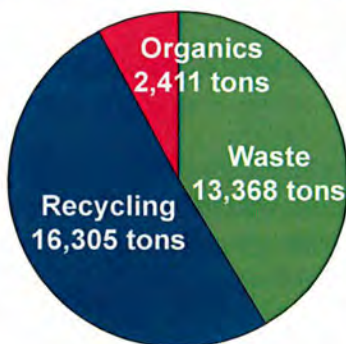
COMMUNITY PARTNERSHIPS

Chamber of Commerce
Lions Club
Rotary Club
Bulky Waste Day
Recycle at Work
Boy Scouts & Girl Scouts

Oregon Green Schools
West Linn-Wilsonville School District
Art Fairs & Festivals
Fun in the Park
Fall Leaf Collection Program
SOLV

WILSONVILLE & REPUBLIC SERVICES
working together for
SUSTAINABILITY

2012 RECOVERY AND COLLECTIONS



2012 Wilsonville Collection

In 2012, Republic Services collected 32,084 tons of material from Wilsonville residents, businesses and industrial customers for recovery and proper disposal. Of the material Republic Services collected, over 58% was diverted from the landfill to be recycled, recovered and composted -- 24% above the national average diversion rate, according to the U.S. E.P.A. An additional 8-10% of waste recovery resulted from other services offered in Wilsonville, including yard maintenance services and individual self-hauling.

*2010 Facts and Figures Sheet. <http://www.epa.gov/osw/nonhaz/municipal/msw99.htm>

Republic Services' National Sustainable Initiatives

Landfill-to-gas energy investments provide renewable energy for more than 393,000 homes

1,000+ alternative fuel trucks

74 recycling facilities

Approximately 4 million tons recycled annually

**AN ENVIRONMENTAL PARTNER
YOU CAN COUNT ON**

SERVICES WE OFFER

Residential Collection Services:

Waste and Special Services:

- Weekly, monthly or as-needed curbside garbage cart service
- Special pick-up services, including bulky items like furniture & appliances

Recycling Services:

- Curbside recycling cart service
- Multi-family recycling
- Yard debris cart collection service
- Oregon E-Cycles electronic waste collection center
- Oregon E-Cycles electronic waste premium curbside service provider

Commercial/Industrial Collection Services:

- Regular or as-needed waste collection
- Drop boxes for demolition and other extra large projects
- LEED documentation provided to promote sustainability
- Recycling services tailored to specific business needs
- Business waste audits

Other Services available for all customers:

- Temporary container and drop box service
- Holiday collection, all weekdays, except Thanksgiving, Christmas and New Year's Day
- Seasonal service stops for customers gone more than four weeks
- Convenient payment by mail, online, or by phone
- Christmas tree collection
- Recycling center
- Neighborhood clean-up and other event services

OUR SUSTAINABILITY INITIATIVES IN WILSONVILLE

- Routing changes were implemented for greater truck efficiencies, thus eliminating 5 residential collection routes and 1 commercial collection route, which resulted in 4,046 less miles traveled on Wilsonville roads and 1,350 less gallons of fuel consumed annually.
- First company in the Metro Region to use B20 biodiesel in vehicle fleet.
- Use vegetable-based biodegradable hydraulic fluid in vehicle fleet.
- Retrofitted 2 existing fleet vehicles with EPA, Tier 4 compliant emission system.
- Provide onsite visits to Wilsonville businesses to tailor recycling services for maximum recovery from landfill
- Maintain a strict idling policy, including equipping all trucks with an auto-shutoff mechanism that turns off engines after five minutes of idling in an effort to reduce air pollution.
- Oregon E-Cycles statewide electronics recycling program participant.
- Strong supporter of the Oregon Green Schools program.
- Provide professional documentation of Leadership in Engineering and Environmental Design (LEED) projects.



Republic Services of Wilsonville

Derek Ruckman
General Manager

Frank Lonergan
Operations Manager

Tracy Fiorante
Customer Service Manager

Ray Phelps
Regulatory Affairs Manager

10295 SW Ridder Road
Wilsonville, OR 97070
(503) 682-3900

ACHIEVEMENTS IN THE INDUSTRY

- Republic Services' Pacific Region Compost Facility, located just outside of Corvallis, was the first DEQ-permitted food waste composting facility in the State.
- Republic Services facility at Coffin Butte Landfill generates enough energy to fuel 5,000 homes.
- Republic Services' Willamette Resources, Inc. (WRI) facility, which started operations in 1995, was the first material recovery facility (MRF) in the Metro region. The facility processes construction and demolition debris to remove cardboard, wood, metal and paper that would otherwise be sent to a landfill. The facility consistently recovers over 30% of the material brought to the facility.
- In 2005, Republic's MRF in Wilsonville received the Association of Oregon Recyclers' *Recycler of the Year - Processor* award.
- In 2011, Republic's collection company operating in the City of Wilsonville received the Wilsonville Chamber of Commerce's award for the 2010 *Environmental Responsibility Program of the Year*.



Pacific Region
Compost facility

Visit Republic Services online!

republicservices.com/site/wilsonville-or

Residents can pay their bills online, get recycling information
and find out more about the other great services that Republic offers!

King, Sandy

From: Cosgrove, Bryan
Sent: Monday, June 17, 2013 11:40 AM
To: Fitzgerald, Julie; Mayor Tim Knapp; richardgoddard2010@gmail.com; scottstarr97070@gmail.com; Stevens, Susie
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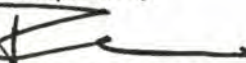
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cc: Frank Lonergan, Operations Manager
Ray Phelps, Regulatory Affairs Manager

City of

WILSONVILLE
in OREGON



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 17, 2013	Subject: Ordinance No. 720 Zone Map Amendment from PF, and EFU to V, "Tonquin Woods at Villebois No. 4", Phase 2 of SAP North, Villebois. Polygon at Villebois II and Polygon at Villebois III, LLC applicant. Staff Members: Blaise Edmonds, Manager of Current Planning and Daniel Pauly AICP, Associate Planner. Department: Planning Division	
Action Required	Development Review Board Recommendation	
<input type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: <input checked="" type="checkbox"/> Ordinance 1 st Reading Date: June 17. <input checked="" type="checkbox"/> Ordinance 2 nd Reading Date: July 15 <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 checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comment: Following their review at the June 10th meeting, the Development Review Board, Panel A recommends approval of the Zone Map Amendment.	
Staff Recommendation: Staff recommends that the City Council adopt Ordinance No. 720.		
Recommended Language for Motion: I Move to Adopt Ordinance No. 720 on the 1 st reading.		
PROJECT / ISSUE RELATES TO: Comprehensive Plan, Zone Code and Villebois Master Plan.		
<input type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s) Villebois Master Plan	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL: Zone Map Amendment from the EFU (Exclusive Farm Use), and PF (Public Facility) zones to Village zone on approximately 28.91 acres stretching from Grahams Ferry Road to 110th Avenue north of the former Dammasch State Hospital Site in Villebois.

EXECUTIVE SUMMARY: The EFU (Exclusive Farm Use) zone is a county designation left on a portion of the property at the time of annexation intended to be changed to V (Village) at the time of development. The PF (Public Facility) zone designation stems from the closed and

demolished Dammasch State Hospital. The Villebois Village Master Plan intends the zone designation reflecting the former use to be changed to V (Village) at the time of development according to the plan. The Development Review Board Panel 'A' is forwarding the proposed Zone Map Amendment to the City Council by with a recommendation of approval. The Board approved several companion applications including a Preliminary Development Plan, Final Development Plan, Tentative Subdivision Plat, Type C Tree Plan and SAP – East refinement and amendments. Those approvals are contingent on Council approval of the subject Zone Map Amendment. The site measures approximately 28.91 acres and includes 90 single-family detached houses of various sizes. The proposed zone change will enable development of the houses together with approximately 19.12 acres of parks and open space. No change to Villebois Village Master Plan densities is proposed.

EXPECTED RESULTS: Adoption of Ordinance No.720.

TIMELINE: Construction of the subdivision is planned to begin this summer.

CURRENT YEAR BUDGET IMPACTS: Proposed is 90-lot single family detached house subdivision. This project is a private development so the applicant is responsible to make all public and private improvements, pay city application fees and systems development charges for parks, water, sewer, storm sewer and streets.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____, Date: _____, 2013

LEGAL REVIEW / COMMENT:

Reviewed by: MEK, Date: _____, 2013

COMMUNITY INVOLVEMENT PROCESS: The required public hearing notices have been sent.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY Ordinance No. 720 will provide:

- Continued build-out of the Villebois Master Plan
- 90 residential detached single-family houses.
- Construction jobs for several years.
- Development of a number of private parks, open space and a regional public park.

ALTERNATIVES: The Applicant seeks to develop the subject property within the allowed V Zone housing density and does not seek a Comprehensive Plan Map Amendment.

CITY MANAGER COMMENT:

ATTACHMENTS:

Exhibit A - Zoning Order DB13-0023

Attachment 1: Legal Description

Attachment 2: Map depicting Zone Map Amendment

Exhibit B – Planning Staff Report, Zone Change Findings, and Recommendation to City Council, June 17th.

Exhibit C - DRB Panel A Notice of Decision and Resolution No. 259.

Exhibit D – Amended Adopted Staff Report and DRB Recommendation (Exhibit A1)(to be available following June 10th DRB Hearing, pre-adoption staff report available from Planning Division upon request)

ORDINANCE NO. 720

AN ORDINANCE OF THE CITY OF WILSONVILLE APPROVING A ZONE MAP AMENDMENT FROM THE PUBLIC FACILITY (PF) ZONE, AND THE EXCLUSIVE FARM USE (EFU) ZONE TO THE VILLAGE (V) ZONE ON APPROXIMATELY 28.91 - ACRES COMPRISING TAX LOTS 2915, 2922, 2992 AND 2995 AND PORTIONS OF TAX LOTS 2916 OF SECTION 15, T3S, R1W, CLACKAMAS COUNTY, OREGON, POLYGON AT VILLEBOIS II, LLC AND POLYGON AT VILLEBOIS III, LLC APPLICANT.

RECITALS

WHEREAS, Polygon at Villebois II LLC and Polygon at Villebois III LLC ("Applicant"), as owner of the real property legally described and shown on Exhibits A and B, attached hereto and incorporated by reference herein ("Property") has made a development application requesting, among other things, a Zone Map Amendment of the Property; and

WHEREAS, the City of Wilsonville Planning Staff analyzed the request and prepared a staff report for the Development Review Board, finding that the application met the requirements for a Zone Map Amendment and recommending approval of the Zone Map Amendment, which staff report was presented to the Development Review Board on June 10, 2013;

WHEREAS, the Development Review Board Panel 'A' held a public hearing on the application for a Zone Map Amendment on June 10, 2013, and after taking public testimony and giving full consideration to the matter, adopted Resolution No. 259 which recommends that the City Council approve a request for a Zone Map Amendment (Case File DB13-0023), adopts the staff report with modified findings and recommendation, all as placed on the record at the hearing, contingent on City Council approval of the Zone Map Amendment and authorizes the Planning Director to issue approvals to the Applicant consistent with the amended staff report, as adopted by DRB Panel A; and

WHEREAS, on June 17, 2013, the Wilsonville City Council held a public hearing regarding the above described matter, wherein the City Council considered the full public record made before the Development Review Board, including the Development Review Board and City Council staff reports; took public testimony; and, upon deliberation, concluded that the

proposed Zone Map Amendment meets the applicable approval criteria under the City of Wilsonville Development Code;

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

Section 1. Findings. The City Council adopts, as findings and conclusions, the forgoing Recitals and the Development Review Board staff report, as contained in the record of the above described DRB hearing and incorporates it by reference herein, as if fully set forth.

Section 2. Order. The official City of Wilsonville Zone Map is hereby amended by Zoning Order DB13-0023, attached hereto as Exhibit A, from the Public Facility (PF) Zone and the Exclusive Farm Use (EFU) Zone to the Village (V) Zone.

SUBMITTED to the Wilsonville City Council and read the first time at a meeting thereof on the 17th day of June 2013, and scheduled for the second and final reading on July 15, 2013, commencing at the hour of 7 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, OR.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the ____ day of ____, 2013, by the following
votes: Yes:____ No:____

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this ____ day of ____, 2013.

Tim Knapp, MAYOR

SUMMARY OF VOTES:

Mayor Knapp
Council President Starr
Councilor Goddard
Councilor Stevens
Councilor Fitzgerald

Attachments:

Exhibit A, Zoning Order DB13-0023.
Attachment 1, Legal Description
Attachment 2, Map Depicting Zone Amendment
Exhibit B Zone Map Amendment Findings, June 17, 2013.
Exhibit C DRB Resolution No. 259

EXHIBIT A

**BEFORE THE CITY COUNCIL OF THE
CITY OF WILSONVILLE, OREGON
POLYGON AT VILLEBOIS II, LLC AND POLYGON AT VILLEBOIS III, LLC**

In the Matter of the Application of)
Pacific Community Design, Inc.,)
Agent for the Applicant,)
Polygon at Villebois II, LLC and)
Polygon at Villebois III, LLC)
for a Rezoning of Land and Amendment)
of the City of Wilsonville)
Zoning Map Incorporated in Section 4.102)
of the Wilsonville Code.)

ZONING ORDER DB13-0023

The above-entitled matter is before the Council to consider the application of DB13-0023, for a Zone Map Amendment and an Order, amending the official Zoning Map as incorporated in Section 4.102 of the Wilsonville Code.

The Council finds that the subject property ("Property"), legally described and shown on the attached Exhibits 1 and 2, has heretofore appeared on the City of Wilsonville Zoning Map as Public Facility (PF) and Exclusive Farm Use (EFU).

The Council having heard and considered all matters relevant to the application for a zone Map Amendment, including the Development Review Board record and recommendation, finds that the application should be approved.

THEREFORE IT IS HEREBY ORDERED that The Property, consisting of approximately 28.91 acres comprising Tax Lots 2915, 2992 and 2995 and portions of Tax Lots 2916 and 2922 Section 15, as more particularly shown in the Zone Map Amendment Map, Attachment 2 and described in Attachment 1 is hereby rezoned to Village (V), subject to conditions detailed in this Order's adopting Ordinance. The foregoing rezoning is hereby declared an amendment to the Wilsonville Zoning Map (Section 4.102 WC) and shall appear as such from and after entry of this Order.

Dated: This _____ day of _____, 2013.

TIM KNAPP, MAYOR

APPROVED AS TO FORM:

Michael E. Kohlhoff, City Attorney

ATTEST:

Sandra C. King, MMC, City Recorder

Attachment 1: Legal Description

Attachment 2: Map depicting Zone Map Amendment

EXHIBIT "A"

April 9, 2013

LEGAL DESCRIPTION

Job No. 395-008

A portion of Parcel 2 and Parcel 3 of Partition Plat No. 2007-127, and Parcel 10 of Partition Plat No. 2012-019, Clackamas County Plat Records, situated in the Northwest and Northeast Quarters of Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, more particularly described as follows:

BEGINNING at the northwest corner of Parcel 2, Partition Plat No. 2007-127;

thence along the northerly line of said Partition Plat No. 2007-127, South $88^{\circ}34'09''$ East, a distance of 2620.32 feet;

thence leaving said line, South $01^{\circ}36'50''$ West, a distance of 123.84 feet;

thence South $50^{\circ}46'32''$ East, a distance of 19.42 feet to a point on the westerly right-of-way line of SW 110th Avenue;

thence along said right-of-way line, South $01^{\circ}35'01''$ West, a distance of 165.77 feet;

thence leaving said right-of-way line, South $39^{\circ}14'35''$ West, a distance of 159.78 feet;

thence South $43^{\circ}18'22''$ East, a distance of 138.32 feet to a point on the westerly right-of-way line of SW 110th Avenue;

thence South $01^{\circ}35'01''$ West, a distance of 46.64 feet to the southeast corner of said Parcel 3;

thence along the southerly line of said Parcel 3, North $41^{\circ}30'04''$ West, a distance of 226.09 feet;

thence continuing along said line, on a 900.00 foot radius tangential curve to the left, arc length of 99.96 feet, central angle of $06^{\circ}21'49''$, chord bearing of North $44^{\circ}40'59''$ West, and chord distance of 99.91 feet;

thence continuing along said line and its extension line, North $47^{\circ}51'53''$ West, a distance of 222.76 feet;

thence leaving said extension line, along a 172.50 foot radius tangential curve to the left, arc length of 21.36 feet, central angle of 07°05'37", chord bearing of North 51°24'42" West, and chord distance of 21.34 feet;

thence North 54°57'30" West, a distance of 19.36 feet;

thence South 34°32'15" West, a distance of 263.51 feet;

thence along a 638.00 foot radius non-tangential curve, concave southerly, with a radius point bearing South 32°41'46" West, arc length of 872.67 feet, central angle of 78°22'13", chord bearing of South 83°30'40" West, and chord distance of 806.21 feet to a point on the easterly line of Parcel 10, Partition Plat No. 2012-019;

thence along said line, South 45°15'25" East, a distance of 20.00 feet;

thence leaving said line, along a 618.00 foot radius non-tangential curve, concave southeasterly, with a radius point bearing South 45°41'13" East, arc length of 381.48 feet, central angle of 35°22'04", chord bearing of South 26°37'45" West, and chord distance of 375.45 feet;

thence along a 482.00 foot radius reverse curve to the right, arc length of 121.62 feet, central angle of 14°27'26", chord bearing of South 16°10'26" West, and chord distance of 121.30 feet to an angle point of the northerly right-of-way line of Barber Street;

thence along said right-of-way line, on a 10.00 foot radius compound curve to the right, arc length of 18.58 feet, central angle of 106°25'35", chord bearing of South 76°36'50" West, and chord distance of 16.02 feet;

thence continuing along said right-of-way line, on a 688.00 foot radius reverse curve to the left, arc length of 12.99 feet, central angle of 01°04'55", chord bearing of North 50°42'51" West, and chord distance of 12.99 feet to the most easterly corner of Parcel 9, Partition Plat No. 2012-019;

thence along the northerly line of said Parcel 9, on a 688.00 foot radius compound curve to the left, arc length of 255.82 feet, central angle of 21°18'17", chord bearing of North 61°54'27" West, and chord distance of 254.35 feet;

thence continuing along said line, on a 10.00 foot radius reverse curve to the right, arc length of 14.07 feet, central angle of 80°36'47", chord bearing of North 32°15'13" West, and chord distance of 12.94 feet;

thence along the easterly line of said Parcel 9, on a 2967.00 foot radius reverse curve to the left, arc length of 143.19 feet, central angle of 02°45'54", chord bearing of North 06°40'13" East, and chord distance of 143.18 feet;

thence continuing along said line, North 05°17'16" East, a distance of 138.59 feet;

thence continuing along said line, on a 101.00 foot radius tangential curve to the left, arc length of 174.43 feet, central angle of $98^{\circ}57'15''$, chord bearing of North $44^{\circ}11'21''$ West, and chord distance of 153.55 feet;

thence along the northerly line of said Partition Plat No. 2012-019, South $86^{\circ}20'01''$ West, a distance of 301.18 feet;

thence continuing along said line, on a 510.00 foot radius tangential curve to the left, arc length of 64.43 feet, central angle of $07^{\circ}14'19''$, chord bearing of South $82^{\circ}42'52''$ West, and chord distance of 64.39 feet;

thence continuing along said line, on a 770.00 foot radius reverse curve to the right, arc length of 261.94 feet, central angle of $19^{\circ}29'28''$, chord bearing of South $88^{\circ}50'26''$ West, and chord distance of 260.68 feet;

thence continuing along said line, on a 51.50 foot radius compound curve to the right, arc length of 49.48 feet, central angle of $55^{\circ}02'48''$, chord bearing of North $53^{\circ}53'26''$ West, and chord distance of 47.60 feet;

thence continuing along said line, South $63^{\circ}37'58''$ West, a distance of 39.50 feet;

thence continuing along said line, South $59^{\circ}27'30''$ West, a distance of 17.54 feet;

thence continuing along said line, South $78^{\circ}43'40''$ West, a distance of 38.94 feet;

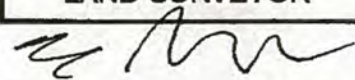
thence continuing along said line, North $72^{\circ}29'33''$ West, a distance of 128.85 feet to the northwest corner of said Partition Plat No. 2012-019;

thence along the easterly right-of-way line of Grahams Ferry Road, North $17^{\circ}14'42''$ East, a distance of 495.02 feet to the POINT OF BEGINNING.

Containing 28.627 acres, more or less.

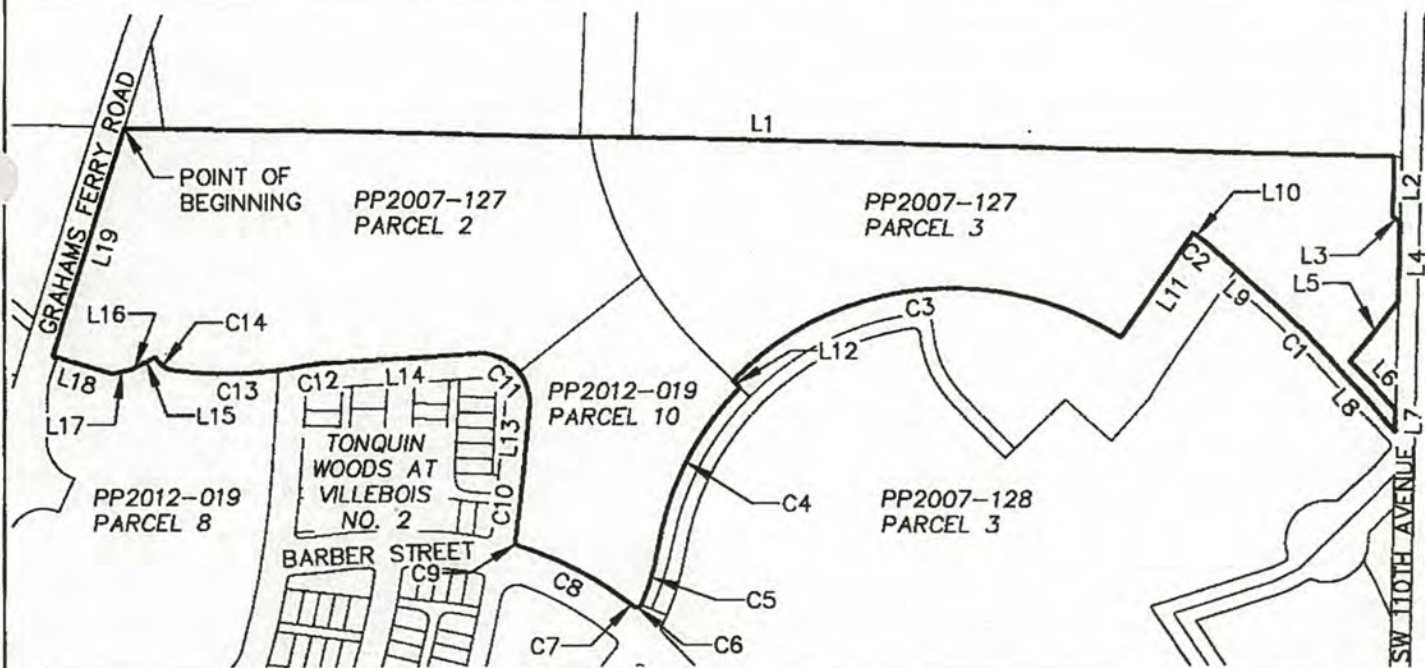
Basis of bearings per Partition Plat No. 2007-127,
Clackamas County Plat Records.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 9, 2002
TRAVIS C. JANSEN
57751

RENEWES: 6/30/2013



LINE TABLE

LINE	BEARING	LENGTH
L1	S88°34'09"E	2620.32'
L2	S01°36'50"W	123.84'
L3	S50°46'32"E	19.42'
L4	S01°35'01"W	165.77'
L5	S39°14'35"W	159.78'
L6	S43°18'22"E	138.32'
L7	S01°35'01"W	46.64'
L8	N41°30'04"W	226.09'
L9	N47°51'53"W	222.76'
L10	N54°57'30"W	19.36'
L11	S34°32'15"W	263.51'
L12	S45°15'25"E	20.00'
L13	N05°17'16"E	138.59'
L14	S86°20'01"W	301.18'
L15	S63°37'58"W	39.50'
L16	S59°27'30"W	17.54'
L17	S78°43'40"W	38.94'
L18	N72°29'33"W	128.85'
L19	N17°14'42"E	495.02'

CURVE TABLE

CURVE	RADIUS	LENGTH	DELTA	CHORD	BEARING
C1	900.00'	99.96'	6°21'49"	99.91'	N44°40'59"W
C2	172.50'	21.36'	7°05'37"	21.34'	N51°24'42"W
C3	638.00'	872.67'	78°22'13"	806.21'	S83°30'40"W
C4	618.00'	381.48'	35°22'04"	375.45'	S26°37'45"W
C5	482.00'	121.62'	14°27'26"	121.30'	S16°10'26"W
C6	10.00'	18.58'	106°25'35"	16.02'	S76°36'50"W
C7	688.00'	12.99'	1°04'56"	12.99'	N50°42'51"W
C8	688.00'	255.82'	21°18'17"	254.35'	N61°54'27"W
C9	10.00'	14.07'	80°36'47"	12.94'	N32°15'13"W
C10	2967.00'	143.19'	2°45'54"	143.18'	N06°40'13"E
C11	101.00'	174.43'	98°57'15"	153.55'	N44°11'21"W
C12	510.00'	64.43'	7°14'19"	64.39'	S82°42'52"W
C13	770.00'	261.94'	19°29'28"	260.68'	S88°50'26"W
C14	51.50'	49.48'	55°02'48"	47.61'	N53°53'26"W

EXHIBIT "A"



DRAWN BY: CLL DATE: 4/9/13
 REVIEWED BY: TCJ DATE: 4/9/13
 PROJECT NO.: 395-008
 SCALE: 1"=400'

PAGE 4 OF 4



[T] 503-941-9484
 [F] 503-941-9485

STAFF REPORT
WILSONVILLE PLANNING DIVISION

*Polygon at Villebois II, LLC and Polygon at Villebois III, LLC- Villebois PDP 2 North
"Tonquin Wood at Villebois No. 4"
Zone map amendment*

CITY COUNCIL
QUASI-JUDICIAL PUBLIC HEARING

HEARING DATE June 17, 2013

APPLICATION NOS.: DB13-0023 Zone Map Amendment

REQUEST/SUMMARY: The City Council is being asked to review a Zone Map Amendment that will enable the development of a 90-lot residential subdivision, and associated parks and open space and other improvements.

LOCATION: West of 110th Avenue, east of Grahams Ferry Road, north of Barber Street and former Dammasch State Hospital site. The property is specifically known as Tax Lots 2915, 2992 and 2995, and portions of 2916 and 2922, Section 15, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon.

**PROPERTY OWNER/
APPLICANT:**

Fred Gast
Polygon at Villebois II, LLC
Polygon at Villebois III, LLC

APPLICANT'S REP.: Stacy Connery, AICP
Pacific Community Design, Inc.

COMPREHENSIVE PLAN MAP DESIGNATION: Residential-Village

ZONE MAP CLASSIFICATIONS: PF (Public Facility)
EFU (Exclusive Farm Use)

STAFF REVIEWERS: Daniel Pauly AICP, Associate Planner

DRB RECOMMENDATIONS: **Approve** the requested Zone Map Amendment.

APPLICABLE REVIEW CRITERIA

<u>DEVELOPMENT CODE</u>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.033	Authority of City Council
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.125	V-Village Zone
Sections 4.139.00 through 4.139.11 as applicable	Significant Resource Overlay Zone (SROZ)
Section 4.177	Street Improvement Standards
Section 4.197	Zone Changes and Amendments to Development Code-Procedures
<u>COMPREHENSIVE PLAN</u>	
Implementation Measure 4.1.6.a.	
Implementation Measure 4.1.6.b.	
Implementation Measure 4.1.6.c.	
Implementation Measure 4.1.6.d.	
<u>OTHER PLANNING DOCUMENTS</u>	
Villebois Village Master Plan	
SAP Central Approval Documents	

Vicinity Map



BACKGROUND/SUMMARY:

PDP 2N Preliminary Development Plan (DB13-0020)

The proposed Preliminary Development Plan (PDP) 2 of Specific Area Plan North (also known as PDP 2N) comprises approximately 28.91 acres. The applicant proposes a variety of single-family detached houses totaling 90 units, 19.12 acres of park/open space areas, and associated infrastructure improvements. Most of the homes in the development will back up to alleys. 10 standard sized lots that back up to Grahams Ferry Road will not back up to an alley. The front of all the homes will face tree lined streets, parks and green spaces.

Proposed Housing Type	Number of Units
Standard Detached Single Family	10
Medium Detached Single Family	6
Small Detached Single Family	37
Small Cottage Detached Single Family	37
Total	90

Zone Map Amendment (DB13-0023)

The primary proposal is to change the current Public Facility (PF) and Exclusive Farm Use (EFU) zones to the Village (V) zone. The proposed residential and park uses are permitted under Wilsonville Code Section 4.125. The proposed Zone Map Amendment would enable the development permitting process for this area of Villebois.

CONCLUSION AND CONDITIONS OF APPROVAL:

Staff and the DRB have reviewed the applicant's analysis of compliance with the applicable criteria. This Staff report adopts the applicant's responses as Findings of Fact except as noted in the Findings.

FINDINGS OF FACT:

1. The statutory 120-day time limit applies to this application. The application was received on April 15, 2013. On May 15, 2013, staff issued a notice that the application was incomplete within the statutorily allowed 30-day review period. The applicant has submitted a number of additional materials since the original submission, the last of which materials was May 31, 2013. On May 31, 2012 the application was deemed complete. The City must render a final decision for the request, including any appeals, by September 28, 2013
2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	--	Unincorporated Rural Residential
East:	V	Phase 3 East Villebois (approved/unbuilt)
South:	PF/V	Phase 1 North Villebois (under construction) Future Phase 4 Central (proposed) Undeveloped portions of SAP Central
West:	--	Unincorporated Rural Residential

3. Prior land use actions include:

Legislative:

02PC06 - Villebois Village Concept Plan
02PC07A - Villebois Comprehensive Plan Text
02PC07C - Villebois Comprehensive Plan Map
02PC07B - Villebois Village Master Plan
02PC08 - Village Zone Text
04PC02 - Adopted Villebois Village Master Plan
LP-2005-02-00006 - Revised Villebois Village Master Plan
LP-2005-12-00012 - Revised Villebois Village Master Plan (Parks and Recreation)

Quasi Judicial:

DB07-0054 et seq - SAP-North
DB07-0087 et seq - PDP-1N, Arbor at Villebois
DB11-0024 et seq - PDP-1N Modification, SAP North Amendment Polygon NW
DB12-0066 et seq - PDP-1N Modification, SAP North Amendment Polygon NW

4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

GENERAL INFORMATION

Section 4.008 Application Procedures-In General

Review Criteria: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville's development review process.

Finding: These criteria are met.

Details of Finding: The application is being processed in accordance with the applicable general procedures of this Section.

Section 4.009 Who May Initiate Application

Review Criterion: "Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply."

Finding: This criterion is satisfied.

Details of Finding: The application has been submitted on behalf of the property owner. Polygon at Villebois III, LLC. The application form is signed by Fred Gast, President.

Subsection 4.010 (.02) Pre-Application Conference

Review Criteria: This section lists the pre-application process

Finding: These criteria are satisfied.

Details of Finding: A pre-application conference was held on March 28, 2013 in accordance with this subsection.

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

Review Criterion: "City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application."

Finding: This criterion is satisfied.

Details of Finding: No applicable liens exist for the subject property. The application can thus move forward. Section IIID of the applicant's notebook, Exhibit B1, includes a copy of certification of assessments and liens.

Section 4.014 Burden of Proof is on the Applicant

Review Criterion: "The burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case. In the case of an appeal, the burden of proof rests with the appellant."

Finding: This criterion is satisfied.

Details of Finding: The applicant has provided the necessary findings of fact for approval with conditions of the requested development applications in accordance with this Section.

Subsection 4.035 (.04) A. General Site Development Permit Submission Requirements

Review Criteria: “An application for a Site Development Permit shall consist of the materials specified as follows, plus any other materials required by this Code.” Listed 1. through 6. j.

Finding: These criteria are satisfied.

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

Section 4.110 Zoning-Generally

Review Criteria: “The use of any building or premises or the construction of any development shall be in conformity with the regulations set forth in this Code for each Zoning District in which it is located, except as provided in Sections 4.189 through 4.192.” “The General Regulations listed in Sections 4.150 through 4.199 shall apply to all zones unless the text indicates otherwise.”

Finding: These criteria are satisfied.

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

CONCLUSIONARY FINDINGS, REQUEST D: DB13-0023 ZONE MAP AMENDMENT

The applicant's findings in Section IVA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Comprehensive Plan

Compact Urban Development-Implementation Measures

Implementation Measure 4.1.6.a

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

Finding: These criteria are satisfied.

Details of Finding: The subject area is within SAP-North, which was previously approved and found, in case file DB07-0054, to be in accordance with the Villebois Village Master Plan and the Wilsonville Planning and Land Development Ordinance.

Implementation Measure 4.1.6.b.

2. **Review Criteria:** This implementation measure identifies the elements the Villebois Village Master Plan must contain.

Finding: These criteria are not applicable

Details of Finding: The current proposal is for a preliminary development plan implementing the procedures as outlined by the Villebois Village Master Plan, as previously approved.

Implementation Measure 4.1.6.c.

3. **Review Criterion:** "The "Village" Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation."

Finding: This criterion is satisfied.

Details of Finding: The Village Zone zoning district is being applied to an area designated as Residential-Village in the Comprehensive Plan.

Implementation Measure 4.1.6.d.

4. **Review Criterion:** "The "Village" Zone District shall allow a wide range of uses that befit and support an "urban village," including conversion of existing structures in the core area to provide flexibility for changing needs of service, institutional, governmental and employment uses."

Finding: This criterion is satisfied.

Details of Finding: The area covered by the proposed zone change is proposed for residential uses, parks, and open space as shown in the Villebois Village Master Plan.

Planning and Land Development Ordinance

Section 4.029 Zoning to be Consistent with Comprehensive Plan

5. **Review Criterion:** "If a development, other than a short-term temporary use, is proposed on a parcel or lot which is not zoned in accordance with the Comprehensive Plan, the applicant must receive approval of a zone change prior to, or concurrently with the approval of an application for a Planned Development."

Finding: This criterion is satisfied.

Details of Finding: The applicant is applying for a zone change concurrently with other land use applications for the development as required by this section.

Subsection 4.110 (.01) Base Zones

6. **Review Criterion:** This subsection identifies the base zones established for the City, including the Village Zone.

Finding: This criterion is satisfied.

Details of Finding: The requested zoning designation of Village "V" is among the base zones identified in this subsection.

Subsection 4.125 (.01) Village Zone Purpose

7. **Review Criteria:** "The Village (V) zone is applied to lands within the Residential Village Comprehensive Plan Map designation. The Village zone is the principal implementing tool for the Residential Village Comprehensive Plan designation. It is applied in accordance with the Villebois Village Master Plan and the Residential Village Comprehensive Plan Map designation as described in the Comprehensive Plan."

Finding: These criteria are satisfied.

Details of Finding: The subject lands are designated Residential-Village on the Comprehensive Plan map and are within the Villebois Village Master Plan area and the zoning designation thus being applied is the Village "V".

Subsection 4.125 (.02) Village Zone Permitted Uses

8. **Review Criteria:** This subsection lists the uses permitted in the Village Zone.

Finding: These criteria are satisfied.

Details of Finding: The proposed residential, park, and open space uses are consistent with the Village Zone designation and Villebois Village Master Plan.

Subsection 4.125 (.18) B. 2. Zone Change Concurrent with PDP Approval

9. **Review Criterion:** "... Application for a zone change shall be made concurrently with an application for PDP approval..."

Finding: This criterion is satisfied.

Details of Finding: A zone map amendment is being requested concurrently with a request for PDP approval.

Subsection 4.197 (.02) Zone Change Review

Subsection 4.197 (.02) A. Zone Change Procedures

10. **Review Criteria:** "That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125(.18)(B)(2), or, in the case of a Planned Development, Section 4.140;"

Finding: These criteria are satisfied.

Details of Finding: The request for a zone map amendment has been submitted as set forth in the applicable code sections.

Subsection 4.197 (.02) B. Zone Change: Conformance with Comprehensive Plan Map, etc.

11. **Review Criteria:** "That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text;"

Finding: These criteria are satisfied.

Details of Finding: The proposed zone map amendment is consistent with the Comprehensive Map designation of Residential-Village and as shown in Findings 1 through 4 substantially comply with applicable Comprehensive Plan text.

Subsection 4.197 (.02) C. Zone Change: Specific Findings Regarding Residential Designated Lands

12. **Review Criteria:** "In the event that the subject property, or any portion thereof, is designated as "Residential" on the City's Comprehensive Plan Map; specific findings shall be made addressing substantial compliance with Implementation Measure 4.1.4.b, d, e, q, and x of Wilsonville's Comprehensive Plan text;"

Finding: These criteria are satisfied.

Details of Finding: Implementation Measure 4.1.6.c. states the "Village" Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation. Since the Village Zone must be applied to areas designated "Residential Village" on the Comprehensive Plan Map and is the only zone that may be applied to these areas, its application is consistent with the Comprehensive Plan.

Subsection 4.197 (.02) D. Zone Change: Public Facility Concurrency

13. **Review Criteria:** "That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized."

Finding: These criteria are satisfied.

Details of Finding: The Preliminary Development Plan compliance report and the plan sheets demonstrate that the existing primary public facilities are available or can be provided in conjunction with the project. Section IIC of the applicant's notebook, Exhibit B1, includes supporting utility and drainage reports. In addition, the applicant has provided a Traffic Impact Analysis, which is in Section IID of the applicant's notebook, Exhibit B1.

Subsection 4.197 (.02) E. Zone Change: Impact on SROZ Areas

14. **Review Criteria:** "That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/ or geologic hazard are located on or about the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone;"

Finding: These criteria are satisfied.

Details of Finding: Portions of the property is within the Significant Resource Overlay Zone. The DRB has reviewed and approved the development and mitigation related to the SROZ and found that the development will not have a significant adverse effect. See Case File SI13-0001.

Subsection 4.197 (.02) F. Zone Change: Development within 2 Years

15. **Review Criterion:** "That the applicant is committed to a development schedule demonstrating that the development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change."

Finding: This criterion is satisfied.

Details of Finding: The applicant has provided information stating they reasonably expect to commence development within two (2) years of the approval of the zone change. However, in the scenario where the applicant or their successors due not commence development within two (2) years allow related land use approvals to expire, the zone change shall remain in effect.

Subsection 4.197 (.02) G. Zone Change: Development Standards and Conditions of Approval

16. **Review Criteria:** "That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached to insure that the project development substantially conforms to the applicable development standards."

Finding: These criteria are satisfied.

Details of Finding: As can be found in the findings for the accompanying requests, the applicable development standards will be met either as proposed or as a condition of approval.

Ordinance No. 720

Additional Development Review Board materials from the June 10, 2013 DRB meeting:

4. Council Exhibit C: Development Review Board's Recommendation to Council and Decision and Resolution No. 259.
5. Council Exhibit D: DRB adopted staff report (Exhibit A1) digital sent and on compact disk.

June 11, 2013

DEVELOPMENT REVIEW BOARD PANEL A

**DEVELOPMENT REVIEW BOARD NOTICE OF DECISION AND
RECOMMENDATION TO CITY COUNCIL**

Project Name: Villebois PDP -2 North

Case Files: Request A: DB13-0020 SAP-North PDP-2N Preliminary Development Plan
Request B: DB13-0021 SAP-North Refinements
Request C: DB13-0022 SAP-North Amendment
Request D: DB13-0023 Zone Map Amendment
Request E: DB13-0024 Tentative Subdivision Plat
Request F: DB13-0025 Type C Tree Plan
Request G: DB13-0026 Final Development Plan for Parks and Open Space
Request H: SI13-0001 SRIR Review

Applicants/

Owners: Fred Gast – Polygon Northwest Company

Applicant's

Representative: Stacy Connery – Pacific Community Design

Property

Description: Tax Lots 2915, 2992, 2995 and portions of Tax Lots 2916 and 2922 in Section 15; T3S R1W; Clackamas County; Wilsonville, Oregon.

Location: Villebois Phase 2 North

On June 10, 2013, at the meeting of the Development Review Board Panel A, the following action was taken on the above-referenced proposed development applications:

Request D: The DRB has forwarded a recommendation of approval to the City Council. ***A Council hearing date is scheduled for Monday, June 17, 2013 to hear this item. .***

Requests A, B, C, E, F, G and H:

Approved with conditions of approval.

These approvals are contingent upon City Council's approval of Request D.

An appeal of Requests A, B, C, E, F, G and H to the City Council by anyone who is adversely affected or aggrieved, and who has participated in this hearing, orally or in writing, must be filed with the City Recorder within fourteen (14) calendar days of the mailing of this Notice of Decision. *WC Sec. 4.022(.02)*. A person who has been mailed this written notice of decision cannot appeal the decision directly to the Land Use Board of Appeals under *ORS 197.830*.

This decision has been finalized in written form and placed on file in the City records at the Wilsonville City Hall this 11th day of June 2013 and is available for public inspection. The decision regarding Requests A, B, C, E, F, G and H shall become final and effective on the fifteenth (15th) calendar day after the postmarked date of this written Notice of Decision, unless appealed or called up for review by the Council in accordance with *WC Sec. 4.022(.09)*

Written decision is attached

For further information, please contact the Wilsonville Planning Division at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon 97070 or phone 503-682-4960

Attachments: DRB Resolution No. 259, including adopted staff report with conditions of approval.

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 259**

A RESOLUTION ADOPTING FINDINGS RECOMMENDING APPROVAL OF A ZONE MAP AMENDMENT FROM EXCLUSIVE FARM USE (EFU) AND PUBLIC FACILITIES (PF) TO VILLAGE (V) AND ADOPTING FINDINGS AND CONDITIONS APPROVING A PRELIMINARY DEVELOPMENT PLAN, SAP REFINEMENTS, SAP AMENDMENT, TENTATIVE SUBDIVISION PLAT, TYPE C TREE PLAN, FINAL DEVELOPMENT PLAN FOR PARKS AND OPEN SPACE AND SRIR REVIEW FOR A 90-LOT RESIDENTIAL SUBDIVISION AND ASSOCIATED IMPROVEMENTS IN VILLEBOIS PDP-2 NORTH. PROPERTIES INVOLVED ARE TAX LOTS 2915, 2992, 2995, AND PORTIONS OF TAX LOTS 2916 AND 2922, SECTION 15, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON. STACY CONNERY, AICP, PACIFIC COMMUNITY DESIGN, INC. – REPRESENTATIVE FOR FRED GAST, POLYGON NW COMPANY-APPLICANT.

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared staff report on the above-captioned subject dated June 3, 2013, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on June 10, 2013, at which time exhibits, together with findings and public testimony were entered into the public record, and

WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated June 3, 2013, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations, subject to City Council approval of the Zone Map Amendment Request (DB13-0023), for:

DB13-0020 through DB13-0022, DB13-0024 through DB13-0026, and S113-0001 Preliminary Development Plan, SAP Refinements, SAP Amendment, Tentative Subdivision Plat, Type C Tree Plan, Final Development Plan, and Significant Resource Impact Report for a 90-lot residential subdivision, and associated parks and open space and other improvements..

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 10th day of June, 2013 and filed with the Planning Administrative Assistant on June 11, 2013. This resolution is final on the 15th calendar day after the postmarked date of the written notice of decision per *WC Sec 4.022(.09)* unless appealed per *WC Sec 4.022(.02)* or called up for review by the council in accordance with *WC Sec 4.022(.03)*.


Mary Fierros Bower Chair, Panel A
Wilsonville Development Review Board

Attest:


Shelley White, Planning Administrative Assistant

Exhibit A1
STAFF REPORT
WILSONVILLE PLANNING DIVISION

Polygon Homes- Villebois Phase 2 North
"Tonquin Woods at Villebois No. 4"
and SAP North Amendments

DEVELOPMENT REVIEW BOARD PANEL 'A'
QUASI-JUDICIAL PUBLIC HEARING
STAFF REPORT
AMENDED AND ADOPTED JUNE 10, 2013

Added Language identified in **Bold**, *Italics*, Underlined
Deleted Language is ~~struck through~~

HEARING DATE	June 10, 2013
DATE OF REPORT:	June 3, 2013

APPLICATION NOS.: DB13-0020 SAP-North PDP 2 North, Preliminary Development Plan
DB13-0021 SAP-North Refinements
DB13-0022 SAP-North Amendment
DB13-0023 Zone Map Amendment
DB13-0024 Tentative Subdivision Plat
DB13-0025 Type C Tree Plan
DB13-0026 Final Development Plan for Parks and Open Space
SI13-0001 SRIR Review

REQUEST/SUMMARY: The Development Review Board is being asked to review a Preliminary Development Plan, SAP Refinements, SAP Amendment, Zone Map Amendment, Tentative Subdivision Plat, Type C Tree Plan, Final Development Plan, and Significant Resource Impact Report for a 90-lot residential subdivision, and associated parks and open space and other improvements.

LOCATION: West of 110th Avenue, east of Grahams Ferry Road, north of Barber Street and former Dammasch State Hospital site. The property is specifically known as Tax Lots 2915, 2992, 2995, and portions of 2916 and 2922, Section 15, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon.

APPLICANT/OWNER: Fred Gast, Polygon NW Company

APPLICANT'S REP.: Stacy Connery, AICP
Pacific Community Design, Inc.

COMPREHENSIVE PLAN MAP DESIGNATION: Residential-Village

ZONE MAP CLASSIFICATIONS: PF and EFU (Public Facility and Exclusive Farm Use (Clackamas County Zoning))

STAFF REVIEWERS: Daniel Pauly AICP, Associate Planner
 Steve Adams PE, Development Engineering Manager
 Kerry Rappold, Natural Resource Program Manager
 Don Walters, Building Plans Examiner

STAFF RECOMMENDATIONS: Approve with conditions the requested Preliminary Development Plan, SAP Refinements, SAP Amendment, Tentative Subdivision Plat, Tree Removal Plan, Final Development Plan for Parks and Open Space, and SRIR Review. Recommend approval of the requested Zone Map Amendment to City Council.

APPLICABLE REVIEW CRITERIA

<u>DEVELOPMENT CODE</u>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Section 4.033	Authority of City Council
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.125	V-Village Zone
Sections 4.139.00 through 4.139.11 as applicable	Significant Resource Overlay Zone (SROZ)
Section 4.154	Bicycle, Pedestrian, and Transit Facilities
Section 4.155	Parking, Loading, and Bicycle Parking
Section 4.167	Access, Ingress, and Egress
Section 4.169	General Regulations-Double Frontage Lots
Section 4.171	Protection of Natural Features and Other Resources
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping, Screening, and Buffering
Section 4.177	Street Improvement Standards
Section 4.178	Sidewalk and Pathway Standards
Section 4.197	Zone Changes and Amendments to Development Code-Procedures
Sections 4.199.20 through 4.199.60	Outdoor Lighting
Sections 4.200 through 4.220	Land Divisions
Sections 4.236 through 4.270	Land Division Standards
Sections 4.300 through 4.320	Underground Utilities
Sections 4.400 through 4.440 as applicable	Site Design Review
Sections 4.600 through 4.640.20 as applicable	Tree Preservation and Protection

COMPREHENSIVE PLAN	
Implementation Measure 4.1.6.a.	
Implementation Measure 4.1.6.b.	
Implementation Measure 4.1.6.c.	
Implementation Measure 4.1.6.d.	
OTHER PLANNING DOCUMENTS	
Villebois Village Master Plan	
SAP North Approval Documents	

Vicinity Map



BACKGROUND/SUMMARY:

PDP 2N Preliminary Development Plan (DB13-0020)

The proposed Preliminary Development Plan 2 of Specific Area Plan North (also known as PDP 2N) comprises approximately 28.91 acres. The applicant proposes a variety of single-family housing types totaling 90 units, 19.12 acres of parks and open space, and associated infrastructure improvements. A majority of the houses will back up to alleys. 10 houses on the western edge of the subdivision will not back up to alleys and will have vehicle access from the street. The front of all the houses will face tree lined streets, parks and green spaces.



Proposed Housing Type	Number of Units
Standard Size Single Family	10
Medium Size Single Family	6
Small Size Single Family	37
Cottage Size Single Family	37
Total	90

Refinements to SAP North (DB13-0021)

When submitting a Preliminary Development Plan the Development Code allows applicants to request “refinements” to the previously approved Specific Area Plan (SAP) and Villebois Village Master Plan. “Refinements” are specifically defined changes not significant in a quantifiable or qualitative sense, as defined in the code. Refinements are required to equally or better implement relevant goals, policies, and implementation measures of the Villebois Village Master Plan as well as not have a detrimental effect on natural and scenic resources, or preclude adjoining areas from developing according to the Villebois Village Master Plan.

In concurrence with their PDP request, the applicant is requesting five refinements: street network; parks, trails, and open space; utilities and storm water facilities; location and mix of land uses; and density. Notable drivers of refinements include topographic restraints for streets in the northeast corner of the subdivision, increasing the size of and number of pocket parks and linear greens, and changing the product types to reflect developer preferences, as the SAP was requested by a different developer.

As demonstrated by the findings under Request B the requested refinements are not significant changes as defined by code and equally or better meet the applicable components of the Villebois Village Master Plan.

Amendment to SAP North Phasing (DB13-0022)

The phasing for SAP North was set during the review of PDP 1N when little was known about the timeline in which the remainder of the SAP would develop. The requested phasing amendment reflects the fact that Polygon now owns the subject the property and has a specific timeline to develop it. The phasing works in terms of utilities and infrastructure with certain infrastructure being provided through a portion of SAP East which Polygon has approvals to

develop. The remainder of SAP North, which remains outside of City limits, still does not have a defined timeline for development, so previously adopted phasing is being left as is.

Zone Map Amendment (DB13-0023)

The zoning proposal is to change the current PF zone, a remnant of the former Dammasch State Hospital use, and the current Clackamas County EFU zone, a remnant of pre-annexation zoning designation, to the Village (V) zone. The proposed residential and park uses are permitted under Wilsonville Code Section 4.125. The proposed Zone Map Amendment would enable the development permitting process for this area of Villebois.

Tentative Subdivision Plat (DB13-0024)

The applicant is proposing the subdivision of the properties into 90 residential lots, along with alleys, parks areas, and street rights-of-way. In addition, a number of ~~a number of~~ future development tracts are proposed which will be developed with future development to the north. The name of the proposed subdivision approved by Clackamas County is "Tonquin Woods No. 4."

Type C Tree Plan (DB13-0025)

Thirty-two (32) trees, or about 15 percent of the trees on the site, will be removed and mitigated with street trees and trees in parks and open spaces.

Final Development Plan for Parks and Open Space (DB13-0026)

Details have been provided for all the parks and open space matching the requirements of the Community Elements Book. Street trees, curb extensions, street lights, and mail kiosks are also shown conforming to the Community Elements Book. Specific requirements are being placed on the materials for retaining walls within the public view shed and any hand rails for stairs if they are placed within the various pocket parks and linear greens. Regional Park 4 and Open Space 2 are proposed substantially consistent with the Villebois Village Master Plan.

Parks Board Review of Regional Park 4 and Open Space 2

On May 23, 2013 the plans for Regional Park 4 and Open Space 2 were reviewed by the Wilsonville Parks and Recreation Advisory Board. The result of the meeting was a recommendation to the Development Review Board in support of the park design with the additional consideration to have a full-size basketball court reoriented north to south, locating pet waste bags near trail entrances, and considering more seating around the columns of the shelter. The park plan as shown in Exhibit B3 reflects the Parks Board's comments.

Significant Resource Impact Report (SI13-0001)

The proposed non-exempt development will encroach into the Significant Resource Overlay Zone and its associated 25 foot Impact Area. All non-exempt development will occur within the Area of Limited Conflicting Use of the isolated significant wildlife habitat (i.e., upland forest). The impacted area totals 16,255 square feet and is situated within and along the edge of the

upland forest. The impact to the SROZ is necessary to accommodate street improvements, a paved pedestrian trail, and encroachments related to a future PDP.

The proposed par course fitness stations and leaf identification creative play areas have not been addressed in the SRIR and are not approved as part of the SRIR review. In addition, the applicant is required to relocate a picnic table area (situated along the eastern edge of the forest) outside the SROZ. A Condition of Approval NRH 3 requires the applicant to modify the site plan.

Proposed exempt development in the SROZ and its associated 25 foot Impact Area includes ~~the following~~ a soft surface pedestrian pathway within forest.

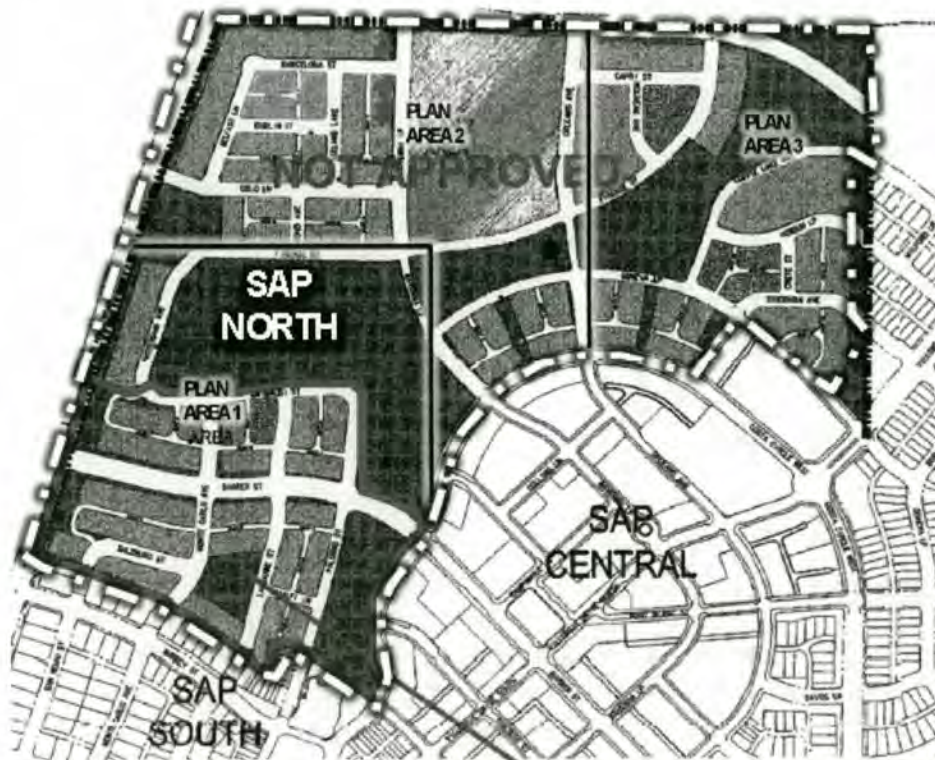
DISCUSSION TOPICS:

Use of the Term “Area”

The terms “plan area” and “area” have duplicate and potentially confusing meanings in relation to SAP North. The first is three “plan areas” SAP North was divided into in the submitted documents for SAP review. Plan Area 1 includes PDP 1N plus areas to the north to the future street labeled Firenze and east to just past the future alignment of Ravenna Loop. Plan Area 2 includes areas of SAP North to the north and east of Plan Area 1 to a line drawing north from the intersection of Orleans Loop and Costa Circle West. Plan Area 3 includes the remainder of the SAP to the east of Plan Area 2.

In the staff report approving with conditions SAP North (DB07-0054) the SAP is divided into two “areas”. The staff report identifies Area 1 as ~~the~~ principally the area proposed at the time to be developed as PDP 1 North. Area 2 is the remainder of the SAP. Area 1 includes a portion of Plan Area 1. Area 2 includes the remainder of Plan Area 1 and the entirety of Plan Areas 2 and 3. (See Phasing discussion on page 4 of 85 of the staff report, Exhibit A1 of DB07-0054; and finding A168 on page 73 of 85 of the same report: Exhibit ~~A4~~A2 of this report)

A number of conditions of approval and findings in the SAP North approval (DB07-0054) refer to “Area 2”. While a portion of “Area 2” is now being developed, these conditions of approval and findings will continue to apply to other portions of “Area 2” not yet developed to the north of the proposed development.



Area 1 Approved

Prior SAP Partial Approval and Circulation

As discussed above, the approval of SAP North divided the SAP into two areas, Area 1 and Area 2. All SAP elements were approved for Area 1, but only certain elements were approved for Area 2. **The approval status of some elements is unclear.** Similar to how Stage I Master Plans are often amended with Stage II Final Plan requests in other zones in the City, the applicant's request includes ~~amending~~**refining** the SAP North approval to adopt the elements not previously approved but shown in the PDP drawings. The majority of these elements are consistent with the Villebois Village Master Plan, with the exception of necessary circulation changes due to topographic restraints in the block bounded by Geneva Loop, Villebois Drive, Stockholm Avenue, and Cherbourg Lane. In the SAP Request (DB07-0054) the applicant requested the two intermediate road connections be removed and Stockholm be realigned to intersect Geneva Loop at what is proposed as Dundee Lane. A new street was proposed to connect Stockholm and Verdun Loop between Cherbourg Lane (formerly Coffee Lake Drive) and the SAP boundary. This change is not listed as one of the circulation refinements in the adopted Staff Report for the SAP, but neither is it explicitly not approved. Both the Master Plan and SAP proposed circulation will not work in this area due to topographic restraints. The applicant proposes keeping an orientation of Stockholm and Geneva similar to the Villebois Village Master Plan and removing the two intermediate streets due to topography restraints. Topographic restraints is an allowed reason in Subsection 4.125 (.05) A. to exceed the maximum block perimeter and street spacing. The remainder of Area 2 will necessitate further review in the future.

SAP Elements "Area 2" of SAP North

Approved	Not Approved or Uncertain
	Site Circulation
	Lot layout
	Parks and Open Space
	Utility Plan
	Proposed Contours
Sequencing/Phasing (being modified)	
	Tree Removal
	Traffic Impact Analysis
Master Signage and Wayfinding Plan	
Rainwater Management Program	
Architectural Pattern Book	
Community Elements Book	

Future Development Tracts

In this and previous applications PDP and phasing boundaries have been adjusted to reflect property ownership. Often this leads to remnant areas between the PDP's developable with homes using land from multiple PDP's. The tentative subdivision plat for PDP 2 North shows three such tracts that will need land from a future PDP to develop. This includes a tract at the northeast corner of Cherbourg Lane and Geneva Loop; a tract north of the alley between Geneva and Stockholm, west of Lot 84; and north of Stockholm Avenue adjacent to Linear Green 15. The first two tracts are labeled as one tract on the tentative plat. The timeframe for the development of the property to the north is unknown and may be a number of years. These tracts thus have the potential to be in a rough seeded state for an extended period.

LG 15 and NP 5 Tracts

Two tracts proposed along the eastern edge of the subdivision are portions of parks approved as part of PDP 3 East. These tracts, along with the adjoining areas to the east will be developed as Linear Green 15 and Neighborhood Park 5 in accordance with the PDP 3 East approvals.

Tract for Overhanging Building Easement

540 square foot Tract '~~Z~~AA' is located on the northern edge of the forested area in the western part of the subdivision in order to accommodate the overhang of an existing outbuilding on the adjacent property. It is expected this outbuilding will be removed and this easement no longer needed when the property to the north develops.

Regional Parks 5 and 6.

The proposed subdivision includes a 1.4 acre tract, Tract '~~X~~Y', planned ~~to~~as a portion of public Regional Park 5. At the City's request this area is being left as a rough sodded area pending future park planning and development incorporating the entirety of the park now spread across three ownerships. In addition, Tract '~~Q~~R' is a small portion (9,010 square feet) of the future Regional Park 6, which will be planned and built together with future development to the north.

Amenities on Northern Edge of Open Space 2 “Upland Forest Preserve”

A majority of Open Space 2 “Upland Forest Preserve” is within the proposed subdivision with the northern edge on a property to the north. In the conceptual drawings for the preserve a number of planned amenities, including a child play structure and seating, are shown along this northern edge, though on the property subject to the current application. However, it is undesirable to develop these amenities at a location that will have limited public access and visibility. Staff recommends these amenities be built with development to the north when public access and visibility are created. It is thought the primary users of the play area and other amenities will be the homes in the future phase to the north.

Retaining Walls and Potential Hand Rails

~~The~~ *With the exception of the permanent retaining walls in the linear green on the south side of Stockholm Avenue, the* applicant aims at grading and designing stairs in the pocket parks and linear greens to avoid the need of retaining walls and hand rails. While staff understands this intent, a possibility remains construction will necessitate either or both retaining walls and hand rails. For this reason a Condition of Approval requires ~~any of these elements~~ *the permanent retaining walls in the linear green along Stockholm and any other of these elements* built to be appropriately enhanced to be consistent with the Architectural Pattern Book.

Enhanced Third Story Rear Elevations.

The third story of the rear of houses facing the alley between Geneva Loop and Stockholm Avenue will be within the view shed of Stockholm as houses on the opposite side of the alley will only be two stories. *The third story of garages for homes along Costa Circle near Dundee lane will also be in the public view shed.* For this reason, a condition of approval requires the third story of these houses to receive enhanced architectural treatment required for elevations in the public view shed in the Architectural Pattern Book.

Courtyard Fencing

In order to increase consistency with the Architectural Pattern Book and other development elsewhere in Villebois a condition of approval requires courtyard fencing consistent with the pattern book and the architectural style of the home ~~for all but the standard lots~~ *for no less than thirty percent (30%) of the houses. Courtyards are especially encouraged when the house faces a linear green or pocket park and there is not front porch.* Where necessary, this includes installation of up to forty-eight inch (48”) dry stack rock or brick wall along the front of the lot or side of a lot to create a fairly level and usable front yard outdoor living area (5% maximum slope) enclosed by the courtyard fencing. ~~The applicant/owner can install a greater than forty-eight inch (48”) wall, but if maintaining the required five (5) percent slope requires greater than a forty-eight inch (48”) wall the applicant/owner can request an exception from the courtyard wall and courtyard slope requirements as part of building plan review.~~

Prior Street Dedication-Geneva

As shown in Exhibit B8 a number of street dedications ~~and have been recorded from the parcel~~
Development Review Board Panel ‘A’ Staff Report June 3, 2013 Exhibit A1
Polygon Homes-Villebois Phase 2 North
Amended and Adopted June 10, 2013 Page 9 of 102

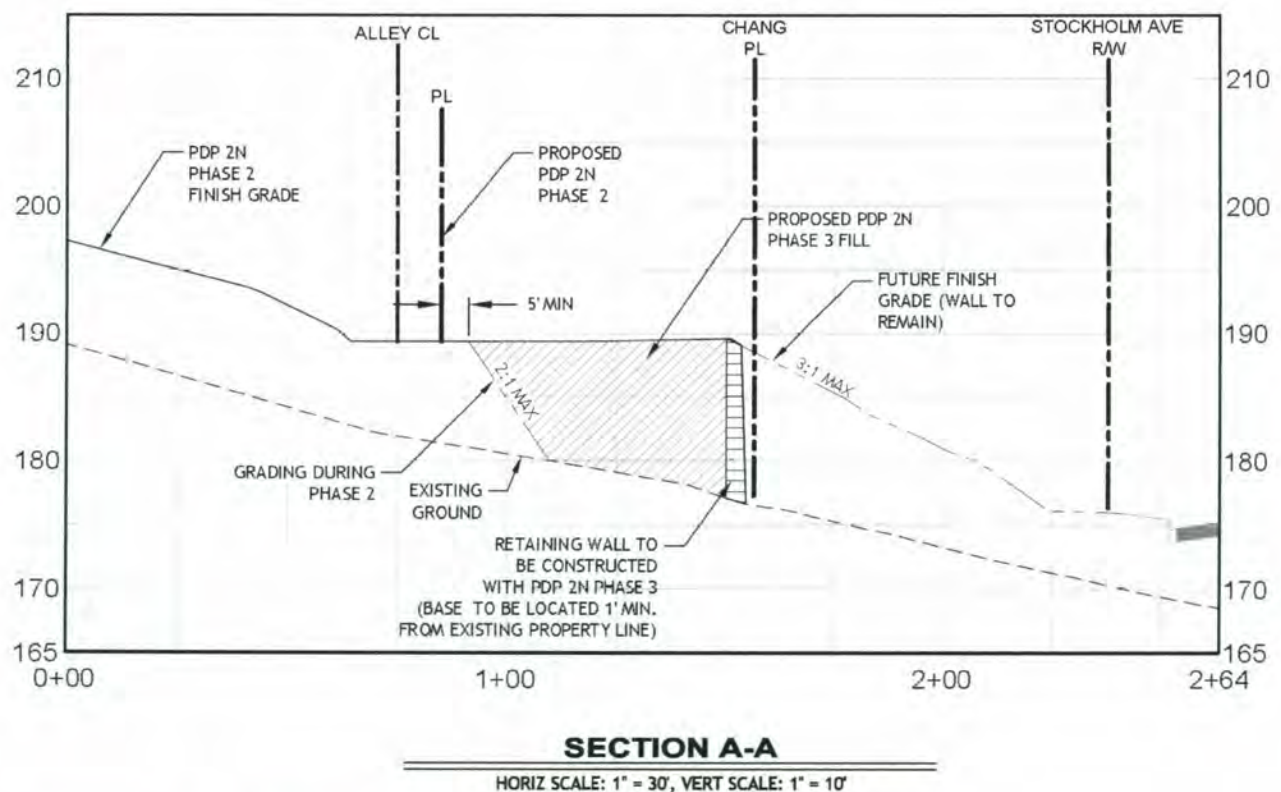
owned by Villebois LLC adjacent to property owned by Polygon. The appropriate public utility easements have also been recorded on the Villebois LLC property. These street dedication areas are currently zoned Public Facility, which is appropriate for the proposed street use they are thus not being rezoned at this time. These dedications allow the section of Geneva Loop from Dundee Lane to Villebois Drive North to be fully built with this development.

Relationship with 4 Central and Costa Circle Improvements

Phase 1 of the proposed PDP, including the areas along Costa Circle, Dundee Lane, and Geneva Loop, are planned to be developed at the same time as the adjacent streets and development across these streets in PDP 4 Central. These streets form the SAP boundaries, but in reality both sides of the street will be developed at the same time.

Phasing, Including Grading

A significant amount of grading is proposed for the subject property. After construction of Phase 1 and 2, intermittent grading will be left to the north of the alleys servicing Phase 1 and 2 until the construction of Phase 3. See example sections in Exhibit B6.



Retaining Wall, Future Development on Property to the North

Due to the amount of fill required for the project a noticeable elevation difference will exist between the proposed grading between Geneva Loop and Stockholm Avenue and the natural contours on the undeveloped property to the north. Due to this difference the applicant proposes

a temporary retaining wall along the property line. It is expected that the retaining wall will be buried with fill during the future development on the adjoining property. See Section A-A above from Exhibit B6. In addition, fill will be required to bring the future development tracts up to the same elevation as areas being developed. See also Sheet 5.2, Grading Plan, in Exhibit B2.

PGE Power Line and Easement

An existing overhead power line and associated PGE easement run across the northern edge of the subject property. The power line is planned to be removed and easement extinguished as part of this development. The applicant's representative has indicated they are working with PGE to extinguish the easement, but no documentation has yet been received. A condition of approval requires the easement be extinguished prior to City approval of the final plat for the subdivision.

Interim Mid-block Crossing Geneva to Stockholm

A mid-block pedestrian connection is proposed extending from Geneva Loop to Stockholm Avenue at Dundee Lane. A portion of the planned connection lies on the property to the north of the proposed subdivision. Currently, the fully improved path is proposed to end at the retaining wall along the property line. At the City's request the applicant is proposing an interim asphalt path to connect the end of the path at the retaining wall to the sidewalk fronting the lots facing Stockholm Avenue.

Diversity of Home Styles Along Palermo Street

The conceptual drawings in Section IIF of the applicant's notebook, Exhibit B1, includes only American style homes for the standard lots. A condition of approval requires, pursuant to the Architectural Pattern Book, at least two different architectural styles be used in the block along Palermo Street backing up to Grahams Ferry Road, one of which must be a European style.

Street Trees for Homes without Frontage on Stockholm

Until Stockholm Avenue is extended with the development of the property to the north there will be no street, including sidewalk and planting strip, along the linear green directly in front of Lots 81 through 84. Typically street trees are planted at the same time as development of homes and park areas adjacent to the street. In this case the adjacent development will occur prior to the street. The street tree planting will need to occur with the future development of the street. These four lots will have access via an alley as well as pathways within the linear green.



Park Maintenance

The parks within the subject PDP are identified as regional parks and open space in the Villebois Village Master Plan. In addition a number of linear greens and pocket parks have been added. The regional parks will be turned over to the City for maintenance after being maintained by the homeowners association for a period of 5 years after City acceptance of the park. Maintenance of the Open Space is a subject of further discussion between the developer and the City. The pocket parks and linear greens will be privately maintained by a homeowners association in perpetuity. The developer will be required to enter into an Operations and Maintenance Agreement for the PDP that clearly identifies ownership and maintenance responsibilities. This document will be recorded with the subdivision for "Tonquin Woods No. 4". This requirement has been added as Condition of Approval PDA 4.

CONCLUSION AND CONDITIONS OF APPROVAL:

Staff has reviewed the applicant's analysis of compliance with the applicable criteria. This Staff report adopts the applicant's responses as Findings of Fact except as noted in the Findings. Based on the Findings of Fact and information included in this Staff Report, and information received from a duly advertised public hearing, staff recommends that the Development Review Board approve the proposed applications (DB13-0020 through DB13-0022 and DB13-0024 through DB13-0026 as well as SI13-0001) and recommend approval of the zone map amendment to City Council (DB13-0023) with the following conditions:

The Developer is proposing improvements consistent with past agreements between the City's and preceding owners and past City approvals.

REQUEST A: DB13-0020 SAP-North PDP 2 North, Preliminary Development Plan

Planning Division Conditions:

PDA 1.	Approval of DB13-0020 SAP-North PDP 2 North, Preliminary Development Plan is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) and Exclusive Farm Use (EFU) to Village (V) (Case File DB13-0023).
PDA 2.	Street lighting types and spacing shall be as shown in the Community Elements Book. See Finding A30.
PDA 3.	All landscaping, and park improvements approved by the Development Review Board and Engineering Division Public Works Permit punch list items for the specific phase of the PDP shall be completed before 50% of the homes are occupied for the phase unless weather or other special circumstances prohibit completion, which case bonding for the improvements is permitted. See Finding A61.
PDA 4.	The applicant/owner shall enter into an Operations and Maintenance Agreement for the subdivision that clearly identifies ownership and maintenance for parks and open space, paths, and natural area tracts. Such agreement shall ensure maintenance in perpetuity and shall be recorded with the subdivision for 'Tonquin Woods No. 4.' Such agreement shall be reviewed and approved by the City Attorney prior to recordation. See also Findings E6. and G4.
PDA 5.	Except for the Standard sized lots along Palermo, the <u>The</u> applicant/owner shall install courtyard fencing in the front yard of all <u>no less than thirty percent (30%) of the</u> houses, which is twenty-seven (27) of the ninety (90) houses. The

applicant/owner is especially encouraged to place the courtyards in the front yard of homes facing linear greens and pocket parks that do not have a porch. The design and placement of the required courtyard fencing shall be consistent with the Architectural Pattern Book and the architectural style of the house. The courtyard area enclosed by the fence shall not exceed a five (5) percent slope from front building line of the house to the point of the courtyard closest to the front lot line or between the points of the courtyard closest to opposite side lot lines. Where necessary, the applicant shall install dry stack rock or brick wall along the front or side of the lot to ensure a five (5) percent or less slope is maintained. ~~Where the topography of a lot would require a greater than forty-eight inch (48") wall to maintain a five (5) percent slope for the courtyard the applicant/owner can request an exception from the courtyard fencing and courtyard slope requirements as part of the building permit review. See Finding A27.~~

PDA 6. Pursuant to the Architectural Pattern Book, at least two different architectural styles shall be used in the block along Palermo Street, one of which must be a European Style. See Finding A27.

PDA 7. Where a building foundation is exposed in the public view shed more than would be typical on a level lot, the foundation shall have a brick or stone façade matching the design of the house. See Finding A27.

PDA 8. Prior to the City issuing any building permits for houses in Construction Phase 3 as shown in Exhibit B5, the applicant/owner shall provide a count and map of courtyards installed in Construction Phases 1 and 2 and a map showing where the remaining courtyards required by Condition of Approval PDA 5 will be installed in Construction Phase 3. If the applicant/owner later desires to not place a courtyard in a location shown on the submitted Construction Phase 3 map, the change can be requested as part of building permit review as long as a suitable replacement location for the courtyard within the construction phase is indicated.

REQUEST B: DB13-0021 SAP-North Refinements

Planning Division Conditions:

PDB 1. Approval of DB13-0021 SAP-North Refinements is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) and Exclusive Farm Use (EFU) to Village (V) (Case File DB13-0023).

REQUEST C DB13-0022 SAP-North Amendment

Planning Division Conditions:

PDC 1. Approval of DB13-0022 SAP-North Amendment is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) and Exclusive Farm Use (EFU) to Village (V) (Case File DB13-0023).

REQUEST D: DB13-0023 Zone Map Amendment

Planning Division Conditions: No Conditions of Approval Proposed for This Request

This action recommends adoption of the Zone Map Amendment to the City Council for the subject properties. Case files DB13-0020, DB13-0021, DB13-0022, DB13-0024, DB13-0025, DB13-0026, and SI13-0001 are contingent upon City Council's action on the Zone Map Amendment request.

REQUEST E: DB13-0024 Tentative Subdivision Plat

Planning Division Conditions:	
PDE 1.	Approval of DB13-0025 Type C Tree Plan <u>DB13-0024 Tentative Subdivision Plat</u> is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) and Exclusive Farm Use (EFU) to Village (V) (Case File DB13-0023).
PDE 2.	Any necessary easements or dedications shall be identified on the Final Subdivision Plat.
PDE 3.	If one or more of the park/open space tracts are to be dedicated to the City or other public entity, this dedication(s) shall also be executed and recorded with the Final Plat.
PDE 4.	Alleyways, parking lots and drives shall remain in private ownership and be maintained by the Homeowner's Association established by the subdivision's CC&Rs. The CC&R's shall be reviewed and approved by the City Attorney prior to recordation.
PDE 5.	The Final Subdivision Plat shall indicate dimensions of all lots, lot area, minimum lot size, easements, proposed lot and block numbers, parks/open space by name and/or type, and any other information that may be required as a result of the hearing process for PDP-2N or the Tentative Plat.
PDE 6.	The easement for the overhead power line along the northern edge of the subdivision shall be extinguished prior to City approval of the final plat for the subdivision.
PDE 7.	A non-access reservation strip shall be applied on the final plat to those lots with access to a public street and an alley. All lots with access to a public street and an alley must take vehicular access from the alley to a garage or parking area. A plat note effectuating that same result can be used in the alternative. The applicant shall work with the County Surveyor and City Staff regarding appropriate language. See Finding E3.
PDE 8.	All reserve strips and street plugs shall be detailed on the Final Subdivision Plat. See Finding E3.
PDE 9.	All tracts shall, except those indicated for future home development, shall include a public access easement across their entirety.

REQUEST F: DB13-0025 Type C Tree Plan

Planning Division Conditions:	
PDF 1.	Approval of DB13-0025 Type C Tree Plan is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V) (Case File DB13-0023).
PDF 2.	The property owner/applicant or their successors in interest shall grant access to the property for authorized City representatives as needed to verify the tree related information provided, to observe tree related site conditions, and to verify, once a removal permit is granted, that the terms and conditions of the permit are followed. See Finding F1.
PDF 3.	Prior to granting a Tree Removal Permit in accordance with the proposed Tree Removal Plan the permit grantee shall file with the City a cash or corporate surety bond or irrevocable bank letter of credit in an amount determined by the City to ensure compliance with the Tree Removal Permit conditions and the requirements of the Tree Preservation and Protection Ordinance. See Finding F5.

PDF 4.	Trees planted as replacement of removed trees shall be, state Department of Agriculture Nursery Grade No. 1. or better, shall meet the requirements of the American Association of Nursery Men (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade, shall be staked, fertilized and mulched, and shall be guaranteed by the permit grantee or the grantee's successors-in-interest for two (2) years after the planting date. A "guaranteed" tree that dies or becomes diseased during that time shall be replaced. See Findings F11 and F12.
PDF 5.	Solvents, building material, construction equipment, soil, or irrigated landscaping, shall not be placed within the drip line of any preserved tree, unless a plan for such construction activity has been approved by the Planning Director or Development Review Board based upon the recommendations of an arborist. See Finding F14.
PDF 6.	Before and during development, land clearing, filling or any land alteration the applicant shall erect and maintain suitable tree protective barriers which shall include the following: <ul style="list-style-type: none"> • 6' high fence set at tree drip lines. • Fence materials shall consist of 2 inch mesh chain links secured to a minimum of 1 ½ inch diameter steel or aluminum line posts. • Posts shall be set to a depth of no less than 2 feet in native soil. Protective barriers shall remain in place until the City authorizes their removal or issues a final certificate of occupancy, whichever occurs first. See Finding F14.

REQUEST G: DB13-0026 Final Development Plan for Parks and Open Space

Planning Division Conditions:	
PDG 1.	Approval of DB13-0026 Final Development Plan for Parks and Open Space is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) and Exclusive Farm Use (EFU) to Village (V) (Case File DB13-0023).
PDG 2.	All plant materials shall be installed consistent with current industry standards.
PDG 3.	All construction, site development, and landscaping of the parks shall be carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. Minor alterations may be approved by the Planning Division through the Class I Administrative Review process. See Finding G32.
PDG 4.	All retaining walls within the public view shed shall be a decorative stone or brick construction or veneer. Final color and material for the retaining walls shall be approved by the Planning Division through the Class I Administrative Review Process. <u>The temporary retaining wall along the north property line shall be Lock-n-Load or Keystone-type modular block retaining wall.</u> See Finding G37.
PDG 5.	All hand rails within the parks and open space shall be of a design similar to the approved courtyard fencing shown in the Architectural Pattern Book. Final design of any hand rails in parks and open space shall be approved by the Planning Division through the Class I Administrative Review Process. See Finding G37.
PDG 6.	All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Development Review Board. See Finding G 42.
PDG 7.	The applicant shall submit final parks, landscaping and irrigation plans to the City prior to construction of parks. The irrigation plan must be consistent with the requirements of Section 4.176(.07)C.

PDG 8.	Prior to occupancy of each house the Applicant/Owner shall install landscaping along the public view-sheds of each house, unless otherwise approved by the Community Development Director. Homeowners association shall contract with a professional landscape service to maintain the landscaping.
PDG 9.	Street trees, as shown on the approved landscape plans, shall be planted as each house or park is built.

REQUEST H: SI13-0001 SRIR REVIEW

Planning Division Conditions: <i>see also Natural Resource Division Conditions Below</i>	
PDH 1.	Approval of SI13-0001 SRIR Review is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) and Exclusive Farm Use (EFU) to Village (V) (Case File DB13-0023).

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

**REQUEST A: DB13-0020 SAP-North PDP 2 North, Preliminary Development Plan
& REQUEST E: DB13-0024 Tentative Subdivision Plat**

Engineering Division Conditions:																			
Standard Comments:																			
PFA 1.	All construction or improvements to public works facilities shall be in conformance to the City of Wilsonville Public Works Standards.																		
PFA 2.	Applicant shall submit insurance requirements to the City of Wilsonville in the following amounts: <table data-bbox="399 1485 1310 1819"> <tr> <th><i>Coverage (Aggregate, accept where noted)</i></th><th><i>Limit</i></th></tr> <tr> <td>Commercial General Liability</td><td></td></tr> <tr> <td> General Aggregate (per project)</td><td>\$ 2,000,000</td></tr> <tr> <td> Fire Damage (any one fire)</td><td>\$ 50,000</td></tr> <tr> <td> Medical Expense (any one person)</td><td>\$ 10,000</td></tr> <tr> <td>Business Automobile Liability Insurance</td><td></td></tr> <tr> <td> Each Occurrence</td><td>\$ 1,000,000</td></tr> <tr> <td> Aggregate</td><td>\$ 2,000,000</td></tr> <tr> <td>Workers Compensation Insurance</td><td>\$ 500,000</td></tr> </table>	<i>Coverage (Aggregate, accept where noted)</i>	<i>Limit</i>	Commercial General Liability		General Aggregate (per project)	\$ 2,000,000	Fire Damage (any one fire)	\$ 50,000	Medical Expense (any one person)	\$ 10,000	Business Automobile Liability Insurance		Each Occurrence	\$ 1,000,000	Aggregate	\$ 2,000,000	Workers Compensation Insurance	\$ 500,000
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Workers Compensation Insurance	\$ 500,000																		
PFA 3.	No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees																		

	have been paid, all necessary permits, right-of-way and easements have been obtained and Staff is notified a minimum of 24 hours in advance.
PFA 4.	All public utility/improvement plans submitted for review shall be based upon a 22"x 34" format and shall be prepared in accordance with the City of Wilsonville Public Work's Standards.
PFA 5.	<p>Plans submitted for review shall meet the following general criteria:</p> <ul style="list-style-type: none"> a. Utility improvements that shall be maintained by the public and are not contained within a public right-of-way shall be provided a maintenance access acceptable to the City. The public utility improvements shall be centered in a minimum 15-ft. wide public easement for single utilities and a minimum 20-ft wide public easement for two parallel utilities and shall be conveyed to the City on its dedication forms. b. Design of any public utility improvements shall be approved at the time of the issuance of a Public Works Permit. Private utility improvements are subject to review and approval by the City Building Department. c. In the plan set for the PW Permit, existing utilities and features, and proposed new private utilities shall be shown in a lighter, grey print. Proposed public improvements shall be shown in bolder, black print. d. All elevations on design plans and record drawings shall be based on NAVD 88 Datum. e. All proposed on and off-site public/private utility improvements shall comply with the State of Oregon and the City of Wilsonville requirements and any other applicable codes. f. Design plans shall identify locations for street lighting, gas service, power lines, telephone poles, cable television, mailboxes and any other public or private utility within the general construction area. g. As per City of Wilsonville Ordinance No. 615, all new gas, telephone, cable, fiber-optic and electric improvements etc. shall be installed underground. Existing overhead utilities shall be undergrounded wherever reasonably possible. h. Any final site landscaping and signing shall not impede any proposed or existing driveway or interior maneuvering sight distance. i. Erosion Control Plan that conforms to City of Wilsonville Ordinance No. 482. j. Existing/proposed right-of-way, easements and adjacent driveways shall be identified. k. All engineering plans shall be stamped by a Professional Engineer registered in the State of Oregon.
PFA 6.	<p>Submit plans in the following general format and order for all public works construction to be maintained by the City:</p> <ul style="list-style-type: none"> a. Cover sheet b. City of Wilsonville construction note sheet c. General construction note sheet d. Existing conditions plan. e. Erosion control and tree protection plan. f. Site plan. Include property line boundaries, water quality pond boundaries,

	<p>sidewalk improvements, right-of-way (existing/proposed), easements (existing/proposed), and sidewalk and road connections to adjoining properties.</p> <ul style="list-style-type: none"> g. Grading plan, with 1-foot contours. h. Composite utility plan; identify storm, sanitary, and water lines; identify storm and sanitary manholes. i. Detailed plans; show plan view and either profile view or provide i.e.'s at all utility crossings; include laterals in profile view or provide table with i.e.'s at crossings; vertical scale 1"= 5', horizontal scale 1"= 20' or 1"= 30'. j. Street plans. k. Storm sewer/drainage plans; number all lines, manholes, catch basins, and cleanouts for easier reference l. Water and sanitary sewer plans; plan; number all lines, manholes, and cleanouts for easier reference. m. Detailed plan for storm water detention facility (both plan and profile views), including water quality orifice diameter and manhole rim elevations. Provide detail of inlet structure and energy dissipation device. Provide details of drain inlets, structures, and piping for outfall structure. Note that although storm water detention facilities are typically privately maintained they will be inspected by engineering, and the plans must be part of the Public Works Permit set. n. Detailed plan for water quality facility (both plan and profile views). Note that although storm water quality facilities are typically privately maintained they will be inspected by Natural Resources, and the plans must be part of the Public Works Permit set. o. Composite franchise utility plan. p. City of Wilsonville detail drawings. q. Illumination plan. r. Striping and signage plan. s. Landscape plan.
PFA 7.	Prior to manhole and sewer line testing, design engineer shall coordinate with the City and update the sanitary and stormwater sewer systems to reflect the City's numbering system. Video testing and sanitary manhole testing will refer to the updated numbering system. Design engineer shall also show the updated numbering system on As-Built drawings submitted to the City.
PFA 8.	The applicant shall install, operate and maintain adequate erosion control measures in conformance with the standards adopted by the City of Wilsonville Ordinance No. 482 during the construction of any public/private utility and building improvements until such time as approved permanent vegetative materials have been installed.
PFA 9.	Applicant shall work with City's Natural Resources office before disturbing any soil on the respective site. If 5 or more acres of the site will be disturbed applicant shall obtain a 1200-C permit from the Oregon Department of Environmental Quality. If 1 to less than 5 acres of the site will be disturbed a 1200-CN permit from the City of Wilsonville is required.
PFA 10.	To lessen the impact of the proposed project on the downstream storm drain system, and adjacent properties, project run-off from the site shall be detained and limited to the difference between a developed 25-year storm and an undeveloped 25-year storm.

	The detention and outfall facilities shall be designed and constructed in conformance with the Public Works Standards.
PFA 11.	A storm water analysis prepared by a Professional Engineer registered in the State of Oregon shall be submitted for review and approval by the City to address appropriate pipe and detention facility sizing.
PFA 12.	The applicant shall be in conformance with all water quality requirements for the proposed development per the Public Works Standards. If a mechanical water quality system is used, prior to City acceptance of the project the applicant shall provide a letter from the system manufacturer stating that the system was installed per specifications and is functioning as designed.
PFA 13.	Storm water quality facilities shall have approved landscape planted and/or some other erosion control method installed and approved by the City of Wilsonville prior to streets and/or alleys being paved.
PFA 14.	The applicant shall provide the City with a Stormwater Maintenance and Access Easement (on City approved forms) for City inspection of those portions of the storm system to be privately maintained. Applicant shall maintain all LID storm water components and private conventional storm water facilities located within medians and from the back of curb onto and including the project site.
PFA 15.	Fire hydrants shall be located in compliance with TVF&R fire prevention ordinance and approval of TVF&R.
PFA 16.	The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems. Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards.
PFA 17.	All survey monuments on the subject site, or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
PFA 18.	Sidewalks, crosswalks and pedestrian linkages in the public right-of-way shall be in compliance with the requirements of the U.S. Access Board.
PFA 19.	No surcharging of sanitary or storm water manholes is allowed.
PFA 20.	The project shall connect to an existing manhole or install a manhole at each connection point to the public storm system and sanitary sewer system.
PFA 21.	A City approved energy dissipation device shall be installed at all proposed storm system outfalls. Storm outfall facilities shall be designed and constructed in conformance with the Public Works Standards.
PFA 22.	The applicant shall provide a 'stamped' engineering plan and supporting information that shows the proposed street light locations meet the appropriate AASHTO lighting standards for all proposed streets and pedestrian alleyways.

PFA 23.	All required pavement markings, in conformance with the Transportation Systems Plan and the Bike and Pedestrian Master Plan, shall be completed in conjunction with any conditioned street improvements.
PFA 24.	Street and traffic signs shall have a hi-intensity prismatic finish meeting ASTM 4956 Spec Type 4 standards.
PFA 25.	The applicant shall provide adequate sight distance at all project driveways by driveway placement or vegetation control. Specific designs to be submitted and approved by the City Engineer. Coordinate and align proposed driveways with driveways on the opposite side of the proposed project site.
PFA 26.	Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer. Landscaping plantings shall be low enough to provide adequate sight distance at all street intersections and alley/street intersections.
PFA 27.	Applicant shall design interior streets and alleys to meet specifications of Tualatin Valley Fire & Rescue and Allied Waste Management (United Disposal) for access and use of their vehicles.
PFA 28.	Applicant shall prepare an Ownership and Maintenance agreement between the City and the Owner. Stormwater or rainwater facilities may be located within the public right-of-way upon approval of the City Engineer. The Ownership and Maintenance agreement shall specify that the rainwater and stormwater facilities shall be privately maintained by the Applicant; maintenance shall transfer to the respective homeowners association when it is formed.
PFA 29.	The applicant shall "loop" proposed waterlines by connecting to the existing City waterlines where applicable.
PFA 30.	All water lines that are to be temporary dead-end lines due to the phasing of construction shall have a valved tee with fire-hydrant assembly installed at the end of the line.
PFA 31.	Applicant shall provide a minimum 6-foot Public Utility Easement on lot frontages to all public right-of-ways. An 8-foot PUE shall be provided along Minor and Major Collectors. A 10-ft PUE shall be provided along Minor and Major Arterials.
PFA 32.	For any new public easements created with the project the Applicant shall be required to produce the specific survey exhibits establishing the easement and shall provide the City with the appropriate Easement document (on City approved forms).
PFA 33.	<p>Mylar Record Drawings:</p> <p>At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. Mylar and an electronic copy in AutoCAD, current version, and a digitally signed PDF.</p>
PFA 34.	Subdivision or Partition Plats: Paper copies of all proposed subdivision/partition plats shall be provided to the City for review. Once the subdivision/partition plat is

	approved, applicant shall have the documents recorded at the appropriate County office. Once recording is completed by the County, the applicant shall be required to provide the City with a 3 mil Mylar copy of the recorded subdivision/partition plat.
PFA 35.	Subdivision or Partition Plats: All newly created easements shown on a subdivision or partition plat shall also be accompanied by the City's appropriate Easement document (on City approved forms) with accompanying survey exhibits that shall be recorded immediately after the subdivision or partition plat.
PFA 36.	The applicant shall work with the other developers of Villebois and the City to develop an equitable storm water and parks maintenance fee or a maintenance memorandum of understanding prior to any final plat approval.
Specific Comments:	
PFA 37.	At the request of Staff, DKS Associates completed a Transportation Review dated May 31, 2013. The project is hereby limited to no more than the following impacts. <div style="margin-left: 40px;"> Estimated New PM Peak Hour Trips 91 Estimated Weekday PM Peak Hour Trips 29 Through Wilsonville Road Interchange Area </div>
PFA 38.	All construction traffic shall access the site via Grahams Ferry Road to Barber Street or via 110th Avenue. No construction traffic will be allowed on Brown Road or Barber Street east of Costa Circle West.
PFA 39.	Applicant shall be required to complete full design and construction through the far right-of-way and to the far extent of the approved project and all intersections through the far corner radii of all planned streets bordering the development. Streets shall be designed in conformance to the applicable street type as shown in the Villebois Village Master Plan.
PFA 40.	The applicant shall provide 'stamped' engineering details with dimensions for intersection sight distance verification and AutoTURN layouts for all proposed intersections, including alley/street connections. Adequate clearance shall be provided at all intersections and alleyways. The sight distance point for exiting vehicles shall be located 14.4 feet from the edge of the traveled way. At a minimum, the applicant shall provide 'stamped' engineering AutoTURN layouts for fire trucks and buses (WB-60) that show the overhang and/or mirrors of the vehicle as opposed to the wheel paths. Turning vehicles may use the width of the minor street to start the appropriate turn. The vehicle must however, stay within the appropriate receiving (inside) lane of the major street. Additionally, the turning vehicle must not intrude onto the wheel chair ramp on the inside of the turning movement.
PFA 41.	The proposed subdivision lacks direct sidewalk access to Villebois SAP South PDP 6 or SAP East PDP 1 and to the Lowrie Primary School. Applicant shall construct a temporary sidewalk, and provide the necessary easements, linking the proposed development to existing sidewalks and/or crosswalks to provide a safe route to Lowrie Primary School <u>temporary sidewalks from Geneva Loop to Mont Blanc as shown on Exhibit F of Exhibit B13- 'Pedestrian School Route Exhibit' dated June 7, 2013 to provide pedestrian linkages to the existing sidewalks providing connections to Lowrie Primary School.</u>

PFA 42.	<p>The Villebois Village Master Plan identifies a major path, the Tonquin Trail, in a portion of this development. Applicant shall construct a minimum 12-foot wide paved major pathway with 12-ft wide ADA ramps in compliance with the Villebois Master Plan.</p> <p>Enhanced trail crossing treatment, such as a painted crosswalk, street lighting and/or median treatment, shall be installed at the location along the proposed Tonquin Trail system where it crosses the right-of-way.</p>
PFA 43.	The Villebois Village Master Plan identifies a minor pedestrian path in a portion of the development. Applicant shall construct a minimum 8-foot wide paved minor pathway with 8-ft wide ADA ramps in compliance with the Villebois Master Plan.
PFA 44.	Alleys that are identified by Tualatin Valley Fire and Rescue (TVF&R) as possible routes for medical and/or fire emergencies shall meet TVF&R's design requirements.
PFA 45.	At the time of plan submittal for a Public Works Permit, the applicant shall provide to the City a copy of correspondence showing that the plans have also been distributed to the franchise utilities. Prior to issuance of a Public Works Permit, the applicant shall have coordinated the proposed locations and associated infrastructure design for the franchise utilities. Should permanent/construction easements or right-of-way be required to construct the public improvements or to relocate a franchised utility, the applicant shall provide a copy of the recorded documents. Should the construction of public improvements impact existing utilities within the general area, the applicant shall obtain written approval from the appropriate utility prior to commencing any construction.
PFA 46.	All streets shall be lighted with approved Westbrooke style street lights.
PFA 47.	Applicant shall provide sufficient mail box units for the proposed phasing plan; applicant shall construct mail kiosk at locations coordinated with City staff and the Wilsonville U.S. Postmaster.
PFA 48.	Plans show several water, storm and sanitary lines lying outside of the project boundaries or not shown connected. Applicant shall construct SAP Central PDP 4 concurrently with SAP North PDP 2. Applicant shall provide a complete utility system capable of servicing all proposed lots in compliance with Public Works Standards. For proposed lines lying outside of planned right-of-ways, applicant shall provide the City with construction easement(s) and permanent pipeline easement(s) prior to the City issuing a Public Works Permit for their construction. Pipeline easements lying within planned street right-of-ways shall expire at time of future street dedication.
PFA 49.	Applicant shall connect to existing water, storm and sanitary line at north end of Palermo Street.
PFA 50.	The project site appears to straddle the Arrowhead Creek basin, the Mill Creek basin and the Coffee Lake Creek basin. Applicant shall direct stormwater runoff to the correct basin; no interbasin transfer of stormwater is allowed.
PFA 51.	Detention of stormwater flows within the Arrowhead Creek basin have already been accounted for in existing stormwater detention features. No additional detention is required.
PFA 52.	Detention of stormwater flows within the Mill Creek basin have already been accounted for in existing stormwater detention features. No additional detention is

	required.
PFA 53.	Much of the proposed development lies within the Coffee Lake Creek basin. Per City Ord. 608, detention is not required for areas of Villebois that drain directly to the Coffee Lake Wetlands; however, until the stormwater system is completed east of 110th Avenue (Costa Circle), applicant shall be in conformance with PFA 10 and PFA 11 for this portion of the development.
PFA 54.	Applicant shall be required to build the off-site sanitary sewer line prior to or concurrently with this project. This off-site line runs from near the intersection of 110th Ave. and Stockholm Ave. to the existing main line in the future Coffee Lake Drive.
PFA 55.	Applicant shall be required to build the off-site sanitary sewer line prior to or concurrently with this project. This off-site line runs from near the intersection of 110th Ave. and Stockholm Ave. to the existing main line in the future Coffee Lake Drive.
PFA 56.	In accordance with the Public Works Standards, sewer lines entering manholes must be greater than 90 degrees from the line out to minimize turbidity within the manhole.
PFA 57.	Both Northwest Natural Gas line and Kinder Morgan have existing gas/fuel lines located on the west side of the existing 110th Avenue right-of-way. No obstruction can be placed within, adjacent or across the pipelines that will impede access to the pipelines or easement. Applicant's contractor shall contact representatives from both Northwest Natural Gas line and Kinder Morgan prior to commencing any work within 10 feet of the lines.
PFA 58.	Applicant shall be required to reimburse the City for their share of a sanitary sewer reimbursement fee established per Res. 2350 for their corresponding share of tax lot 31W15 02916 at time of issuance of a PW Permit.
PFA 59.	SAP North PDP 2 consists of 90 lots. All construction work in association with the Public Works Permit and Project Corrections List shall be completed prior to the City Building Division issuing a certificate of occupancy, or a building permit for the housing unit(s) in excess of 50% of total (46th lot).

REQUEST A: DB13-0020 SAP-North PDP 2 North, Preliminary Development Plan

Building Division Conditions:

BD 1.	PREMISES IDENTIFICATION. Buildings shall have approved address numbers, building numbers or approved building identification placed on a position that is plainly visible from the street or road fronting the property. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means [approved by the fire marshal] shall be used to identify the structure. (OFC 505.1) This applies to all situations such as the homes facing Tract "V" and Tract "S" but not Tract "I" or "U". The sign shall be located in an easement or on common land that shall be maintained available for maintenance. If a walkway adjoins the front of the homes, locating the signs in the common area adjacent to the walkway as close as possible to the right-of-way would be ideal. Placing the signs at the mouth of the adjacent alley mouth would also be acceptable.
BD 2.	FIRE HYDRANTS shall be provided along required fire apparatus access roads and adjacent public streets with locations approved by the fire marshal. (2010 OFC C102.1)

BD 3. STOCKHOLM AVENUE appears to temporarily end near proposed lot 74, and Palermo Street near proposed Lot 126. Dead-end fire apparatus access roads in excess of 150' [or a little longer because of the sprinkler systems] shall be provided with width and turn-around provisions in accordance with Table D103.4 of the fire code. (OFC D103.4) An approved fire department turn-around or temporary roadway meeting fire access roadway requirements allowing fire vehicles to access adjacent streets, or other means meeting the approval of the fire marshal shall be provided.

REQUEST A: DB13-0020 SAP-North PDP 2 North, Preliminary Development Plan & REQUEST G: DB13-0026 Final Development Plan for Parks and Open Space

Natural Resources Division Conditions:

Rainwater Management Plan:

NRA 1. The applicant shall submit a detailed operations and maintenance manual for the rainwater management components that has been reviewed and approved by city staff before 50% of the units are occupied in PDP ~~1~~2, SAP North.

NRA 2. Pursuant to the City of Wilsonville Public Works Standards, access should be provided for the entire perimeter of the rainwater management components. At a minimum, at least one access shall be provided for maintenance and inspection.

NRA 3. All Rainwater Management Components and associated infrastructure located in public areas shall be designed to the Public Works Standards. Rainwater Management Components in private areas shall comply with the plumbing code.

NRA 4. Plantings in Rainwater Management Components located in public areas shall comply with the Public Works Standards. Plantings in Rainwater Management Components located in private areas shall comply with the Plant List in the Rainwater Management Program or Community Elements Plan.

NRA 5. The rainwater management components shall comply with the requirements of the Oregon DEQ UIC (Underground Injection Control) Program.

Stormwater Management:

NRA 6. Provide profiles, plan views and specifications for the proposed water quality treatment facilities consistent with the requirements of the City of Wilsonville's Public Works Standards.

NRA 7. Pursuant to the Public Works Standards, the applicant shall submit a maintenance plan (including the City's stormwater maintenance covenant) for the proposed stormwater facilities, inclusive of the rainwater management components, prior to approval for occupancy of the associated development.

NRA 8. Pursuant to the City of Wilsonville's Public Works Standards, access shall be provided to all areas of the proposed water quality treatment facilities. At a minimum, at least one access shall be provided for maintenance and inspection.

Other:

NRA 9. The applicant shall comply with all applicable state and federal requirements for the proposed construction activities and proposed facilities (e.g. DEQ NPDES #1200-C permit).

REQUEST H: SI13-0001 SRIR REVIEW

Natural Resources Division Conditions:

NRH 1. All landscaping, including herbicides used to eradicate invasive plant species and

	existing vegetation, in the SROZ shall be reviewed and approved by the Natural Resources Program Manager. Native plants are required for landscaping in the SROZ.
NRH 2.	Prior to any site grading or ground disturbance, the applicant is required to delineate the boundary of the SROZ. Six-foot (6') tall cyclone fences with metal posts pounded into the ground at 6'-8' centers shall be used to protect the significant natural resource area where development encroaches into the 25-foot Impact Area.
NRH 3.	Pursuant to Section 4.139.03(C), the applicant shall revise the proposed site plan to remove some of the proposed impacts to the Area of Limited Conflicting Use. The proposed par course fitness stations and leaf identification creative play areas have not been addressed in the SRIR and are not approved as part of the SRIR review. In addition, the applicant is required to relocate a picnic table area (situated along the eastern edge of the forest) outside the SROZ.
NRH 4.	Pursuant to Section 4.139.04, the applicant shall demonstrate proposed development (i.e. soft surface pedestrian trail) within the 25-foot Impact Area and the Significant Resource Overlay Zone has been designed to avoid, minimize and mitigate impact to the significant natural resources.
NRH 5.	Mitigation actions shall be implemented prior to or at the same time as the impact activity is conducted.
NRH 6.	The applicant shall submit a mitigation plan that addresses the requirements of Section 4.139.07.
NRH 7.	Pursuant to Section 4.139.03 (.05) of the Wilsonville Code, the applicant is required to use habitat-friendly development practices (Table NR-2) to the extent practicable for any encroachment into the Significant Resource Overlay Zone and the 25-foot Impact Area.
NRH 8.	The applicant shall submit a monitoring and maintenance plan to be conducted for a period of five years following mitigation implementation. The applicant shall be responsible for ongoing maintenance and management activities, and shall submit an annual report to the Planning Director documenting such activities, and reporting progress towards the mitigation goals. The report shall contain, at a minimum, photographs from established photo points, quantitative measure of success criteria, including plant survival and vigor if these are appropriate data. The Year 1 annual report shall be submitted one year following mitigation action implementation. The final annual report (Year 5 report) shall document successful satisfaction of mitigation goals, as per the stated performance standards. If the ownership of the mitigation site property changes, the new owners will have the continued responsibilities established by this section.
NRH 9.	The Significant Resource Overlay Zone (SROZ) and mitigation area depicted on the SRIR mapping for the site shall be identified in a conservation easement. The applicant shall record the conservation easement with Clackamas County <u>County</u> Clerk's office. The conservation easement shall include language prohibiting any disturbance of natural vegetation without first obtaining approval from the City Planning Division and the Natural Resources Program Manager. The conservation easement shall be reviewed by the City Attorney prior to recording.

MASTER EXHIBIT LIST:

The following exhibits are hereby entered into the public record by the Development Review Board as confirmation of its consideration of the application as submitted. This is the exhibit list that includes exhibits for Planning Case File DB13-0020 through DB13-0026, SI13-0001.

- A1. Staff report and findings (this document)
- A2. Excerpts from DB07-0054, SAP North Approval
- A3. Slides and notes for Staff's Public Hearing Presentation (*available at Public Hearing*)
- A4. Planning Division Memorandum dated June 7, 2013 RE: Edits and Proposed Corrections to Staff Reports for DB13-0013 et. seq. (PDP 4C) and DB13-0020 et. seq. (PDP 2N)
- A5. Planning Division Memorandum dated June 10, 2013 RE: Changes to Conditions and Approval, Discussion Topics, and Findings Related to Courtyards for DB13-0013 et. seq. (PDP 4C) and DB13-00230 et. seq. (PDP 2N)
- B1. Applicant's Notebook: *Under separate cover*
 - Section I: General Information
 - IA) Introductory Narrative
 - IB) Form/Ownership Documentation
 - IC) Fee Calculation
 - ID) Mailing List *Staff Note: This information has been revised*
 - IE) Updated SAP North Phasing + Unit Counts
 - Section II: Preliminary Development Plan (Includes Phasing Amendment and Refinements)
 - IIA) Supporting Compliance Report
 - IIB) Reduced Drawings
 - IIC) Utility & Drainage Reports
 - IID) Traffic Analysis
 - IIE) Tree Report
 - IIF) Conceptual Elevations
 - IIG) Copy of SROZ Report
 - Section III: Tentative Plat
 - IIIA) Supporting Compliance Report
 - IIIB) Tentative Plat
 - IIIC) Draft CC&R's
 - IIID) Copy of Certification of Assessments and Liens
 - IIIE) Subdivision Name Approval
 - Section IV: Zone Change
 - IVA) Supporting Compliance Report
 - IVB) Zone Change Map
 - IVC) Legal Description and Sketch
 - Section V: Tree Removal Plan
 - VA) Supporting Compliance Report
 - VB) Tree Report
 - VC) Tree Preservation Plan
 - Section VI: Final Development Plan

VIA) Supporting Compliance Report

VIB) Reduced Drawings

B2. Applicant's Large Format Plans (Smaller 11x17 plans included in Sections IIB and IIIB of the applicant's notebook Exhibit B1.) Under separate cover.

Sheet 1 Cover Sheet

Sheet 2.1 Existing Conditions

Sheet 2.2 Existing Conditions

Sheet 3.1 Aerial Photograph

Sheet 3.2 Aerial Photograph

Sheet 4.1 Tentative Plat *Staff Note: information revised. See Exhibit B9.*

Sheet 4.2 Tentative Plat *Staff Note: information revised. See Exhibit B9.*

Sheet 4.3 Tentative Plat *Staff Note: information revised. See Exhibit B9.*

Sheet 4.4 Tentative Plat *Staff Note: information revised. See Exhibit B9.*

Sheet 4.5 Tentative Plat *Staff Note: information revised. See Exhibit B9.*

Sheet 5.1 Grading and Erosion Control

Sheet 5.2 Grading and Erosion Control

Sheet 6.1 Composite Utility Plan

Sheet 6.2 Composite Utility Plan

Sheet 7.1 Circulation Plan *Staff Note: information on this sheet has been revised for the park and open space areas. See FDP plans in Exhibit B3.*

Sheet 7.2 Circulation Plan

Sheet 7.3 Street Sections

Sheet 8.1 Site/Land Use Plan

Sheet 8.2 Site/Land Use Plan

Sheet 8.3 Typical Lot Pattern

Sheet 9.1 Tree Preservation Plan *Staff Note: information on this sheet has been revised for the park and open space areas. See FDP plans in Exhibit B3.*

Sheet 9.2 Tree Preservation Plan

Sheet 9.3 SROZ Impacts and Mitigation Plan *Staff Note: information on this sheet has been revised for the park and open space areas. See FDP plans in Exhibit B3.*

Sheet 10.1 Street Tree/Lighting Plan

Sheet 10.2 Street Tree/Lighting Plan

Sheet 11.1 PDP Phasing Plan

Sheet 11.2 PDP Phasing Plan

B3. Final Develop Plan Large Format Plans (Smaller 11x17 plans included in Section VIB of the applicant's notebook, Exhibit B1.) Under separate cover.

Sheet 1 Cover Sheet (Landscape Plans)

Sheet L 1.0 Landscape Plan

Sheet L 2.0 Landscape Plan

Sheet L 3.0 Landscape Plan

Sheet L 4.0 Landscape Plan

Sheet L 5.0 Landscape Plan

Sheet L 6.0 Landscape Details

B4. EX1 Reference Diagram, Including Phasing, for PDP 4 Central and PDP 2 North

B5. EX2 Phasing Diagram for PDP 4 Central and PDP 2 North

B6. Supplemental Exhibits Regarding Grading and Profiles

Exhibit A Preliminary Plan and Profile Dundee Lane

Exhibit B Preliminary Plan and Profile Alley I

Exhibit C Future Grading Exhibit Chang Property *Staff Note: information revised. See Exhibit B9.*

Exhibit D Future Grading Exhibit Fir Park

- B7.** Memo dated May 15, 2013 regarding circulation in northeast corner of subdivision and adjoining areas. *Staff Note: information from this memo was later revised. See Exhibit B9.*
- B8.** Documentation of dedication of adjacent right-of-way for street improvements associated with proposed development.
- B9.** Memo dated May 30, 2013 regarding circulation in northeast corner of subdivision and adjoining areas and alignment of pathway. includes the following revised sheets and Exhibits:
 - Exhibit C of Exhibit B6- Future Grading Exhibit ~~Change~~**Chang** Property *Staff Note: Revision of a portion of Exhibit B6.*
 - Tract L Supplemental Grading Plan
 - Sheet 1 of Exhibit B2- Cover Sheet *Staff Note: Revision of a portion of Exhibit B2.*
 - Sheets 4.1 to 4.4 of Exhibit B2- Tentative Plat *Staff Note: Revision of a portion of Exhibit B2.*
- B10.** Memo Regarding Revisions to Regional Park 4 and Open Space 2 dated May 20, 2013
- B11.** Additional Phasing Plan Update Exhibits
- B12.** Memorandum from Stacy Connery Dated June 9, 2013 RE: DB13-0020 thru DB13-0026 & SI13-0001; PDP 2 North (Revision 1) with attached Exhibits F and G. Staff Notes: PDA 6 further modified as discussed in Exhibit A4. Revised by Exhibit B13.
- B13.** Revised Memorandum from Stacy Connery Dated June 10, 2013 RE: DB13-0020 thru DB13-0026 & SI13-0001; PDP 2 North (Revision 1) with attached Exhibit F. Staff Notes: PDA 6 further modified as discussed in Exhibit A4. Exhibit B13 is a Revision to Exhibit B12 deleting the request to remove Condition of Approval PDA 39 and leaving out Exhibit G.
- C1.** Comments and Conditions from Engineering Division
- C2.** Comments and Conditions from Building Division
- C3.** Comments, Findings, and Conditions from Natural Resources
- C4.** Comments from Public Works Department

FINDINGS OF FACT:

1. The statutory 120-day time limit applies to this application. The application was received on April 15, 2013. On May 15, 2013, staff conducted a completeness review within the statutorily allowed 30-day review period, and, ~~on April 18, May 3, May 6, and May 7, 2013~~ during a period from April 18 to May 31, 2013, the Applicant submitted new materials. On May 31, 2013 the application was deemed complete. The City must render a final decision for the request, including any appeals, by September 28, 2013

2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	--	Unincorporated Rural Residential
East:	V	Phase 3 East Villebois (approved/unbuilt)
South:	PF/V	Phase 1 North Villebois (under construction) Future Phase 4 Central (proposed) Undeveloped portions of SAP Central
West:	--	Unincorporated Rural Residential

3. Prior land use actions include:

Legislative:

02PC06 - Villebois Village Concept Plan
 02PC07A - Villebois Comprehensive Plan Text
 02PC07C - Villebois Comprehensive Plan Map
 02PC07B - Villebois Village Master Plan
 02PC08 - Village Zone Text
 04PC02 - Adopted Villebois Village Master Plan
 LP-2005-02-00006 - Revised Villebois Village Master Plan
 LP-2005-12-00012 - Revised Villebois Village Master Plan (Parks and Recreation)
 LP10-0001 - Amendment to Villebois Village Master Plan (School Relocation from SAP North to SAP East)

Quasi Judicial:

DB07-0054 et seq - SAP-North
 DB07-0087 et seq - PDP-1N, Arbor at Villebois
 DB11-0024 et seq - PDP-1N Modification, SAP North Amendment Polygon NW
 DB12-0066 et seq - PDP-1N Modification, SAP North Amendment Polygon NW

4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

CONCLUSIONARY FINDINGS:

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

GENERAL INFORMATION

Section 4.008 Application Procedures-In General

Review Criteria: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville's development review process.

Finding: These criteria are met.

Details of Finding: The application is being processed in accordance with the applicable general procedures of this Section.

Section 4.009 Who May Initiate Application

Review Criterion: "Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply."

Finding: This criterion is satisfied.

Details of Finding: The application has been submitted on behalf of the property owner, Polygon at Villebois II, and LLC and Polygon at Villebois III, LLC.

Subsection 4.010 (.02) Pre-Application Conference

Review Criteria: This section lists the pre-application process

Finding: These criteria are satisfied.

Details of Finding: A pre-application conference was held on March 28, 2013 in accordance with this subsection.

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

Review Criterion: "City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application."

Finding: This criterion is satisfied.

Details of Finding: No applicable liens exist for the subject property. The application can thus move forward. Section IIID of the applicant's notebook, Exhibit B1, includes a copy of certification of assessments and liens.

Subsection 4.035 (.04) A. General Site Development Permit Submission Requirements

Review Criteria: "An application for a Site Development Permit shall consist of the materials specified as follows, plus any other materials required by this Code." Listed 1. through 6. j.

Finding: These criteria are satisfied.

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

Section 4.110 Zoning-Generally

Review Criteria: “The use of any building or premises or the construction of any development shall be in conformity with the regulations set forth in this Code for each Zoning District in which it is located, except as provided in Sections 4.189 through 4.192.” “The General Regulations listed in Sections 4.150 through 4.199 shall apply to all zones unless the text indicates otherwise.”

Finding: These criteria are satisfied.

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

**REQUEST A: DB13-0020 SAP-NORTH PDP 2 NORTH, PRELIMINARY
DEVELOPMENT Plan**

The applicant's findings in Section IIA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Village Zone

Subsection 4.125 (.02) Permitted Uses in Village Zone

- A1. **Review Criteria:** This subsection lists the uses typically permitted in the Village Zone, including single-family detached dwellings, row houses, and non-commercial parks, playgrounds, and recreational facilities.

Finding: These criteria are satisfied.

Details of Finding: The uses proposed includes single-family homes, parks and playgrounds, and open space which are permitted in the Village Zone.

Subsection 4.125 (.05) Development Standards Applying to All Development in the Village Zone

"All development in this zone shall be subject to the V Zone and the applicable provisions of the Wilsonville Planning and Land Development Ordinance. If there is a conflict, then the standards of this section shall apply. The following standards shall apply to all development in the V zone:"

Subsection 4.125 (.05) A. 1. Block, Alley, Pedestrian and Bicycle Standards: Maximum Block Perimeter

- A2. **Review Criteria:** "Maximums Block Perimeter: 1,800 feet, unless the Development Review Board makes a finding that barriers such as existing buildings, topographic variations, or designated Significant Resource Overlay Zone areas will prevent a block perimeter from meeting this standard.

Finding: These criteria are satisfied.

Details of Finding: Blocks within the proposed PDP plan meet the maximum 1,800-foot block perimeter, except as follows.

- The block bounded by Palermo Street, Barber Street, Costa Circle West, Ravenna Loop, and the north property line will exceed the maximum 1,800-foot block perimeter. This block includes Open Space 2 and Regional Park 4. Open Space 2 includes a large forested area that is designated as a Significant Resource Overlay Zone (SROZ). The SROZ prevents this block from meeting the block perimeter standard; however, this block includes trails throughout both parks. A paved path is provided from Palermo Street to Ravenna Loop pursuant to PDA 6 of case file DB07-0054.
- The remaining blocks along the northern portion of the PDP can only be developed to the property line. Compliance of these blocks with the 1,800-foot block perimeter standard cannot be fully determined until the abutting property to the north develops. However, the proposed blocks include provisions for pedestrian/bicycle connections or trails.

Subsection 4.125 (.05) A. 2. Block, Alley, Pedestrian and Bicycle Standards: Maximum Spacing Between Streets for Local Access

- A3. **Review Criteria:** "If the maximum spacing for streets for local access exceeds 530 feet, intervening pedestrian and bicycle access shall be provided, with a maximum spacing of 330 feet from those local streets, unless the Development Review Board makes a finding that barriers such as existing buildings, topographic variations, or designated Significant Resource Overlay Zone areas will prevent pedestrian and bicycle facility extensions from meeting this standard."

Finding: These criteria are satisfied.

Details of Finding: Streets within the proposed PDP plan meet the maximum 530-foot spacing standard, except as follows.

- The block bounded by Geneva Loop, Villebois Drive, Stockholm Avenue and Cherbourg Lane will exceed the maximum 530-foot spacing standard. Topographic variations prevent cross streets meeting the 8% slope requirement in Subsection 4.125 (.09) A. 3.
- The block bounded by Palermo Street, Barber Street, Costa Circle West, Ravenna Loop, and the north property line will exceed the maximum 530-foot spacing standard. This block includes Open Space 2 and Regional Park 4. Open Space 2 includes a large forested area that is designated as a Significant Resource Overlay Zone (SROZ). The SROZ prevents this block from meeting the block spacing standard; however, this block includes trails throughout both parks.
- The block including the 10 Standard lots along Palermo Street will also exceed the 530-foot spacing standard due to the fact that it abuts Grahams Ferry Road to the west, which is a minor arterial with access spacing limitations.

As described above, barriers exist that prevent three (3) blocks in PDP 2 North from meeting the maximum street spacing. Bike/pedestrian connections are provided, where feasible.

Subsection 4.125 (.05) A. 3. Block, Alley, Pedestrian and Bicycle Standards: Intervening Pedestrian and Bicycle Access

- A4. **Review Criteria:** "If the maximum spacing for streets for local access exceeds 530 feet, intervening pedestrian and bicycle access shall be provided, with a maximum spacing of 330 feet from those local streets, unless the Development Review Board makes a finding that barriers such as existing buildings, topographic variations, or designated Significant Resource Overlay Zone areas will prevent pedestrian and bicycle facility extensions from meeting this standard."

Finding: These criteria are satisfied.

Details of Finding:

The block bounded by Geneva Loop, Villebois Drive, Stockholm Avenue and Cherbourg Lane has intervening paths north of Dundee Lane and just to the northwest of Fir Park meeting these standards.

The block bounded by Palermo Street, Barber Street, Costa Circle West, Ravenna Loop has an intervening path extending from a point opposite Geneva Loop through to Palermo street meeting these standards.

The block including the 10 Standard lots along Palermo Street have no crossings shown in the Master Plan or SAP documents for the subject property, although a path will likely be required in the future phase to the north aligning with the sidewalk on the south side of future Firenze street.

Subsection 4.125 (.05) B. Access

A5. **Review Criterion:** "All lots with access to a public street, and an alley, shall take vehicular access from the alley to a garage or parking area, except as determined by the City Engineer."

Finding: This criterion is satisfied.

Details of Finding: All of the lots within the proposed PDP that have frontage on a public street and an alley will take vehicular access from an alley to a garage or parking area. See also Finding E3 and Condition of Approval PDE 7.

Table V-1, Development Standards

A6. **Review Criteria:**

Building Type	Min. Lot Size (sq.ft.)	Min. Lot Width (ft.)	Min. Lot Depth (ft.)	Max. Lot Coverage (note)	Min. Frontage Width ^{18,12} (%)	Max. Bldg. Height ⁷ (ft.)	Front Min. (ft.)	Setbacks ^{10,13,20} Front Max. (ft.)	Rear Min. (ft.)	Side Min. (ft.)	Alley-Loaded Garage (note)	Street-Loaded Garage (note)
Commercial Buildings - Village Center ¹⁴	NR	NR	NR	1	90	60	NR ³	5	NR	NR	NR	NA
Hotels - Village Center ¹⁴	NR	NR	NR	1	80	60	NR ³	15	NR	NR	NR	NA
Mixed Use Buildings - Village Center ¹⁴	NR	NR	NR	1	90	60	NR ³	8	NR	NR	NR	NA
Multi-Family Dwellings - Village Center ¹⁴	NR	NR	NR	1	80	45	5 ⁴	15	NR	NR	NR	NA
Row Houses ¹¹ - Village Center ¹⁴	NR	NR	NR	1	80	45	5 ⁴	10	NR	NR	NR	NA
Commercial Buildings	NR	NR	NR	1	60	45	NR	15	NR	NR	NR	NA
Mixed Use Buildings	NR	NR	NR	1	60	45	NR	15	NR	NR	NR	NA
Multi-Family Dwellings	NR	NR	NR	1	60	45	8 ⁴	15	NR	NR	NR	NA
Row Houses ¹¹	NR	15	50	1	80	45	8 ⁵	15	NR	NR	NR	NA
Duplexes	4,000	45	70	2	60 ¹⁶	35	12 ^{5,6}	20 ⁶	5	5 ¹⁷	7	8,17,18
Single-Family Dwellings	2,250	35	50	2	60 ¹⁸	35	12 ^{5,6}	20 ⁶	5	5 ¹⁷		8,1

Notes: NR: No Requirement
 NA: Not Allowed
 1 Lot < 8000sf: NR; Lot > 8000sf: 80% (Max. Lot Coverage)
 2 Small lots: 75%, Medium Lots: 65%, Standard and Large Lots: 55%, Estate Lots: 45% Maximum Lot Coverage
 3 On lots where detached accessory buildings are built, maximum lot coverage may be increased by 10%.
 4 Bay windows, balconies, and other structural building projections above 8 ft. may encroach up to 5 ft. into the Public Way; canopies, awnings, and other non-structural projections may encroach up to 8 ft. into the Public Way.
 5 Porches, stairs, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach up to the Public Way.
 6 Porches, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach to within 8 ft. of the Public Way. Stairs may encroach to the Public Way.
 7 For Standard, or Large Lots on Collector Avenues, front setbacks are 20 ft. min., (13' setback to porch), side street setbacks are 15' (8' setback to porch). Pie-shaped lots or lots with significant trees or grade banks at frontage have no maximum front setback.
 8 The garage setback from alley shall be between 3 and 5 foot or, when as optional parking space is located between the garage and the alley, shall be 16 ft. minimum. Lots with important trees, as identified in the Master Plan, or grade differences at the alley, affecting garage location shall be exempt from this requirement.
 9 Street-loaded garages shall be a minimum 20 ft. front setback to face of garage, and located a minimum of 5 ft. behind main façade of the associated dwelling unit.
 10 Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.
 11 For Village Center buildings with lots fronting two or more streets, at least two facades shall be subject to the minimum frontage width and front setback requirements.
 12 Row Houses are typically attached, but may be detached within the Village Center Boundary. When attached, no more than ten units shall be contiguous along a street edge. When row houses are detached, the Minimum Frontage Width is 65%. The Minimum Frontage Width for detached row houses may be less than 65% on corner lots or to accommodate the curve radius of street frontage, public utility easements, important trees, grade differences, public open space requirements, or as otherwise approved by the DRB.
 13 See Definitions, 4.125.01, for measurement of Minimum Frontage Width.
 14 Front Setback is measured as the offset of the front lot line or a vehicular or pedestrian access easement line. On lots with alleys, Rear Setback shall be measured from the rear lot line abutting the alley.
 15 See Figure 2A - Village Center Boundary & Land Use Plan in the Villebois Village Master Plan for areas included within the Village Center.
 16 On Estate Lots and Large Lots with frontage 70 ft. or wider, the minimum combined side yard setbacks shall total 15 ft. with a minimum of 5 ft. On Small and Medium Lots, minimum side setback shall be 0 ft. or as required by Building Code.
 17 For cluster housing with lots arranged on a courtyard, frontage shall be measured at the front door face of the building adjacent to a public right of way or a public pedestrian access easement linking the courtyard with the Public Way.
 18 Dwellings on lots without alley access shall be at least 36 feet wide.
 19 Duplexes with front-loaded garages are limited to one shared standard-sized driveway/apron.
 20 Maximum setbacks may be increased as necessary to accommodate deeper porches, building code, public utility easements or public open space requirements.
 21 Lots are categorized as small, medium, standard, large or estate as shown in the Pattern Book.

[Table V-1 amended by Ord. 667 on 8/17/09; Ord. 682, 9/9/10]

Finding: These criteria are satisfied.

Details of Finding: In previous PDP's it has consistently been interpreted to allow the lot width and lot sizes to be governed by the Pattern Book. All lot dimensions and sizes meet the standards established in the SAP North Pattern Book.

Subsection 4.125 (.07) Table V-2 Off-Street Parking, Loading & Bicycle Parking

A7. Review Criteria:

Table V-2: Off Street Parking Requirements				
	Min. Vehicle Spaces	Max. Vehicle Spaces	Bicycle Short-term (Spaces)	Bicycle Long-term (Spaces)
Permitted or Conditional Use				
Permitted Uses				
Single-Family Detached Dwellings	1.0/DU	NR	NR	NR
Single-Family Accessory Dwelling Units*	1.0/DU	NR	NR	NR
Duplex	1.0/DU	NR	NR	NR
Row Houses	1.0/DU	NR	NR	NR
Multi-Family Dwellings	1.0/1 Bdr 1.5/2 Bdr 1.75/3 Bdr	NR	1 per 20 units Min. of 2	1 per 4 units Min. of 2
Community Housing	1 per 4 residents	1 per unit	None	1 per 8 residents Min. of 2
Commercial Uses				
Convenience Store	2/1000 sf	5/1000 sf	1 per 5000 sf Min. of 2	1 per 12,000 sf Min. of 2
Restaurant/Pub	2/1000 sf	10/1000 sf	1 per 5000 sf Min. of 2	1 per 12,000 sf Min. of 2
Child Day Care	0.2 per student/staff	0.3 per student/staff	None	1 per 10,000 sf Min. of 2
Medical/Dental	3/1000 sf	4/1000 sf	1 per 40,000 sf Min. of 2	1 per 70,000 sf Min. of 2
All other commercial uses	2/1000 sf	4/1000 sf	1 per 10,000 sf Min. of 2	1 per 40,000 sf Min. of 2
Conditional Uses				
Schools	0.2 per student/staff	0.3 per student/staff	0.3 per student/staff	0.2 per classroom
Recreational Facilities	3/1000 sf ¹	5/1000 sf ¹	1 per 3,000 sf Min. of 4	1 per 3000 sf Min. of 4
Conference Center	0.3 per seat	0.5 per seat	1 per 15 seats Min. of 2	1 per 40 seats Min. of 10
Library/Museum	2/1000 sf	4/1000 sf	1 per 1000 sf Min. of 6	1 per 1000 sf Min. of 6
Religious Institution	.25 per seat	.5 per seat	1 per 2,000 sf Min. of 2	1 per 4,000 sf Min. of 2
Theater	.25 per seat	.5 per seat	1 per 20 seats Min. of 2	1 per 50 seats Min. of 4
Overnight Lodging Facility	1 per room	1.5 per room	1 per 20 rooms Min. of 2	1 per 20 rooms Min. of 2
Light Manufacturing/Research and Development	2/1000 sf	4/1000 sf	1 per 10,000 sf Min. of 2	1 per 40,000 sf Min. of 2
All other Conditional Uses	2/1000 sf	4/1000 sf	1 per 10,000 sf Min. of 2	1 per 40,000 sf Min. of 2

Notes: ¹ 1/1000 sf min. for court facilities

NR No requirement

* See WC Section 4.113(.11) Assessor's Dwelling Units

[Table 4-2 amended by Ord. 677, 3/1/10]

Finding: These criteria are satisfied.

Details of Finding: At least one (1) parking space is provided for each dwelling unit. The houses are designed to provide a two-car garage.

Subsection 4.125 (.08) Parks & Open Space

- A8. **Review Criteria:** This subsection prescribes the open space requirement for development in the Village Zone.

Finding: These criteria are satisfied.

Details of Finding: The applicant states the following regarding these requirements, "The Parks Master Plan for Villebois states that there are 57.87 acres of parks and 101.46 acres of open space for a total of 159.33 acres within Villebois, approximately 33%. SAP North includes parks and open space areas consistent with the Master Plan. The proposed PDP includes the parks and open space areas shown in the Villebois Village Master Plan for this area, with increased areas and new linear greens and pocket parks."

Subsection 4.125 (.09) Street Alignment and Access Improvements

Subsection 4.125 (.09) A. 1. a. Street Alignment and Access Improvements Conformity with Master Plan, etc.

- A9. **Review Criterion:** "All street alignment and access improvements shall conform to the Villebois Village Master Plan, or as refined in the Specific Area Plan, Preliminary Development Plan, or Final Development Plan . . ."

Finding: This criterion is satisfied.

Details of Finding: The street alignments and access improvements within this PDP are generally consistent with those approved in the Villebois Village Master Plan and SAP North, as refined by this PDP application. See Request B and Findings B2 through B7.

Subsection 4.125 (.09) A. 1. a. i. Street Improvement: Conformity with Public Works Standards and Continuation of Streets

- A10. **Review Criteria:** "All street improvements shall conform to the Public Works Standards and shall provide for the continuation of streets through proposed developments to adjoining properties or subdivisions, according to the Master Plan."

Finding: These criteria are satisfied.

Details of Finding: All street improvements within this PDP will comply with the applicable Public Works Standards. The street system within this PDP is designed to provide for the continuation of streets within Villebois and to adjoining properties or subdivisions according to the Master Plan.

Subsection 4.125 (.09) A. 1. a. ii. Streets Developed According to Master Plan

- A11. **Review Criterion:** "All streets shall be developed according to the Master Plan."

Finding: This criterion is satisfied.

Details of Finding: All streets within this PDP will be developed with curbs, landscape strips, sidewalks, and bikeways or pedestrian pathways as depicted on the Circulation Plan, applicant's sheet 7.1 and 7.2 in Exhibit B2, and in accordance with the Master Plan.

Subsection 4.125 (.09) A. 2. a. & b. Intersections of Streets: Angles and Intersections

A12. Review Criteria:

- “Angles: Streets shall intersect one another at angles not less than 90 degrees, unless existing development or topography makes it impractical.
- Intersections: If the intersection cannot be designed to form a right angle, then the right-of-way and paving within the acute angle shall have a minimum of thirty (30) foot centerline radius and said angle shall not be less than sixty (60) degrees. Any angle less than ninety (90) degrees shall require approval by the City Engineer after consultation with the Fire District.”

Finding: These criteria are satisfied.

Details of Finding: The Circulation Plan, applicant’s sheet 7.1 and 7.2 in Exhibit B2, demonstrates that all proposed streets will intersect at angles consistent with the above standards.

Subsection 4.15 (.09) A. 2. c. Intersection of Streets: Offsets

A13. Review Criterion: “Offsets: Opposing intersections shall be designed so that no offset dangerous to the traveling public is created. Intersections shall be separated by at least:

- 1000 ft. for major arterials
- 600 ft. for minor arterials
- 100 ft. for major collector
- 50 ft. for minor collector”

Finding: These criteria are satisfied.

Details of Finding: The plan sheets demonstrate that opposing intersections on public streets are offset, as appropriate, so that no danger to the traveling public is created.

Subsection 4.125 (.09) A. 2. d. Curb Extensions

A14. Review Criteria: “Curb extensions at intersections shall be shown on the Specific Area Plans required in subsection 4.125(.18)(C) through (F) below, and shall:

- Not obstruct bicycle lanes on collector streets.
- Provide a minimum 20 foot wide clear distance between curb extensions at all local residential street intersections shall have, shall meet minimum turning radius requirements of the Public Works Standards, and shall facilitate fire truck turning movements as required by the Fire District.”

Finding: These criteria are satisfied.

Details of Finding: Curb extensions are shown on the Circulation Plan, sheets 7.1 and 7.2 in Exhibit B2. Curb extensions will not obstruct bicycle lanes on collector streets. The plan sheets illustrate that all local street intersections will have a minimum 20 foot wide clear distance between curb extensions.

Subsection 4.125 (.09) A. 3. Street Grades

A15. Review Criteria: “Street grades shall be a maximum of 6% on arterials and 8% for collector and local streets. Where topographic conditions dictate, grades in excess of 8%, but not more than 12%, may be permitted for short distances, as approved by the City Engineer, where topographic conditions or existing improvements warrant modification of these standards.”

Finding: These criteria are satisfied.

Details of Finding: The Grading & Erosion Control Plan, sheets 5.1 and 5.2 of Exhibit B2, as well as 'Exhibit A' of Exhibit B6, demonstrate that proposed streets comply with this standard. The City Engineer has approved the profile for Dundee Lane at 11.87% grade.

Subsection 4.125 (.09) A. 4. Centerline Radius Street Curves

A16. **Review Criterion:** "The minimum centerline radius street curves shall be as follows:

- Arterial streets: 600 feet, but may be reduced to 400 feet in commercial areas, as approved by City Engineer.
- Collector streets: 600 feet, but may be reduced to conform with the Public Works Standards, as approved by the City Engineer.
- Local streets: 75 feet"

Finding: These criteria are satisfied.

Details of Finding: Compliance is shown on the plan sheets.

Subsection 4.125 (.09) A. 5. Rights-of-way

A17. **Review Criteria:** Pursuant to subsection (.09) A. above, the provisions of 4.177 apply for rights-of-way as no other provisions are noted.

Finding: These criteria are satisfied.

Details of Finding: Proposed rights-of-way are shown on the applicant's plan sheets, including sheets 4.1 through 4.5, Tentative Subdivision Plat, in Exhibit B2. Rights-of-way will be dedicated and a waiver of remonstrance against the formation of a local improvement district will be recorded with recordation of a final plat in accordance with Section 4.177.

Subsection 4.125 (.09) A. 6. Access Drives

A18. **Review Criteria:** Access drives are required to be 16 feet for two-way traffic. Otherwise, pursuant to subsection (.09) A. above, the provisions of 4.177 apply for access drives as no other provisions are noted.

Finding: These criteria are satisfied.

Details of Finding: The applicant states, "Access drives (alleys) will be paved at least 16-feet in width within a 20-foot tract, as shown on the Circulation Plan. In accordance with Section 4.177, all access drives will be constructed with a hard surface capable of carrying a 23-ton load. Easements for fire access will be dedicated as required by the fire department. All access drives will be designed to provide a clear travel lane free from any obstructions."

Subsection 4.125 (.09) A. 7. Clear Vision Areas

A19. **Review Criteria:** Pursuant to subsection (.09) A. above, the provisions of 4.177 apply for clear vision areas as no other provisions are noted.

Finding: These criteria are satisfied.

Details of Finding: The applicant states that clear vision areas will be provided and maintained in compliance with the Section 4.177.

Subsection 4.125 (.09) A. 8. Vertical Clearance

A20. **Review Criteria:** Pursuant to subsection (.09) A. above, the provisions of 4.177 apply for vertical clearance as no other provisions are noted.

Finding: These criteria are satisfied.

Details of Finding: The applicant states that Vertical clearance will be provided and maintained in compliance with the Section 4.177.

Subsection 4.125 (.09) A. 9. Interim Improvement Standards

A21. **Review Criteria:** Pursuant to subsection (.09) A. above, the provisions of 4.177 apply for interim improvement standards as no other provisions are noted.

Finding: This criterion will be satisfied.

Details of Finding: No interim improvement standards are proposed related to the interim improvement standards described in Section 4.177.

Subsection 4.125 (.10) Sidewalk and Pathway Improvement Standards

A22. **Review Criteria:** "The provisions of Section 4.178 shall apply within the Village zone."

Finding: These criteria are satisfied.

Details of Finding: The applicant states, "All sidewalks and pathways within SAP North will be constructed in accordance with the standards of Section 4.178 and the Villebois Village Master Plan." Sidewalks and pathways are shown in the circulation plan and street cross-sections. See applicant's sheets 7.1 through 7.3, Exhibit B2.

Subsection 4.125 (.11) Landscaping, Screening and Buffering

A23. **Review Criteria:** "Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:

- Streets in the Village Zone shall be developed with street trees as described in the Community Elements Book."

Finding: These criteria are satisfied.

Details of Finding: The appropriate landscaping is provided. The proposed street trees are among the choices provided in the Community Elements Book.

Subsection 4.125 (.12) Signage and Wayfinding

A24. **Review Criteria:** "Except as this subsection may otherwise be amended, or until such time as a Signage and Wayfinding Plan is approved as required by Section 4.125(.18)(D)(2)(f), signs within the Village zone shall be subject to provisions of Section 4.156."

Finding: These criteria are satisfied.

Details of Finding: The SAP North Signage & Wayfinding Plan does not require any signage for the subject area that would otherwise be subject to a sign permit.

Subsection 4.125 (.13) Design Principles Applying to the Village Zone

A25. **Review Criteria:** "The following design principles reflect the fundamental concepts, and support the objectives of the Villebois Village Master Plan, and guide the fundamental qualities of the built environment within the Village zone.

- The design of landscape, streets, public places and buildings shall create a place of distinct character.
- The landscape, streets, public places and buildings within individual development projects shall be considered related and connected components of the Villebois Village Master Plan.
- The design of streets and public spaces shall provide for and promote pedestrian safety, connectivity and activity.
- The design of exterior lighting shall minimize off-site impacts, yet enable functionality."

Finding: These criteria are satisfied.

Details of Finding: The Architectural Pattern Book and Community Elements Book ensure the design meets the fundamental design concepts and support the objectives of the Villebois Village Master Plan. By complying with an approved Architectural Pattern Book and Community Elements Book the design of the PDP will satisfy these criteria. See also Final Development Plan, Request G.

Subsection 4.125 (.14) A. 1. a. Design Standards: Flag Lots

A26. **Review Criterion:** "Flag lots are not permitted."

Finding: This criterion is satisfied.

Details of Finding: No flag lots are proposed.

Subsection 4.125 (.14) A. 2. a. - e. and h. - k. Building and Site Design Requirements

A27. **Review Criteria:** "Building and site design shall include:

- Proportions and massing of architectural elements consistent with those established in an approved Architectural Pattern Book or Village Center Architectural Standards.
- Materials, colors and architectural details executed in a manner consistent with the methods included in an approved Architectural Pattern Book, Community Elements Book or approved Village Center Architectural Standards.
- Protective overhangs or recesses at windows and doors.
- Raised stoops, terraces or porches at single-family dwellings.
- Exposed gutters, scuppers, and downspouts, or approved equivalent.
- Building elevations of block complexes shall not repeat an elevation found on an adjacent block.
- Building elevations of detached buildings shall not repeat an elevation found on buildings on adjacent lots.
- A porch shall have no more than three walls.
- A garage shall provide enclosure for the storage of no more than three motor vehicles, as described in the definition of Parking Space."

Finding: These criteria are satisfied or will be satisfied by Conditions of Approval.

Details of Finding: The application requests PDP approval for single family detached houses. Conformance with the Pattern Book and Community Elements Book will assure consistency with the Design Standards of subsection (.14). Conformance with the Architectural Pattern Book will be reviewed at the issuance of each building permit. Compliance with the Community Elements Book is being reviewed as part of Request G

Final Development Plan. In order to increase consistency with the Architectural Pattern Book and other development elsewhere in Villebois Condition of Approval PDA 5 requires courtyard fencing consistent with the pattern book and the architectural style of the home for no less than thirty percent (30%) of the houses. This includes installation of up to forty-eight inch (48") dry stack rock or brick wall along the front of the lot or side of a lot to create a fairly level and usable front yard outdoor living area enclosed by the courtyard fencing. The applicant/owner can install a greater than forty-eight inch (48") wall, but if maintaining the required five (5) percent slope requires greater than a forty-eight inch (48") wall the applicant/owner can request an exception from the courtyard wall and courtyard slope requirements as part of building plan review. The conceptual drawings in Section IIF of the applicant's notebook, Exhibit B1, includes only American style homes for the standard lots. Condition of Approval PDA 6 requires, pursuant to the Architectural Pattern Book, at least two different architectural styles be used in the block along Palermo Street backing up to Grahams Ferry Road, one of which must be a European style. Condition of Approval PDA 7 requires building foundations exposed to the public view shed due to elevation differences on the lot to receive brick or stone facades consistent with the architectural pattern book.

Specific Findings on Courtyard During Field Research

The courtyard requirement is being placed to increase conformance with the Architectural Pattern Books and be consistent with how it has been applied elsewhere in Villebois. In order to further support the stated purpose of the requirement Planning staff has reviewed where courtyards have been constructed in Phases of Villebois constructed by Arbor Homes and Legend Homes and found the following:

With the exception of a couple areas in PDP 1 South staff found all single-family houses facing a Pocket Park or Linear Green had a courtyard. These courtyards serve an important function in these continuous green areas to divide between the outdoor space with public access and semi-private outdoor space. For this reason staff especially encourages courtyards for homes without a porch facing Linear Greens and Pocket Parks. The number of required courtyards is roughly the same as the number of non-porch houses that will likely face a linear green or pocket park. However, specific locations have not been indicated to allow the applicant flexibility.

Staff found variation in courtyards and no courtyards in alley-loaded single-family houses directly facing a street. Where houses are closer to the street they tend not to have a courtyard. Where they are set further back they tend to have courtyards. For this reason, staff supports the applicant having significant flexibility in whether or not courtyards are placed in this situation.

Staff also found, attached row houses, besides the most urban near the Village Center, have courtyards. This is especially important as many row houses have limited or no other private or semi-private outdoor space. The row houses without courtyards have porches/balconies which provide a semi-private outdoor space similar to a courtyard. Staff is recommending all 40 row houses in SAP Central PDP 4 have courtyards.

Subsection 4.125 (.14) A. 2. g. Landscape Plans

A28. **Review Criterion:** "Building and site design shall include:

- A landscape plan in compliance with Sections 4.125(.07) and (.11), above."

Finding: This criterion is satisfied.

Details of Finding: The appropriate landscape plans have been provided. See Landscape Sheets in Exhibit B3.

Subsection 4.125 (.14) A. 2. f. Protection of Significant Trees

A29. **Review Criterion:** "Building and site design shall include:

- The protection of existing significant trees as identified in an approved Community Elements Book."

Finding: This criterion is satisfied.

Details of Finding: Tree protection information is provided. See also Request F.

Subsection 4.125 (.14) A. 3. Lighting and Site Furnishings

A30. **Review Criteria:** "Lighting and site furnishings shall be in compliance with the approved Architectural Pattern Book, Community Elements Book, or approved Village Center Architectural Standards."

Finding: These criteria are satisfied or will be required to do so by Condition of Approval PDA 2.

Details of Finding: Park plans show furnishings consistent with the Community Elements Book. A condition of approval ensure the final street lighting installation is consistent with the Community Elements Book.

Subsection 4.125 (.14) A. 4. Building Systems

A31. **Review Criteria:** "Building systems, as noted in Tables V-3 and V-4 (Permitted Materials and Configurations), below, shall comply with the materials, applications and configurations required therein. Design creativity is encouraged. The LEED Building Certification Program of the U.S. Green Building Council may be used as a guide in this regard."

Finding: These criteria are satisfied.

Details of Finding: Subsequent Building Permit applications will review proposed buildings for consistency with the criteria of Table V-3 and the Architectural Pattern Book.

Subsection 4.125 (.18) G. Preliminary Development Plan Approval Process

Subsection 4.125 (.18) G. 1. a. Preliminary Development Plan: Submission Timing

A32. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be filed with the City Planning Division for the entire SAP, or when submission of the SAP in phases has been authorized by the Development Review Board, for a phase in the approved sequence."

Finding: This criterion is satisfied.

Details of Finding: This PDP addresses Phase 1B on the amended SAP North Phasing Plan. This PDP includes a request to amend the SAP North Phasing." See Request C.

Subsection 4.125 (.18) G. 1. b. Preliminary Development Plan: Owners' Consent

- A33. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be made by the owner of all affected property or the owner's authorized agent;"

Finding: This criterion is satisfied.

Details of Finding: This application is made by Fred Gast for Polygon at Villebois II, LLC and Polygon at Villebois III, LLC the property owner.

Subsection 4.125 (.18) G. 1. c. Preliminary Development Plan Permit Process: Proper Form & Fees

- A34. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be filed on a form prescribed by the City Planning Division and filed with said division and accompanied by such fee as the City Council may prescribe by resolution;"

Finding: These criteria are satisfied.

Details of Finding: The applicant has used the prescribed form and paid the required application fees.

Subsection 4.125 (.18) G. 1. d. Preliminary Development Plan Permit Process: Professional Coordinator

- A35. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall set forth the professional coordinator and professional design team for the project;"

Finding: This criterion is satisfied.

Details of Finding: A professional design team is working on the project with Stacy Connery AICP from Pacific Community Design as the professional coordinator.

Subsection 4.125 (.18) G. 1. e. Preliminary Development Plan Permit Process: Mixed Uses

- A36. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall state whether the development will include mixed land uses, and if so, what uses and in what proportions and locations."

Finding: This criterion is satisfied.

Details of Finding: The proposed PDP includes only residential uses with supporting recreational amenities.

Subsection 4.125 (.18) G. 1. f. Preliminary Development Plan Permit Process: Land Division

- A37. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall include a preliminary land division (concurrently) per Section 4.400, as applicable."

Finding: This criterion is satisfied.

Details of Finding: A preliminary subdivision plat has been submitted concurrently with this request. See Request E.

Subsection 4.125 (.18) G. 1. g. Preliminary Development Plan Permit Process: Zone Map Amendment

- A38. **Review Criterion:** “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall include a concurrent application for a Zone Map Amendment (i.e., Zone Change) for the subject phase.”

Finding: This criterion is satisfied.

Details of Finding: A zone change request has been submitted concurrently with this request. See Request D.

Subsection 4.125 (.18) G. 2. a. – c. Preliminary Development Plan Permit Process: Information Required

- A39. **Review Criteria:** “The application for Preliminary Development Plan approval shall include conceptual and quantitatively accurate representations of the entire development sufficient to demonstrate conformance with the approved SAP and to judge the scope, size and impact of the development on the community and shall be accompanied by the following information:

- A boundary survey or a certified boundary description by a surveyor licensed in the State of Oregon.
- Topographic information sufficient to determine direction and percentage of slopes, drainage patterns, and in environmentally sensitive areas, (e.g., flood plain, wetlands, forested areas, steep slopes or adjacent to stream banks). Contour lines shall relate to North American Vertical Datum of 1988 and be at minimum intervals as follows:
 - One (1) foot contours for slopes of up to five percent (5%);
 - Two (2) foot contours for slopes from six percent (6%) to twelve (12%);
 - Five (5) foot contours for slopes from twelve percent (12%) to twenty percent (20%). These slopes shall be clearly identified, and
 - Ten (10) foot contours for slopes exceeding twenty percent (20%).
- The location of areas designated Significant Resource Overlay Zone (SROZ), and associated 25-foot Impact Areas, within the PDP and within 50 feet of the PDP boundary, as required by Section 4.139.

Finding: These criteria are satisfied.

Details of Finding: A certified boundary description by a surveyor licensed in the State of Oregon is provided as the legal description and sketch for the zone map amendment See Section IVC of the applicant’s notebook, Exhibit B1. Boundary information for the City property and the portions of Tax Lots 2916 and 2919 will be prepared for the City Council Zoning Order. Topographic information and SROZ information in accordance with Sections 4.125(.18) G. 2. b. & c. is shown on sheets 2.1, 2.2, and 9.3 of Exhibit B2.

Subsection 4.125 (.18) G. 2. d. Preliminary Development Plan Permit Process: Land Area Tabulation

- A40. **Review Criteria:** “A tabulation of the land area to be devoted to various uses, and a calculation of the average residential density per net acre.”

Finding: These criteria are satisfied.

Details of Finding: Following is a tabulation of land area devoted to the various uses and a calculation of net residential density:

Approx. Gross Acreage (all properties)	28.91 Acres
Parks	19.12 Acres
Public Streets	3.10 Acres
Lots and Alleys	6.69 Acres

Net Residential Density: 90 lots / 6.69 Acres = 13.45 units per net acre

Subsection 4.125 (.18) G. 2. e. Preliminary Development Plan Permit Process: Streets, Alleys, and Trees

- A41. **Review Criteria:** "The location, dimensions and names, as appropriate, of existing and platted streets and alleys on and within 50 feet of the perimeter of the PDP, together with the location of existing and planned easements, sidewalks, bike routes and bikeways, trails, and the location of other important features such as section lines, section corners, and City boundary lines. The plan shall also identify all trees 6 inches and greater d.b.h. on the project site only."

Finding: These criteria are satisfied.

Details of Finding: Information on planned alleys and streets are provided or the information is readily available. Easements, sidewalks, bike routes and bikeways, trails, and other relevant features are shown. The required trees are shown.

Subsection 4.125 (.18) G. 2. f. Preliminary Development Plan Permit Process: Building Drawings

- A42. **Review Criteria:** "Conceptual drawings, illustrations and building elevations for each of the listed housing products and typical non-residential and mixed-use buildings to be constructed within the Preliminary Development Plan boundary, as identified in the approved SAP, and where required, the approved Village Center Design."

Finding: This criterion is satisfied.

Details of Finding: The proposed PDP includes Standard, Medium, Small Detached, Cottage, and Row House housing products, along with a number of variations within these product types based on varying lot widths, lot depths, and split grading. Conceptual elevations are included in Section IIF of the applicant's notebook, Exhibit B1.

Subsection 4.125 (.18) G. 2. g. Preliminary Development Plan Permit Process: Utility Plan

- A43. **Review Criterion:** "A composite utility plan illustrating existing and proposed water, sanitary sewer, and storm drainage facilities necessary to serve the SAP."

Finding: This criterion is satisfied.

Details of Finding: A composite utility plan has been provided. See applicant's sheets 6.1 and 6.2 in Exhibit B2.

Subsection 4.125 (.18) G. 2. h. Preliminary Development Plan Permit Process: Phasing Sequence

- A44. **Review Criterion:** "If it is proposed that the Preliminary Development Plan will be executed in Phases, the sequence thereof shall be provided."

Finding: This criterion is satisfied.

Details of Finding: The PDP is proposed to be executed in three phases. The proposed phases of the subject PDP are shown on the PDP Phasing Plan, applicant's sheets 11.1 and 11.2 in Exhibit B2 as well as Exhibits B4 and B5.

Subsection 4.125 (.18) G. 2. i. Preliminary Development Plan Permit Process: Security for Capital Improvements

A45. **Review Criterion:** "A commitment by the applicant to provide a performance bond or other acceptable security for the capital improvements required by the project."

Finding: This criterion is satisfied.

Details of Finding: The applicant states "the applicant will provide a performance bond or other acceptable security for the capital improvements required by the project."

Subsection 4.125 (.18) G. 2. j. Preliminary Development Plan Permit Process: Traffic Report

A46. **Review Criterion:** "At the applicant's expense, the City shall have a Traffic Impact Analysis prepared, as required by Section 4.030(.02)(B), to review the anticipated traffic impacts of the proposed development. This traffic report shall include an analysis of the impact of the SAP on the local street and road network, and shall specify the maximum projected average daily trips and maximum parking demand associated with buildout of the entire SAP, and it shall meet Subsection 4.140(.09)(J)(2)."

Finding: This criterion is satisfied.

Details of Finding: The required traffic report has been provided, and can be found in Section IID of the applicant's notebook, Exhibit B1.

Subsection 4.125 (.18) H. PDP Application Submittal Requirements

Subsection 4.125 (.18) H. 1. PDP Application Submittal Requirements: General

A47. **Review Criteria:** "The Preliminary Development Plan shall conform with the approved Specific Area Plan, and shall include all information required by (.18)(D)(1) and (2), plus the following:

- The location of water, sewerage and drainage facilities;
- Conceptual building and landscape plans and elevations, sufficient to indicate the general character of the development;
- The general type and location of signs;
- Topographic information as set forth in Section 4.035;
- A map indicating the types and locations of all proposed uses; and
- A grading and erosion control plan illustrating existing and proposed contours as prescribed previously in this section."

Finding: These criteria are satisfied.

Details of Finding: As stated by the applicant, "the proposed PDP generally conforms to the approved SAP North, with the proposed refinements described in the following sections of this report. As demonstrated above, the PDP application includes all information required by 4.125(.18)(D)(1) and (2), as applicable to a PDP."

Subsection 4.125 (.18) H. 2. PDP Application Submittal Requirements: Traffic Report

- A48. **Review Criteria:** "In addition to this information, and unless waived by the City's Community Development Director as enabled by Section 4.008(.02)(B), at the applicant's expense, the City shall have a Traffic Impact Analysis prepared, as required by Section 4.030(.02)(B), to review the anticipated traffic impacts of the proposed development. This traffic report shall include an analysis of the impact of the PDP on the local street and road network, and shall specify the maximum projected average daily trips and maximum parking demand associated with buildout of the entire PDP, and it shall meet Subsection 4.140(.09)(J)(2) for the full development of all five SAPs."

Finding: These criteria are satisfied.

Details of Finding: The required traffic report is included in Section IID of the applicant's notebook, Exhibit B1.

Subsection 4.125 (.18) H. 3. PDP Application Submittal Requirements: Level of Detail

- A49. **Review Criterion:** "The Preliminary Development Plan shall be sufficiently detailed to indicate fully the ultimate operation and appearance of the phase of development. However, approval of a Final Development Plan is a separate and more detailed review of proposed design features, subject to the standards of Section 4.125(.18)(L) through (P), and Section 4.400 through Section 4.450."

Finding: This criterion is satisfied.

Details of Finding: As stated by the applicant, "the plan sheets for the proposed Preliminary Development Plan provide sufficient detail to show the ultimate operation and appearance of the subject phase of development. The FDP application for design of the included park areas within the PDP area is submitted concurrent with this application." See Request G.

Subsection 4.125 (.18) H. 4. PDP Application Submittal Requirements: Copies of Legal Documents

- A50. **Review Criterion:** "Copies of legal documents required by the Development Review Board for dedication or reservation of public facilities, or for the creation of a non-profit homeowner's association, shall also be submitted."

Finding: This criterion is satisfied.

Details of Finding: The required legal documents for review have been provided. See Section IIIC in the applicant's notebook, Exhibit B1.

Subsection 4.125 (.18) I. PDP Approval Procedures

- A51. **Review Criteria:** "An application for PDP approval shall be reviewed using the following procedures:

- Notice of a public hearing before the Development Review Board regarding a proposed PDP shall be made in accordance with the procedures contained in Section 4.012.
- A public hearing shall be held on each such application as provided in Section 4.013.
- After such hearing, the Development Review Board shall determine whether the proposal conforms to the permit criteria set forth in this Code, and shall approve, conditionally approve, or disapprove the application."

Finding: These criteria are satisfied.

Details of Finding: The request is being reviewed according to this subsection.

Subsection 4.125 (.18) J. PDP Refinements to Approved SAP

Subsection 4.125 (.18) J. 1. a. i. Refinements to the SAP: Street Network and Classification

- A52. **Review Criterion:** “Changes to the street network or functional classification of streets that do not significantly reduce circulation system function or connectivity for vehicles, bicycles or pedestrians.”

Finding: This criterion is satisfied.

Details of Finding: Concurrently with this PDP request refinements to the street network are being requested that meet the applicable criteria. See Request B.

Subsection 4.125 (.18) J. 1. a. ii. Refinements to the SAP: Parks, Trails, and Open Space

- A53. **Review Criterion:** “Changes to the nature or location of park types, trails or open space that do not significantly reduce function, usability, connectivity, or overall distribution or availability of these uses in the Specific Area Plan.”

Finding: This criterion is satisfied.

Details of Finding: Concurrently with this PDP request refinements to the parks, trails, and open space are being requested that meet the applicable criteria. See Request B.

Subsection 4.125 (.18) J. 1. a. iii. Refinements to the SAP: Utilities and Storm Water Facilities

- A54. **Review Criterion:** “Changes to the nature or location of utilities or storm water facilities that do not significantly reduce the service or function of the utility or facility.”

Finding: This criterion is satisfied.

Details of Finding: Concurrently with this PDP request refinements to the location of utilities or storm water facilities are being requested that meet the applicable criteria. See Request B.

Subsection 4.125 (.18) J. 1. a. iv. and v/ Refinements to the SAP: Mix of Land Uses and Density

- A55. **Review Criteria:**

- “Changes to the location or mix of land uses that do not significantly alter the overall distribution or availability of uses in the Preliminary Development Plan.
- A change in density that does not exceed ten percent, provided such density change has not already been approved as a refinement to the underlying SAP or PDP, and does not result in fewer than 2,300 dwelling units in the Village.”

Finding: These criteria are satisfied.

Details of Finding: Concurrently with this PDP request refinements to the location and mix of land uses and density are being requested that meet the applicable criteria. See Request B.

Subsection 4.125 (.18) K. PDP Approval Criteria

Subsection 4.125 (.18) K. 1. a. PDP Approval Criteria: Consistent with Standards of Section 4.125

A56. **Review Criteria:** "Is consistent with the standards identified in this section."

Finding: These criteria are satisfied.

Details of Finding: As shown elsewhere in this request, the proposed Preliminary Development Plan is consistent with the standards of Section 4.125.

Subsection 4.125 (.18) K. 1. b. PDP Approval Criteria: Complies with the Planning and Land Development Ordinance

A57. **Review Criterion:** "Complies with the applicable standards of the Planning and Land Development Ordinance, including Section 4.140(.09)(J)(1)-(3)."

Finding: This criterion is satisfied.

Details of Finding: Findings are provided showing compliance with applicable standards of the Planning and Land Development Ordinance. Specifically Findings A65 through A67 address Subsections 4.140 (.09) J. 1. through 3.

Subsection 4.125 (.18) K. 1. c. PDP Approval Criteria: Consistent with Approved SAP

A58. **Review Criterion:** "Is consistent with the approved Specific Area Plan in which it is located."

Finding: This criterion is satisfied.

Details of Finding: Together with the proposed refinements and amendments, the PDP is consistent with the approved SAP.

Subsection 4.125 (.18) K. 1. d. PDP Approval Criteria: Consistent with Approved Pattern Book

A59. **Review Criterion:** "Is consistent with the approved Pattern Book and, where required, the approved Village Center Architectural Standards."

Finding: This criterion is satisfied.

Details of Finding: As stated by the applicant, "No buildings are proposed with this Preliminary Development Plan. Subsequent Building Permit applications for residential buildings in this Preliminary Development Plan will document compliance with the Architectural Pattern Book. However, proposed lots are sized to accommodate proposed uses in a manner consistent with Table V-1 and the Architectural Pattern Book."

Subsection 4.125 (.18) K. 2. PDP Approval Criteria: Reasonable Phasing Schedule

A60. **Review Criterion:** "If the PDP is to be phased, that the phasing schedule is reasonable and does not exceed two years between commencement of development of the first, and completion of the last phase, unless otherwise authorized by the Development Review Board."

Finding: This criterion is satisfied.

Details of Finding: The applicant is requesting a phasing schedule involving 3 phases over a number of years. The rationale for which is included on page 29 of Section IIA of the applicant's notebook, Exhibit B1.

Subsection 4.125 (.18) K. 3. PDP Approval Criteria: Parks Concurrency

- A61. **Review Criterion:** "Parks within each PDP or PDP Phase shall be constructed prior to occupancy of 50% of the dwelling units in the PDP or PDP phase, unless weather or other special circumstances prohibit completion, in which case bonding for such improvements shall be permitted."

Finding: This criterion will be satisfied by Condition of Approval PDA 3.

Details of Finding: The applicant asserts and a condition of approval ensures the parks within PDP 2N will be completed prior to occupancy of 50% of the housing units or bonding will be provided if special circumstances prevent completion.

Subsection 4.125 (.18) K. 5. PDP Approval Criteria: DRB Conditions

- A62. **Review Criterion:** "The Development Review Board may require modifications to the PDP, or otherwise impose such conditions as it may deem necessary to ensure conformance with the approved SAP, the Villebois Village Master Plan, and compliance with applicable requirements and standards of the Planning and Land Development Ordinance, and the standards of this section."

Finding: This criterion is satisfied.

Details of Finding: No additional conditions of approval are recommended.

Subsection 4.140 (.09) J. Planned Development Permit Review Criteria

"A planned development permit may be granted by the Development Review Board only if it is found that the development conforms to all the following criteria, as well as to the Planned Development Regulations in Section 4.140:"

Subsection 4.140 (.09) J. 1. Consistency with Comprehensive Plan and Other Plans, Ordinances

- A63. **Review Criteria:** "The location, design, size and uses, both separately and as a whole, are consistent with the Comprehensive Plan, and with any other applicable plan, development map or Ordinance adopted by the City Council."

Finding: These criteria are satisfied.

Details of Finding: The applicant's findings demonstrate that the location, design, size, and uses proposed with the PDP are both separately and as a whole consistent with SAP North, and thus the Villebois Village Master Plan, the City's Comprehensive Plan designation of Residential – Village for the area, and any other applicable ordinance of which staff is aware.

Subsection 4.140 (.09) J. 2. Meeting Traffic Level of Service D

- A64. **Review Criteria:** That the location, design, size and uses are such that traffic generated by the development at the most probable used intersection(s) can be accommodated safely and without congestion in excess of Level of Service D, as defined in the Highway Capacity manual published by the National Highway Research Board, on existing or immediately planned arterial or collector streets and will, in the case of commercial or industrial developments, avoid traversing local streets. Immediately planned arterial and collector streets are those listed in the City's adopted Capital Improvement Program, for which funding has been approved or committed, and that are scheduled for completion within two years of occupancy of the development or four year if they are an associated crossing, interchange, or approach street improvement to Interstate 5.

Finding: These criteria are satisfied.

Details of Finding: The location, design, size and uses are such that traffic generated within the PDP at the most heavily used intersection(s) can be accommodated safely and without congestion in excess of Level of Service D. The proposed uses and the circulation system are consistent with the SAP – North application, which included an Internal Circulation Evaluation including an assessment of intersection performance by DKS Associates. A copy of the Traffic Impact Analysis is attached in Section IID of the applicant's notebook, Exhibit B1.

Subsection 4.140 (.09) J. 3. Concurrency for Other Facilities and Services

A65. **Review Criteria:** "That the location, design, size and uses are such that the residents or establishments to be accommodated will be adequately served by existing or immediately planned facilities and services."

Finding: These criteria are satisfied.

Details of Finding: As shown in the Utility and Drainage Report, Section IIC of the applicant's notebook, Exhibit B1, and the applicant's sheets 6.1 and 6.2, Exhibit B2, adequate or immediately planned facilities and services are sufficient to serve the planned development.

Section 4.171 Protection of Natural Features & Other Resources

Subsection 4.171 (.02) General Terrain Preparation

A66. **Review Criteria:**

- "All developments shall be planned designed, constructed and maintained with maximum regard to natural terrain features and topography, especially hillside areas, floodplains, and other significant land forms.
- All grading, filling and excavating done in connection with any development shall be in accordance with the Uniform Building Code, all development shall be planned, designed, constructed and maintained so as to:
 - Limit the extent of disturbance of soils and site by grading, excavation and other land alterations.
 - Avoid substantial probabilities of: (1) accelerated erosion; (2) pollution, contamination or siltation of lakes, rivers, streams and wetlands; (3) damage to vegetation; (4) injury to wildlife and fish habitats.
 - Minimize the removal of trees and other native vegetation that stabilize hillsides, retain moisture, reduce erosion, siltation and nutrient runoff, and preserve the natural scenic character.

Finding: These criteria are satisfied.

Details of Finding: As explained on page 33-34 of the applicant's PDP narrative, Section IIA of Exhibit B1, considerable attention has been given to working with the natural terrain especially the sloped areas towards the eastern edge of the project site. This includes split level home design to better conform to natural contours. The applicant additionally states that grading will be done in accordance with the Uniform Building Code.

Subsection 4.171 (.03) Hillsides

A67. **Review Criterion:** "Hillsides: All developments proposed on slopes greater than 25% shall be limited to the extent that:"

Finding: This criterion does not apply.

Details of Finding: The subject Preliminary Development Plan does not include any areas of slopes in excess of 25%. Therefore, this standard does not apply to this application.

Subsection 4.171 (.04) Trees and Wooded Area

A68. **Review Criteria:**

- "All developments shall be planned, designed, constructed and maintained so that:
 - Existing vegetation is not disturbed, injured, or removed prior to site development and prior to an approved plan for circulation, parking and structure location.
 - Existing wooded areas, significant clumps/groves of trees and vegetation, and all trees with a diameter at breast height of six inches or greater shall be incorporated into the development plan and protected wherever feasible.
 - Existing trees are preserved within any right-of-way when such trees are suitably located, healthy, and when approved grading allows.
- Trees and woodland areas to be retained shall be protected during site preparation and construction according to City Public Works design specifications, by:
 - Avoiding disturbance of the roots by grading and/or compacting activity.
 - Providing for drainage and water and air filtration to the roots of trees which will be covered with impermeable surfaces.
 - Requiring, if necessary, the advisory expertise of a registered arborist/horticulturist both during and after site preparation.
 - Requiring, if necessary, a special maintenance, management program to insure survival of specific woodland areas of specimen trees or individual heritage status trees.

Finding: These criteria are satisfied.

Details of Finding: The Tree Preservation Plan, applicant's sheets 9.1 and 9.2 of their plan set, Exhibit B2, depicts existing trees within the subject area and identifies trees to be retained and to be removed. This application includes a request for approval of a Type "C" Tree Removal Plan, which can be found in Section V of the applicant's notebook, Exhibit B1.

Subsection 4.171 (.05) High Voltage Power Lines

A69. **Review Criteria:** "High Voltage Power line Easements and Rights of Way and Petroleum Pipeline Easements:

- Due to the restrictions placed on these lands, no residential structures shall be allowed within high voltage power line easements and rights of way and petroleum pipeline easements, and any development, particularly residential, adjacent to high voltage power line easements and rights of way and petroleum pipeline easement shall be carefully reviewed.
- Any proposed non-residential development within high voltage power line easements and rights of way and petroleum pipeline easements shall be coordinated with and approved by the Bonneville Power Administration, Portland General Electric Company or other appropriate utility, depending on the easement or right of way ownership.

Finding: These criteria do not apply.

Details of Finding: The development area and surrounding area are not around high voltage power lines.

Subsection 4.171 (.06) Safety Hazards

A70. **Review Criteria:** “

- To protect lives and property from natural or human-induced geologic or hydrologic hazards and disasters.
- To protect lives and property from damage due to soil hazards.
- To protect lives and property from forest and brush fires.
- To avoid financial loss resulting from development in hazard areas.

Finding: These criteria are satisfied.

Details of Finding: The applicant states that development of the subject area will occur in a manner that minimizes potential hazards to safety.

Subsection 4.171 (.07) Earth Movement Hazard Areas

A71. **Review Criterion:** “No development or grading shall be allowed in areas of land movement, slump or earth flow, and mud or debris flow, except under one of the following conditions.”

Finding: This criterion is satisfied.

Details of Finding: No areas of land movement, slump, earth flow, or mud or debris flow have been identified in the project area.

Subsection 4.171 (.08) Standards for Soil Hazard Areas

A72. **Review Criteria:**

- “Appropriate siting and design safeguards shall insure structural stability and proper drainage of foundation and crawl space areas for development on land with any of the following soil conditions: wet or high water table; high shrink-swell capability; compressible or organic; and shallow depth-to-bedrock.
- The principal source of information for determining soil hazards is the State DOGAMI Bulletin 99 and any subsequent bulleting and accompanying maps. Approved site-specific soil studies shall be used to identify the extent and severity of the hazardous conditions on the site, and to update the soil hazards database accordingly.

Finding: These criteria are satisfied.

Details of Finding: No soil hazard areas have been identified within the subject area.

Subsection 4.171 (.09) Historic Protection

A73. **Review Criteria:** This subsection establishes requirements for protection of historic resources.

Finding: This criterion is satisfied.

Details of Finding: A Historic/ Cultural Resource Inventory was previously conducted for the property identified as SAP – North. No inventoried items are on the subject property.

Section 4.176 Landscaping, Screening, and Buffering

A74. **Review Criteria:** This section establishes landscape, screening, and buffering requirements for development within the City.

Finding: These criteria are satisfied.

Details of Finding: Landscaping will be provided in accordance with the standards in Section 4.176. The Street Tree/Lighting Plan depicts street trees along rights-of-way within the subject Preliminary Development Plan area. The plan has been developed in conformance with the *Community Elements Book* and the applicable standards of Section 4.176. Landscaping in the parks and linear green areas will be reviewed with Request G, Final Development Plan.

Section 4.177 Street Improvement Standards

A75. **Review Criteria:** This section establishes street improvements standards for development within the City.

Finding: These criteria are satisfied.

Details of Finding: The rights-of-way proposed within the subject PDP are shown on the sheets 7.1 and 7.2 of Exhibit B2. Rights-of-way will be dedicated and a waiver of remonstrance against the formation of a local improvement district will be recorded with the final plat. The plan sheets demonstrate that all proposed access drives (alleys) within the PDP area will have a minimum improvement width of 16 feet and will provide two-way travel. All access drives will be constructed with a hard surface capable of carrying a 23-ton load. Easements for fire access will be dedicated as required by TVF&R. All access drives will be designed to provide a clear travel lane free from any obstructions. Clear vision areas will be maintained in accordance with the standards of Subsection 4.177(.01)(I). Vertical clearance will be maintained over all streets and access drives in accordance with Subsection 4.177(.01)(J).

Section 4.178 Sidewalk and Pathway Standards

A76. **Review Criteria:**

- “Sidewalks. All sidewalks shall be concrete and a minimum of five (5) feet in width, except where the walk is adjacent to commercial storefronts. In such cases, they shall be increased to a minimum of ten (10) feet in width.
- Pathways
 - Bicycle facilities shall be provided using a bicycle lane as the preferred facility design. The other facility designs listed will only be used if the bike lane standard cannot be constructed due to physical or financial constraints. The alternative standards are listed in order of preference.
 - Bike lane. This design includes 12-foot minimum travel lanes for autos and paved shoulders, 5-6 feet wide for bikes that are striped and marked as bicycle lanes. This shall be the basic standard applied to bike lanes on all arterial and collector streets in the City, with the exception of minor residential collectors with less than 1,500 (existing or anticipated) vehicle trips per day.”

Finding: These criteria are satisfied.

Details of Finding: The applicant’s sheet 7.3, see Exhibit B2, depicts cross-sections of the proposed sidewalks and pathways in compliance with the above standards and Specific Area Plan – North.

REQUEST B: DB13-0021 SAP-NORTH REFINEMENTS

The applicant's findings in Section IIA of their notebook, Exhibit B1, specifically pages 19-28, respond to the majority of the applicable criteria.

Refinements Generally

Subsection 4.125 (.18) J. 1. Refinement Process

- B1. **Review Criteria:** "In the process of reviewing a PDP for consistency with the approved Specific Area Plan, the DRB may approve refinements, but not amendments, to the SAP. Refinements to the SAP may be approved by the Development Review Board, upon the applicant's detailed graphic demonstration of compliance with the criteria set forth in Section (.18)(J)(2), below."

Finding: These criteria are satisfied.

Details of Finding: The applicant is requesting a number of refinements as listed below. The applicant has provided plan sheets showing sufficient information to demonstrate compliance with the applicable criteria. As can be seen in the Findings below the criteria set forth in Subsection 4.125 (.18) J. 2. are satisfied for each requested refinement.

Refinement Request "a": Street Network

Subsection 4.125 (.18) J. 1. a. i. SAP Refinements: Street Network and Functional Classification

- B2. **Review Criteria:** "Changes to the street network or functional classification of streets that do not significantly reduce circulation system function or connectivity for vehicles, bicycles or pedestrians."

Finding: These criteria are satisfied.

Details of Finding: The Villebois Village Master Plan shows two road connections from Stockholm Avenue and Geneva Loop between Villebois Drive North and Cherbourg Lane (formerly Coffee Lake Drive). See Figure 7 of the Villebois Village Master Plan. One of these connections runs on the northwest side of Neighborhood Park 5 "Fir Park." The other continues Verdun Loop to the proposed intersection of Dundee Lane and Geneva Loop. In the SAP Request (DB07-0054) the applicant requested the two intermediate road connections be removed and Stockholm be realigned to intersect Geneva Loop at what is proposed as Dundee Lane. A new street was proposed to connect Stockholm and Verdun Loop between Cherbourg Lane (formerly Coffee Lake Drive) and the SAP boundary. This change is not listed as one of the circulation refinements in the adopted Staff Report for the SAP, but neither is it explicitly not approved. Both the Master Plan and SAP proposed circulation will not work in this area due to topographic restraints. The applicant proposes keeping an orientation of Stockholm and Geneva similar to the Villebois Village Master Plan and removing the two intermediate streets due to topography restraints. Topographic restraints is an allowed reason in Subsection 4.125 (.05) A. to exceed the maximum block perimeter and street spacing. See sheet 7.2 of Exhibit B2, "Exhibit C" of Exhibit B6, Exhibit B7, and Exhibit B9. As stated in Findings B3 through B5 below the proposed changes to the street network do not significantly reduce circulation system or function or connectivity either quantifiably or qualitatively.

Subsection 4.125 (.18) J. 1. b. i. Defining “Significant” for SAP Refinements: Quantifiable

- B3. **Review Criteria:** “As used herein, “significant” means: More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(J)(1)(a), above.”

Finding: These criteria are satisfied.

Details of Finding: Quantifiable measures related to this refinement request include circulation system function and connectivity. Level of Service (LOS) is the quantifiable performance measure related to circulation system function for vehicles. No data is available nor practical to obtain regarding the circulation system function for bicycles and pedestrians. In addition, pedestrian connections will be maintained where shown in the master plan by paths. Bicycles connections will also be allowed on these paths, but topography may require stairs. While the traffic study did not compare LOS at various intersections with and without the proposed refinements, LOS of service continues to be met with the proposed changes. The quantifiable measure of connectivity is number of connecting routes. To connecting routes for vehicles are lost, which is less than 10 percent of the overall number of vehicle connections provided in the SAP and PDP.

Subsection 4.125 (.18) J. 1. b. ii. Defining “Significant” for SAP Refinements: Qualitative

- B4. **Review Criteria:** “As used herein, “significant” means: That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(J)(1)(a), above.”

Finding: These criteria are satisfied.

Details of Finding: This subsection does not provide clear definition of what an important qualitative feature might be. Absent details in this subsection, staff interprets the primary qualitative factors to consider being the three guiding design principles of the Villebois Village Master Plan: Connectivity, Diversity, and Sustainability. The three guiding design principles are further defined by the goals, policies, and implementation measures of the Master Plan. By virtue of better or equally implementing the goals, policies, and implementation measures of the Villebois Village Master Plan, as described in Finding B5 below, the proposed refinements do not negatively affect qualitative features of the street network.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

- B5. **Review Criterion:** “The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.”

Finding: These criteria are satisfied.

Details of Finding: The following are the relevant goals and policies from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet them:

Circulation System Goal: The Villebois Village shall provide for a circulation system that is designed to reflect the principles of smart growth.

Pedestrian connections are being maintained as shown in the Master Plan supporting the Smart Growth principle of creating walkable neighborhoods.

Circulations System Policy 1: The Villebois Village shall encourage alternatives to the automobile, while accommodating all travel modes, including passenger cars, trucks, buses, bicycles and pedestrians.

As demonstrated in the traffic report adequate vehicle circulation will be maintained. In addition bicycle and pedestrian connections are maintained as shown in the Villebois Village Master Plan.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

- B6. **Review Criterion**: “The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area”

Finding: These criteria are satisfied.

Details of Finding: As stated in Finding B5 below, the proposed grading reflecting the natural contours of the site are not supportive of through mid-block vehicle connections in the locations where streets are proposed to be removed.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP's and SAP's

- B7. **Review Criterion**: “The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan.”

Finding: These criteria are satisfied.

Details of Finding: The proposed changes still allow the area of SAP North to the north of the circulation changes to develop in a manner consistent with the Master Plan and relevant SAP approvals.

Refinement Request “b”: Parks, Trails, and Open Space

Subsection 4.125 (.18) J. 1. a. ii. SAP Refinements: Parks, Trails, and Open Space

- B8. **Review Criteria**: “Changes to the nature or location of park type, trails, or open space that do not significantly reduce function, usability, connectivity, or overall distribution or availability of these uses in the Preliminary Development Plan.”

Finding: These criteria are satisfied.

Details of Finding: The changes from previous approvals include a number larger and new linear greens and pocket parks of different sizes between homes. The Regional Parks and Open Space are substantially consistent with the Villebois Village Master Plan. Only an amenity (horseshoe pit) is being removed as it is provided in previously constructed Regional Park 3. A number of amenities are being added.

Subsection 4.125 (.18) J. 1. b. i. Defining “Significant” for SAP Refinements: Quantifiable

- B9. **Review Criteria:** “As used herein, “significant” means: More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(J)(1)(a), above.”

Finding: These criteria are satisfied.

Details of Finding: The performance measures, etc. being measured for the purpose of this refinement are the reduction of function, usability, connectivity, or overall distribution or availability of park uses in the Preliminary Development Plan. Park amenities are being added, creating no reduction in any measurable aspect of the parks. The only amenity being removed is provided nearby in another park not part of this application.

Subsection 4.125 (.18) J. 1. b. ii. Defining “Significant” for SAP Refinements: Qualitative

- B10. **Review Criteria:** “As used herein, “significant” means: That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(J)(1)(a), above.”

Finding: These criteria are satisfied.

Details of Finding: This subsection does not provide clear definition of what an important qualitative feature might be. Absent details in this subsection, staff interprets the primary qualitative factors to consider to be the three guiding design principles of the Villebois Village Master Plan: Connectivity, Diversity, and Sustainability. The three guiding design principles are further defined by the goals, policies, and implementation measures of the Master Plan. By virtue of better or equally implementing the goals, policies, and implementation measures of the Villebois Village Master Plan, as described in Finding B11 below, the proposed refinements do not negatively affect qualitative features of the parks.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

- B11. **Review Criterion:** “The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.”

Finding: These criteria are satisfied.

Details of Finding: The following are the relevant goals and policies from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet them:

Goal stated in paragraph one under 3.1 Introduction/Proposal for Parks and Open Space:

Offer a variety of opportunities that are engaging to all senses, through the provision of programming elements that allow for a wide variety of experiences.

3.3 Parks Goal: The Parks system within Villebois Village shall create a range of experiences for its residents and visitors through an interconnected network of pathways, parks, trails, open space and other public spaces that protect and enhance the site’s natural resources and connect Villebois to the larger regional park/open space system.

Policy 2: An interconnected trail system shall be created linking the park and open spaces and key destination points within Villebois and to the surrounding neighborhoods. The trails system shall also provide loops of varying lengths to accommodate various activities such as walking, running, and rollerblading.

Policy 3: Parks shall encourage the juxtaposition of various age-oriented facilities and activities, while maintaining adequate areas of calm.

Policy 4: Park designs shall encourage opportunities for wildlife habitat, such as plantings for wildlife foraging and/or habitat, bird and/or bat boxes and other like elements.

Policy 5: Gathering spaces in parks shall generate social interaction by adding layers of activity (Power of Ten).

Policy 6: Build-out of the Villebois Village Master Plan shall comply with the City of Wilsonville SROZ regulations. Any encroachment into the SROZ will be reviewed for compliance or exemption as more detailed information is provided that will affect the SROZ areas. Adjustments in plan, street alignments, and intersections as well as rainwater facilities and pathways shall be made to comply with SROZ regulations.

Policy 9: Parks and recreation spaces shall provide for flexibility over time to allow for adaptation to the future community's park, recreation and open space needs.

Implementation Measure 1: Future and pending development applications within Villebois (Specific Area Plans, Preliminary Development Plans and Final Development Plans) shall comply with the park, trail, open space system proposed in Figure 5 – Parks and Open Space Plan, Figure 5A – Recreational Experiences Plan, and Table 1: Parks Programming. Refinements may be approved

Implementation Measure 3: Parks and open spaces shall be designed to incorporate native vegetation, landforms and hydrology to the fullest extent possible.

Implementation Measure 12: Through time, the Developers shall have a responsibility to participate in planning, implementing and securing funding sources for a wetland naturalization and enhancement plan for the Coffee Lake wetland complex. These wetlands are adjacent to Coffee Creek and within the boundary of Villebois. The wetland naturalization and enhancement plan shall be initiated and completed with the phased development of the Village.

Implementation Measure 15: Each child play area shall include uses suitable for a range of age groups.

The refinements maintain all the amenities and their related variety shown in the Master Plan for the PDP area.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

B12. **Review Criterion:** "The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area"

Finding: These criteria are satisfied.

Details of Finding: The additional green space will not result in detrimental impacts to the environment or natural or scenic resources.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP's and SAP's

B13. **Review Criterion:** "The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan."

Finding: These criteria are satisfied.

Details of Finding: The proposed park refinements do not preclude an adjoining or subsequent PDP or SAP area from developing consistent with the approved SAP or Master Plan.

Refinement Request "c": Utilities and Storm Water Facilities

Subsection 4.125 (.18) J. 1. a. iii. SAP Refinements: Utilities and Storm Water Facilities

B14. **Review Criteria:** "Changes to the nature or location of utilities or storm water facilities that do not significantly reduce the service or function of the utility or facility."

Finding: These criteria are satisfied.

Details of Finding: As stated by the applicant, "the proposed PDP includes changes to utility lines that correspond with the changes in the street network. The proposed changes to utilities do not reduce the service or function in any way."

Refinement Request "d": Location and Mix of Land Uses

Subsection 4.125 (.18) J. 1. a. iv. SAP Refinements: Location and Mix of Land Uses

B15. **Review Criteria:** "Changes to the location or mix of land uses that do not significantly alter the overall distribution or availability of uses in the Preliminary Development Plan. For purposes of this subsection, "land uses" or "uses" are defined in the aggregate, with specialty condos, mixed use condos, urban apartments, condos, village apartments, neighborhood apartments, row houses and small detached uses comprising a land use group and medium detached, standard detached, large and estate uses comprising another."

Finding: These criteria are satisfied.

Details of Finding: The changes to the location and mix of land uses are illustrated in the following table. Overall, as shown in the findings below, the changes do not significantly alter the distribution or availability of uses in the PDP.

Description of Block (bounded by:)	SAP Plan	Proposed PDP Plan
SW Palermo St. SW Grahams Ferry Rd.	10 Standard Detached 10 Total	10 Standard Detached 10 Total
SW Costa Circle West SW Dundee Lane Alley north of SW Costa Circle West	31 Attached Row Houses 31 Total	22 Small Cottage Detached 22 Total

SW Ravenna Loop		
Alley north of SW Costa Circle West	20 Small Detached	26 Small Detached
SW Dundee Lane	12 Medium Detached	6 Medium Detached
SW Geneva Loop	32 Total	32 Total
SW Ravenna Loop		
SW Geneva Loop		
SAP Boundary	18 Small Detached	11 Small Detached
PDP Boundary	6 Medium Detached	15 Small Cottage
SW Cherbourg Lane	24 Total	26 Total
(does not include future development tracts)		

Subsection 4.125 (.18) J. 1. b. i. Defining “Significant” for SAP Refinements: Quantifiable

B16. **Review Criteria:** “As used herein, “significant” means: More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(J)(1)(a), above,”

Finding: These criteria are satisfied.

Details of Finding: For the purpose of this refinement the quantifiable requirement is the number of lots/units under an aggregated land use category on the SAP level. The first land use category small detached, small cottage detached, and all attached housing types. The second land use category includes medium, standard, and larger single-family unit types. The table below shows the proposed changes affect the SAP North Land Use Mix. Proposed is a 6.8 percent decrease in the larger land use category, and a 1.6 percent increase in the smaller and attached land use category. Both of these are well within the ten percent allowance.

	Current SAP N Unit Count	Proposed SAP N Unit Count	% Change
Medium/ Standard/ Large/ Estate	174	162	-6.8%
Small Detached/ Small Attached/ Cottage/ Row Houses/ Neighborhood Apartment	297	302	1.6%
Total	471	464	-1.5%

Subsection 4.125 (.18) J. 1. b. ii. Defining “Significant” for SAP Refinements: Qualitative

B17. **Review Criteria:** “As used herein, “significant” means: That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(J)(1)(a), above.”

Finding: These criteria are satisfied.

Details of Finding: This subsection does not provide clear definition of what an important qualitative feature might be. Absent details in this subsection, staff interprets the primary qualitative factors to consider being the three guiding design principles of the Villebois Village Master Plan: Connectivity, Diversity, and Sustainability. The three guiding design principles are further defined by the goals, policies, and implementation measures of the Master Plan. By virtue of better or equally implementing the goals, policies, and implementation measures of the Villebois Village Master Plan, as described in Finding C23 below, the proposed refinements do not negatively affect qualitative features for location and mix of land uses.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

- B18. **Review Criterion:** “The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.”

Finding: These criteria are satisfied.

Details of Finding: The following are the relevant goals and policies from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet them:

Land Use Policy 1: The Villebois Village shall be a complete community with a wide range of living choices, transportation choices, and working and shopping choices. Housing shall be provided in a mix of types and densities resulting in a minimum of 2,300 dwelling units within the Villebois Village Master Plan area.

Land Use Policy 2: Future development applications within the Villebois Village area shall provide land uses and other major components of the Plan such as roadways and parks and open space in general compliance with their configuration as illustrated on Figure 1 – Land Use Plan or as refined by Specific Area Plans.

Residential Neighborhood Housing Goal: The Villebois Village shall provide neighborhoods consisting of a mix of homes for sale, apartments for rent, row homes, and single-family homes on a variety of lot sizes, as well as providing housing for individuals with special needs. The Villebois Village shall provide housing choices for people of a wide range of economic levels and stages of life through diversity in product type.

Residential Neighborhood Housing Policy 1: Each of the Villebois Village’s neighborhoods shall include a wide variety of housing options and shall provide home ownership options ranging from affordable housing to estate lots.

Residential Neighborhood Housing Policy 5: The Villebois Village shall provide a mix of housing types within each neighborhood and on each street to the greatest extent practicable.

Residential Neighborhood Housing Policy 10: Natural features shall be incorporated into the design of each neighborhood to maximize their aesthetic character while minimizing impacts to said natural features.

As stated by the applicant “In summary, the proposed refinements will better integrate green spaces throughout the PDP and expand the range of housing options in the subject area. As the proposed refinements will not compromise the project’s ability to comply with all other Goals, Policies and Implementation Measures of the Villebois Village Master Plan, they will equally meet all other Goals, Policies and Implementation Measures of the Villebois Village Master Plan.” See the applicant’s more detailed response on page 26 of their compliance report in Section IIA of the applicant’s notebook, Exhibit B1.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

- B19. **Review Criterion:** “The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area”

Finding: These criteria are satisfied.

Details of Finding: The proposed refinements add green space having a positive impact on the natural and scenic resources and amenities in the development.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP's and SAP's

- B20. **Review Criterion:** "The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan."

Finding: These criteria are satisfied.

Details of Finding: The proposed refinements will not preclude any other SAP's or PDP's from developing consistent with the approved SAP or the Master Plan.

Refinement Request "e": Density

Subsection 4.125 (.18) J. 1. a. v. SAP Refinements: Density

- B21. **Review Criteria:** "A change in density that does not exceed ten percent, provided such density change has not already been approved as a refinement to the underlying SAP or PDP, and does not result in fewer than 2,300 dwelling units in the Village."

Finding: These criteria are satisfied.

Details of Finding: The proposed PDP, as proposed, would result in a density decrease (change in the number of overall units) in the SAP of 1.5 percent, which is well below the ten percent (10%) allowance. The proposal results in a total of 2532 units within Villebois.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

- B22. **Review Criteria:** "The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan."

Finding: These criteria are satisfied.

Details of Finding: The following is policy from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet it:

Residential Neighborhood Housing Policy 3: The mix of housing shall be such that the Village development provides an overall average density of at least 10 dwelling units per net residential acre.

The change of density is small decrease and continues to meet the density requirement for the Village Zone.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

- B23. **Review Criterion:** "The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area"

Finding: This criterion is satisfied.

Details of Finding: The proposed minor decrease in density does not create any sort of impact that can be seen being detrimental to any of the resources mentioned in this subsection.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP's and SAP's

B24. **Review Criterion:** "The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan."

Finding: This criterion is satisfied.

Details of Finding: The proposed minor change in density does not affect any adjoining PDP's or SAP's.

REQUEST C: DB13-0022 SAP-NORTH AMENDMENT

The applicant's findings in Section IIA (page 28) and Section VIIA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Amendment Request: SAP Phasing

Subsection 4.125 (.18) J. 4. SAP Phasing Amendment to be Processed as Class II Review

C1. **Review Criteria:** "Amendments to the SAP for phasing will be processed as a Class II administrative review proposal."

Finding: These criteria are satisfied.

Details of Finding: While the SAP Phasing Amendment is eligible to be processed as a Class II Review, the Planning Director is allowing it to be reviewed by the DRB as a component of the broader application for PDP 2 North, as authorized by Section 4.030.

Subsection 4.125 (.18) E. 1. b. ii. SAP Phasing Reasonable

C2. **Review Criterion:** "If the SAP is to be phased, as enabled by Sections 4.125(.18)(D)(2)(g) and (h), that the phasing sequence is reasonable."

Finding: This criterion is satisfied.

Details of Finding: The SAP North phasing is being realigned based on current property ownership and ability to develop the property. The phasing is reasonable as it allows development of the subject property on the timeline desired by the developer while not negatively impacting the ability of future phases of SAP North to develop as shown previous in approved phasing plans.

REQUEST D: DB13-0023 ZONE MAP AMENDMENT

The applicant's findings in Section IVA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Comprehensive Plan

Compact Urban Development-Implementation Measures

Implementation Measure 4.1.6.a

- D1. **Review Criteria:** "Development in the "Residential-Village" Map area shall be directed by the Villebois Village Concept Plan (depicting the general character of proposed land uses, transportation, natural resources, public facilities, and infrastructure strategies), and subject to relevant Policies and Implementation Measures in the Comprehensive Plan; and implemented in accordance with the Villebois Village Master Plan, the "Village" Zone District, and any other provisions of the Wilsonville Planning and Land Development Ordinance that may be applicable."

Finding: These criteria are satisfied.

Details of Finding: The subject area is within SAP-North, which was previously approved as part of case file DB05-0047 and found to be in accordance with the Villebois Village Master Plan and the Wilsonville Planning and Land Development Ordinance.

Implementation Measure 4.1.6.b.

- D2. **Review Criteria:** This implementation measure identifies the elements the Villebois Village Master Plan must contain.

Finding: These criteria are not applicable

Details of Finding: The current proposal is for a preliminary development plan implementing the procedures as outlined by the Villebois Village Master Plan, as previously approved.

Implementation Measure 4.1.6.c.

- D3. **Review Criterion:** "The "Village" Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation."

Finding: This criterion is satisfied.

Details of Finding: The Village Zone zoning district is being applied to an area designated as Residential-Village in the Comprehensive Plan.

Implementation Measure 4.1.6.d.

- D4. **Review Criterion:** "The "Village" Zone District shall allow a wide range of uses that befit and support an "urban village," including conversion of existing structures in the core area to provide flexibility for changing needs of service, institutional, governmental and employment uses."

Finding: This criterion is satisfied.

Details of Finding: The area covered by the proposed zone change is proposed for residential uses, parks, and open space as shown in the Villebois Village Master Plan.

Planning and Land Development Ordinance

Section 4.029 Zoning to be Consistent with Comprehensive Plan

- D5. **Review Criterion:** “If a development, other than a short-term temporary use, is proposed on a parcel or lot which is not zoned in accordance with the Comprehensive Plan, the applicant must receive approval of a zone change prior to, or concurrently with the approval of an application for a Planned Development.”

Finding: This criterion is satisfied.

Details of Finding: The applicant is applying for a zone change concurrently with other land use applications for the development as required by this section.

Subsection 4.110 (.01) Base Zones

- D6. **Review Criterion:** This subsection identifies the base zones established for the City, including the Village Zone.

Finding: This criterion is satisfied.

Details of Finding: The requested zoning designation of Village “V” is among the base zones identified in this subsection.

Subsection 4.125 (.01) Village Zone Purpose

- D7. **Review Criteria:** “The Village (V) zone is applied to lands within the Residential Village Comprehensive Plan Map designation. The Village zone is the principal implementing tool for the Residential Village Comprehensive Plan designation. It is applied in accordance with the Villebois Village Master Plan and the Residential Village Comprehensive Plan Map designation as described in the Comprehensive Plan.”

Finding: These criteria are satisfied.

Details of Finding: The subject lands are designated Residential-Village on the Comprehensive Plan map and are within the Villebois Village Master Plan area and the zoning designation thus being applied is the Village “V”.

Subsection 4.125 (.02) Village Zone Permitted Uses

- D8. **Review Criteria:** This subsection lists the uses permitted in the Village Zone.

Finding: These criteria are satisfied.

Details of Finding: The proposed residential, park, and open space uses are consistent with the Village Zone designation and Villebois Village Master Plan.

Subsection 4.125 (.18) B. 2. Zone Change Concurrent with PDP Approval

- D9. **Review Criterion:** “... Application for a zone change shall be made concurrently with an application for PDP approval...”

Finding: This criterion is satisfied.

Details of Finding: A zone map amendment is being requested concurrently with a request for PDP approval. See Request. A.

Subsection 4.197 (.02) Zone Change Review

Subsection 4.197 (.02) A. Zone Change Procedures

- D10. **Review Criteria:** “That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125(.18)(B)(2), or, in the case of a Planned Development, Section 4.140;”

Finding: These criteria are satisfied.

Details of Finding: The request for a zone map amendment has been submitted as set forth in the applicable code sections.

Subsection 4.197 (.02) B. Zone Change: Conformance with Comprehensive Plan Map, etc.

- D11. **Review Criteria:** “That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text;”

Finding: These criteria are satisfied.

Details of Finding: The proposed zone map amendment is consistent with the Comprehensive Map designation of Residential-Village and as shown in Findings D1 through D4 substantially comply with applicable Comprehensive Plan text.

Subsection 4.197 (.02) C. Zone Change: Specific Findings Regarding Residential Designated Lands

- D12. **Review Criteria:** “In the event that the subject property, or any portion thereof, is designated as “Residential” on the City’s Comprehensive Plan Map; specific findings shall be made addressing substantial compliance with Implementation Measure 4.1.4.b, d, e, q, and x of Wilsonville’s Comprehensive Plan text;”

Finding: These criteria are satisfied.

Details of Finding: Implementation Measure 4.1.6.c. states the “Village” Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation. Since the Village Zone must be applied to areas designated “Residential Village” on the Comprehensive Plan Map and is the only zone that may be applied to these areas, its application is consistent with the Comprehensive Plan.

Subsection 4.197 (.02) D. Zone Change: Public Facility Concurrency

- D13. **Review Criteria:** “That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized.”

Finding: These criteria are satisfied.

Details of Finding: The Preliminary Development Plan compliance report and the plan sheets demonstrate that the existing primary public facilities are available or can be provided in conjunction with the project. Section IIC of the applicant’s notebook, Exhibit B1, includes supporting utility and drainage reports. In addition, the applicant has provided a Traffic Impact Analysis, which is in Section IID of the applicant’s notebook, Exhibit B1.

Subsection 4.197 (.02) E. Zone Change: Impact on SROZ Areas

- D14. **Review Criteria:** “That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/ or geologic hazard are located on or about the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone;”

Finding: These criteria are satisfied.

Details of Finding: The western portions of the property include areas within the Significant Resource Overlay Zone. The PDP Supporting Compliance Report, section IIA of the applicant’s notebook, Exhibit B1, demonstrates that the proposed development does not have a significant adverse effect on the SROZ. Any impacts from trail features within the SROZ are being appropriately mitigated. See also Request G, SRIR Review.

Subsection 4.197 (.02) F. Zone Change: Development within 2 Years

- D15. **Review Criterion:** “That the applicant is committed to a development schedule demonstrating that the development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

Finding: This criterion is satisfied.

Details of Finding: The applicant has provided information stating they reasonably expect to commence development within two (2) years of the approval of the zone change. However, in the scenario where the applicant or their successors due not commence development within two (2) years allow related land use approvals to expire, the zone change shall remain in effect.

Subsection 4.197 (.02) G. Zone Change: Development Standards and Conditions of Approval

- D16. **Review Criteria:** “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached to insure that the project development substantially conforms to the applicable development standards.”

Finding: These criteria are satisfied.

Details of Finding: As can be found in the findings for the accompanying requests, the applicable development standards will be met either as proposed or as a condition of approval.

REQUEST E: DB13-0024 TENTATIVE SUBDIVISION PLAT

The applicant's findings in Section IIIA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Subsection 4.125 (.02) Permitted Uses in the Village Zone

E1. **Review Criteria:** This subsection lists the permitted uses in the Village Zone.

Finding: These criteria are satisfied.

Details of Finding: The proposed subdivision is for uses including single family homes and row homes, parks, and open space permitted in the Village Zone.

Subsection 4.125 (.05) Development Standards Applying to All Development in Village Zone

Subsection 4.125 (.05) A. Block, Alley, Pedestrian, and Bicycle Standards

E2. **Review Criteria:** This subsection lists the block, alley, pedestrian, and bicycle standards applicable in the Village Zone.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows blocks, alleys, pedestrian, and bicycle paths consistent with this subsection and the proposed PDP.

Subsection 4.125 (.05) B. Access Standards

E3. **Review Criterion:** "All lots with access to a public street, and an alley, shall take vehicular access from the alley to a garage or parking area, except as determined by the City Engineer."

Finding: This criterion will be satisfied by Condition of Approval PDE 7.

Details of Finding: Condition of Approval PDE 7 requires a non-access reservation strip on the street side of lots with street access helping to ensure this criterion is met.

Table V-1: Development Standards in the Village Zone

E4. **Review Criteria:** This table shows the development standards, including setback for different uses in the Village Zone. See full table under Finding A4.

Finding: These criteria are satisfied.

Details of Finding: As been consistently interpreted for PDP approvals in Villebois, lot dimensions in the Architectural Pattern Book can govern such things as lot width and size even when it is not consistent with the table. The proposed lots facilitate the construction that meets relevant standards of the table.

Subsection 4.125 (.07) Off-Street Parking, Loading and Bicycle Parking

E5. **Review Criteria:** "Except as required by Subsections (A) through (D), below, the requirements of Section 4.155 shall apply within the Village zone."

Finding: These criteria are satisfied.

Details of Finding: Nothing concerning the tentative subdivision would prevent the required parking from being built.

Subsection 4.125 (.08) Open Space Requirements

E6. **Review Criteria:** This subsection establishes the open space requirements for the Village Zone.

Finding: These criteria are satisfied or will be satisfied by a Condition of Approval.

Details of Finding: The tentative subdivision plat shows open space consistent with the requirements of the Village Zone and the proposed PDP. Consistent with the requirements of (.08) C. Conditions of approval require the City Attorney to review and approve pertinent bylaws, covenants, or agreements prior to recordation. See Conditions of Approval PDA 4.

Subsection 4.125 (.09) A. 1. Street and Improvement Standards: General Provisions

E7. **Review Criteria:** "Except as noted below, the provisions of Section 4.177 shall apply within the Village zone:

- General Provisions:
 - All street alignment and access improvements shall conform to Figures 7, 8, 9A, and 9B of the Villebois Village Master Plan, or as refined in an approved Specific Area Plan, Preliminary Development Plan, or Final Development Plan, and the following standards:
 - All street improvements shall conform to the Public Works Standards and the Transportation Systems Plan, and shall provide for the continuation of streets through proposed developments to adjoining properties or subdivisions, according to the Master Plan.
 - All streets shall be developed according to the Master Plan."

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows street alignments, improvements, and access improvements consistent with the approved PDP and associated refinements found to be consistent with the Master Plan and Transportation Systems Plan.

Subsection 4.125 (.09) A. 2. Street and Improvement Standards: Intersection of Streets

E8. **Review Criteria:** "Intersections of streets:

- Angles: Streets shall intersect one another at angles not less than 90 degrees, unless existing development or topography makes it impractical.
- Intersections: If the intersection cannot be designed to form a right angle, then the right-of-way and paving within the acute angle shall have a minimum of a thirty (30) foot centerline radius and said angle shall not be less than sixty (60) degrees. Any angle less than ninety 90 degrees shall require approval by the City Engineer after consultation with the Fire District.
- Offsets: Opposing intersections shall be designed so that no offset dangerous to the traveling public is created. Intersections shall be separated by at least:
 - 1000 ft. for major arterials
 - 600 ft. for minor arterials
 - 100 ft. for major collector
 - 50 ft. for minor collector
- Curb Extensions:
 - Curb extensions at intersections shall be shown on the Specific Area Plans required in Subsection 4.125(.18)(C) through (F), below, and shall:

- Not obstruct bicycle lanes on collector streets.
- Provide a minimum 20 foot wide clear distance between curb extensions at all local residential street intersections, meet minimum turning radius requirements of the Public Works Standards, and shall facilitate fire truck turning movements as required by the Fire District.”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows street intersections as proposed in the proposed PDP consistent with these standards.

Subsection 4.125 (.09) A. 3. Street and Improvement Standards: Street Grades

- E9. **Review Criteria:** “Street grades shall be a maximum of 6% on arterials and 8% for collector and local streets. Where topographic conditions dictate, grades in excess of 8%, but not more than 12%, may be permitted for short distances, as approved by the City Engineer, where topographic conditions or existing improvements warrant modification of these standards.”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets found to meet these standards under Request A.

Subsection 4.125 (.09) A. 4. Street and Improvement Standards: Centerline Radius Street Curves

- E10. **Review Criteria:** “The minimum centerline radius street curves shall be as follows:
- Arterial streets: 600 feet, but may be reduced to 400 feet in commercial areas, as approved by the City Engineer.
 - Collector streets: 600 feet, but may be reduced to conform with the Public Works Standards, as approved by the City Engineer.
 - Local streets: 75 feet”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets found to meet these standards under Request A.

Subsections 4.125 (.09) A. 5. and 4.177 (.01) C. Street and Improvement Standards: Rights-of-way

- E11. **Review Criteria:**
- “Prior to issuance of a Certificate of Occupancy Building permits or as a part of the recordation of a final plat, the City shall require dedication of rights-of-way in accordance with the Street System Master Transportation Systems Plan. All dedications shall be recorded with the County Assessor's Office.
 - The City shall also require a waiver of remonstrance against formation of a local improvement district, and all non-remonstrances shall be recorded in the County Recorder's Office as well as the City's Lien Docket, prior to issuance of a Certificate of Occupancy Building Permit or as a part of the recordation of a final plat.
 - In order to allow for potential future widening, a special setback requirement shall be maintained adjacent to all arterial streets. The minimum setback shall be 55 feet from the centerline or 25 feet from the right-of-way designated on the Master Plan, whichever is greater.”

Finding: These criteria are satisfied.

Details of Finding: As stated by the applicant, "rights-of-way will be dedicated and a waiver of remonstrance against the formation of a local improvement district will be recorded with recordation of a final plat in accordance with Section 4.177."

Subsections 4.125 (.09) A. 6. and 4.177 (.01) E. Street and Improvement Standards: Access Drives

E12. Review Criteria:

- Access drives are required to be 16 feet for two-way traffic.
- An access drive to any proposed development shall be designed to provide a clear travel lane free from any obstructions.
- Access drive travel lanes shall be constructed with a hard surface capable of carrying a 23-ton load.
- Secondary or emergency access lanes may be improved to a minimum 12 feet with an all-weather surface as approved by the Fire District. All fire lanes shall be dedicated easements.
- Minimum access requirements shall be adjusted commensurate with the intended function of the site based on vehicle types and traffic generation.
- Where access drives connect to the public right-of-way, construction within the right-of-way shall be in conformance to the Public Works Standards.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows alleys of sufficient width to meet the width standards. The applicant states easements for fire access will be dedicated as required.

Subsections 4.125 (.09) A. 7. and 4.177 (.01) F. Street and Improvement Standards: Clear Vision Areas

E13. Review Criteria: "A clear vision area which meets the Public Works Standards shall be maintained on each corner of property at the intersection of any two streets, a street and a railroad or a street and a driveway. However, the following items shall be exempt from meeting this requirement:" Listed 1. a.-f.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets found to meet these standards under Request A.

Subsections 4.125 (.09) A. 8. and 4.177 (.01) G. Street and Improvement Standards: Vertical Clearance

E14. Review Criterion: "a minimum clearance of 12 feet above the pavement surface shall be maintained over all streets and access drives."

Finding: This criterion is satisfied.

Details of Finding: Nothing shown on the tentative subdivision plat would preclude the required clearance from being provided.

Subsections 4.125 (.09) A. 9. and 4.177 (.01) H. Street and Improvement Standards: Interim Improvement Standards

E15. **Review Criteria:** “It is anticipated that all existing streets, except those in new subdivisions, will require complete reconstruction to support urban level traffic volumes. However, in most cases, existing and short-term projected traffic volumes do not warrant improvements to full Master Plan standards. Therefore, unless otherwise specified by the Planning Commission, the following interim standards shall apply.

- Arterials - 24 foot paved, with standard sub-base. Asphalt overlays are generally considered unacceptable, but may be considered as an interim improvement based on the recommendations of the City Engineer, regarding adequate structural quality to support an overlay.
- Half-streets are generally considered unacceptable. However, where the Development Review Board finds it essential to allow for reasonable development, a half-street may be approved. Whenever a half-street improvement is approved, it shall conform to the requirements in the Public Works Standards:
- When considered appropriate in conjunction with other anticipated or scheduled street improvements, the City Engineer may approve street improvements with a single asphalt lift. However, adequate provision must be made for interim storm drainage, pavement transitions at seams and the scheduling of the second lift through the Capital Improvements Plan.

Finding: These criteria are satisfied.

Details of Finding: The area covered by the tentative subdivision plat does not include any interim improvements addressed by this subsection.

Subsection 4.202 (.01) through (.03) Plats Reviewed by Planning Director or DRB

E16. **Review Criteria:** “Pursuant to ORS Chapter 92, plans and plats must be approved by the Planning Director or Development Review Board (Board), as specified in Sections 4.030 and 4.031, before a plat for any land division may be filed in the county recording office for any land within the boundaries of the City, except that the Planning Director shall have authority to approve a final plat that is found to be substantially consistent with the tentative plat approved by the Board.

The Development Review Board and Planning Director shall be given all the powers and duties with respect to procedures and action on tentative and final plans, plats and maps of land divisions specified in Oregon Revised Statutes and by this Code.

Approval by the Development Review Board or Planning Director of divisions of land within the boundaries of the City, other than statutory subdivisions, is hereby required by virtue of the authority granted to the City in ORS 92.”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat is being reviewed by the Development Review Board according to this subsection. The final plat will be reviewed by the Planning Division under the authority of the Planning Director to ensure compliance with the DRB review of the tentative subdivision plat.

Subsection 4.202 (.04) A. Lots must be Legally Created for Issuing Development Permit

E17. **Review Criterion:** “No person shall sell any lot or parcel in any condominium, subdivision, or land partition until a final condominium, subdivision or partition plat has been approved by the Planning Director as set forth in this Code and properly recorded with the appropriate county.”

Finding: This criterion is satisfied.

Details of Finding: It is understood that no lots or parcels will be sold until the final plat has been approved by the Planning Director and recorded.

Subsection 4.202 (.04) B. Prohibition of Creating Undersized Lots

- E18. **Review Criterion:** "It shall be a violation of this Code to divide a tract of land into a parcel smaller than the lot size required in the Zoning Sections of this Code unless specifically approved by the Development Review Board or City Council. No conveyance of any portion of a lot, for other than a public use, shall leave a structure on the remainder of the lot with less than the minimum lot size, width, depth, frontage, yard or setback requirements, unless specifically authorized through the Variance procedures of Section 4.196 or the waiver provisions of the Planned Development procedures of Section 4.118."

Finding: This criterion is satisfied.

Details of Finding: No lots will be divided into a size smaller than allowed by the proposed Village "V" zoning designation.

Subsection 4.210 (.01) Pre-Application Conference

- E19. **Review Criterion:** "Prior to submission of a tentative condominium, partition, or subdivision plat, a person proposing to divide land in the City shall contact the Planning Department to arrange a pre-application conference as set forth in Section 4.010."

Finding: This criterion is satisfied.

Details of Finding: A pre-application meeting has been held. See case file PA13-0006.

Subsection 4.210 (.01) A. Preparation of Tentative Plat

- E20. **Review Criterion:** "The applicant shall cause to be prepared a tentative plat, together with improvement plans and other supplementary material as specified in this Section. The Tentative Plat shall be prepared by an Oregon licensed professional land surveyor or engineer. An affidavit of the services of such surveyor or engineer shall be furnished as part of the submittal."

Finding: This criterion is satisfied.

Details of Finding: The applicant's sheets 4.1 through 4.5 of their plan set, Exhibit B2, is a tentative subdivision plat prepared in accordance with this subsection.

Subsection 4.210 (.01) B. Tentative Plat Submission

- E21. **Review Criteria:** "The design and layout of this plan plat shall meet the guidelines and requirements set forth in this Code. The Tentative Plat shall be submitted to the Planning Department with the following information:" Listed 1. through 26.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat has been submitted with the required information.

Subsection 4.210 (.01) D. Land Division Phases to Be Shown

- E22. **Review Criteria:** "Where the applicant intends to develop the land in phases, the schedule of such phasing shall be presented for review at the time of the tentative plat. In acting on an application for tentative plat approval, the Planning Director or Development Review Board may set time

limits for the completion of the phasing schedule which, if not met, shall result in an expiration of the tentative plat approval.”

Finding: These criteria are satisfied.

Details of Finding: Phasing is shown on sheets 11.1 and 11.2 of the applicant’s plan set, Exhibit B2.

Subsection 4.210 (.01) E. Remainder Tracts

- E23. **Review Criteria:** “Remainder tracts to be shown as lots or parcels. Tentative plats shall clearly show all affected property as part of the application for land division. All remainder tracts, regardless of size, shall be shown and counted among the parcels or lots of the division.”

Finding: These criteria are satisfied.

Details of Finding: All affected property has been incorporated into the tentative subdivision plat.

Subsection 4.236 (.01) Conformity to the Master Plan or Map

- E24. **Review Criteria:** “Land divisions shall conform to and be in harmony with the Transportation Master Plan (Transportation Systems Plan), the Bicycle and Pedestrian Master Plan, the Parks and Recreation Master Plan, the Official Plan or Map and especially to the Master Street Plan.”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat is consistent with applicable plans including the Transportation Systems Plan and Villebois Village Master Plan.

Subsection 4.236 (.02) Relation to Adjoining Street System

- E25. **Review Criteria:**

- A land division shall provide for the continuation of the principal streets existing in the adjoining area, or of their proper projection when adjoining property is not developed, and shall be of a width not less than the minimum requirements for streets set forth in these regulations. Where, in the opinion of the Planning Director or Development Review Board, topographic conditions make such continuation or conformity impractical, an exception may be made. In cases where the Board or Planning Commission has adopted a plan or plat of a neighborhood or area of which the proposed land division is a part, the subdivision shall conform to such adopted neighborhood or area plan.
- Where the plat submitted covers only a part of the applicant's tract, a sketch of the prospective future street system of the unsubmitted part shall be furnished and the street system of the part submitted shall be considered in the light of adjustments and connections with the street system of the part not submitted.
- At any time when an applicant proposes a land division and the Comprehensive Plan would allow for the proposed lots to be further divided, the city may require an arrangement of lots and streets such as to permit a later resubdivision in conformity to the street plans and other requirements specified in these regulations.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets meeting these standards consistent with the proposed PDP and refinements. See Requests A and B.

Subsection 4.236 (.03) Streets: Conformity to Standards Elsewhere in the Code

- E26. **Review Criteria:** "All streets shall conform to the standards set forth in Section 4.177 and the block size requirements of the zone."

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets consistent with the proposed PDP under Request A which meets Section 4.177 and the block requirements of the zone.

Subsection 4.236 (.04) Creation of Easements

- E27. **Review Criteria:** "The Planning Director or Development Review Board may approve an easement to be established without full compliance with these regulations, provided such an easement is the only reasonable method by which a portion of a lot large enough to allow partitioning into two (2) parcels may be provided with vehicular access and adequate utilities. If the proposed lot is large enough to divide into more than two (2) parcels, a street dedication may be required."

Finding: These criteria are satisfied.

Details of Finding: No specific easements are requested pursuant to this subsection.

Subsection 4.236 (.05) Topography

- E28. **Review Criterion:** "The layout of streets shall give suitable recognition to surrounding topographical conditions in accordance with the purpose of these regulations."

Finding: This criterion is satisfied.

Details of Finding: The tentative subdivision plat shows street alignments recognizing topographic conditions consistent with the requested PDP.

Subsection 4.236 (.06) Reserve Strips

- E29. **Review Criteria:** "The Planning Director or Development Review Board may require the applicant to create a reserve strip controlling the access to a street. Said strip is to be placed under the jurisdiction of the City Council, when the Director or Board determine that a strip is necessary." Reasons listed A. through D.

Finding: These criteria are satisfied.

Details of Finding: No reserve strips are being required for the reasons listed in this subsection. However, reserve strips are being required by Condition of Approval PDE 7 to prevent access to the front side of lots served by an alley. See also Findings A5 and E3.

Subsection 4.236 (.07) Future Expansion of Street

- E30. **Review Criteria:** When necessary to give access to, or permit a satisfactory future division of, adjoining land, streets shall be extended to the boundary of the land division and the resulting dead-end street may be approved without a turn-around. Reserve strips and street plugs shall be required to preserve the objective of street extension.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets for future expansion consistent with this subsection.

Subsection 4.236 (.08) Additional Right-of-Way for Existing Streets

E31. **Review Criteria:** “Whenever existing streets adjacent to or within a tract are of inadequate width, additional right-of-way shall conform to the designated width in this Code or in the Transportation Systems Plan.”

Finding: These criteria are satisfied.

Details of Finding: No additional right-of-way is being required for existing streets.

Subsection 4.236 (.09) Street Names

E32. **Review Criteria:** “No street names will be used which will duplicate or be confused with the names of existing streets, except for extensions of existing streets. Street names and numbers shall conform to the established name system in the City, and shall be subject to the approval of the City Engineer.”

Finding: These criteria are satisfied.

Details of Finding: Street names will be reviewed by Engineering staff and be subject to approval by the City Engineer consistent with this subsection.

Subsection 4.237 (.01) Blocks

E33. **Review Criteria:**

- The length, width, and shape of blocks shall be designed with due regard to providing adequate building sites for the use contemplated, consideration of needs for convenient access, circulation, control, and safety of pedestrian, bicycle, and motor vehicle traffic, and recognition of limitations and opportunities of topography.
- Sizes: Blocks shall not exceed the sizes and lengths specified for the zone in which they are located unless topographical conditions or other physical constraints necessitate larger blocks. Larger blocks shall only be approved where specific findings are made justifying the size, shape, and configuration.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows blocks consistent with those proposed and reviewed as part of Request A, Preliminary Development Plan.

Subsection 4.237 (.02) Easements

E34. **Review Criteria:**

- Utility lines. Easements for sanitary or storm sewers, drainage, water mains, electrical lines or other public utilities shall be dedicated wherever necessary. Easements shall be provided consistent with the City's Public Works Standards, as specified by the City Engineer or Planning Director. All of the public utility lines within and adjacent to the site shall be installed within the public right-of-way or easement; with underground services extending to the private parcel constructed in conformance to the City's Public Works Standards. All franchise utilities shall be installed within a public utility easement. All utilities shall have appropriate easements for construction and maintenance purposes.
- Water courses. Where a land division is traversed by a water course, drainage way, channel or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of the water course, and such further width as will be adequate for the purposes of conveying storm water and allowing for maintenance of the facility or channel. Streets or parkways parallel to water courses may be required.

Finding: These criteria are satisfied or will be satisfied by Conditions of Approval.

Details of Finding: As shown on the applicant's sheets 4.1 through 4.5 of their plan set, Exhibit B2, the required easements have been provided. Condition of Approval PFA 46 ensures all easements dealing with utilities are on the final plat. Condition of Approval PDE 9 ensures

Subsection 4.237 (.03) Mid-block Pedestrian and Bicycle Pathways

E35. **Review Criteria:** "An improved public pathway shall be required to transverse the block near its middle if that block exceeds the length standards of the zone in which it is located.

- Pathways shall be required to connect to cul-de-sacs or to pass through unusually shaped blocks.
- Pathways required by this subsection shall have a minimum width of ten (10) feet unless they are found to be unnecessary for bicycle traffic, in which case they are to have a minimum width of six (6) feet.

Finding: These criteria are satisfied.

Details of Finding: Pathways are being provided consistent with the Village Zone requirements and the Villebois Village Master Plan. See Finding A4.

Subsection 4.237 (.04) Tree Planting & Tree Access Easements

E36. **Review Criteria:** "Tree planting plans for a land division must be submitted to the Planning Director and receive the approval of the Director or Development Review Board before the planting is begun. Easements or other documents shall be provided, guaranteeing the City the right to enter the site and plant, remove, or maintain approved street trees that are located on private property."

Finding: These criteria are satisfied.

Details of Finding: The proposed street trees are within the proposed public right-of-way.

Subsection 4.237 (.05) Lot Size and Shape

E37. **Review Criteria:** "The lot size, width, shape and orientation shall be appropriate for the location of the land division and for the type of development and use contemplated. Lots shall meet the requirements of the zone where they are located."

Finding: These criteria are satisfied.

Details of Finding: Proposed lot sizes, widths, shapes and orientations are appropriate for the proposed development and are in conformance with the Village Zone requirements as discussed under Request A.

Subsection 4.237 (.06) Access

E38. **Review Criteria:** "The division of land shall be such that each lot shall have a minimum frontage on a street or private drive, as specified in the standards of the relative zoning districts. This minimum frontage requirement shall apply with the following exceptions:" Listed A. and B.

Finding: These criteria are satisfied.

Details of Finding: Each lot has the minimum frontage on a street or greenbelt, as allowed in the approved Architectural Pattern Book.

Subsection 4.237 (.07) Through Lots

- E39. **Review Criteria:** "Through lots shall be avoided except where essential to provide separation of residential development from major traffic arteries or adjacent non-residential activity or to overcome specific disadvantages of topography and orientation."

Finding: These criteria are satisfied.

Details of Finding: No through lots are proposed.

Subsection 4.237 (.08) Lot Side Lines

- E40. **Review Criteria:** "The side lines of lots, as far as practicable for the purpose of the proposed development, shall run at right angles to the street or tract with a private drive upon which the lots face."

Finding: These criteria are satisfied.

Details of Finding: Generally side lot lines are at right angles with the front lot line. Where they do not, they run at the closest possible angle to 90 degrees as allowed by block shape, adjacent lot shape, and required alley orientation.

Subsection 4.237 (.09) Large Lot Land Divisions

- E41. **Review Criteria:** "In dividing tracts which at some future time are likely to be re-divided, the location of lot lines and other details of the layout shall be such that re-division may readily take place without violating the requirements of these regulations and without interfering with the orderly development of streets. Restriction of buildings within future street locations shall be made a matter of record if the Development Review Board considers it necessary."

Finding: These criteria are satisfied.

Details of Finding: No future divisions of the lots included in the tentative subdivision plat are anticipated besides the tracts set for future development as part of future PDP's.

Subsection 4.237 (.10) and (.11) Building Line and Built-to Line

- E42. **Review Criteria:** The Planning Director or Development Review Board may establish special:
- building setbacks to allow for the future redivision or other development of the property or for other reasons specified in the findings supporting the decision. If special building setback lines are established for the land division, they shall be shown on the final plat.
 - build-to lines for the development, as specified in the findings and conditions of approval for the decision. If special build-to lines are established for the land division, they shall be shown on the final plat.

Finding: These criteria are satisfied.

Details of Finding: No building lines or built-to lines are proposed or recommended.

Subsection 4.237 (.12) Land for Public Purposes

- E43. **Review Criterion:** "The Planning Director or Development Review Board may require property to be reserved for public acquisition, or irrevocably offered for dedication, for a specified period of time."

Finding: This criterion is satisfied.

Details of Finding: No property reservation is recommended as described in this subsection.

Subsection 4.237 (.13) Corner Lots

E44. **Review Criteria:** “Lots on street intersections shall have a corner radius of not less than ten (10) feet.”

Finding: This criterion is satisfied.

Details of Finding: All proposed corner lots meet the minimum corner radius of ten (10) feet.

Section 4.250 Lots of Record

E45. **Review Criteria:** “All lots of record that have been legally created prior to the adoption of this ordinance shall be considered to be legal lots. Tax lots created by the County Assessor are not necessarily legal lots of record.”

Finding: These criteria are satisfied.

Details of Finding: The parcels being divided are of record, and the resulting subdivision lots will be lots of record.

Section 4.260 Improvements-Procedures

E46. **Review Criteria:** “In addition to other requirements, improvements installed by the developer, either as a requirement of these regulations or at the developer's own option, shall conform to the requirements of this Code and improvement standards and specifications of the City. The improvements shall be installed in accordance with the City's Public Works Standards.”

Finding: These criteria are satisfied.

Details of Finding: The rights-of-way shown on the tentative subdivision plat are sufficient for installation of improvements to City standards. Conformance of the improvements with the City's Public Works Standards and other applicable standards will be ensured through the Engineering Division's permit and inspection process.

Section 4.262 Improvements-Requirements

E47. **Review Criteria:** This section establishes requirements for a number of different improvements including curbs, sidewalks, sanitary sewers, drainage, underground utility and service facilities, streetlight standards, street signs, monuments, and water.

Finding: These criteria are satisfied.

Details of Finding: The applicant has stated their intent to meet the requirements for all the types of improvements indicated in this subsection. Conformance with these requirements will be ensured through the Engineering Division's, and Building Division's where applicable, permit and inspection process.

REQUEST F: DB13-0025 TYPE C TREE PLAN

The applicant's findings in Section VA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Subsection 4.600.50 (.03) A. Access to Site for Tree Related Observation

- F1. **Review Criterion:** "By submission of an application, the applicant shall be deemed to have authorized City representatives to have access to applicant's property as may be needed to verify the information provided, to observe site conditions, and if a permit is granted, to verify that terms and conditions of the permit are followed."

Finding: This criterion will be satisfied by Condition of Approval PDF 2.

Details of Finding: Condition of Approval PDF 2 ensures the required access is allowed.

Subsection 4.610.00 (.03) B. Type C Tree Removal Review Authority

- F2. **Review Criterion:** "Type C. Where the site is proposed for development necessitating site plan review or plat approval by the Development Review Board, the Development Review Board shall be responsible for granting or denying the application for a Tree Removal Permit, and that decision may be subject to affirmance, reversal or modification by the City Council, if subsequently reviewed by the Council."

Finding: This criterion is satisfied.

Details of Finding: The requested tree removal is connected to site plan review by the Development Review Board for the proposed development. The tree removal is thus being reviewed by the DRB.

Subsection 4.610.00 (.06) A. Conditions Attached to Type C Tree Permits

- F3. **Review Criterion:** "Conditions. Attach to the granting of the permit any reasonable conditions considered necessary by the reviewing authority including, but not limited to, the recording of any plan or agreement approved under this subchapter, to ensure that the intent of this Chapter will be fulfilled and to minimize damage to, encroachment on or interference with natural resources and processes within wooded areas;"

Finding: This criterion is satisfied.

Details of Finding: No additional conditions are recommended pursuant to this subsection.

Subsection 4.610.00 (.06) B. Completion of Operation

- F4. **Review Criterion:** "Whenever an application for a Type B, C or D Tree Removal Permit is granted, the reviewing authority shall:" "Fix a reasonable time to complete tree removal operations;"

Finding: This criterion is satisfied.

Details of Finding: It is understood the tree removal will be completed by the time construction of all homes, parks, and other improvements in the PDP are completed, which is a reasonable time frame for tree removal.

Subsection 4.610.00 (.06) C. Security

- F5. **Review Criterion:** “Whenever an application for a Type B, C or D Tree Removal Permit is granted, the reviewing authority shall:” “Require the Type C permit grantee to file with the City a cash or corporate surety bond or irrevocable bank letter of credit in an amount determined necessary by the City to ensure compliance with Tree Removal Permit conditions and this Chapter. 1. This requirement may be waived by the Planning Director if the tree removal must be completed before a plat is recorded, and the applicant has complied with WC 4.264(1) of this Code.”

Finding: This criterion will be satisfied by Condition of Approval PDF 3.

Details of Finding: The condition of approval ensures the security requirement of this subsection is met.

Subsection 4.610.10 (.01) Standards for Tree Removal, Relocation or Replacement

- F6. **Review Criteria:** “Except where an application is exempt, or where otherwise noted, the following standards shall govern the review of an application for a Type A, B, C or D Tree Removal Permit:” Listed A. through J.

Finding: These criteria are satisfied.

Details of Finding: The standards of this subsection are met as follows:

- The proposed tree removal on the western edge of the SROZ for OS-2 is minimal.
- The applicant states tree preservation was taken into consideration the preservation of trees on the site.
- No significant wooded areas or trees would be preserved by design alternatives.
- Land clearing will not exceed the permitted areas.
- The applicant states the homes are designed to blend into the landscape as much as feasible consistent with the relevant pattern book.
- It is understood the proposed development will comply with all applicable statutes and ordinances.
- The necessary tree replacement and protection is planned according to the requirements of tree preservation and protection ordinance.
- Tree removal is limited to where it is necessary for construction or to address nuisances or where the health of the trees warrants removal.
- A tree survey has been provided. See Section V of the applicant’s notebook, Exhibit B1.
- A tree maintenance and protection plan has been submitted concurrently with the request for a tentative subdivision plat.
- No utilities are proposed to be located where they would cause adverse environmental consequences.

Subsection 4.610.40 (.01) Type C Tree Plan Reviewed with Stage II Final Plan

- F7. **Review Criteria:** “Approval to remove any trees on property as part of a site development application may be granted in a Type C permit. A Type C permit application shall be reviewed by the standards of this subchapter and all applicable review criteria of Chapter 4. Application of the standards of this section shall not result in a reduction of square footage or loss of density, but may require an applicant to modify plans to allow for buildings of greater height. If an applicant

proposes to remove trees and submits a landscaping plan as part of a site development application, an application for a Tree Removal Permit shall be included. The Tree Removal Permit application will be reviewed in the Stage II development review process, and any plan changes made that affect trees after Stage II review of a development application shall be subject to review by DRB. Where mitigation is required for tree removal, such mitigation may be considered as part of the landscaping requirements as set forth in this Chapter. Tree removal shall not commence until approval of the required Stage II application and the expiration of the appeal period following that decision. If a decision approving a Type C permit is appealed, no trees shall be removed until the appeal has been settled.”

Finding: These criteria are satisfied.

Details of Finding: The proposed Type C Tree Plan is being reviewed concurrently with the Preliminary Development Plan, which is the equivalent of a Stage II Final Plan in the Village Zone.

Section 4.610.40 (.02) Submission of Tree Maintenance and Protection Plan

- F8. **Review Criteria:** “The applicant must provide ten copies of a Tree Maintenance and Protection Plan completed by an arborist that contains the following information:” Listed A. 1. through A. 7.

Finding: These criteria are satisfied.

Details of Finding: The applicant has submitted the necessary copies of a Tree Maintenance and Protection Plan. See Section V of the applicants notebook, Exhibit B1.

Subsection 4.620.00 (.01) Tree Replacement Requirement

- F9. **Review Criterion:** “A Type B or C Tree Removal Permit grantee shall replace or relocate each removed tree having six (6) inches or greater d.b.h. within one year of removal.”

Finding: This criterion is satisfied.

Details of Finding: The tree mitigation requirements will be more than exceeded by the planned street tree and trees in parks and linear greens.

Subsection 4.620.00 (.02) Basis for Determining Replacement

- F10. **Review Criteria:** “The permit grantee shall replace removed trees on a basis of one (1) tree replanted for each tree removed. All replacement trees must measure two inches (2”) or more in diameter.”

Finding: These criteria are satisfied.

Details of Finding: More trees are planned to be planted than proposed to be removed. Each tree, including street trees and trees in parks and linear greens will meet the minimum diameter requirement.

Subsection 4.620.00 (.03) Replacement Tree Requirements

- F11. **Review Criteria:** “A mitigation or replacement tree plan shall be reviewed by the City prior to planting and according to the standards of this subsection.

A. Replacement trees shall have shade potential or other characteristics comparable to the removed trees, shall be appropriately chosen for the site from an approved tree species list supplied by the City, and shall be state Department of Agriculture Nursery Grade No. 1 or better.

B. Replacement trees must be staked, fertilized and mulched, and shall be guaranteed by the permit grantee or the grantee’s successors-in-interest for two (2) years after the planting date.

- C. A “guaranteed” tree that dies or becomes diseased during that time shall be replaced.
 - D. Diversity of tree species shall be encouraged where trees will be replaced, and diversity of species shall also be maintained where essential to preserving a wooded area or habitat.”
- Finding:** These criteria are satisfied or will be satisfied by Condition of Approval PDF 4.
Details of Finding: The condition of approval will ensure the relevant requirements of this subsection are met.

Subsection 4.620.00 (.04) Replacement Tree Stock Requirements

- F12. **Review Criteria:** “All trees to be planted shall consist of nursery stock that meets requirements of the American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade.”
- Finding:** These criteria will be satisfied by Condition of Approval PDF 4.
Details of Finding: Condition of Approval PDF 4 assures this is met.

Subsection 4.620.00 (.05) Replacement Trees Locations

- F13. **Review Criteria:** “The City shall review tree relocation or replacement plans in order to provide optimum enhancement, preservation and protection of wooded areas. To the extent feasible and desirable, trees shall be relocated or replaced on-site and within the same general area as trees removed.”
- Finding:** These criteria are satisfied.
Details of Finding: The applicant proposes to mitigate for all removed trees on site and in the appropriate locations for the proposed development.

Section 4.620.10 Tree Protection During Construction

- F14. **Review Criteria:** “Where tree protection is required by a condition of development under Chapter 4 or by a Tree Maintenance and Protection Plan approved under this subchapter, the following standards apply:” Listed A. through D.
- Finding:** These criteria are satisfied or will be satisfied by Condition of Approvals PDF 5 and PDF 6.
Details of Finding: The conditions of approval assure the applicable requirements of this Section will be met.

<p align="center">REQUEST G: DB13-0026 FINAL DEVELOPMENT PLAN FOR PARKS AND OPEN SPACE</p>

The applicant's findings in Section VIA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Subsection 4.125 (.02) Permitted Uses in the Village Zone

- G1. **Review Criteria:** This subsection lists the uses typically permitted in the Village Zone including "Non-commercial parks, plazas, playgrounds, recreational facilities, community buildings and grounds, tennis courts, and other similar recreational and community uses owned and operated either publicly or by an owners association."

Finding: These criteria are satisfied.

Details of Finding: The requested Final Development Plan is for parks and open space allowed within the Village Zone.

Subsection 4.125 (.08) A. Parks and Open Space in the Village Zone-Amount Required

- G2. **Review Criteria:** "In all residential developments and in mixed-use developments where the majority of the developed square footage is to be in residential use, at least twenty-five percent (25%) of the area shall be open space, excluding street pavement and surface parking. In multi-phased developments, individual phases are not required to meet the 25% standard as long as an approved Specific Area Plan demonstrates that the overall development shall provide a minimum of 25% open space. Required yard areas shall not be counted towards the required open space area."

Finding: These criteria are satisfied.

Details of Finding: The parks master plan for Villebois provides for approximately 33% of the area to be parks and open space. The subject area includes the parks shown in the Villebois Village Master Plan plus additional pocket parks and linear greens.

Subsection 4.125 (.08) B. Parks and Open Space in the Village Zone-Ownership

- G3. **Review Criteria:** "Open space area required by this Section may, at the discretion of the Development Review Board, be protected by a conservation easement or dedicated to the City, either rights in fee or easement, without altering the density or other development standards of the proposed development. Provided that, if the dedication is for public park purposes, the size and amount of the proposed dedication shall meet the criteria of the City of Wilsonville standards. The square footage of any land, whether dedicated or not, which is used for open space shall be deemed a part of the development site for the purpose of computing density or allowable lot coverage."

Finding: These criteria are satisfied.

Details of Finding: This discretion of the DRB is understood. Ownership will be according to agreements reached between the developer and the City.

Subsection 4.125 (.08) C. Parks and Open Space in the Village Zone-Protection and Maintenance

- G4. **Review Criteria:** "The Development Review Board may specify the method of assuring the long-term protection and maintenance of open space and/or recreational areas. Where such protection or

maintenance are the responsibility of a private party or homeowners' association, the City Attorney shall review and approve any pertinent bylaws, covenants, or agreements prior to recordation."

Finding: These criteria are satisfied.

Details of Finding: Protection and maintenance of the open space and recreational areas are covered in the CCR's being reviewed by the City, and Operation and Maintenance Agreements between the developer and the City.

Subsection 4.125 (.09) Street and Access Improvement Standards

G5. **Review Criteria:** This section lists street and access improvement standards for the Village Zone including vision clearance standards.

Finding: These criteria are satisfied.

Details of Finding: This code section does not apply to the proposed parks and open space, except for vision clearance for vegetation which is met.

Subsection 4.125 (.10) Sidewalk and Pathway Improvement Standards

G6. **Review Criteria:** "The provisions of Section 4.178 shall apply within the Village zone."

Finding: These criteria are satisfied.

Details of Finding: Findings regarding Compliance with the standards of Section 4.178 can be found in Finding A77.

Subsection 4.125 (.11) Landscaping Screening and Buffering

G7. **Review Criteria:** "Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:" "Streets in the Village zone shall be developed with street trees as described in the Community Elements Book."

Finding: These criteria are satisfied.

Details of Finding: Findings G18 through G29 pertain to Section 4.176. Street trees are proposed consistent with the Community Elements Book.

Section 4.125 (.12) A. Signs Compliance with Master Sign and Wayfinding Plan for SAP

G8. **Review Criterion:** "All signage and wayfinding elements within the Village Zone shall be in compliance with the adopted Signage and wayfinding Master Plan for the appropriate SAP."

Finding: This criterion does not apply.

Details of Finding: No signs requiring permitting are proposed in the PDP area. It is understood wayfinding and regulatory signs will meeting the Master Sign and Wayfinding program.

Subsection 4.125 (.14) Design Standards Applying to the Village Zone

The following Design Standards implement the Design Principles found in Section 4.125(.13), above, and enumerate the architectural details and design requirements applicable to buildings and other features within the Village (V) zone. The Design Standards are based primarily on the features, types, and details of the residential traditions in the Northwest, but are not intended to mandate a particular style or fashion. All development within the Village zone shall incorporate the following:

Subsection 4.125 (.14) A. 2. b. Details to Match Architectural Pattern Book and Community Elements Book

- G9. **Review Criteria:** “Materials, colors and architectural details executed in a manner consistent with the methods included in an approved Architectural Pattern Book, Community Elements Book or approved Village Center Architectural Standards.”

Finding: These criteria are satisfied ~~or will be satisfied by Condition of Approval PDG 2.~~

Details of Finding: The park furnishings, benches and tables, shown match the Community Elements Book for SAP North. ~~The applicant has provided sufficient information to show that playground equipment meeting the Community Elements Book can be provided. However, Condition of Approval PDG 2 requires additional technical details and ensures the detailed requirements on page 15 of the Community Elements Book are met.~~ The FDP also includes the mail kiosks. Elevations of the kiosks have been provided which are consistent with previous approvals.

Subsection 4.125 (.14) A. 2. f. Protection of Significant Trees

- G10. **Review Criterion:** “The protection of existing significant trees as identified in an approved Community Elements Book.”

Finding: This criterion is satisfied.

Details of Finding: Significant trees are being protected.

Subsection 4.125 (.14) A. 2. g. Landscape Plan

- G11. **Review Criterion:** “A landscape plan in compliance with Sections 4.125(.07) and (.11), above.”

Finding: This criterion is satisfied.

Details of Finding: Landscape plans have been provided in compliance with the referenced sections.

Subsection 4.125 (.14) C. Lighting and Site Furnishings

- G12. **Review Criteria:** “Lighting and site furnishings shall be in compliance with the approved Architectural Pattern Book, Community Elements Book, or approved Village Center Architectural Standards.”

Finding: These criteria are satisfied.

Details of Finding: The lighting and site furnishings shown by the applicant match the Community Elements Book for SAP North.

Subsection 4.125 (.18) L. Final Development Plan Approval Procedures

- G13. **Review Criteria:** This subsection establishes the approval procedures for Final Development Plans.

Finding: These criteria are satisfied.

Details of Finding: The applicant has followed the applicable procedures set out in this subsection for approval of a FDP.

Subsection 4.125 (.18) M. Final Development Plan Submittal Requirements

G14. **Review Criteria:** “An application for approval of a FDP shall be subject to the provisions of Section 4.034.”

Finding: These criteria are satisfied.

Details of Finding: The necessary materials have been submitted for review of the FDP.

Subsections 4.125 (.18) N. and P. 1. Final Development Plans Subject to Site Design Review Criteria

G15. **Review Criteria:** “An application for approval of a FDP shall be subject to the provisions of Section 4.421”

Finding: These criteria are satisfied.

Details of Finding: The provisions of Section 4.421 are being used as criteria in the review of the FDP. See Findings G30 through G37.

Subsection 4.125 (.18) O. Refinements to Preliminary Development Plan as part of Final Development Plan

G16. **Review Criteria:** This subsection identifies the process and requirements for refinements to a preliminary development plan as part of a final development plan.

Finding: These criteria are satisfied.

Details of Finding: No refinements are proposed as part of the requested FDP, as park and open space refinements were requested as part of the PDP approval request. See Request B.

Subsection 4.125 (.18) P.2. Final Development Plan Compliance with Architectural Pattern Book, Community Elements Book, and PDP Conditions of Approval

G17. **Review Criteria:** “An application for an FDP shall demonstrate that the proposal conforms to the applicable Architectural Pattern Book, Community Elements Book, Village Center Architectural Standards and any conditions of a previously approved PDP.”

Finding: These criteria are satisfied ~~or will be satisfied by a Condition of Approval PDG 2.~~

Details of Finding: Overall, as demonstrated by Finding G7 through G9 above, the FDP demonstrates compliance with the SAP North Community Elements Book. ~~The applicant has provided sufficient information to show that playground equipment meeting the Community Elements Book can be provided. However, Condition of Approval PDG 2 ensures the detailed requirements on page 15 of the Community Elements Book are met.~~ There are no relevant portions of the Architectural Pattern Book, or Conditions of Approval for a previously approved PDP to which to demonstrate compliance.

Landscape Standards Section 4.176

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

G18. **Review Criterion:** “All landscaping and screening required by this Code must comply with all of the provisions of this Section, unless specifically waived or granted a Variance as otherwise

provided in the Code. The landscaping standards are minimum requirements; higher standards can be substituted as long as fence and vegetation-height limitations are met. Where the standards set a minimum based on square footage or linear footage, they shall be interpreted as applying to each complete or partial increment of area or length”

Finding: This criterion is satisfied.

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

Subsection 4.176 (.03) Landscape Area and Locations

- G19. **Review Criteria:** “Not less than fifteen percent (15%) of the total lot area, shall be landscaped with vegetative plant materials. The ten percent (10%) parking area landscaping required by section 4.155.03(B)(1) is included in the fifteen percent (15%) total lot landscaping requirement. Landscaping shall be located in at least three separate and distinct areas of the lot, one of which must be in the contiguous frontage area. Planting areas shall be encouraged adjacent to structures. Landscaping shall be used to define, soften or screen the appearance of buildings and off-street parking areas. Materials to be installed shall achieve a balance between various plant forms, textures, and heights. The installation of native plant materials shall be used whenever practicable.”

Finding: These criteria are satisfied.

Details of Finding: The proposed parks are predominantly covered with vegetative plant materials other than areas for walkways, play structures, benches, tables, etc. The plantings are in a variety of areas.

Subsection 4.176 (.04) Buffering and Screening

- G20. **Review Criteria:** “Additional to the standards of this subsection, the requirements of the Section 4.137.5 (Screening and Buffering Overlay Zone) shall also be applied, where applicable.

C. All exterior, roof and ground mounted, mechanical and utility equipment shall be screened from ground level off-site view from adjacent streets or properties.

D. All outdoor storage areas shall be screened from public view, unless visible storage has been approved for the site by the Development Review Board or Planning Director acting on a development permit.

E. In all cases other than for industrial uses in industrial zones, landscaping shall be designed to screen loading areas and docks, and truck parking.

F. In any zone any fence over six (6) feet high measured from soil surface at the outside of fenceline shall require Development Review Board approval.”

Finding: These criteria are satisfied.

Details of Finding: No conditions requiring buffering and screening are within the area covered by the subject FDP request.

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

- G21. **Review Criteria:** This subsection establishes plant material and planting requirements for shrubs and ground cover.

Finding: These criteria are satisfied.

Details of Finding: Applicant’s sheets L 1.0 through L 6.0 in their plan set, Exhibit B3, indicates the requirements established by this subsection will be met by the proposed plantings.

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

G22. **Review Criteria:** This subsection establishes plant material requirements for trees.

Finding: These criteria are satisfied.

Details of Finding: Applicant's sheets L 1.0 through L 6.0 in their plan set, Exhibit B3, indicates the requirements established by this subsection will be met by the proposed plantings.

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

G23. **Review Criteria:** This subsection establishes plant material requirements for street trees.

Finding: These criteria are satisfied.

Details of Finding: Applicant's sheets L 1.0 through L 6.0 of their plan set, Exhibit B3, indicates the requirements established by this subsection as well as the Community Elements Book will be met by the proposed plantings.

Subsection 4.176 (.06) E. Types of Plant Species

G24. **Review Criteria:** This subsection discusses use of existing landscaping or native vegetation, selection of plant materials, and prohibited plant materials.

Finding: These criteria are satisfied.

Details of Finding: The allowed plant materials are governed by the Community Elements Book. All proposed plant materials are consistent with the SAP North Community Elements Book.

Subsection 4.176 (.06) F. Tree Credit

G25. **Review Criteria:** "Existing trees that are in good health as certified by an arborist and are not disturbed during construction may count for landscaping tree credit as follows: Existing trunk diameter

	Number of Tree Credits
18 to 24 inches in diameter	3 tree credits
25 to 31 inches in diameter	4 tree credits
32 inches or greater	5 tree credits:"

Maintenance requirements listed 1. through 2.

Finding: These criteria are satisfied.

Details of Finding: The applicant is not requesting any of the preserved trees be counted as tree credits pursuant to this subsection.

Subsection 4.176 (.06) G. Exceeding Plant Material Standards

G26. **Review Criterion:** "Landscape materials that exceed the minimum standards of this Section are encouraged, provided that height and vision clearance requirements are met."

Finding: This criterion is satisfied.

Details of Finding: The selected landscape materials do not violate any height or visions clearance requirements.

Subsection 4.176 (.07) Installation and Maintenance of Landscaping

G27. **Review Criterion:** This subsection establishes installation and maintenance standards for landscaping.

Finding: These criteria are satisfied or will be satisfied by Condition of Approval PDG 3.

Details of Finding: The installation and maintenance standards are or will be met as follows:

- Plant materials are required to be installed to current industry standards and be properly staked to ensure survival
- Plants that die are required to be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City.
- A note on the applicant's sheet L2.0 in their plan set, Exhibit B3, indicates "project is to be irrigated by an automatic underground system, which will provide full coverage for all plant material. System is to be design/build by landscape contractor."

Subsection 4.176 (.09) Landscape Plans

G28. **Review Criterion:** "Landscape plans shall be submitted showing all existing and proposed landscape areas. Plans must be drawn to scale and show the type, installation size, number and placement of materials. Plans shall include a plant material list. Plants are to be identified by both their scientific and common names. The condition of any existing plants and the proposed method of irrigation are also to be indicated."

Finding: This criterion is satisfied.

Details of Finding: Landscape plans have been submitted with the required information. See applicant's sheets L1.0 through L6.0 in their plan set, Exhibit B3.

Subsection 4.176 (.10) Completion of Landscaping

G29. **Review Criterion:** "The installation of plant materials may be deferred for a period of time specified by the Board or Planning Director acting on an application, in order to avoid hot summer or cold winter periods, or in response to water shortages. In these cases, a temporary permit shall be issued, following the same procedures specified in subsection (.07)(C)(3), above, regarding temporary irrigation systems. No final Certificate of Occupancy shall be granted until an adequate bond or other security is posted for the completion of the landscaping, and the City is given written authorization to enter the property and install the required landscaping, in the event that the required landscaping has not been installed. The form of such written authorization shall be submitted to the City Attorney for review."

Finding: This criterion is satisfied.

Details of Finding: As a condition of PDP approval the parks for the PDP or PDP phase must be completed prior to fifty percent (50%) of the homes being occupied unless certain conditions exist, similar to what is described in this subsection, in which case a bond can be posted. See Finding A61 in Request A and Condition of Approval PDA 3.

Site Design Review

Subsection 4.400 (.01) Excessive Uniformity, Inappropriateness of Design, Etc.

- G30. **Review Criteria:** “Excessive uniformity, inappropriateness or poor design of the exterior appearance of structures and signs and the lack of proper attention to site development and landscaping in the business, commercial, industrial and certain residential areas of the City hinders the harmonious development of the City, impairs the desirability of residence, investment or occupation in the City, limits the opportunity to attain the optimum use in value and improvements, adversely affects the stability and value of property, produces degeneration of property in such areas and with attendant deterioration of conditions affecting the peace, health and welfare, and destroys a proper relationship between the taxable value of property and the cost of municipal services therefor.”

Finding: These criteria are satisfied.

Details of Finding: It is staff’s professional opinion that the proposed development will not result in excessive uniformity, inappropriateness or poor design, and the proper attention has been paid to site development and landscaping.

Subsection 4.400 (.02) Purposes of Objectives of Site Design Review

- G31. **Review Criterion:** “The City Council declares that the purposes and objectives of site development requirements and the site design review procedure are to:” Listed A through J.

Finding: These criteria are satisfied.

Details of Finding: It is staff’s professional opinion that the applicant has provided sufficient information demonstrating compliance with the purposes and objectives of site design review. Among the information provided is a written response to these purposes and objectives on pages 16 through 18 in Section VI of the applicant’s notebook, Exhibit B1.

Section 4.420 Site Design Review-Jurisdiction and Power of the Board

- G32. **Review Criteria:** The section states the jurisdiction and power of the Development Review Board in relation to site design review including the application of the section, that development is required in accord with plans, and variance information.

Finding: These criteria will be satisfied by Condition of Approval ~~PDG-4~~**PDG 3**.

Details of Finding: A condition of approval has been included to ensure construction, site development, and landscaping are carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. No grading or other permits will be granted prior to development review board approval. No variances are requested from site development requirements.

Subsection 4.421 (.01) Site Design Review-Design Standards

- G33. **Review Criteria:** “The following standards shall be utilized by the Board in reviewing the plans, drawings, sketches and other documents required for Site Design Review. These standards are intended to provide a frame of reference for the applicant in the development of site and building plans as well as a method of review for the Board. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention and innovation.

The specifications of one or more particular architectural styles is not included in these standards.” Listed A through G.

Finding: These criteria are satisfied.

Details of Finding: The applicant has provided sufficient information demonstrating compliance with the standards of this subsection. Among the information provided is a written response to these standards on pages 18 through 20 of Section VI of the applicant’s notebook, Exhibit B1.

Subsection 4.421 (.02) Applicability of Design Standards to Various Site Features

- G34. **Review Criteria:** “The standards of review outlined in Sections (a) through (g) above shall also apply to all accessory buildings, structures, exterior signs and other site features, however related to the major buildings or structures.”

Finding: These criteria are satisfied.

Details of Finding: Design standards have been applied to all site features.

Subsection 4.421 (.03) Objectives of Section 4.400 Serve as Additional Criteria and Standards

- G35. **Review Criteria:** “The Board shall also be guided by the purpose of Section 4.400, and such objectives shall serve as additional criteria and standards.”

Finding: These criteria are satisfied.

Details of Finding: The purposes and objectives in Section 4.400 are being used as additional criteria and standards. See Finding G31 above.

Subsection 4.421 (.05) Site Design Review-Conditions of Approval

- G36. **Review Criterion:** “The Board may attach certain development or use conditions in granting an approval that are determined necessary to insure the proper and efficient functioning of the development, consistent with the intent of the Comprehensive Plan, allowed densities and the requirements of this Code.”

Finding: This criterion is satisfied.

Details of Finding: No additional conditions of approval are recommended.

Subsection 4.421 (.06) Color or Materials Requirements

- G37. **Review Criterion:** “The Board or Planning Director may require that certain paints or colors of materials be used in approving applications. Such requirements shall only be applied when site development or other land use applications are being reviewed by the City.”

Finding: This criterion will be satisfied by Condition of Approvals ~~PDG 5~~**PDG 4** and ~~PDG 6~~**PDG 5**.

Details of Finding: Condition of Approval ~~PDG 5~~**PDG 4** requires all retaining walls within the public view shed, be a decorative stone or brick construction or veneer. This does not include the temporary retaining wall along the north property line. Final design of retaining walls in the public view shed will be approved by the Planning Division through the Class I Administrative Review process. Further, while staff realizes the design of stairs within the parks and open space are such to avoid the need of hand rails, if they are required Condition of Approval ~~PDG 6~~**PDG 5** ensures they are of a design mirroring that for courtyard fences shown in the Architectural Pattern Book. Final design of any handrails

in parks and open space will be approved by the Planning Division through the Class I Administrative Review process.

Section 4.440 Site Design Review-Procedures

- G38. **Review Criteria:** "A prospective applicant for a building or other permit who is subject to site design review shall submit to the Planning Department, in addition to the requirements of Section 4.035, the following:" Listed A through F.

Finding: These criteria are satisfied.

Details of Finding: The applicant has submitted the required additional materials, as applicable.

Section 4.442 Time Limit on Approval

- G39. **Review Criterion:** "Site design review approval shall be void after two (2) years unless a building permit has been issued and substantial development pursuant thereto has taken place; or an extension is granted by motion of the Board.

Finding: This criterion is satisfied.

Details of Finding: It is understood that the approval will expire after 2 years if a building permit hasn't been issued unless an extension has been granted by the board.

Subsection 4.450 (.01) Landscape Installation or Bonding

- G40. **Review Criterion:** "All landscaping required by this section and approved by the Board shall be installed prior to issuance of occupancy permits, unless security equal to one hundred and ten percent (110%) of the cost of the landscaping as determined by the Planning Director is filed with the City assuring such installation within six (6) months of occupancy. "Security" is cash, certified check, time certificates of deposit, assignment of a savings account or such other assurance of completion as shall meet with the approval of the City Attorney. In such cases the developer shall also provide written authorization, to the satisfaction of the City Attorney, for the City or its designees to enter the property and complete the landscaping as approved. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the installation. Upon completion of the installation, any portion of the remaining security deposited with the City shall be returned to the applicant."

Finding: This criterion is satisfied.

Details of Finding: As a condition of PDP approval the parks for the PDP or PDP phase must be completed prior to fifty percent (50%) of the homes being occupied. See Finding A61 in Request A and Condition of Approval PDA 3.

Subsection 4.450 (.02) Approved Landscape Plan Binding

- G41. **Review Criterion:** "Action by the City approving a proposed landscape plan shall be binding upon the applicant. Substitution of plant materials, irrigation systems, or other aspects of an approved landscape plan shall not be made without official action of the Planning Director or Development Review Board, as specified in this Code."

Finding: This criterion will be satisfied by Condition of Approval ~~PDG-7~~**PDG 6.**

Details of Finding: The condition of approval shall provide ongoing assurance this criterion is met.

Subsection 4.450 (.03) Landscape Maintenance and Watering

- G42. **Review Criterion:** “All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Board, unless altered with Board approval.”

Finding: This criterion will be satisfied by Condition of Approval ~~PDG 7~~**PDG 6**.

Details of Finding: The condition of approval will ensure landscaping is continually maintained in accordance with this subsection.

Subsection 4.450 (.04) Addition and Modifications of Landscaping

- G43. **Review Criterion:** “If a property owner wishes to add landscaping for an existing development, in an effort to beautify the property, the Landscape Standards set forth in Section 4.176 shall not apply and no Plan approval or permit shall be required. If the owner wishes to modify or remove landscaping that has been accepted or approved through the City’s development review process, that removal or modification must first be approved through the procedures of Section 4.010.”

Finding: This criterion will be satisfied by Condition of Approval ~~PDG 7~~**PDG 6**.

Details of Finding: The condition of approval shall provide ongoing assurance that this criterion is met by preventing modification or removal without the appropriate City review.

REQUEST H: SI13-0001 SRIR REVIEW

The following was prepared by Kerry Rappold, Natural Resources Program Manager

Findings of Fact:

1. The area designated Significant Resource Overlay Zone (SROZ) within Phase 2 North is upland wildlife habitat (Site ID Number URA#41. The delineated wetland is not considered locally significant, and was not protected within the SROZ. However, any impacts to the wetland are regulated by the Oregon Department of State Lands and the Army Corps of Engineers.
2. The upland wildlife habitat (i.e., mixed coniferous/deciduous forest) is 9.76 acres, and has a mature Douglas fir/Oregon white oak canopy. The understory has been disturbed in the past, and the shrub and herbaceous layers have been impacted by non-native invasive plant species. Native tree species include Oregon white oak, Douglas fir, vine maple, and Indian plum. Non-native invasive plant species include Himalayan blackberry, English ivy, and domestic cheery trees. The forest provides habitat for birds, but due to the lack of connectivity to other habitat, it does not provide many opportunities for other species, such as mammals.
3. The Significant Resource Overlay Zone ordinance prescribes regulations for development within the SROZ and its associated 25 foot Impact Area. Setbacks from significant natural resources implement the requirements of Metro Title 3 Water Quality Resource Areas, Metro Title 13 Nature in Neighborhoods, and Statewide Planning Goal 5. Wetlands, streams and riparian corridors shall have at least a minimum 50-foot buffer, but buffers may extend to the top of the slope for riparian corridors. All significant natural resources

have a 25 foot Impact Area. Development or other alteration activities may be permitted within the SROZ and its associated 25 foot Impact Area through the review of a Significant Resource Impact Report (SRIR).

4. Pursuant to the city's SROZ ordinance, development is only allowed within the Area of Limited Conflicting Use (ALCU). The ALCU is located between the riparian corridor boundary, riparian impact area or the Metro Title 3 Water Quality Resource Area boundary, whichever is furthest from the wetland or stream, and the outside edge of the SROZ, or an isolated significant wildlife habitat (upland forest) resource site.
5. The applicant's Significant Resource Impact Report delineated specific resource boundaries and analyzed the impacts of development within the SROZ. The applicant's SRIR contained most of the required information, including an analysis and development recommendations for mitigating impacts, but is lacking some of the required mitigation elements (e.g., plant densities or spacing). A condition of approval requires the submittal of an updated mitigation plan.

Description of Request:

The applicant is requesting approval of a Significant Resource Impact Report (SRIR) for non-exempt development that is located within the Significant Resource Overlay Zone and its associated 25 foot Impact Area in Phase 2 North.

Summary of Issues/Background:

The proposed non-exempt development will encroach into the Significant Resource Overlay Zone and its associated 25 foot Impact Area. All non-exempt development will occur within the Area of Limited Conflicting Use of the isolated significant wildlife habitat (i.e., upland forest). The impacted area totals 16,255 square feet and is situated within and along the edge of the upland forest. The impact to the SROZ is necessary to accommodate street improvements, a paved pedestrian trail, and encroachments related to a future PDP.

The proposed par course fitness stations and leaf identification creative play areas have not been addressed in the SRIR and are not approved as part of the SRIR review. In addition, the applicant is required to relocate a picnic table area (situated along the eastern edge of the forest) outside the SROZ. A condition of approval requires the applicant to modify the site plan.

Proposed exempt development in the SROZ and its associated 25 foot Impact Area includes the following:

- 1) Soft surface pedestrian pathway within forest.

Conclusionary Findings:

Section 4.139.04 Use and Activities Exempt from These Regulations

Proposed exempt development in the SROZ and its associated 25 foot Impact Area comply with the following exemptions:

(.08) The construction of new roads, pedestrian or bike paths into the SROZ in order to provide access to the sensitive area or across the sensitive area, provided the location of the crossing is consistent with the intent of the Wilsonville Comprehensive Plan. Roads and paths shall be constructed so as minimize and repair disturbance to existing vegetation and slope stability.

H1. The construction of the soft surface pedestrian path will have minimal impacts to the resource area, and is consistent with the requirements of this exemption.

Section 4.139.06.03 SRIR Review Criteria:

In addition to the normal Site Development Permit Application requirements as stated in the Planning and Land Development Ordinance, the following standards shall apply to the issuance of permits requiring an SRIR. The SRIR must demonstrate how these standards are met in a manner that meets the purposes of this Section.

A. Except as specifically authorized by this code, development shall be permitted only within the Area of Limited Conflicting Use (see definition) found within the SROZ;

H2. The proposed non-exempt development is located within the Area of Limited Conflicting Use found within the SROZ. The total area of all other encroachments within the SROZ or its associated Impact Area has been deemed exempt or proposed only within the Impact Area.

B. Except as specifically authorized by this code, no development is permitted within Metro's Urban Growth Management Functional Plan Title 3 Water Quality Resource Areas boundary;

H3. The proposed development for Phase 2 North will not be located within Metro's Title 3 Water Quality Resource Areas boundary.

C. No more than five (5) percent of the Area of Limited Conflicting Use (see definition) located on a property may be impacted by a development proposal. On properties that are large enough to include Areas of Limited Conflicting Use on both sides of a waterway, no more than five (5) percent of the Area of Limited Conflicting Use on each side of the riparian corridor may be impacted by a development proposal. This condition is cumulative to any successive development proposals on the subject property such that the total impact on the property shall not exceed five (5) percent;

H4. The applicant has identified the proposed development within the Area of Limited Conflicting Use, and calculated the percentage for this development. The following information has been provided on the Area of Limited Conflicting Use (ALCU):

Total ALCU	=	425,149 square feet
Allowed Impact (5%)	=	21,257 square feet
Proposed Impact	=	16,255 square feet (3.8%)

- D. Mitigation of the area to be impacted shall be consistent with Section 4.139.06 of this code and shall occur in accordance with the provisions of this Section;**
- H5. The applicant has identified the mitigation area necessary to offset impacts to the SROZ, and proposed to enhance 46,212 square feet. Based on the required mitigation ratio of 2.5:1, only 40,638 square feet is required. The mitigation plan is missing some required elements, such as planting densities and spacing. A condition of approval requires the applicant to submit an updated mitigation plan containing all the required information.
- E. The impact on the Significant Resource is minimized by limiting the degree or magnitude of the action, by using appropriate technology or by taking affirmative steps to avoid, reduce or mitigate impacts;**
- H6. The impacts to the SROZ will be from the encroachment of street improvements, a paved pedestrian trail, and encroachments related to a future PDP. The impacts to the SROZ provide a paved trail connection within the upland forest, future play area, and constructing improvements adjacent to the SROZ. The applicant has minimized permanent impacts to very mature trees, and other native vegetation. The grading and erosion control plan will ensure areas within the SROZ are protected during construction activities. No stormwater runoff will discharge into the SROZ.
- F. The impacts to the Significant Resources will be rectified by restoring, rehabilitating, or creating enhanced resource values within the "replacement area" (see definitions) on the site or, where mitigation is not practical on-site, mitigation may occur in another location approved by the City;**
- H7. Impacts to the SROZ will be mitigated for on-site and will satisfy the mitigation ratios and other requirements of Section 4.139.07. A condition of approval requires the applicant to submit an updated mitigation plan containing all the required information.
- G. Non-structural fill used within the SROZ area shall primarily consist of natural materials similar to the soil types found on the site;**
- H8. Non-structural fill will consist of natural materials similar to the soil types found on the site.
- H. The amount of fill used shall be the minimum required to practically achieve the project purpose;**
- H9. No fill is proposed to be placed within the SROZ.
- I. Other than measures taken to minimize turbidity during construction, stream turbidity shall not be significantly increased by any proposed development or alteration of the site;**
- H10. All proposed grading activities on-site will be managed pursuant to guidelines established and identified in the applicant's approved erosion control plan and a 1200-C Erosion Control Permit issued by the Oregon Department of Environmental Quality. Stream

turbidity is regulated under the City's Grading and Erosion Control Permit and the DEQ's 1200-C Erosion Control Permit.

- J. Appropriate federal and state permits shall be obtained prior to the initiation of any activities regulated by the U.S. Army Corps of Engineers and the Oregon Division [Department] of State Lands in any jurisdictional wetlands or water of the United States or State of Oregon, respectively.**

H11. No in-water impacts (i.e., jurisdictional wetlands or waters of the U.S. or State of Oregon) are proposed for Phase 2 - North.

Section 4.139.07 Mitigation Standards

(.01) The applicant shall review the appropriate Goal 5 Inventory Summary Sheets for wildlife habitat (i.e. upland) contained in the *City of Wilsonville Natural Resource Inventory and Goal 5/Title 3/ESA Compliance and Protection Plan* ("Compliance and Protection Plan"- May 2000) to determine the resource function ratings at the time the inventory was conducted.

H12. The applicant has reviewed the appropriate Upland Summary Sheet (Site ID Number 2.14U) to determine the resource function ratings at the time the inventory was conducted.

(.02) The applicant shall prepare a Mitigation Plan document containing the following elements:

A. The Mitigation Plan shall contain an assessment of the existing natural resource function ratings at the time of the proposed encroachment for the site compared to the function ratings recorded in the Compliance and Protection Plan.

H13. The applicant has addressed the resource function ratings for the impact area and also correctly documented the resource function ratings in the Compliance and Protection Plan. The impact area has a low to medium function rating due to non-native invasive plant species, and the lack of habitat connectivity.

B. The Mitigation Plan shall contain an assessment of the anticipated adverse impacts to significant wildlife habitat resources. The impact assessment shall discuss impacts by resource functions (as listed in the Compliance and Protection Plan, May 2000) for each resource type, and shall map the area of impact (square feet or acres) for each function.

H14. The applicant has determined the impact to the significant resource area based on the resource functions. The applicant has calculated the square feet of the impact to the Significant Resource. The applicant's site plan in the SRIR depicts the area of impact.

C. The Mitigation Plan shall present a proposed mitigation action designed to replace the lost or impacted resource functions described in Subsection B, above. The mitigation plan shall be designed to replace lost or impacted functions by enhancement of existing resources on, or off the impact site, or creation of new resource areas.

- H15. The applicant has not submitted a mitigation plan consistent with the requirements in Section 4.139.07. The mitigation will occur on-site, and within close proximity to the areas of impact. A condition of approval requires the applicant to submit an updated mitigation plan containing all the required information.
- D. For mitigation projects based on resource function enhancement, the area ratios presented in Table NR - 2 shall be applied. These ratios are based on the resource function ratings at the time of the proposed action, as described in Subsection A, above. The mitigation action shall be conducted on the appropriate size area as determined by the ratios in Table NR - 2.**
- H16. The applicant has estimated the resource function ratings for the “existing rating at mitigation site” and “proposed rating at mitigation site.”
- (.03) Proposals for mitigation action where new natural resource functions and values are created (i.e. creating wetland or wildlife habitat where it does not presently exist) will be reviewed and may be approved by the Development Review Board or Planning Director if it is determined that the proposed action will create natural resource functions and values that are equal to or greater than those lost by the proposed impact activity.**
- H17. No new habitat would be created as part of the mitigation plan. The proposed mitigation will enhance existing habitat.
- (.04) Mitigation actions shall be implemented prior to or at the same time as the impact activity is conducted.**
- H18. A condition of approval requires the mitigation actions to be implemented prior to or at the same time as the impact activity is conducted.
- (.05) Mitigation plans shall have clearly stated goals and measurable performance standards.**
- H19. The applicant has submitted a mitigation plan with goals and measurable performance standards.
- (.06) All mitigation plans shall contain a monitoring and maintenance plan to be conducted for a period of five years following mitigation implementation. The applicant shall be responsible for ongoing maintenance and management activities, and shall submit an annual report to the Planning Director documenting such activities, and reporting progress towards the mitigation goals. The report shall contain, at a minimum, photographs from established photo points, quantitative measure of success criteria, including plant survival and vigor if these are appropriate data. The Year 1 annual report shall be submitted one year following mitigation action implementation. The final annual report (Year 5 report) shall document successful satisfaction of mitigation goals, as per the stated performance standards. If the ownership of the**

mitigation site property changes, the new owners will have the continued responsibilities established by this section.

H20. The applicant has not submitted information regarding monitoring and maintenance of the proposed mitigation. A condition of approval requires the applicant to submit a monitoring and maintenance report to be conducted for a period of five years following mitigation implementation.

(.07) The Mitigation Plan document shall be prepared by a natural resource professional.

H21. The applicant's team has the necessary credentials to implement a mitigation plan for the proposed impacts.

(.08) Prior to any site clearing, grading or construction, the SROZ area shall be staked, and fenced per approved plan. During construction, the SROZ area shall remain fenced and undisturbed except as allowed by an approved development permit.

H22. A condition of approval requires the SROZ to be fenced and undisturbed.

(.09) For any development which creates multiple parcels intended for separate ownership, the City shall require that the SROZ areas on the site be encumbered with a conservation easement or tract.

H23. A conservation easement is required for the SROZ areas on the site. A condition of approval requires a conservation easement to be recorded.

(.10) The City may require a conservation easement over the SROZ that would prevent the owner from activities and uses inconsistent with the purpose of this Section and any easements therein. The purpose of the conservation easement is to conserve and protect resources as well as to prohibit certain activities that are inconsistent with the purposes of this section. Such conservation easements do not exclude the installation of utilities.

H24. A conservation easement is required for the SROZ areas on the site. A condition of approval requires a conservation easement to be recorded.

(.11) At the Planning Directors discretion, mitigation requirements may be modified based on minimization of impacts at the impact activity site. Where such modifications are granted by the Planning Director, the Director shall clearly indicate the reasons for doing so in the record, citing the relevant information relied upon in reaching the decision.

H25. The applicant has not requested a modification of mitigation requirements.

(.12) The Director may study the possibility of a payment-in-lieu-of system for natural resource impact mitigation. This process would involve the public acquisition and management of natural resource properties partially funded by these payments.

H26. The applicant has not requested a payment-in-lieu.

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 17, 2013	Subject: Ordinance No. 721 Zone Map Amendment from PF to V, "Polygon Northwest at Villebois No. 2 and Tonquin Woods at Villebois No. 5", PDP 4 of SAP Central, Villebois. Polygon at Villebois III, LLC applicant. Staff Members: Blaise Edmonds, Manager of Current Planning and Daniel Pauly AICP, Associate Planner. Department: Planning Division	
Action Required <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: <input checked="" type="checkbox"/> Ordinance 1 st Reading Date: June 17. <input checked="" type="checkbox"/> Ordinance 2 nd Reading Date: July 15 <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	Development Review Board Recommendation <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comment: Development Review Board, Panel A is reviewing the proposal and will make an recommendation for approval or denial during their June 10 th meeting.	
Staff Recommendation: Staff recommends that the City Council adopt Ordinance No. 721.		
Recommended Language for Motion: I Move to Adopt Ordinance No. 721 on the 1 st reading.		
PROJECT / ISSUE RELATES TO: Comprehensive Plan, Zone Code and Villebois Master Plan.		
<input type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s) Villebois Master Plan	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL: Zone Map Amendment from the PF zone to Village zone on approximately 6.83- acres along 110th Avenue north of SW St. Moritz Loop and north of the former Dammasch State Hospital building site in Villebois.

EXECUTIVE SUMMARY: The PF (Public Facility) zone designation stems from the closed and demolished Dammasch State Hospital. The Villebois Village Master Plan intends the zone designation reflecting the former use to be changed to V (Village) at the time of development

according to the plan. The Development Review Board Panel 'A' is forwarding the proposed Zone Map Amendment to the City Council with a recommendation of approval. The Board approved several companion applications including a Preliminary Development Plan, Final Development Plan, Tentative Subdivision Plat, Type C Tree Plan and SAP – Central refinement and amendments. Those approvals are contingent on Council approving the subject Zone Map Amendment. The site measures approximately 6.83 acres and includes 17 single-family detached houses and 40 row houses. The proposed zone change will enable development of the houses together with approximately 0.84 acres of parks and open space. No change to Villebois Village Master Plan densities is proposed.

EXPECTED RESULTS: Adoption of Ordinance No.721.

TIMELINE: Construction of the subdivision is planned to begin this summer.

CURRENT YEAR BUDGET IMPACTS: Proposed is 57-lot subdivision. This project is a private development so the applicant is responsible to make all public and private improvements, pay city application fees and systems development charges for parks, water, sewer, storm sewer and streets.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____, Date: _____, 2013

LEGAL REVIEW / COMMENT:

Reviewed by: MEK, Date: _____, 2013

COMMUNITY INVOLVEMENT PROCESS: The required public hearing notices have been sent.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY Ordinance No. 721 will provide:

- Continued build-out of the Villebois Master Plan including construction of the major Costa Circle/Villebois Drive intersection.
- 57 residential houses
- Construction jobs for several years.
- Development of a number of private park area.

ALTERNATIVES: The Applicant seeks to develop the subject property within the allowed V Zone housing density and does not seek a Comprehensive Plan Map Amendment.

CITY MANAGER COMMENT:

ATTACHMENTS:

Exhibit A - Zoning Order DB13-0016

Attachment 1: Legal Description

Attachment 2: Map depicting Zone Map Amendment

Exhibit B – Planning Staff Report, Zone Change Findings, and Recommendation to City Council, June 17th.

Exhibit C - DRB Panel A -Notice of Decision and Resolution No. 258.

Exhibit D – Amended Adopted Staff Report and DRB Recommendation (Exhibit A1), and Application on compact disk. (to be available following June 10th DRB Hearing, pre-adoption staff report available from Planning Division upon request)

ORDINANCE NO. 721

AN ORDINANCE OF THE CITY OF WILSONVILLE APPROVING A ZONE MAP AMENDMENT FROM THE PUBLIC FACILITY (PF) ZONE TO THE VILLAGE (V) ZONE ON APPROXIMATELY 6.83 - ACRES COMPRISING TAX LOT 2919 AND PORTIONS OF TAX LOT 2916 OF SECTION 15, T3S, R1W, CLACKAMAS COUNTY, OREGON, POLYGON AT VILLEBOIS III, LLC APPLICANT.

RECITALS

WHEREAS, Polygon at Villebois III ("Applicant"), as owner of the real property legally described and shown on Exhibits A and B, attached hereto and incorporated by reference herein ("Property") has made a development application requesting, among other things, a Zone Map Amendment of the Property; and

WHEREAS, the City of Wilsonville Planning Staff analyzed the request and prepared a staff report for the Development Review Board, finding that the application met the requirements for a Zone Map Amendment and recommending approval of the Zone Map Amendment, which staff report was presented to the Development Review Board on June 10, 2013;

WHEREAS, the Development Review Board Panel 'A' held a public hearing on the application for a Zone Map Amendment on June 10, 2013, and after taking public testimony and giving full consideration to the matter, adopted Resolution No. 258 which recommends that the City Council approve a request for a Zone Map Amendment (Case File DB13-0016), adopts the staff report with modified findings and recommendation, all as placed on the record at the hearing, contingent on City Council approval of the Zone Map Amendment and authorizes the Planning Director to issue approvals to the Applicant consistent with the amended staff report, as adopted by DRB Panel A; and

WHEREAS, on June 17, 2013, the Wilsonville City Council held a public hearing regarding the above described matter, wherein the City Council considered the full public record made before the Development Review Board, including the Development Review Board and City Council staff reports; took public testimony; and, upon deliberation, concluded that the proposed Zone Map Amendment meets the applicable approval criteria under the City of Wilsonville Development Code;

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

Section 1. Findings. The City Council adopts, as findings and conclusions, the forgoing Recitals and the Development Review Board staff report, as contained in the record of the above described DRB hearing and incorporates it by reference herein, as if fully set forth.

Section 2. Order. The official City of Wilsonville Zone Map is hereby amended by Zoning Order DB13-0016, attached hereto as Exhibit A, from the Public Facility (PF) Zone to the Village (V) Zone.

SUBMITTED to the Wilsonville City Council and read the first time at a meeting thereof on the 17th day of June 2013, and scheduled for the second and final reading on July 15, 2013, commencing at the hour of 7 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, OR.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the ____ day of ____, 2013, by the following
votes: Yes:____ No:____

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this ____ day of ____, 2013.

Tim Knapp, MAYOR

SUMMARY OF VOTES:

Mayor Knapp
Council President Starr
Councilor Goddard
Councilor Fitzgerald
Councilor Stevens

Attachments:

Exhibit A, Zoning Order DB13-0016.

Attachment 1, Legal Description

Attachment 2, Map Depicting Zone Amendment

Exhibit B Zone Map Amendment Findings, June 17, 2013.

Exhibit C DRB Resolution No. 258

EXHIBIT A

**BEFORE THE CITY COUNCIL OF THE
CITY OF WILSONVILLE, OREGON
POLYGON AT VILLEBOIS III, LLC**

In the Matter of the Application of)
Pacific Community Design, Inc.,)
Agent for the Applicant,)
Polygon at Villebois III, LLC)
for a Rezoning of Land and Amendment)
of the City of Wilsonville)
Zoning Map Incorporated in Section 4.102)
of the Wilsonville Code.)

ZONING ORDER DB13-0016

The above-entitled matter is before the Council to consider the application of DB13-0016, for a Zone Map Amendment and an Order, amending the official Zoning Map as incorporated in Section 4.102 of the Wilsonville Code.

The Council finds that the subject property ("Property"), legally described and shown on the attached Exhibits 1 and 2, has heretofore appeared on the City of Wilsonville Zoning Map as Public Facility (PF).

The Council having heard and considered all matters relevant to the application for a Zone Map Amendment, including the Development Review Board record and recommendation, finds that the application should be approved.

THEREFORE IT IS HEREBY ORDERED that The Property, consisting of approximately 6.83 acres comprising Tax Lots 2919 and portions of Tax Lot 2916 Section 15, as more particularly shown in the Zone Map Amendment Map, Exhibit 1 and described in Exhibit 2 is hereby rezoned to Village (V), subject to conditions detailed in this Order's adopting Ordinance. The foregoing rezoning is hereby declared an amendment to the Wilsonville Zoning Map (Section 4.102 WC) and shall appear as such from and after entry of this Order.

Dated: This 17th day of June, 2013.

TIM KNAPP, MAYOR

APPROVED AS TO FORM:

Michael E. Kohlhoff, City Attorney

ATTEST:

Sandra C. King, MMC, City Recorder

Attachment 1: Legal Description

Attachment 2: Map depicting Zone Map Amendment

EXHIBIT "A"

April 9, 2013

LEGAL DESCRIPTION

Job No. 395-008

Two tracts of land being portions of Parcel 3 of Partition Plat No. 2007-127 and Parcel 2 of Partition Plat No. 2010-046, Clackamas County Plat Records, situated in the Northwest and Northeast Quarters of Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, more particularly described as follows:

Tract 1

BEGINNING at the most southerly corner of Parcel 3, Partition Plat No. 2007-127;

thence along the southerly line of said Parcel 3, North 43°36'51" West, a distance of 160.98 feet;

thence continuing along said line, on a 207.00 foot radius non-tangential curve, concave northeasterly, with a radius point bearing North 47°03'28" East, arc length of 128.16 feet, central angle of 35°28'22", chord bearing of North 25°12'21" West, and chord distance of 126.12 feet;

thence continuing along said line, North 07°28'09" West, a distance of 53.01 feet;

thence continuing along said line, on a 590.00 foot radius non-tangential curve, concave southeasterly, with a radius point bearing South 04°33'28" East, arc length of 423.75 feet, central angle of 41°09'04", chord bearing of South 64°52'00" West, and chord distance of 414.70 feet to the southwest corner of said Parcel 3;

thence continuing along said line, North 45°15'25" West, a distance of 48.20 feet;

thence leaving said line, on a 638.00 foot radius non-tangential curve, concave southerly, with a radius point bearing South 45°40'27" East, arc length of 872.67 feet, central angle of 78°22'13", chord bearing of North 83°30'40" East, and chord distance of 806.21 feet;

thence North 34°32'15" East, a distance of 263.51 feet;

thence South 54°57'30" East, a distance of 19.36 feet;

thence along a 172.50 foot radius tangential curve to the right, arc length of 21.36 feet, central angle of 07°05'37", chord bearing of South 51°24'42" East, and chord distance of 21.34 feet;

thence South 47°51'53" East, a distance of 75.71 feet to an angle point on the southerly line of said Parcel 3;

thence along the southerly line of said Parcel 3, South 34°32'15" West, a distance of 255.92 feet;

thence continuing along said line, South 31°30'05" West, a distance of 67.17 feet;

thence continuing along said line, South 41°14'03" West, a distance of 118.86 feet;

thence continuing along said line, North 47°50'26" West, a distance of 127.82 feet;

thence continuing along said line, South 45°36'51" West, a distance of 146.27 feet to the POINT OF BEGINNING.

Containing 3.486 acres, more or less.

Tract 2

BEGINNING at the northwest corner of Parcel 2, Partition Plat No. 2010-046;

thence along the northerly line of said Parcel 2, North 72°02'29" East, a distance of 217.00 feet;

thence continuing along said northerly line, North 63°29'14" East, a distance of 61.38 feet;

thence continuing along said northerly line, North 45°34'29" East, a distance of 278.00 feet to the northwest corner of said Parcel 2;

thence along the westerly right-of-way line of SW 110th Avenue, South 01°35'01" West, a distance of 68.95 feet;

thence leaving said right-of-way line, South 46°43'10" West, a distance of 69.57 feet;

thence along a 15.00 foot radius tangential curve to the left, arc length of 13.72 feet, central angle of 52°24'38", chord bearing of South 20°30'51" West, and chord distance of 13.25 feet;

thence along a 85.00 foot radius reverse curve to the right, arc length of 44.28 feet, central angle of 29°50'47", chord bearing of South 09°13'56" West, and chord distance of 43.78 feet;

thence along a 15.00 foot radius reverse curve to the left, arc length of 14.38 feet, central angle of 54°54'58", chord bearing of South 03°18'09" East, and chord distance of 13.83 feet;

thence along a 788.00 foot radius reverse curve to the right, arc length of 125.05 feet, central angle of 09°05'33", chord bearing of South 26°12'52" East, and chord distance of 124.92 feet to a point on the westerly right-of-way line of SW 110th Avenue;

thence along said right-of-way line, South 01°35'01" West, a distance of 235.23 feet to the southwest corner of said Parcel 2;

thence along the southerly line of said Parcel 2, North 88°24'59" West, a distance of 16.05 feet;

thence continuing along said line, on a 15.00 foot radius non-tangential curve, concave northwesterly, with a radius point bearing South 85°28'04" West, arc length of 23.89 feet, central angle of 91°15'24", chord bearing of South 41°05'46" West, and chord distance of 21.44 feet;

thence continuing along said line, South 86°43'28" West, a distance of 237.49 feet;

thence continuing along said line, on a 10.00 foot radius tangential curve to the right, arc length of 14.06 feet, central angle of 80°32'26", chord bearing of North 53°00'19" West, and chord distance of 12.93 feet;

thence along a 568.00 foot radius reverse curve to the left, arc length of 2.42 feet, central angle of 00°14'37", chord bearing of North 12°51'25" West, and chord distance of 2.42 feet;

thence South 77°08'47" West, a distance of 31.36 feet to the southwest corner of said Parcel 2;

thence along the westerly line of said Parcel 2, on a 535.50 foot radius non-tangential curve, concave southwesterly, with a radius point bearing South 77°08'46" West, arc length of 187.86 feet, central angle of 20°06'00", chord bearing of North 22°54'13" West, and chord distance of 186.90 feet;

thence continuing along said line, North 32°57'13" West, a distance of 117.17 feet to the POINT OF BEGINNING.

Containing 3.177 acres, more or less.

Basis of bearings per Partition Plat No. 2007-127, Clackamas County Plat Records.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 9, 2002
TRAVIS C. JANSEN
57751

RENEWS: 6/30/2013

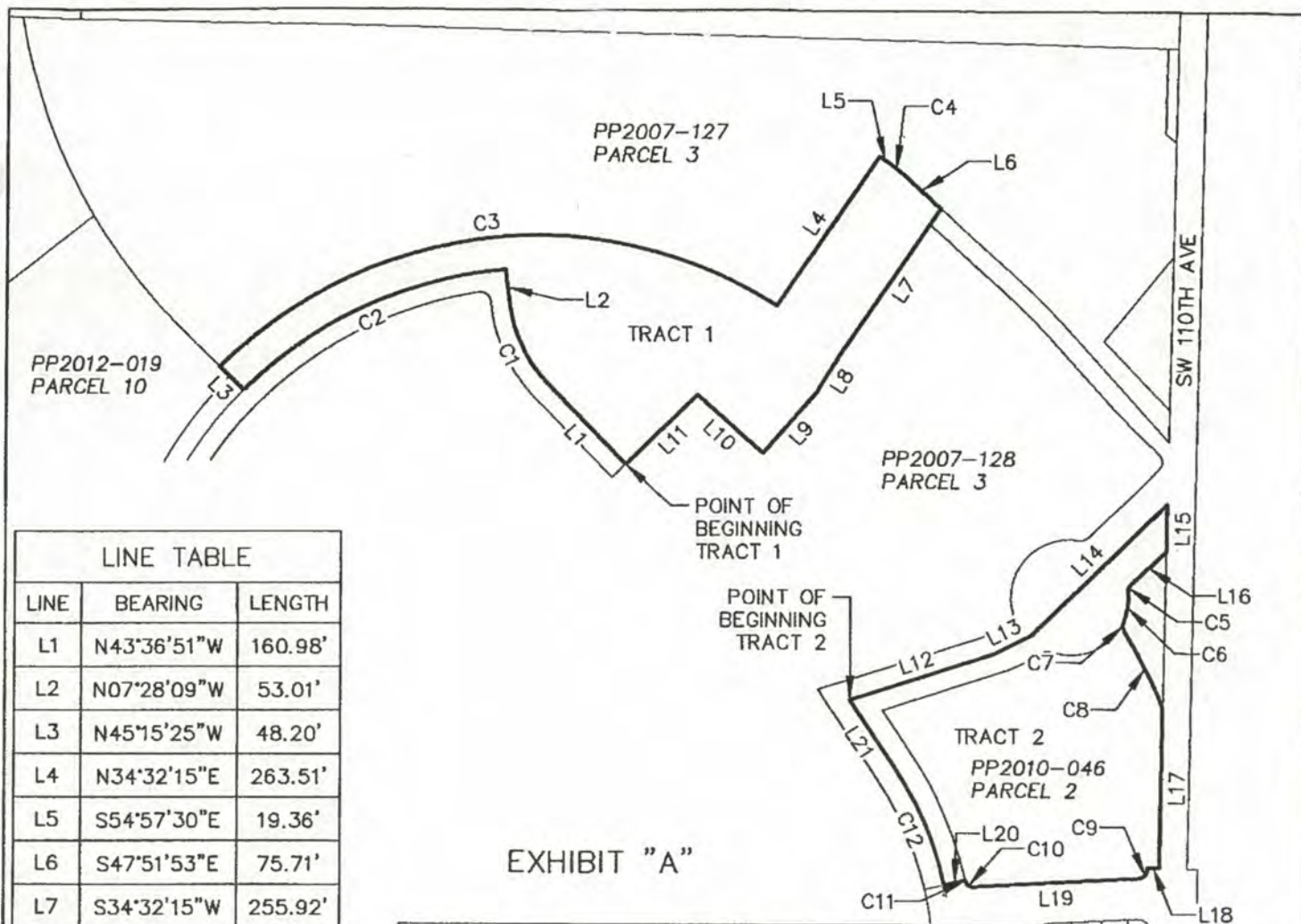


EXHIBIT "A"

LINE TABLE

LINE	BEARING	LENGTH
L1	N43°36'51"W	160.98'
L2	N07°28'09"W	53.01'
L3	N45°15'25"W	48.20'
L4	N34°32'15"E	263.51'
L5	S54°57'30"E	19.36'
L6	S47°51'53"E	75.71'
L7	S34°32'15"W	255.92'
L8	S31°30'05"W	67.17'
L9	S41°14'03"W	118.86'
L10	N47°50'26"W	127.82'
L11	S45°36'51"W	146.27'
L12	N72°02'29"E	217.00'
L13	N63°29'14"E	61.38'
L14	N45°34'29"E	278.00'
L15	S01°35'01"W	68.95'
L16	S46°43'10"W	69.57'
L17	S01°35'01"W	235.23'
L18	N88°24'59"W	16.05'
L19	S86°43'28"W	237.49'
L20	S77°08'47"W	31.36'
L21	N32°57'13"W	117.17'

CURVE TABLE

CURVE	RADIUS	LENGTH	DELTA	CHORD	BEARING
C1	207.00'	128.16'	35°28'22"	126.12'	N25°12'21"W
C2	590.00'	423.75'	41°09'04"	414.70'	S64°52'00"W
C3	638.00'	872.67'	78°22'13"	806.21'	N83°30'40"E
C4	172.50'	21.36'	7°05'37"	21.34'	S51°24'42"E
C5	15.00'	13.72'	52°24'38"	13.25'	S20°30'51"W
C6	85.00'	44.28'	29°50'47"	43.78'	S09°13'56"W
C7	15.00'	14.38'	54°54'58"	13.83'	S03°18'09"E
C8	788.00'	125.05'	9°05'33"	124.92'	S26°12'52"E
C9	15.00'	23.89'	91°15'24"	21.44'	S41°05'46"W
C10	10.00'	14.06'	80°32'26"	12.93'	N53°00'19"W
C11	568.00'	2.42'	0°14'37"	2.42'	N12°51'25"W
C12	535.50'	187.86'	20°06'00"	186.90'	N22°54'13"W



DRAWN BY: CLL DATE: 4/9/13
 REVIEWED BY: TCJ DATE: 4/9/13
 PROJECT NO.: 395-008
 SCALE: 1"=250'
 Ordinance No. 721
 PAGE 4 OF 4



[T] 503-941-9484
 [F] 503-941-9485

**STAFF REPORT
WILSONVILLE PLANNING DIVISION**

*Polygon at Villebois III, LLC- Villebois PDP 4 Central
"Polygon Northwest at Villebois No. 2"
& "Tonquin Wood at Villebois No. 5"
Zone map amendment*

**CITY COUNCIL
QUASI-JUDICIAL PUBLIC HEARING**

HEARING DATE June 17, 2013

APPLICATION NOS.: DB13-0016 Zone Map Amendment

REQUEST/SUMMARY: The Development Review Board is being asked to review a Zone Map Amendment that will enable the development of a 57-lot residential subdivision, and associated parks and open space and other improvements.

LOCATION: East of 110th Avenue, north of Barber Street and former Dammasch State Hospital site and north of Mont Blanc Street. The property is specifically known as Tax Lot 2919 and portions of Tax Lot 2916, Section 15, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon.

PROPERTY OWNER/

APPLICANT: Fred Gast
Polygon at Villebois III, LLC

APPLICANT'S REP.: Stacy Connery, AICP
Pacific Community Design, Inc.

COMPREHENSIVE PLAN MAP DESIGNATION: Residential-Village

ZONE MAP CLASSIFICATIONS: PF (Public Facility)

STAFF REVIEWERS: Daniel Pauly AICP, Associate Planner

DRB RECOMMENDATIONS: **Approve** the requested Zone Map Amendment.

APPLICABLE REVIEW CRITERIA

<u>DEVELOPMENT CODE</u>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.033	Authority of City Council
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.125	V-Village Zone
Sections 4.139.00 through 4.139.11 as applicable	Significant Resource Overlay Zone (SROZ)
Section 4.177	Street Improvement Standards
Section 4.197	Zone Changes and Amendments to Development Code-Procedures
<u>COMPREHENSIVE PLAN</u>	
Implementation Measure 4.1.6.a.	
Implementation Measure 4.1.6.b.	
Implementation Measure 4.1.6.c.	
Implementation Measure 4.1.6.d.	
<u>OTHER PLANNING DOCUMENTS</u>	
Villebois Village Master Plan	
SAP Central Approval Documents	

Vicinity Map



BACKGROUND/SUMMARY:

PDP 4C Preliminary Development Plan (DB13-0013)

The proposed Preliminary Development Plan (PDP) 4 of Specific Area Plan Central (also known as PDP 4C) comprises approximately 6.83 acres. The applicant proposes a variety of housing: smaller single-family houses, 17 units and row houses, 40 units, totaling 57 units, 0.84 acres of park/open space areas, and associated infrastructure improvements. All of the homes in the development will back up to alleys. The front of all the homes will face tree lined streets, parks and green spaces.

Proposed Housing Type	Number of Units
Small Single Family	8
Small Cottage Single Family	9
Row House	40
Total	57

Zone Map Amendment (DB13-0016)

The primary proposal is to change the current Public Facility (PF) zone to the Village (V) zone. The proposed residential and park uses are permitted under Wilsonville Code Section 4.125. The proposed Zone Map Amendment would enable the development permitting process for this area of Villebois.

CONCLUSION AND CONDITIONS OF APPROVAL:

Staff and the DRB have reviewed the applicant's analysis of compliance with the applicable criteria. This Staff report adopts the applicant's responses as Findings of Fact except as noted in the Findings.

FINDINGS OF FACT:

1. The statutory 120-day time limit applies to this application. The application was received on April 15, 2013. On May 15, 2013, staff issued a notice that the application was incomplete within the statutorily allowed 30-day review period. The applicant has submitted a number of additional materials since the original submission, the last of which was submitted May 17, 2013. On May 17, 2013 the application was deemed complete. The City must render a final decision for the request, including any appeals, by September 14, 2013
2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	--	Unincorporated Rural Residential
East:	V	Phase 3 East Villebois (approved/unbuilt)
South:	PF/V	Phase 6 South Undeveloped portions of SAP Central
West:	PF	Undeveloped portions of SAP Central Future Phase 2 North (proposed)

3. Prior land use actions include:

Legislative:

02PC06 - Villebois Village Concept Plan
02PC07A - Villebois Comprehensive Plan Text
02PC07C - Villebois Comprehensive Plan Map
02PC07B - Villebois Village Master Plan
02PC08 - Village Zone Text
04PC02 - Adopted Villebois Village Master Plan
LP-2005-02-00006 - Revised Villebois Village Master Plan
LP-2005-12-00012 - Revised Villebois Village Master Plan (Parks and Recreation)
LP10-0001 - Amendment to Villebois Village Master Plan (School Relocation from SAP North to SAP East)

Quasi Judicial:

DB06-0005 - SAP-Central

4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

GENERAL INFORMATION

Section 4.008 Application Procedures-In General

Review Criteria: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville's development review process.

Finding: These criteria are met.

Details of Finding: The application is being processed in accordance with the applicable general procedures of this Section.

Section 4.009 Who May Initiate Application

Review Criterion: "Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply."

Finding: This criterion is satisfied.

Details of Finding: The application has been submitted on behalf of the property owner. Polygon at Villebois III, LLC. The application form is signed by Fred Gast, President.

Subsection 4.010 (.02) Pre-Application Conference

Review Criteria: This section lists the pre-application process

Finding: These criteria are satisfied.

Details of Finding: A pre-application conference was held on March 28, 2013 in accordance with this subsection.

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

Review Criterion: "City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application."

Finding: This criterion is satisfied.

Details of Finding: No applicable liens exist for the subject property. The application can thus move forward. Section IIID of the applicant's notebook, Exhibit B1, includes a copy of certification of assessments and liens.

Section 4.014 Burden of Proof is on the Applicant

Review Criterion: "The burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case. In the case of an appeal, the burden of proof rests with the appellant."

Finding: This criterion is satisfied.

Details of Finding: The applicant has provided the necessary findings of fact for approval with conditions of the requested development applications in accordance with this Section.

Subsection 4.035 (.04) A. General Site Development Permit Submission Requirements

Review Criteria: "An application for a Site Development Permit shall consist of the materials specified as follows, plus any other materials required by this Code." Listed 1. through 6. j.

Finding: These criteria are satisfied.

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

Section 4.110 Zoning-Generally

Review Criteria: "The use of any building or premises or the construction of any development shall be in conformity with the regulations set forth in this Code for each Zoning District in which it is located, except as provided in Sections 4.189 through 4.192." "The General Regulations listed in Sections 4.150 through 4.199 shall apply to all zones unless the text indicates otherwise."

Finding: These criteria are satisfied.

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

CONCLUSIONARY FINDINGS, REQUEST D: DB13-0016 ZONE MAP AMENDMENT

The applicant's findings in Section IVA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Comprehensive Plan

Compact Urban Development-Implementation Measures

Implementation Measure 4.1.6.a

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

Finding: These criteria are satisfied.

Details of Finding: The subject area is within SAP-Central, which was previously approved and found to be in accordance with the Villebois Village Master Plan and the Wilsonville Planning and Land Development Ordinance.

Implementation Measure 4.1.6.b.

2. **Review Criteria:** This implementation measure identifies the elements the Villebois Village Master Plan must contain.

Finding: These criteria are not applicable

Details of Finding: The current proposal is for a preliminary development plan implementing the procedures as outlined by the Villebois Village Master Plan, as previously approved.

Implementation Measure 4.1.6.c.

3. **Review Criterion:** "The "Village" Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation."
Finding: This criterion is satisfied.
Details of Finding: The Village Zone zoning district is being applied to an area designated as Residential-Village in the Comprehensive Plan.

Implementation Measure 4.1.6.d.

4. **Review Criterion:** "The "Village" Zone District shall allow a wide range of uses that befit and support an "urban village," including conversion of existing structures in the core area to provide flexibility for changing needs of service, institutional, governmental and employment uses."
Finding: This criterion is satisfied.
Details of Finding: The area covered by the proposed zone change is proposed for residential uses, parks, and open space as shown in the Villebois Village Master Plan.

Planning and Land Development Ordinance

Section 4.029 Zoning to be Consistent with Comprehensive Plan

5. **Review Criterion:** "If a development, other than a short-term temporary use, is proposed on a parcel or lot which is not zoned in accordance with the Comprehensive Plan, the applicant must receive approval of a zone change prior to, or concurrently with the approval of an application for a Planned Development."
Finding: This criterion is satisfied.
Details of Finding: The applicant is applying for a zone change concurrently with other land use applications for the development as required by this section.

Subsection 4.110 (.01) Base Zones

6. **Review Criterion:** This subsection identifies the base zones established for the City, including the Village Zone.
Finding: This criterion is satisfied.
Details of Finding: The requested zoning designation of Village "V" is among the base zones identified in this subsection.

Subsection 4.125 (.01) Village Zone Purpose

7. **Review Criteria:** "The Village (V) zone is applied to lands within the Residential Village Comprehensive Plan Map designation. The Village zone is the principal implementing tool for the Residential Village Comprehensive Plan designation. It is applied in accordance with the Villebois Village Master Plan and the Residential Village Comprehensive Plan Map designation as described in the Comprehensive Plan."
Finding: These criteria are satisfied.
Details of Finding: The subject lands are designated Residential-Village on the Comprehensive Plan map and are within the Villebois Village Master Plan area and the zoning designation thus being applied is the Village "V".

Subsection 4.125 (.02) Village Zone Permitted Uses

8. **Review Criteria:** This subsection lists the uses permitted in the Village Zone.
Finding: These criteria are satisfied.
Details of Finding: The proposed residential, park, and open space uses are consistent with the Village Zone designation and Villebois Village Master Plan.

Subsection 4.125 (.18) B. 2. Zone Change Concurrent with PDP Approval

9. **Review Criterion:** "... Application for a zone change shall be made concurrently with an application for PDP approval..."
Finding: This criterion is satisfied.
Details of Finding: A zone map amendment is being requested concurrently with a request for PDP approval.

Subsection 4.197 (.02) Zone Change Review

Subsection 4.197 (.02) A. Zone Change Procedures

10. **Review Criteria:** "That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125(.18)(B)(2), or, in the case of a Planned Development, Section 4.140;"
Finding: These criteria are satisfied.
Details of Finding: The request for a zone map amendment has been submitted as set forth in the applicable code sections.

Subsection 4.197 (.02) B. Zone Change: Conformance with Comprehensive Plan Map, etc.

11. **Review Criteria:** "That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text;"
Finding: These criteria are satisfied.
Details of Finding: The proposed zone map amendment is consistent with the Comprehensive Map designation of Residential-Village and as shown in Findings 1 through 4 substantially comply with applicable Comprehensive Plan text.

Subsection 4.197 (.02) C. Zone Change: Specific Findings Regarding Residential Designated Lands

12. **Review Criteria:** "In the event that the subject property, or any portion thereof, is designated as "Residential" on the City's Comprehensive Plan Map; specific findings shall be made addressing substantial compliance with Implementation Measure 4.1.4.b, d, e, q, and x of Wilsonville's Comprehensive Plan text;"
Finding: These criteria are satisfied.
Details of Finding: Implementation Measure 4.1.6.c. states the "Village" Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation. Since the Village Zone must be applied to areas designated "Residential Village" on the Comprehensive Plan Map and is the only zone that may be applied to these areas, its application is consistent with the Comprehensive Plan.

Subsection 4.197 (.02) D. Zone Change: Public Facility Concurrency

13. **Review Criteria:** "That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized."

Finding: These criteria are satisfied.

Details of Finding: The Preliminary Development Plan compliance report and the plan sheets demonstrate that the existing primary public facilities are available or can be provided in conjunction with the project. Section IIC of the applicant's notebook, Exhibit B1, includes supporting utility and drainage reports. In addition, the applicant has provided a Traffic Impact Analysis, which is in Section IID of the applicant's notebook, Exhibit B1.

Subsection 4.197 (.02) E. Zone Change: Impact on SROZ Areas

14. **Review Criteria:** "That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/ or geologic hazard are located on or about the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone;"

Finding: These criteria are satisfied.

Details of Finding: No portion of the property is within the Significant Resource Overlay Zone.

Subsection 4.197 (.02) F. Zone Change: Development within 2 Years

15. **Review Criterion:** "That the applicant is committed to a development schedule demonstrating that the development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change."

Finding: This criterion is satisfied.

Details of Finding: The applicant has provided information stating they reasonably expect to commence development within two (2) years of the approval of the zone change. However, in the scenario where the applicant or their successors due not commence development within two (2) years allow related land use approvals to expire, the zone change shall remain in effect.

Subsection 4.197 (.02) G. Zone Change: Development Standards and Conditions of Approval

16. **Review Criteria:** "That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached to insure that the project development substantially conforms to the applicable development standards."

Finding: These criteria are satisfied.

Details of Finding: As can be found in the findings for the accompanying requests, the applicable development standards will be met either as proposed or as a condition of approval.

Ordinance No. 721

Additional Development Review Board materials from the June 10, 2013 DRB meeting:

4. Council Exhibit C: Development Review Board's Recommendation to Council and Decision and Resolution No. 258.
5. Council Exhibit D: DRB adopted staff report (Exhibit A1) digital sent and on compact disk.

June 11, 2013

DEVELOPMENT REVIEW BOARD PANEL A

**DEVELOPMENT REVIEW BOARD NOTICE OF DECISION AND
RECOMMENDATION TO CITY COUNCIL**

Project Name: Villebois PDP -4 Central

Case Files: Request A: DB13-0013 SAP-Central PDP-4C Preliminary Development Plan
Request B: DB13-0014 SAP-Central Refinements
Request C: DB13-0015 SAP-Central Amendments
Request D: DB13-0016 Zone Map Amendment
Request E: DB13-0017 Tentative Subdivision Plat
Request F: DB13-0018 Type C Tree Plan
Request G: DB13-0019 Final Development Plan for Parks and Open Space

Applicants/

Owners: Fred Gast – Polygon at Villebois II, LLC/Polygon at Villebois III, LLC

Applicant's

Representative: Stacy Connery – Pacific Community Design

Property

Description: Tax Lot 2919 and portions of Tax Lots 2916 and 2922 in Section 15;
T3S R1W; Clackamas County; Wilsonville, Oregon.

Location: Villebois Phase 4 Central

On June 10, 2013, at the meeting of the Development Review Board Panel A, the following action was taken on the above-referenced proposed development applications:

Request D: The DRB has forwarded a recommendation of approval to the City Council. *A Council hearing date is scheduled for Monday, June 17, 2013 to hear this item. .*

Requests A, B, C, E, F and G:

Approved with conditions of approval.

These approvals are contingent upon City Council's approval of Request D.

An appeal of Requests A, B, C, E, F and G to the City Council by anyone who is adversely affected or aggrieved, and who has participated in this hearing, orally or in writing, must be filed with the City Recorder within fourteen (14) calendar days of the mailing of this Notice of Decision. *WC Sec. 4.022(.02)*. A person who has been mailed this written notice of decision cannot appeal the decision directly to the Land Use Board of Appeals under *ORS 197.830*.

This decision has been finalized in written form and placed on file in the City records at the Wilsonville City Hall this 11th day of June 2013 and is available for public inspection. The decision regarding Requests A, B, C, E, F and G shall become final and effective on the fifteenth (15th) calendar day after the postmarked date of this written Notice of Decision, unless appealed or called up for review by the Council in accordance with *WC Sec. 4.022(.09)*

Written decision is attached

For further information, please contact the Wilsonville Planning Division at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon 97070 or phone 503-682-4960

Attachments: DRB Resolution No. 258, including adopted staff report with conditions of approval.

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 258**

A RESOLUTION ADOPTING FINDINGS RECOMMENDING APPROVAL OF A ZONE MAP AMENDMENT FROM PUBLIC FACILITIES (PF) TO VILLAGE (V) AND ADOPTING FINDINGS AND CONDITIONS APPROVING A PRELIMINARY DEVELOPMENT PLAN, SAP REFINEMENTS, SAP AMENDMENTS, TENTATIVE SUBDIVISION PLAT, TYPE C TREE PLAN AND FINAL DEVELOPMENT PLAN FOR PARKS AND OPEN SPACE FOR A 57-LOT RESIDENTIAL SUBDIVISION AND ASSOCIATED IMPROVEMENTS IN VILLEBOIS PDP-4 CENTRAL. PROPERTIES INVOLVED ARE TAX LOT 2919 AND PORTIONS OF TAX LOTS 2916 AND 2922, SECTION 15, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON. STACY CONNERY, AICP, PACIFIC COMMUNITY DESIGN, INC. - REPRESENTATIVE FOR FRED GAST, POLYGON NW COMPANY- APPLICANT.

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared staff report on the above-captioned subject dated June 3, 2013, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on June 10, 2013, at which time exhibits, together with findings and public testimony were entered into the public record, and

WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated June 3, 2013, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations, subject to City Council approval of the Zone Map Amendment Request (DB13-0016), for:

DB13-0013 through DB13-0015, and DB13-0017 through DB13-0019 Preliminary Development Plan, SAP Refinements, SAP Amendments, Tentative Subdivision Plat, Type C Tree Plan, and Final Development Plan for a 57-lot residential subdivision, and associated parks and open space and other improvements.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 10th day of June, 2013 and filed with the Planning Administrative Assistant on June 11, 2013. This resolution is final on the 15th calendar day after the postmarked date of the written notice of decision per *WC Sec 4.022(.09)* unless appealed per *WC Sec 4.022(.02)* or called up for review by the council in accordance with *WC Sec 4.022(.03)*.


Mary Fierros Bower Chair, Panel A
Wilsonville Development Review Board

Attest:

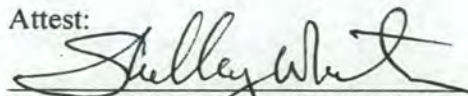

Shelley White, Planning Administrative Assistant

Exhibit A1
STAFF REPORT
WILSONVILLE PLANNING DIVISION

Polygon Homes- Villebois Phase 4 Central
"Polygon Northwest at Villebois No. 2" and
Tonquin Woods at Villebois No. 5"
and SAP Central Amendments

DEVELOPMENT REVIEW BOARD PANEL 'A'
QUASI-JUDICIAL PUBLIC HEARING
STAFF REPORT
AMENDED AND ADOPTED JUNE 10, 2013

Added Language identified in **Bold, Italics, Underlined**
Deleted Language is ~~struck through~~

HEARING DATE	June 10, 2013
DATE OF REPORT:	June 3, 2013

APPLICATION NOS.: DB13-0013 SAP-Central PDP-4C, Preliminary Development Plan
DB13-0014 SAP-Central Refinements
DB13-0015 SAP-Central Amendments
DB13-0016 Zone Map Amendment
DB13-0017 Tentative Subdivision Plat
DB13-0018 Type C Tree Plan
DB13-0019 Final Development Plan for Parks and Open Space

REQUEST/SUMMARY: The Development Review Board is being asked to review a Preliminary Development Plan, SAP Refinements, SAP Amendments, Zone Map Amendment, Tentative Subdivision Plat, Type C Tree Plan, and Final Development Plan for a 57-lot residential subdivision, and associated parks and open space and other improvements.

LOCATION: West of 110th Avenue, north of Mont Blanc Street, north of former Dammasch State Hospital. Tax Lots 2919, portions of Tax Lot 2916 and 2922, Section 15, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon.

PROPERTY OWNER: Polygon at Villebois II LLC, Polygon at Villebois III LLC

APPLICANT: Fred Gast, Polygon NW Company

APPLICANT'S REP.: Stacy Connery, AICP, Pacific Community Design, Inc.

COMPREHENSIVE PLAN MAP DESIGNATION: Residential-Residential-Village

ZONE MAP CLASSIFICATIONS: PF (Public Facility)

STAFF REVIEWERS: Daniel Pauly AICP, Associate Planner

Steve Adams PE, Development Engineering Manager
 Don Walters, Building Plans Examiner
 Kerry Rappold, Natural Resources Program Manager

STAFF RECOMMENDATIONS: Approve with conditions the requested Preliminary Development Plan, SAP Refinements, SAP Amendments, Tentative Subdivision Plat, Tree Removal Plan, and Final Development Plan for Parks and Open Space. Recommend approval of the requested Zone Map Amendment to City Council.

APPLICABLE REVIEW CRITERIA

<u>DEVELOPMENT CODE</u>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Section 4.033	Authority of City Council
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.125	V-Village Zone
Section 4.154	Bicycle, Pedestrian, and Transit Facilities
Section 4.155	Parking, Loading, and Bicycle Parking
Section 4.167	Access, Ingress, and Egress
Section 4.169	General Regulations-Double Frontage Lots
Section 4.171	Protection of Natural Features and Other Resources
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping, Screening, and Buffering
Section 4.177	Street Improvement Standards
Section 4.178	Sidewalk and Pathway Standards
Section 4.197	Zone Changes and Amendments to Development Code-Procedures
Sections 4.199.20 through 4.199.60	Outdoor Lighting
Sections 4.200 through 4.220	Land Divisions
Sections 4.236 through 4.270	Land Division Standards
Sections 4.300 through 4.320	Underground Utilities
Sections 4.400 through 4.440 as applicable	Site Design Review
Sections 4.600 through 4.640.20 as applicable	Tree Preservation and Protection
<u>COMPREHENSIVE PLAN</u>	
Implementation Measure 4.1.6.a.	
Implementation Measure 4.1.6.b.	
Implementation Measure 4.1.6.c.	
Implementation Measure 4.1.6.d.	
<u>OTHER PLANNING DOCUMENTS</u>	

Villebois Village Master Plan	
SAP Central Approval Documents	

Vicinity Map



BACKGROUND/SUMMARY:

PDP 4C Preliminary Development Plan (DB13-0013)

The proposed Preliminary Development Plan 4 of Specific Area Plan Central (also known as PDP 4C) comprises approximately 6.83 acres. The applicant proposes a variety of housing, including 17 small and small cottage detached single-family houses and 40 attached row houses, totaling 57 units. Also proposed are associated infrastructure improvements and 0.84 acres of parks/open spaces. All of the houses will back up to alleys. The front of the houses will face tree lined streets, parks and green spaces.

Proposed Housing Type	Number of Units
Small Detached Single Family	8
Small Cottage Detached Single Family	9
Attached Row House	40
Total	57

Refinements to SAP Central (DB13-0014)

When submitting a Preliminary Development Plan the Development Code allows applicants to request "refinements" to the previously approved Specific Area Plan (SAP) and Villebois Village

Master Plan. "Refinements" are specifically defined changes not significant in a quantifiable or qualitative sense as defined in the code. Refinements are required to equally or better implement relevant goals, policies, and implementation measures of the Villebois Village Master Plan as well as not have a detrimental effect on natural and scenic resources, or preclude adjoining areas from developing according to the Villebois Village Master Plan.

In concurrence with their PDP request, the applicant is requesting three refinements, parks and trails, location and mix of land uses, and density. Notable drivers of the refinements include adding linear greens and changing the product types to reflect developer preferences, as the SAP was requested by a different developer.

As demonstrated by the findings under Request B the requested refinements are not significant changes as defined by code and equally or better meet the applicable components of the Villebois Village Master Plan.

Amendments to SAP Central (DB13-0015)

Amendment to Phasing Plan

The phasing for SAP Central was set during the review of previous phases. The requested phasing amendment reflects Polygon's desire to develop the portions they own in concert with neighboring areas in SAP North and East.

Amendments to SAP Central-Pattern Book

The SAP Central Architectural Pattern Book applies only to the subject phase. The remainder of SAP Central is subject to the Village Center Architectural Standards (VCAS).

Polygon has a product type "Small Cottage Detached" which has been approved by the DRB to be added to the SAP North, SAP South, and SAP East Architectural Pattern Books. The request is to similarly add the "Small Cottage Detached" to the SAP Central Pattern Book.

The applicant has provided a "redlined" mock-up of the proposed pattern book in Section VIIB of their submitted notebook, Exhibit B1. Condition of Approval PDC 2 requires the applicant submit copies of the final pattern book to the City for use in reviewing development covered by the book.

Zone Map Amendment (DB13-0016)

The zoning proposal is to change the current PF zone, a remnant of the former Dammasch State Hospital use, to the Village (V) zone. The proposed residential and park uses are permitted under Wilsonville Code Section 4.125. The proposed Zone Map Amendment would enable the development permitting process for this area of Villebois.

Tentative Subdivision Plat (DB13-0017)

The applicant is proposing the subdivision of the properties into 57 residential lots, along with alleys, parks areas, and associated site improvements. Tentative plats are requested for two

subdivisions. The subdivision on what is now Tax Lot 2919 will be "Polygon Northwest at Villebois No. 2" and what is now a portion of Tax Lot 2916 will be "Tonquin Woods at Villebois No. 5."

Type C Tree Plan (DB12-0047)

Five (5) will be removed as part of the PDP 4 Central development and mitigated with street trees and trees in parks and open spaces.

Final Development Plan for Parks and Open Space (DB12-0048)

The most significant park shown in this area in the Villebois Village Master Plan is Pocket Park 12. However, this park was approved as part of neighboring PDP 3 East. What remains to be reviewed as part of the subject Final Development Plan are proposed new linear green areas around some of the houses.

No fixtures, such as benches or play structures, are proposed or required for the park areas. The proposed landscape palette is consistent with the Community Elements Book. To ensure consistency with the high design standards of the Community Elements Book and Architectural Pattern Book, specific requirements are being placed on the materials for any retaining walls within the public view shed and any hand rails.

Signs will be placed at the Villebois Drive/Costa Circle round-a-bout matching the Master Sign and Wayfinding Plan.

DISCUSSION TOPICS:

Timing of Development with Adjacent Portions of SAP East and SAP North

While the subject areas are part of SAP Central they are more closely related to and will be developed concurrently with portions of SAP East and SAP North. The proposed block bounded by Mont Blanc Street, Costa Circle East, Villebois Drive South, and Orleans Loop (Phase 2 of the PDP) will be developed concurrently with a phase of PDP 3 East. A large portion of the improvements on current Tax Lot 2919 were actually approved with PDP 3 East and the associated development agreement addendum. This includes the portion of Pocket Park 12 on the property as well as the Costa Circle and Villebois Drive improvements on the property. Because development of lots in this block are so closely related to these improvements associated with PDP 3 East a Condition of Approval requires the block to be developed after or concurrently with the development of the improvements in the area related to PDP 3 East.

The portions of the PDP along and including Costa Circle, Dundee Lane, and Geneva Loop are planned to be developed at the same time as the development across these streets in PDP 2 North which is being reviewed concurrently with this application. These streets form the SAP boundaries, but in reality both sides of the street will be developed at the same time.

Exhibit B4 and B5 illustrate the phasing plans across SAP boundaries.

Adjacent Street Dedications

As shown in Exhibit B6 a number of street dedications ~~and~~ have been recorded from the parcel owned by Villebois LLC adjacent to the proposed PDP 4 Central owned by Polygon. The appropriate public utility easements have also been recorded on the Villebois LLC property. These street dedication areas are currently zoned Public Facility, which is appropriate for the proposed street use they are thus not being rezoned at this time. These dedications allow the following streets adjacent to and associated with PDP 4C to be fully built with this development:

- Costa Circle from Barber Street to Orleans Loop
- Orleans Loop from Costa Circle to edge of PDP at future Hilltop Park and from Villebois Drive South to Mont Blanc Street
- Villebois Drive North and South from Geneva Loop to Orleans Loop, including round-a-bout at Costa Circle.

These off site improvements are illustrated in Exhibit B4.

Proposed Right-of-way Improvements and Development Impacts

The developer is currently proposing right-of-way improvement beyond what may be proportionally required based on the proposed development. These additional improvements are voluntary by the developer based on working with SDC credits and other mechanisms in order to bring amenities and function earlier than they would come otherwise in order to assist in marketing and provide immediate amenities to home buyers in the area.

Courtyard Fencing

In order to increase consistency with the Architectural Pattern Book and other development elsewhere in Villebois a condition of approval requires courtyard fencing consistent with the pattern book and the architectural style of the home ~~for all but the standard lots~~ for all row houses. In addition, courtyards are required for no less than thirty percent (30%) of the detached single-family houses. Courtyards are especially encouraged when the house faces a linear green or pocket park and there is no front porch. Where necessary, ~~this courtyard installation~~ includes installation of up to forty-eight inch (48") dry stack rock or brick wall along the front of the lot or side of a lot to create a fairly level and usable front yard outdoor living area (5% maximum slope) enclosed by the courtyard fencing. The applicant/owner can install a greater than forty-eight inch (48") wall, but if maintaining the required five (5) percent slope requires greater than a forty-eight inch (48") wall the applicant/owner can request an exception from the courtyard wall and courtyard slope requirements as part of building plan review.

Retaining Walls and Potential Hand Rails

The applicant aims at grading and designing stairs in the pocket parks and linear greens to avoid the need of retaining walls and hand rails. While staff understands this intent, a possibility remains construction will necessitate either or both retaining walls and hand rails. For this reason a Condition of Approval requires any of these elements built to be appropriately enhanced to be consistent with the Architectural Pattern Book.

CONCLUSION AND CONDITIONS OF APPROVAL:

Staff has reviewed the applicant's analysis of compliance with the applicable criteria. This Staff report adopts the applicant's responses as Findings of Fact except as noted in the Findings. Based on the Findings of Fact and information included in this Staff Report, and information received from a duly advertised public hearing, staff recommends that the Development Review Board approve the proposed applications (DB113-0013 through DB13-0015 and DB13-0017 through DB13-0019) and recommend approval of the zone map amendment to City Council (DB13-0016) with the following conditions:

The Developer is proposing improvements consistent with past agreements between the City's and preceding owners and past City approvals.

REQUEST A: DB13-0013 SAP-Central PDP-4C, Preliminary Development Plan

Planning Division Conditions:

- | | |
|---------------|--|
| PDA 1. | Approval of DB13-0013 SAP-Central PDP-4C, Preliminary Development Plan is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V) (Case File DB13-0016). |
| PDA 2. | The lots that will be on current Tax Lot 2919 shall not be developed unless adjacent improvements for Costa Circle and Villebois Drive and utility improvements occur prior to or in conjunction with the development. See Findings A21 and E15. |
| PDA 3. | All landscaping, and park improvements approved by the Development Review Board and Engineering Division Public Works Permit punch list items for the specific phase of the PDP shall be completed before 50% of the homes are occupied <u>issued building permits</u> for the PDP unless weather or other special circumstances prohibit completion, which case bonding for the improvements is permitted. See Finding A59. |
| PDA 4. | Street lighting types and spacing shall be as shown in the Community Elements Book. See Finding A30. |
| PDA 5. | The developer shall enter into an Operations and Maintenance Agreement for 'Polygon Northwest at Villebois No. 2' and 'Tonquin Woods at Villebois No. 5' subdivisions that clearly identify ownership and maintenance for all pocket parks and linear greens and paths. Such agreements shall ensure maintenance in perpetuity and shall be recorded with the subdivisions. Such agreement shall be reviewed and approved by the City Attorney prior to recordation. See also Findings E6. and G4. |
| PDA 6. | The applicant/owner shall install courtyard fencing in the front yard of all <u>row</u> houses. <u>In addition the applicant/owner shall install courtyard fencing in the front yard of no less than thirty percent (30%) of the single-family houses, which is rounded to five (5) of the seventeen (17) single-family houses. The applicant/owner is especially encouraged to place the courtyards in the front yard of homes facing linear greens and pocket parks that do not have a porch. The design and placement of the required courtyard fencing shall be</u> consistent with the Architectural Pattern Book and the architectural style of the house. The courtyard area enclosed by the fence shall not exceed a five (5) percent slope from front building line of the house to the point of the courtyard closest to the front lot line or between the points of the courtyard closest to opposite side lot lines. Where necessary, the applicant shall |

install dry stack rock or brick wall along the front or side of the lot to ensure a five (5) percent or less slope is maintained. ~~Where the topography of a lot would require a greater than forty-eight inch (48") wall to maintain a five (5) percent slope for the courtyard the applicant/owner can request an exception from the courtyard fencing and courtyard slope requirements as part of the building permit review. See Finding A27.~~

PDA 7. *Prior to the City issuing any building permits for single-family houses in PDP 4 Central the applicant/owner shall provide a map showing where the courtyards required by Condition of Approval PDA 6 will be installed. If the applicant/owner later desires to not place a courtyard in a location shown on the submitted placement map, the change can be requested as part of building permit review as long as a suitable replacement location for the courtyard within the PDP is indicated.*

REQUEST B: DB13-0014 SAP-Central Refinements

Planning Division Conditions:

PDB 1. Approval of DB13-0014 SAP-Central Refinements is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V) (Case File DB13-0016).

REQUEST C DB13-0015 SAP-Central Amendments

Planning Division Conditions:

PDC 1. Approval of DB13-0015 SAP-Central Amendments is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V) (Case File DB13-0016).

PDC 2. Prior to approval of the Final Plat of 'Polygon Northwest at Villebois No. 2' or 'Tonquin Woods at Villebois No. 5' by the City, the applicant shall cause three (3) bound copies of the new pattern book be printed and given to the City. Such copies shall be in substantial conformance with the Development Review Board approval including all lot dimensions and sizes. See Finding C6.

REQUEST D: DB13-0016 Zone Map Amendment

Planning Division Conditions: No Conditions of Approval Proposed for This Request

This action recommends adoption of the Zone Map Amendment to the City Council for the subject properties. Case files DB13-0013, DB13-0014, DB13-0015, DB13-0017, DB13-0018, and DB13-0019 are contingent upon City Council's action on the Zone Map Amendment request.

REQUEST E: DB13-0017 Tentative Subdivision Plat

Planning Division Conditions:

PDE 1. Approval of DB13-0017 Tentative Subdivision Plat is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V) (Case File DB13-0016).

PDE 2. Any necessary easements or dedications shall be identified on the Final Subdivision Plat.

PDE 3. Alleyways, parking lots and drives shall remain in private ownership and be maintained by the Homeowner's Association established by the subdivision's CC&Rs. The CC&R's shall be reviewed and approved by the City Attorney prior to

	recordation.
PDE 4.	The Final Subdivision Plat shall indicate dimensions of all lots, lot area, minimum lot size, easements, proposed lot and block numbers, parks/open space by name and/or type, and any other information that may be required as a result of the hearing process for PDP-4C or the related Tentative Plats.
PDE 5.	A non-access reservation strip shall be applied on the final plat to those lots with access to a public street and an alley. All lots with access to a public street and an alley must take vehicular access from the alley to a garage or parking area. A plat note effectuating that same result can be used in the alternative. The applicant shall work with the County Surveyor and City Staff regarding appropriate language. See Finding E3.
PDE 6.	All reserve strips and street plugs shall be detailed on the Final Subdivision Plat. See Finding E29.
PDE 7.	All tracts shall, except those indicated for future home development, shall include a public access easement across their entirety.

REQUEST F: DB13-0018 Type C Tree Plan

<u>Planning Division Conditions:</u>	
PDF 1.	Approval of DB13-0018 Type C Tree Plan is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V) (Case File DB13-0016).
PDF 2.	The property owner/applicant or their successors in interest shall grant access to the property for authorized City representatives as needed to verify the tree related information provided, to observe tree related site conditions, and to verify, once a removal permit is granted, that the terms and conditions of the permit are followed. See Finding F1.
PDF 3.	Prior to granting a Tree Removal Permit in accordance with the proposed Tree Removal Plan the permit grantee shall file with the City a cash or corporate surety bond or irrevocable bank letter of credit in an amount determined by the City to ensure compliance with the Tree Removal Permit conditions and the requirements of the Tree Preservation and Protection Ordinance. See Finding F5.
PDF 4.	Trees planted as replacement of removed trees shall be, state Department of Agriculture Nursery Grade No. 1. or better, shall meet the requirements of the American Association of Nursery Men (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade, shall be staked, fertilized and mulched, and shall be guaranteed by the permit grantee or the grantee's successors-in-interest for two (2) years after the planting date. A "guaranteed" tree that dies or becomes diseased during that time shall be replaced. See Findings F11 and F12.
PDF 5.	Solvents, building material, construction equipment, soil, or irrigated landscaping, shall not be placed within the drip line of any preserved tree, unless a plan for such construction activity has been approved by the Planning Director or Development Review Board based upon the recommendations of an arborist. See Finding F14.
PDF 6.	Before and during development, land clearing, filling or any land alteration the applicant shall erect and maintain suitable tree protective barriers which shall include the following: <ul style="list-style-type: none"> • 6' high fence set at tree drip lines.

- Fence materials shall consist of 2 inch mesh chain links secured to a minimum of 1 ½ inch diameter steel or aluminum line posts.
 - Posts shall be set to a depth of no less than 2 feet in native soil.
- Protective barriers shall remain in place until the City authorizes their removal or issues a final certificate of occupancy, whichever occurs first. See Finding F14.

REQUEST G: DB13-0019 Final Development Plan for Parks and Open Space

Planning Division Conditions:

- | | |
|---------------|---|
| PDG 1. | Approval of DB13-0019 Final Development Plan for Parks and Open Space is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V) (Case File DB13-0016). |
| PDG 2. | All plant materials shall be installed consistent with current industry standards. |
| PDG 3. | All construction, site development, and landscaping of the parks shall be carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. Minor alterations may be approved by the Planning Division through the Class I Administrative Review process. See Finding G32. |
| PDG 4. | All retaining walls within the public view shed shall be a decorative stone or brick construction or veneer. Final color and material for the retaining walls shall be approved by the Planning Division through the Class I Administrative Review Process. See Finding G37. |
| PDG 5. | All hand rails within the parks and open space shall be of a design similar to the approved courtyard fencing shown in the Architectural Pattern Book. Final design of any hand rails in parks and open space shall be approved by the Planning Division through the Class I Administrative Review Process. See Finding G37. |
| PDG 6. | All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Development Review Board. See Finding G 42. |
| PDG 7. | The applicant shall submit final parks, landscaping and irrigation plans to the City prior to construction of parks. The irrigation plan must be consistent with the requirements of Section 4.176(.07)C. |
| PDG 8. | Prior to occupancy of each house the Applicant/Owner shall install landscaping along the public view-sheds of each house, unless otherwise approved by the Community Development Director. Homeowners association shall contract with a professional landscape service to maintain the landscaping. |
| PDG 9. | Street trees, as shown on the approved landscape plans, shall be planted as each house or park is built. |

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

Development Review Board Panel 'A' Staff Report June 3, 2013

Exhibit A1

Polygon Homes-Villebois Phase 4 Central and SAP Central Amendments

Amended and Adopted June 10, 2013

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regulations. Questions or requests about the applicability, appeal, exemption or non-compliance related to these other Conditions of Approval should be directed to the City Department, Division, or non-City agency with authority over the relevant portion of the development approval.

REQUEST A: DB13-0013 SAP-Central PDP-4C, Preliminary Development Plan

REQUEST E: DB13-0017 Tentative Subdivision Plat

<u>Engineering Division Conditions:</u>																			
Standard Comments:																			
PFA 1.	All construction or improvements to public works facilities shall be in conformance to the City of Wilsonville Public Works Standards.																		
PFA 2.	Applicant shall submit insurance requirements to the City of Wilsonville in the following amounts: <table> <tr> <th><i>Coverage (Aggregate, accept where noted)</i></th><th><i>Limit</i></th></tr> <tr> <td>Commercial General Liability</td><td></td></tr> <tr> <td> General Aggregate (per project)</td><td>\$ 2,000,000</td></tr> <tr> <td> Fire Damage (any one fire)</td><td>\$ 50,000</td></tr> <tr> <td> Medical Expense (any one person)</td><td>\$ 10,000</td></tr> <tr> <td>Business Automobile Liability Insurance</td><td></td></tr> <tr> <td> Each Occurrence</td><td>\$ 1,000,000</td></tr> <tr> <td> Aggregate</td><td>\$ 2,000,000</td></tr> <tr> <td>Workers Compensation Insurance</td><td>\$ 500,000</td></tr> </table>	<i>Coverage (Aggregate, accept where noted)</i>	<i>Limit</i>	Commercial General Liability		General Aggregate (per project)	\$ 2,000,000	Fire Damage (any one fire)	\$ 50,000	Medical Expense (any one person)	\$ 10,000	Business Automobile Liability Insurance		Each Occurrence	\$ 1,000,000	Aggregate	\$ 2,000,000	Workers Compensation Insurance	\$ 500,000
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Aggregate	\$ 2,000,000																		
Workers Compensation Insurance	\$ 500,000																		
PFA 3.	No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees have been paid, all necessary permits, right-of-way and easements have been obtained and Staff is notified a minimum of 24 hours in advance.																		
PFA 4.	All public utility/improvement plans submitted for review shall be based upon a 22"x 34" format and shall be prepared in accordance with the City of Wilsonville Public Work's Standards.																		
PFA 5.	Plans submitted for review shall meet the following general criteria: <ol style="list-style-type: none"> Utility improvements that shall be maintained by the public and are not contained within a public right-of-way shall be provided a maintenance access acceptable to the City. The public utility improvements shall be centered in a minimum 15-ft. wide public easement for single utilities and a minimum 20-ft wide public easement for two parallel utilities and shall be conveyed to the City on its dedication forms. Design of any public utility improvements shall be approved at the time of the issuance of a Public Works Permit. Private utility improvements are subject to review and approval by the City Building Department. In the plan set for the Public Works Permit, existing utilities and features, and proposed new private utilities shall be shown in a lighter, grey print. Proposed public improvements shall be shown in bolder, black print. All elevations on design plans and record drawings shall be based on NAVD 88 Datum. All proposed on and off-site public/private utility improvements shall comply 																		

with the State of Oregon and the City of Wilsonville requirements and any other applicable codes.

- f. Design plans shall identify locations for street lighting, gas service, power lines, telephone poles, cable television, mailboxes and any other public or private utility within the general construction area.
- g. As per City of Wilsonville Ordinance No. 615, all new gas, telephone, cable, fiber-optic and electric improvements etc. shall be installed underground. Existing overhead utilities shall be undergrounded wherever reasonably possible.
- h. Any final site landscaping and signing shall not impede any proposed or existing driveway or interior maneuvering sight distance.
- i. Erosion Control Plan that conforms to City of Wilsonville Ordinance No. 482.
- j. Existing/proposed right-of-way, easements and adjacent driveways shall be identified.
- k. All engineering plans shall be stamped by a Professional Engineer registered in the State of Oregon.

PFA 6. Submit plans in the following general format and order for all public works construction to be maintained by the City:

- a. Cover sheet
- b. City of Wilsonville construction note sheet
- c. General construction note sheet
- d. Existing conditions plan.
- e. Erosion control and tree protection plan.
- f. Site plan. Include property line boundaries, water quality pond boundaries, sidewalk improvements, right-of-way (existing/proposed), easements (existing/proposed), and sidewalk and road connections to adjoining properties.
- g. Grading plan, with 1-foot contours.
- h. Composite utility plan; identify storm, sanitary, and water lines; identify storm and sanitary manholes.
- i. Detailed plans; show plan view and either profile view or provide i.e.'s at all utility crossings; include laterals in profile view or provide table with i.e.'s at crossings; vertical scale 1"= 5', horizontal scale 1"= 20' or 1"= 30'.
- j. Street plans.
- k. Storm sewer/drainage plans; number all lines, manholes, catch basins, and cleanouts for easier reference
- l. Water and sanitary sewer plans; plan; number all lines, manholes, and cleanouts for easier reference.
- m. Detailed plan for storm water detention facility (both plan and profile views), including water quality orifice diameter and manhole rim elevations. Provide detail of inlet structure and energy dissipation device. Provide details of drain inlets, structures, and piping for outfall structure. Note that although storm water detention facilities are typically privately maintained they will be inspected by engineering, and the plans must be part of the Public Works Permit set.
- n. Detailed plan for water quality facility (both plan and profile views). Note that although storm water quality facilities are typically privately maintained they will be inspected by Natural Resources, and the plans must be part of the Public

	<p>Works Permit set.</p> <p>o. Composite franchise utility plan.</p> <p>p. City of Wilsonville detail drawings.</p> <p>q. Illumination plan.</p> <p>r. Striping and signage plan.</p> <p>s. Landscape plan.</p>
PFA 7.	Prior to manhole and sewer line testing, design engineer shall coordinate with the City and update the sanitary and stormwater sewer systems to reflect the City's numbering system. Video testing and sanitary manhole testing will refer to the updated numbering system. Design engineer shall also show the updated numbering system on As-Built drawings submitted to the City.
PFA 8.	The applicant shall install, operate and maintain adequate erosion control measures in conformance with the standards adopted by the City of Wilsonville Ordinance No. 482 during the construction of any public/private utility and building improvements until such time as approved permanent vegetative materials have been installed.
PFA 9.	Applicant shall work with City's Natural Resources office before disturbing any soil on the respective site. If 5 or more acres of the site will be disturbed applicant shall obtain a 1200-C permit from the Oregon Department of Environmental Quality. If 1 to less than 5 acres of the site will be disturbed a 1200-CN permit from the City of Wilsonville is required.
PFA 10.	To lessen the impact of the proposed project on the downstream storm drain system, and adjacent properties, project run-off from the site shall be detained and limited to the difference between a developed 25-year storm and an undeveloped 25-year storm. The detention and outfall facilities shall be designed and constructed in conformance with the Public Works Standards.
PFA 11.	A storm water analysis prepared by a Professional Engineer registered in the State of Oregon shall be submitted for review and approval by the City to address appropriate pipe and detention facility sizing.
PFA 12.	The applicant shall be in conformance with all water quality requirements for the proposed development per the Public Works Standards. If a mechanical water quality system is used, prior to City acceptance of the project the applicant shall provide a letter from the system manufacturer stating that the system was installed per specifications and is functioning as designed.
PFA 13.	Storm water quality facilities shall have approved landscape planted and/or some other erosion control method installed and approved by the City of Wilsonville prior to streets and/or alleys being paved.
PFA 14.	The applicant shall provide the City with a Stormwater Maintenance and Access Easement (on City approved forms) for City inspection of those portions of the storm system to be privately maintained. Applicant shall maintain all LID storm water components and private conventional storm water facilities located within medians and from the back of curb onto and including the project site.
PFA 15.	Fire hydrants shall be located in compliance with TVF&R fire prevention ordinance and approval of TVF&R.
PFA 16.	The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State

	standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems. Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards.
PFA 17.	All survey monuments on the subject site, or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
PFA 18.	Sidewalks, crosswalks and pedestrian linkages in the public right-of-way shall be in compliance with the requirements of the U.S. Access Board.
PFA 19.	No surcharging of sanitary or storm water manholes is allowed.
PFA 20.	The project shall connect to an existing manhole or install a manhole at each connection point to the public storm system and sanitary sewer system.
PFA 21.	A City approved energy dissipation device shall be installed at all proposed storm system outfalls. Storm outfall facilities shall be designed and constructed in conformance with the Public Works Standards.
PFA 22.	The applicant shall provide a 'stamped' engineering plan and supporting information that shows the proposed street light locations meet the appropriate AASHTO lighting standards for all proposed streets and pedestrian alleyways.
PFA 23.	All required pavement markings, in conformance with the Transportation Systems Plan and the Bike and Pedestrian Master Plan, shall be completed in conjunction with any conditioned street improvements.
PFA 24.	Street and traffic signs shall have a hi-intensity prismatic finish meeting ASTM 4956 Spec Type 4 standards.
PFA 25.	The applicant shall provide adequate sight distance at all project driveways by driveway placement or vegetation control. Specific designs to be submitted and approved by the City Engineer. Coordinate and align proposed driveways with driveways on the opposite side of the proposed project site.
PFA 26.	Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer. Landscaping plantings shall be low enough to provide adequate sight distance at all street intersections and alley/street intersections.
PFA 27.	Applicant shall design interior streets and alleys to meet specifications of Tualatin Valley Fire & Rescue and Allied Waste Management (United Disposal) for access and use of their vehicles.
PFA 28.	Applicant shall prepare an Ownership and Maintenance agreement between the City and the Owner. Stormwater or rainwater facilities may be located within the public right-of-way upon approval of the City Engineer. The Ownership and Maintenance agreement shall specify that the rainwater and stormwater facilities shall be privately maintained by the Applicant; maintenance shall transfer to the respective homeowners association when it is formed.
PFA 29.	The applicant shall "loop" proposed waterlines by connecting to the existing City

	waterlines where applicable.
PFA 30.	All water lines that are to be temporary dead-end lines due to the phasing of construction shall have a valved tee with fire-hydrant assembly installed at the end of the line.
PFA 31.	Applicant shall provide a minimum 6-foot Public Utility Easement on lot frontages to all public right-of-ways. An 8-foot PUE shall be provided along Minor and Major Collectors. A 10-ft PUE shall be provided along Minor and Major Arterials.
PFA 32.	For any new public easements created with the project the Applicant shall be required to produce the specific survey exhibits establishing the easement and shall provide the City with the appropriate Easement document (on City approved forms).
PFA 33.	<p>Mylar Record Drawings:</p> <p>At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. Mylar and an electronic copy in AutoCAD, current version, and a digitally signed PDF.</p>
PFA 34.	Subdivision or Partition Plats: Paper copies of all proposed subdivision/partition plats shall be provided to the City for review. Once the subdivision/partition plat is approved, applicant shall have the documents recorded at the appropriate County office. Once recording is completed by the County, the applicant shall be required to provide the City with a 3 mil Mylar copy of the recorded subdivision/partition plat.
PFA 35.	Subdivision or Partition Plats: All newly created easements shown on a subdivision or partition plat shall also be accompanied by the City's appropriate Easement document (on City approved forms) with accompanying survey exhibits that shall be recorded immediately after the subdivision or partition plat.
PFA 36.	The applicant shall work with the other developers of Villebois and the City to develop an equitable storm water and parks maintenance fee or a maintenance memorandum of understanding prior to any final plat approval.
Specific Comments:	
PFA 37.	<p>At the request of Staff, DKS Associates completed a Transportation Review dated May 17, 2013. The project is hereby limited to no more than the following impacts.</p> <p>Estimated New PM Peak Hour Trips 38 Estimated Weekday PM Peak Hour Trips 12 Through Wilsonville Road Interchange Area</p>
PFA 38.	<p>The initial approval of SAP Central consisted of 9 single family units, 500 townhome/condo units, and 501 apartment units for a total of 1,010 residential units, along with 20,000 sq. ft. of commercial space. Based on assumed trip generation rates, these land uses were estimated to generate 616 p.m. peak hour trips.</p> <p>The currently proposed land use includes 49 single family units, 459</p>

	<p>townhome/condo units, and 501 apartment units for a total of 1,009 residential units, along with 33,000 of commercial space. Based on these counts, it is estimated that SAP Central will generate 659 p.m. peak hour trips. This is 43 p.m. peak hour trips above what was initially approved for SAP Central.</p> <p>Many of the changes from townhome/condo units to single family units occur with this proposed development. The applicant may be required to pay Street SDC fees for these additional 43 PM Peak Hour Trips, unless applicant can show evidence of other arrangements with the City having been made.</p>
PFA 39.	All construction traffic shall access the site via Grahams Ferry Road to Barber Street or via 110th Avenue. No construction traffic will be allowed on Brown Road or Barber Street east of Costa Circle West.
PFA 40.	Applicant shall construct full street improvements for the extension of Costa Circle West from the edge of the proposed development, Orleans Loop, southward to connect with Barber Street as shown on plans dated 04/15/2013, and shall provide service lines to those undeveloped properties lying to the east and south of Costa Circle West <u>except as shown on Exhibit F of Exhibit B7 dated June 7, 2013, where this segment of Costa Circle will be allowed to be designed for a 5" section of asphalt and paved with a single 3" baselift; toplift to be completed by adjacent development when it occurs.</u>
PFA 41.	Applicant shall be required to complete full design and construction through the far right-of-way and all intersections through the far corner radii of all planned streets bordering the development <u>except as shown on Exhibit G of Exhibit B7- 'Temporary Intersection Design Exhibit' dated June 6, 2013, where the applicant will construct temporary improvements through the future intersections of Costa Circle and Valencia Lane, Costa Circle and Ravenna Loop, Orleans Loop and Collina Lane, and Villebois Drive and Orleans Loop. Also, except as shown on Exhibit F of Exhibit B7- 'Pedestrian Route Exhibit' dated June 7, 2013, segments of Costa Circle will be allowed to be designed for a 5" section of asphalt; segments of Ravenna Loop and Orleans Loop will be allowed to be designed for a 4½" section of asphalt; all segments paved with a single 3" base lift; top lift to be completed by adjacent development when it occurs.</u> Streets shall be designed in conformance to the applicable street type as shown in the Villebois Village Master Plan.
PFA 42.	<p>The applicant shall provide 'stamped' engineering details with dimensions for intersection sight distance verification and AutoTURN layouts for all proposed intersections, including alley/street connections. Adequate clearance shall be provided at all intersections and alleyways. The sight distance point for exiting vehicles shall be located 14.4 feet from the edge of the traveled way.</p> <p>At a minimum, the applicant shall provide 'stamped' engineering AutoTURN layouts for fire trucks and buses (WB-60) that show the overhang and/or mirrors of the vehicle as opposed to the wheel paths. Turning vehicles may use the width of the minor street to start the appropriate turn. The vehicle must however, stay within the appropriate receiving (inside) lane of the major street. Additionally, the turning vehicle must not intrude onto the wheel chair ramp on the inside of the turning</p>

	movement.
PFA 43.	The larger portion of the proposed subdivision, lying on tax lot 31W15 02916, lacks direct sidewalk access to Villebois SAP South PDP 6 or SAP East PDP 1 and to the Lowrie Primary School. Applicant shall construct a temporary sidewalk, and provide the necessary easements, linking the proposed development to existing sidewalks and/or crosswalks to provide a safe route to Lowrie Primary School <u>temporary sidewalks from Geneva Loop to Mount Blanc as shown on Exhibit F of Exhibit B7 – ‘Pedestrian School Route Exhibit’ dated June 7, 2013 to provide pedestrian linkages to the existing sidewalks providing connections to Lowrie Primary School.</u>
PFA 44.	Pedestrian Links- sidewalk connections shall be provided between alleys and roadways where alleys do not intersect with the local road network. City of Wilsonville guidelines recommend that the distance between pedestrian access points along a roadway not exceed 300 feet.
PFA 45.	Alleys that are identified by Tualatin Valley Fire and Rescue (TVF&R) as possible routes for medical and/or fire emergencies shall meet TVF&R’s design requirements.
PFA 46.	At the time of plan submittal for a Public Works Permit, the applicant shall provide to the City a copy of correspondence showing that the plans have also been distributed to the franchise utilities. Prior to issuance of a Public Works Permit, the applicant shall have coordinated the proposed locations and associated infrastructure design for the franchise utilities. Should permanent/construction easements or right-of-way be required to construct the public improvements or to relocate a franchised utility, the applicant shall provide a copy of the recorded documents. Should the construction of public improvements impact existing utilities within the general area, the applicant shall obtain written approval from the appropriate utility prior to commencing any construction.
PFA 47.	The proposed subdivision straddles the division line for street lighting type. All street lighting on Costa Circle and streets lying within the boundary of Costa Circle shall be lighted with approved Acorn style lights. All street lying north and outside of Costa Circle shall be lighted with approved Westbrooke style lights.
PFA 48.	Bus stop locations have been previously identified along Costa Circle East @ Mont Blanc Lane. Applicant shall coordinate with SMART in locating and constructing necessary transit facilities.
PFA 49.	Applicant shall provide sufficient mail box units for the proposed phasing plan; applicant shall construct mail pick-up facilities at locations coordinated with City staff and the Wilsonville U.S. Postmaster.
PFA 50.	If the adjacent segment of Costa Circle East has not yet been constructed, then that portion of the proposed subdivision on tax lot 31W15 02919 shall be required to construct full street improvements to the adjacent segment of Costa Circle East concurrently with the project.
PFA 51.	Plans show several water, storm and sanitary lines lying outside of the project boundaries. Applicant shall construct SAP Central PDP 4 concurrently with SAP North PDP 2. Applicant shall provide a complete utility system capable of servicing all proposed lots in compliance with Public Works Standards. For proposed lines lying outside of planned right-of-ways, applicant shall provide the City with construction easement(s) and permanent pipeline easement(s) prior to the City issuing a Public Works Permit for their construction. Pipeline easements lying within

	planned street right-of-ways shall expire at time of future street dedication.
PFA 52.	The project site appears to straddle both the Arrowhead Creek basin and the Coffee Lake Creek basins. Applicant shall direct stormwater runoff to the correct basin; no interbasin transfer of stormwater is allowed.
PFA 53.	Detention of stormwater flows within the Arrowhead Creek basin have already been accounted for in existing stormwater detention features. No additional detention is required.
PFA 54.	Much of the proposed development lies within the Coffee Lake Creek basin. Per City Ord. 608, detention is not required for areas of Villebois that drain directly to the Coffee Lake Wetlands; however, until the stormwater system is completed east of 110th Avenue (Costa Circle), applicant shall be in conformance with PFA 10 and PFA 11 for this portion of the development.
PFA 55.	With the Villebois SAP South PDP 6 development, a temporary stormwater detention and water quality facility was constructed at the northwest corner of Costa Circle East & Mont Blanc Street. When this area is developed, this detention and water quality facility will need to be relocated, unless a direct stormwater connection has been made to the Coffee Lake Wetlands and an appropriately sized water quality facility has been constructed.
PFA 56.	Storm water is shown on sheet 5 (dated 4/15/2013) as being temporarily detained by Villebois Phase 2 North. If storm water is detained or treated by Phase 2 North, agreements between PDP 2 North and PDP 4 Central must be signed and recorded with Clackamas County for the detention and/or treatment of storm water as applicable.
PFA 57.	Applicant shall connect to existing sanitary line at Barber & Costa Circle West and extend the line to service the undeveloped properties east of Costa Circle West and South of Ravenna Loop.
PFA 58.	Applicant shall be required to build the off-site sanitary sewer line prior to or concurrently with this project. This off-site line runs from near the intersection of 110th Ave. and Stockholm Ave. to the existing main line in the future Coffee Lake Drive.
PFA 59.	In accordance with the Public Works Standards, sewer lines entering manholes must be greater than 90 degrees from the line out to minimize turbidity within the manhole.
PFA 60.	Applicant shall install a 12" water main in Villebois Drive per the approved Villebois Master plan.
PFA 61.	Both Northwest Natural Gas line and Kinder Morgan have existing gas/fuel lines located on the west side of the existing 110th Avenue right-of-way. No obstruction can be placed within, adjacent or across the pipelines that will impede access to the pipelines or easement. Applicant's contractor shall contact representatives from both Northwest Natural Gas line and Kinder Morgan prior to commencing any work within 10 feet of the lines.
PFA 62.	Applicant shall be required to reimburse the City for their share of a sanitary sewer reimbursement fee established per Res. 2350 for tax lot 31W15 02919 and for their corresponding share of tax lot 31W15 02916 at time of issuance of a Public Works Permit.
PFA 63.	SAP Central PDP 4 consists of 57 lots. All construction work in association with the

Public Works Permit and Project Corrections List shall be completed prior to the City Building Division issuing a certificate of occupancy, or a building permit for the housing unit(s) in excess of 50% of total (29th lot).

REQUEST A: DB13-0013 SAP-Central PDP-4C, Preliminary Development Plan

Building Division Conditions:

- BD 1.** FIRE HYDRANTS shall be provided along required fire apparatus access roads and adjacent public streets with locations approved by the fire marshal. (2010 OFC C102.1)
- BD 2.** SW ORLEANS LOOP appears to temporarily end near proposed Lot 16. Dead-end fire apparatus access roads in excess of 150' [or a little longer because of the home fire sprinkler systems] shall be provided with width and turn-around provisions in accordance with Table D103.4 of the fire code. (OFC D103.4) An approved fire department turn-around or temporary roadway meeting fire access roadway requirements allowing fire vehicles to access adjacent streets, or other means meeting the approval of the fire marshal may be required here. Please contact the fire marshal, Drew Dubois, at 503.259.1404 for additional discussion.

REQUEST A: DB13-0013 SAP-Central PDP-4C, Preliminary Development Plan

REQUEST G: DB13-0019 Final Development Plan for Parks and Open Space

Natural Resources Division Conditions:

This memorandum includes staff conditions of approval. The conditions are based on the preliminary and final development plans for PDP 4. The conditions of approval apply to the applicant's submittal of construction plans (i.e. engineering drawings).

Rainwater Management Plan:

- NR 1.** Pursuant to the City of Wilsonville Public Works Standards, access should be provided for the entire perimeter of the rainwater management components. At a minimum, at least one access shall be provided for maintenance and inspection.
- NR 2.** All Rainwater Management Components and associated infrastructure located in public areas shall be designed to the Public Works Standards. Rainwater Management Components in private areas shall comply with the plumbing code.
- NR 3.** Plantings in Rainwater Management Components located in public areas shall comply with the Public Works Standards. Plantings in Rainwater Management Components located in private areas shall comply with the Plant List in the Rainwater Management Program or Community Elements Plan.
- NR 4.** The rainwater management components shall comply with the requirements of the Oregon DEQ UIC (Underground Injection Control) Program.

Stormwater Management:

- NR 5.** Provide profiles, plan views and specifications for the proposed water quality treatment facilities consistent with the requirements of the City of Wilsonville's Public Works Standards.
- NR 6.** Pursuant to the Public Works Standards, the applicant shall submit a maintenance plan (including the City's stormwater maintenance covenant) for the proposed stormwater facilities, inclusive of the rainwater management components, prior to approval for occupancy of the associated development.

MASTER EXHIBIT LIST:

The following exhibits are hereby entered into the public record by the Development Review Board as confirmation of its consideration of the application as submitted. This is the exhibit list that includes exhibits for Planning Case File DB13-0013 through DB13-0019.

- A1. Staff report and findings (this document)
- A2. Slides and notes for Staff's Public Hearing Presentation (*available at Public Hearing*)
- A3. Planning Division Memorandum dated June 7, 2013 RE: Edits and Proposed Corrections to Staff Reports for DB13-0013 et. seq. (PDP 4C) and DB13-0020 et. seq. (PDP 2N)
- A4. Planning Division Memorandum dated June 10, 2013 RE: Changes to Conditions and Approval, Discussion Topics, and Findings Related to Courtyards for DB13-0013 et. seq. (PDP 4C) and DB13-00230 et. seq. (PDP 2N)
- B1. Applicant's Notebook: *Under separate cover.*
 - Section I: General Information
 - IA) Introductory Narrative
 - IB) Form/Ownership Documentation
 - IC) Fee Calculation
 - ID) Mailing List *Staff Note: This information has been revised*
 - IE) Updated SAP Central Phasing + Unit Counts
 - Section II: Preliminary Development Plan (Includes Phasing Amendment and Refinements)
 - IIA) Supporting Compliance Report
 - IIB) Reduced Drawings
 - IIC) Utility & Drainage Reports
 - IID) Traffic Analysis
 - IIE) Tree Report
 - IIF) Conceptual Elevations
 - Section III: Tentative Plat
 - IIIA) Supporting Compliance Report
 - IIIB) Tentative Plat
 - IIIC) Draft CC&R's
 - IIID) Copy of Certification of Assessments and Liens
 - IIIE) Subdivision Name Approval
 - Section IV: Zone Change
 - IVA) Supporting Compliance Report
 - IVB) Zone Change Map
 - IVC) Legal Description and Sketch
 - Section V: Tree Removal Plan
 - VA) Supporting Compliance Report
 - VB) Tree Report
 - VC) Tree Preservation Plan
 - Section VI: Final Development Plan
 - VIA) Supporting Compliance Report

- VIB) Reduced Drawings
- Section VII: SAP Amendment for Pattern Book
 - VIIA) Supporting Compliance Report
 - VIIB) Proposed Pattern Book Amendments
- B2.** Applicant's Large Format Plans (Smaller 11x17 plans included in Sections IIB and IIIB of the applicant's notebook Exhibit B1.) *Under separate cover*
 - Sheet 1 Cover Sheet
 - Sheet 2 Existing Conditions
 - Sheet 3 Aerial Photograph
 - Sheet 4.1 Tentative Plat
 - Sheet 4.2 Tentative Plat
 - Sheet 5 Grading and Erosion Control
 - Sheet 6 Composite Utility Plan
 - Sheet 7.1 Circulation Plan
 - Sheet 7.2 Street Sections
 - Sheet 8.1 Site/Land Use Plan
 - Sheet 8.2 Typical Lot Pattern
 - Sheet 9 Tree Preservation Plan
 - Sheet 10 Street Tree/Lighting Plan
 - Sheet 11 PDP Phasing Plan
- B3.** Final Develop Plan Large Format Plans (Smaller 11x17 plans included in Section VIB of the applicant's notebook, Exhibit B1.) *Under separate cover*
 - Sheet 1 Cover Sheet (Landscape Plans)
 - Sheet L 1.0 Landscape Plan
 - Sheet L 2.0 Landscape Plan
 - Sheet L 3.0 Landscape Details
- B4.** EX1 Reference Diagram, Including Phasing, for PDP 4 Central and PDP 2 North
- B5.** EX2 Phasing Diagram for PDP 4 Central and PDP 2 North
- B6.** Documentation of dedication of adjacent right-of-way for street improvements associated with proposed development.
- B7.** Memorandum from Stacy Connery Dated June 9, 2013 RE: DB13-0013 thru DB13-0013; PDP 4 Central (Revision 1) with attached Exhibits F and G. Staff Note: PDA 6 further modified as discussed in Exhibit A4.
- B8.** Same as Exhibit B7 above.
- C1.** Comments and Conditions from Engineering Division
- C2.** Comments and Conditions from Building Division
- C3.** Comments and Conditions from Natural Resources

FINDINGS OF FACT:

1. The statutory 120-day time limit applies to this application. The application was received on April 15, 2013. On May 15, 2013, staff conducted a completeness review within the statutorily allowed 30-day review period, and, on April 30, May 3, and May 17, 2013, the Applicant submitted new materials. On May 17, 2013 the application was deemed complete. The City must render a final decision for the request, including any appeals, by ~~February 2, 2013~~ September 14, 2013.

2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	<u>PF</u>	Unincorporated Rural Residential <u>Phase 2 North (proposed)</u> <u>Undeveloped portions of SAP Central</u>
East:	<u>PF/V</u>	Phase 3 East Villebois (approved/unbuilt) <u>Undeveloped portions of SAP Central</u>
South:	PF/V	Phase 4 North Villebois (under construction) <u>6 South</u> Future Phase 3 Central (proposed) Undeveloped portions of SAP Central
West:	<u>PF</u>	Unincorporated Rural Residential <u>Phase 2 North (proposed)</u> <u>Undeveloped portions of SAP Central</u>

3. Prior land use actions include:

Legislative:

02PC06 - Villebois Village Concept Plan
 02PC07A - Villebois Comprehensive Plan Text
 02PC07C - Villebois Comprehensive Plan Map
 02PC07B - Villebois Village Master Plan
 02PC08 - Village Zone Text
 04PC02 – Adopted Villebois Village Master Plan
 LP-2005-02-00006 – Revised Villebois Village Master Plan
 LP-2005-12-00012 – Revised Villebois Village Master Plan (Parks and Recreation)
 LP10-0001 – Amendment to Villebois Village Master Plan (School Relocation from SAP North to SAP East)

Quasi Judicial:

DB06-0005 – SAP-Central

4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

CONCLUSIONARY FINDINGS:

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

GENERAL INFORMATION

Section 4.008 Application Procedures-In General

Review Criteria: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville's development review process.

Finding: These criteria are met.

Details of Finding: The application is being processed in accordance with the applicable general procedures of this Section.

Section 4.009 Who May Initiate Application

Review Criterion: "Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply."

Finding: This criterion is satisfied.

Details of Finding: The application has been submitted on behalf of the property owner, Polygon at Villebois II, LLC and Polygon at Villebois III, LLC.

Subsection 4.010 (.02) Pre-Application Conference

Review Criteria: This section lists the pre-application process

Finding: These criteria are satisfied.

Details of Finding: A pre-application conference was held on March 28, 2013 in accordance with this subsection.

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

Review Criterion: "City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application."

Finding: This criterion is satisfied.

Details of Finding: No applicable liens exist for the subject property. The application can thus move forward. Section IIID of the applicant's notebook, Exhibit B1, includes a copy of certification of assessments and liens.

Subsection 4.035 (.04) A. General Site Development Permit Submission Requirements

Review Criteria: "An application for a Site Development Permit shall consist of the materials specified as follows, plus any other materials required by this Code." Listed I. through 6. j.

Finding: These criteria are satisfied.

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

Section 4.110 Zoning-Generally

Review Criteria: “The use of any building or premises or the construction of any development shall be in conformity with the regulations set forth in this Code for each Zoning District in which it is located, except as provided in Sections 4.189 through 4.192.” “The General Regulations listed in Sections 4.150 through 4.199 shall apply to all zones unless the text indicates otherwise.”

Finding: These criteria are satisfied.

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

REQUEST A: DB13-0013 SAP-CENTRAL PDP-4C, PRELIMINARY DEVELOPMENT PLAN
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The applicant's findings in Section IIA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Village Zone

Subsection 4.125 (.02) Permitted Uses in Village Zone

- A1. **Review Criteria:** This subsection lists the uses typically permitted in the Village Zone, including single-family detached dwellings, row houses, and non-commercial parks, playgrounds, and recreational facilities.

Finding: These criteria are satisfied.

Details of Finding: The uses proposed include row homes, single-family homes, and parks.

Subsection 4.125 (.05) Development Standards Applying to All Development in the Village Zone

"All development in this zone shall be subject to the V Zone and the applicable provisions of the Wilsonville Planning and Land Development Ordinance. If there is a conflict, then the standards of this section shall apply. The following standards shall apply to all development in the V zone:"

Subsection 4.125 (.05) A. 1. Block, Alley, Pedestrian and Bicycle Standards: Maximum Block Perimeter

- A2. **Review Criteria:** "Maximums Block Perimeter: 1,800 feet, unless the Development Review Board makes a finding that barriers such as existing buildings, topographic variations, or designated Significant Resource Overlay Zone areas will prevent a block perimeter from meeting this standard.

Finding: These criteria are satisfied.

Details of Finding: The maximum block perimeter will be met when the adjacent area of the Village Center is developed according to the Master Plan and SAP approvals.

Subsection 4.125 (.05) A. 2. Block, Alley, Pedestrian and Bicycle Standards: Maximum Spacing Between Streets for Local Access

- A3. **Review Criteria:** "If the maximum spacing for streets for local access exceeds 530 feet, intervening pedestrian and bicycle access shall be provided, with a maximum spacing of 330 feet from those local streets, unless the Development Review Board makes a finding that barriers such as existing buildings, topographic variations, or designated Significant Resource Overlay Zone areas will prevent pedestrian and bicycle facility extensions from meeting this standard."

Finding: These criteria are satisfied.

Details of Finding: The maximum street spacing will be met when the adjacent area of the Village Center is developed according to the Master Plan and SAP approvals.

Subsection 4.125 (.05) A. 2. Block, Alley, Pedestrian and Bicycle Standards: Intervening Pedestrian and Bicycle Access

- A4. **Review Criteria:** "If the maximum spacing for streets for local access exceeds 530 feet, intervening pedestrian and bicycle access shall be provided, with a maximum spacing of 330 feet from those local streets, unless the Development Review Board makes a finding that barriers such as existing buildings, topographic variations, or designated Significant Resource Overlay Zone areas will prevent pedestrian and bicycle facility extensions from meeting this standard."

Finding: These criteria are satisfied.

Details of Finding: The maximum street spacing will be met when the adjacent area of the Village Center is developed according to the Master Plan and SAP approvals. No intervening pedestrian and bicycle access is required.

Subsection 4.125 (.05) B. Access

- A5. **Review Criterion:** "All lots with access to a public street, and an alley, shall take vehicular access from the alley to a garage or parking area, except as determined by the City Engineer."

Finding: This criterion is satisfied.

Details of Finding: All of the lots within the proposed PDP that have frontage on a public street and an alley will take vehicular access from an alley to a garage or parking area. See also Finding E3 and Condition of Approval PDE 5.

Table V-1, Development Standards

- A6. **Review Criteria:**

Building Type	Min. Lot Size (sq. ft.)	Min. Lot Width (ft.)	Min. Lot Depth (ft.)	Max. Lot Coverage (note)	Min. Frontage Width (ft.)	Max. Bldg Height (ft.)	Front Setback (ft.)	Rear Setback (ft.)	Side Setback (ft.)	Alley-Loaded Garage (note)	Street-Loaded Garage (note)
Commercial Buildings - Village Center ¹⁴	NR	NR	NR	1	90	60	NR ²	5	NR	NR	NA
Hotels - Village Center ¹⁴	NR	NR	NR	1	80	60	NR ²	15	NR	NR	NA
Mixed Use Buildings - Village Center ¹⁴	NR	NR	NR	1	90	60	NR ²	8	NR	NR	NA
Multi-Family Dwellings - Village Center ¹⁴	NR	NR	NR	1	80	45	5 ⁴	15	NR	NR	NA
Row Houses ¹¹ - Village Center ¹⁴	NR	NR	NR	1	80	45	5 ⁴	10	NR	NR	NA
Commercial Buildings	NR	NR	NR	1	60	45	NR	15	NR	NR	NA
Mixed Use Buildings	NR	NR	NR	1	60	45	NR	15	NR	NR	NA
Multi-Family Dwellings	NR	NR	NR	1	60	45	8 ⁴	15	NR	NR	NA
Row Houses ¹¹	NR	15	50	1	80	45	8 ¹⁰	15	NR	NR	NA
Duplexes	4,000	45	70	1	60 ¹⁵	35	12 ^{1,8}	20 ⁹	5	5 ¹⁰	4.11.11
Single-Family Dwellings	2,750	35	50	2	60 ¹⁵	35	12 ^{1,8}	20 ⁹	5	5 ¹¹	8.1

Notes: NR, No Requirement
 NA, Not Allowed
 1 Lot = 8000sf; NR, Lot = 8000sf; 80% (Max. Lot Coverage)
 2 Small lots: 75%; Medium Lots: 65%; Standard and Large Lots: 55%; Estate Lots: 45% Maximum Lot Coverage
 On lots where detached accessory buildings are built, maximum lot coverage may be increased by 10%.
 3 Bay windows, balconies, and other structural building projections above 8 ft. may encroach up to 5 ft. into the Public Way; canopies, awnings, and other non-structural projections may encroach up to 8 ft. into the Public Way.
 4 Porches, stairs, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach up to the Public Way.
 5 Porches, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach to within 8 ft. of the Public Way. Stairs may encroach to the Public Way.
 6 For Standard, or Large Lots on Collector Avenues, front setbacks are 20 ft. min., (13' setback to porch); side street setbacks are 15' (8' setback to porch). Pie-shaped lots or lots with significant trees or grade banks at frontage have no maximum front setback.
 7 The garage setback from alley shall be between 3 and 5 foot or, when as optional parking space is located between the garage and the alley, shall be 16 ft. minimum. Lots with important trees, as identified in the Master Plan, or grade differences at the alley, affecting garage location shall be exempt from this requirement.
 8 Street-loaded garages shall be a minimum 20 ft. front setback to face of garage, and located a minimum of 5 ft. behind mass facade of the associated dwelling unit.
 9 Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.
 10 For Village Center buildings with lots fronting two or more streets, at least two facades shall be subject to the minimum frontage width and front setback requirements.
 11 Row Houses are typically attached, but may be detached within the Village Center Boundary. When attached, no more than ten units shall be contiguous along a street edge. When row houses are detached, the Minimum Frontage Width is 65%. The Minimum Frontage Width for detached row houses may be less than 65% on corner lots or to accommodate the curve radius of street frontage, public utility easements, important trees, grade differences, public open space requirements, or as otherwise approved by the DRB.
 12 See Definitions, 4.125.01, for measurement of Minimum Frontage Width.
 13 Front Setback is measured as the offset of the front lot line or a vehicular or pedestrian access easement line. On lots with alleys, Rear Setback shall be measured from the rear lot line abutting the alley.
 14 See Figure 2A - Village Center Boundary & Land Use Plan in the Villebois Village Master Plan for areas included within the Village Center.
 15 On Estate Lots and Large Lots with frontage 70 ft. or wider, the minimum combined side yard setbacks shall total 15 ft. with a minimum of 5 ft. On Small and Medium Lots, minimum side setback shall be 0 ft. or as required by Building Code.
 16 For cluster housing with lots arranged on a courtyard, frontage shall be measured at the front door face of the building adjacent to a public right of way or a public pedestrian access easement linking the courtyard with the Public Way.
 17 Dwellings on lots without alley access shall be at least 36 feet wide.
 18 Duplexes with front-loaded garages are limited to one shared standard-sized driveway/apron.
 19 Maximum setbacks may be increased as necessary to accommodate deeper porches, building code, public utility easements or public open space requirements.
 20 Lots are categorized as small, medium, standard, large or estate as shown in the Pattern Book.

Finding: These criteria are satisfied.

Details of Finding: In previous PDP's it has consistently been interpreted to allow the lot width and lot sizes to be governed by the Pattern Book. With the proposed SAP

Amendments to the Pattern Book all lot dimensions will be consistent with the Pattern Book.

Subsection 4.125 (.07) Table V-2 Off-Street Parking, Loading & Bicycle Parking

A7. Review Criteria:

Table V-2: Off Street Parking Requirements				
	Min. Vehicle Spaces	Max. Vehicle Spaces	Bicycle Short-term (Spaces)	Bicycle Long-term (Spaces)
Permitted or Conditional Use				
Permitted Uses				
Single-Family Detached Dwellings	1.0/DU	NR	NR	NR
Single-Family Accessory Dwelling Units*	1.0/DU	NR	NR	NR
Duplex	1.0/DU	NR	NR	NR
Row Houses	1.0/DU	NR	NR	NR
Multi-Family Dwellings	1.0/1 Bdr 1.5/2 Bdr 1.75/3 Bdr	NR	1 per 20 units Min. of 2	1 per 4 units Min. of 2
Community Housing	1 per 4 residents	1 per unit	None	1 per 8 residents Min. of 2
Commercial Uses				
Convenience Store	2/1000 sf	5/1000 sf	1 per 5000 sf Min. of 2	1 per 12,000 sf Min. of 2
Restaurant/Pub	2/1000 sf	10/1000 sf	1 per 5000 sf Min. of 2	1 per 12,000 sf Min. of 2
Child Day Care	0.2 per student/staff	0.3 per student/staff	None	1 per 10,000 sf Min. of 2
Medical/Dental	3/1000 sf	4/1000 sf	1 per 40,000 sf Min. of 2	1 per 70,000 sf Min. of 2
All other commercial uses	2/1000 sf	4/1000 sf	1 per 10,000 sf Min. of 2	1 per 40,000 sf Min. of 2
Conditional Uses				
Schools	0.2 per student/staff	0.3 per student/staff	0.3 per student/staff	0.2 per classroom
Recreational Facilities	3/1000 sf ¹	5/1000 sf ¹	1 per 3,000 sf Min. of 4	1 per 3000 sf Min. of 4
Conference Center	0.3 per seat	0.5 per seat	1 per 15 seats Min. of 2	1 per 40 seats Min. of 10
Library/Museum	2/1000 sf	4/1000 sf	1 per 1000 sf Min. of 6	1 per 1000 sf Min. of 6
Religious Institution	.25 per seat	.5 per seat	1 per 2,000 sf Min. of 2	1 per 4,000 sf Min. of 2
Theater	.25 per seat	.5 per seat	1 per 20 seats Min. of 2	1 per 50 seats Min. of 4
Overnight Lodging Facility	1 per room	1.5 per room	1 per 20 rooms Min. of 2	1 per 20 rooms Min. of 2
Light Manufacturing/Research and Development	2/1000 sf	4/1000 sf	1 per 10,000 sf Min. of 2	1 per 40,000 sf Min. of 2
All other Conditional Uses	2/1000 sf	4/1000 sf	1 per 10,000 sf Min. of 2	1 per 40,000 sf Min. of 2

Notes: ¹ 1/1000 sf min. for court facilities

NR No requirement

* See WC Section 4.113(11) Assessor's Dwelling Units

[Table 4-2 amended by Ord. 677, 3/1/10]

Finding: These criteria are satisfied.

Details of Finding: At least one (1) parking space is provided for each dwelling unit.

Subsection 4.125 (.08) Parks & Open Space

- A8. **Review Criteria:** This subsection prescribes the open space requirement for development in the Village Zone.

Finding: These criteria are satisfied.

Details of Finding: The applicant states the following regarding these requirements, "The Parks Master Plan for Villebois states that there are 57.87 acres of parks and 101.46 acres of open space for a total of 159.33 acres within Villebois, approximately 33%. SAP Central includes parks and open space areas consistent with the Master Plan." PDP 4C does not include any parks shown in the Villebois Village Master Plan. Additional linear greens are added increasing park and open space area.

Subsection 4.125 (.09) Street Alignment and Access Improvements

Subsection 4.125 (.09) A. 1. a. Street Alignment and Access Improvements Conformity with Master Plan, etc.

- A9. **Review Criterion:** "All street alignment and access improvements shall conform to the Villebois Village Master Plan, or as refined in the Specific Area Plan, Preliminary Development Plan, or Final Development Plan . . ."

Finding: This criterion is satisfied.

Details of Finding: The street alignments and access improvements within this PDP are generally consistent with those approved in the Villebois Village Master Plan and SAP Central.

Subsection 4.125 (.09) A. 1. a. i. Street Improvement: Conformity with Public Works Standards and Continuation of Streets

- A10. **Review Criteria:** "All street improvements shall conform to the Public Works Standards and shall provide for the continuation of streets through proposed developments to adjoining properties or subdivisions, according to the Master Plan."

Finding: These criteria are satisfied.

Details of Finding: All street improvements within this PDP will comply with the applicable Public Works Standards, which will be verified during the Engineering Division review of the Public Works Permits. The street system within this PDP is designed to provide for the continuation of streets within Villebois and to adjoining properties or subdivisions according to the Master Plan.

Subsection 4.125 (.09) A. 1. a. ii. Streets Developed According to Master Plan

- A11. **Review Criterion:** "All streets shall be developed according to the Master Plan."

Finding: This criterion is satisfied.

Details of Finding: All streets within this PDP will be developed with curbs, landscape strips, sidewalks, and bikeways or pedestrian pathways as depicted on the Circulation Plan, applicant's sheet 7.1 in Exhibit B2, and in accordance with the Master Plan.

Subsection 4.125 (.09) A. 2. a. & b. Intersections of Streets: Angles and Intersections

A12. Review Criteria:

- “Angles: Streets shall intersect one another at angles not less than 90 degrees, unless existing development or topography makes it impractical.
- Intersections: If the intersection cannot be designed to form a right angle, then the right-of-way and paving within the acute angle shall have a minimum of thirty (30) foot centerline radius and said angle shall not be less than sixty (60) degrees. Any angle less than ninety (90) degrees shall require approval by the City Engineer after consultation with the Fire District.”

Finding: These criteria are satisfied.

Details of Finding: The Circulation Plan, applicant’s sheet 7.1 in Exhibit B2, demonstrates that all proposed streets will intersect at angles consistent with the above standards.

Subsection 4.125 (.09) A. 2. c. Intersection of Streets: Offsets

A13. Review Criterion: “Offsets: Opposing intersections shall be designed so that no offset dangerous to the traveling public is created. Intersections shall be separated by at least:

- 1000 ft. for major arterials
- 600 ft. for minor arterials
- 100 ft. for major collector
- 50 ft. for minor collector”

Finding: These criteria are satisfied.

Details of Finding: The plan sheets demonstrate that opposing intersections on public streets are offset, as appropriate, so that no danger to the traveling public is created.

Subsection 4.125 (.09) A. 2. d. Curb Extensions

A14. Review Criteria: “Curb extensions at intersections shall be shown on the Specific Area Plans required in subsection 4.125(.18)(C) through (F) below, and shall:

- Not obstruct bicycle lanes on collector streets.
- Provide a minimum 20 foot wide clear distance between curb extensions at all local residential street intersections shall have, shall meet minimum turning radius requirements of the Public Works Standards, and shall facilitate fire truck turning movements as required by the Fire District.”

Finding: These criteria are satisfied.

Details of Finding: Curb extensions are shown on the Circulation Plan, sheet 7.1 in Exhibit B2. No curb extensions on collectors are proposed as part of this PDP. The plan sheets illustrate that all local street intersections will have a minimum 20 foot wide clear distance between curb extensions.

Subsection 4.125 (.09) A. 3. Street Grades

A15. Review Criteria: “Street grades shall be a maximum of 6% on arterials and 8% for collector and local streets. Where topographic conditions dictate, grades in excess of 8%, but not more than 12%, may be permitted for short distances, as approved by the City Engineer, where topographic conditions or existing improvements warrant modification of these standards.”

Finding: These criteria are satisfied.

Details of Finding: The Grading & Erosion Control Plan, sheet 5 Exhibit B2, demonstrates that proposed streets comply with this standard. SW Dundee Lane has an approximately 11.87% grade, which has been approved by the City Engineer.

Subsection 4.125 (.09) A. 4. Centerline Radius Street Curves

A16. **Review Criterion:** "The minimum centerline radius street curves shall be as follows:

- Arterial streets: 600 feet, but may be reduced to 400 feet in commercial areas, as approved by City Engineer.
- Collector streets: 600 feet, but may be reduced to conform with the Public Works Standards, as approved by the City Engineer.
- Local streets: 75 feet"

Finding: These criteria are satisfied.

Details of Finding: Compliance is shown on the plan sheets.

Subsection 4.125 (.09) A. 5. Rights-of-way

A17. **Review Criteria:** Pursuant to subsection (.09) A. above, the provisions of 4.177 apply for rights-of-way as no other provisions are noted.

Finding: These criteria are satisfied.

Details of Finding: Proposed rights-of-way are shown on the applicant's plan sheets, including sheets 4.1 and 4.2, Tentative Subdivision Plat, in Exhibit B2. Rights-of-way will be dedicated and a waiver of remonstrance against the formation of a local improvement district will be recorded with recordation of a final plat in accordance with Section 4.177.

Subsection 4.125 (.09) A. 6. Access Drives

A18. **Review Criteria:** Access drives are required to be 16 feet for two-way traffic. Otherwise, pursuant to subsection (.09) A. above, the provisions of 4.177 apply for access drives as no other provisions are noted.

Finding: These criteria are satisfied.

Details of Finding: The applicant states, "Access drives (alleys) will be paved at least 16-feet in width within a 20-foot tract, as shown on the Circulation Plan. In accordance with Section 4.177, all access drives will be constructed with a hard surface capable of carrying a 23-ton load. Easements for fire access will be dedicated as required by the fire department. All access drives will be designed to provide a clear travel lane free from any obstructions."

Subsection 4.125 (.09) A. 7. Clear Vision Areas

A19. **Review Criteria:** Pursuant to subsection (.09) A. above, the provisions of 4.177 apply for clear vision areas as no other provisions are noted.

Finding: These criteria are satisfied.

Details of Finding: The applicant states that clear vision areas will be provided and maintained in compliance with the Section 4.177.

Subsection 4.125 (.09) A. 8. Vertical Clearance

A20. **Review Criteria:** Pursuant to subsection (.09) A. above, the provisions of 4.177 apply for vertical clearance as no other provisions are noted.

Finding: These criteria are satisfied.

Details of Finding: The applicant states that vertical clearance will be provided and maintained in compliance with the Section 4.177.

Subsection 4.125 (.09) A. 9. Interim Improvement Standards

A21. **Review Criteria:** Pursuant to subsection (.09) A. above, the provisions of 4.177 apply for interim improvement standards as no other provisions are noted.

Finding: These criteria will be satisfied by Condition of Approval PDA 2.

Details of Finding: The condition of approval requires certain improvements approved with PDP 3 East be built prior to development on Tax Lot 2919 in order to avoid need for interim improvements.

Subsection 4.125 (.10) Sidewalk and Pathway Improvement Standards

A22. **Review Criteria:** "The provisions of Section 4.178 shall apply within the Village zone."

Finding: These criteria are satisfied.

Details of Finding: The applicant states, "All sidewalks and pathways within SAP Central will be constructed in accordance with the standards of Section 4.178 and the Villebois Village Master Plan. Sidewalks and pathways are shown in the street cross-sections on the *Circulation Plan*." See applicant's sheet 7.2, Exhibit B2.

Subsection 4.125 (.11) Landscaping, Screening and Buffering

A23. **Review Criteria:** "Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:

- Streets in the Village Zone shall be developed with street trees as described in the Community Elements Book."

Finding: These criteria are satisfied.

Details of Finding: The appropriate landscaping is provided. The proposed street trees are among the choices provided in the Community Elements Book.

Subsection 4.125 (.12) Signage and Wayfinding

A24. **Review Criteria:** "Except as this subsection may otherwise be amended, or until such time as a Signage and Wayfinding Plan is approved as required by Section 4.125(.18)(D)(2)(f), signs within the Village zone shall be subject to provisions of Section 4.156."

Finding: These criteria are satisfied.

Details of Finding: The SAP Central Signage & Wayfinding Plan indicates the provision of 'Internal Site Identifiers' on each corner of the Villebois Drive and Costa Circle intersection. The applicant has indicated these will be provided and they are shown on the proposed landscape plan.

Subsection 4.125 (.13) Design Principles Applying to the Village Zone

A25. **Review Criteria:** “The following design principles reflect the fundamental concepts, and support the objectives of the Villebois Village Master Plan, and guide the fundamental qualities of the built environment within the Village zone.

- The design of landscape, streets, public places and buildings shall create a place of distinct character.
- The landscape, streets, public places and buildings within individual development projects shall be considered related and connected components of the Villebois Village Master Plan.
- The design of streets and public spaces shall provide for and promote pedestrian safety, connectivity and activity.
- The design of exterior lighting shall minimize off-site impacts, yet enable functionality.”

Finding: These criteria are satisfied.

Details of Finding: The Architectural Pattern Book and Community Elements Book ensure the design meets the fundamental design concepts and support the objectives of the Villebois Village Master Plan. By complying with an approved Architectural Pattern Book and Community Elements Book the design of the PDP will satisfy these criteria. See also Final Development Plan, Request G.

Subsection 4.125 (.14) A. 1. a. Design Standards: Flag Lots

A26. **Review Criterion:** “Flag lots are not permitted.”

Finding: This criterion is satisfied.

Details of Finding: No flag lots are proposed.

Subsection 4.125 (.14) A. 2. a. - e. and h. – k. Building and Site Design Requirements

A27. **Review Criteria:** “Building and site design shall include:

- Proportions and massing of architectural elements consistent with those established in an approved Architectural Pattern Book or Village Center Architectural Standards.
- Materials, colors and architectural details executed in a manner consistent with the methods included in an approved Architectural Pattern Book, Community Elements Book or approved Village Center Architectural Standards.
- Protective overhangs or recesses at windows and doors.
- Raised stoops, terraces or porches at single-family dwellings.
- Exposed gutters, scuppers, and downspouts, or approved equivalent.
- Building elevations of block complexes shall not repeat an elevation found on an adjacent block.
- Building elevations of detached buildings shall not repeat an elevation found on buildings on adjacent lots.
- A porch shall have no more than three walls.
- A garage shall provide enclosure for the storage of no more than three motor vehicles, as described in the definition of Parking Space.”

Finding: These criteria are satisfied or will be satisfied by Conditions of Approval.

Details of Finding: The application requests PDP approval for single family detached homes, including small, small cottage, and row house product types. Conformance with the Pattern Book and Community Elements Book will assure consistency with the Design

Standards of subsection (.14). Architectural plans will be approved by the City's architectural consultant prior to the City issuing building permits, which will ensure conformance of these different housing types with the Architectural Pattern Book. In order to increase consistency with the Architectural Pattern Book and other development elsewhere in Villebois, Condition of Approval PDA 6 requires courtyard fencing consistent with the pattern book and the architectural style of the home for all row houses. Similarly, courtyards are required for no less than thirty percent (30%) of the detached single-family houses. Courtyards are especially encouraged when the house faces a linear green or pocket park. This Courtyard installation includes installation of up to forty-eight inch (48") dry stack rock or brick wall along the front of the lot or side of a lot to create a fairly level and usable front yard outdoor living area enclosed by the courtyard fencing. ~~The applicant/owner can install a greater than forty-eight inch (48") wall, but if maintaining the required five (5) percent slope requires greater than a forty-eight inch (48") wall the applicant/owner can request an exception from the courtyard wall and courtyard slope requirements as part of building plan review.~~ Condition of Approval PDA 7 requires building foundations exposed to the public view shed due to elevation differences on the lot to receive brick or stone facades consistent with the architectural pattern book.

Specific Findings on Courtyard During Field Research

The courtyard requirement is being placed to increase conformance with the Architectural Pattern Books and be consistent with how it has been applied elsewhere in Villebois. In order to further support the stated purpose of the requirement Planning staff has reviewed where courtyards have been constructed in Phases of Villebois constructed by Arbor Homes and Legend Homes and found the following:

With the exception of a couple areas in PDP 1 South staff found all single-family houses facing a Pocket Park or Linear Green had a courtyard. These courtyards serve an important function in these continuous green areas to divide between the outdoor space with public access and semi-private outdoor space. For this reason staff especially encourages courtyards for homes without a porch facing Linear Greens and Pocket Parks.

Staff found variation in courtyards and no courtyards in alley-loaded single-family houses directly facing a street. Where houses are closer to the street they tend not to have a courtyard. Where they are set further back they tend to have courtyards. For this reason, staff supports the applicant having significant flexibility in whether or not courtyards are placed in this situation.

Staff also found, attached row houses, besides the most urban near the Village Center, have courtyards. This is especially important as many row houses have limited or no other private or semi-private outdoor space. The row houses without courtyards have porches/balconies which provide a semi-private outdoor space similar to a courtyard. Staff is recommending all 40 row houses in SAP Central PDP 4 have courtyards.

Subsection 4.125 (.14) A. 2. g. Landscape Plans

A28. **Review Criterion:** "Building and site design shall include:

- A landscape plan in compliance with Sections 4.125(.07) and (.11), above."

Finding: This criterion is satisfied.

Details of Finding: The appropriate landscape plans have been provided. See Landscape Plans, Exhibit B3.

Subsection 4.125 (.14) A. 2. f. Protection of Significant Trees

A29. **Review Criterion:** "Building and site design shall include:

- The protection of existing significant trees as identified in an approved Community Elements Book."

Finding: This criterion is satisfied.

Details of Finding: No existing significant trees exist on the subject property.

Subsection 4.125 (.14) A. 3. Lighting and Site Furnishings

A30. **Review Criteria:** "Lighting and site furnishings shall be in compliance with the approved Architectural Pattern Book, Community Elements Book, or approved Village Center Architectural Standards."

Finding: These criteria are satisfied or will be required to do so by Condition of Approval PDA 4.

Details of Finding: No site furnishings are shown that would be subject to the Community Elements Book. A condition of approval ensures street lights type and spacing is according to the Community Elements Book.

Subsection 4.125 (.14) A. 4. Building Systems

A31. **Review Criteria:** "Building systems, as noted in Tables V-3 and V-4 (Permitted Materials and Configurations), below, shall comply with the materials, applications and configurations required therein. Design creativity is encouraged. The LEED Building Certification Program of the U.S. Green Building Council may be used as a guide in this regard."

Finding: These criteria are satisfied.

Details of Finding: Subsequent Building Permit applications will review proposed buildings for consistency with the criteria of Table V-3 and the Architectural Pattern Book.

Subsection 4.125 (.18) G. Preliminary Development Plan Approval Process

Subsection 4.125 (.18) G. 1. a. Preliminary Development Plan: Submission Timing

A32. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be filed with the City Planning Division for the entire SAP, or when submission of the SAP in phases has been authorized by the Development Review Board, for a phase in the approved sequence."

Finding: This criterion is satisfied.

Details of Finding: As stated by the applicant, "this PDP addresses Phase 4 on the amended SAP Central Phasing Plan. This PDP includes a request to amend the SAP Central Phasing." See Request C.

Subsection 4.125 (.18) G. 1. b. Preliminary Development Plan: Owners' Consent

- A33. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be made by the owner of all affected property or the owner's authorized agent;"

Finding: This criterion is satisfied.

Details of Finding: This application is made by Polygon at Villebois II LLC and Polygon at Villebois III LLC, the owners of the property. The vesting deeds can be found in Section IB of the applicant's notebook, Exhibit B1.

Subsection 4.125 (.18) G. 1. c. Preliminary Development Plan Permit Process: Proper Form & Fees

- A34. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be filed on a form prescribed by the City Planning Division and filed with said division and accompanied by such fee as the City Council may prescribe by resolution;"

Finding: These criteria are satisfied.

Details of Finding: The applicant has used the prescribed form and paid the required application fees.

Subsection 4.125 (.18) G. 1. d. Preliminary Development Plan Permit Process: Professional Coordinator

- A35. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall set forth the professional coordinator and professional design team for the project;"

Finding: This criterion is satisfied.

Details of Finding: A professional design team is working on the project with Stacy Connery AICP from Pacific Community Design as the professional coordinator.

Subsection 4.125 (.18) G. 1. e. Preliminary Development Plan Permit Process: Mixed Uses

- A36. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall state whether the development will include mixed land uses, and if so, what uses and in what proportions and locations."

Finding: This criterion is satisfied.

Details of Finding: The proposed PDP includes only residential uses with supporting park amenities.

Subsection 4.125 (.18) G. 1. f. Preliminary Development Plan Permit Process: Land Division

- A37. **Review Criterion:** "An application for approval of a Preliminary Development Plan for a development in an approved SAP shall include a preliminary land division (concurrently) per Section 4.400, as applicable."

Finding: This criterion is satisfied.

Details of Finding: A preliminary subdivision plat has been submitted concurrently with this request. See Request E.

Subsection 4.125 (.18) G. 1. g. Preliminary Development Plan Permit Process: Zone Map Amendment

A38. **Review Criterion:** “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall include a concurrent application for a Zone Map Amendment (i.e., Zone Change) for the subject phase.”

Finding: This criterion is satisfied.

Details of Finding: A zone change request has been submitted concurrently with this request. See Request D.

Subsection 4.125 (.18) G. 2. a. – c. Preliminary Development Plan Permit Process: Information Required

A39. **Review Criteria:** “The application for Preliminary Development Plan approval shall include conceptual and quantitatively accurate representations of the entire development sufficient to demonstrate conformance with the approved SAP and to judge the scope, size and impact of the development on the community and shall be accompanied by the following information:

- A boundary survey or a certified boundary description by a surveyor licensed in the State of Oregon.
- Topographic information sufficient to determine direction and percentage of slopes, drainage patterns, and in environmentally sensitive areas, (e.g., flood plain, wetlands, forested areas, steep slopes or adjacent to stream banks). Contour lines shall relate to North American Vertical Datum of 1988 and be at minimum intervals as follows:
 - One (1) foot contours for slopes of up to five percent (5%);
 - Two (2) foot contours for slopes from six percent (6%) to twelve (12%);
 - Five (5) foot contours for slopes from twelve percent (12%) to twenty percent (20%). These slopes shall be clearly identified, and
 - Ten (10) foot contours for slopes exceeding twenty percent (20%).
- The location of areas designated Significant Resource Overlay Zone (SROZ), and associated 25-foot Impact Areas, within the PDP and within 50 feet of the PDP boundary, as required by Section 4.139.

Finding: These criteria are satisfied.

Details of Finding: A certified boundary description by a surveyor licensed in the State of Oregon is provided as the legal description and sketch for the zone map amendment (see Section IVC of the applicant’s notebook, Exhibit B1). Topographic information in accordance with Section 4.125(.18)G.2.b. is shown on the Existing Conditions, located in Section IIB of the applicant’s notebook, Exhibit B1. The site does not include any designated SROZ areas.

Subsection 4.125 (.18) G. 2. d. Preliminary Development Plan Permit Process: Land Area Tabulation

A40. **Review Criteria:** “A tabulation of the land area to be devoted to various uses, and a calculation of the average residential density per net acre.”

Finding: These criteria are satisfied.

Details of Finding: Following is a tabulation of land area devoted to the various uses and a calculation of net residential density:

Approx. Gross Acreage (all properties) 6.83 Acres
Parks 0.84 Acres
Public Streets 3.14 Acres
Lots and Alleys 2.85 Acres

Net Residential Density: 57 lots / 2.85 Acres = 20 units per net acre

Subsection 4.125 (.18) G. 2. e. Preliminary Development Plan Permit Process: Streets, Alleys, and Trees

- A41. **Review Criteria:** "The location, dimensions and names, as appropriate, of existing and planned streets and alleys on and within 50 feet of the perimeter of the PDP, together with the location of existing and planned easements, sidewalks, bike routes and bikeways, trails, and the location of other important features such as section lines, section corners, and City boundary lines. The plan shall also identify all trees 6 inches and greater d.b.h. on the project site only."

Finding: These criteria are satisfied.

Details of Finding: Information on planned alleys and streets are provided or the information is readily available. Easements, sidewalks, bike routes and bikeways, trails, and other relevant features are shown. The required trees are shown.

Subsection 4.125 (.18) G. 2. f. Preliminary Development Plan Permit Process: Building Drawings

- A42. **Review Criteria:** "Conceptual drawings, illustrations and building elevations for each of the listed housing products and typical non-residential and mixed-use buildings to be constructed within the Preliminary Development Plan boundary, as identified in the approved SAP, and where required, the approved Village Center Design."

Finding: This criterion is satisfied.

Details of Finding: The proposed PDP includes Small Detached, Small Cottage, and Row House housing products, along with a number of variations within these product types. Conceptual elevations have been provided. Final building elevations will be reviewed by the City's architectural consultant prior to issuing building permits.

Subsection 4.125 (.18) G. 2. g. Preliminary Development Plan Permit Process: Utility Plan

- A43. **Review Criterion:** "A composite utility plan illustrating existing and proposed water, sanitary sewer, and storm drainage facilities necessary to serve the SAP."

Finding: This criterion is satisfied.

Details of Finding: A composite utility plan has been provided. See applicant's sheet 6 in Exhibit B1.

Subsection 4.125 (.18) G. 2. h. Preliminary Development Plan Permit Process: Phasing Sequence

- A44. **Review Criterion:** "If it is proposed that the Preliminary Development Plan will be executed in Phases, the sequence thereof shall be provided."

Finding: This criterion is satisfied.

Details of Finding: The PDP is proposed to be executed in two phases. The proposed phases of the subject PDP are shown on the PDP Phasing Plan. The phasing is based on

coordinating construction with adjacent portions of PDP 3 East and PDP 2 North. See applicant's sheet 11 in Exhibit B1 as well as Exhibit B4 and B5.

Subsection 4.125 (.18) G. 2. i. Preliminary Development Plan Permit Process: Security for Capital Improvements

A45. **Review Criterion:** "A commitment by the applicant to provide a performance bond or other acceptable security for the capital improvements required by the project."

Finding: This criterion is satisfied.

Details of Finding: The applicant states "the applicant will provide a performance bond or other acceptable security for the capital improvements required by the project."

Subsection 4.125 (.18) G. 2. j. Preliminary Development Plan Permit Process: Traffic Report

A46. **Review Criterion:** "At the applicant's expense, the City shall have a Traffic Impact Analysis prepared, as required by Section 4.030(.02)(B), to review the anticipated traffic impacts of the proposed development. This traffic report shall include an analysis of the impact of the SAP on the local street and road network, and shall specify the maximum projected average daily trips and maximum parking demand associated with buildout of the entire SAP, and it shall meet Subsection 4.140(.09)(J)(2)."

Finding: This criterion is satisfied.

Details of Finding: The required traffic report has been provided, and can be found in Section IID of the applicant's notebook, Exhibit B1.

Subsection 4.125 (.18) H. PDP Application Submittal Requirements

Subsection 4.125 (.18) H. 1. PDP Application Submittal Requirements: General

A47. **Review Criteria:** "The Preliminary Development Plan shall conform with the approved Specific Area Plan, and shall include all information required by (.18)(D)(1) and (2), plus the following:

- The location of water, sewerage and drainage facilities;
- Conceptual building and landscape plans and elevations, sufficient to indicate the general character of the development;
- The general type and location of signs;
- Topographic information as set forth in Section 4.035;
- A map indicating the types and locations of all proposed uses; and
- A grading and erosion control plan illustrating existing and proposed contours as prescribed previously in this section."

Finding: These criteria are satisfied.

Details of Finding: The proposed PDP generally conforms to the approved SAP Central, with the proposed refinements. See Request B. The PDP application includes all information required by 4.125(.18)(D)(1) and (2), as applicable to a PDP. The required plans are can be found in Exhibit B2. The *Existing Conditions*, sheet 2, shows the existing site features, including topographic features. Proposed lots to be created for development are shown on the *Tentative Plat*, sheets 4.1 and 4.2. The *Grading and Erosion Control Plan*, sheet 5, shows the location of drainage facilities, topographic information, and a grading and erosion control facilities. The *Composite Utility Plan*, sheet 6, indicates the proposed location of water and sanitary sewer lines and drainage facilities. The *Site/Land*

Use Plan, sheet 8.1, indicates the types and locations of all proposed uses in the Preliminary Development Plan.

Subsection 4.125 (.18) H. 2. PDP Application Submittal Requirements: Traffic Report

- A48. **Review Criteria:** “In addition to this information, and unless waived by the City’s Community Development Director as enabled by Section 4.008(.02)(B), at the applicant’s expense, the City shall have a Traffic Impact Analysis prepared, as required by Section 4.030(.02)(B), to review the anticipated traffic impacts of the proposed development. This traffic report shall include an analysis of the impact of the PDP on the local street and road network, and shall specify the maximum projected average daily trips and maximum parking demand associated with buildout of the entire PDP, and it shall meet Subsection 4.140(.09)(J)(2) for the full development of all five SAPs.”

Finding: These criteria are satisfied.

Details of Finding: The required traffic report is included in Section IID of the applicant’s notebook, Exhibit B1.

Subsection 4.125 (.18) H. 3. PDP Application Submittal Requirements: Level of Detail

- A49. **Review Criterion:** “The Preliminary Development Plan shall be sufficiently detailed to indicate fully the ultimate operation and appearance of the phase of development. However, approval of a Final Development Plan is a separate and more detailed review of proposed design features, subject to the standards of Section 4.125(.18)(L) through (P), and Section 4.400 through Section 4.450.”

Finding: This criterion is satisfied.

Details of Finding: As stated by the applicant, “the plan sheets for the proposed Preliminary Development Plan provide sufficient detail to show the ultimate operation and appearance of the subject phase of development. The FDP application for design of the included park areas within the PDP area is submitted concurrent with this application.” See Request G.

Subsection 4.125 (.18) H. 4. PDP Application Submittal Requirements: Copies of Legal Documents

- A50. **Review Criterion:** “Copies of legal documents required by the Development Review Board for dedication or reservation of public facilities, or for the creation of a non-profit homeowner’s association, shall also be submitted.”

Finding: This criterion is satisfied.

Details of Finding: The required legal documents for review have been provided. See Section IIIC in the applicant’s notebook, Exhibit B1.

Subsection 4.125 (.18) I. PDP Approval Procedures

- A51. **Review Criteria:** “An application for PDP approval shall be reviewed using the following procedures:
- Notice of a public hearing before the Development Review Board regarding a proposed PDP shall be made in accordance with the procedures contained in Section 4.012.
 - A public hearing shall be held on each such application as provided in Section 4.013.

- After such hearing, the Development Review Board shall determine whether the proposal conforms to the permit criteria set forth in this Code, and shall approve, conditionally approve, or disapprove the application.”

Finding: These criteria are satisfied.

Details of Finding: The request is being reviewed according to this subsection.

Subsection 4.125 (.18) J. PDP Refinements to Approved SAP

Subsection 4.125 (.18) J. 1. a. ii. Refinements to the SAP: Parks, Trails, and Open Space

- A52. **Review Criterion:** “Changes to the nature or location of park types, trails or open space that do not significantly reduce function, usability, connectivity, or overall distribution or availability of these uses in the Specific Area Plan.”

Finding: This criterion is satisfied.

Details of Finding: Concurrently with this PDP request refinements to the parks, by adding linear green spaces, are being requested that meet the applicable criteria. See Request B.

Subsections 4.125 (.18) J. 1. a. iv. and v. Refinements to the SAP: Mix of Land Uses and Density

- A53. **Review Criteria:**

- “Changes to the location or mix of land uses that do not significantly alter the overall distribution or availability of uses in the Preliminary Development Plan.
- A change in density that does not exceed ten percent, provided such density change has not already been approved as a refinement to the underlying SAP or PDP, and does not result in fewer than 2,300 dwelling units in the Village.”

Finding: These criteria are satisfied.

Details of Finding: Concurrently with this PDP request refinements to the location and mix of land uses and density are being requested that meet the applicable criteria. See Request B.

Subsection 4.125 (.18) K. PDP Approval Criteria

Subsection 4.125 (.18) K. 1. a. PDP Approval Criteria: Consistent with Standards of Section 4.125

- A54. **Review Criteria:** “Is consistent with the standards identified in this section.”

Finding: These criteria are satisfied.

Details of Finding: As shown elsewhere in this request, the proposed Preliminary Development Plan is consistent with the standards of Section 4.125.

Subsection 4.125 (.18) K. 1. b. PDP Approval Criteria: Complies with the Planning and Land Development Ordinance

- A55. **Review Criterion:** “Complies with the applicable standards of the Planning and Land Development Ordinance, including Section 4.140(.09)(J)(1)-(3).”

Finding: This criterion is satisfied.

Details of Finding: Findings are provided showing compliance with applicable standards of the Planning and Land Development Ordinance. Specifically Findings A61 through A63 address Subsections 4.140 (.09) J. 1. through 3.

Subsection 4.125 (.18) K. 1. c. PDP Approval Criteria: Consistent with Approved SAP

A56. **Review Criterion:** "Is consistent with the approved Specific Area Plan in which it is located."

Finding: This criterion is satisfied.

Details of Finding: Together with the proposed refinements and amendments, the PDP is consistent with the approved SAP.

Subsection 4.125 (.18) K. 1. d. PDP Approval Criteria: Consistent with Approved Pattern Book

A57. **Review Criterion:** "Is consistent with the approved Pattern Book and, where required, the approved Village Center Architectural Standards."

Finding: This criterion is satisfied.

Details of Finding: As stated by the applicant, "No buildings are proposed with this Preliminary Development Plan. Subsequent Building Permit applications for residential buildings in this Preliminary Development Plan will document compliance with the Architectural Pattern Book. However, proposed lots are sized to accommodate proposed uses in a manner consistent with Table V-1 and the Architectural Pattern Book."

Subsection 4.125 (.18) K. 2. PDP Approval Criteria: Reasonable Phasing Schedule

A58. **Review Criterion:** "If the PDP is to be phased, that the phasing schedule is reasonable and does not exceed two years between commencement of development of the first, and completion of the last phase, unless otherwise authorized by the Development Review Board."

Finding: This criterion is satisfied.

Details of Finding: The PDP is proposed to be phased. Phase 1, which includes the row houses along Costa Circle West, Dundee Lane, on a portion of current Tax Lot 2916, is planned to be built in Summer/Fall 2013. Phase 2, which includes current Tax Lot 2919 along Costa Circle East, Villebois Drive, and Orleans Avenue, is planned to be built in summer 2014.

Subsection 4.125 (.18) K. 3. PDP Approval Criteria: Parks Concurrency

A59. **Review Criterion:** "Parks within each PDP or PDP Phase shall be constructed prior to occupancy of 50% of the dwelling units in the PDP or PDP phase, unless weather or other special circumstances prohibit completion, in which case bonding for such improvements shall be permitted."

Finding: This criterion will be satisfied by Condition of Approval PDA 3.

Details of Finding: The applicant asserts and a condition of approval ensures the parks within PDP 3E will be completed prior to occupancy of 50% of the housing units or bonding will be provided if special circumstances prevent completion.

Subsection 4.125 (.18) K. 5. PDP Approval Criteria: DRB Conditions

A60. **Review Criterion:** "The Development Review Board may require modifications to the PDP, or otherwise impose such conditions as it may deem necessary to ensure conformance with the

approved SAP, the Villebois Village Master Plan, and compliance with applicable requirements and standards of the Planning and Land Development Ordinance, and the standards of this section.”

Finding: This criterion is satisfied.

Details of Finding: No additional conditions of approval are recommended.

Subsection 4.140 (.09) J. Planned Development Permit Review Criteria

“A planned development permit may be granted by the Development Review Board only if it is found that the development conforms to all the following criteria, as well as to the Planned Development Regulations in Section 4.140:”

Subsection 4.140 (.09) J. 1. Consistency with Comprehensive Plan and Other Plans, Ordinances

A61. **Review Criteria:** “The location, design, size and uses, both separately and as a whole, are consistent with the Comprehensive Plan, and with any other applicable plan, development map or Ordinance adopted by the City Council.”

Finding: These criteria are satisfied.

Details of Finding: The applicant’s findings demonstrate that the location, design, size, and uses proposed with the PDP are both separately and as a whole consistent with SAP Central, and thus the Villebois Village Master Plan, the City’s Comprehensive Plan designation of Residential – Village for the area, and any other applicable ordinance of which staff is aware.

Subsection 4.140 (.09) J. 2. Meeting Traffic Level of Service D

A62. **Review Criteria:** That the location, design, size and uses are such that traffic generated by the development at the most probable used intersection(s) can be accommodated safely and without congestion in excess of Level of Service D, as defined in the Highway Capacity manual published by the National Highway Research Board, on existing or immediately planned arterial or collector streets and will, in the case of commercial or industrial developments, avoid traversing local streets. Immediately planned arterial and collector streets are those listed in the City’s adopted Capital Improvement Program, for which funding has been approved or committed, and that are scheduled for completion within two years of occupancy of the development or four year if they are an associated crossing, interchange, or approach street improvement to Interstate 5.

Finding: These criteria are satisfied.

Details of Finding: The location, design, size and uses are such that traffic generated within the PDP at the most heavily used intersection(s) can be accommodated safely and without congestion in excess of Level of Service D. The proposed uses and the circulation system are consistent with the SAP Central approval, which included an Internal Circulation Evaluation including an assessment of intersection performance by DKS Associates. A copy of the Traffic Impact Analysis is attached in Section IID of the applicant’s notebook, Exhibit B1.

Subsection 4.140 (.09) J. 3. Concurrency for Other Facilities and Services

A63. **Review Criteria:** “That the location, design, size and uses are such that the residents or establishments to be accommodated will be adequately served by existing or immediately planned facilities and services.”

Finding: These criteria are satisfied.

Details of Finding: As shown in the Utility and Drainage Report, Section IIC of the applicant's notebook, Exhibit B1, and plan sheets, see Exhibit B2, adequate or immediately planned facilities and services are sufficient to serve the planned development.

Section 4.171 Protection of Natural Features & Other Resources

Subsection 4.171 (.02) General Terrain Preparation

A64. **Review Criteria:**

- "All developments shall be planned designed, constructed and maintained with maximum regard to natural terrain features and topography, especially hillside areas, floodplains, and other significant land forms.
- All grading, filling and excavating done in connection with any development shall be in accordance with the Uniform Building Code, all development shall be planned, designed, constructed and maintained so as to:
 - Limit the extent of disturbance of soils and site by grading, excavation and other land alterations.
 - Avoid substantial probabilities of: (1) accelerated erosion; (2) pollution, contamination or siltation of lakes, rivers, streams and wetlands; (3) damage to vegetation; (4) injury to wildlife and fish habitats.
 - Minimize the removal of trees and other native vegetation that stabilize hillsides, retain moisture, reduce erosion, siltation and nutrient runoff, and preserve the natural scenic character.

Finding: These criteria are satisfied.

Details of Finding: As stated by the applicant, "The plan sheets located in Section IIB demonstrate that the subject Preliminary Development Plan is designed with maximum regard to natural terrain features and topography. The subject PDP does not contain hillside areas or flood plains. The Grading and Erosion Control Plan shows proposed grading within the subject area and the Tree Preservation Plan shows proposed tree preservation.

All subsequent grading, filling and excavating will be done in accordance with the Uniform Building Code. Disturbance of soils and removal of trees and other native vegetation will be limited to the extent necessary to construct the proposed development. Construction will occur in a manner that avoids substantial probabilities of accelerated erosion; pollution, contamination or siltation of lakes, rivers, streams and wetlands; damage to vegetation; and injury to wildlife and fish habitats."

Subsection 4.171 (.03) Hillsides

A65. **Review Criterion:** "Hillsides: All developments proposed on slopes greater than 25% shall be limited to the extent that:"

Finding: This criterion does not apply.

Details of Finding: The subject Preliminary Development Plan does not include any areas of slopes in excess of 25%. Therefore, this standard does not apply to this application.

Subsection 4.171 (.04) Trees and Wooded Area

A66. Review Criteria:

- “All developments shall be planned, designed, constructed and maintained so that:
 - Existing vegetation is not disturbed, injured, or removed prior to site development and prior to an approved plan for circulation, parking and structure location.
 - Existing wooded areas, significant clumps/groves of trees and vegetation, and all trees with a diameter at breast height of six inches or greater shall be incorporated into the development plan and protected wherever feasible.
 - Existing trees are preserved within any right-of-way when such trees are suitably located, healthy, and when approved grading allows.
- Trees and woodland areas to be retained shall be protected during site preparation and construction according to City Public Works design specifications, by:
 - Avoiding disturbance of the roots by grading and/or compacting activity.
 - Providing for drainage and water and air filtration to the roots of trees which will be covered with impermeable surfaces.
 - Requiring, if necessary, the advisory expertise of a registered arborist/horticulturist both during and after site preparation.
 - Requiring, if necessary, a special maintenance, management program to insure survival of specific woodland areas of specimen trees or individual heritage status trees.

Finding: These criteria are satisfied.

Details of Finding: The Tree Preservation Plan, located in Section IIB of the applicant’s notebook, Exhibit B1, depicts existing trees within the subject area and identifies trees to be retained and to be removed. This application includes a request for approval of a Type “C” Tree Removal Plan, which can be found in Section V of the applicant’s notebook. See also Request F.

Only one tree exists on the subject that is part of this PDP request, which is proposed to be removed to enable alley construction. Other trees exist on Tax Lot 2919, but they are in Pocket Park 12, which was reviewed as part of PDP 3E.

Subsection 4.171 (.05) High Voltage Power Lines

A67. Review Criteria: “High Voltage Power line Easements and Rights of Way and Petroleum Pipeline Easements;

- Due to the restrictions placed on these lands, no residential structures shall be allowed within high voltage power line easements and rights of way and petroleum pipeline easements, and any development, particularly residential, adjacent to high voltage power line easements and rights of way and petroleum pipeline easement shall be carefully reviewed.
- Any proposed non-residential development within high voltage power line easements and rights of way and petroleum pipeline easements shall be coordinated with and approved by the Bonneville Power Administration, Portland General Electric Company or other appropriate utility, depending on the easement or right of way ownership.

Finding: These criteria do not apply.

Details of Finding: The development area and surrounding area are not around high voltage power lines.

Subsection 4.171 (.06) Safety Hazards

A68. **Review Criteria:** “

- To protect lives and property from natural or human-induced geologic or hydrologic hazards and disasters.
- To protect lives and property from damage due to soil hazards.
- To protect lives and property from forest and brush fires.
- To avoid financial loss resulting from development in hazard areas.

Finding: These criteria are satisfied.

Details of Finding: The applicant states that development of the subject area will occur in a manner that minimizes potential hazards to safety.

Subsection 4.171 (.07) Earth Movement Hazard Areas

A69. **Review Criterion:** “No development or grading shall be allowed in areas of land movement, slump or earth flow, and mud or debris flow, except under one of the following conditions.”

Finding: This criterion is satisfied.

Details of Finding: No areas of land movement, slump, earth flow, or mud or debris flow have been identified in the project area.

Subsection 4.171 (.08) Standards for Soil Hazard Areas

A70. **Review Criteria:**

- “Appropriate siting and design safeguards shall insure structural stability and proper drainage of foundation and crawl space areas for development on land with any of the following soil conditions: wet or high water table; high shrink-swell capability; compressible or organic; and shallow depth-to-bedrock.
- The principal source of information for determining soil hazards is the State DOGAMI Bulletin 99 and any subsequent bulleting and accompanying maps. Approved site-specific soil studies shall be used to identify the extent and severity of the hazardous conditions on the site, and to update the soil hazards database accordingly.

Finding: These criteria are satisfied.

Details of Finding: No soil hazard areas have been identified within the subject area.

Subsection 4.171 (.09) Historic Protection

A71. **Review Criteria:** This subsection establishes requirements for protection of historic resources.

Finding: This criterion is satisfied.

Details of Finding: A Historic/ Cultural Resource Inventory was previously conducted for SAP Central. No historic or cultural resource sites, objects, or areas were identified in the subject PDP.

Section 4.176 Landscaping, Screening, and Buffering

A72. **Review Criteria:** This section establishes landscape, screening, and buffering requirements for development within the City.

Finding: These criteria are satisfied.

Details of Finding: Landscaping will be provided in accordance with the standards in Section 4.176. The Street Tree/Lighting Plan depicts street trees along rights-of-way

within the subject Preliminary Development Plan area. The plan has been developed in conformance with the *Community Elements Book* and the applicable standards of Section 4.176. Landscaping in the parks and linear green areas will be reviewed with Request G, Final Development Plan.

Section 4.177 Street Improvement Standards

A73. **Review Criteria:** This section establishes street improvements standards for development within the City.

Finding: These criteria are satisfied.

Details of Finding: The rights-of-way proposed within the subject PDP are shown on the plan sheets in Exhibit B2. Rights-of-way will be dedicated and a waiver of remonstrance against the formation of a local improvement district will be recorded with the final plat. The plan sheets demonstrate that all proposed access drives (alleys) within the PDP area will have a minimum improvement width of 16 feet and will provide two-way travel. All access drives will be constructed with a hard surface capable of carrying a 23-ton load. Easements for fire access will be dedicated as required by TVF&R. All access drives will be designed to provide a clear travel lane free from any obstructions. Clear vision areas will be maintained in accordance with the standards of Subsection 4.177(.01)(I). Vertical clearance will be maintained over all streets and access drives in accordance with Subsection 4.177(.01)(J).

Section 4.178 Sidewalk and Pathway Standards

A74. **Review Criteria:**

- “Sidewalks. All sidewalks shall be concrete and a minimum of five (5) feet in width, except where the walk is adjacent to commercial storefronts. In such cases, they shall be increased to a minimum of ten (10) feet in width.
- Pathways
 - Bicycle facilities shall be provided using a bicycle lane as the preferred facility design. The other facility designs listed will only be used if the bike lane standard cannot be constructed due to physical or financial constraints. The alternative standards are listed in order of preference.
 - Bike lane. This design includes 12-foot minimum travel lanes for autos and paved shoulders, 5-6 feet wide for bikes that are striped and marked as bicycle lanes. This shall be the basic standard applied to bike lanes on all arterial and collector streets in the City, with the exception of minor residential collectors with less than 1,500 (existing or anticipated) vehicle trips per day.”

Finding: These criteria are satisfied.

Details of Finding: The applicant’s sheet 7.2, see Exhibit B2, depicts cross-sections of the proposed sidewalks and pathways in compliance with the above standards and Specific Area Plan Central.

REQUEST B: DB13-0014 SAP-CENTRAL REFINEMENTS

The applicant's findings in Section IIA of their notebook, Exhibit B1, specifically pages 18-23, respond to the majority of the applicable criteria.

Refinements Generally

Subsection 4.125 (.18) J. 1. Refinement Process

- B1. **Review Criteria:** "In the process of reviewing a PDP for consistency with the approved Specific Area Plan, the DRB may approve refinements, but not amendments, to the SAP. Refinements to the SAP may be approved by the Development Review Board, upon the applicant's detailed graphic demonstration of compliance with the criteria set forth in Section (.18)(J)(2), below."

Finding: These criteria are satisfied.

Details of Finding: The applicant is requesting a number of refinements as listed below. The applicant has provided plan sheets showing sufficient information to demonstrate compliance with the applicable criteria. As can be seen in the Findings below the criteria set forth in Subsection 4.125 (.18) J. 2. are satisfied for each requested refinement.

Refinement Request "a": Parks, Trails, and Open Space

Subsection 4.125 (.18) J. 1. a. ii. SAP Refinements: Parks, Trails, and Open Space

- B2. **Review Criteria:** "Changes to the nature or location of park type, trails, or open space that do not significantly reduce function, usability, connectivity, or overall distribution or availability of these uses in the Preliminary Development Plan."

Finding: These criteria are satisfied.

Details of Finding: As stated by the applicant. "The Villebois Village Master Plan and SAP Central do not show any parks, linear greens, open space or pathways within the proposed PDP area. Several new linear greens are added to this area with the proposed design for PDP 4C. The additional linear greens add park areas to the PDP and are dispersed throughout the PDP distributing greenspace to every block within PDP 4C. The proposed refinement, addition of new linear greens, increases the usable park space within the PDP and achieves greater distribution of parks among all of the blocks in PDP 4C. The proposed refinement does not significantly reduce function, usability, connectivity, or overall distribution or availability of parks, trails or open space. The proposed refinement actually increases all of these factors."

Subsection 4.125 (.18) J. 1. b. i. Defining "Significant" for SAP Refinements: Quantifiable

- B3. **Review Criteria:** "As used herein, "significant" means: More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(J)(1)(a), above,"

Finding: These criteria are satisfied.

Details of Finding: The performance measures, etc. being measured for the purpose of this refinement are the reduction of function, usability, connectivity, or overall distribution or availability of park uses in the Preliminary Development Plan. Park amenities are being added, creating no reduction in any measurable aspect of the parks.

Subsection 4.125 (.18) J. 1. b. ii. Defining “Significant” for SAP Refinements: Qualitative

- B4. **Review Criterion:** “As used herein, “significant” means: That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(J)(1)(a), above.”

Finding: These criteria are satisfied.

Details of Finding: This subsection does not provide clear definition of what an important qualitative feature might be. Absent details in this subsection, staff interprets the primary qualitative factors to consider to be the three guiding design principles of the Villebois Village Master Plan: Connectivity, Diversity, and Sustainability. The three guiding design principles are further defined by the goals, policies, and implementation measures of the Master Plan. By virtue of better or equally implementing the goals, policies, and implementation measures of the Villebois Village Master Plan, as described in Finding B5 below, the proposed refinements do not negatively affect qualitative park features.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

- B5. **Review Criterion:** “The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.”

Finding: These criteria are satisfied.

Details of Finding: No park amenities are shown for the PDP area in the Master Plan. Note the portion of Pocket Park 12 on Tax Lot 2919 was approved as part of PDP 3E. The addition these linear greens does not negatively impact the policies, goals, and implementation measures related to parks in the Villebois Village Master Plan.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

- B6. **Review Criterion:** “The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area”

Finding: These criteria are satisfied.

Details of Finding: The proposed refinements add green space and does not impact any identified environmental or scenic resources.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP’s and SAP’s

- B7. **Review Criterion:** “The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan.”

Finding: These criteria are satisfied.

Details of Finding: The proposed park refinements do not preclude an adjoining or subsequent PDP or SAP area from developing consistent with the approved SAP or Master Plan.

Refinement Request “b”: Location and Mix of Land Uses

Subsection 4.125 (.18) J. 1. a. iv. SAP Refinements: Location and Mix of Land Uses

- B8. **Review Criteria:** “Changes to the location or mix of land uses that do not significantly alter the overall distribution or availability of uses in the Preliminary Development Plan. For purposes of this subsection, “land uses” or “uses” are defined in the aggregate, with specialty condos, mixed use condos, urban apartments, condos, village apartments, neighborhood apartments, row houses and small detached uses comprising a land use group and medium detached, standard detached, large and estate uses comprising another.”

Finding: These criteria are satisfied.

Details of Finding: The changes to the location and mix of land uses are illustrated in the following table.

Description of Block (bounded by:)	SAP Plan	Proposed PDP Plan
SW Mont Blanc St. SW Costa Circle East SW Villebois Dr. N. SW Orleans Loop	10-18 Attached Row Houses 8-10 Small Detached 18-28 Total	4 Attached Row Houses 9 Small Cottage Detached 8 Small Detached 21 Total
SW Orleans Loop Hilltop Park SW Costa Circle West	20-21 Attached Row Houses	25 Attached Row Houses
SW Costa Circle West Future multi-family development tract SW Geneva Loop SW Dundee Lane	6-10 Attached Row Houses	11 Attached Row Houses

Subsection 4.125 (.18) J. 1. b. i. Defining “Significant” for SAP Refinements: Quantifiable

- B9. **Review Criteria:** “As used herein, “significant” means: More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(J)(1)(a), above,”

Finding: These criteria are satisfied.

Details of Finding: For the purpose of this refinement the quantifiable requirement is the number of lots/units under an aggregated land use category on the SAP level. The first land use category includes small detached, and all attached housing types including row houses. Staff notes the small cottage also is interpreted to fall into this aggregated category. The second land use category includes medium and larger single-family unit types. No units of the second land use category are planned in SAP Central. The table below shows the proposed changes affect the SAP Central Land Use Mix. Proposed is a 0.4 percent increase in the number of units in aggregate category 1, which is well below the ten percent threshold.

	Current SAP C Approved Unit Count	Proposed SAP C Unit Count	% Change
First Land Use Category (Small, Small Cottage, and Attached)	1007	1011	0.4%

Subsection 4.125 (.18) J. 1. b. ii. Defining “Significant” for SAP Refinements: Qualitative

B10. **Review Criteria:** “As used herein, “significant” means: That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(J)(1)(a), above.”

Finding: These criteria are satisfied.

Details of Finding: This subsection does not provide clear definition of what an important qualitative feature might be. Absent details in this subsection, staff interprets the primary qualitative factors to consider being the three guiding design principles of the Villebois Village Master Plan: Connectivity, Diversity, and Sustainability. The three guiding design principles are further defined by the goals, policies, and implementation measures of the Master Plan. By virtue of better or equally implementing the goals, policies, and implementation measures of the Villebois Village Master Plan, as described in Finding B11 below, the proposed refinements do not negatively affect qualitative features of the street network.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

B11. **Review Criterion:** “The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.”

Finding: These criteria are satisfied.

Details of Finding: The following are the relevant goals and policies from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet them:

Land Use Policy 1: The Villebois Village shall be a complete community with a wide range of living choices, transportation choices, and working and shopping choices. Housing shall be provided in a mix of types and densities resulting in a minimum of 2,300 dwelling units within the Villebois Village Master Plan area.

Land Use Policy 2: Future development applications within the Villebois Village area shall provide land uses and other major components of the Plan such as roadways and parks and open space in general compliance with their configuration as illustrated on Figure 1 – Land Use Plan or as refined by Specific Area Plans.

Residential Neighborhood Housing Goal: The Villebois Village shall provide neighborhoods consisting of a mix of homes for sale, apartments for rent, row homes, and single-family homes on a variety of lot sizes, as well as providing housing for individuals with special needs. The Villebois Village shall provide housing choices for people of a wide range of economic levels and stages of life through diversity in product type.

Residential Neighborhood Housing Policy 1: Each of the Villebois Village’s neighborhoods shall include a wide variety of housing options and shall provide home ownership options ranging from affordable housing to estate lots.

Residential Neighborhood Housing Policy 5: The Villebois Village shall provide a mix of housing types within each neighborhood and on each street to the greatest extent practicable.

Residential Neighborhood Housing Policy 10: Natural features shall be incorporated into the design of each neighborhood to maximize their aesthetic character while minimizing impacts to said natural features.

As stated by the applicant "In summary, the proposed refinements will better integrate green spaces throughout the PDP and expand the range of housing options in the subject area. As the proposed refinements will not compromise the project's ability to comply with all other Goals, Policies and Implementation Measures of the Villebois Village Master Plan, they will equally meet all other Goals, Policies and Implementation Measures of the Villebois Village Master Plan." See the applicant's more detailed response on pages 21-22 of their compliance report in Section IIA of the applicant's notebook, Exhibit B1.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

- B12. **Review Criterion:** "The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area"

Finding: These criteria are satisfied.

Details of Finding: No natural or scenic resources have been inventoried that would be impacted by the requested refinement.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP's and SAP's

- B13. **Review Criterion:** "The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan."

Finding: These criteria are satisfied.

Details of Finding: The proposed refinements will not preclude any other SAP's or PDP's from developing consistent with the approved SAP or the Master Plan.

Refinement Request "c": Density

Subsection 4.125 (.18) J. 1. a. v. SAP Refinements: Density

- B14. **Review Criteria:** "A change in density that does not exceed ten percent, provided such density change has not already been approved as a refinement to the underlying SAP or PDP, and does not result in fewer than 2,300 dwelling units in the Village."

Finding: These criteria are satisfied.

Details of Finding: The proposed PDP, as proposed, would result in a density increase (change in the number of overall units) in the SAP of 0.4 percent, which is well below the ten percent (10%) allowance. The small increase will not lead to fewer than 2300 dwelling units in the Villebois Village.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

- B15. **Review Criteria:** “The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.”

Finding: These criteria are satisfied.

Details of Finding: The following is policy from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet it:

Residential Neighborhood Housing Policy 3: The mix of housing shall be such that the Village development provides an overall average density of at least 10 dwelling units per net residential acre.

The change of density is small increase and continues to meet the density requirement for the Village Zone.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

- B16. **Review Criterion:** “The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area”

Finding: This criterion is satisfied.

Details of Finding: No natural or scenic resources have been inventoried that would be impacted by the requested refinement.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP's and SAP's

- B17. **Review Criterion:** “The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan.”

Finding: This criterion is satisfied.

Details of Finding: The proposed minor change in density does not affect any adjoining PDP's or SAP's.

REQUEST C: DB13-0015 SAP-CENTRAL AMENDMENTS

The applicant's findings in Section IIA (page 23) and Section VIIA of their notebook, Exhibit B7, respond to the majority of the applicable criteria.

Amendment Request "a": SAP Phasing

Subsection 4.125 (.18) J. 4. SAP Phasing Amendment to be Processed as Class II Review

- C1. **Review Criteria:** "Amendments to the SAP for phasing will be processed as a Class II administrative review proposal."

Finding: These criteria are satisfied.

Details of Finding: While the SAP Phasing Amendment is eligible to be processed as a Class II Review, the Planning Director is allowing it to be reviewed by the DRB as a component of the broader application for PDP 4 Central, as authorized by Section 4.030.

Subsection 4.125 (.18) E. 1. b. ii. SAP Phasing Reasonable

- C2. **Review Criterion:** "If the SAP is to be phased, as enabled by Sections 4.125(.18)(D)(2)(g) and (h), that the phasing sequence is reasonable."

Finding: This criterion is satisfied.

Details of Finding: The SAP Central phasing is being realigned based on current property ownership. As a practical matter, development requests are coming in as developers purchase different properties. The areas of SAP Central outside of the Village Center are adjacent to and connected to other Polygon Developments including PDP 3E, PDP 6S, and PDP 2N. The development on these portions of SAP Central in connection with these neighboring Polygon developments is reasonable.

Amendment Request "b": Pattern Book Amendment

Subsection 4.125 (.18) J. 3. SAP Amendment Process

- C3. **Review Criteria:** "Amendments to the SAP, not including SAP amendments for phasing, must follow the same procedures applicable to adoption of the SAP itself. Amendments are defined as changes to elements of the SAP not constituting a refinement."

Finding: These criteria are satisfied.

Details of Finding: The proposed changes to the pattern book are not among the changes listed as eligible for refinements. The amendments to the pattern book are thus being processed following the same procedures applicable to the adoption of the SAP itself.

Subsection 4.125 (.18) C. 1. SAP and Villebois Village Master Plan

- C4. **Review Criteria:** "Purpose – A SAP is intended to advance the design of the Villebois Village Master Plan."

Finding: These criteria are satisfied.

Details of Finding: The applicant proposes making pattern book changes related to the Small Cottage Detached product, that have previously been found to advance the design of

the Villebois Village Master Plan by being approved for inclusion in the pattern books for SAP North, East, and South.

Subsection 4.125 (.18) C. 2. SAP Application Procedures

- C5. **Review Criteria:** “If not initiated by the City Council, Planning Commission or Development Review Board, an application for SAP approval shall be submitted by the Master Planner, or by landowners pursuant to subsection C.3 below. The application shall be accompanied by payment of a fee established in accordance with the City’s fee schedule.”

Finding: These criteria are satisfied.

Details of Finding: Due to lack of clarity of who currently is the Master Planner, it is not practical for the Master Planner to submit the application. All effected property is under the ownership of Polygon at Villebois III LLC, the property owner who has authorized the application.

Subsection 4.125 (.18) D. 3. Architectural Pattern Book Submission Requirements

- C6. **Review Criteria:** This subsection lists the submission requirements for Architectural Pattern Book.

Finding: These criteria are satisfied or will be satisfied by Condition of Approval PDC 2.

Details of Finding: Condition of Approval PDC 2 requires the applicant submit bound copies of the updated pattern books after final approval by the City.

Subsection 4.125 (.18) D. 8. SAP Narrative Statement

- C7. **Review Criteria:** A narrative statement shall be submitted, addressing the following: “Includes a description of the goals and objectives of the Villebois Village Master Plan and the Design Principles of the V-Zone, and how they will be met for the specified land use area.”

Finding: These criteria are satisfied.

Details of Finding: Similar amendments to other Villebois Pattern Books have previously been found to be supportive of the goals and objectives of the Villebois Village Master Plan. The applicant has provided additional analysis of the amendment’s support of the goals and objectives on pages 2-5 of Section VIIA of the applicant’s notebook, Exhibit B1.

Subsection 4.125 (.18) E. 1. b. i. SAP Approval Criteria: Consistent with Standards of Section 4.125

- C8. **Review Criteria:** “Is consistent with the standards identified in this section.”

Finding: These criteria are satisfied.

Details of Finding: Similar amendments to other Villebois Pattern Books have previously been found to be consistent with the standards of Section 4.125. The applicant has provided additional analysis of the amendments’ consistency with the standards of pages 5-9 of the Section VIIA of the applicant’s notebook, Exhibit B1.

Subsection 4.125 (.18) E. 1. b. i. SAP Approval Criteria: Complies with Development Code Standards

- C9. **Review Criteria:** “Complies with the applicable standards of the Planning and Land Development Ordinance.”

Finding: These criteria are satisfied.

Details of Finding: Similar amendments to other Villebois Pattern Books, including SAP South, East, and North, have previously been found to comply with the standards of the development code.

Subsection 4.125 (.18) E. 1. b. i. SAP Approval Criteria: Consistent with Master Plan

- C10. **Review Criteria:** "Is consistent with the Villebois Village Master Plan. Those elements of the Village Master Plan with which the SAP must be consistent are the Plan's Goals, Policies, and Implementation Measures, and, except as the text otherwise provides, Figures 1, 5, 6A, 7, 8, 9A, and 9B."

Finding: These criteria are satisfied.

Details of Finding: Similar amendments to other Villebois Pattern Books have previously been found to be supportive of the goals and objectives of the Villebois Village Master Plan. The applicant has provided additional analysis of the amendments support of the goals and objectives on pages 2-5 of Section VIIA of the applicant's notebook, Exhibit B1.

Subsection 4.125 (.18) E. 1. b. iii. SAP Approval Criteria: DRB Modifications and Conditions

- C11. **Review Criteria:** "The Development Review Board may require modifications to the SAP, or otherwise impose such conditions, as it may deem necessary to ensure conformance with the Villebois Village Master Plan, and compliance with applicable requirements and standards of the Planning and Land Development Ordinance, and the standards of this section."

Finding: These criteria are satisfied.

Details of Finding: No additional modifications or conditions are recommended.

REQUEST D: DB13-0016 ZONE MAP AMENDMENT

The applicant's findings in Section IVA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Comprehensive Plan

Compact Urban Development-Implementation Measures

Implementation Measure 4.1.6.a

- D1. **Review Criteria:** "Development in the "Residential-Village" Map area shall be directed by the Villebois Village Concept Plan (depicting the general character of proposed land uses, transportation, natural resources, public facilities, and infrastructure strategies), and subject to relevant Policies and Implementation Measures in the Comprehensive Plan; and implemented in accordance with the Villebois Village Master Plan, the "Village" Zone District, and any other provisions of the Wilsonville Planning and Land Development Ordinance that may be applicable."

Finding: These criteria are satisfied.

Details of Finding: The subject area is within SAP-Central, which was previously approved as part of case file DB06-0005 et. seq. and found to be in accordance with the Villebois Village Master Plan and the Wilsonville Planning and Land Development Ordinance.

Implementation Measure 4.1.6.b.

- D2. **Review Criteria:** This implementation measure identifies the elements the Villebois Village Master Plan must contain.

Finding: These criteria are not applicable

Details of Finding: The current proposal is for a preliminary development plan implementing the procedures as outlined by the Villebois Village Master Plan, as previously approved.

Implementation Measure 4.1.6.c.

- D3. **Review Criterion:** "The "Village" Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation."

Finding: This criterion is satisfied.

Details of Finding: The Village Zone zoning district is being applied to an area designated as Residential-Village in the Comprehensive Plan.

Implementation Measure 4.1.6.d.

- D4. **Review Criterion:** "The "Village" Zone District shall allow a wide range of uses that befit and support an "urban village," including conversion of existing structures in the core area to provide flexibility for changing needs of service, institutional, governmental and employment uses."

Finding: This criterion is satisfied.

Details of Finding: The area covered by the proposed zone change is proposed for residential uses, parks, and open space as shown in the Villebois Village Master Plan.

Planning and Land Development Ordinance

Section 4.029 Zoning to be Consistent with Comprehensive Plan

- D5. **Review Criterion:** “If a development, other than a short-term temporary use, is proposed on a parcel or lot which is not zoned in accordance with the Comprehensive Plan, the applicant must receive approval of a zone change prior to, or concurrently with the approval of an application for a Planned Development.”

Finding: This criterion is satisfied.

Details of Finding: The applicant is applying for a zone change concurrently with other land use applications for the development as required by this section.

Subsection 4.110 (.01) Base Zones

- D6. **Review Criterion:** This subsection identifies the base zones established for the City, including the Village Zone.

Finding: This criterion is satisfied.

Details of Finding: The requested zoning designation of Village “V” is among the base zones identified in this subsection.

Subsection 4.125 (.01) Village Zone Purpose

- D7. **Review Criteria:** “The Village (V) zone is applied to lands within the Residential Village Comprehensive Plan Map designation. The Village zone is the principal implementing tool for the Residential Village Comprehensive Plan designation. It is applied in accordance with the Villebois Village Master Plan and the Residential Village Comprehensive Plan Map designation as described in the Comprehensive Plan.”

Finding: These criteria are satisfied.

Details of Finding: The subject lands are designated Residential-Village on the Comprehensive Plan map and are within the Villebois Village Master Plan area and the zoning designation thus being applied is the Village “V”.

Subsection 4.125 (.02) Village Zone Permitted Uses

- D8. **Review Criteria:** This subsection lists the uses permitted in the Village Zone.

Finding: These criteria are satisfied.

Details of Finding: The proposed residential and park uses are consistent with the Village Zone designation and Villebois Village Master Plan.

Subsection 4.125 (.18) B. 2. Zone Change Concurrent with PDP Approval

- D9. **Review Criterion:** “... Application for a zone change shall be made concurrently with an application for PDP approval...”

Finding: This criterion is satisfied.

Details of Finding: A zone map amendment is being requested concurrently with a request for PDP approval. See Request. A.

Subsection 4.197 (.02) Zone Change Review

Subsection 4.197 (.02) A. Zone Change Procedures

- D10. **Review Criteria:** “That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125(.18)(B)(2), or, in the case of a Planned Development, Section 4.140;”

Finding: These criteria are satisfied.

Details of Finding: The request for a zone map amendment has been submitted as set forth in the applicable code sections.

Subsection 4.197 (.02) B. Zone Change: Conformance with Comprehensive Plan Map, etc.

- D11. **Review Criteria:** “That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text;”

Finding: These criteria are satisfied.

Details of Finding: The proposed zone map amendment is consistent with the Comprehensive Map designation of Residential-Village and as shown in Findings D1 through D4 substantially comply with applicable Comprehensive Plan text.

Subsection 4.197 (.02) C. Zone Change: Specific Findings Regarding Residential Designated Lands

- D12. **Review Criteria:** “In the event that the subject property, or any portion thereof, is designated as “Residential” on the City’s Comprehensive Plan Map; specific findings shall be made addressing substantial compliance with Implementation Measure 4.1.4.b, d, e, q, and x of Wilsonville’s Comprehensive Plan text;”

Finding: These criteria are satisfied.

Details of Finding: Implementation Measure 4.1.6.c. states the “Village” Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation. Since the Village Zone must be applied to areas designated “Residential Village” on the Comprehensive Plan Map and is the only zone that may be applied to these areas, its application is consistent with the Comprehensive Plan.

Subsection 4.197 (.02) D. Zone Change: Public Facility Concurrency

- D13. **Review Criteria:** “That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized.”

Finding: These criteria are satisfied.

Details of Finding: The Preliminary Development Plan compliance report and the plan sheets demonstrate that the existing primary public facilities are available or can be provided in conjunction with the project. Section IIC of the applicant’s notebook, Exhibit B1, includes supporting utility and drainage reports. In addition, the applicant has provided a Traffic Impact Analysis, which is in Section IID of the applicant’s notebook, Exhibit B1.

Subsection 4.197 (.02) E. Zone Change: Impact on SROZ Areas

- D14. **Review Criteria:** “That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/ or geologic hazard are located on or about the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone;”

Finding: These criteria are satisfied.

Details of Finding: The subject property does not involve land in the SROZ or contain any inventoried hazards identified by this subsection.

Subsection 4.197 (.02) F. Zone Change: Development within 2 Years

- D15. **Review Criterion:** “That the applicant is committed to a development schedule demonstrating that the development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

Finding: This criterion is satisfied.

Details of Finding: The applicant has provided information stating they reasonably expect to commence development within two (2) years of the approval of the zone change. However, in the scenario where the applicant or their successors due not commence development within two (2) years allow related land use approvals to expire, the zone change shall remain in effect.

Subsection 4.197 (.02) G. Zone Change: Development Standards and Conditions of Approval

- D16. **Review Criteria:** “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached to insure that the project development substantially conforms to the applicable development standards.”

Finding: These criteria are satisfied.

Details of Finding: As can be found in the findings for the accompanying requests, the applicable development standards will be met either as proposed or as a condition of approval.

REQUEST E: DB13-0017 TENTATIVE SUBDIVISION PLAT

The applicant's findings in Section IIIA of their notebook, Exhibit B7, respond to the majority of the applicable criteria.

Subsection 4.125 (.02) Permitted Uses in the Village Zone

- E1. **Review Criteria:** This subsection lists the permitted uses in the Village Zone.
Finding: These criteria are satisfied.
Details of Finding: The proposed subdivision is for uses including single family homes and row houses and parks permitted in the Village Zone.

Subsection 4.125 (.05) Development Standards Applying to All Development in Village Zone

Subsection 4.125 (.05) A. Block, Alley, Pedestrian, and Bicycle Standards

- E2. **Review Criteria:** This subsection lists the block, alley, pedestrian, and bicycle standards applicable in the Village Zone.
Finding: These criteria are satisfied.
Details of Finding: The tentative subdivision plat shows blocks, alleys, pedestrian, and bicycle paths consistent with this subsection and the proposed PDP.

Subsection 4.125 (.05) B. Access Standards

- E3. **Review Criterion:** "All lots with access to a public street, and an alley, shall take vehicular access from the alley to a garage or parking area, except as determined by the City Engineer."
Finding: This criterion will be satisfied by Condition of Approval PDE 5.
Details of Finding: Condition of Approval PDE 5 requires a non-access reservation strip on the street side of lots with street access helping to ensure this criterion is met.

Table V-1: Development Standards in the Village Zone

- E4. **Review Criteria:** This table shows the development standards, including setback for different uses in the Village Zone. See full table under Finding A4.
Finding: These criteria are satisfied.
Details of Finding: As been consistently interpreted for PDP approvals in Villebois, lot dimensions in the Architectural Pattern Book can govern such things as lot width and size even when it is not consistent with the table. The proposed lots facilitate the construction of houses that meet relevant standards of the table.

Subsection 4.125 (.07) Off-Street Parking, Loading and Bicycle Parking

- E5. **Review Criteria:** "Except as required by Subsections (A) through (D), below, the requirements of Section 4.155 shall apply within the Village zone."
Finding: These criteria are satisfied.
Details of Finding: Nothing concerning the tentative subdivision would prevent the required parking from being built.

Subsection 4.125 (.08) Open Space Requirements

- E6. **Review Criteria:** This subsection establishes the open space requirements for the Village Zone.
Finding: These criteria are satisfied or will be satisfied by Condition of Approval PDE 3.
Details of Finding: The tentative subdivision plat shows open space consistent with the requirements of the Village Zone and the proposed PDP. Consistent with the requirements of (.08) C. A condition of approval requires the City Attorney to review and approve pertinent bylaws, covenants, or agreements prior to recordation and that a public access easement is granted across their entirety.

Subsection 4.125 (.09) A. 1. Street and Improvement Standards: General Provisions

- E7. **Review Criteria:** "Except as noted below, the provisions of Section 4.177 shall apply within the Village zone:
- General Provisions:
 - All street alignment and access improvements shall conform to Figures 7, 8, 9A, and 9B of the Villebois Village Master Plan, or as refined in an approved Specific Area Plan, Preliminary Development Plan, or Final Development Plan, and the following standards:
 - All street improvements shall conform to the Public Works Standards and the Transportation Systems Plan, and shall provide for the continuation of streets through proposed developments to adjoining properties or subdivisions, according to the Master Plan.
 - All streets shall be developed according to the Master Plan."

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows street alignments, improvements, and access improvements consistent with the approved PDP found to be consistent with the Master Plan and Transportation Systems Plan.

Subsection 4.125 (.09) A. 2. Street and Improvement Standards: Intersection of Streets

- E8. **Review Criteria:** "Intersections of streets:
- Angles: Streets shall intersect one another at angles not less than 90 degrees, unless existing development or topography makes it impractical.
 - Intersections: If the intersection cannot be designed to form a right angle, then the right-of-way and paving within the acute angle shall have a minimum of a thirty (30) foot centerline radius and said angle shall not be less than sixty (60) degrees. Any angle less than ninety 90 degrees shall require approval by the City Engineer after consultation with the Fire District.
 - Offsets: Opposing intersections shall be designed so that no offset dangerous to the traveling public is created. Intersections shall be separated by at least:
 - 1000 ft. for major arterials
 - 600 ft. for minor arterials
 - 100 ft. for major collector
 - 50 ft. for minor collector
 - Curb Extensions:
 - Curb extensions at intersections shall be shown on the Specific Area Plans required in Subsection 4.125(.18)(C) through (F), below, and shall:
 - Not obstruct bicycle lanes on collector streets.

- Provide a minimum 20 foot wide clear distance between curb extensions at all local residential street intersections, meet minimum turning radius requirements of the Public Works Standards, and shall facilitate fire truck turning movements as required by the Fire District.”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows street intersections as proposed in the proposed PDP consistent with these standards.

Subsection 4.125 (.09) A. 3. Street and Improvement Standards: Street Grades

- E9. **Review Criteria:** “Street grades shall be a maximum of 6% on arterials and 8% for collector and local streets. Where topographic conditions dictate, grades in excess of 8%, but not more than 12%, may be permitted for short distances, as approved by the City Engineer, where topographic conditions or existing improvements warrant modification of these standards.”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets found to meet these standards under Request A.

Subsection 4.125 (.09) A. 4. Street and Improvement Standards: Centerline Radius Street Curves

- E10. **Review Criteria:** “The minimum centerline radius street curves shall be as follows:
- Arterial streets: 600 feet, but may be reduced to 400 feet in commercial areas, as approved by the City Engineer.
 - Collector streets: 600 feet, but may be reduced to conform with the Public Works Standards, as approved by the City Engineer.
 - Local streets: 75 feet”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets found to meet these standards under Request A.

Subsections 4.125 (.09) A. 5. and 4.177 (.01) C. Street and Improvement Standards: Rights-of-way

- E11. **Review Criteria:**
- “Prior to issuance of a Certificate of Occupancy Building permits or as a part of the recordation of a final plat, the City shall require dedication of rights-of-way in accordance with the Street System Master Transportation Systems Plan. All dedications shall be recorded with the County Assessor's Office.
 - The City shall also require a waiver of remonstrance against formation of a local improvement district, and all non-remonstrances shall be recorded in the County Recorder's Office as well as the City's Lien Docket, prior to issuance of a Certificate of Occupancy Building Permit or as a part of the recordation of a final plat.
 - In order to allow for potential future widening, a special setback requirement shall be maintained adjacent to all arterial streets. The minimum setback shall be 55 feet from the centerline or 25 feet from the right-of-way designated on the Master Plan, whichever is greater.”

Finding: These criteria are satisfied.

Details of Finding: As stated by the applicant, "rights-of-way will be dedicated and a waiver of remonstrance against the formation of a local improvement district will be recorded with recordation of a final plat in accordance with Section 4.177."

Subsections 4.125 (.09) A. 6. and 4.177 (.01) E. Street and Improvement Standards: Access Drives

E12. Review Criteria:

- Access drives are required to be 16 feet for two-way traffic.
- An access drive to any proposed development shall be designed to provide a clear travel lane free from any obstructions.
- Access drive travel lanes shall be constructed with a hard surface capable of carrying a 23-ton load.
- Secondary or emergency access lanes may be improved to a minimum 12 feet with an all-weather surface as approved by the Fire District. All fire lanes shall be dedicated easements.
- Minimum access requirements shall be adjusted commensurate with the intended function of the site based on vehicle types and traffic generation.
- Where access drives connect to the public right-of-way, construction within the right-of-way shall be in conformance to the Public Works Standards.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows alleys of sufficient width to meet the width standards. The applicant states easements for fire access will be dedicated as required.

Subsections 4.125 (.09) A. 7. and 4.177 (.01) F. Street and Improvement Standards: Clear Vision Areas

E13. Review Criteria: "A clear vision area which meets the Public Works Standards shall be maintained on each corner of property at the intersection of any two streets, a street and a railroad or a street and a driveway. However, the following items shall be exempt from meeting this requirement:" Listed I. a.-f.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets found to meet these standards under Request A.

Subsections 4.125 (.09) A. 8. and 4.177 (.01) G. Street and Improvement Standards: Vertical Clearance

E14. Review Criterion: "a minimum clearance of 12 feet above the pavement surface shall be maintained over all streets and access drives."

Finding: This criterion is satisfied.

Details of Finding: Nothing shown on the tentative subdivision plat would preclude the required clearance from being provided.

Subsections 4.125 (.09) A. 9. and 4.177 (.01) H. Street and Improvement Standards: Interim Improvement Standards

E15. **Review Criteria:** “It is anticipated that all existing streets, except those in new subdivisions, will require complete reconstruction to support urban level traffic volumes. However, in most cases, existing and short-term projected traffic volumes do not warrant improvements to full Master Plan standards. Therefore, unless otherwise specified by the Planning Commission, the following interim standards shall apply.

- Arterials - 24 foot paved, with standard sub-base. Asphalt overlays are generally considered unacceptable, but may be considered as an interim improvement based on the recommendations of the City Engineer, regarding adequate structural quality to support an overlay.
- Half-streets are generally considered unacceptable. However, where the Development Review Board finds it essential to allow for reasonable development, a half-street may be approved. Whenever a half-street improvement is approved, it shall conform to the requirements in the Public Works Standards:
- When considered appropriate in conjunction with other anticipated or scheduled street improvements, the City Engineer may approve street improvements with a single asphalt lift. However, adequate provision must be made for interim storm drainage, pavement transitions at seams and the scheduling of the second lift through the Capital Improvements Plan.

Finding: These criteria are satisfied.

Details of Finding: The area covered by the tentative subdivision plat does not include any interim improvements. Condition of Approval PDA 2 requires timing of the development of current Tax Lot 2919 with certain improvements approved with PDP 3 East in order to avoid the need for interim improvements.

Subsection 4.202 (.01) through (.03) Plats Reviewed by Planning Director or DRB

E16. **Review Criteria:** “Pursuant to ORS Chapter 92, plans and plats must be approved by the Planning Director or Development Review Board (Board), as specified in Sections 4.030 and 4.031, before a plat for any land division may be filed in the county recording office for any land within the boundaries of the City, except that the Planning Director shall have authority to approve a final plat that is found to be substantially consistent with the tentative plat approved by the Board.

The Development Review Board and Planning Director shall be given all the powers and duties with respect to procedures and action on tentative and final plans, plats and maps of land divisions specified in Oregon Revised Statutes and by this Code.

Approval by the Development Review Board or Planning Director of divisions of land within the boundaries of the City, other than statutory subdivisions, is hereby required by virtue of the authority granted to the City in ORS 92.”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat is being reviewed by the Development Review Board according to this subsection. The final plat will be reviewed by the Planning Division under the authority of the Planning Director to ensure compliance with the DRB review of the tentative subdivision plat.

Subsection 4.202 (.04) A. Lots must be Legally Created for Issuing Development Permit

- E17. **Review Criterion:** “No person shall sell any lot or parcel in any condominium, subdivision, or land partition until a final condominium, subdivision or partition plat has been approved by the Planning Director as set forth in this Code and properly recorded with the appropriate county.”

Finding: This criterion is satisfied.

Details of Finding: It is understood that no lots or parcels will be sold until the final plat has been approved by the Planning Director and recorded.

Subsection 4.202 (.04) B. Prohibition of Creating Undersized Lots

- E18. **Review Criterion:** “It shall be a violation of this Code to divide a tract of land into a parcel smaller than the lot size required in the Zoning Sections of this Code unless specifically approved by the Development Review Board or City Council. No conveyance of any portion of a lot, for other than a public use, shall leave a structure on the remainder of the lot with less than the minimum lot size, width, depth, frontage, yard or setback requirements, unless specifically authorized through the Variance procedures of Section 4.196 or the waiver provisions of the Planned Development procedures of Section 4.118.”

Finding: This criterion is satisfied.

Details of Finding: No lots will be divided into a size smaller than allowed by the proposed Village “V” zoning designation.

Subsection 4.210 (.01) Pre-Application Conference

- E19. **Review Criterion:** “Prior to submission of a tentative condominium, partition, or subdivision plat, a person proposing to divide land in the City shall contact the Planning Department to arrange a pre-application conference as set forth in Section 4.010.”

Finding: This criterion is satisfied.

Details of Finding: A pre-application meeting was held March 28, 2013. See case file PA13-0006.

Subsection 4.210 (.01) A. Preparation of Tentative Plat

- E20. **Review Criterion:** “The applicant shall cause to be prepared a tentative plat, together with improvement plans and other supplementary material as specified in this Section. The Tentative Plat shall be prepared by an Oregon licensed professional land surveyor or engineer. An affidavit of the services of such surveyor or engineer shall be furnished as part of the submittal.”

Finding: This criterion is satisfied.

Details of Finding: The applicant’s sheets 4.1 and 4.2 of their plan set, Exhibit B2, is a tentative subdivision plat prepared in accordance with this subsection.

Subsection 4.210 (.01) B. Tentative Plat Submission

- E21. **Review Criteria:** “The design and layout of this plan plat shall meet the guidelines and requirements set forth in this Code. The Tentative Plat shall be submitted to the Planning Department with the following information:” Listed 1. through 26.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat has been submitted with the required information.

Subsection 4.210 (.01) D. Land Division Phases to Be Shown

- E22. **Review Criteria:** “Where the applicant intends to develop the land in phases, the schedule of such phasing shall be presented for review at the time of the tentative plat. In acting on an application for tentative plat approval, the Planning Director or Development Review Board may set time limits for the completion of the phasing schedule which, if not met, shall result in an expiration of the tentative plat approval.”

Finding: These criteria are satisfied.

Details of Finding: Phasing is shown in section IE of the applicant’s notebook, Exhibit B1 and the applicant’s Reference Diagrams, Exhibits B4 and B5.

Subsection 4.210 (.01) E. Remainder Tracts

- E23. **Review Criteria:** “Remainder tracts to be shown as lots or parcels. Tentative plats shall clearly show all affected property as part of the application for land division. All remainder tracts, regardless of size, shall be shown and counted among the parcels or lots of the division.”

Finding: These criteria are satisfied.

Details of Finding: All affected property has been incorporated into the tentative subdivision plat.

Subsection 4.236 (.01) Conformity to the Master Plan or Map

- E24. **Review Criteria:** “Land divisions shall conform to and be in harmony with the Transportation Master Plan (Transportation Systems Plan), the Bicycle and Pedestrian Master Plan, the Parks and Recreation Master Plan, the Official Plan or Map and especially to the Master Street Plan.”

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat is consistent with applicable plans including the Transportation Systems Plan and Villebois Village Master Plan.

Subsection 4.236 (.02) Relation to Adjoining Street System

- E25. **Review Criteria:**

- A land division shall provide for the continuation of the principal streets existing in the adjoining area, or of their proper projection when adjoining property is not developed, and shall be of a width not less than the minimum requirements for streets set forth in these regulations. Where, in the opinion of the Planning Director or Development Review Board, topographic conditions make such continuation or conformity impractical, an exception may be made. In cases where the Board or Planning Commission has adopted a plan or plat of a neighborhood or area of which the proposed land division is a part, the subdivision shall conform to such adopted neighborhood or area plan.
- Where the plat submitted covers only a part of the applicant's tract, a sketch of the prospective future street system of the unsubmitted part shall be furnished and the street system of the part submitted shall be considered in the light of adjustments and connections with the street system of the part not submitted.
- At any time when an applicant proposes a land division and the Comprehensive Plan would allow for the proposed lots to be further divided, the city may require an arrangement of lots and streets such as to permit a later resubdivision in conformity to the street plans and other requirements specified in these regulations.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets meeting these standards consistent with the proposed PDP. See Requests A.

Subsection 4.236 (.03) Streets: Conformity to Standards Elsewhere in the Code

- E26. **Review Criteria:** "All streets shall conform to the standards set forth in Section 4.177 and the block size requirements of the zone."

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets consistent with the proposed PDP under Request A which meets Section 4.177 and the block requirements of the zone.

Subsection 4.236 (.04) Creation of Easements

- E27. **Review Criteria:** "The Planning Director or Development Review Board may approve an easement to be established without full compliance with these regulations, provided such an easement is the only reasonable method by which a portion of a lot large enough to allow partitioning into two (2) parcels may be provided with vehicular access and adequate utilities. If the proposed lot is large enough to divide into more than two (2) parcels, a street dedication may be required."

Finding: These criteria are satisfied.

Details of Finding: No specific easements are requested pursuant to this subsection.

Subsection 4.236 (.05) Topography

- E28. **Review Criterion:** "The layout of streets shall give suitable recognition to surrounding topographical conditions in accordance with the purpose of these regulations."

Finding: This criterion is satisfied.

Details of Finding: The tentative subdivision plat shows street alignments recognizing topographic conditions consistent with the requested PDP.

Subsection 4.236 (.06) Reserve Strips

- E29. **Review Criteria:** "The Planning Director or Development Review Board may require the applicant to create a reserve strip controlling the access to a street. Said strip is to be placed under the jurisdiction of the City Council, when the Director or Board determine that a strip is necessary." Reasons listed A. through D.

Finding: These criteria are satisfied.

Details of Finding: No reserve strips are being required for the reasons listed in this subsection. However, reserve strips are being required by Condition of Approval PDE 5 to prevent access to the front side of lots served by an alley. See also Findings A5 and E3. Condition of Approval PDE 6 requires the reserve strips be detailed on the final plat.

Subsection 4.236 (.07) Future Expansion of Street

- E30. **Review Criteria:** When necessary to give access to, or permit a satisfactory future division of, adjoining land, streets shall be extended to the boundary of the land division and the resulting dead-

end street may be approved without a turn-around. Reserve strips and street plugs shall be required to preserve the objective of street extension.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows streets for future expansion consistent with this subsection.

Subsection 4.236 (.08) Additional Right-of-Way for Existing Streets

E31. **Review Criteria:** "Whenever existing streets adjacent to or within a tract are of inadequate width, additional right-of-way shall conform to the designated width in this Code or in the Transportation Systems Plan."

Finding: These criteria are satisfied.

Details of Finding: No additional right-of-way is being required for existing streets.

Subsection 4.236 (.09) Street Names

E32. **Review Criteria:** "No street names will be used which will duplicate or be confused with the names of existing streets, except for extensions of existing streets. Street names and numbers shall conform to the established name system in the City, and shall be subject to the approval of the City Engineer."

Finding: These criteria are satisfied.

Details of Finding: Street names will be reviewed by Engineering staff and be subject to approval by the City Engineer consistent with this subsection.

Subsection 4.237 (.01) Blocks

E33. **Review Criteria:**

- The length, width, and shape of blocks shall be designed with due regard to providing adequate building sites for the use contemplated, consideration of needs for convenient access, circulation, control, and safety of pedestrian, bicycle, and motor vehicle traffic, and recognition of limitations and opportunities of topography.
- Sizes: Blocks shall not exceed the sizes and lengths specified for the zone in which they are located unless topographical conditions or other physical constraints necessitate larger blocks. Larger blocks shall only be approved where specific findings are made justifying the size, shape, and configuration.

Finding: These criteria are satisfied.

Details of Finding: The tentative subdivision plat shows blocks consistent with those proposed and reviewed as part of Request A, Preliminary Development Plan.

Subsection 4.237 (.02) Easements

E34. **Review Criteria:**

- Utility lines. Easements for sanitary or storm sewers, drainage, water mains, electrical lines or other public utilities shall be dedicated wherever necessary. Easements shall be provided consistent with the City's Public Works Standards, as specified by the City Engineer or Planning Director. All of the public utility lines within and adjacent to the site shall be installed within the public right-of-way or easement; with underground services extending to the private parcel constructed in conformance to the City's Public Works

Standards. All franchise utilities shall be installed within a public utility easement. All utilities shall have appropriate easements for construction and maintenance purposes.

- Water courses. Where a land division is traversed by a water course, drainage way, channel or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of the water course, and such further width as will be adequate for the purposes of conveying storm water and allowing for maintenance of the facility or channel. Streets or parkways parallel to water courses may be required.

Finding: These criteria are satisfied or will be satisfied by Conditions of Approval.

Details of Finding: As shown on the applicant's sheets 4.1 and 4.2, Tentative Plat, of their plan set, Exhibit B2, the required easements have been provided. Condition of Approval PFA 46 additionally ensure all easements dealing with utilities are on the final plat.

Subsection 4.237 (.03) Mid-block Pedestrian and Bicycle Pathways

E35. **Review Criteria:** "An improved public pathway shall be required to transverse the block near its middle if that block exceeds the length standards of the zone in which it is located.

- Pathways shall be required to connect to cul-de-sacs or to pass through unusually shaped blocks.
- Pathways required by this subsection shall have a minimum width of ten (10) feet unless they are found to be unnecessary for bicycle traffic, in which case they are to have a minimum width of six (6) feet.

Finding: These criteria are satisfied.

Details of Finding: No pathways are required or proposed pursuant to this subsection.

Subsection 4.237 (.04) Tree Planting & Tree Access Easements

E36. **Review Criteria:** "Tree planting plans for a land division must be submitted to the Planning Director and receive the approval of the Director or Development Review Board before the planting is begun. Easements or other documents shall be provided, guaranteeing the City the right to enter the site and plant, remove, or maintain approved street trees that are located on private property."

Finding: These criteria are satisfied.

Details of Finding: The proposed street trees are within the proposed public right-of-way.

Subsection 4.237 (.05) Lot Size and Shape

E37. **Review Criteria:** "The lot size, width, shape and orientation shall be appropriate for the location of the land division and for the type of development and use contemplated. Lots shall meet the requirements of the zone where they are located."

Finding: These criteria are satisfied.

Details of Finding: Proposed lot sizes, widths, shapes and orientations are appropriate for the proposed development and are in conformance with the Village Zone requirements as discussed under Request A.

Subsection 4.237 (.06) Access

E38. **Review Criteria:** "The division of land shall be such that each lot shall have a minimum frontage on a street or private drive, as specified in the standards of the relative zoning districts. This minimum frontage requirement shall apply with the following exceptions:" Listed A. and B.

Finding: These criteria are satisfied.

Details of Finding: Each lot has the minimum frontage on a street or greenbelt, as allowed in the approved Architectural Pattern Book.

Subsection 4.237 (.07) Through Lots

- E39. **Review Criteria:** “Through lots shall be avoided except where essential to provide separation of residential development from major traffic arteries or adjacent non-residential activity or to overcome specific disadvantages of topography and orientation.”

Finding: These criteria are satisfied.

Details of Finding: No through lots are proposed.

Subsection 4.237 (.08) Lot Side Lines

- E40. **Review Criteria:** “The side lines of lots, as far as practicable for the purpose of the proposed development, shall run at right angles to the street or tract with a private drive upon which the lots face.”

Finding: These criteria are satisfied.

Details of Finding: Generally side lot lines are at right angles with the front lot line. Where they do not, they run at the closest possible angle to 90 degrees as allowed by block shape, adjacent lot shape, and required alley orientation.

Subsection 4.237 (.09) Large Lot Land Divisions

- E41. **Review Criteria:** “In dividing tracts which at some future time are likely to be re-divided, the location of lot lines and other details of the layout shall be such that re-division may readily take place without violating the requirements of these regulations and without interfering with the orderly development of streets. Restriction of buildings within future street locations shall be made a matter of record if the Development Review Board considers it necessary.”

Finding: These criteria are satisfied.

Details of Finding: No future divisions of the lots included in the tentative subdivision plat are anticipated.

Subsection 4.237 (.10) and (.11) Building Line and Built-to Line

- E42. **Review Criteria:** The Planning Director or Development Review Board may establish special:
- building setbacks to allow for the future redivision or other development of the property or for other reasons specified in the findings supporting the decision. If special building setback lines are established for the land division, they shall be shown on the final plat.
 - build-to lines for the development, as specified in the findings and conditions of approval for the decision. If special build-to lines are established for the land division, they shall be shown on the final plat.

Finding: These criteria are satisfied.

Details of Finding: No building lines or built-to lines are proposed or recommended.

Subsection 4.237 (.12) Land for Public Purposes

- E43. **Review Criterion:** "The Planning Director or Development Review Board may require property to be reserved for public acquisition, or irrevocably offered for dedication, for a specified period of time."

Finding: This criterion is satisfied.

Details of Finding: No property reservation is recommended as described in this subsection.

Subsection 4.237 (.13) Corner Lots

- E44. **Review Criterion:** "Lots on street intersections shall have a corner radius of not less than ten (10) feet."

Finding: This criterion is satisfied.

Details of Finding: All proposed corner lots meet the minimum corner radius of ten (10) feet.

Section 4.250 Lots of Record

- E45. **Review Criteria:** "All lots of record that have been legally created prior to the adoption of this ordinance shall be considered to be legal lots. Tax lots created by the County Assessor are not necessarily legal lots of record."

Finding: These criteria are satisfied.

Details of Finding: The parcels being divided are of record, and the resulting subdivision lots will be lots of record.

Section 4.260 Improvements-Procedures

- E46. **Review Criteria:** "In addition to other requirements, improvements installed by the developer, either as a requirement of these regulations or at the developer's own option, shall conform to the requirements of this Code and improvement standards and specifications of the City. The improvements shall be installed in accordance with the City's Public Works Standards."

Finding: These criteria are satisfied.

Details of Finding: The rights-of-way shown on the tentative subdivision plat are sufficient for installation of improvements to City standards. Conformance of the improvements with the City's Public Works Standards and other applicable standards will be ensured through the Engineering Division's permit and inspection process.

Section 4.262 Improvements-Requirements

- E47. **Review Criteria:** This section establishes requirements for a number of different improvements including curbs, sidewalks, sanitary sewers, drainage, underground utility and service facilities, streetlight standards, street signs, monuments, and water.

Finding: These criteria are satisfied.

Details of Finding: The applicant has stated their intent to meet the requirements for all the types of improvements indicated in this subsection. Conformance with these requirements will be ensured through the Engineering Division's, and Building Division's where applicable, permit and inspection process.

REQUEST F: DB13-0018 TYPE C TREE PLAN

The applicant's findings in Section VA of their notebook, Exhibit B7, respond to the majority of the applicable criteria.

Subsection 4.600.50 (.03) A. Access to Site for Tree Related Observation

- F1. **Review Criterion:** "By submission of an application, the applicant shall be deemed to have authorized City representatives to have access to applicant's property as may be needed to verify the information provided, to observe site conditions, and if a permit is granted, to verify that terms and conditions of the permit are followed."

Finding: This criterion will be satisfied by Condition of Approval PDF 2.

Details of Finding: Condition of Approval PDF 2 ensures the required access is allowed.

Subsection 4.610.00 (.03) B. Type C Tree Removal Review Authority

- F2. **Review Criterion:** "Type C. Where the site is proposed for development necessitating site plan review or plat approval by the Development Review Board, the Development Review Board shall be responsible for granting or denying the application for a Tree Removal Permit, and that decision may be subject to affirmance, reversal or modification by the City Council, if subsequently reviewed by the Council."

Finding: This criterion is satisfied.

Details of Finding: The requested removal of five (5) trees is connected to site plan review by the Development Review Board for the proposed development. The tree removal is thus being reviewed by the DRB.

Subsection 4.610.00 (.06) A. Conditions Attached to Type C Tree Permits

- F3. **Review Criterion:** "Conditions. Attach to the granting of the permit any reasonable conditions considered necessary by the reviewing authority including, but not limited to, the recording of any plan or agreement approved under this subchapter, to ensure that the intent of this Chapter will be fulfilled and to minimize damage to, encroachment on or interference with natural resources and processes within wooded areas;"

Finding: This criterion is satisfied.

Details of Finding: No additional conditions are recommended pursuant to this subsection.

Subsection 4.610.00 (.06) B. Completion of Operation

- F4. **Review Criterion:** "Whenever an application for a Type B, C or D Tree Removal Permit is granted, the reviewing authority shall:" "Fix a reasonable time to complete tree removal operations;"

Finding: This criterion is satisfied.

Details of Finding: It is understood the tree removal will be completed by the time construction of all homes, parks, and other improvements in the PDP are completed, which is a reasonable time frame for tree removal.

Subsection 4.610.00 (.06) C. Security

- F5. **Review Criterion:** “Whenever an application for a Type B, C or D Tree Removal Permit is granted, the reviewing authority shall:” “Require the Type C permit grantee to file with the City a cash or corporate surety bond or irrevocable bank letter of credit in an amount determined necessary by the City to ensure compliance with Tree Removal Permit conditions and this Chapter. 1. This requirement may be waived by the Planning Director if the tree removal must be completed before a plat is recorded, and the applicant has complied with WC 4.264(1) of this Code.”

Finding: This criterion will be satisfied by Condition of Approval PDF 3.

Details of Finding: The condition of approval ensures the security requirement of this subsection is met.

Subsection 4.610.10 (.01) Standards for Tree Removal, Relocation or Replacement

- F6. **Review Criteria:** “Except where an application is exempt, or where otherwise noted, the following standards shall govern the review of an application for a Type A, B, C or D Tree Removal Permit:” Listed A. through J.

Finding: These criteria are satisfied.

Details of Finding: The standards of this subsection are met as follows:

- The proposed tree removal is not within the Significant Resource Overlay Zone
- The applicant states tree preservation was taken into consideration the preservation of trees on the site.
- No significant wooded areas or trees would be preserved by design alternatives.
- Land clearing will not exceed the permitted areas.
- The applicant states the homes are designed to blend into the landscape as much as feasible consistent with the relevant pattern book.
- It is understood the proposed development will comply with all applicable statutes and ordinances.
- The necessary tree replacement and protection is planned according to the requirements of tree preservation and protection ordinance.
- Tree removal is limited to where it is necessary for construction or to address nuisances or where the health of the trees warrants removal.
- A tree survey has been provided. See sections VB and VC of the applicant’s notebook, Exhibit B1 and sheet 9 of the applicant’s plan set, Exhibit B2.
- A tree maintenance and protection plan has been submitted concurrently with the request for a tentative subdivision plat.
- No utilities are proposed to be located where they would cause adverse environmental consequences.

Subsection 4.610.40 (.01) Type C Tree Plan Reviewed with Stage II Final Plan

- F7. **Review Criteria:** “Approval to remove any trees on property as part of a site development application may be granted in a Type C permit. A Type C permit application shall be reviewed by the standards of this subchapter and all applicable review criteria of Chapter 4. Application of the standards of this section shall not result in a reduction of square footage or loss of density, but may require an applicant to modify plans to allow for buildings of greater height. If an applicant

proposes to remove trees and submits a landscaping plan as part of a site development application, an application for a Tree Removal Permit shall be included. The Tree Removal Permit application will be reviewed in the Stage II development review process, and any plan changes made that affect trees after Stage II review of a development application shall be subject to review by DRB. Where mitigation is required for tree removal, such mitigation may be considered as part of the landscaping requirements as set forth in this Chapter. Tree removal shall not commence until approval of the required Stage II application and the expiration of the appeal period following that decision. If a decision approving a Type C permit is appealed, no trees shall be removed until the appeal has been settled."

Finding: These criteria are satisfied.

Details of Finding: The proposed Type C Tree Plan, which includes the removal of five (5) trees, is being reviewed concurrently with the Preliminary Development Plan, which is the equivalent of a Stage II Final Plan in the Village Zone.

Section 4.610.40 (.02) Submission of Tree Maintenance and Protection Plan

- F8. **Review Criteria:** "The applicant must provide ten copies of a Tree Maintenance and Protection Plan completed by an arborist that contains the following information:" Listed A. 1. through A. 7.

Finding: These criteria are satisfied.

Details of Finding: The applicant has submitted the necessary copies of a Tree Maintenance and Protection Plan. See sections VB and VC of the applicant's notebook, Exhibit B1 and sheet 9 of the applicant's plan set, Exhibit B2.

Subsection 4.620.00 (.01) Tree Replacement Requirement

- F9. **Review Criterion:** "A Type B or C Tree Removal Permit grantee shall replace or relocate each removed tree having six (6) inches or greater d.b.h. within one year of removal."

Finding: This criterion is satisfied.

Details of Finding: The tree mitigation requirements for the five (5) removed trees will be more than exceeded by the planned street tree and trees in linear greens.

Subsection 4.620.00 (.02) Basis for Determining Replacement

- F10. **Review Criteria:** "The permit grantee shall replace removed trees on a basis of one (1) tree replanted for each tree removed. All replacement trees must measure two inches (2") or more in diameter."

Finding: These criteria are satisfied.

Details of Finding: More trees are planned to be planted than proposed to be removed. Each tree, including street trees and trees in linear greens will meet the minimum diameter requirement.

Subsection 4.620.00 (.03) Replacement Tree Requirements

- F11. **Review Criteria:** "A mitigation or replacement tree plan shall be reviewed by the City prior to planting and according to the standards of this subsection.

A. Replacement trees shall have shade potential or other characteristics comparable to the removed trees, shall be appropriately chosen for the site from an approved tree species list supplied by the City, and shall be state Department of Agriculture Nursery Grade No. 1 or better.

- B. Replacement trees must be staked, fertilized and mulched, and shall be guaranteed by the permit grantee or the grantee's successors-in-interest for two (2) years after the planting date.
- C. A "guaranteed" tree that dies or becomes diseased during that time shall be replaced.
- D. Diversity of tree species shall be encouraged where trees will be replaced, and diversity of species shall also be maintained where essential to preserving a wooded area or habitat."

Finding: These criteria are satisfied or will be satisfied by Condition of Approval PDF 4.

Details of Finding: The condition of approval will ensure the relevant requirements of this subsection are met.

Subsection 4.620.00 (.04) Replacement Tree Stock Requirements

- F12. **Review Criteria:** "All trees to be planted shall consist of nursery stock that meets requirements of the American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade."

Finding: These criteria will be satisfied by Condition of Approval PDF 4.

Details of Finding: Condition of Approval PDF 4 assures this is met.

Subsection 4.620.00 (.05) Replacement Trees Locations

- F13. **Review Criteria:** "The City shall review tree relocation or replacement plans in order to provide optimum enhancement, preservation and protection of wooded areas. To the extent feasible and desirable, trees shall be relocated or replaced on-site and within the same general area as trees removed."

Finding: These criteria are satisfied.

Details of Finding: The applicant proposes to mitigate for all removed trees on site and in the appropriate locations for the proposed development.

Section 4.620.10 Tree Protection During Construction

- F14. **Review Criteria:** "Where tree protection is required by a condition of development under Chapter 4 or by a Tree Maintenance and Protection Plan approved under this subchapter, the following standards apply:" Listed A. through D.

Finding: These criteria are satisfied or will be satisfied by Condition of Approvals PDF 5 and PDF 6.

Details of Finding: The conditions of approval assure the applicable requirements of this Section will be met.

REQUEST G: DB13-0019 FINAL DEVELOPMENT PLAN FOR PARKS AND OPEN SPACE

The applicant's findings in Section VIA of their notebook, Exhibit B7, respond to the majority of the applicable criteria.

Subsection 4.125 (.02) Permitted Uses in the Village Zone

- G1. **Review Criteria:** This subsection lists the uses typically permitted in the Village Zone including "Non-commercial parks, plazas, playgrounds, recreational facilities, community buildings and grounds, tennis courts, and other similar recreational and community uses owned and operated either publicly or by an owners association."

Finding: These criteria are satisfied.

Details of Finding: The requested Final Development Plan is for parks and open space allowed within the Village Zone.

Subsection 4.125 (.08) A. Parks and Open Space in the Village Zone-Amount Required

- G2. **Review Criteria:** "In all residential developments and in mixed-use developments where the majority of the developed square footage is to be in residential use, at least twenty-five percent (25%) of the area shall be open space, excluding street pavement and surface parking. In multi-phased developments, individual phases are not required to meet the 25% standard as long as an approved Specific Area Plan demonstrates that the overall development shall provide a minimum of 25% open space. Required yard areas shall not be counted towards the required open space area."

Finding: These criteria are satisfied.

Details of Finding: The parks master plan for Villebois provides for approximately 33% of the area to be parks and open space. No parks or open spaces shown in the Master Plan are within the proposed PDP. Additional park and open space in this PDP add to the amount of parks and open space in Villebois.

Subsection 4.125 (.08) B. Parks and Open Space in the Village Zone-Ownership

- G3. **Review Criteria:** "Open space area required by this Section may, at the discretion of the Development Review Board, be protected by a conservation easement or dedicated to the City, either rights in fee or easement, without altering the density or other development standards of the proposed development. Provided that, if the dedication is for public park purposes, the size and amount of the proposed dedication shall meet the criteria of the City of Wilsonville standards. The square footage of any land, whether dedicated or not, which is used for open space shall be deemed a part of the development site for the purpose of computing density or allowable lot coverage."

Finding: These criteria are satisfied.

Details of Finding: The parks areas proposed in this PDP are not subject to this requirement.

Subsection 4.125 (.08) C. Parks and Open Space in the Village Zone-Protection and Maintenance

- G4. **Review Criteria:** "The Development Review Board may specify the method of assuring the long-term protection and maintenance of open space and/or recreational areas. Where such protection or

maintenance are the responsibility of a private party or homeowners' association, the City Attorney shall review and approve any pertinent bylaws, covenants, or agreements prior to recordation."

Finding: These criteria are satisfied.

Details of Finding: Protection and maintenance of the open space and recreational areas are covered in the CCR's being reviewed by the City, and the Operation and Maintenance Agreements between the developer and the City.

Subsection 4.125 (.09) Street and Access Improvement Standards

G5. **Review Criteria:** This section lists street and access improvement standards for the Village Zone including vision clearance standards.

Finding: These criteria are satisfied.

Details of Finding: This code section does not apply to the proposed parks and open space, except for vision clearance for vegetation which is met.

Subsection 4.125 (.10) Sidewalk and Pathway Improvement Standards

G6. **Review Criteria:** "The provisions of Section 4.178 shall apply within the Village zone."

Finding: These criteria are satisfied.

Details of Finding: Findings regarding Compliance with the standards of Section 4.178 can be found in Finding A74.

Subsection 4.125 (.11) Landscaping Screening and Buffering

G7. **Review Criteria:** "Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:" "Streets in the Village zone shall be developed with street trees as described in the Community Elements Book."

Finding: These criteria are satisfied.

Details of Finding: Findings G18 through G29 pertain to Section 4.176. Street trees are proposed consistent with the Community Elements Book.

Section 4.125 (.12) A. Signs Compliance with Master Sign and Wayfinding Plan for SAP

G8. **Review Criterion:** "All signage and wayfinding elements within the Village Zone shall be in compliance with the adopted Signage and wayfinding Master Plan for the appropriate SAP."

Finding: This criterion does not apply.

Details of Finding: The internal site identifier signs are proposed as shown in the Master Signage and Wayfinding Program. See also Finding A24.

Subsection 4.125 (.14) Design Standards Applying to the Village Zone

The following Design Standards implement the Design Principles found in Section 4.125(.13), above, and enumerate the architectural details and design requirements applicable to buildings and other features within the Village (V) zone. The Design Standards are based primarily on the features, types, and details of the residential traditions in the Northwest, but are not intended to mandate a particular style or fashion. All development within the Village zone shall incorporate the following:

Subsection 4.125 (.14) A. 2. b. Details to Match Architectural Pattern Book and Community Elements Book

- G9. **Review Criteria:** “Materials, colors and architectural details executed in a manner consistent with the methods included in an approved Architectural Pattern Book, Community Elements Book or approved Village Center Architectural Standards.”
Finding: These criteria are satisfied or will be satisfied by Condition of Approval PDG 5.
Details of Finding: No park furnishings subject to the Community Elements Book are proposed. Any handrails and retaining walls in the park areas are required to be consistent with materials shown in the Architectural Pattern Book. See Condition of Approval PDG 5.

Subsection 4.125 (.14) A. 2. f. Protection of Significant Trees

- G10. **Review Criterion:** “The protection of existing significant trees as identified in an approved Community Elements Book.”
Finding: This criterion is satisfied.
Details of Finding: No significant trees are within the parks and open space covered by the proposed FDP.

Subsection 4.125 (.14) A. 2. g. Landscape Plan

- G11. **Review Criterion:** “A landscape plan in compliance with Sections 4.125(.07) and (.11), above.”
Finding: This criterion is satisfied.
Details of Finding: Landscape plans have been provided in compliance with the referenced sections.

Subsection 4.125 (.14) C. Lighting and Site Furnishings

- G12. **Review Criteria:** “Lighting and site furnishings shall be in compliance with the approved Architectural Pattern Book, Community Elements Book, or approved Village Center Architectural Standards.”
Finding: These criteria are satisfied or will be satisfied by Condition of Approval PDA 4.
Details of Finding: The lighting and site furnishings shown by the applicant match the Community Elements Book for SAP East. A condition of approval ensures street light type and spacing is consistent with the Community Elements Book.

Subsection 4.125 (.18) L. Final Development Plan Approval Procedures

- G13. **Review Criteria:** This subsection establishes the approval procedures for Final Development Plans.
Finding: These criteria are satisfied.
Details of Finding: The applicant has followed the applicable procedures set out in this subsection for approval of a FDP.

Subsection 4.125 (.18) M. Final Development Plan Submittal Requirements

- G14. **Review Criteria:** “An application for approval of a FDP shall be subject to the provisions of Section 4.034.”

Finding: These criteria are satisfied.

Details of Finding: The necessary materials have been submitted for review of the FDP.

Subsections 4.125 (.18) N. and P. 1. Final Development Plans Subject to Site Design Review Criteria

- G15. **Review Criteria:** “An application for approval of a FDP shall be subject to the provisions of Section 4.421”

Finding: These criteria are satisfied.

Details of Finding: The provisions of Section 4.421 are being used as criteria in the review of the FDP. See Findings G30 through G37.

Subsection 4.125 (.18) O. Refinements to Preliminary Development Plan as part of Final Development Plan

- G16. **Review Criteria:** This subsection identifies the process and requirements for refinements to a preliminary development plan as part of a final development plan.

Finding: These criteria are satisfied.

Details of Finding: No refinements are proposed as part of the requested FDP, as park and open space refinements were requested as part of the PDP approval request. See Request B.

Subsection 4.125 (.18) P.2. Final Development Plan Compliance with Architectural Pattern Book, Community Elements Book, and PDP Conditions of Approval

- G17. **Review Criteria:** “An application for an FDP shall demonstrate that the proposal conforms to the applicable Architectural Pattern Book, Community Elements Book, Village Center Architectural Standards and any conditions of a previously approved PDP.”

Finding: These criteria are satisfied or will be satisfied by Condition of Approval PDG 5.

Details of Finding: Overall, as demonstrated by Finding G7 through G9 above, the FDP demonstrates compliance with the SAP East Community Elements Book. Any handrails and retaining walls in the park areas are required to be consistent with materials shown in the Architectural Pattern Book. See Condition of Approval PDG 5.

Landscape Standards Section 4.176

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

- G18. **Review Criterion:** “All landscaping and screening required by this Code must comply with all of the provisions of this Section, unless specifically waived or granted a Variance as otherwise provided in the Code. The landscaping standards are minimum requirements; higher standards can be substituted as long as fence and vegetation-height limitations are met. Where the standards set a minimum based on square footage or linear footage, they shall be interpreted as applying to each complete or partial increment of area or length”

Finding: This criterion is satisfied.

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

Subsection 4.176 (.03) Landscape Area and Locations

- G19. **Review Criteria:** “Not less than fifteen percent (15%) of the total lot area, shall be landscaped with vegetative plant materials. The ten percent (10%) parking area landscaping required by section 4.155.03(B)(1) is included in the fifteen percent (15%) total lot landscaping requirement. Landscaping shall be located in at least three separate and distinct areas of the lot, one of which must be in the contiguous frontage area. Planting areas shall be encouraged adjacent to structures. Landscaping shall be used to define, soften or screen the appearance of buildings and off-street parking areas. Materials to be installed shall achieve a balance between various plant forms, textures, and heights. The installation of native plant materials shall be used whenever practicable.”

Finding: These criteria are satisfied.

Details of Finding: The proposed parks are predominantly covered with vegetative plant materials other than areas for walkways. The plantings are in a variety of areas.

Subsection 4.176 (.04) Buffering and Screening

- G20. **Review Criteria:** “Additional to the standards of this subsection, the requirements of the Section 4.137.5 (Screening and Buffering Overlay Zone) shall also be applied, where applicable.

C. All exterior, roof and ground mounted, mechanical and utility equipment shall be screened from ground level off-site view from adjacent streets or properties.

D. All outdoor storage areas shall be screened from public view, unless visible storage has been approved for the site by the Development Review Board or Planning Director acting on a development permit.

E. In all cases other than for industrial uses in industrial zones, landscaping shall be designed to screen loading areas and docks, and truck parking.

F. In any zone any fence over six (6) feet high measured from soil surface at the outside of fenceline shall require Development Review Board approval.”

Finding: These criteria are satisfied.

Details of Finding: No conditions requiring buffering and screening are within the area covered by the subject FDP request.

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

- G21. **Review Criteria:** This subsection establishes plant material and planting requirements for shrubs and ground cover.

Finding: These criteria are satisfied.

Details of Finding: Applicant's sheets L1.0 and L2.0 in their FDP plan set, Exhibit B3, indicates the requirements established by this subsection will be met by the proposed plantings.

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

- G22. **Review Criteria:** This subsection establishes plant material requirements for trees.

Finding: These criteria are satisfied.

Details of Finding: Applicant's sheets L1.0 and L2.0 of their FDP plan set, Exhibit B3, indicates the requirements established by this subsection will be met by the proposed plantings.

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

G23. **Review Criteria:** This subsection establishes plant material requirements for street trees.

Finding: These criteria are satisfied.

Details of Finding: Applicant's sheets L1.0 and L2.0 of their plan set, Exhibit B3, indicates the requirements established by this subsection as well as the Community Elements Book will be met by the proposed plantings.

Subsection 4.176 (.06) E. Types of Plant Species

G24. **Review Criteria:** This subsection discusses use of existing landscaping or native vegetation, selection of plant materials, and prohibited plant materials.

Finding: These criteria are satisfied.

Details of Finding: The allowed plant materials are governed by the Community Elements Book. All proposed plant materials are consistent with the SAP Central Community Elements Book.

Subsection 4.176 (.06) F. Tree Credit

G25. **Review Criteria:** "Existing trees that are in good health as certified by an arborist and are not disturbed during construction may count for landscaping tree credit as follows: Existing trunk diameter

Number of Tree Credits	
18 to 24 inches in diameter	3 tree credits
25 to 31 inches in diameter	4 tree credits
32 inches or greater	5 tree credits:"

Maintenance requirements listed 1. through 2.

Finding: These criteria are satisfied.

Details of Finding: No trees are being preserved in the subject area.

Subsection 4.176 (.06) G. Exceeding Plant Material Standards

G26. **Review Criterion:** "Landscape materials that exceed the minimum standards of this Section are encouraged, provided that height and vision clearance requirements are met."

Finding: This criterion is satisfied.

Details of Finding: The selected landscape materials do not violate any height or visions clearance requirements.

Subsection 4.176 (.07) Installation and Maintenance of Landscaping

G27. **Review Criteria:** This subsection establishes installation and maintenance standards for landscaping.

Finding: These criteria are satisfied or will be satisfied by Condition of Approval PDG 6.

Details of Finding: The installation and maintenance standards are or will be met as follows:

- Plant materials are required to be installed to current industry standards and be properly staked to ensure survival
- Plants that die are required to be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City.
- A note on the applicant's sheet L1.0 in their FDP plan set, Exhibit B3, indicates "project is to be irrigated by an automatic underground system, which will provide full coverage for all plant material. System is to be design/build by landscape contractor."

Subsection 4.176 (.09) Landscape Plans

G28. **Review Criterion:** "Landscape plans shall be submitted showing all existing and proposed landscape areas. Plans must be drawn to scale and show the type, installation size, number and placement of materials. Plans shall include a plant material list. Plants are to be identified by both their scientific and common names. The condition of any existing plants and the proposed method of irrigation are also to be indicated."

Finding: This criterion is satisfied.

Details of Finding: Landscape plans have been submitted with the required information. See applicant's sheets L1.0 through L3.0 in their FDP plan set, Exhibit B3.

Subsection 4.176 (.10) Completion of Landscaping

G29. **Review Criterion:** "The installation of plant materials may be deferred for a period of time specified by the Board or Planning Director acting on an application, in order to avoid hot summer or cold winter periods, or in response to water shortages. In these cases, a temporary permit shall be issued, following the same procedures specified in subsection (.07)(C)(3), above, regarding temporary irrigation systems. No final Certificate of Occupancy shall be granted until an adequate bond or other security is posted for the completion of the landscaping, and the City is given written authorization to enter the property and install the required landscaping, in the event that the required landscaping has not been installed. The form of such written authorization shall be submitted to the City Attorney for review."

Finding: This criterion is satisfied.

Details of Finding: As a condition of PDP approval the parks for the PDP or PDP phase must be completed prior to fifty percent (50%) of the homes being occupied unless certain conditions exist, similar to what is described in this subsection, in which case a bond can be posted. See Finding A59 in Request A and Condition of Approval PDA 3.

Site Design Review

Subsection 4.400 (.01) Excessive Uniformity, Inappropriateness of Design, Etc.

G30. **Review Criteria:** "Excessive uniformity, inappropriateness or poor design of the exterior appearance of structures and signs and the lack of proper attention to site development and landscaping in the business, commercial, industrial and certain residential areas of the City hinders the harmonious development of the City, impairs the desirability of residence, investment or occupation in the City, limits the opportunity to attain the optimum use in value and improvements, adversely affects the stability and value of property, produces degeneration of property in such areas and with attendant deterioration of conditions affecting the peace, health and welfare, and destroys a proper relationship between the taxable value of property and the cost of municipal services therefor."

Finding: These criteria are satisfied.

Details of Finding: It is staff's professional opinion that the proposed development will not result in excessive uniformity, inappropriateness or poor design, and the proper attention has been paid to site development and landscaping.

Subsection 4.400 (.02) Purposes of Objectives of Site Design Review

- G31. **Review Criterion:** "The City Council declares that the purposes and objectives of site development requirements and the site design review procedure are to:" Listed A through J.

Finding: These criteria are satisfied.

Details of Finding: It is staff's professional opinion that the applicant has provided sufficient information demonstrating compliance with the purposes and objectives of site design review. Among the information provided is a written response to these purposes and objectives on pages 15 through 18 in Section VI of the applicant's notebook, Exhibit B1.

Section 4.420 Site Design Review-Jurisdiction and Power of the Board

- G32. **Review Criteria:** The section states the jurisdiction and power of the Development Review Board in relation to site design review including the application of the section, that development is required in accord with plans, and variance information.

Finding: These criteria will be satisfied by Condition of Approval PDG 3.

Details of Finding: A condition of approval has been included to ensure construction, site development, and landscaping are carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. No grading or other permits will be granted prior to development review board approval. No variances are requested from site development requirements.

Subsection 4.421 (.01) Site Design Review-Design Standards

- G33. **Review Criteria:** "The following standards shall be utilized by the Board in reviewing the plans, drawings, sketches and other documents required for Site Design Review. These standards are intended to provide a frame of reference for the applicant in the development of site and building plans as well as a method of review for the Board. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention and innovation. The specifications of one or more particular architectural styles is not included in these standards." Listed A through G.

Finding: These criteria are satisfied.

Details of Finding: The applicant has provided sufficient information demonstrating compliance with the standards of this subsection. Among the information provided is a written response to these standards on pages 18 through 20 of Section VI of the applicant's notebook, Exhibit B1.

Subsection 4.421 (.02) Applicability of Design Standards to Various Site Features

- G34. **Review Criteria:** "The standards of review outlined in Sections (a) through (g) above shall also apply to all accessory buildings, structures, exterior signs and other site features, however related to the major buildings or structures."

Finding: These criteria are satisfied.

Details of Finding: Design standards have been applied to all site features.

Subsection 4.421 (.03) Objectives of Section 4.400 Serve as Additional Criteria and Standards

- G35. **Review Criteria:** “The Board shall also be guided by the purpose of Section 4.400, and such objectives shall serve as additional criteria and standards.”

Finding: These criteria are satisfied.

Details of Finding: The purposes and objectives in Section 4.400 are being used as additional criteria and standards. See Finding G31 above.

Subsection 4.421 (.05) Site Design Review-Conditions of Approval

- G36. **Review Criterion:** “The Board may attach certain development or use conditions in granting an approval that are determined necessary to insure the proper and efficient functioning of the development, consistent with the intent of the Comprehensive Plan, allowed densities and the requirements of this Code.”

Finding: This criterion is satisfied.

Details of Finding: No additional conditions are recommended pursuant to this subsection.

Subsection 4.421 (.06) Color or Materials Requirements

- G37. **Review Criterion:** “The Board or Planning Director may require that certain paints or colors of materials be used in approving applications. Such requirements shall only be applied when site development or other land use applications are being reviewed by the City.”

Finding: This criterion will be satisfied by Condition of Approvals PDG 4 and PDG 5.

Details of Finding: Condition of Approval PDG 4 requires all retaining walls within the public view shed to be a decorative stone or brick construction or veneer consistent with the Architectural Pattern Book. Final design of retaining wall design will be approved by the Planning Division through the Class I Administrative Review process. Further, if hand rails are installed Condition of Approval PDG 5 ensures they are of a design mirroring that for courtyard fences shown in the Architectural Pattern Book. Final design of any handrails in parks and open space will be approved by the Planning Division through the Class I Administrative Review process.

Section 4.440 Site Design Review-Procedures

- G38. **Review Criteria:** “A prospective applicant for a building or other permit who is subject to site design review shall submit to the Planning Department, in addition to the requirements of Section 4.035, the following:” Listed A through F.

Finding: These criteria are satisfied.

Details of Finding: The applicant has submitted the required additional materials, as applicable.

Section 4.442 Time Limit on Approval

- G39. **Review Criterion:** "Site design review approval shall be void after two (2) years unless a building permit has been issued and substantial development pursuant thereto has taken place; or an extension is granted by motion of the Board.

Finding: This criterion is satisfied.

Details of Finding: It is understood that the approval will expire after 2 years if a building permit hasn't been issued unless an extension has been granted by the board.

Subsection 4.450 (.01) Landscape Installation or Bonding

- G40. **Review Criterion:** "All landscaping required by this section and approved by the Board shall be installed prior to issuance of occupancy permits, unless security equal to one hundred and ten percent (110%) of the cost of the landscaping as determined by the Planning Director is filed with the City assuring such installation within six (6) months of occupancy. "Security" is cash, certified check, time certificates of deposit, assignment of a savings account or such other assurance of completion as shall meet with the approval of the City Attorney. In such cases the developer shall also provide written authorization, to the satisfaction of the City Attorney, for the City or its designees to enter the property and complete the landscaping as approved. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the installation. Upon completion of the installation, any portion of the remaining security deposited with the City shall be returned to the applicant."

Finding: This criterion is satisfied.

Details of Finding: As a condition of PDP approval the parks for the PDP or PDP phase must be completed prior to fifty percent (50%) of the homes being occupied. See Finding A59 in Request A and Condition of Approval PDA 3.

Subsection 4.450 (.02) Approved Landscape Plan Binding

- G41. **Review Criterion:** "Action by the City approving a proposed landscape plan shall be binding upon the applicant. Substitution of plant materials, irrigation systems, or other aspects of an approved landscape plan shall not be made without official action of the Planning Director or Development Review Board, as specified in this Code."

Finding: This criterion will be satisfied by Condition of Approval PDG 6.

Details of Finding: The condition of approval shall provide ongoing assurance this criterion is met.

Subsection 4.450 (.03) Landscape Maintenance and Watering

- G42. **Review Criterion:** "All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Board, unless altered with Board approval."

Finding: This criterion will be satisfied by Condition of Approval PDG 6.

Details of Finding: The condition of approval will ensure landscaping is continually maintained in accordance with this subsection.

Subsection 4.450 (.04) Addition and Modifications of Landscaping

- G43. **Review Criterion:** “If a property owner wishes to add landscaping for an existing development, in an effort to beautify the property, the Landscape Standards set forth in Section 4.176 shall not apply and no Plan approval or permit shall be required. If the owner wishes to modify or remove landscaping that has been accepted or approved through the City’s development review process, that removal or modification must first be approved through the procedures of Section 4.010.”

Finding: This criterion will be satisfied by Condition of Approval PDG 6.

Details of Finding: The condition of approval shall provide ongoing assurance that this criterion is met by preventing modification or removal without the appropriate City review.

ZONE MAP AMENDMENT
Zoning Order DB13-0016
Villebois Phase 4 Central

INDEX of RECORD

- Already Sent
1. Ordinance No. 721 approving and adopting Zoning Order DB13-0016
 2. Zoning Order DB13-0016
 - Legal Description
 - Map depicting zone change
 3. Council Exhibit B: Staff Report to City Council, dated June 10, 2013
 4. Council Exhibit C: Development Review Board's Recommendation to Council and Decision and Resolution No. 258.
 5. Council Exhibit D: DRB adopted staff report (Exhibit A1) digital sent and on compact disk.

Additional Items for Review (No need to reproduce in Council Packet)

6. New exhibits entered into the record at the June 10, 2013 DRB Panel A meeting
 - Exhibit A3 - Planning Division Memorandum dated June 7, 2013 RE: Edits and Proposed Corrections to Staff Reports for DB13-0013 et. seq. (PDP 4C) and DB13-0020 et. seq. (PDP 2N)
 - Exhibit A4 - Planning Division Memorandum dated June 10, 2013 RE: Changes to Conditions and Approval, Discussion Topics, and Findings Related to Courtyards for DB13-0013 et. seq. (PDP 4C) and DB13-00230 et. seq. (PDP 2N)
 - Exhibit B7 - Memorandum from Stacy Connery Dated June 9, 2013 RE: DB13-0013 thru DB13-0013; PDP 4 Central (Revision 1) with attached Exhibits F and G. Staff Note: PDA 6 further modified as discussed in Exhibit A4.
 - Exhibit B8 - same as Exhibit B7, only with 11x17 size drawings
7. Packet items for the June 10, 2013 DRB Panel A meeting, including staff report and exhibits for Phase 4 of SAP Central, dated June 3, 2013 will be made available at the City Council public hearing, digital sent and on compact disk.



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**WILSONVILLE CITY COUNCIL
NOTICE OF DECISION
ORDINANCE NO. 720 and ORDINANCE NO. 721**

FILE NO: ORDINANCE NO. 720 and ORDINANCE NO. 721

APPLICANT:

After conducting a public hearing on June 17, 2013 and second reading on July 15, 2013 the City Council voted to adopt Ordinance No. 720 and Ordinance No. 721 as submitted and adopted findings and conclusions to support their action.

This decision has been finalized in written form as

ORDINANCE NO. 720. An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Public Facility (PF) Zone, And The Exclusive Farm Use (EFU) Zone To The Village (V) Zone On Approximately 28.91 - Acres Comprising Tax Lots 2915, 2922, 2992 And 2995 And Portions Of Tax Lots 2916 Of Section 15, T3S, R1W, Clackamas County, Oregon, Polygon At Villebois II, LLC And Polygon At Villebois III, LLC Applicant.

ORDINANCE NO. 721. An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Public Facility (PF) Zone To The Village (V) Zone On Approximately 6.83 - Acres Comprising Tax Lot 2919 And Portions Of Tax Lot 2916 Of Section 15, T3S, R1W, Clackamas County, Oregon, Polygon At Villebois III, LLC Applicant.

And placed on file in the city records at the Wilsonville City Hall the 18th day of July 2013, and is available for public inspection. The date of filing is the date of decision. Any appeal(s) must be filed with the Land Use Board of Appeals (LUBA) in accordance with ORS Chapter 197, within twenty-one days from the date of decision. Copies of Ordinance No. 720 may be obtained from the City Recorder, 29799 SW Town Center Loop East, Wilsonville, OR 97070, (503) 570-1506, or via email at king@ci.wilsonville.or.us

For further information, please contact the Wilsonville Planning Division, City Hall, 29799 SW Town Center Loop East, Wilsonville, OR 97070 or telephone (503) 682-4960.

**AFFIDAVIT OF MAILING
NOTICE OF CITY COUNCIL DECISION
OF THE CITY OF WILSONVILLE**

STATE OF OREGON)
)
COUNTIES OF CLACKAMAS)
)
CITY OF WILSONVILLE)

I, Sandra C. King, do hereby certify that I am City Recorder of the City of Wilsonville, Counties of Clackamas and Washington, State of Oregon, and that the attached copy of Notice of Decision regarding

Ordinance No. 720, entitled:

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Public Facility (Pf) Zone, And The Exclusive Farm Use (Efu) Zone To The Village (V) Zone On Approximately 28.91 - Acres Comprising Tax Lots 2915, 2922, 2992 And 2995 And Portions Of Tax Lots 2916 Of Section 15, T3s, R1w, Clackamas County, Oregon, Polygon At Villebois Ii, Llc And Polygon At Villebois Iii, Llc Applicant.

ORDINANCE NO. 721 ENTITLED:

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Public Facility (PF) Zone To The Village (V) Zone On Approximately 6.83 - Acres Comprising Tax Lot 2919 And Portions Of Tax Lot 2916 Of Section 15, T3S, R1W, Clackamas County, Oregon, Polygon At Villebois III, LLC Applicant.

is a true copy of the original notice; that on, July 18, 2013, I did cause to be mailed via U.S. Mail copies of such notice of decision in the exact form hereto the persons listed on the attached mailing list.

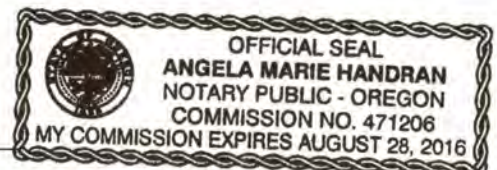
Witness my hand this ____ day of July 18, 2013.


Sandra C. King, MMC, City Recorder

Subscribed and sworn to before me this 18 day of July 2013.


NOTARY PUBLIC, STATE OF OREGON

My commission expires: Aug. 18, 2016



DLCD List of Affected State/Federal
Agencies, Local Govt or Special Dist.
Mailing List. 11/24/09 updated

Columbia Cable of Oregon
14200 SW Brigadoon CT
Beaverton OR 97005

Tualatin Valley Water Dist.
1850 SW 170th Ave.
Beaverton OR 97006-4211

City Planner
City of Canby
182 N Holly
Canby OR 97013

Doug McClain, Planning Section Mgr.
Clackamas County
150 Beavercreek RD
Oregon City OR 97045

William Graffi
Unified Sewerage Agency
155 N First Ave Room 270
Hillsboro OR 97124

Brent Curtis, Planning Manager
Washington County
155 N First Ave
Hillsboro OR 97124

Portland General Electric
121 SW Salmon 1 WTC-9
Portland OR 97204

Tom Wolcott
BPA
PO Box 3621
Portland OR 97208

Tom Simpson
NW Natural Gas
220 NW 2nd Avenue
Portland OR 97209

Michael Dennis
Tri-Met Project Planning Dept
4012 SE 175th Ave
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Oregon Department of Environmental
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ORDINANCE NO. 718

AN ORDINANCE OF THE CITY OF WILSONVILLE ADOPTING THE 2013 TRANSPORTATION SYSTEM PLAN AND ASSOCIATED COMPREHENSIVE PLAN TEXT AMENDMENTS AND REPLACING THE 2003 TRANSPORTATION SYSTEMS PLAN

WHEREAS, Oregon law requires that state, regional and local governments adopt interrelated Transportation System Plans (TSPs); and

WHEREAS, an integrated and well-planned transportation system benefits citizens and business by providing a safe, convenient and economical system for vehicles, bicycles, pedestrians and freight; and

WHEREAS, TSP adoption will result in compliance with Statewide Planning Goal 12-Transportation, the Transportation Planning Rule and Metro's Urban Growth Management Transportation Functional Plan; and

WHEREAS, TSP adoption was a City Council Goal for FY 2011-12; and

WHEREAS, the TSP update was funded by a grant from the state of Oregon Transportation and Growth Management (TGM) Program; and

WHEREAS, since the last Transportation System Plan adoption (2003), the City has experienced significant growth that has placed demands on the transportation system, necessitating a re-evaluation of the transportation needs, services and facilities; and

WHEREAS, preparation of the TSP included extensive policy, planning and engineering analysis to inventory current transportation conditions and facilities, determine the needs and community desires for roadway networks and non-motorized facilities, identify and address gaps and deficiencies in the system, develop and evaluate transportation system alternatives, analyze level of service standards, plan for multi-modal connectivity, forecast future funding, and identify projects and programs to meet the transportation needs over a 20-year timeframe; and

WHEREAS, the TSP project was guided by a Technical Advisory Committee (TAC) comprised of local, regional and state agency representatives and local business freight interests; and

WHEREAS, the Wilsonville Planning Commission conducted ten work sessions, two joint work sessions with the City Council and three public open houses (including an

on-line open house) as part of their work engaging the community and shaping the TSP; and

WHEREAS, the City provided notice of the TSP public hearings before the Planning Commission and City Council by sending a Measure 56-compliant public hearing notice to 4,506 property owners within the city limits affected agencies, and 131 interested persons; additionally, the notice was posted in three locations throughout the City, on the City web site, as well as in a newspaper with local circulation; and

WHEREAS, on April 8, 2013, the Planning Commission conducted a duly noticed public hearing on the TSP, affording all citizens an opportunity to be heard on the subject; and

WHEREAS, following receipt of public testimony at the April 8, 2013 public hearing, the Planning Commission deliberated and made modifications to the TSP and associated Comprehensive Plan text amendments and forwarded a unanimous recommendation of approval to the City Council; and

WHEREAS, on June 3, 2013, the City Council conducted a duly noticed public hearing on the draft TSP considering the entire public record herein and finds that the proposed TSP and Comprehensive Plan text amendments comply with the applicable review criteria and are in the best interest of the community by providing for a comprehensively planned multi-modal transportation network; and

WHEREAS, the City Council has considered the Planning Commission's recommendation, the staff reports in this matter, and testimony and evidence of interested parties, and has evaluated the draft TSP against the Statewide Goals, state, county, and regional requirements, the Comprehensive Plan, and other applicable standards;

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

Section 1. Findings. The City Council hereby adopts as findings and conclusions the foregoing recitals and the conclusionary findings in this matter attached hereto as Exhibit 1 and adopted as if set forth fully herein.

Section 2. Order. The City Council hereby adopts the 2013 City of Wilsonville Transportation System Plan attached as Exhibit 2 and associated Comprehensive Plan text amendments attached as Exhibit 3 incorporated as if set forth fully herein.

Section 3. Staff Directive. To reflect adoption of the TSP and Comprehensive Plan text amendments, Staff is directed to make conforming changes to the Comprehensive Plan necessary to incorporate the amendments adopted herein.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 3rd day of June, 2013, at the hour of 7:00 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon, and scheduled for second reading on the 17th day of June, 2013, commencing at the hour of 7:00 p.m. at Wilsonville City Hall.

SANDRA C. KING, CMC, City Recorder

ENACTED by the City Council on the ____ day of June 2013, by the following votes:

YEAS:

NAYS:

SANDRA C. KING, CMC, City Recorder

DATED and signed by the Mayor this _____ day of June 2013.

TIM KNAPP, Mayor

SUMMARY OF VOTES:

Mayor Knapp -
Council President Starr -
Councilor Goddard -
Councilor Fitzgerald -
Councilor Stevens -

Exhibits:

- Exhibit 1: TSP Conclusionary Findings
- Exhibit 2: Transportation System Plan dated June, 2013

- Exhibit 3: Comprehensive Plan text amendments underline and strikethrough and clean versions


**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: June 17, 2013		Subject: Ordinance No. 719 Transportation System Plan Development Code Amendments – Revised Bike Parking Requirements Staff Member: Katie Mangle Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: 6/3/13 <input type="checkbox"/> Ordinance 1 st Reading Date: 6/3/13 <input checked="" type="checkbox"/> Ordinance 2 nd Reading Date: 6/17/13 <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 checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable	
		Comments:	
Staff Recommendation: Amend Ordinance 719 to replace subsection 4.155(.04) Bicycle Parking with the revised version found in Attachment A.			
Recommended Language for Motion: 1. I move to amend proposed Ordinance 719, as reflected in Attachment A to the June 17, 2013 staff report. 2. I move for a second reading of Ordinance 719, as amended.			
PROJECT / ISSUE RELATES TO:			
<input checked="" type="checkbox"/> Council Goals/Priorities 4 – Clear Vision and Community Design 9 - Multimodal Transportation Network	<input checked="" type="checkbox"/> Adopted Master Plan(s) Update to the 2003 Transportation System Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

Amendments to the Development Code are needed to implement the revised policies of the proposed 2013 Transportation System Plan (TSP) and to comply with state and regional requirements.

EXECUTIVE SUMMARY:

At its meeting on June 3, 2013, Council approved by first reading a package of amendments to the Planning and Land Development Ordinance ("Development Code") that are needed to be consistent with the new policies in Chapter 2 of the 2013 Transportation System Plan, the Regional Transportation Functional Plan (RTFP), and State Transportation Planning Rule (TPR).

Council directed staff to modify the proposed section 4.155(.04) related to Bicycle Parking, and ensure that the proposal could be effectively implemented in a range of real-world development scenarios. See Attachment A for staff's proposed revisions to this section. The remainder of the proposal remains unchanged (see attachments to the June 3, 2013 staff report).

Encouraging use of bicycles for trips around town is part of the City's strategy for reducing the vehicle miles traveled related to new development, and thereby extending the life of roadway capacity for motor vehicles. Additionally, encouraging people to choose active transportation modes, especially for short trips, is one way to improve health and reduce carbon emissions. Providing convenient and secure bicycle parking at destinations addresses two common deterrents to cycling for transportation: fear of theft and inconvenient storage. Good, convenient bicycle parking encourages people to bike, encourages cyclists to stop and shop, and prevents damage to trees, street furniture, and building interiors.

The Metro Regional Transportation Functional Plan includes the following requirements for short and long-term parking:

TITLE 4: REGIONAL PARKING MANAGEMENT***3.08.410 Parking Management***

[...]

H. To encourage the use of bicycles and ensure adequate bicycle parking for different land uses, cities and counties shall establish short-term (stays of less than four hours) and long-term (stays of more than four hours and all-day/monthly) bicycle parking minimums for:

- 1. New multi-family residential developments of four units or more;*
- 2. New retail, office and institutional developments;*
- 3. Transit centers, high capacity transit stations, inter-city bus and rail passenger terminals; and*
- 4. Bicycle facilities at transit stops and park-and-ride lots.*

In response to Council concerns and direction, staff has modified the short-term and long-term bicycle proposal presented at the June 3, 2013 meeting in the following key ways:

- Simplified and streamlined the structure of the section so it will be easier to follow and apply;
- Limited applicability to those uses the City is required to address;
- Focused long-term parking on being secure and weather-protected;
- Provided less direction on the location of the bike parking, allowing decisions to be made on a site-by site basis.

The following table outlines the key policy choices in this section, and how they compare between the current adopted policy, the June 3 draft, and the draft prepared for the second reading on June 17.

Short-term bicycle parking		
Current policy:	Proposed policy in June 3 draft:	Revised policy in June 17 draft:
Required for all uses <i>except</i> residential development with fewer than 10 units.	Require a minimum of 2 bike parking spaces for apartments with fewer than 10 units.	No change.
Weather protection not required.	50% of spaces must be covered (indoors, under awnings, in lockers, or under structures).	Weather protection not required.
No minimum spacing or siting standards.	Use best practices siting standards for spacing, security, access.	No change.
	Must be located within 30 feet of the main entrance.	No change; added siting flexibility for multi-tenant sites.
Long term bicycle parking		
Current policy:	Proposed policy in June 3 draft:	Revised policy in June 17 draft:
Not required.	Applies to all uses.	Applies only to multi-family, retail, office, institutional, and transit center uses.
	Long term parking defined as being secure/monitored, and located to serve users who stay for several hours.	Long-term parking defined only as weather protected and secure/monitored.
	If <i>more than 6</i> bike parking spaces are required, 50% of those must be long-term parking.	If <i>6 or more</i> bike parking spaces are required, 50% of those must be long-term parking. (See note below.)
	50% of long-term spaces must be covered (indoors, under awnings, in lockers, or under structures).	100% of long-term spaces must be covered.
	All long-term spaces must be located within 100 feet of entrance.	No siting or location requirements.

Note that Council has a choice as to the numerical threshold for requiring provision of some long-term bike parking. Staff recommends that this threshold be when Table 5, which lists the formula for calculating bicycle parking for each type of land use, requires 6 bicycle parking spaces. See Attachment B for an analysis of the size of uses that would trigger a requirement to provide 4, 6, and 10 bicycle parking spaces.

EXPECTED RESULTS:

Unless waived by the Development Review Board, most new schools, office buildings, apartment buildings, and retail centers will be required to include bicycle parking that is designed for long-term use. Long-term bicycle parking could take the form of:

- Bicycle lockers placed anywhere on site
- A bike room within an office building or apartment building
- Covered bike racks visible from the reception area of an office building
- Covered bike racks with "eyes on the street" visibility from actively used walkways in a retail center
- A bike cage within a parking garage
- A bike rack near the staffed entrance of a parking garage
- A bicycle parking space within a private garage of a townhouse-style multifamily development

TIMELINE:

The grant that is funding the consultant work on this project will expire June 30, 2013. The City's deadline for adopting a TSP and code amendments that comply with the Regional Transportation Plan is December 31, 2013.

CURRENT YEAR BUDGET IMPACTS:

The TSP update, including the draft Code amendments to support TSP implementation, has been funded by a grant from ODOT's Transportation Growth Management program. Community Development staff has collaborated with Angelo Planning Group to perform the work. Staff time on the project is supported by the grant, which is factored into adopted budgets for each department. Any work on the proposal after the grant expires on June 30, 2013 will be conducted by staff. The project is on budget and schedule.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____ Date: _____

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: June 6, 2013

The recommended procedure for passing the amendment and the passage on second reading is correct. However, a substantial amendment to be passed as part of second reading must be read in full. While the amendment is basically a simplification of the first draft of Bicycle Parking Standards provision, it falls into a gray area of whether it constitutes a substantial amendment. Therefore, it is recommend to be read in full as the most defensible position.

COMMUNITY INVOLVEMENT PROCESS:

The Planning Commission held two televised work sessions on the Code amendments; the City Council held one on May 6, 2013. The draft amendments were posted on the project website on April 3, 2013. On April 10, 2013, the City mailed a notification of the upcoming hearings, with a link to the project website, to every property owner in the city.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The proposed Code amendments are intended to support community livability and economic development by ensuring that new development pays for related infrastructure needed to create a connected, safe, and active community. Any changes to the Development Code will influence future applications for new development and redevelopment. None of the proposed amendments are anticipated to significantly affect the type and intensity of development that is allowed in Wilsonville.

ALTERNATIVES:

Council may direct staff to modify the proposal, or continue the hearing. Taking no action is not an option because the City needs to amend its Code to comply with several state and regional requirements by December 2013. However, there is flexibility as to how these requirements are met. Many alternative approaches were available from the different documents, and many were explored by staff and the Commission before arriving at the proposed amendments.

CITY MANAGER COMMENT:**ATTACHMENTS**

- A. Revised recommended Development Code amendments (underline/ strikeout version) to replace subsection 4.155(.04) in Ordinance 719
- B. Bike parking trigger analysis table

Attachment A. Revised Recommended Development Code amendments (underline/ strikeout version)
to replace subsection 4.155(.04) in Ordinance 719

(.04) Bicycle Parking:

A. Required Bicycle Parking - General Provisions

1. The required minimum number of bicycle parking spaces for each use category is shown in Table 5, Parking Standards.
2. Bicycle parking spaces are not required for accessory buildings. If a primary use is listed in Table 5, bicycle parking is not required for the accessory use.
3. When there are two or more primary uses on a site, the required bicycle parking for the site is the sum of the required bicycle parking for the individual primary uses.
4. Bicycle parking space requirements may be waived by the Development Review Board per Section 4.118(.03)A.9 and 10.

B. Standards for Required Bicycle Parking

1. Each space must be at least 2 feet by 6 feet in area and be accessible without moving another bicycle.
2. An aisle at least 5 feet wide shall be maintained behind all required bicycle parking to allow room for bicycle maneuvering. Where the bicycle parking is adjacent to a sidewalk, the maneuvering area may extend into the right-of-way.
3. When bicycle parking is provided in racks, there must be enough space between the rack and any obstructions to use the space properly.
4. Bicycle lockers or racks, when provided, shall be securely anchored.
5. Bicycle parking shall be located within 30 feet of the main entrance to the building or inside a building, in a location that is easily accessible for bicycles. For multi-tenant developments, with multiple business entrances, bicycle parking may be distributed on-site among more than one main entrance.

C. Long-term Bicycle Parking

1. Long-term bicycle parking provides employees, students, residents, commuters, and others who generally stay at a site for several hours a weather-protected place to park bicycles.
2. For a proposed multi-family residential, retail, office, or institutional development, or for a park and ride or transit center, where six (6) or more bicycle parking spaces are required pursuant to Table 5, 50% of the bicycle parking shall be developed as long-term, secure spaces. Required long-term bicycle parking shall meet the following standards:
 - a. All spaces shall meet the standards in subsection B above, and must be covered in one of the following ways: inside buildings, under roof overhangs or permanent awnings, in bicycle lockers, or within or under other structures.

Attachment A. Revised Recommended Development Code amendments (underline/ strikeout version)
to replace subsection 4.155(.04) in Ordinance 719

- b. All spaces must be located in areas that are secure or monitored (e.g., visible to employees, monitored by security guards, or in public view).
- c. Spaces are not subject to the locational criterion of B.5.

Attachment B. Bike Parking Trigger Analysis Table

What should the threshold be for requiring the use to provide some of the required bike parking as LONG TERM bike parking?

POTENTIAL THRESHOLDS - Min. bike parking spaces required (x)	Size of use that would trigger x bike parking spaces per Table 5 (only applies outside the Village zone)		
	4	6	10
single family residential	never triggered	never triggered	never triggered
multifamily with 9 or fewer units	never triggered	never triggered	never triggered
multifamily with 10 or more units	always triggered	always triggered	always triggered
hotel	20+ rooms	30+ rooms	50+ rooms
nursing home	24000 sf	36000 sf	60000 sf
hospital	20 beds	40 beds	400 beds
church	200 seats	300 seats	500 seats
museum	always	always	10000 sf
preschool	14000 sf	21000	35000 sf
elementary	always triggered	always triggered	always triggered
high school	always triggered	always triggered	always triggered
theater	always triggered	240 seats	400 seats
bowling alley	never triggered	never triggered	never triggered
gym	16000 sf	24000 sf	40000 sf
retail	16000 sf	24000 sf	40000 sf
large product retail	32000 sf	48000 sf	80000 sf
office	20000 sf	30000 sf	50000 sf
dental office	20000 sf	30000 sf	50000 sf
restaurant or bar	16000 sf	24000 sf	40000 sf
fast food	always triggered	never triggered	never triggered

ORDINANCE NO. 719

AN ORDINANCE OF THE CITY OF WILSONVILLE AMENDING THE PLANNING AND LAND DEVELOPMENT ORDINANCE TO IMPLEMENT THE 2013 TRANSPORTATION SYSTEM PLAN

WHEREAS, the City of Wilsonville desires to use best professional practices to ensure land development contributes to creating a safe and attractive transportation network that supports Wilsonville's economy and quality of life; and

WHEREAS, the City of Wilsonville is required to implement and coordinate with the State of Oregon Transportation Planning Rule and Metro Regional Transportation Functional Plan; and

WHEREAS, updating the City of Wilsonville's Transportation System Plan ("TSP") included an update to the Planning and Land Development Ordinance ("Development Code") for consistency with the TSP; and

WHEREAS, the update includes TSP-related Development Code Amendments (proposed amendments); and

WHEREAS, the Wilsonville City Council held one work session on May 6, 2013 and a public hearing on June 3, 2013 to discuss and take public testimony concerning proposal; and

WHEREAS, the Wilsonville Planning Commission held two work sessions on March 13, 2013 and April 10, 2013 and a public hearing on May 8, 2013 to discuss and take public testimony on the proposed amendments; and

WHEREAS, the City provided Public Hearing Notices to 4605 property owners within the City limits, a list of interested agencies, emailed to 131 people, and posted the Notice in three locations throughout the City and on the City website; and

WHEREAS, the Wilsonville Planning Commission held a Public Hearing on May 8, 2013 on the proposed amendments and approved Resolution LP13-0004 recommending their adoption; and

WHEREAS, the City Council having conducted a public hearing on the proposed amendments on June 3, 2013, and duly considering the entire record, herein finds that the proposed Development Code amendments comply with applicable text amendment criteria and

are in the best interest of the community by providing for development to contribute to the creation of a safe and multi-modal transportation network;

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

1. Findings. The Council adopts as findings and conclusions the foregoing recitals and the staff report in this matter hereto as Exhibit 1 and adopted as if set forth fully herein.
2. Amendments. The Council adopts the amendments to the Land Use and Development Code shown in Exhibit 2.
3. Directive. The City Council hereby authorizes and directs the City Recorder to make any conforming changes or formatting necessary to amend the Wilsonville Code in keeping with the adoption of these revisions.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the ____ day of ____, 2013, and scheduled for a second reading at a regular meeting of the Council on the ____ day of ____, 2013, commencing at the hour of 7:00 P.M. at the Wilsonville City Hall.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the ____ day of ____, 2013 by the following votes:

Yes: ____ No: ____

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this ____ day of ____, 2013.

TIM KNAPP, Mayor

SUMMARY OF VOTES:

Mayor Knapp -

Council President Starr -

Councilor Goddard -

Councilor Fitzgerald -

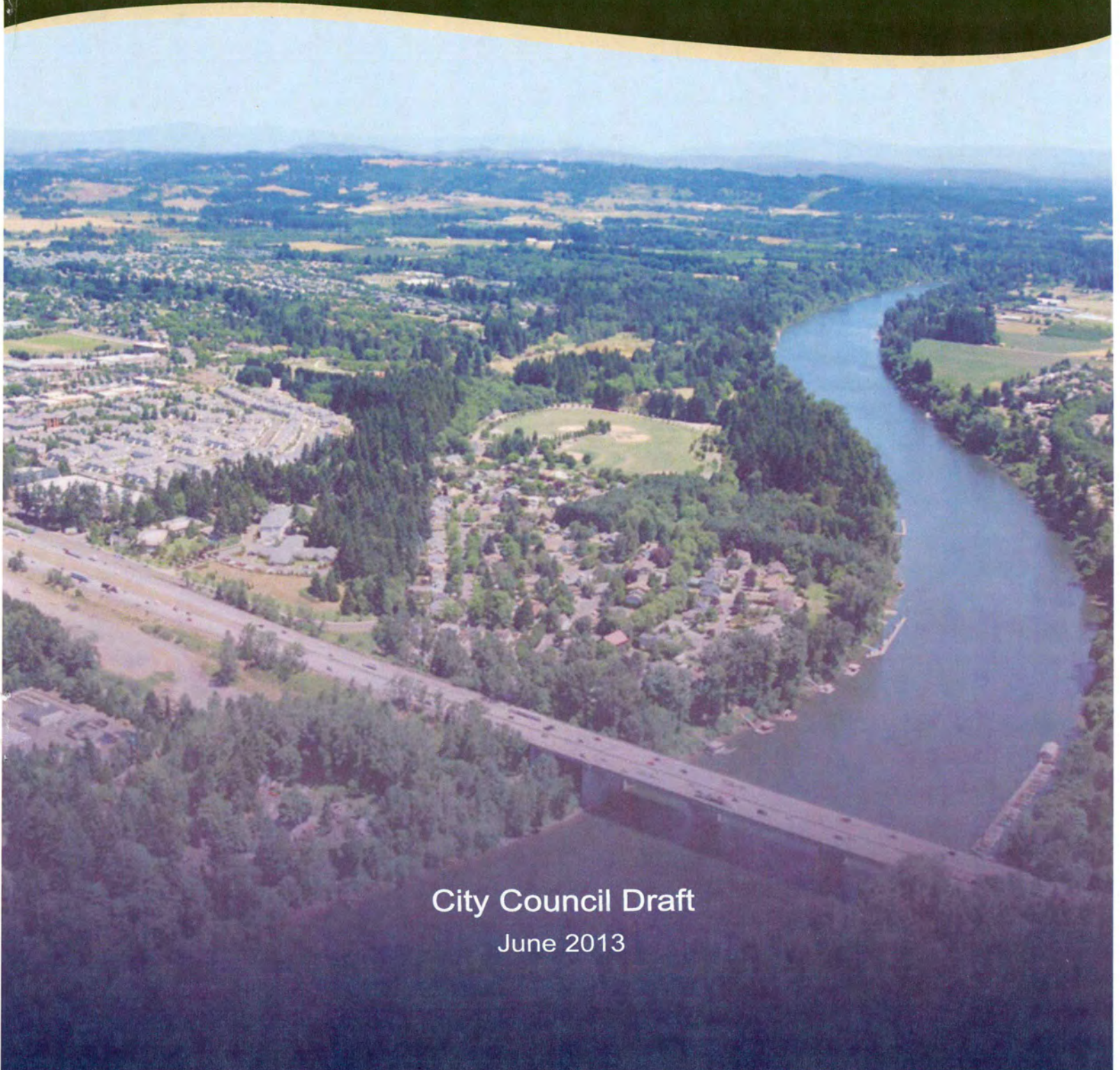
Councilor Stevens -

EXHIBITS:

- Exhibit 1: Findings
- Exhibit 2: Amendments (strikethrough format)
- Exhibit 3: Amendments (clean format)




Wilsonville Transportation System Plan



City Council Draft

June 2013



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Acknowledgements

This project was partially funded by a grant from the Transportation Growth Management (TGM) Program, a joint program of the Oregon Department of Transportation, and the Oregon Department of Land Conservation and Development. This TGM grant is financed, in part, by federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), local government, and State of Oregon Funds. The contents of this document do not necessarily reflect views or policies of the State of Oregon.

This report was prepared through the collective effort of the following people:



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** Former City Councilor involved in the process prior to adoption

How to Use This Plan

The Wilsonville TSP consists of two parts:

- **Main body**
(This report)
- **Technical Appendix**
(Separate document containing resources used to develop this plan)

Various sections answer the following questions:

- **Table of Contents**
(What does the TSP include and where can I find it?)
- **Glossary of Terms**
(What do the words and acronyms mean?)
- **Executive Summary**
(What are the TSP's key findings?)
- **Chapter 2: The Vision**
(What are the City's vision, goals, and policies?)
- **Chapter 3: The Standards**
(What standards will guide improvements?)
- **Chapter 5: The Projects**
(Which projects does the City expect to be able to fund in the 20-year planning horizon?)
- **Chapter 6: Programs**
(What system management efforts is the City engaged in?)

RELATIONSHIP TO OTHER CITY PLANS

The Wilsonville Transportation System Plan (TSP) replaces the 2003 TSP in its entirety. In addition, it updates and builds upon the 2006 Bicycle and Pedestrian Master Plan and the 2008 Transit Master Plan. Where these documents may be in conflict, the new TSP takes precedence. However, there are many helpful details provided in the prior plans, which should be used for added clarity and direction.



TSP CONTENT AND LAYOUT

The sections of these documents are listed in the Table of Contents. Following the Table of Contents, a **glossary of terms** is included to help the reader better understand the terminology used in the report. Then, the **executive summary** provides an overview of the TSP and the key findings of each chapter.

The TSP chapters tell a story of how the City's planning efforts are helping the community achieve its desired transportation system. They explain the planning **context** (Chapter 1), the City's overall **vision** and related goals and policies (Chapter 2), and the **standards** that support progress towards that vision (Chapter 3). The chapters then identify the existing and future transportation **needs** (Chapter 4), the **projects** to resolve infrastructure needs (Chapter 5), and the **programs** that support ongoing management of the transportation system (Chapter 6). Finally, the last chapter lists **performance** measures to help the City determine if its planning efforts are leading to the desired outcomes (Chapter 7).

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Glossary of Terms

A

Access Management is the use of various techniques to improve traffic flow and safety by reducing conflict points at intersections and driveways while providing reasonable access to individual properties.

Additional Planned Project List includes those projects that would contribute to the City's desired transportation system through 2035 but that were not included as "Higher Priority" projects due to estimated funding limitations. This list represents a coordinated transportation network and adequate facilities to serve the community through 2035.

Alternative Fuels are transportation energy sources other than gasoline, including batteries (i.e., electric vehicles) and compressed natural gas.

Americans with Disabilities Act (ADA) is Federal legislation that seeks to remove and prevent barriers experienced by individuals with disabilities. With regards to transportation, it affects infrastructure design (especially curb ramps and sidewalks) as well as transit serve requirements.

Arterials are roadways where a higher priority is placed on moving traffic rather than accessing individual parcels. The City has two arterial functional classifications: Major Arterial and Minor Arterial.

B

Buffered Bike Lanes are on-street bike facilities that include a striped buffer between the bike lane and motor vehicle travel lane. When on-street parking is provided, the parking is located curbside, with the bike lane remaining adjacent to the motor vehicle travel lane.

Bicycle Routes are the designated on- and off-street bicycle facilities that connect neighborhoods, schools, parks, community centers, business districts, and natural resource areas. They are intended to create a

network that supports bicycle travel by residents of varying physical capabilities, ages, and skill levels.

Bicycle Friendly Community (BFC) is a campaign administered by the League of American Bicyclists and awards cities one of four designations (from lowest to highest: bronze, silver, gold, and platinum) to recognize its efforts to improve its bicycle facilities.

C

Capital Improvement Program (CIP) is the City's short-range 5-year plan that identifies upcoming capital projects and equipment purchases, provides a planning schedule, and identifies financing options. It provides an important link between the projects identified in the City's master plans and its annual budget.

Collectors are roadways intended to serve as a transition between mobility and access. They are the primary roadways that "collect" traffic from neighborhoods and deliver it to the arterial network.

Comprehensive Plan is the City's generalized, coordinated land use map and policy statement, which interrelates all functional and natural systems and activities relating to the use of lands, including sewer and water systems, transportation systems, recreational facilities, natural resources, and air and water quality management programs.

Connectivity refers to the ease of movement between the city's neighborhoods, schools, parks, and retail/industrial areas.

Cycle Tracks are a relatively new on-street bicycle facility type where additional separation is provided between motor vehicle travel lanes and the bicycle facility. When on-street parking is provided, the parking is located adjacent to the travel lane and the cycle track is moved adjacent to the curb. Cycle tracks can be one-way (similar to a buffered bike lane but

with a physical separation) or two-way (where both directions are served on the same side of the street).

E

Enhanced Pedestrian Crossings are striped crosswalks that include additional crossing treatments, such as traffic signs, center median islands, flashing beacons, and/or other safety enhancements.

Environmental Justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. (Source: U.S. EPA, Environmental Justice, Compliance and Enforcement, Website, 2007).

F

Freight Routes are roads designated by the City to connect the city's industrial and commercial sites with I-5 and other regional facilities. They are a useful tool for improving the coordination between freight and other travel modes.

Functional Classifications are designations assigned to public roadways to provide a hierarchy for managing them practically and cost effectively. For example, they provide a framework for identifying which street elements to include in a street's design. Wilsonville's classifications include, Major Arterial, Minor Arterial, Collector, and Local Street.

H

Higher Priority Project List includes the City's recommended projects reasonably expected to be funded through 2035. These are the highest priority solutions to meet the City's most important needs. These projects will inform the City's yearly budget and 5-year Capital Improvement Plan (CIP).

I

Ice Age Tonquin Trail is a partially-completed regional trail located in the southwestern portion of

the Portland metropolitan area that would span approximately 22 miles and travel through the communities of Wilsonville, Sherwood, and Tualatin. This trail would provide an active transportation link between the Willamette and Tualatin Rivers, while enhancing local pedestrian and bicycle connectivity connecting to neighborhoods, businesses, schools, and parks.

Intelligent Transportation System (ITS) strategies involve the deployment and management of advanced technologies that collect and distribute information to both users and operator staff so they can most effectively use and manage the transportation system.

Interchange Area Management Plans (IAMP) are transportation and land use plans prepared jointly by the Oregon Department of Transportation and local jurisdictions to balance and manage transportation and land use decisions in freeway interchange areas to protect their function while also supporting the local street network.

Implementation Measures are City actions identified to put broader policies into action.

L

Level of Service (LOS) is a "report card" rating (A through F) based on the average delay experienced by vehicles at the intersection. LOS A, B, and C indicate conditions where traffic moves without significant delays. LOS D and E are progressively worse, and LOS F represents conditions where average vehicle delay has become excessive and demand has exceeded capacity, which is typically evident in long queues and delays.

Low Impact Development (LID) is an approach to development and infrastructure improvements that works with nature to manage stormwater as close to the source as possible (i.e., adjacent to the roadway).

Local Streets are roadways where a higher priority is placed on local access rather than mobility. They are usually lower volume, lower speed streets with a narrow cross-section and numerous driveways.

M

Metro is the elected regional government for the Portland metropolitan area and provides region-wide planning, policy making, and coordination to manage growth, infrastructure, and development issues that cross jurisdictional boundaries.

Multimodal refers to the integration of multiple travel modes, which include walking, bicycling, riding transit, or driving.

P

Parking Management Plans inventory bicycle and motor vehicle parking supply in high demand locations (for example, park-and-ride lots, transit stations, and commercial areas). They do not require parking limitations but instead ensure that deliberate decisions are being made regarding parking provision and management.

Performance Measures are quantitative tools (based on data) or qualitative tools (based on judgment) used to evaluate how effectively the transportation system is operating and/or progressing towards identified performance targets.

Planning Horizon is the future year (in this case, 2035) that is the basis of the Transportation System Plan's future needs assessment.

Policies are the principles or rules the City has developed to serve as its blueprint for making decisions regarding its transportation investments, including how the system is designed, constructed, operated, and maintained. The City's transportation policies guide actions relative to its development code, capital project investment, and other investments.

R

Regional Transportation Functional Plan (RTFP) codifies the requirements that local plans must comply with to be consistent with the Regional Transportation Plan.

Regional Transportation Plan (RTP) is the long-range blueprint to guide transportation planning and investment in the region.

Roadway Extensions are new transportation facilities that begin at the termini of existing roads and connect neighborhoods to one another and to other important destinations.

S

Safe Routes to School (SRTS) is a collaborative program between schools and local agencies that combines ongoing educational and outreach efforts with pedestrian and bicycle infrastructure improvements along routes used by school children.

Shared-Use Paths are a type of trail designed to be part of the transportation system that provide off-road routes for a variety of users, which principally include bicyclists and pedestrians.

South Metro Area Regional Transit (SMART) is a City department that operates several fixed bus routes serving Wilsonville and making connections to regional transit providers. SMART also manages various programs, including Dial-a-Ride (door-to-door service for elderly and disabled residents) and SMART Options (programs that support, educate, and encourage the use of active transportation modes and rideshare).

Spot Improvements are isolated intersection and safety improvements throughout the city.

System Deficiencies are performance, design, or operational constraints that limit travel by a given mode. Examples may include unsafe designs, bicycle and pedestrian connections that contain obstacles,

inadequate intersection or roadway capacity, insufficient bus frequency, and congestion.

System Development Charges (SDCs) are a one-time fee charged to new developments based on land use and size. These funds are legally required to be used for capacity-related improvements.

System Gaps are missing connections or barriers in the urban transportation system that functionally prohibit travel for a given mode. While a gap generally means a connection does not exist, it could also be the result of a physical barrier (such as I-5, the Willamette River, other natural feature, or existing development) or a social barrier (including lack of information, language, education, and/or limited resources).

T

Technical Advisory Committee (TAC) consisted of agency staff from the City of Wilsonville and other local, regional, and state agencies that provided feedback on the Transportation System Plan deliverables throughout the update process.

Transportation Demand Management (TDM) refers to the implementation of strategies that support other travel choices (including other travel modes and travel during off-peak periods) in order to reduce traffic congestion.

Transportation System Management and Operations (TSMO) refers to strategies that improve the safety and efficiency of the transportation system in order to optimize the use of existing infrastructure.

Transportation System Plan (TSP) is the City's long-term transportation plan that guides the construction and operation of its transportation system. It is an element of its Comprehensive Plan and includes policies, projects, and programs that could be implemented through the City's Capital Improvement Plan, development requirements, or grant funding.

U

Urban Growth Boundaries (UGB) are regional boundaries that restrict where urban growth can occur in order to reduce urban sprawl and protect nearby natural resources.

Urban Renewal Districts (URD) are "blighted" areas where private development has stagnated or is not feasible and public funds are needed (and are raised through tax increment financing) to stimulate economic development, usually through the construction of supporting infrastructure.

Urban Upgrades are projects that widen existing roadways to meet the City's cross-section standards and often improve multimodal connectivity by adding bike lanes, sidewalks, and turn lanes that accommodate access to adjacent neighborhoods.

V

Volume to Capacity Ratio (V/C) is a decimal representation (typically between 0.00 and 1.00) of the proportion of capacity being used at a turn movement, approach leg, or intersection. A lower ratio indicates smooth operations and minimal delays. As the ratio approaches 1.00, congestion increases and performance is reduced. A ratio greater than 1.00 represents future conditions where demand is estimated to exceed capacity.

W

Walk Friendly Communities is a national recognition program developed to encourage cities across the U.S. to establish or recommit to supporting safer walking environments. It awards cities one of five designations (from lowest to highest: honorable mention, bronze, silver, gold, and platinum).

Westside Express Service (WES) is a commuter rail line serving Beaverton, Tigard, Tualatin, and Wilsonville that runs during the weekday morning and afternoon rush hours and provides service to Wilsonville's SMART Central transit center.

Executive Summary



INTRODUCTION

The Wilsonville Transportation System Plan (TSP) is the City's long-term transportation plan and is an element of its Comprehensive Plan. It includes policies, projects, and programs that could be implemented through the City's Capital Improvement Plan, development requirements, or grant funding. The TSP's transportation planning story is outlined in the box at right, and the key findings of each TSP chapter are highlighted below.

THE CONTEXT (SEE CHAPTER 1)

The 2013 TSP process built upon two decades of community planning to create a complete community transportation plan that integrates all travel modes. This update is needed to account for changing economic and social circumstances and to ensure consistency with state and regional planning policies. It also ensures the City will be prepared to support land use growth within the urban growth boundary through the 2035 planning horizon.

Most of the policies and projects come from prior adopted plans, including the Comprehensive Plan, 2003 TSP, 2006 Bicycle and Pedestrian Master Plan, and 2008 Transit Master Plan. While the TSP replaces the 2003 TSP in its entirety, it updates and builds upon the 2006 Bicycle and Pedestrian Master Plan and 2008 Transit Master Plan. Where these documents may be in conflict, the new TSP takes precedence.

The City's future financial outlook was also evaluated to identify the City's forecasted resources and financial limitations. The City draws upon multiple funding sources to manage, operate, and improve its transportation system. For capital improvement projects, the City relies heavily on developer contributions and fees (including system development charges) and urban

A TRANSPORTATION PLANNING STORY

The TSP chapters tell a story of how the City's planning efforts are helping the community achieve its desired transportation system:

- **Chapter 1: The Context** provides the background of the City's transportation planning efforts.
- **Chapter 2: The Vision** shares the City's visions of its desired transportation system
- **Chapter 3: The Standards** outlines the standards the City is implementing to ensure ongoing progress towards its vision.
- **Chapter 4: The Needs** identifies the existing and anticipated needs of the transportation system through the 2035 planning horizon.
- **Chapter 5: The Projects** explains the transportation improvement projects that will allow the City to meet its infrastructure needs.
- **Chapter 6: The Programs** describes the ongoing transportation programs that help the City manage its transportation system.
- **Chapter 7: The Performance** lists the performance measures to be considered in subsequent TSP updates to determine if its planning efforts are leading to the desired outcomes.

renewal funds, which are primarily associated with new growth areas. With ongoing planning and investment in its transportation system, the City can continue to serve its residents, businesses, and the region.

THE VISION (SEE CHAPTER 2)

As Wilsonville grows, it is essential for the community to work collaboratively toward its shared vision, which is summarized in the call-out box at right.

Transportation goals and policies form the bases for how the local transportation system will be developed and maintained through the TSP's 2035 horizon year. Wilsonville's seven transportation goals are identified in the table below. The City's vision and goals support a multimodal approach to transportation, which means that the system accommodates users of all travel modes.

WILSONVILLE'S TRANSPORTATION VISION

Wilsonville's coordinated multimodal transportation system is strategically designed and collaboratively built. Our system provides mode and route choices, delivering safe and convenient local accessibility to assure that Wilsonville retains its high levels of quality of life and economic health. Neighborhoods, employment centers, schools, shopping, and parks are connected by a network of streets and pathways that give residents options to easily get around town.

Our local accessibility is further enhanced through arterial connectivity with our neighboring communities, thereby providing excellent intercity and interstate mobility serving our residential and business needs. The system is designed, built and maintained to be cost effective and to maximize the efficient utilization of public and private funding.

Wilsonville's Transportation Goals

Goals	Description
1 Safe	Follow current safety practices for design, operations, and maintenance of transportation facilities.
2 Connected and Accessible	Provide all users with access to integrated facilities and services that connect Wilsonville's neighborhoods, parks, schools, employment centers, and retail areas to each other and to the surrounding region.
3 Functional and Reliable	Provide, manage, and maintain sufficient transportation infrastructure and services throughout Wilsonville to ensure functional and reliable multimodal and freight operations as development occurs.
4 Cost Effective	Utilize diverse and stable funding sources to implement transportation solutions that provide the greatest benefit to Wilsonville residents and businesses, while mitigating impacts to the city's social, economic, and environmental resources.
5 Compatible	Develop and manage a transportation system that is consistent with the City's Comprehensive Plan and coordinates with other local, regional, and state jurisdictions.
6 Robust	Encourage and support the availability of a variety of transportation choices for moving people and goods.
7 Promotes Livability	Design and construct transportation facilities in a manner that enhances the livability of Wilsonville and health of its residents.

THE STANDARDS (SEE CHAPTER 3)

Wilsonville's transportation standards ensure the City develops and operates consistent with its goals and vision. Wilsonville's six types of transportation standards are listed in the call-out box at right.

How well a street serves its users ultimately depends upon which elements are included, their dimensions, and how they relate to each other (all of which are informed by the City's standards). For example, streets designed consistent with adjacent land uses can contribute to the identity and character of a neighborhood and increase property values. They can also affect traffic speeds, reduce environmental impacts, and allow for safe multimodal use.

THE NEEDS (SEE CHAPTER 4)

Wilsonville's transportation standards and policies serve as a benchmark for determining what needs exist throughout the city. The city's needs are categorized as gaps (missing connections or barriers in the transportation network) or deficiencies (shortcomings of the existing system). The TSP identifies the gaps and deficiencies that currently exist or are anticipated to arise through the 2035 horizon year as additional local and regional development occurs.

THE PROJECTS (SEE CHAPTER 5)

Many of the city's existing and future transportation needs can be addressed through capital improvement projects. The projects needed through 2035 were principally based on prior City plans.

Constructing all identified transportation projects would cost approximately \$218.2 million, which exceeds the \$123.4 million forecasted to be available through 2035. Therefore, the transportation projects were separated into two lists:

- The "Higher Priority" project list includes the recommended projects reasonably expected to be funded through 2035. These are the highest

WILSONVILLE'S TRANSPORTATION STANDARDS

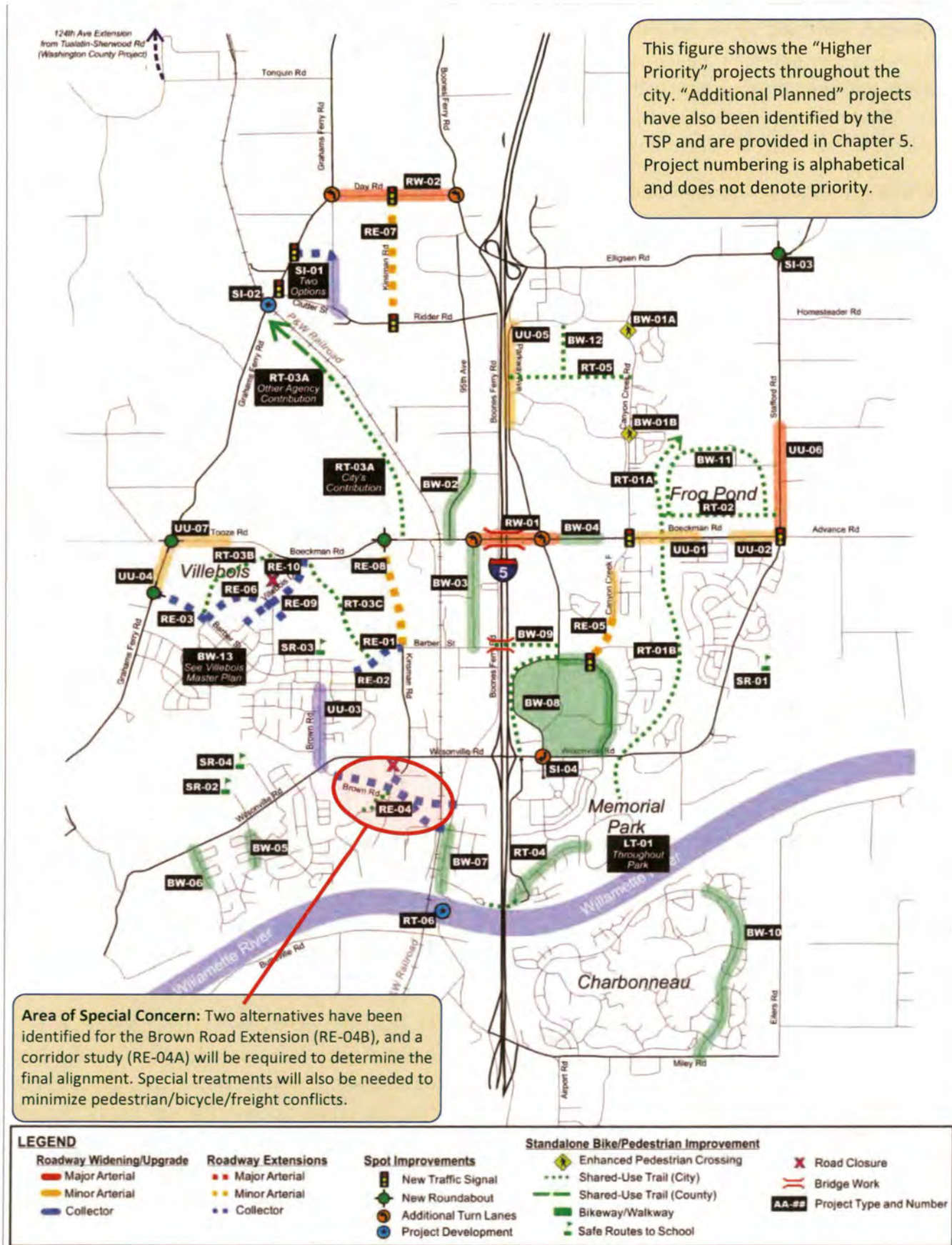
Wilsonville's six types of transportation standards support its management of an effective multimodal transportation system:

- **Functional Classifications** provide a hierarchy for determining how streets should function and which street design elements to include.
- **Connectivity and Facility Spacing Standards** ensure that direct routes and travel options are available for all transportation users.
- **Freight Routes** connect the city's industrial and commercial sites with I-5 and other regional facilities and improve coordination between freight and other travel modes.
- **Bicycle Routes** connect neighborhoods, schools, parks, community centers, business districts, and natural resource areas to support bicycle travel by residents of varying physical capabilities, ages, and skill levels.
- **Cross-Section Standards** provide guidance for selecting and sizing various design elements to serve intended users' needs.
- **Access Management** balances the transportation system's need to provide safe, efficient, and timely travel with the need to allow access to individual properties.

priority projects and will inform the City's yearly budget and 5-year Capital Improvement Plan (CIP). These projects are identified in the following figure (page v) and table (page vi).

- The "Additional Planned" project list includes those projects that would contribute to the City's desired transportation system through 2035 but that are not considered "Higher Priority" projects due to estimated funding limitations. These projects are identified in Chapter 5 and should be pursued as funding opportunities are available.

HIGHER PRIORITY PROJECTS

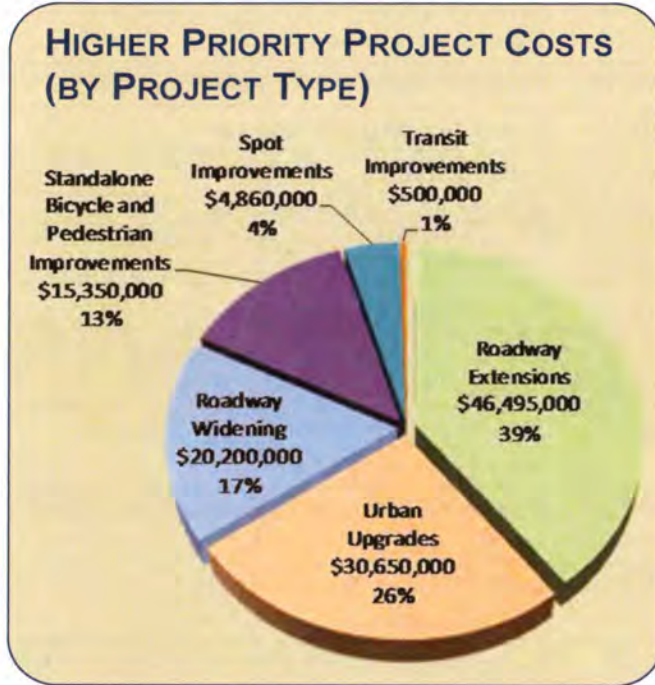


HIGHER PRIORITY PROJECTS (LISTED ALPHABETICALLY BY IMPROVEMENT TYPE)

No.	Higher Priority Project
Roadway Extensions (Multimodal Connectivity)	
RE-01	Barber Street Extension
RE-02	Barber Street Extension (Part 2)
RE-03	Barber Street through Villebois
RE-04A	Corridor Study for Brown Road Extension
RE-04B	Brown Road Extension (with Bailey Street or 5th Street Connection)
RE-05	Canyon Creek Road Extension
RE-06	Costa Circle Loop Extension
RE-07	Kinsman Road Extension (North)
RE-08	Kinsman Road Extension (South)
RE-09	Villebois Drive Extension
RE-10	Villebois Drive Extension (Part 2)
Roadway Widening (Capacity)	
RW-01	Boeckman Road Bridge and Corridor Improvements
RW-02	Day Road Widening
Urban Upgrades (Multimodal Connectivity and Safety)	
UU-01	Boeckman Road Dip Improvements
UU-02	Boeckman Road Urban Upgrade
UU-03	Brown Road Upgrades
UU-04	Grahams Ferry Urban Upgrade
UU-05	Parkway Avenue Urban Upgrade
UU-06	Stafford Road Urban Upgrade
UU-07	Tooze Road Urban Upgrade
Spot Improvements (Transportation System Management/Operations)	
SI-01	Clutter Road Improvements with Realignment or Grade Lowering
SI-02	Grahams Ferry Railroad Undercrossing Project Development
SI-03	Stafford Road/65th Avenue Intersection Improvements
SI-04	Wilsonville Rd/Town Center Loop West Intersection Improvements
Bikeways and Walkways (Standalone Pedestrian and Bicycle Improvements)	
BW-01	Canyon Creek Road Enhanced Pedestrian A/B Crossings
BW-02	95th Avenue Sidewalk Infill
BW-03	Boberg Road Sidewalk Infill
BW-04	Boeckman Road Bike Lanes and Sidewalk Infill

No.	Higher Priority Project
Bikeways and Walkways (Standalone Pedestrian and Bicycle Improvements) . . . Continued	
BW-05	Willamette Way East Sidewalk Infill
BW-06	Willamette Way West Sidewalk Infill
BW-07	Boones Ferry Road Sharrows
BW-08	Town Center Loop Pedestrian, Bicycle, and Transit Improvements
BW-09	Town Center Loop Bike/Pedestrian Bridge
BW-10	French Prairie Drive Pathway
BW-11	Frog Pond Trails
BW-12	Parkway Center Trail Connector
BW-13	Villebois Loop Trail
BW-14	Wayfinding Signage
Safe Routes to School (Standalone Pedestrian and Bicycle Improvements)	
SR-01	Boeckman Creek Primary Safe Routes to School Improvements
SR-02	Boones Ferry Primary Safe Routes to School
SR-03	Lowrie Primary Safe Routes to School Improvements
SR-04	Wood Middle School Safe Routes to School Improvements
Local Trails (Standalone Pedestrian and Bicycle Improvements)	
LT-01	Memorial Park Trail Improvements
Regional Trails (Standalone Pedestrian and Bicycle Improvements/Safety)	
RT-01A	Boeckman Creek Trail (North)
RT-01B	Boeckman Creek Trail (South)
RT-02	Frog Pond Trail
RT-03A	Tonquin Trail (North)
RT-03B/C	Tonquin Trail (Villebois)
RT-04	Waterfront Trail Improvements
RT-05	Wiedeman Road Trail
RT-06	Willamette River Bike/Pedestrian/Emergency Bridge Project Dev.
Transit Improvements	
TI-01	Pedestrian Access to Transit
TI-02	Transit Street Improvements

Wilsonville's "Higher Priority" project list includes several project types. The pie chart below provides the cost breakdown by project type. The highest costs would be incurred for the three roadway improvement types, which include facility improvements for all travel modes.



Estimated Funding Available through 2035 for Capital Improvements

Funding Source	Estimated Capital Funding through 2035
Street System Development Charges (SDCs)	\$42 million
Developer Contributions	\$30 million
West Side Plan – Urban Renewal District (URD)	\$27 million
Year 2000 Plan – Urban Renewal District (URD)	\$5 million
Park System Development Charges (SDCs)	\$0.7 million
Local/Regional Partnerships	\$2.9 million
Grants	\$3.2 million
State and Federal Funding	\$12.6 million
Total Funds	\$123.4 million

To fund its capital improvements projects, the City relies heavily on developer contributions and fees (including system development charges) and urban renewal funds, which are primarily associated with new growth areas. The table to the lower left lists the estimated funding available for capital improvements through the 2035 planning horizon year.

THE PROGRAMS (SEE CHAPTER 6)

Wilsonville's transportation programs (listed below) also play an important role in the City's ongoing efforts to provide a coordinated, cost-effective, multimodal transportation system. Well-run programs help extend the service life of the City's infrastructure improvements and increase the value of transportation investments. The City's Community Development and SMART Transit departments are responsible for managing the majority of its transportation programs.

TRANSPORTATION PROGRAMS

Wilsonville has various transportation programs that support ongoing operations and services:

- Capital Improvement Program (CIP)
- Safety (Proposed)
- Safe Routes to School
- ADA Comprehensive Access (Proposed)
- SMART Transit
- SMART Options and Transportation Demand Management (TDM)
- Intelligent Transportation System (ITS)
- Bike Smart and Walk Smart

THE PERFORMANCE (SEE CHAPTER 7)

Wilsonville's Transportation System Plan (TSP) provides policies, standards, projects, and programs that, when put into action, will improve the city's transportation system. By tracking appropriate performance measures in future TSP updates, the City can evaluate their progress.

The Context

Chapter 1



Wilsonville has a rich history as an important transportation connection between the north and south areas of the Willamette Valley. With ongoing planning and investment in its transportation system, the City can continue to serve its residents, businesses, and the region.

Prior to the arrival of non-indigenous settlers, the Willamette River served as a water route for Kalapuyan people. As settlers moved into the area in the early 1800's, the need arose for a way to cross the river. In 1847, Alphonso Boone, grandson of Daniel Boone, established Boones Ferry (located near the present day Boones Ferry Park) and an early settlement began providing needed support to the ferry.

Over time, steamboats, the railroad, and then Interstate-5 came to town—and Wilsonville continued to grow. In 1969, Wilsonville became a city. Shortly afterwards, the City began preparing planning documents to guide its development. As economic and social circumstances change and new state and regional planning policies are adopted, the City continues to improve and refine its planning efforts. In doing so, it takes a strategic approach to growth management.

By understanding the context surrounding its growth, the community can continue to build upon its rich history. The following pages provide a timeline of important events associated with Wilsonville's transportation planning history, current planning framework, and future growth. The City's future financial outlook is also provided to better frame the City's forecasted resources and challenges.

By understanding its . . .

- *Unique history,*
- *Current planning framework,*
- *Future growth areas, and*
- *Financial outlook,*

Wilsonville can continue to . . .

- *Manage growth,*
- *Serve its residents and business, and*
- *Be an important transportation connection for the region.*



TRANSPORTATION PLANNING HISTORY IN WILSONVILLE

Early 1800's

Wilsonville area (traditional territory of the Kalapuyan people) was settled by people other than the indigenous Native Americans.



Early 1900's

Steamboats were used as the primary mode of shipping.



Pre-1960's

Before the construction of Interstate-5 and the Boone Bridge, personal automobiles had to be ferried across the Willamette River.

Early 1800's

1900

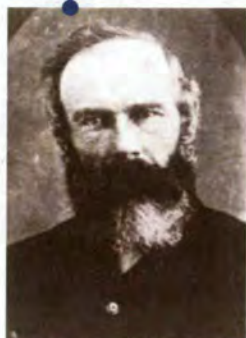
1910

1920

1930

1940

1950



1847

Alphonso Boone, grandson of Daniel Boone, established Boone's Ferry across the Willamette River.

1908

Railroad comes to the area.



1950's

The Interstate-5 freeway system was built.



1975

The City adopted a new Comprehensive Plan Map, which included its first urban growth boundary. The 1982 Comprehensive Plan Map is shown at right.



1971

Wilsonville completed its first General Plan, which envisioned wide streets (5-7 lane arterials and 3-5 lane collectors). The plan did not address connectivity or alternative travel modes.

1980

The City's new Comprehensive Plan was adopted and included a Transportation chapter with reduced street widths (3-5 lane arterials and 2-3 lane collectors). The street system concept included a series of loops increasing in size as travelers move from neighborhoods to arterials. The plan also recognized connectivity barriers, including I-5, the Willamette River, the railroad, and topography. Population 2,920.

1990's

The City undertook various community planning efforts that addressed transportation issues, including connectivity, by identifying walkable neighborhoods using a ¼-mile radius.



1989

Wilsonville withdrew from TriMet's service district and established its own transit service.

1960

1970

1980

1990

2000

January 1, 1969

Wilsonville became a city and was named after early postmaster Charles Wilson. Population approximately 1,000.

1973

Oregon Senate Bill 100 creates new land use plan requirements

1990
Population 7,705.

November 1992

Metro Charter approved by two-thirds of region's voters, establishes growth management as Metro's primary task and gives Metro's elected Council broad powers, affecting city and county planning programs throughout the region.

1999 and 2000

The State of Oregon adopts its 1999 Highway Plan and Metro adopts its first Regional Transportation Plan (RTP). Population 13,991.

1994

WART (Wilsonville Area Rapid Transit) becomes SMART (South Metro Area Rapid Transit)

1994

Metro adopts the 2040 Growth Concept, its long-range plan to guide the region's growth and development for 50 years. With its adoption Wilsonville joined other cities and counties as active participant in regional planning efforts.

Results of Senate Bill 100

Statewide

- Established the Land Conservation and Development Commission (LCDC)
- Empowered the Commission to adopt Statewide Planning Goals

Requirements for Wilsonville

- Adopt a Comprehensive Plan and implementing ordinances (dominant legal documents directing land use and development) in conformance with the Statewide Planning Goals
- Coordinate plans with affected units of government (now includes Washington County, Clackamas County, and Metro)

CURRENT TRANSPORTATION PLANNING FRAMEWORK



2003 Transportation Systems Plan (TSP)

The City replaced the transportation chapter of its Comprehensive Plan to comply with state mandates, develop transportation standards, address problem areas, revise forecasts (2020 horizon year), and provide transportation planning guidelines for all travel modes.



2006 Bicycle and Pedestrian Master Plan

The City replaced the bicycle and pedestrian chapters of the 2003 TSP with new prioritized project lists providing community and regional connectivity between parks, neighborhoods, schools, and commercial and industrial areas.

2001

2002

2003

2004

2005

2006

2007



2001 Villebois Village Master Plan

A Master Plan was prepared to guide the development of a 480-acre area on the west side of the city into an urban village based on the guiding principles of connectivity, diversity, and sustainability.

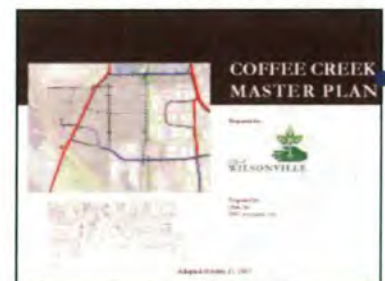
2006 Public Works Standards

Standards were provided for constructing public facilities, including streets, trails, and related infrastructure.



2007 Coffee Creek Master Plan

A Master Plan was prepared to guide development of 220-acre area on north side of city into industrial area.

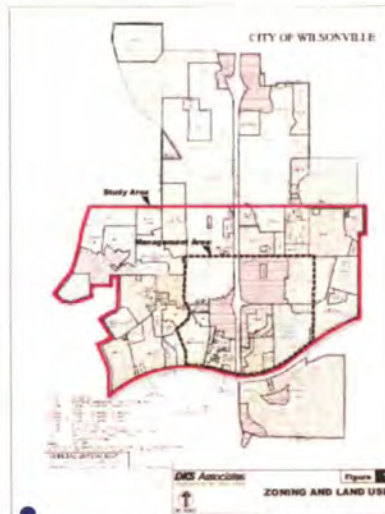
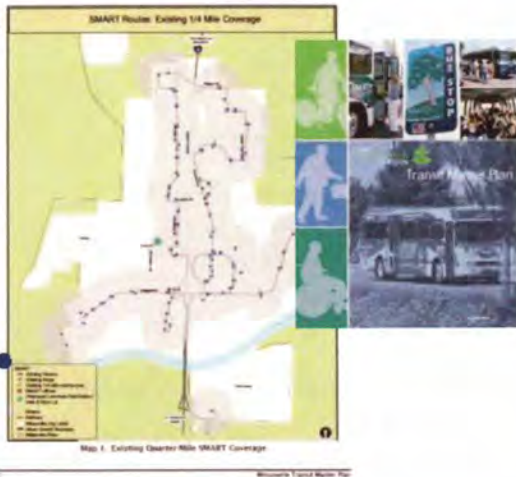


2007 Parks and Recreation Master Plan

The City prepared a plan for achieving a comprehensive and interrelated system of parks, recreation, and natural areas that promote connectivity throughout the city and support the 2006 Bicycle and Pedestrian Master Plan.

2008 Transit Master Plan

The City replaced the transit element of the 2003 TSP with new recommendations to increase and improve transit service and reduce the demand on roads and parking.

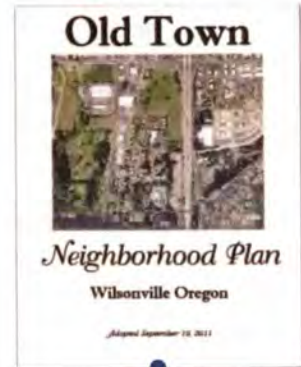


2009 Wilsonville Road Interchange Area Management Plan (IAMP)

A plan was prepared to identify how the City and ODOT will collaborate to improve the I-5 exit (#283) to serve planned growth. Population 17,940.

2011 Old Town Neighborhood Plan

A plan was prepared to ensure Old Town's unique character is maintained and enhanced.



2009
TriMet begins operating its Westside Express Service (WES) commuter rail line, which has its southern terminus at Wilsonville's transit center.

2008

2009

2010

2011

2012

2010 Regional Transportation Plan (RTP) and Regional Transportation Functional Plan (RTFP)

Plans were prepared to provide a long-range blueprint for all modes of transportation throughout Portland region and support Metro's 2040 Growth Concept. The plans identified improvements focused on mobility corridors (e.g., Tigard/Wilsonville) and required compliance by local jurisdictions.

2012 Stormwater Master Plan

The City prepares a stormwater program that supports quality of life and meets regulatory requirements. The plan also includes resources for improved street cross-sections.

2012 Basalt Creek Transportation Refinement Plan

A plan was prepared to refine the major transportation improvements connecting I-5 to Tualatin-Sherwood Road through the unincorporated area to the north to support future development of the Basalt Creek area.



2012 Ice Age Tonquin Trail Master Plan

A plan was prepared to provide information needed to complete and connect 22 miles of trails within and between the cities of Wilsonville, Tualatin, and Sherwood. Approximately half of the 5 miles within Wilsonville City limits have already been completed.



FUTURE TRANSPORTATION GROWTH AND PLANNING NEEDS

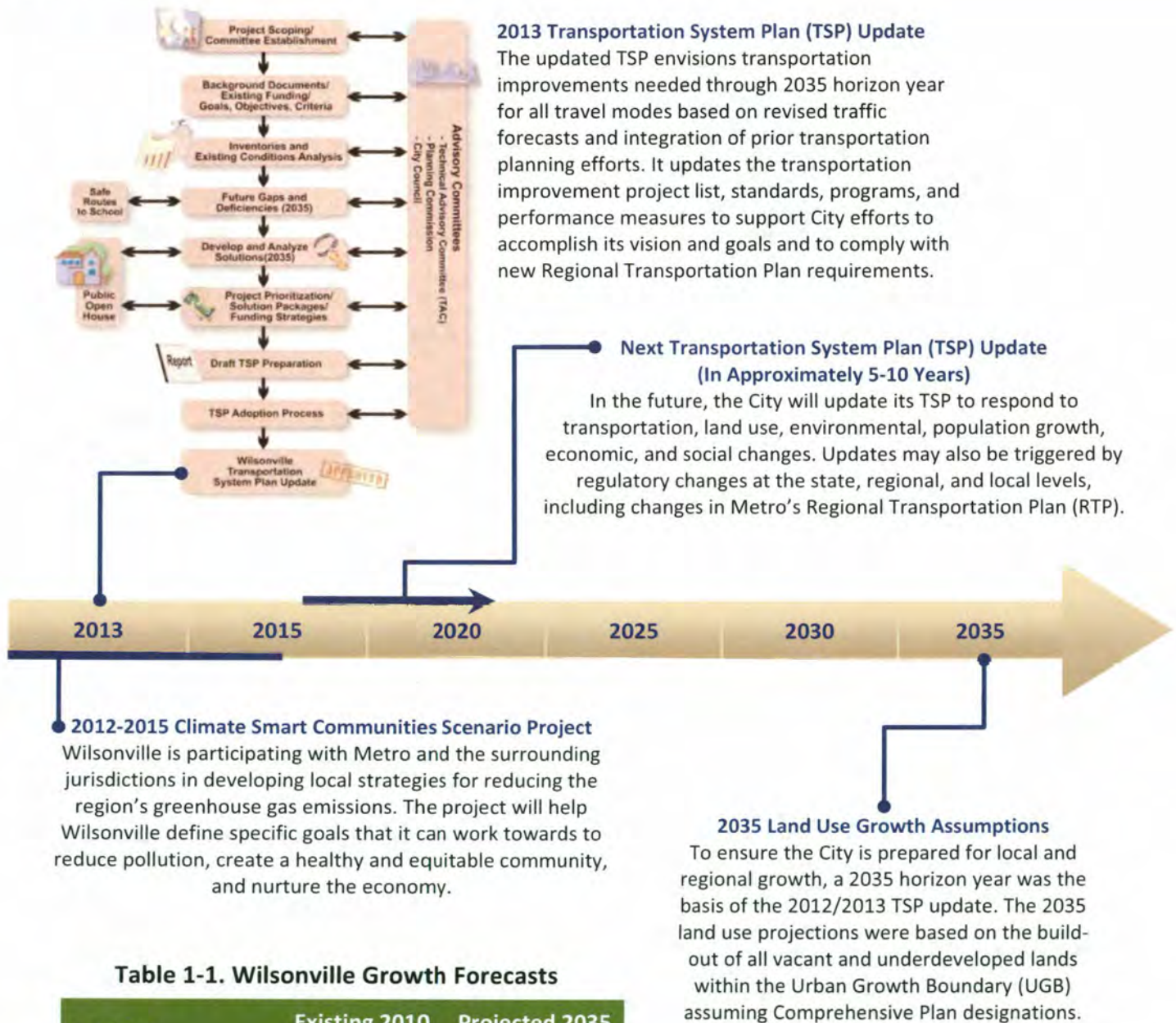


Table 1-1. Wilsonville Growth Forecasts

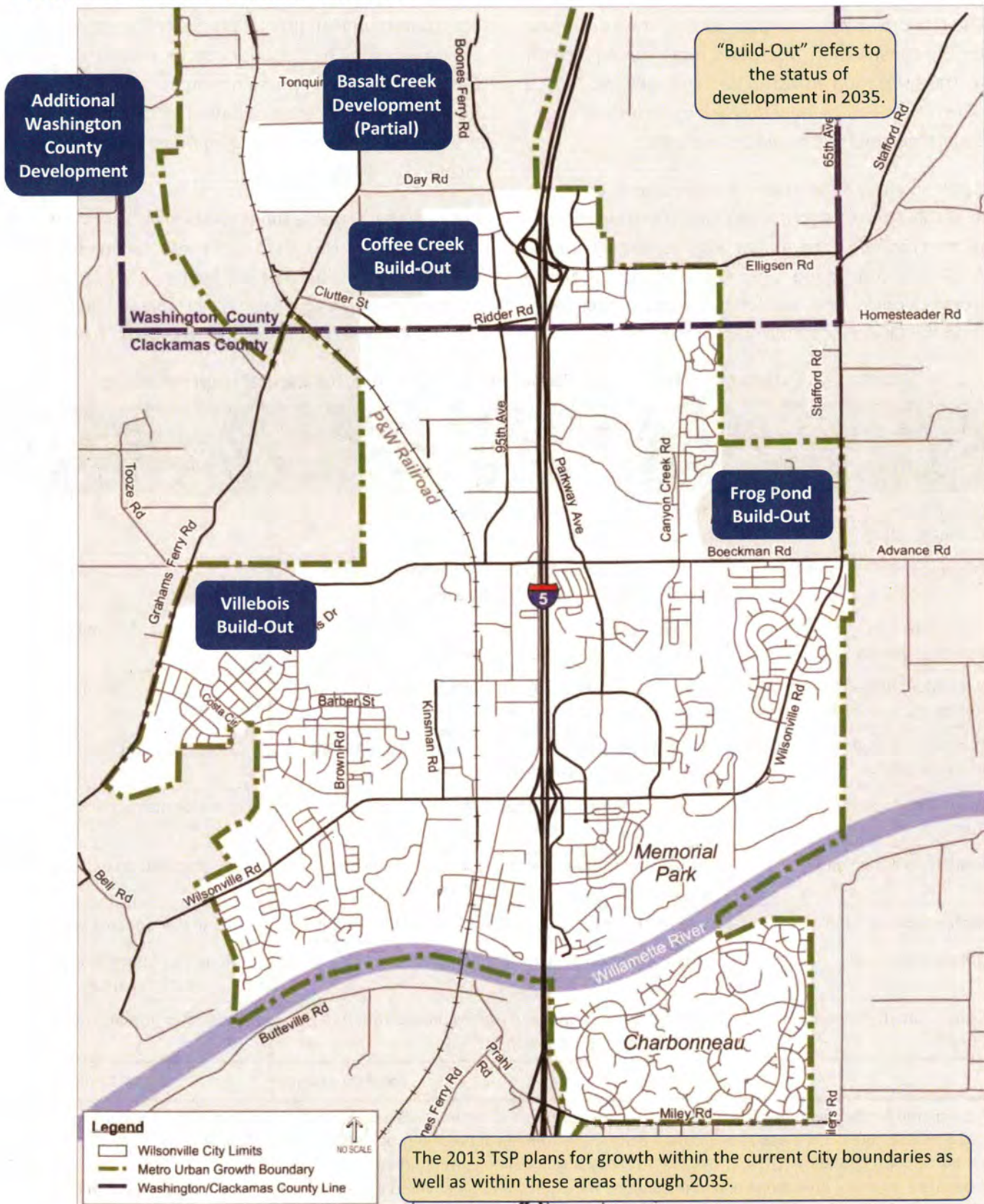
Land Use	Existing 2010 Land Use	Projected 2035 Land Use*
Total Households	8,250	12,750
<u>Employees</u>		
Retail Employees	2,500	3,600
Service Employees	4,900	9,200
Other Employees	11,000	19,050
Total Employees	18,400	31,850

*Note: 2035 land use estimates consistent with Metro forecasts

Wilsonville Growth From 2010 to 2035

- 50% More Households
- 75% More Employees

FIGURE 1-1. 2035 GROWTH AREAS



FUNDING OUTLOOK

The City draws from multiple funding sources to pay for the construction, operation, and maintenance of its transportation infrastructure and services. Table 1-2 lists the sources, how they are used, and what estimated amounts would be available.

Approximately \$104 million is estimated to be available from City sources to fund transportation-related capital improvement projects through 2035. Additional contributions are expected to be available from regional, state, and federal sources to partially fund the City projects included in the Regional

Transportation Plan (RTP). Corresponding estimates are provided in Chapter 5 for specific projects.

Detailed discussion of funding sources and the City's funding outlook by transportation expenditure are provided in the *Existing Funding* memorandum included in the Appendix.

Because the available funds will be insufficient for the City to construct all of its transportation projects (expected to cost at least \$170 million), Wilsonville must choose how to invest its available funding to best meet its needs through the year 2035.

Table 1-2. Estimated City Funding Available through 2035 for Capital Improvements

City Funding Source	Use	Estimated Capital Improvement Funding through 2035 ^a
Street System Development Charges (SDCs)	Capital improvement projects that increase transportation system capacity	\$42 million
Developer Contributions	Exactions related to development impacts, on-site facilities, and half-street frontage improvements	\$30 million
West Side Plan – Urban Renewal District (URD)	Improvements made to reduce blight and attract development within the West Side Plan URD	\$27 million
Year 2000 Plan – Urban Renewal District (URD)	Improvements made to reduce blight and attract development within the Year 2000 Plan URD	\$5 million
Park System Development Charges (SDCs)	Bicycle and pedestrian projects between and through the City parks and the off-street trail system	\$0.7 million
Road Maintenance Regulatory Fund ^b	Major street repairs and reconstruction (including slurry seals and overlays)	None (for maintenance only)
Road Operating Fund ^b	Roadway operations and minor repairs (including signal lights, striping, curbs, gutters, and potholes)	None (focused on operations)
Street Lighting Fund ^b	Ongoing street light maintenance, operations, and infill	None (for ongoing costs)
Transit Fund ^b	Transit operations and programs	None (for operations and maintenance)
Community Development Fund ^b	Planning, engineering, and other administration (e.g., City staff and supply costs)	None (for administration)
Total City Funds		\$104.7 million

^a Estimated funding amounts are planning-level approximations based on review of past ten years of City projects and budget estimates. They assume current fee structures remain in place through 2035 as all vacant land within the City's urban growth boundary (UGB) is developed. They also assume current urban renewal plans.

^b Because roadway operations and maintenance are expected to be covered by related funds, no contributions from these funds are assumed to be available for capital improvements.

The Vision

Chapter 2



As Wilsonville grows, it will be essential for the community to work collaboratively toward a shared vision. Understanding the goals, and specific steps to achieve them, is the best and most cost-effective way to create a beautiful, functional transportation system.

To guide Wilsonville's transportation planning and investment decisions, the community has developed a new vision statement, transportation goals, policies, and implementation measures.

WILSONVILLE'S TRANSPORTATION VISION

Wilsonville's coordinated multimodal transportation system is strategically designed and collaboratively built. Our system provides mode and route choices, delivering safe and convenient local accessibility to assure that Wilsonville retains its high levels of quality of life and economic health. Neighborhoods, employment centers, schools, shopping, and parks are connected by a network of streets and pathways that give residents options to easily get around town.

Our local accessibility is further enhanced through arterial connectivity with our neighboring communities, thereby providing excellent intercity and interstate mobility serving our residential and business needs. The system is designed, built and maintained to be cost effective and to maximize the efficient utilization of public and private funding.

Wilsonville envisions a transportation system that is . . .

- *Strategically designed,*
- *Collaboratively built,*
- *Safe,*
- *Convenient, and*
- *Cost effective.*

The result will be . . .

- *Mode and route choices,*
- *Quality of life,*
- *Economic health,*
- *Neighborhood connectivity, and*
- *Mobility.*



TRANSPORTATION GOALS

The City of Wilsonville is responsible for managing a transportation system that efficiently and effectively transports people and goods within the city. This system should support the quality of life of residents and the economic vitality of businesses.

The City can best fulfill its responsibilities by working collaboratively with local and regional partners in developing a transportation system that achieves its seven goals, listed in Table 2-1.



Wilsonville Road's landscaping and streetscape provides an attractive environment for all users.

Table 2-1. Wilsonville's Transportation Goals

Goals	Description
1 Safe	Follow current safety practices for design, operations, and maintenance of transportation facilities.
2 Connected and Accessible	Provide all users with access to integrated facilities and services that connect Wilsonville's neighborhoods, parks, schools, employment centers, and retail areas to each other and to the surrounding region.
3 Functional and Reliable	Provide, manage, and maintain sufficient transportation infrastructure and services throughout Wilsonville to ensure functional and reliable multimodal and freight operations as development occurs.
4 Cost Effective	Utilize diverse and stable funding sources to implement transportation solutions that provide the greatest benefit to Wilsonville residents and businesses, while mitigating impacts to the city's social, economic, and environmental resources.
5 Compatible	Develop and manage a transportation system that is consistent with the City's Comprehensive Plan and coordinates with other local, regional, and state jurisdictions.
6 Robust	Encourage and support the availability of a variety of transportation choices for moving people and goods.
7 Promotes Livability	Design and construct transportation facilities in a manner that enhances the livability of Wilsonville and health of its residents.

POLICIES AND IMPLEMENTATION MEASURES

Wilsonville's transportation policies serve as a blueprint for the City's investment in its transportation system. These policies cover a variety of areas, including how the system is designed, constructed, operated, and maintained.

The following policies all support the seven Transportation Goals. Each of the policy statements are supported by implementation measures that will guide City actions related to the development code, capital project investment, and other investments.

System Design

Policy 1. Provide a safe, well-connected, and efficient system of streets and supporting infrastructure for all travel modes.

POLICY AREAS

- **System Design** (Policies 1-9)
- **Connectivity** (Policy 10)
- **Transportation System Management** (Policies 11-14)
- **Land Development Coordination** (Policies 15-16)
- **Agency Coordination** (Policies 17-21)
- **Goods Movement** (Policies 22-28)
- **Public Transit** (Policies 29-36)
- **Active Transportation: Pedestrians and Bicyclists** (Policies 37-42)
- **Interchange Management Areas** (Policy 43)
- **Transportation Funding** (Policies 44-46)

RELATIONSHIP OF POLICIES AND IMPLEMENTATION MEASURES

The City's policies support its seven Transportation Goals. Each policy statement may be supported by several implementation measures that will guide City actions relative to the development code, capital project investment, and other investments. Specific implementation measures, requirements, or standards will be included either in the TSP, the Development Code, Public Works Standards, or other implementing documents.

Implementation Measure (Policy 1):

- 1.a. *Create a comprehensive signage and wayfinding system to assist all modes of transportation with navigating around the community.*

Policy 2. Develop and maintain a transportation system that balances land use and transportation needs in a manner that enhances the livability and economic vitality of the city.

Implementation Measures (Policy 2):

- 2.a. *Establish and maintain design standards for each arterial and collector street, in accordance with the Functional Street Classification System.*
- 2.b. *Refine the conceptual location of proposed new major streets identified in the TSP based on detailed engineering specifications, design considerations, and consideration of local impacts.*
- 2.c. *Evaluate the alignment and design of local streets on a project-by-project basis in coordination with the overall purposes of the TSP.*
- 2.d. *Dedicate all arterial and collector streets as public streets.*

- Policy 3. Support the use of alternative fuels by providing, or encouraging the provision of, needed infrastructure.

Implementation Measure (Policy 3):

- 3.a. *Facilitate private sector exploration of alternative fuel technologies, including shared use of compressed natural gas fueling stations, and electric vehicle charging stations.*

- Policy 4. Provide a robust transportation system that provides all members of the community access to multiple travel mode choices.

Implementation Measures (Policy 4):

- 4.a. *Provide pedestrian and bicycle connections between residential neighborhoods and major commercial, industrial, and recreational activity centers throughout the city, as shown in the Bicycle and Pedestrian Master Plan. Coordinate the system of pathways planned by adjacent jurisdictions to allow for regional travel.*
- 4.b. *Fill gaps in the existing sidewalk and off-street pathway systems to create a continuous network of safe and accessible bicycle and pedestrian facilities.*

- Policy 5. Design and manage the city street system to meet Level of Service (LOS) standard D. As may be approved by the City Council, possible exceptions to the LOS D standard are a change to LOS E on Boones Ferry Road and/or Elligsen Road, and on Wilsonville Road between and including the intersections with Boones Ferry Road and Town Center Loop West. Other capacity improvements intended to allow continued development without exceeding LOS E may also be approved by the City Council.

- Policy 6. Evaluate, minimize, and balance the environmental impacts of new transportation projects.

- Policy 7. Design the transportation system to be multifunctional by integrating stormwater management into the design of transportation facilities, as described in the Stormwater Master Plan.

- Policy 8. Consider the needs of traditionally underserved citizens when planning and designing the transportation system, and identify targets and improvements to meet the specific needs of these populations.

- Policy 9. Enhance transportation connections and choices in and between all parts of the city as a means for preserving the function and capacity of the existing system.



The recent Fred Meyer near the I-5/Wilsonville Road Interchange provides two electric vehicle charging stations for patrons to use for free to charge their vehicles while shopping.

Connectivity

Policy 10. Add system connections for all modes throughout the city's transportation system to improve access between neighborhoods, serve new development, and manage system performance.

Implementation Measures (Policy 10):

- 10.a. *Promote the concept of a "walkable neighborhood" when advising developers and other agencies to ensure that logical connections are made to activity centers (e.g., schools, retail, and parks), and that such destinations can be reached on foot or by bicycle.*
- 10.b. *Where street connections are not possible, provide bicycle and pedestrian linkages to connect neighborhoods with each other and with surrounding destinations, except if prevented by physical barriers.*
- 10.c. *Where streets lack pedestrian and bicycle facilities, explore opportunities to fill these gaps.*



A meandering sidewalk along Barber Street adjacent to the SMART Central at Wilsonville Station transit center supports connectivity by providing a safe and comfortable pedestrian environment with connections to transit.

Transportation System Management

Policy 11. Manage the transportation system to improve reliability and maximize efficient use of existing facilities.

Implementation Measures (Policy 11):

- 11.a. *Continue to implement Transportation Demand Management measures through South Metro Area Regional Transit's SMART Options Program.*
 - 11.b. *Manage access to improve safety and mobility in the city by applying access spacing standards, limiting access on arterials and at key identified intersections, and by preparing access management plans for interchanges.*
- Policy 12. Implement Intelligent Transportation System (ITS) improvements as identified in the Clackamas County ITS Plan.
- Policy 13. Coordinate with Clackamas County, Washington County, and the Oregon Department of Transportation to implement system management and operations strategies on arterials and highways.
- Policy 14. On- and off-street parking facilities are part of the transportation system, and will be managed and regulated to ensure sufficient parking is provided, maximize efficiency, minimize impacts to traffic in the right-of-way, and reduce environmental impacts. Over time as new development is planned in the Town Center area and the Westside Express Service (WES) commuter rail station area, the City will work with property owners to prepare parking management plans that manage supply and demand for parking areas.

Land Development Coordination

Policy 15. Review all land use/development proposals for consistency with the TSP.

Implementation Measures (Policy 15):

- 15.a. *The City may approve local private streets through the Planned Development process, provided that adequate emergency access is available and that proper maintenance by private entities is ensured.*
- 15.b. *Any proposed change to the Comprehensive Plan or Zoning Maps that would result in additional trips above that allowed under the City's concurrency policies may be denied unless mitigation measures are identified and provided.*
- 15.c. *Consider only improvements listed in the Financially Constrained funding scenario of the Regional Transportation Plan, and/or in the City's Capital Improvement Plan (CIP), in determining the planned capacity, function and level of service of transportation facilities and services.*
- 15.d. *The Development Review Board or City Council may approve specific street design and alignment modifications through the planned development process. Such modifications shall be made in consideration of existing traffic volumes and the cumulative traffic generation potential of the land uses being developed.*

Policy 16. Ensure new development and redevelopment provide connections to transit streets and facilities, providing protected street crossings, and bus stop amenities, if needed.

Villebois Village is the region's largest residential development and provides a variety of housing choices in a dense setting with wide open spaces, parks, and trails. It is located just west of the SMART Central transit center and WES Commuter Rail station .



Old Town Square, located near the I-5/Wilsonville Road interchange, provides a well-connected network of sidewalks and crosswalks and accommodates SMART Transit Route 4, which loops through the site.

"Connectivity is something I think is important within our transportation system. Having our schools not only connected to our neighborhoods, but neighborhoods connected to neighborhoods, and neighborhoods connected to retail and employment centers."

*Marta McGuire
Planning Commission*

Agency Coordination

Policy 17. Collaborate with the State, Metro, Clackamas and Washington Counties, and adjacent jurisdictions and transit agencies to develop and implement a Regional Transportation Plan that is complementary to and supportive of the City's Plan while addressing regional concerns. The City expects a reciprocal commitment from the other agencies. This policy recognizes that there is a need for a collective and cooperative commitment from all affected agencies to solve existing and future transportation problems. The City will do its part to minimize transportation conflicts, but it must also have the support of County, regional, State and Federal agencies to effectively implement this Plan.

Implementation Measure (Policy 17):

17.a. *Advocate for the State, Metro, and Counties to improve regional transportation facilities which, due to inadequate carrying capacities, limits implementation of the City's Transportation Plan.*

Policy 18. Work with ODOT, Metro, TriMet, Cherriots, and neighboring communities to maintain the capacity of I-5 through a variety of techniques, including requirements for concurrency, transit connections, continued development of a local street network within and connecting cities along I-5, access management, and completion of targeted improvements on I-5 such as auxiliary lanes, improvements at interchanges, etc.

Policy 19. Actively encourage the Federal Highway Administration, Federal Transit Administration, Oregon Department of Transportation, Clackamas and Washington Counties, Metro, TriMet, and Cherriots to improve regional transportation facilities and services.

Implementation Measure (Policy 19):

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

19.b. *Seek support from regional partners to construct connections that improve bicycle, pedestrian, and emergency vehicle access across the Willamette River.*

19.c. *Collaborate with Metro and surrounding jurisdictions to plan, and advocate for completion of, trails that link Wilsonville with neighboring jurisdictions as identified on the Regional Trails System Plan Map.*

Policy 20. Work with neighboring jurisdictions to plan, fund, and implement a phased transportation network that serves southwest employment area growth while reserving I-5 interchange capacity for access to and from Wilsonville destinations.

Policy 21. Recognize the Aurora State Airport as a component of the state's transportation system and an economic asset to Wilsonville, while advocating that any expansion of the airport consider potential impacts (e.g., noise, pollution, and safety) to Wilsonville neighborhoods, area roadways, I-5 interchanges, agricultural operations, and the environment.

Goods Movement

- Policy 22. Provide an adequate motor vehicle system that serves commercial vehicle/truck traffic to and from the land uses they serve.
- Policy 23. Consider the requirements for truck movement when designing all improvements in the public right of way on designated truck routes. Requirements include turn radii, sight distance, lane widths, turn pocket lengths, and pavement design.



Located along Interstate-5 just south of the Interstate-205 junction, Wilsonville is ideally situated as a freight hub in the region. The city is home to multiple distribution, manufacturing, and warehouse facilities.

- Policy 24. Ensure that the needs of other transportation users are considered in the design and construction of freight improvements. Improvements that reduce freight vehicle impacts to bicyclists and pedestrians (particularly along identified bikeways and walkways) will be considered, including buffered bike lanes, enhanced pedestrian crossings, and other safety improvements.
- Policy 25. Maintain access to the Willamette River so that the river may be used for transportation purposes in the future. Acquire or improve access to Willamette River for public docking purposes and consider the potential development of a new port or ports.
- Policy 26. Assist with efforts to improve the viability of the railroad for freight.
- Policy 27. Upgrade and/or complete the street network on the west side of I-5, including in the Coffee Creek and Basalt Creek areas, to serve the warehousing, distribution, and other industrial uses located there.
- Policy 28. Coordinate with adjacent jurisdictions and the freight community to ensure that regional freight traffic is directed only toward the city's freight routes.

"A number of the companies that operate here in Wilsonville export outside the United States . . . that's why it is so important that we get to market as effectively and efficiently as possible as we can, but at the same time, our goal is to make it so transparent that the local residents are aware of it, but don't really have to deal with it."

*Ray Phelps
Planning Commission*

Public Transit

Policy 29. Increase public awareness of transit and other transportation options, such as walking and bicycling, so that individuals can make informed decisions.

Policy 30. Provide transit service which is coordinated, convenient, comfortable, and safe.

Implementation Measures (Policy 30):

- 30.a. *Maintain transit service and expand as necessary to meet the demands of a growing population and employment base in Wilsonville.*
- 30.b. *Perform ongoing transit service updates, based on demand and available financial resources. Service updates will be considered following major roadway improvements, pedestrian and bicycle system completion, and master planned, or other major, development.*
- 30.c. *Construct transit stop amenities and implement technology improvements, as funding is available. Prioritize improvements in activity centers and when they can be constructed in coordination with land use development.*

Policy 31. Create a sense of community ownership of the transit system by encouraging citizen involvement in the planning and development of transit facilities and services.

Policy 32. Develop a process for responding to public feedback regarding transit services, including additional service requests, bus routing, and transit stop amenities.

Policy 33. Guided by a transit-specific public feedback process, provide transit routes throughout the city so that transit stops are located within one-quarter mile walking distance from residents and businesses.

Policy 34. Establish a Transit Advisory Board comprised of interested stakeholders, including residents and employers, to guide future planning and decision-making regarding transit service.

Policy 35. Strive to improve air quality and traffic congestion by increasing transit efficiency, promoting transportation options, and implementing transportation system management.

Policy 36. Coordinate with other transit districts, including TriMet and Cherriots, to strengthen the efficiency and performance of the Wilsonville transit network.

Implementation Measures (Policy 36):

- 36.a. *Advocate for TriMet to provide full day and Saturday service for its Westside Express Service (WES) commuter rail.*
- 36.b. *Advocate for the extension of WES to Salem.*



Wilsonville's transit center, SMART Central at Wilsonville Station, is located at the corner of Baber Street and Kinsman Road. It is SMART's main transportation hub and includes a 400-stall park-and-ride lot, twelve bus bays, an operator break room, public restrooms, shelters, and a clock tower with security cameras. It also shares the site with TriMet's Westside Express Service (WES) commuter rail station. Wilsonville is WES's southern terminus.

Active Transportation: Pedestrians and Bicyclists

Policy 37. Provide facilities that allow more people to walk and bike, not only as low-impact transportation choices, but also to benefit the health and economy of the community.

Implementation Measures (Policy 37):

- 37.a. *Encourage a balance between housing, employment, and commercial activities within the city so more people desire to live and work within Wilsonville, thereby reducing cross-jurisdictional commuting.*
- 37.b. *Increase densities and intensities of development in or near the Town Center area and in other locations where a multimodal transportation system can meet those needs.*
- 37.c. *Continue use of the Planned Development/Master Plan process to encourage developments that make it more convenient for people to use transit, walk, bicycle, and to drive less to meet daily needs.*
- 37.d. *Provide more and better options for travel between both sides of the freeway, the railroad, and the Willamette River.*
- 37.e. *Assist with efforts to improve the viability of rail for passenger service.*



Bike lockers at the SMART Central at Wilsonville Station transit center provide secure storage for transit riders who use their bikes to complete a leg of their trip.



Pedestrians enjoy a casual stroll around the Villebois Sunday Market. The market uses Villebois Drive, which functions as a street when not being used for the market.

- 37.f. *Consider reducing parking requirements where it can be shown that transit and/or bicycle pedestrian access will reduce vehicular trips.*
- 37.g. *Require new development to include sufficient and convenient bicycle parking, and encourage improvements to bicycle parking facilities throughout the community. Allow a range of bicycle parking solutions to address the specific needs of different users.*
- 37.h. *Construct stand-alone improvements to fill key gaps in the pedestrian and bicycle network, including Safe Routes to School projects and connections to transit stops, prioritizing low-cost and safety-related projects.*
- 37.i. *Improve the quality of the pedestrian environment by ensuring new public and private development meets a pedestrian quality standard that encourages walking for short trips and is fitting for the specific location.*

Policy 38. Establish a Pedestrian and Bicycle Advisory Board comprised of interested stakeholders, including residents and employers, to guide future planning and decision-making regarding pedestrian and bicycle facilities.



Bicyclists riding north on Brown Road approach the Barber Street roundabout as they enter Villebois Village.

- Policy 39. Improve and expand pedestrian and bicycle facilities throughout the community, with a focus on improved connectivity within the city and with the Regional bicycle and trails systems.
- Policy 40. Ensure that pedestrian and bicycle networks provide direct connections between major activity centers (e.g., civic, recreation, employment, and retail centers) and minimize conflicts with other modes of transportation.
- Policy 41. The planning, design, and construction of transportation projects should maintain or improve the accessibility and quality of existing and planned pedestrian and bicycle facilities.
- Policy 42. Provide more enhanced pedestrian crossings (which may include pedestrian flashers, a median refuge, or other treatments) as a way to improve safety and connectivity in Wilsonville's transportation system.
- Policy 43. Develop more transportation options within the city, increasing transportation demand management programming and improving walking, biking, and transit facilities.

Interchange Management Areas

Policy 44. Provide for an adequate system of local roads and streets for access and circulation within I-5 Interchange Management Areas (IMAs) that minimize local traffic through the interchanges and on the interchange cross roads.

Implementation Measures for I-5/Wilsonville Road IMA, subject to Interchange Area Master Plan (IAMP) (Policy 43) :

- 44.a. *Require future development to plan for and develop local roadway connections consistent with the I-5/Wilsonville Road IAMP as part of the development permit approval process.*
- 44.b. *Require bicycle and pedestrian connections within the IMA for new development consistent with the City's Bicycle and Pedestrian Plan.*
- 44.c. *Implement system operational improvements, including signal synchronization, transportation demand management measures and incident management within the vicinity of the interchange to maximize the efficiency of the local street network and minimize the impact of local traffic on the interchange.*



The Interstate-5/Wilsonville Road interchange serves as a key regional connection while also providing connectivity between east and west Wilsonville.

- 44.d. *The City will require future development to adhere to access management spacing standards for private and public approaches on statewide highways as adopted in the Wilsonville Road IAMP.*
- 44.e. *The City will approve development proposals in the I-5/Wilsonville Road IMA only after it is demonstrated that proposed access and local circulation are consistent with the Access Management Plan in the I-5/Wilsonville Road IAMP.*
- 44.f. *Ensure that future changes to the planned land use system are consistent with protecting the long-term function of the interchange and the surface street system.*
- 44.g. *Any proposed change to the Comprehensive Plan Map or existing zoning that would result in additional trips above that allowed under the current zoning and assumed in the I-5/Wilsonville Road IAMP must include a review of transportation impacts consistent with OAR 660-12-0060.*
- 44.h. *The City will provide notice to ODOT for any land use actions proposed within the I-5/Wilsonville Road IAMP Overlay Zone.*
- 44.i. *Eliminate or consolidate accesses on Wilsonville Road within one-quarter mile of the I-5 interchange as opportunities arise. Specific access management deficiencies were identified as part of the I-5/Wilsonville Road Interchange Area Management Plan (IAMP).*

Implementation Measures for I-5/Elligsen Road Interchange (no adopted IAMP) (Policy 43 continued):

- 44.j. *The City will require future development to adhere to access management spacing standards for private and public approaches on statewide highways as required by the Oregon Highway Plan.*
- 44.k. *Ensure that future changes to the planned land use system are consistent with protecting the long-term function of the interchange and the surface street system.*
- 44.l. *Bicycle and pedestrian connections within the Interchange Area will be required for new development consistent with the City's Bicycle and Pedestrian Plan.*
- 44.m. *System operational improvements, including signal synchronization, transportation demand management measures and incident management shall be implemented within the vicinity of the interchange to maximize the efficiency of the local street network and minimize the impact of local traffic on the interchange.*
- 44.n. *Eliminate or consolidate accesses on Elligsen Road and Boones Ferry Road within one-quarter mile of the I-5 interchange as opportunities arise.*

"One of Wilsonville's strengths is location with it's easy access to I-5. Almost any point in town is within easy access to one of the interchanges. Preserving the capacity of two interchange will be important for the City's future."

*Katie Mangle
Long Range Planning Manager*

Transportation Funding

Policy 45. Require each individual development to provide all collector and local streets, unless the benefit to the entire community warrants public participation in funding those collector streets.

Policy 46. The City will plan, schedule, and coordinate implementation of all transportation system improvements through the on-going five-year Capital Improvements Plan. A priority is given to eliminating existing gaps and deficiencies and in upgrading the structural quality of the existing arterial system.

Implementation Measures (Policy 45):

46.a. *The City shall coordinate routine and necessary maintenance with the appropriate State or County agencies.*

46.b. *The City shall pursue grants and other funding resources to assist the City with constructing infrastructure improvements, buying new transit buses, and making other transportation investments.*



SMART Transit's 21-passenger compressed natural gas (CNG) buses offer a clean burning fuel alternative to traditional diesel buses.

46.c. *To ensure development of an adequate transportation system, the City shall collect a System Development Charge as development occurs. Funds collected shall be allocated through the Capital Improvements Plan as needed to provide capacity service.*

Policy 47. Maintain a transportation financing program for the construction and implementation of transportation facilities, improvements, and services necessary to support the TSP, the Transit Master Plan, and the Bicycle and Pedestrian Plan. This program should be resourceful and innovative to ensure the City can make key transportation investments. Revenue sources may include public/private partnerships, Local Improvement Districts (LIDs), grants, etc.



A family rides bikes together on Canyon Creek Road.



Looking southwest towards farmland and forests beyond Metro's urban growth boundary as Interstate 5's Boone Bridge and Portland and Western's Oregon Electric line railroad bridge cross the Willamette River. Wilsonville is Metro's southernmost city and provides an important connection to the rest of the Willamette Valley.

"Our city is great. We have done an excellent job in planning this community and being thoughtful, and maintaining that. But it is also important to look into the future and how we may grow and plan for that and find out what things continue to be a priority for our community."

*Marta McGuire
Planning Commission*

The Standards

Chapter 3



Wilsonville's transportation standards ensure the city develops consistent with its vision of supporting a multimodal transportation system that is strategically designed for optimum community function and benefit. A street's design determines how it will look and function. How a street looks and functions is ultimately dependent upon which street elements are included, their dimensions, and how they relate to each other.

The standards are intended to ensure appropriate design and create a consistent approach throughout the city as development and redevelopment occurs. Since the design of a street is so closely tied to how it performs and how people experience the city, it is important for Wilsonville to carefully consider how it wants its streets to look and function and then to design them accordingly.

OTHER CITY DOCUMENTS WITH TRANSPORTATION STANDARDS

The transportation standards in this chapter cover a variety of areas that help inform other City documents:

- Standard Detail Drawings
- Public Works Standards
- Planning and Land Development Ordinance

Standards support the vision of a multimodal transportation system that is . . .

- *Strategically designed and*
- *Collaboratively built,*

Resulting in . . .

- *Mode and route choices,*
- *Safe and convenient local accessibility, and*
- *Quality of life and economic health.*



HOW STANDARDS BENEFIT THE TRANSPORTATION SYSTEM

The transportation standards included in this chapter support the City's management of an effective multimodal transportation system:

- **Functional Classifications** provide a hierarchy for managing public roadways practically and cost effectively. They provide a framework for identifying which street elements to include in a street's design.
- **Connectivity and Facility Spacing Standards** ensure that direct routes and travel options are available for all transportation users.
- **Freight Routes** connect the city's industrial and commercial sites with I-5 and other regional facilities and improve the coordination between freight and other travel modes.
- **Bicycle Routes** connect neighborhoods, schools, parks, community centers, business districts, and natural resource areas to support bicycle travel by residents of varying physical capabilities, ages, and skill levels.
- **Cross-Section Standards** provide guidance for selecting and sizing various design elements to serve intended users' needs.
- **Access Management** balances the transportation system's need to provide safe, efficient, and timely travel with the need to allow access to individual properties.

Looking north at Boones Ferry Road north of Day Road. Washington County recently received jurisdiction of this roadway from ODOT and will be constructing improvements that include roadway widening, bike lanes, and sidewalks.

ROADWAY JURISDICTION

A roadway's jurisdiction affects who will have the ultimate authority over improvements and what standards apply. In the Wilsonville vicinity, there are four agencies with jurisdiction:

- **City of Wilsonville** has the majority of roadways within City limits.
- **Washington County** roadways are on the outskirts to the north of the city.
- **Clackamas County** roadways are on the outskirts to the east, west, and south of the city.
- **ODOT** has jurisdiction of Interstate-5, the corresponding interchange ramps, the portions of Elligsen Road and Boones Ferry Road between the Parkway Avenue and Day Road, and Wilsonville Road between Town Center Loop West and Boones Ferry Road.

As the City expands, it is expected that the county roadways in the immediate vicinity of the city will transfer jurisdictions to the City of Wilsonville. These roadways include Stafford Road, Advance Road, Elligsen Road, Frog Pond Lane, Clutter Street, and Grahams Ferry Road.





FUNCTIONAL CLASSIFICATION

The City's street functional classification system is an important tool for managing public roadways. It is based on a hierarchical system of roads (see diagram at right) where streets with a higher classification, such as arterial streets, emphasize a higher level of mobility for through-movement. They look and function very differently than a street with a lower classification, such as local streets, which emphasize the land access function.

Wilsonville has four functional classes:

- **Major Arterials** primarily connect the I-5 interchanges with major activity centers (i.e., Town Center and Argyle Square) but also include the key connections requiring additional travel lanes (i.e., Boeckman Road bridge over I-5 and Stafford Road). They generally have four or more travel lanes, bicycle lanes, and limited access (preferably connecting with minor arterials).
- **Minor Arterials** serve as the direct connections through town and usually do not penetrate identifiable neighborhoods. They generally have two or three travel lanes, bicycle lanes, and consolidated access to larger developed areas and neighborhoods.
- **Collectors** provide traffic circulation within residential, commercial, and industrial areas and serve to funnel traffic from neighborhoods to the arterial street network. They have two or three travel lanes, bicycle lanes, optional on-street parking, and minor access restrictions.
- **Local Streets** are located within residential, commercial, and industrial areas and discourage through movement. They allow on-street parking and ensure that every parcel is accessible for all modes.

The roadway classifications throughout the city are shown in Figure 3-2. These classifications provide a vision of how these roadways should be designed and constructed as improvements are made.

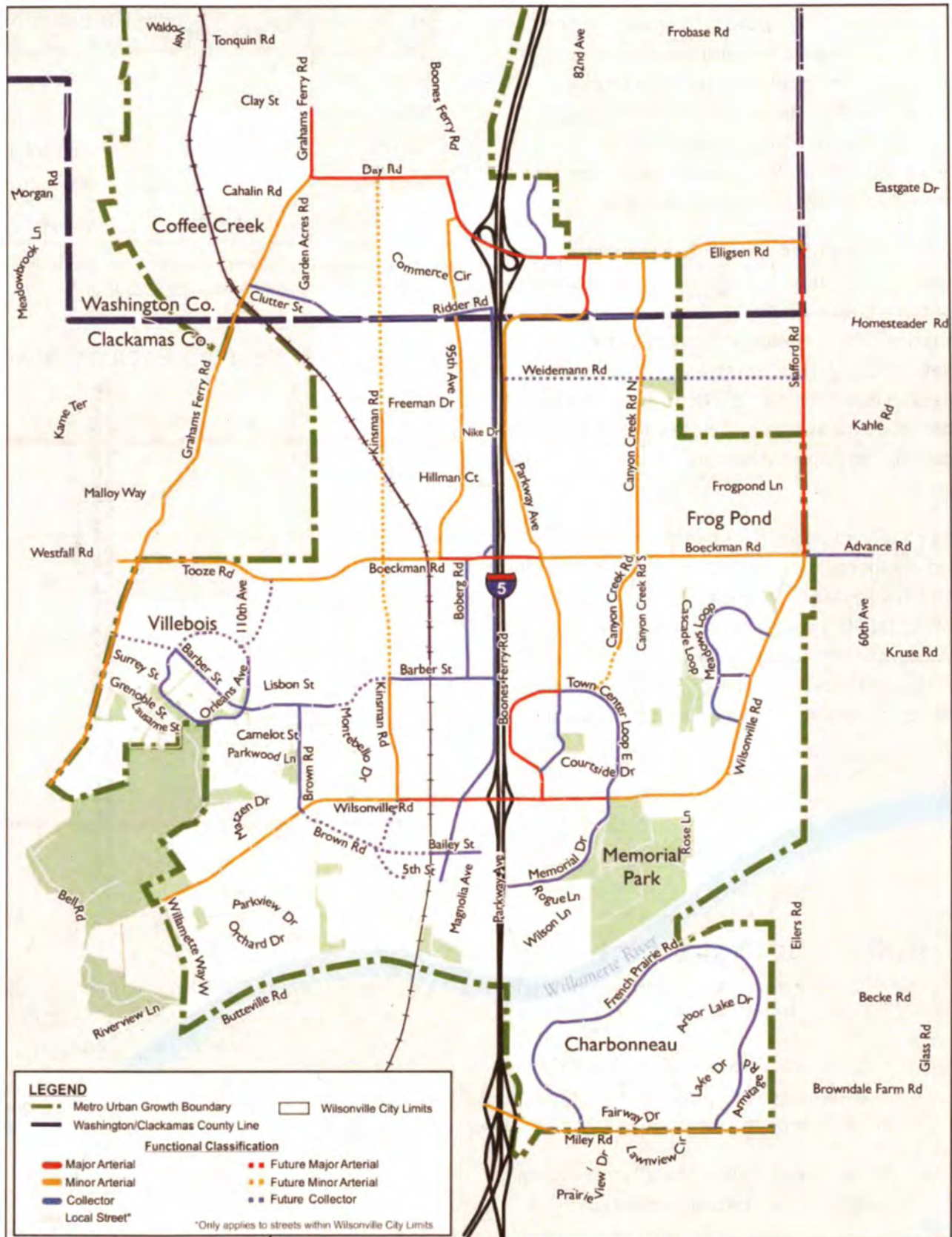


FUNCTIONAL CLASSIFICATION AS A FRAMEWORK FOR STANDARDS

Functional classification provides a helpful framework for managing the City's transportation system and supporting the following standards:

- **Connectivity and Spacing Standards** indicate how far apart roadways of different functional classifications should be spaced to ensure a balanced approach to mobility and land access throughout the city.
- **Freight Routes and Transit Streets** primarily use higher classification roads to serve freight and/or transit vehicles due to the wider cross-sections and greater focus on mobility.
- **Cross-Section Standards** vary by functional classification to meet user needs. However, functional class is not the only factor in determining street design.
- **Access Management Standards** are more stringent for higher class roadways, which are intended to emphasize mobility.

FIGURE 3-2. FUNCTIONAL CLASS DESIGNATIONS



CONNECTIVITY AND SPACING

One of Wilsonville's goals is to improve connectivity by constructing parallel facilities spaced at regular intervals throughout the city. These facilities provide multiple alternatives and more direct routes between both local and regional destinations, including neighborhoods, parks, schools, employment centers, and retail areas.

Table 3-1 lists the desired spacing of each facility type throughout Wilsonville to ensure a high level of connectivity. Figure 3-3 illustrates the desired spacing for the arterial and collector street network. Deviations to these guidelines may be needed in locations where there are significant barriers, such as topography, rail lines, freeways, existing development, and the presence of natural areas.

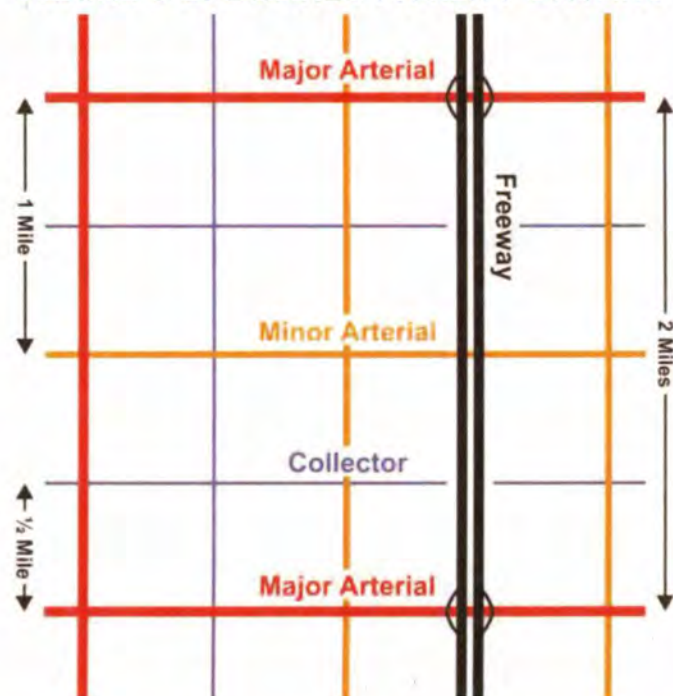
Bicyclists and pedestrians benefit the most from closely spaced facilities because they are the most affected by distance. By providing walking and biking facilities spaced less than 300 feet apart, Wilsonville will support walking and biking use within and between its neighborhoods. In addition, these connections can improve access to transit.

Table 3-1. Facility Spacing Guidelines

Facility Type	Desired Spacing ^a
Major Arterial	1 - 2 mi
Minor Arterial	1 mi
Collector	1/4 - 1/2 mi
Local Street	300 - 500 ft
Bicycle and Pedestrian Facilities	300 ft

^a Desired Spacing refers to distance between facilities with same or higher functional classification.

FIGURE 3-3. DESIRED FACILITY SPACING



BENEFITS OF CONNECTIVITY

Connectivity provides all transportation system users with multiple benefits:

- Increased mobility by distributing traffic over multiple connected streets rather than forcing all traffic onto the City's arterial street system
- More equitable access for all businesses and neighborhoods throughout the city
- Improved walking, biking, and transit use due to more direct connections and less out of direction travel between neighborhoods, schools, transit stops, retail centers, employment centers, and recreational areas
- Reduction in short auto trips between adjacent neighborhoods and land uses



Villebois Village Master Plan was designed to provide a high level of connectivity for all travel modes using short blocks arranged in a grid pattern, numerous pathways, and a diversity of land use.

"Connectivity is important because you want to be able to have options for how you move through your community. I don't personally always want to drive my car places, especially when I have my children with me. I want us to get out and be active and to be able to bike to the store. We have stores that are really close to us, but it's not always safe and convenient for us to ride our bike there. Which is why having bike lanes and sidewalks that are designed to accommodate these other options are critical to enhance our livability."

*Marta McGuire
Planning Commission*

FREIGHT ROUTES

Wilsonville's freight routes connect the city's industrial and commercial sites with I-5 and other regional facilities. Figure 3-4 identifies the City's freight routes, which include truck routes, railroads, and waterways. Improvement projects should be coordinated to facilitate freight needs while balancing the needs of other users.

Some of the key truck routes that provide important truck connections to Washington County include Boones Ferry Road, Kinsman Road, and Tonquin Road. In addition, the Portland and Western Railroad runs through Wilsonville and serves freight traffic, and the Willamette River has the potential for handling barge traffic. These routes are identified in Metro's *Regional Freight Plan* (June 2010).

As a major employment center and industry hub along I-5, Wilsonville will benefit from ensuring that its freight routes are designed to accommodate the needs of its industrial and commercial sites. At the same time, Wilsonville's residential neighborhoods should be protected from freight traffic. The call-out box at right lists multiple freight coordination improvements resulting from having freight routes.

IMPROVED FREIGHT COORDINATION

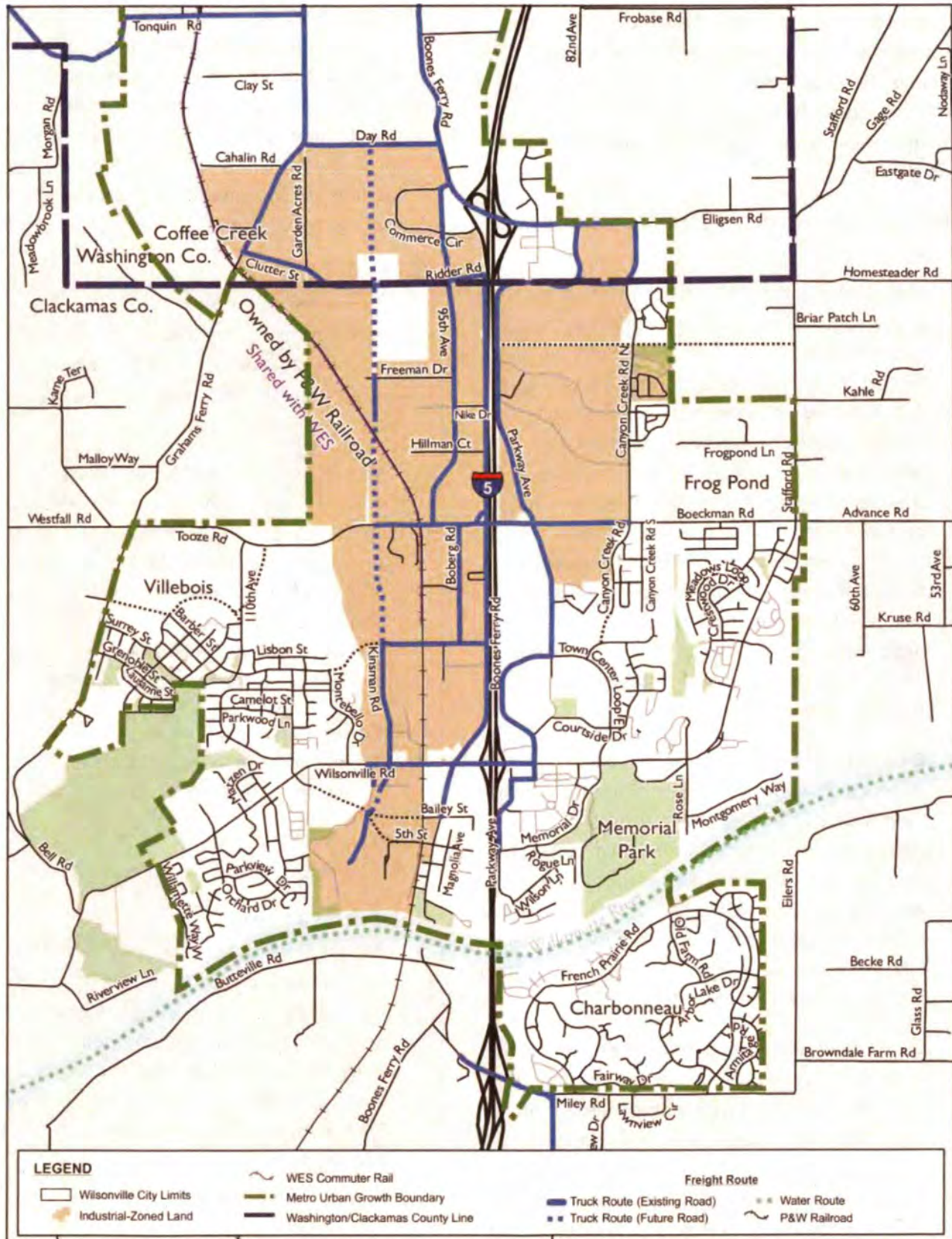
By having designated freight routes, various City efforts regarding freight and non-freight users will be improved:

- **Roadway and Intersection Improvements** can be designed for freight vehicles with adjustments for turn radii, sight distance, lane widths, turn pocket lengths, and pavement design.
- **Bicycle and Pedestrian Improvements**—such as buffered bike lanes, enhanced pedestrian crossings, and other safety improvements—can be identified to reduce freight impacts to other users (particularly along bikeways and walkways).
- **Roadway Durability** can be increased by using concrete instead of asphalt.
- **Railroad Connections** can be coordinated to support businesses that ship goods by rail, particularly in areas where railroad sidings can be provided along the Portland and Western Railroad track.
- **Willamette River Port** can be considered to support businesses that ship goods using barges on the Willamette River.
- **Coordination with Businesses and Adjacent Jurisdictions** can ensure that local and regional freight traffic uses the City's freight routes to travel within the city.

"We have a significant number of large manufacturing companies because we have an efficient freight mobility process where our trucks can get in and out of town with the least amount of interference from local traffic. For the part of the transporter, that's very important in as much as it costs money for these trucks, even when they are not moving. Secondly, the local resident doesn't want to have to be disrupted by freight transportation."

*Ray Phelps
Planning Commission*

FIGURE 3-4. FREIGHT ROUTES



BICYCLE ROUTES

Bicycle routes are provided throughout Wilsonville and connect to neighborhoods, schools, parks, community centers, business districts, and natural resource areas. The City's bicycle network serves multiple users of varying physical capabilities, ages, and skill levels.

Figure 3-5 identifies the City's bicycle routes, which include three facility types:

- **Shared-Use Paths** are 10-foot to 12-foot wide pathways that have minimal conflicts with automobile traffic and may have their own right-of-way (cross-section standards shown in Figure 3-11). Shared-use paths serve multiple non-motorized users: bicyclists, pedestrians, wheelchair users, skaters, and others. Many of the shared-use paths throughout Wilsonville are part of the regional trail network, which traverses large sections of the city and connects to neighboring jurisdictions and regionally significant destinations. These regional trails are designed to meet state and federal guidelines, which make them eligible for state and federal transportation funding.
- **Bike Lanes** are provided on Arterial and Collector streets throughout Wilsonville. They are usually 6-feet wide and adjacent to motor vehicle travel lanes (cross-section standards shown in Figures 3-6, 3-7, and 3-8). Buffered bike lanes and one-way or two-way cycle tracks may be used instead of bike lanes and include buffers between the bike and motor vehicle travel lanes (cross-section standards shown in Figure 3-12).
- **Local Street Bikeways** are streets designated as important bicycle connections where bicyclists share the travel lane with motor vehicle traffic. Even though all Local Streets allow bicyclists to share the travel lane (cross-section standards shown in Figures 3-9 and 3-10), Local Street Bikeways are intended to serve a greater number

of bicyclists. They typically are provided on low-volume, low-speed residential streets that serve as important connections to nearby bike lanes, shared-use paths, and key destinations.

Modifications—such as sharrows, traffic calming devices, or wayfinding signage—may be made to these streets to emphasize their use as bicycling facilities and increase the comfort and confidence of bicyclists.

KEY BICYCLE FACILITIES

The following existing and future bicycle facilities (which are included in Figure 3-5) provide important connections throughout the city:

Regional Trails

- Ice Age Tonquin Trail (through West Wilsonville with connections to Tualatin and Sherwood)
- Waterfront Trail (along the Willamette River)
- Boeckman Creek Trail (along Boeckman Creek in East Wilsonville)
- Stafford Spur Trail (connecting to regional destinations in Northeast Wilsonville)

Shared-Use Paths

- Primarily near schools, parks, transit hubs, retail centers, and other pedestrian areas

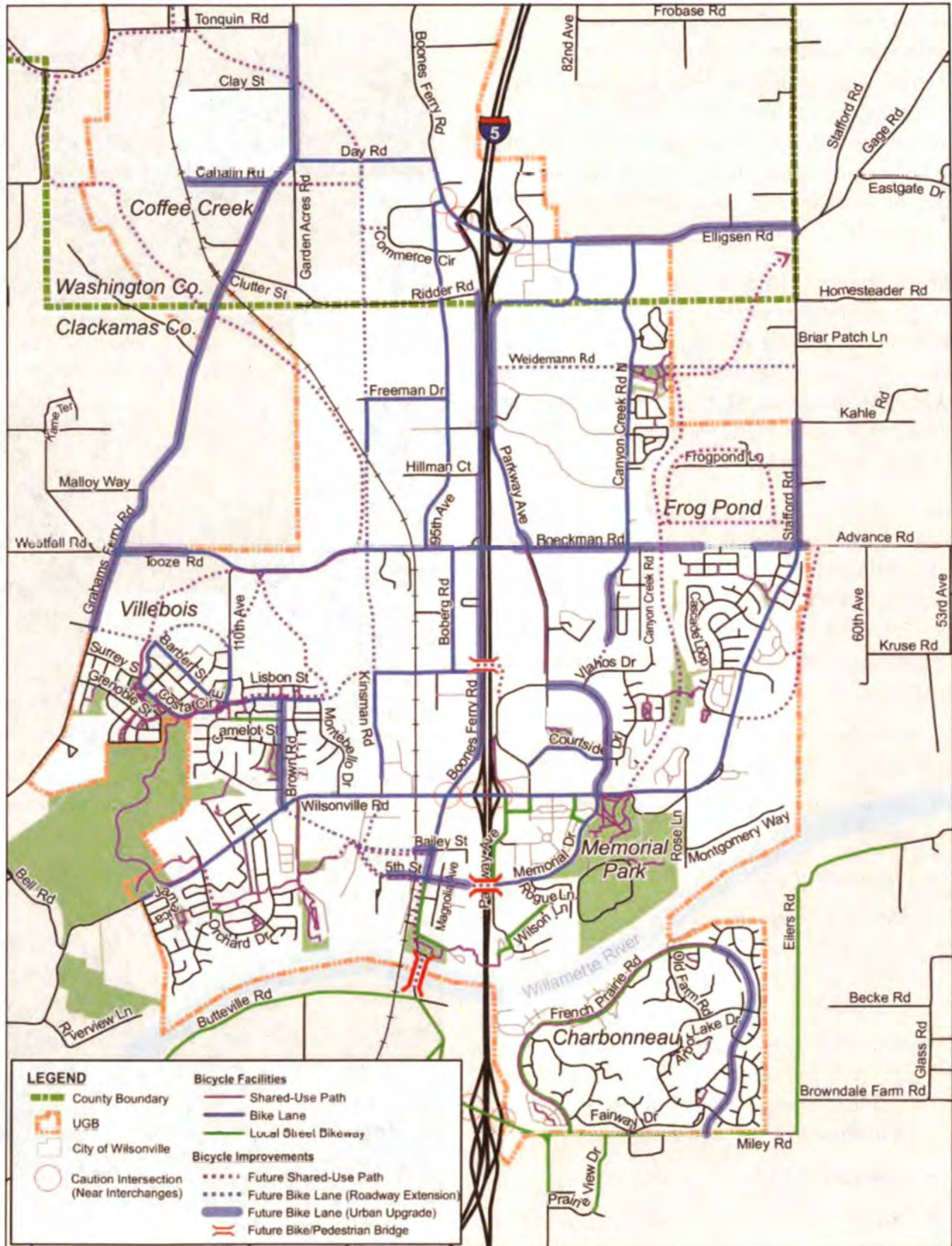
Bike Lanes

- On Arterial and Collector streets

Local Street Bikeways

- Boones Ferry Road south of 5th Street to connect to future Willamette River bridge
- Parkway Avenue connecting to Wilsonville Road to the nearby neighborhood
- Wilson Lane, Metolius Lane, and Kalyca Drive connecting Memorial Park to the Waterfront Trail near where it passes underneath the I-5 Boone Bridge

FIGURE 3-5. BICYCLE ROUTES



STREET CROSS-SECTION DESIGN

Since different streets serve different purposes, a functional classification system—which is a hierarchy of street designations—provides a framework for identifying the size and type of various street elements to consider including in a street's design. Not all elements are included on all streets and so they must be carefully selected based on multimodal needs.

While a street's functional classification does not dictate which street elements to include, it does facilitate the selection of multimodal facilities and widths that will help ensure the roadway can meet its intended multimodal function. Adjacent land uses and available right-of-way width also influence which elements are included in a specific segment.

Roadway cross-section design elements include travel lanes, curbs, planter strips, sidewalks on both sides of the road, and bicycle facilities consistent with designated bikeways, walkways, and shared-use trails. Low impact development (LID) standards may also be used throughout the City at the City's discretion.

FACILITY TYPES

Cross-section standards are provided for the following facilities:

- Major Arterials
- Minor Arterials
- Collectors
- Local Streets
- Low Impact Development (LID) Local Streets (similar modifications may be made to other streets regardless of classification)
- Shared-Use Paths and Trails
- Bicycle Facility Design Options



Example of a Major Arterial - Boeckman Road looking west towards Boberg Road and 95th Avenue

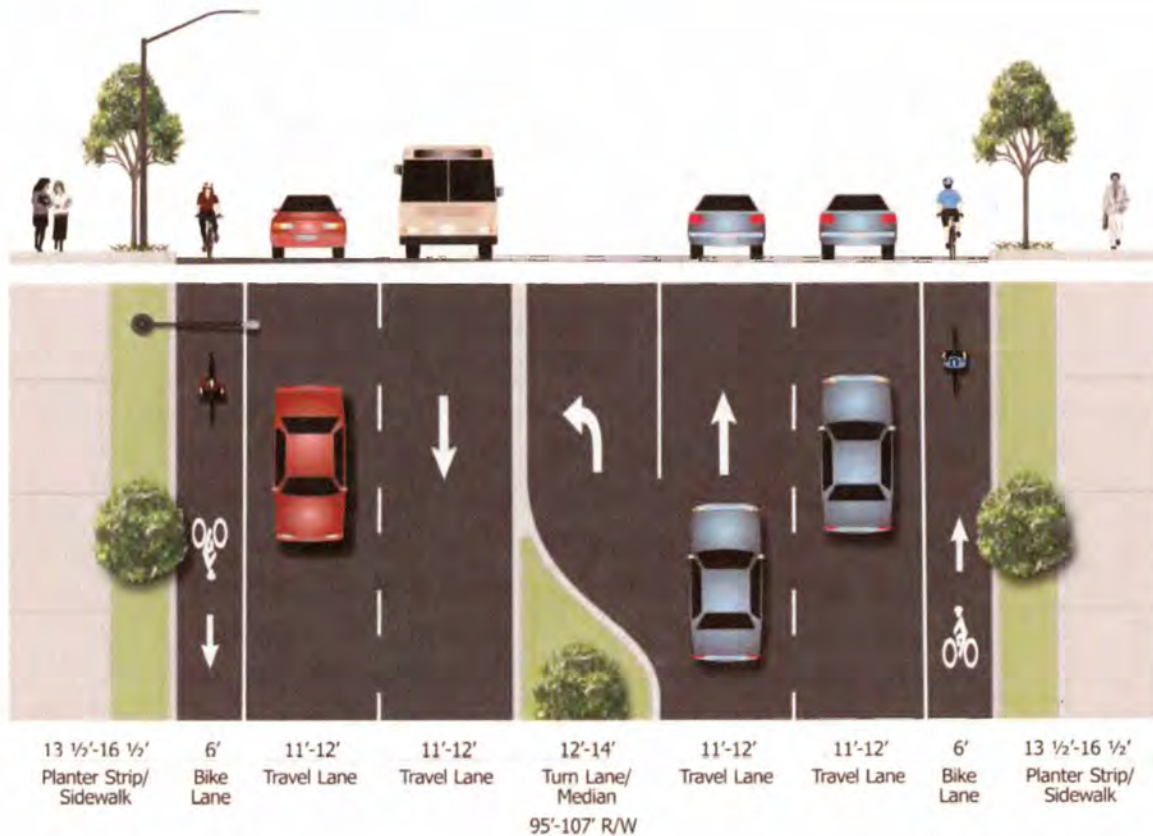


Example of a Collector - Barber Street looking east near SMART Central at Wilsonville Station transit center



Example of a Local Street - Rogue Lane looking east near Memorial Park

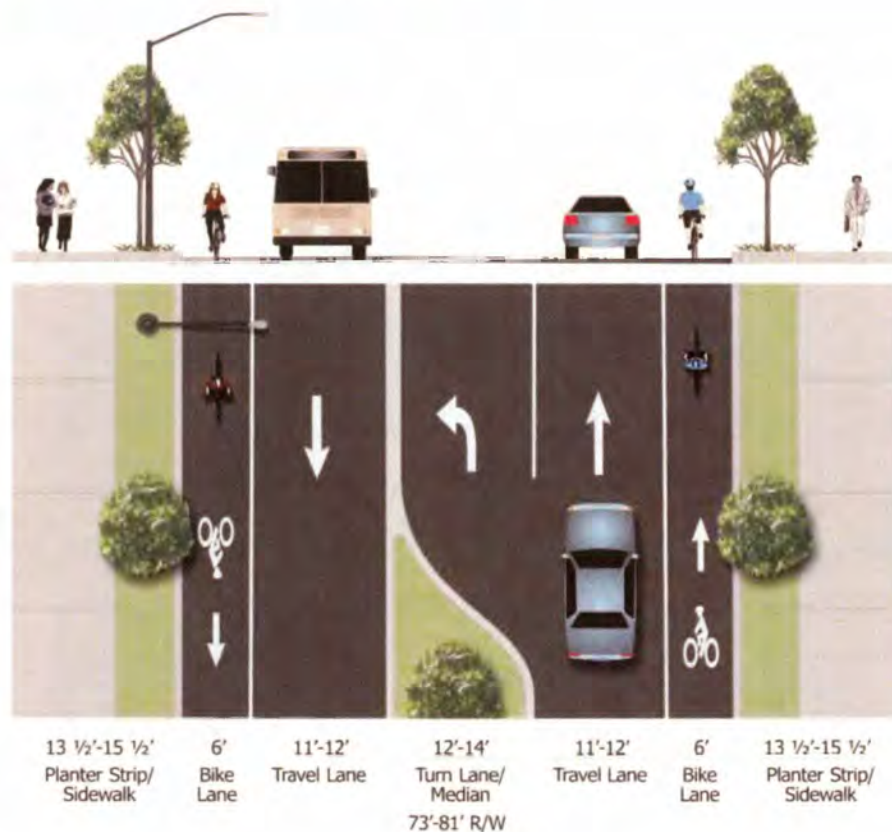
FIGURE 3-6. MAJOR ARTERIAL CROSS-SECTION



Notes:

1. Travel lane and turn lane/median widths as determined by Community Development Director.
2. Minimum sidewalk width is 5 feet; actual sidewalk width as determined by Community Development Director. Width of sidewalk/planting strip may be combined in commercial/retail areas for a total width of 13½ to 16½ feet; street trees shall be located in minimum 4-foot tree wells.
3. Curb width of ½-foot is included in the sidewalk/planter strip width.
4. Street lights shall be located within the planter strip, center landscape median, or sidewalk as determined by Community Development Director.
5. Striping and signage as required in the PW Standards.
6. On-street parking is not allowed.
7. Transit stop locations to be determined by Transit Director.
8. When not needed as a left-turn lane, median may be provided to serve safety, stormwater, or aesthetic objectives.
9. New streets shall incorporate low impact development design as practicable.
10. Allow for separation for bikes on major arterials (especially freight routes).

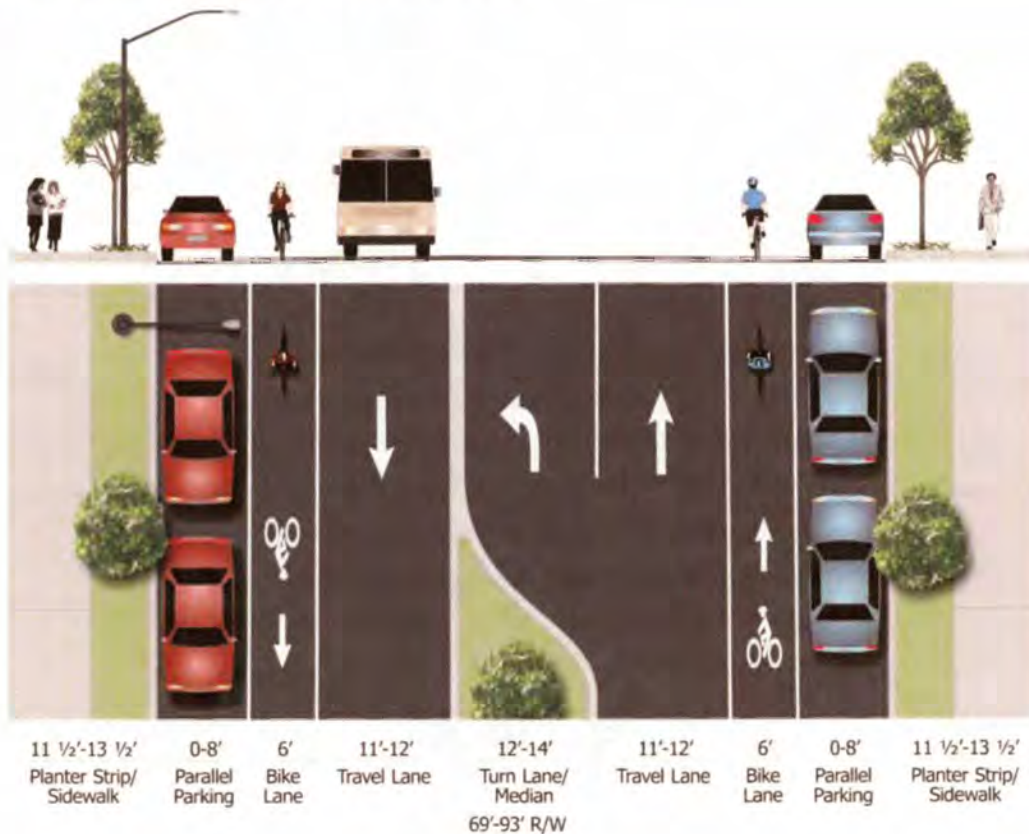
FIGURE 3-7. MINOR ARTERIAL CROSS-SECTION



Notes:

1. Travel lane and turn lane/median widths as determined by Community Development Director.
2. Minimum sidewalk width is 5 feet; actual sidewalk width as determined by Community Development Director. Width of sidewalk/planting strip may be combined in commercial/retail areas for a total width of 13½ to 15½ feet; street trees shall be located in minimum 4-foot tree wells.
3. Curb width of ½ foot is included in the sidewalk/planter strip width.
4. Street lights shall be located within the planter strip, center landscape median, or sidewalk as determined by Community Development Director.
5. Striping and signage as required in the PW Standards.
6. On-street parking is not allowed.
7. Transit stop locations to be determined by Transit Director.
8. When not needed as a left-turn lane, median may be provided to serve safety, stormwater, or aesthetic objectives.
9. New streets shall incorporate low impact development design as practicable.
10. Allow for separation for bikes on minor arterials (especially freight routes).

FIGURE 3-8. COLLECTOR CROSS-SECTION



Notes:

1. Collector right-of-way varies between 59 to 89 feet as determined by Community Development Director based on surrounding planned development of residential, commercial or industrial and need for on-street parking and/or turn lane/median.
2. Minimum sidewalk width is 5 feet; actual sidewalk width as determined by Community Development Director. Width of sidewalk/planting strip may be combined in commercial/retail areas for a total width of 11½ to 13½ feet; street trees shall be located in minimum 4-foot tree wells.
3. Curb and sidewalk bulb-outs at crosswalks or street intersections as determined by Community Development Director.
4. Curb width of ½ foot is included in the sidewalk/planter strip width.
5. Street lights shall be located within the planter strip, center landscape median, or sidewalk as determined by Community Development Director.
6. Travel lane and turn lane/median widths as determined by Community Development Director. Turn lane/median may be eliminated.
7. Striping and signage as required in the PW Standards.
8. On-street parking on one or both sides is allowed.
9. Transit stop locations to be determined by Transit Director.
10. When not needed as a left-turn lane, median may be provided to serve safety, stormwater, or aesthetic objectives.
11. New streets shall incorporate low impact development design as practicable.

FIGURE 3-9. LOCAL STREET CROSS-SECTION



Notes:

1. Minimum right-of-way width of 47 feet (parking on one side) and 51 feet (parking on both sides). Providing parking on both sides is preferred unless constraints exist.
2. Minimum sidewalk width is 5 feet; minimum planter strip width is 5 feet.
3. Curb width of 1/2 foot is included in the planter strip width.
4. Curb and sidewalk bulb-outs at crosswalks or street intersections as determined by Community Development Director.
5. Street lights shall be located within the planter strip as required in the PW Standards.
6. No lane striping on street. Signage as required.
7. New streets shall incorporate low impact development design as practicable.

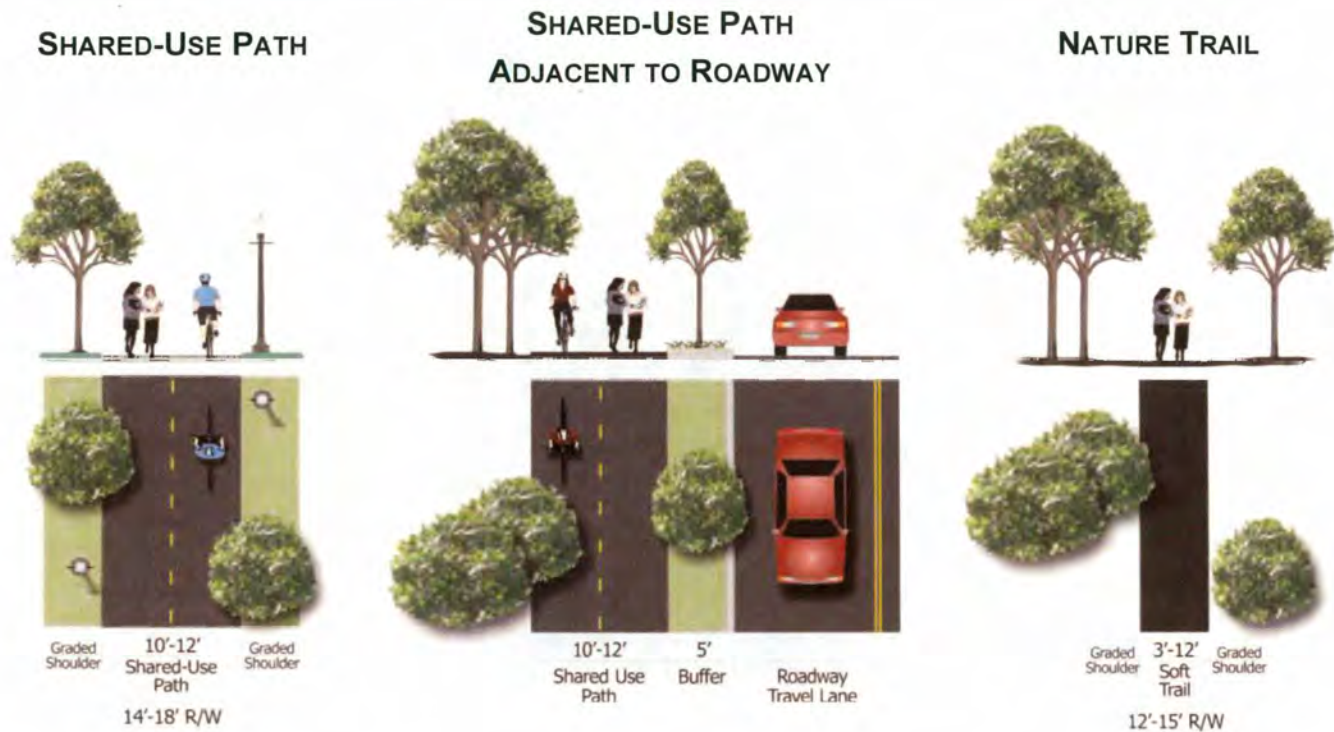
FIGURE 3-10. LOW IMPACT DEVELOPMENT (LID) LOCAL STREET CROSS-SECTION



Notes:

1. LID streets located as approved by Community Development Director.
2. Minimum sidewalk width is 5 feet; actual sidewalk width as determined by Community Development Director.
3. Minimum landscape width of 6½ feet where a water quality swale is proposed.
4. Curb width of ½ foot is included in the planter strip width.
5. Stormwater control as required in the PW Standards.
6. Use of pervious surfaces as determined by Community Development Director.
7. Narrower streets as approved by Community Development Director and as permitted in the PW Standards.
8. 28-foot curb-to-curb street is intended to allow on-street parking on both sides.
9. 24-foot curb-to-curb street is intended to allow on-street parking on one side.
10. 20-foot curb-to-curb street would not allow on-street parking on either side.

FIGURE 3-11. SHARED-USE PATH AND TRAIL CROSS-SECTIONS



Notes:

1. Trail types and widths as approved by Community Development Director.
2. Typical cross section of shared-use path is 12 feet wide with 2-foot-wide compacted crushed stone shoulders.
3. Vertical separation between shared-use path and roadway may be used instead of 5' buffer as approved by Community Development Director.
4. Cross-section standards identified in the Ice Age Tonquin Trail Master Plan are required along the Ice Age Tonquin Trail.
5. Additional design standards are available in the Bicycle and Pedestrian Master Plan.

FIGURE 3-12. BICYCLE FACILITY DESIGN OPTIONS

BUFFERED BIKE LANES AND CYCLE TRACKS

Buffered bike lanes (buffer between travel lane and bike lane) and cycle tracks (parking and/or other buffer between travel lane and one- or two-way bike facility) are two alternate bicycle facility options that are gaining popularity throughout the United States and have been implemented in other parts of the Portland Metro area. Therefore, the design options shown below have been provided to allow the City flexibility to consider these bicycle treatments on their Arterial and Collector streets in place of typical bike lanes.

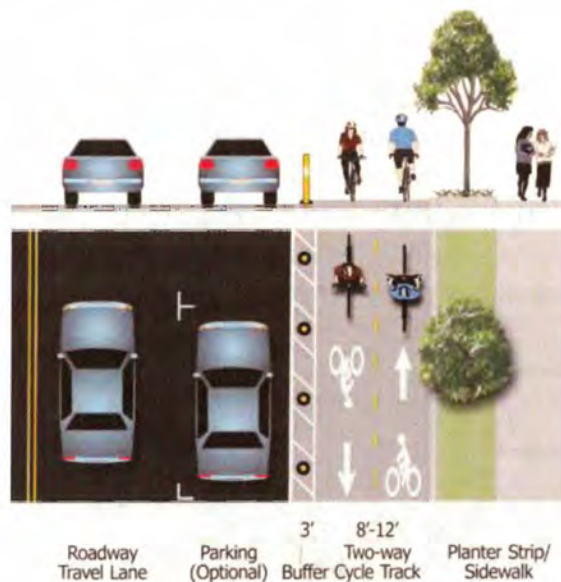


One-Way Cycle Track on Cully Boulevard in Northeast Portland. Cycle tracks are typically protected from motor vehicle traffic by parked cars, raised curbs, or other physical buffers.

BUFFERED BIKE LANE OR ONE-WAY CYCLE TRACK



TWO-WAY CYCLE TRACK



Notes:

1. Design option locations, widths, separation buffer features, and adjacent parking as approved by Community Development Director.
2. Additional design guidance can be obtained from the National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide

ACCESS MANAGEMENT

Access management refers to the broad set of techniques that are used to balance safe, efficient, and timely travel with the ability to allow access to individual properties. Access is an important component of the city's transportation infrastructure and significantly affects system operations and safety.

Wilsonville should continue to manage roadway access to improve traffic flow and safety. By limiting access to higher classification roadways (especially Major and Minor Arterials), conflicts between vehicles entering and exiting driveways and vehicles on the roadway are reduced. Pedestrians and bicyclists also benefit from reduced conflicts with vehicles entering and exiting the roadway.

Table 3-2 lists the City's access spacing standards. Because there are existing non-conforming accesses, these standards will primarily guide access layout of future development consistent with the strategies listed in the call-out box at right. ODOT also has access spacing standards that apply to the I-5 interchange areas and to the section of Boones Ferry Road that is under ODOT jurisdiction (i.e., between Parkway Avenue and Day Road). The I-5/Wilsonville Road Interchange Area Management Plan (IAMP) should also be consulted when considering access needs near the Wilsonville Road interchange.



Looking east to the I-5/Wilsonville Road interchange. Interchange areas have the most restrictive access spacing standards to ensure safety and mobility.

ACCESS MANAGEMENT STRATEGIES

The City can use various access management strategies to help improve mobility and safety:

- **Interchange Areas:** Eliminate or consolidate accesses within one-quarter mile of the I-5 interchanges as opportunities arise.
- **Adjacent to High Volume Intersections:** Pursue appropriate treatments at accesses adjacent to high volume intersections, particularly when queues block access.
- **Existing Driveways:** Evaluate accesses that do not conform to the City's access spacing standard and consider modifications as practicable, while maintaining reasonable access to each property.
- **Ongoing Development Review:** Manage new driveway locations and spacing on a case-by-case basis. Where driveways do not meet spacing standards, consider mitigation treatments, such as consolidating accesses or restricting turn movements to right-in/right-out.

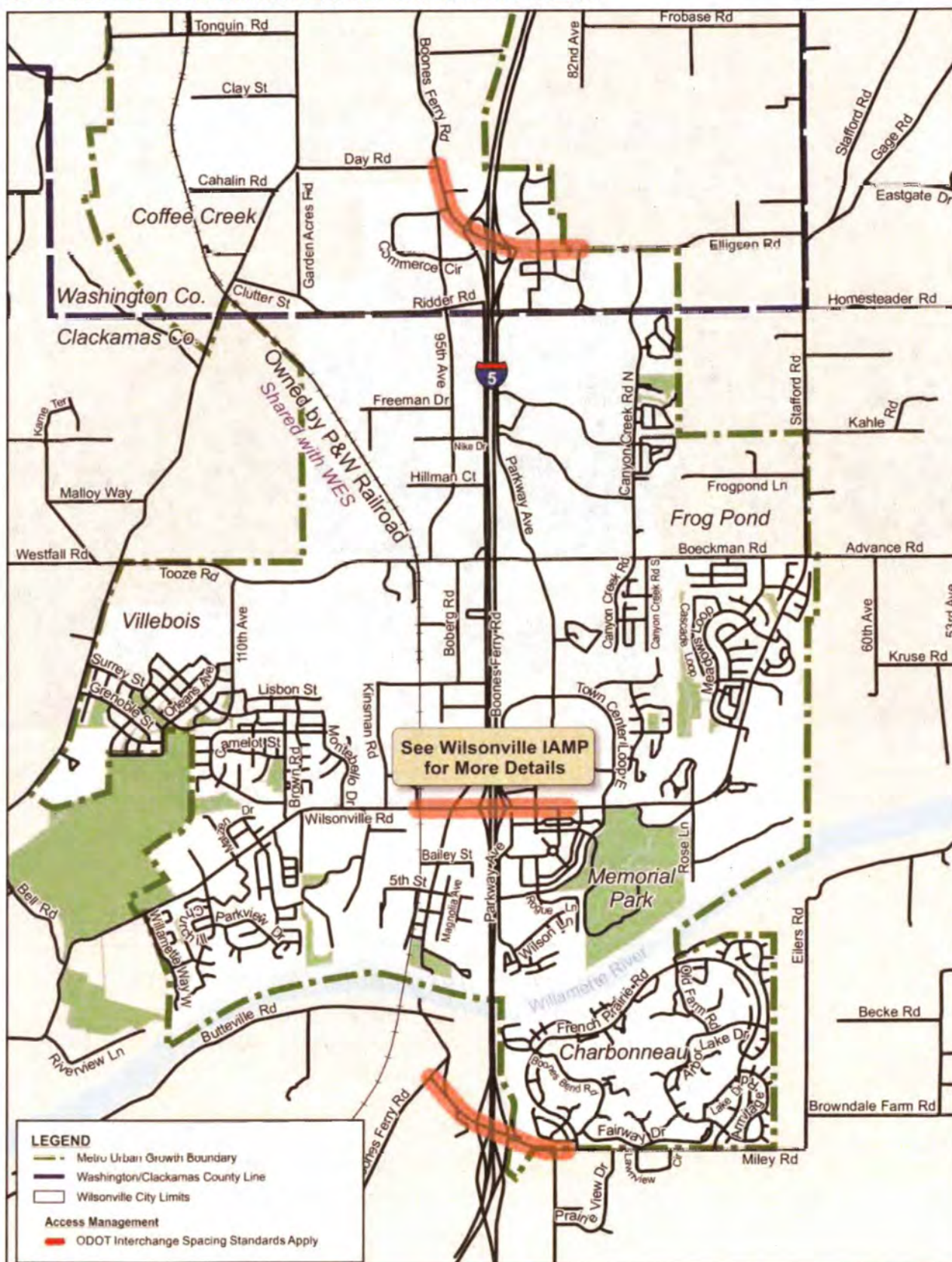
Table 3-2. Access Spacing Standards

Functional Classification	Access Spacing Standards ^a	
	Desired ^b	Minimum
Near Interchanges	ODOT Requires 1,320 ft	
Major Arterial	1,320 ft	1,000 ft
Minor Arterial	1,000 ft	600 ft
Collector	300 ft	100 ft
Local Street	Access Permitted to Each Lot	

^a Spacing is measured from centerline to centerline on Major Arterials and Minor Arterials and between adjacent curb returns on Collectors and Local Streets

^b Desired Access Spacing shall be adhered to unless otherwise approved by the City Engineer. Reasons for deviating from Desired Access Spacing include aligning with existing driveways, topography, property limitations, and other safety related issues as identified in a transportation study.

FIGURE 3-13. ACCESS MANAGEMENT INTEREST AREAS





A colorful row of street trees along Wilsonville Road near Boones Ferry Primary School during a fall day. Street trees can provide both aesthetic and safety benefits. They improve the walking environment by creating a pleasing buffer between the motor vehicle and pedestrian facilities. They also provide visual cues to drivers that can result in reduced traffic speeds.

“The City needs to have a Transportation System Plan to make sure we are prepared for how we get around the city in the future. This includes automobiles, freight, bikes, and pedestrians.”

*Nancy Kraushaar
Community Development Director*

The Needs

Chapter 4



As a growing community, Wilsonville faces the challenge of addressing new and ongoing transportation system needs. These needs are categorized as either gaps (missing connections or barriers in the transportation network) or deficiencies (shortcomings of the existing system). The City's transportation policies (see Chapter 2) and standards (see Chapter 3) serve as a framework for determining what gaps and deficiencies currently exist or are anticipated to arise through the 2035 horizon year as additional development occurs throughout the city and the region. The City's transportation improvement projects (see Chapter 5) and programs (see Chapter 6) address these needs and ensure Wilsonville's continued growth and prosperity.

GAPS AND DEFICIENCIES

- **System Gaps** are missing connections or barriers in the urban transportation system that functionally prohibit travel for a given mode. While a gap generally means a connection does not exist, it could also be the result of a physical barrier (such as I-5, the Willamette River, other natural feature, or existing development) or a social barrier (including lack of information, language, education, and/or limited resources).
- **System Deficiencies** are performance, design, or operational constraints that limit travel by a given mode. Examples may include unsafe designs, bicycle and pedestrian connections that contain obstacles, inadequate intersection or roadway capacity, insufficient bus frequency, and congestion.

Wilsonville's transportation needs include . . .

- *Gaps (missing connections or barriers)*
- *Deficiencies (shortcomings)*

These needs will be addressed by . . .

- *Improvement projects (Chapter 5)*
- *Programs (Chapter 6)*



Header Photo Source: OBEC

MULTIMODAL CONNECTIVITY GAPS

Providing a well connected transportation system is one of the City's goals. In order to ensure this goal is achieved, the City has developed facility spacing standards to provide direct routes and travel options

for system users. Based on the street connectivity guidelines set forth in Chapter 3, there are system gaps in each of the city's four quadrants. However, there are also constraints and barriers that may make some connections infeasible.

Northwest Quadrant Connectivity



Two connectivity gaps exist in this quadrant:

- A north-south gap exists between Day Road and Boeckman Road that increases congestion at the 95th Avenue/Elligsen Road intersection and the nearby I-5 interchange.
- An east-west gap exists between 95th Avenue and Graham's Ferry Road.

North/south Minor Arterial and east/west Collector would be needed as future development occurs to fill these gaps, provide additional travel options, and allow access to future development. However, these roads will be difficult to construct due to the P&W railroad track and Metro green space in this quadrant that are barriers. The new north/south roadway should be considered after 95th Avenue between Boeckman Road and Ridder Road no longer sufficiently serves this function.

Northeast Quadrant Connectivity



There is a gap in the east west connectivity between Elligsen Road and Boeckman Road.

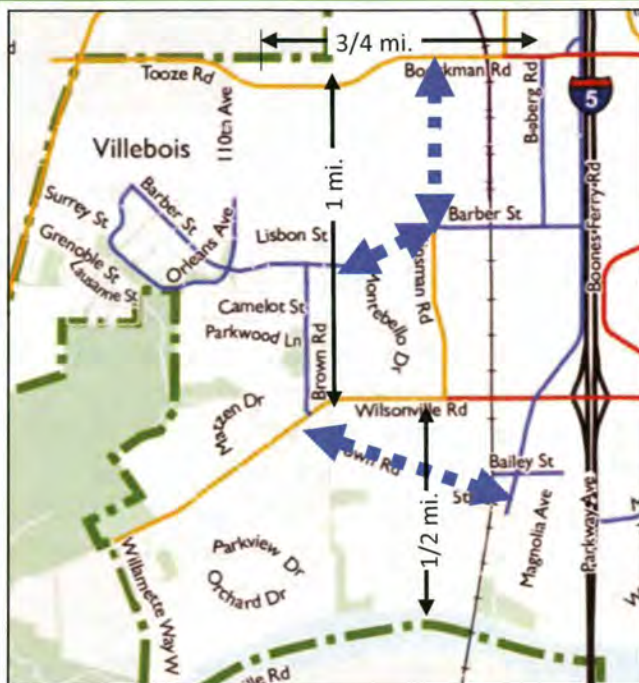
An east/west Collector from Parkway Avenue to Stafford Road would be needed to fill this gap. The City currently owns partial right-of-way along the west end of Wiedemann Road, which is a single-lane gravel road that runs east/west for a short distance east of Parkway Avenue.

The following legend applies to each of the four quadrant images.

LEGEND

Functional Classification	New Connection Needed
Major Arterial	Minor Arterial
Minor Arterial	Collector
Collector	
Local Street*	

Southwest Quadrant Connectivity



There are several gaps in east-west and north-south connectivity as follows:

- North/south and east-west gap exists between Wilsonville Road and Boeckman Road and between the Villebois development and the WES station.
- An east-west gap exists between the Willamette River and Wilsonville Road.

North/south Minor Arterial and east/west Collector (north of Wilsonville Road) streets are needed to fill these gaps. The Barber Street and Kinsman Road extensions are currently in the design phase that would satisfy these needs.

An east/west Collector (south of Wilsonville Road) would be needed as development occurs to provide the necessary connectivity. This roadway would also provide a secondary access option to and from Old Town (that is needed today), and the likely connection options are either 5th Street or Bailey Street.

Southeast Quadrant Connectivity



There are two existing gaps in this quadrant as follows:

- A north-south gap exists between Boeckman Road and Town Center Loop that leads to additional traffic on Parkway Avenue and Wilsonville Road.
- An east-west gap exists between Canyon Creek Road and Meadows Loop.

North/south Minor Arterial extension of Canyon Creek Road is needed as soon as funding is available and would provide the connection to Town Center Loop. A major portion of this connection has already been constructed by adjacent development.

An east/west Collector from Canyon Creek Road to Meadows Loop would provide the connectivity needed. However, there are topographical, environmental, and development constraints that make this connection difficult. An existing trail and bridge provide pedestrian and bicycle connectivity.

CROSS-SECTION DEFICIENCIES

To ensure Wilsonville's roadways adequately serve all modes, the City has cross-section standards that guide roadway design based on the street's functional classification with the acknowledgement that design elements shall be matched with the adjacent land use to provide safe transportation choices for users. The functional classifications and cross-section standards include number of motor vehicle travel lanes, sidewalks on both sides of the street, planter strips, and curbs (see Chapter 3: The Standards). In addition, the higher classification roadways also include bicycle facilities.

Building roads that provide facilities for all travel modes and meet applicable cross-section standards is critical to assure a safe and well connected transportation system. If bike lanes and sidewalks are

missing, the users of these facilities are likely using other portions of the roadway (motor vehicle travel lanes or shoulders) that may be unsafe.

Figure 4-1 shows which City roadways do not meet their applicable cross-section standards. In some instances, all that is needed are sidewalks for improved pedestrian connectivity. In other instances, roadways may need to be widened to include center turn lanes or bike lanes. Many of these roads are adjacent to rural areas and will be brought up to meet standards as adjacent parcels develop. Others will require standalone improvement projects. Depending on the situation, these roadway sections will require urban upgrades, sidewalk infill, or bike lane infill improvements.

Freeman Drive between 95th Avenue and businesses lacks sidewalks on the south side.



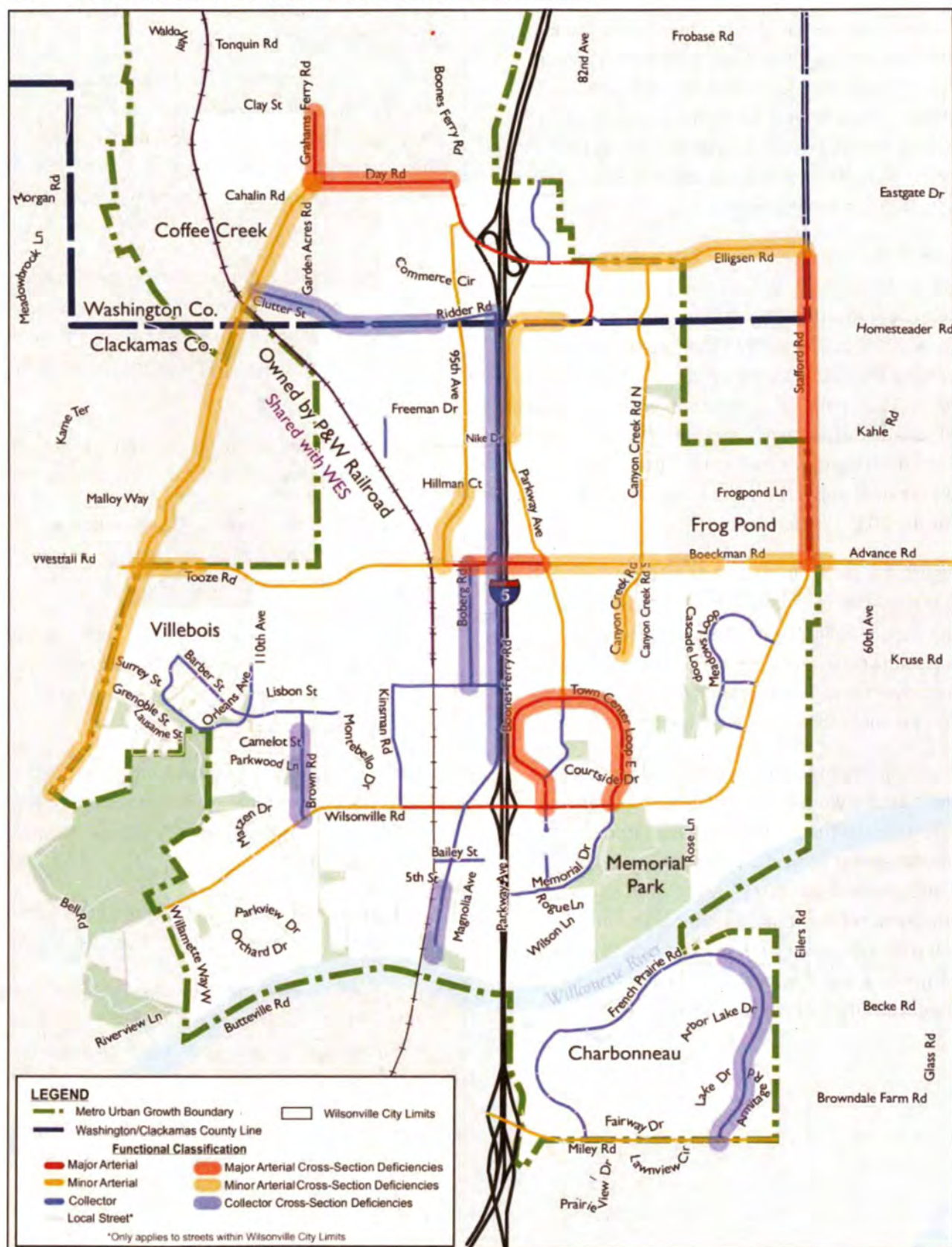
Parkway Avenue near the Xerox campus is a Minor Arterial but does not include bike lanes. There is a sidewalk on the east side, but it ends at the boundary with the vacant parcel to the north.



"I-5 poses some challenges because it serves as a barrier in between the east and west sides of town. This puts a lot of pressure on the few existing connections that make it harder for people to walk between one place and another."

*Katie Mangle
Long Range Planning Manager*

FIGURE 4-1. ROADWAY CROSS-SECTION DEFICIENCIES



CAPACITY DEFICIENCIES

Capacity deficiencies for motor vehicles were identified throughout Wilsonville by evaluating traffic operations for a 2035 future scenario. The traffic forecasts were performed using a travel demand model based on Metro regional land use with the transportation network refined specifically for Wilsonville.

Due to the high level of detail, the Wilsonville travel demand model was able to more accurately represent local routing choices while also forecasting traffic pattern changes resulting from varying levels of congestion and delay expected for 2035. The model also assumed the completion of seven key roadway extensions (listed in the call-out box at right), as well as land use growth based on regional population and employment forecasts for the 2035 horizon year.

Figure 4-2 shows the 20 study intersections and five roadway segments that would not meet adopted mobility standards under the 2035 baseline scenario. These roadway capacity improvements would primarily be needed when the vacant land in their vicinity is developed.

The majority of the intersection and roadway deficiencies were identified in prior planning efforts and already included associated improvement projects. Therefore, many of the City's planned projects only required minor revisions, refinements, and prioritization adjustments. Along with minor changes to existing projects, a few new projects are also needed to meet the city's long term capacity needs.

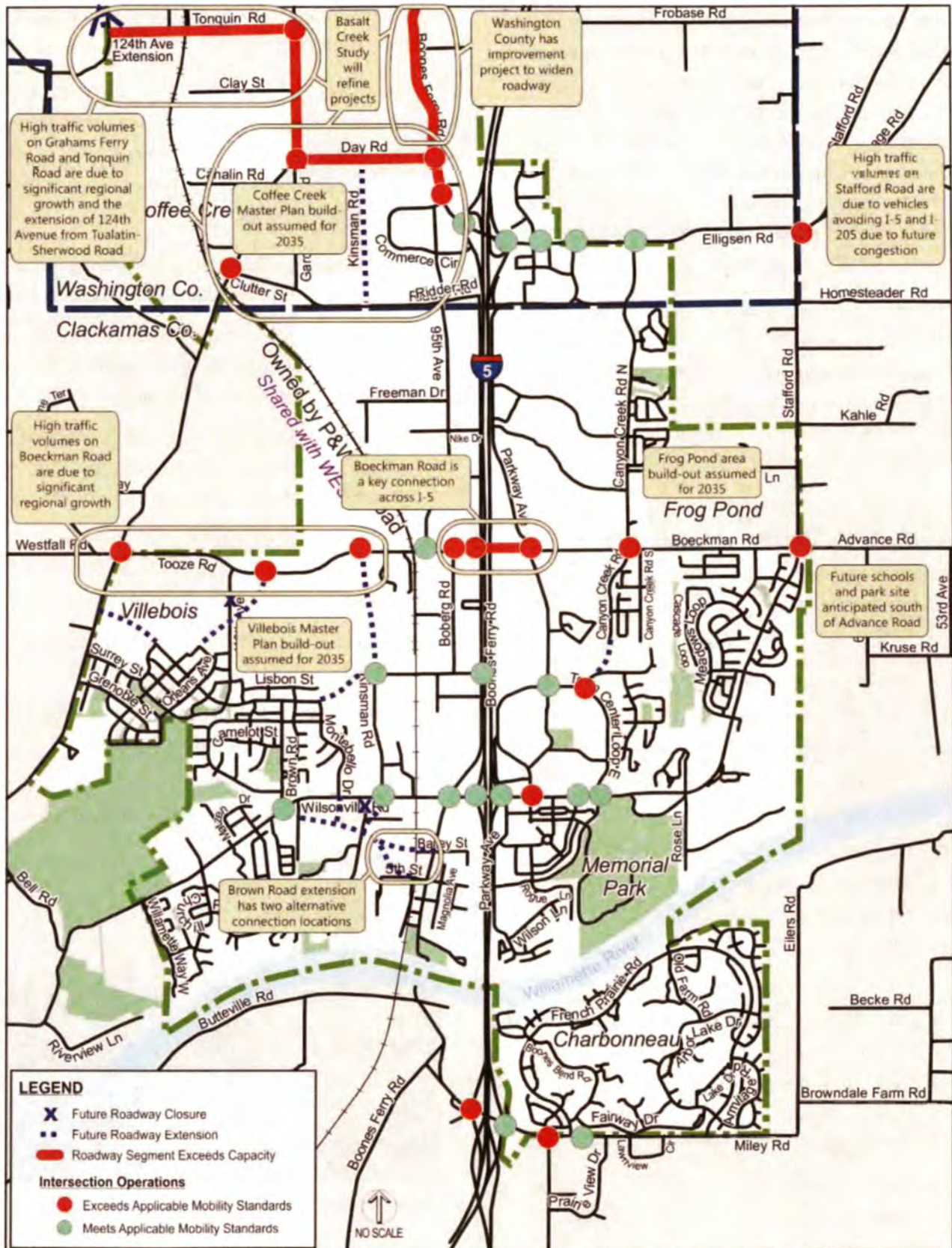
2035 BASELINE ROADWAY EXTENSION ASSUMPTIONS

Various roadway extensions throughout the city satisfy critical connectivity needs and would be constructed as development occurs. To account for the resulting traffic patterns, the 2035 baseline capacity analysis assumed the completion of these projects:

- **Barber Street Extension** from Kinsman Road to Montebello Drive, connecting the WES Station to Villebois (Regional Transportation Plan Project 10153, design plans are currently in process)
- **Barber Street Extension** to Grahams Ferry Road (Key roadway in Villebois Master Plan Area)
- **Villebois Drive Extension** to Boeckman Road (Key roadway in Villebois Master Plan Area to replace existing 110th connection)
- **Kinsman Road Extension** from Barber Street to Boeckman Road (Regional Transportation Plan Project 10130; design plans are currently in process)
- **Kinsman Road Extension** from Ridder Road to Day Road (Regional Transportation Plan Project 10853; key roadway in Coffee Creek Master Plan Area)
- **Brown Road Extension** (Currently has partial preliminary design plans for two alternatives)
- **Canyon Creek Road Extension** to Town Center Loop East (Small segment remains to finish connection; eligible as one of final projects using East Side Urban Renewal funding)

These roadway improvements are included in Figure 4-2, which also shows with the 2035 capacity deficiencies.

FIGURE 4-2. FUTURE 2035 CAPACITY DEFICIENCIES



FREIGHT-RELATED DEFICIENCIES

In the past, Wilsonville relied on county and Metro designated freight routes. As a major employment center and industry hub along Interstate-5 (I-5), the city and its freight community will benefit from adopting a local freight plan and freight routes. Wilsonville's residential areas will also benefit from designating freight routes that avoid neighborhoods. The community would also benefit from increased marine freight traffic on the Willamette River.

The plan is a result of outreach to identify the city roadways used by freight carriers, as well as the freight-related deficiencies and problem locations on these roadways. This outreach included distribution of surveys to the city's major freight carriers, and a meeting with the Allied Waste commercial and

FREIGHT CARRIER OUTREACH

Multiple freight carriers provided feedback on freight routes and deficiencies:

- Allied Waste Services of Wilsonville
- Coca-Cola Bottling of Oregon
- Eaton Corporation
- FLIR Systems, Inc.
- Mentor Graphics Corp
- OrePac Building Products
- Owens & Minor Distribution Inc
- Parker Johnstone's Wilsonville Honda
- Rite Aid Distribution Center
- Rockwell Collins Head-Up Guidance Systems
- SYSCO Food Services of Portland
- Tyco Electronics Medical Products/Precision Interconnect Corp.
- US Crane & Hoist, Inc.
- Vision Plastics, Inc.
- Wilsonville Concrete
- Wilsonville Toyota
- Xerox Corporation

residential drivers, who service the entire city and have a particularly extensive understanding of the city's freight needs.

Figure 4-3 identifies the key gaps and deficiencies that were identified based on the feedback received. It also identifies the streets where freight vehicles are present, though not all of these should become designated freight routes.

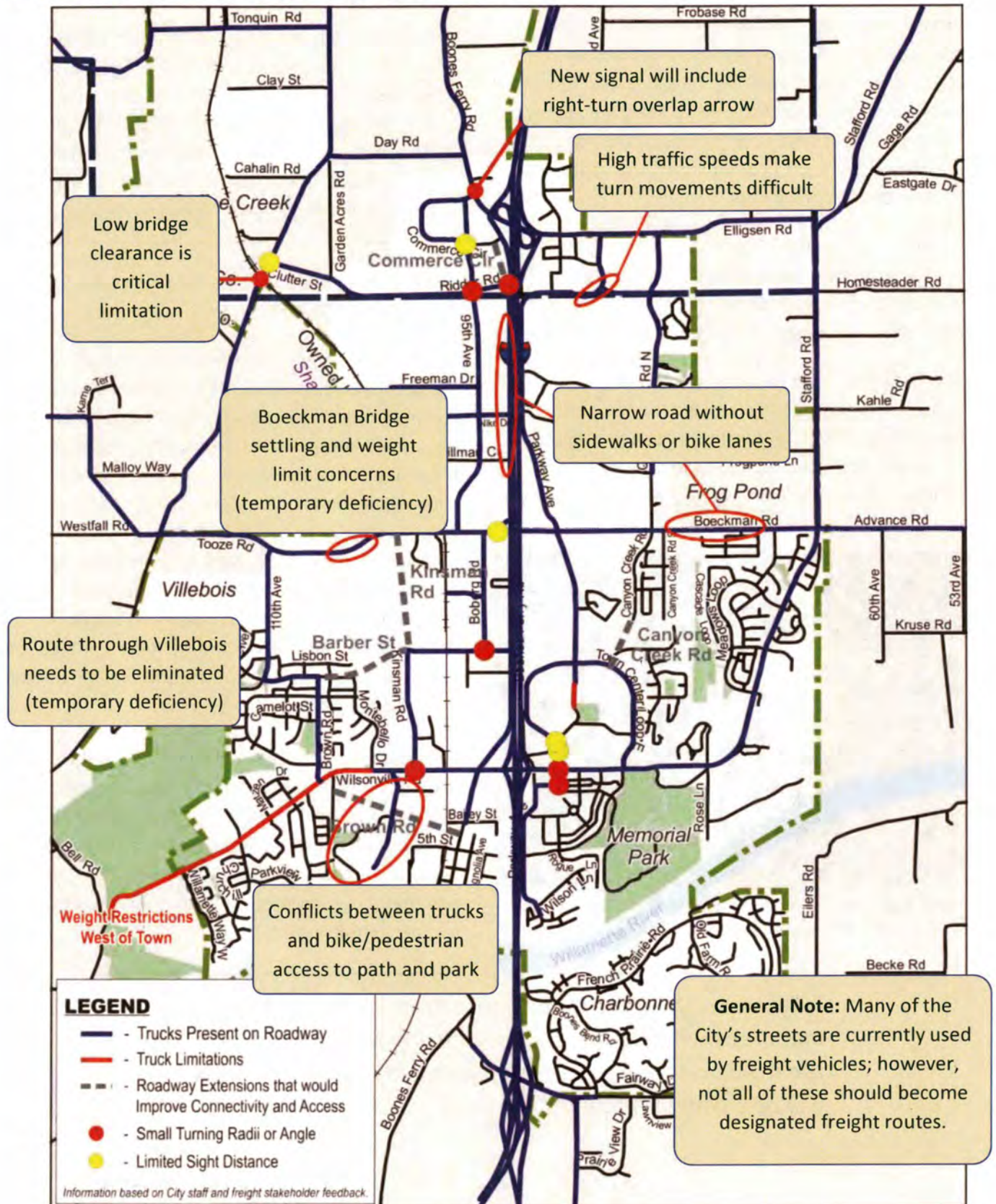
The following feedback, which is more general in nature, was also provided by the freight carriers:

- Flashing yellow left-turn arrows at traffic signals are the preferable design treatment for protective/permissive phasing.
- Where possible, it is important to separate trucks from pedestrians and bicycles (especially on roadways and at tight intersection corners).
- There are inconsistent speeds on similar functioning roadways (for example, Boones Ferry Road versus Parkway Avenue).
- Trucks block traffic when they must wait off-site to access busy on-site loading docks.
- Improved loading areas and site access at retail establishments would aid delivery.
- There are limited direct routes for freight that exist between north and south Wilsonville.



Roadway congestion and queuing on Elligsen Road leads to increased delay to freight movement.

FIGURE 4-3. FREIGHT-RELATED DEFICIENCIES



BICYCLE AND PEDESTRIAN NEEDS

Bicycle and pedestrian facilities support complete community connectivity and opportunities for work, play, shopping, and exercise. They also help reduce traffic congestion, vehicle-miles traveled, and greenhouse gas emissions, while increasing the vibrancy and connectedness of communities and improving the health of city residents.

Figure 4-4 shows the major bicycle and pedestrian gaps and deficiencies in Wilsonville. These needs are due to the various barriers in the system relating to natural areas, topography, and existing development.

There is also a need for improved street cleaning and related maintenance to remove debris from the I-5 interchange areas on Wilsonville Road and Elligsen Road, which are under ODOT jurisdiction. These facilities serve as primary connections over the city's



The lack of continuous bike lanes on Brown Road north of Wilsonville Road requires cyclists to use the travel lane.

SAFE ROUTES TO SCHOOL

Additional bicycle and pedestrian gaps and deficiencies were identified as part of the Safe Routes to School assessment that the City performed in collaboration with the West Linn-Wilsonville School District and each of the city's primary and middle school. These needs are identified in Chapter 6: The Programs.

two most significant barriers (i.e., Interstate-5 and the Willamette River).

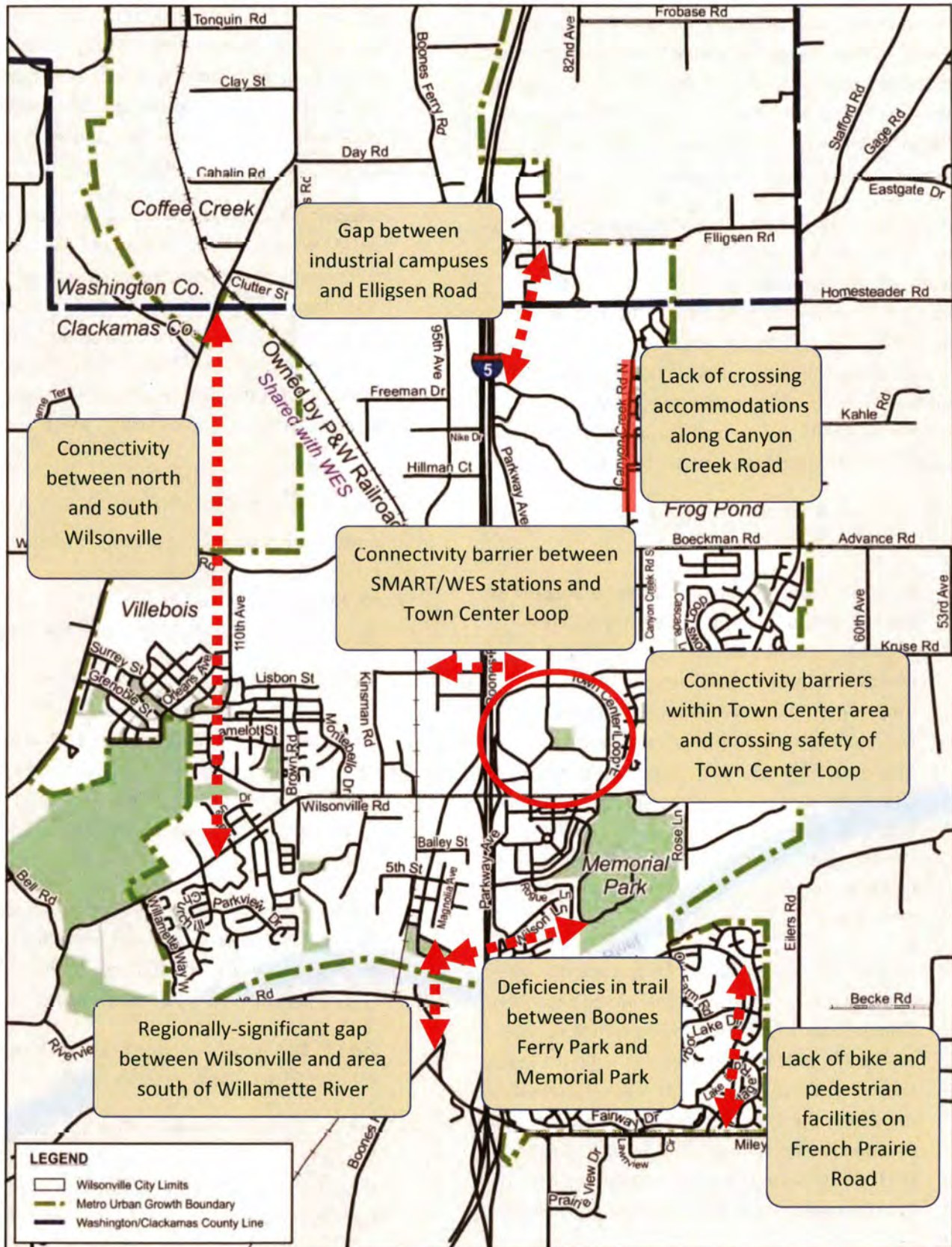
Another pedestrian and bicycle need that affects Wilsonville is regional access to the nearby communities. The Ice Age Tonquin Trail and Boones Ferry Road improvements north of Day Road are two examples of facilities that will provide regional connectivity. In addition, Clackamas County has identified the need to provide bicycle facilities on Stafford Road and 65th Avenue to the north and east of Wilsonville. A connection to the south over the Willamette River is also a critical need to link to Charbonneau and the Willamette River Heritage Area (including Champoege State Park and the Willamette Valley Scenic Bikeway).

To further enhance regional connectivity, the City should continue to coordinate with Clackamas County and Washington County to ensure that bicycle and pedestrian improvements on county roadways are identified in their county TSP updates and that these facilities connect to the city's bicycle and pedestrian systems.

"Right now there are many gaps where sidewalks end or cross into areas where there are no receiving facilities for them. So, the transportation system plan is looking at those gaps and will be trying to fill them."

*Al Levit
Planning Commission*

FIGURE 4-4. MAJOR BICYCLE AND PEDESTRIAN NEEDS



TRANSIT NEEDS

Wilsonville is unique among the cities within the Portland Metro area because it has its own transit system. While the rest of Metro is served by TriMet, Wilsonville has been operating South Metro Area Regional Transit (SMART) since it withdrew from TriMet's service district in 1988.

A locally run transit system provides many benefits for Wilsonville's residents and employees. Because it is not dependent upon another agency, SMART is able to determine its own bus routes, frequencies, and fares. It currently provides fare-free service within Wilsonville and supports other programs unique to Wilsonville, such as the SMART Options program. SMART is financially supported by payroll taxes from its strong employment base.

SMART also experiences various challenges, including six key transit needs:

- **Regional Transit Connections** are important for SMART due to Wilsonville's central location between two metropolitan areas (Portland Metro and Salem-Keizer) and its large employment base. While it has existing connections to TriMet (Portland Metro) and Cherriots (Salem-Keizer), these connections should be improved as opportunities arise. For example, expanded service hours and express service to downtown Portland would benefit a larger population of employees and residents of Wilsonville.
- **Service Coverage and Bus Frequency** require ongoing adjustments as demand and resources change. SMART should provide transit service within 1/4-mile of land uses throughout the city. Currently, there are only a few areas that do not fall within the 1/4-mile coverage radius, including Wilson Lane on the east, Willamette Way and Orchard Drive on the west, and the majority of Charbonneau. SMART will need to be responsive

to the desires of the public and all affected neighbors before providing or removing service from a given neighborhood. SMART will also need to expand its service as new development occurs in the areas of Coffee Creek, Villebois, and Frog Pond. To expand coverage and service, SMART may require additional buses.

- **Pedestrian and Bicycle Access to Transit** can help improve transit service by providing safe and convenient connections at either end of transit trips. Pedestrian and bicycle networks that provide access to transit stops and good connectivity to all destinations throughout the city are important. They encourage increased use of transit, walking, and bicycling, which are

RECENT TRANSIT IMPROVEMENTS

Since the prior 2008 Transit Master Plan was adopted, three major transit system improvements have been implemented that provide a backbone to the city's transit service:

- **SMART Central at Wilsonville Station** was constructed to act as SMART's main transportation hub and includes a 400 space park and ride lot, twelve bus bays, a new facility with an operator break room and public restrooms, shelters, and a clock tower with security cameras.
- **TriMet's Westside Express Service (WES) Commuter Rail** service began operating out of its new station located adjacent to the SMART Central at Wilsonville Station transit center.
- **SMART Bus Routes** changed to coordinate with WES train departures and arrivals.
- **SMART Operations Center** was built to house fleet and operations facilities, including administration offices, maintenance bays, and a bus parking area.

Only a few developed areas (primarily along the Willamette River) are greater than 1/4-mile from the nearest transit stop

Concerns have been expressed regarding transit frequency in West Wilsonville

Owned by P&W Railroad
Shared with WES

LEGEND

- SMART Central
- WES Station
- Bus Stop with shelter
- Bus Stop
- TriMet
- UGB
- County Boundary
- City of Wilsonville
- Parks
- SMART Service Area
- Routes

To Canby and Salem

complementary travel modes and often used as part of the same trip. Some of the most important locations for access improvements include the Town Center Loop area and the Barber Street connection between Villebois Village and the SMART Central transit center. Other needs throughout the city should be addressed on an ongoing basis.

- **New Buses** are needed for SMART to maintain a quality transit fleet. Many of its buses are aging and require a greater amount of maintenance to keep them in operation. SMART can lower the amount of its budget that it spends on maintenance costs by replacing these buses. Additional buses will also be needed as growth occurs throughout the city. When possible, new buses should use alternative fuels, such as compressed natural gas. This will help SMART to reduce fuel costs and help meet regional and statewide goals for reducing greenhouse gas emissions.
- **Development Review** should address transit needs to ensure that transit users are accommodated as new development occurs in the city. SMART should be involved in the development review process to ensure that existing transit stops are improved and new stops, amenities or routes are provided as needed. In addition, when a new employment or commercial development occurs near a major transit stop, it should locate its building close to the transit stop.
- **Rider Education and Outreach** are ongoing needs that support and encourage transit ridership. One particular area where improvement is needed is adapting to new technology. This includes passenger access to 'real time' transit data and improved on-board amenities. Rider safety education is also an ongoing need.

ENVIRONMENTAL JUSTICE

As stated by the Environmental Protection Agency, "Environmental Justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies" (U.S. EPA, Environmental Justice, Compliance and Enforcement, Website, 2007).

Within the context of the TSP, Environmental Justice is an effort to identify underserved and vulnerable populations so the City can improve transportation services while reduce future inequalities. Two areas of particular need are Charbonneau (due to the higher proportion of elderly residents) and a small area on the southern edge of Villebois (due to lower income housing).

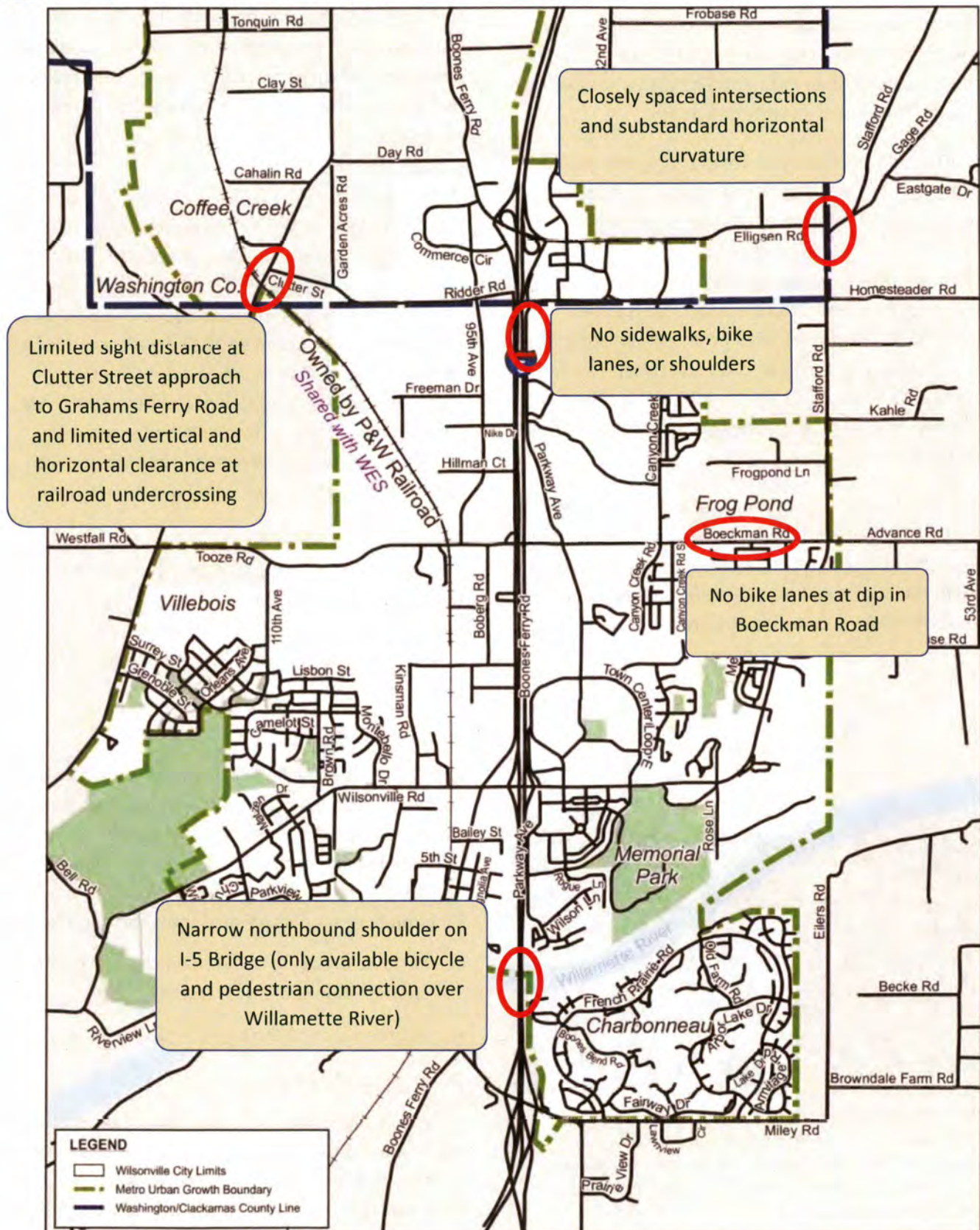
SAFETY NEEDS

While there are no high-collision locations within Wilsonville, various safety-related deficiencies exist. Figure 4-6 shows five primary locations where there are existing safety concerns. Topography, roadway curvature, and nearby barriers (including I-5 and the railroad track) are key contributors.



The railroad bridge over Grahams Ferry Road has limited horizontal and vertical clearance. This creates a safety hazard, particularly for bicyclists, pedestrians, and freight traffic.

FIGURE 4-6. SAFETY DEFICIENCIES



RAIL NEEDS

The primary rail-related deficiency in Wilsonville is the limited vertical and horizontal clearance that the railroad bridge over Grahams Ferry Road causes for trucks. This is also a safety deficiency.

ODOT Rail has a policy of not granting new at-grade crossings. Crossings may be relocated (i.e., a new one is provided but only if an old one is removed). Therefore, railroad tracks can pose a significant barrier to the transportation system due to the high cost of grade separated crossings. The primary location in Wilsonville where the railroad contributes to a roadway system gap is the potential Kinsman Road extension in the northwest quadrant (see the prior Multimodal Connectivity Gaps discussion in this chapter).

Another future item that may affect Wilsonville is that ODOT Rail is studying the feasibility of improving intercity rail service between Eugene and Portland (with the potential for developing a high-speed rail line). Portland and Western's Oregon Electric rail



Portland and Western's Oregon Electric rail line runs north/south through Wilsonville and serves as an important freight and commuter rail corridor. However, it also creates a barrier to travel for other modes due to limited crossing locations.

line, which runs through Wilsonville, is one of the existing rail alignments being studied. Depending on the outcome of this study, there may be additional passenger rail trains traveling through Wilsonville that would increase gate down time and rail related congestion for all modes of travel.

AIR NEEDS

The City of Wilsonville has no direct jurisdictional control or responsibility for managing the Aurora Airport. However, the City, concerned citizens, and local businesses have participated in the Oregon Department of Aviation's (ODA) development of an updated Master Plan for the airport. The City acknowledges the adoption of the Master Plan by ODA and will continue to monitor planned improvements at the airport and coordinate with ODA and Marion County, who have jurisdictional responsibilities.

The City also has two, potentially conflicting interests that must be balanced related to the airport. These include noise sensitivity for city residents and the reliance local businesses have on the airport for corporate travel.

WATER NEEDS

The City of Wilsonville has no direct jurisdictional control or responsibility for managing activities on the Willamette River. However, it supports efforts by Corps of Engineers to maintain the following two activities, which are essential for the river to function over time as a viable transportation facility:

- Periodic dredging to maintain channel depth to support applicable river traffic
- ♦ MAINTENANCE OF THE LOCKS AT OREGON CITY

PIPELINE SYSTEM

A high-pressure natural gas mainline pipe exists in the vicinity of the Interstate-5 corridor. The location of this pipeline may impact a project's feasibility or limit available improvement options in its vicinity.

TRANSPORTATION SYSTEM MANAGEMENT AND OPERATIONS NEEDS

Transportation System Management and Operations (TSMO) improvements include integrated operations solutions that incorporate advanced technologies.

Due to the regional significance of TSMO improvements, Clackamas County and Metro have prepared their own plans. Some key needs include:

- **Arterial Corridor Management** for Boones Ferry Road, Elligsen Road, 65th Avenue, Wilsonville Road, and Stafford Road to improve reliability and traveler information along the corridors. Arterial Corridor Management includes installing fiber optic cable to allow communication with the ODOT/County Transportation Management and Operations Center as well as other intelligent transportation devices such as variable message signs, CCTV cameras, traveler information and adaptive traffic signal systems.
- **Transportation Demand Management (TDM)** by supporting the SMART Options Program, which works with Wilsonville area employers and residents to promote transit and other transportation options that reduce traffic congestion, such as carpool, vanpool, bike, walk, and telecommute.
- **Regional Fiber Network Connections** between Wilsonville's traffic signals and Clackamas County's fiber network (Clackamas County currently maintains and operates the City's traffic signals on its behalf).

"We have a new beautiful interchange with much more capacity, but we don't want to use up the capacity just to get from one side of town to the other."

*Ben Altman, Chair
Planning Commission*

- **Adaptive Signal Timing** and associated video monitoring cameras and vehicle detection equipment (to collect traffic counts and speeds) on Wilsonville Road from Brown Road to Town Center Loop East.
- **Closed Circuit Television Cameras** at the key locations along Wilsonville Road and I-5.
- **Video Monitoring Cameras and Vehicle Detection Equipment** (to collect traffic counts and speeds) on Elligsen Road from Day Road to Canyon Creek Road.
- **Railroad Crossing Alert System** at Portland and Western at-grade railroad crossings.

RECENT TSMO PROJECTS

Through a collaborative effort by Wilsonville, Clackamas County, and ODOT, the following TSMO projects have already been implemented:

- **Wilsonville Road Traffic Signal Communications** were improved as part of the Wilsonville Road Interchange Improvements to help manage traffic operations.
- **I-5 Interchange Area CCTV Cameras** were installed by ODOT and linked to the ODOT Trip Check website to provide real time information to drivers traveling within and through Wilsonville.
- **Discover Wilsonville** was a one-year program to make sure every Wilsonville resident has all the information they need to use whatever travel options interest them.
- **Sunday Streets** was a special event focusing on connecting neighborhoods, parks, and people. Bicyclists, walkers, runners, seniors, adults, and children enjoyed traffic-free streets filled with physical activities, fun and interactive entertainment, music, and food.

ALTERNATIVE FUEL NEEDS

Within Wilsonville and throughout the Portland Metro area, there is an increasing need to provide infrastructure to support vehicles that use alternative fuels (i.e., electrical and compressed natural gas vehicles). These vehicles help to reduce greenhouse gas emissions and are becoming more popular and affordable. SMART already has a compressed natural gas fueling station that it will use for its bus fleet.

The City could consider identifying various electrical vehicle stations at strategic locations that serve both residential and business users. Level II charging stations (input voltage of 240 volts, which requires two to four hours for charging) already exist at City Hall (2 stations) and the Fred Meyer parking lot (2 stations). Additional locations that may be considered for Level II charging stations are the SMART Central transit center and Town Center Loop.

The City of Wilsonville could also take advantage of its location at the southern tip of the Portland Metropolitan area to install (or coordinate with a willing business to install) a Level III (480 volt) fast charging station, which require only 20 to 40 minutes to complete the charge. An ideal location would be near one of the I-5 interchanges.

Another option to be ready for the transition to electric transportation would be to include provisions in residential, commercial, and industrial building codes for supporting the required infrastructure. It would be less expensive to require new buildings and parking lots to have the required electrical wiring and outlets to support future electric vehicle charging stations than it would be to retrofit older buildings and parking lots. By taking this preliminary step in preparing its infrastructure, a smoother transition could be made to alternative fuels for vehicles.



Electric vehicle charging stations, such as those located at Fred Meyer (shown above) and Wilsonville City Hall (shown below), allow patrons, employees, and visitors to charge their vehicles while working, shopping, and visiting Wilsonville.



The Projects

Chapter 5



Wilsonville is responsible for managing an efficient and effective transportation system that supports the quality of life of its residents and the economic vitality of its businesses. This is no easy task, but the City can succeed by implementing programs and projects that provide three primary benefits:

- Reduce rush hour traffic
- Improve operations and safety
- Make strategic investments in new and expanded facilities to serve all modes.

Wilsonville should be engaged in these three activities simultaneously through a balanced effort of programs and projects to receive the greatest value from its infrastructure expenditures. This balanced approach can also guard against over-building roadway capacity.

The list of transportation projects that will repair or complete the transportation system through 2035 is based largely on past plans, but includes updated solutions. Constructing all of the identified transportation solutions would cost approximately \$218.2 million, which exceeds \$123.4 million, which is forecasted to be available through 2035 from both City and other funding sources. Therefore, Wilsonville must choose how to invest its limited resources to provide the greatest benefit to Wilsonville residents and businesses. The highest priority solutions to meet the most important transportation system needs are included in the "Higher Priority" project list, while all other projects are included in the "Planned" project list.

Wilsonville will . . .

- *Improve system efficiency,*
- *Reduce congestion, and*
- *Save money*

By implementing programs and projects that . . .

1. *Reduce rush hour traffic,*
2. *Improve operations and safety, and*
3. *Make strategic investments in new and expanded facilities to serve all modes*



SYSTEM IMPROVEMENT PRIORITIES

Most of the transportation system improvement projects needed to address gaps and deficiencies in the system were identified in prior City plans, including its 2003 Transportation Systems Plan, 2006 Bicycle and Pedestrian Master Plan, 2008 Transit Master Plan, and multiple development master plans (see Chapter 1: The Context). The City's prior transportation projects were reconsidered, integrated, and revised to address updated information and prepare for the 2035 planning horizon.

Because transportation funding is limited, Wilsonville recognizes the importance of being fiscally responsible in managing and improving its transportation system. The diagram at right illustrates cost-effective steps and associated solution areas to resolving transportation needs by following a multimodal, network-wide approach. These five steps were considered from top to bottom when evaluating Wilsonville's transportation projects:

- **Manage** the performance of congested locations with strategies that reduce traffic conflicts, increase safety, and encourage more efficient usage of the transportation system. Intersection operational improvements are considered to fall under this category.
- **Reduce** the driving demand at congested locations by ensuring safe and available walking, biking, and transit options.
- **Revisit** land use decisions and congestion thresholds to support shorter driving trips or modified travel decisions.
- **Extend** streets to increase connectivity and create parallel routes that reduce the driving demand on congested facilities.
- **Expand** existing streets or intersections to increase the driving capacity of congested facilities.

COST-EFFECTIVE STEPS TO RESOLVING TRANSPORTATION NEEDS

Consider these steps from top to bottom until a viable solution is identified:

FIGURE 5-1. IMPROVEMENT PRIORITIES



"We want to create a transportation system that has multiple choices . . . That way we are not heavily reliant on the car, which will still stay a key element to the system. But we want to make sure we are providing options for bicycles, pedestrians, and transit."

*Ben Altman, Chair
Planning Commission*

PRIORITIZED SOLUTION AREAS

As illustrated in Figure 5-1, the City can best manage its transportation system by having plans, programs, and/or projects that address each of the following solution areas:

1. **Transportation System Management and Operations (TSMO)** strategies that improve the safety and efficiency of the current system, including Transportation Demand Management (TDM)
2. **Bicycle, Pedestrian, and Transit** system improvements that target key system gaps and safely accommodate all transportation users
3. **Land Use and Development Strategies** that (1) provide equal accessibility and connectivity to those users who choose to travel by transit, bicycle, and pedestrian modes and (2) utilize the City's functional classification hierarchy to reduce out-of-direction travel and manage congestion on arterials
4. **Connectivity** improvements that include motor vehicle, pedestrian, bicycle, and transit facilities to provide more direct routes for all transportation users between neighborhoods, schools, parks, and retail/industrial areas
5. **Motor Vehicle Capacity** improvements upon a demonstration that the other strategies are not appropriate or cannot adequately address identified transportation needs

General preference should be given to those listed first, but only to the degree to which they are more cost-effective at supporting the City's vision and goals (i.e., a transportation system that is safe, connected and accessible, functional and reliable, cost effective, compatible, robust, and promotes livability). Many of the City's projects include elements that address multiple solutions.

PROJECT EVALUATION PROCESS

Wilsonville's transportation improvement projects were also evaluated and prioritized to help select which projects to include in the Higher Priority project list. Many projects had been evaluated and prioritized in recently adopted mode-specific transportation plans. As a result, the TSP evaluation process varied for the different modes:

- **Motor Vehicle Projects:** The projects were ranked according to a point-based technical scoring methodology using evaluation criteria consistent with the City's transportation goals. This allowed for a consistent method to understand how well the projects would meet the City's transportation goals and policies. In addition, community input was considered when prioritizing the projects.
- **Bicycle, Pedestrian, and Transit Projects:** The project priorities in the 2006 Bicycle and Pedestrian Master Plan and 2008 Transit Master Plan were reviewed, and a few changes were made based on City staff and public input. The majority of the higher priority bicycle and pedestrian projects were included in the Higher Priority project list, even if it would require them to be constructed separately from associated motor vehicle projects.

Prioritizing the projects in this way allowed for them to be separated into two lists: the "Higher Priority" project list includes the highest priority solutions to meet the City's most important transportation system needs, while the "Additional Planned" project list includes all of the other projects.

HIGHER PRIORITY PROJECTS

The “Higher Priority” project list includes the recommended projects reasonably expected to be funded through 2035. These are the highest priority solutions to meet the City’s most important needs. These projects will inform the City’s yearly budget and 5-year Capital Improvement Plan (CIP). As shown in Table 5-1, the Higher Priority projects would cost a total of \$118.0 million, which is consistent with forecast available funding through 2035.

Figures 5-2 through 5-6 show locations of the projects, and corresponding project details are included in Tables 5-1 through 5-5 (project numbering is alphabetical). Some of the City’s Higher Priority projects are not associated with a specific location but instead will be applied citywide as needed. These projects are listed in Table 5-6. Additional project details are included in the appendix (where they are sorted by project type).

Table 5-1. Higher Priority Project Costs^a

Project Type	2011 Cost Estimate
Roadway Extensions	\$46,495,000
Roadway Widening	\$20,200,000
Urban Upgrades	\$30,650,000
Spot Improvements	\$4,860,000
Standalone Bicycle and Pedestrian Improvements	\$15,350,000
Transit Improvements	\$500,000
Total Higher Priority Project Costs	\$118,055,000

^a See Tables 5-2, 5-3, 5-4, 5-5, and 5-6 for individual project costs.

PROJECT TYPES

RE – Roadway Extensions (Multimodal Connectivity): New transportation facilities in Wilsonville will connect neighborhoods to one another and to other important destinations. Many of the bicycle and pedestrian improvements related to roadway extensions will fill important system gaps so that neighborhoods have improved non-motorized connectivity, while roadway extension projects are the key motor vehicle improvements that provide increased connectivity in Wilsonville. The roadway extensions help the City to meet the one-mile arterial and half-mile collector spacing standards, consistent with City and regional policy.

RW – Roadway Widening (Capacity): The roadway widening projects increase roadway capacity.

UU – Urban Upgrades (Multimodal Connectivity and Safety): The urban upgrade projects complete existing roadways, and often improve connectivity by adding bike lanes, sidewalks, and turn lanes that accommodate access to adjacent neighborhoods.

These projects improve the roadways to meet the City’s cross-section standards.

SI – Spot Improvements (Transportation System Management and Operations): Spot improvements consist of isolated intersection improvements and safety improvements throughout the city.

BW, SR, LT, and RT – Standalone Bicycle and Pedestrian Improvements (Multimodal Connectivity and Safety): While many bicycle and pedestrian facilities will be constructed as elements of roadway extension and widening projects, there are a number of projects that the City should construct separately or as part of future development. These include the highest priority bikeways/walkways (**BW**), Safe Routes to School projects (**SR**), local trails (**LT**), and regional trails (**RT**).

TI – Transit Improvements: Transit projects are needed throughout the city to provide bus stop amenities and improve bicycle and pedestrian access to transit.

FIGURE 5-2. HIGHER PRIORITY PROJECTS

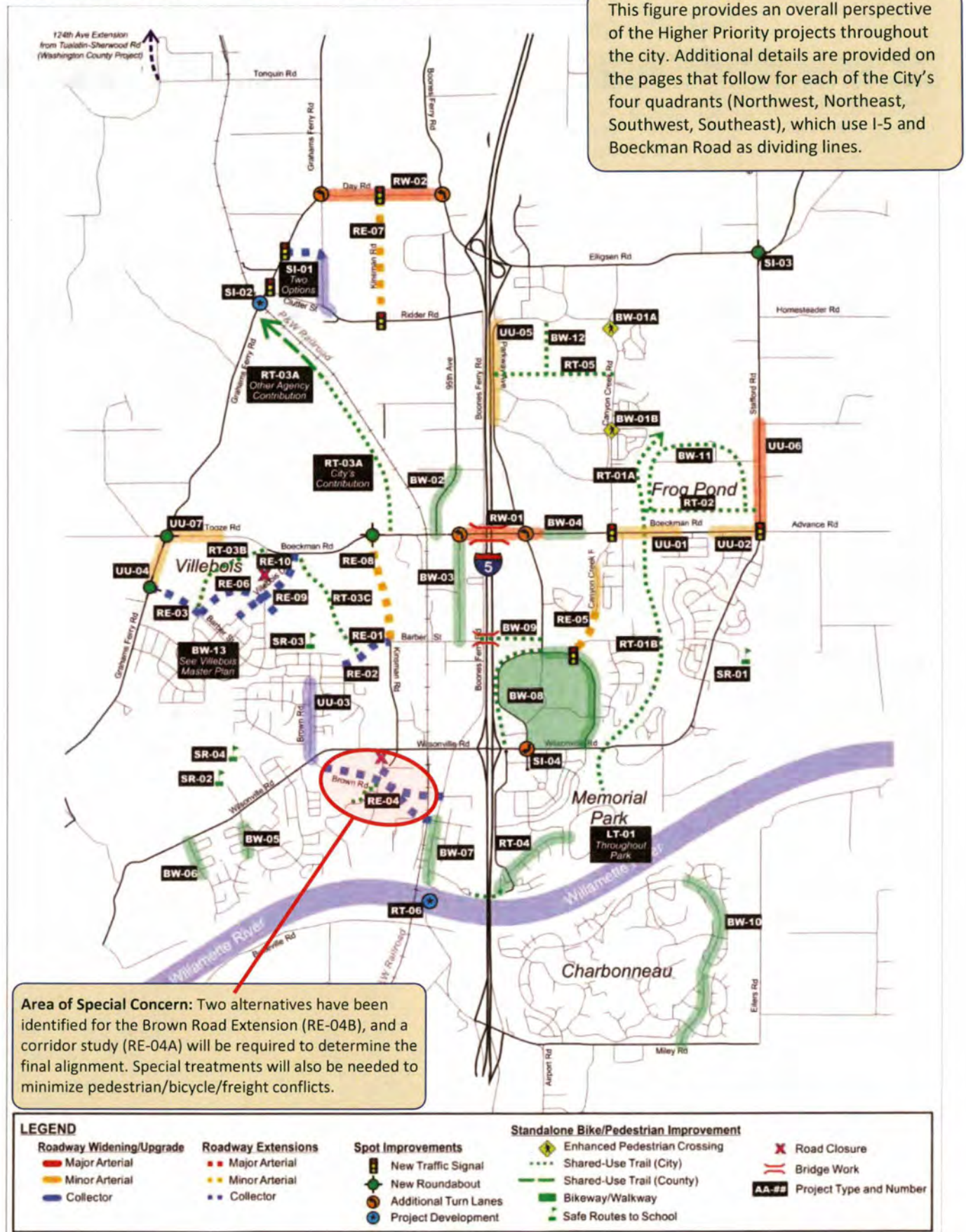


Table 5-2. Higher Priority Projects (Northwest Quadrant)

Project		Description	Cost
Roadway Extensions			
RE-07	Kinsman Road Extension (North)	Construct 2-lane roadway with bike lanes, sidewalks, and transit stop improvements from Ridder Road to Day Road when the area redevelops; project also includes traffic signals at Kinsman Road/Day Road and Kinsman Road/Ridder Road intersections	\$6,500,000
Roadway Widening			
RW-02	Day Road Widening	Widen Day Road from Boones Ferry Road to Grahams Ferry Road to include additional travel lanes in both directions along with bike lanes and sidewalks; project includes improvements at the Day Road/Boones Ferry Road and Day Road/Grahams Ferry Road intersections	\$6,600,000
Spot Improvements			
SI-01	Clutter Road Intersection Improvements with Realignment or Grade Lowering	Install traffic signal and turn lanes along with either lowering grade of intersection by approximately 5 feet (Option A) or realigning Clutter Road approximately 500 feet to the north (Option B); these two options have approximately equal cost estimates and selection will depend on compatibility with future redevelopment	\$1,860,000
SI-02	Grahams Ferry Railroad Undercrossing Project Development	Perform preliminary analysis to determine needs, feasibility, etc.	\$500,000
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)			
BW-02	95th Avenue Sidewalk Infill	Fill in gaps in the sidewalk network on the east side of 95th Avenue from Boeckman Road to Hillman Court, and construct transit stop improvements	\$85,000
Standalone Pedestrian and Bicycle Improvements (Regional Trails)			
RT-03A	Ice Age Tonquin Trail (North)	Construct sections of the Ice Age Tonquin Trail north of Boeckman Road; City to construct portion within City limits (approximately \$750,000) and coordinate portion farther north with Washington County and neighboring cities	\$2,040,000 (Partial Regional funding)

FIGURE 5-3. HIGHER PRIORITY PROJECTS (NORTHWEST QUADRANT)

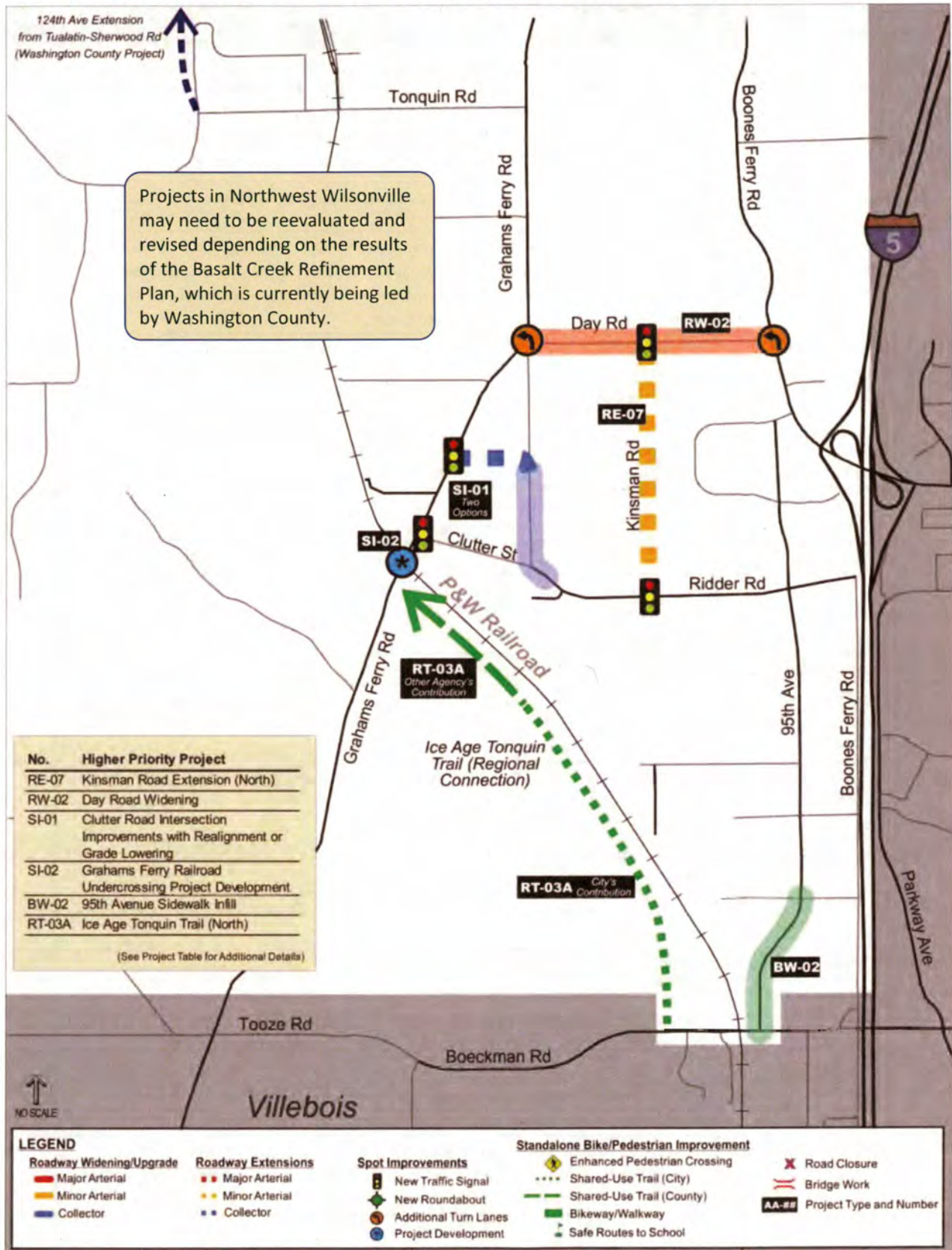


Table 5-3. Higher Priority Projects (Northeast Quadrant)

Project		Description	Cost
Roadway Widening			
RW-01	Boeckman Road Bridge and Corridor Improvements	Widen Boeckman Road from Boberg Road to 500 feet east of Parkway Avenue to include additional travel lanes in both directions along with bike lanes and sidewalks; project includes reconstruction of the bridge over I-5 and improvements at Boeckman Road/Boberg Road and Boeckman Road/Parkway Avenue intersections and adjacent transit stops	\$13,600,000
Urban Upgrades			
UU-01	Boeckman Road Dip Improvements	Upgrade at vertical curve east of Canyon Creek Road to meet applicable cross-section standards (i.e., 3 lanes with bike lanes, sidewalks, and transit stop improvements); options should also be considered to make connections to the regional trail system and to remove the culvert and install a bridge	\$5,850,000
UU-02	Boeckman Road Urban Upgrade	Upgrade to meet applicable cross-section standards (i.e., 3 lanes with bike lanes, sidewalks, and transit stop improvements); project includes a traffic signal or roundabout at the Boeckman Road-Advance Road/Stafford Road-Wilsonville Road Intersection	\$2,100,000
UU-05	Parkway Avenue Urban Upgrade	Upgrade to meet applicable cross-section standards (i.e., 3 lanes with bike lanes, sidewalks, and transit stop improvements)	\$5,000,000
UU-06	Stafford Road Urban Upgrade	Upgrade to meet applicable cross-section standards (i.e., 3 lanes with bike lanes, sidewalks, and transit stop improvements)	\$3,900,000
Spot Improvements			
SI-03	Stafford Road/65th Avenue Intersection Improvements	Improve turn radii, sight distance and grade differential by combining intersections as either a roundabout or traffic signal	\$2,000,000 (Partial County funding)
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)			
BW-01	Canyon Creek Road A/B Enhanced Pedestrian Crossings	Install two new pedestrian crossings of Canyon Creek Road that include rectangular rapid flashing beacons (RRFBs), center pedestrian median island, signage, etc. (final locations to be determined)	\$130,000
BW-04	Boeckman Road Bike Lanes and Sidewalk Infill	Construct bike lanes (both sides of street) and sidewalks (south side of street) from Parkway Avenue to Canyon Creek Road	\$515,000
BW-11	Frog Pond Trails	Construct trail as part of Frog Pond development; with connections to three proposed parks and the proposed regional Boeckman Creek Trail	\$290,000
BW-12	Parkway Center Trail Connector	Construct shared-use path as development occurs; with connection to proposed regional trail (Wiedeman Road Trail) on the south	\$120,000
Standalone Pedestrian and Bicycle Improvements (Regional Trails)			
RT-01A	Boeckman Creek Trail (North)	Construct north-south trail through east Wilsonville following Boeckman Creek, with connections to neighborhoods, parks, and intersecting roads (may need a boardwalk for various sections and would require a comprehensive public process)	\$800,000
RT-02	Frog Pond Trail	Construct shared-use path through Frog Pond area (from Boeckman Creek Dip to Stafford Road) as part of development to provide an off-street alternative to Boeckman Road and link neighborhoods, schools, parks, and transit stops	\$290,000
RT-05	Wiedeman Road Trail	Construct east-west trail in north Wilsonville near the Xerox campus with City responsible for portion through developed land and future developer responsible for portion on future development site	\$340,000

FIGURE 5-4. HIGHER PRIORITY PROJECTS (NORTHEAST QUADRANT)

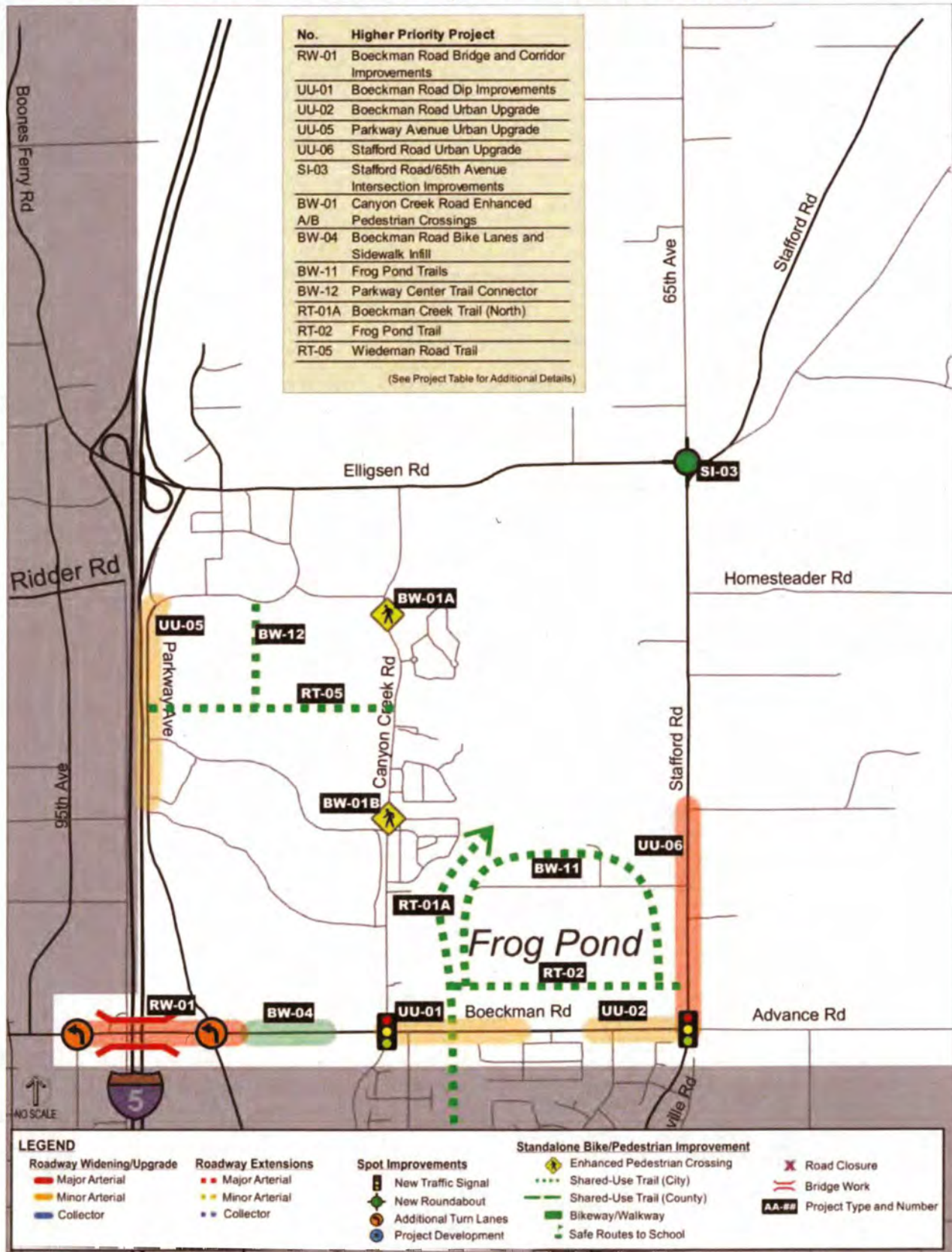


Table 5-4. Higher Priority Projects (Southwest Quadrant)

Project		Description	Cost
Roadway Extensions			
RE-01	Barber Street Extension	Construct 2-lane roadway with bridge, bike lanes, sidewalks, and transit stop improvements from Kinsman Road to Coffee Lake Drive to facilitate access and circulation to WES Station and Villebois	\$8,315,000
RE-02	Barber Street Extension (Part 2)	Construct remaining 2-lane roadway with bike lanes, sidewalks, and transit stop improvements from Coffee Lake Drive to Montebello Drive to facilitate access and circulation to WES Station and Villebois	\$400,000
RE-03	Barber Street through Villebois	Construct remaining 2-lane roadway with bike lanes, sidewalks, and transit stop improvements from Monte Carlo Avenue to Grahams Ferry Road	\$520,000
RE-04A	Corridor Study for Brown Road Extension	Perform a corridor study to determine the recommended Brown Road extension alignment (i.e., connection at either Bailey Street or 5th Street)	\$20,000
RE-04B	Brown Road Extension	Construct remaining 2-lane roadway with bike lanes, sidewalks, and transit stop improvements from Wilsonville Road to Boones Ferry Road (connect at either Bailey Street or 5th Street); includes roadway connection to Kinsman Road (with bike lanes and sidewalks), portion of Ice Age Tonquin Trail connecting to trial terminus on Arrowhead Creek Lane, and Brown Road/Kinsman Road intersection	\$15,200,000
RE-06	Costa Circle Loop Extension	Construct remaining 2-lane roadway with bike lanes, sidewalks, and transit stop improvements from Barber Street to Villebois Drive to Mont Blanc Street	\$3,000,000
RE-08	Kinsman Road Extension (South)	Construct 2-lane roadway with bike lanes, sidewalks, and transit stop improvements from Barber Street to Boeckman Road; project also includes a roundabout at Kinsman Road/Boeckman Road intersection	\$8,400,000
RE-09	Villebois Drive Extension	Construct 2-lane roadway with bike lanes, sidewalks, and transit stop improvements from Costa Circle to Coffee Lake Drive	\$390,000
RE-10	Villebois Drive Extension (Part 2)	Construct 2-lane roadway with bike lanes, sidewalks, and transit stop improvements from Coffee Lake Drive to Boeckman Road	\$250,000
Urban Upgrades			
UU-03	Brown Road Upgrades	Upgrade to meet cross-section standards (i.e., 3 lanes with bike lanes, sidewalks, and transit stops)	\$3,500,000
UU-04	Grahams Ferry Urban Upgrade	Upgrade to meet cross-section standards (i.e., 3 lanes with bike lanes, sidewalks, and transit stop improvements); includes roundabout at Grahams Ferry Road/Barber Street intersection	\$2,400,000
UU-07	Tooze Road Urban Upgrade	Upgrade to meet cross-section standards (i.e., 3 lanes with bike lanes, sidewalks, and transit stop improvements); includes roundabout at Grahams Ferry Road/Tooze Road intersection	\$7,900,000
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)			
BW-03	Boberg Road Sidewalk Infill	Fill in gaps in the sidewalk network on the east side of the roadway from Boeckman Road to Barber Street, and construct transit stop improvements	\$375,000
BW-05	Willamette Way East Sidewalk Infill	Fill in gaps in the sidewalk network on the west side of the roadway from Chantilly to south of Churchill (part of Ice Age Tonquin Trail)	\$50,000
BW-06	Willamette Way West Sidewalk Infill	Construct a new sidewalk on west side of the roadway from Wilsonville Road to Paulina Drive	\$50,000
BW-07	Boones Ferry Road Sharrows	Stripe sharrows (shared travel lanes) from 5th Street to Boones Ferry Park; this will connect Ice Age Tonquin Trail (once the portion along the Brown Road Extension is completed) to Waterfront Trail	\$5,000
BW-13	Villebois Loop Trail	Construct shared-use path as part of Villebois development; include connections to Villebois Greenway, the Ice Age Tonquin Trail, and the Village Center	\$180,000
Standalone Pedestrian and Bicycle Improvements (Safe Routes to School)			
SR-02	Boones Ferry Primary Safe Routes to School Improvements	Construct shared-use path between Boones Ferry Primary and Wood Middle School, a bicycle parking shelter near the school, and a shared-use path connecting the bicycle shelter to the sidewalks along Wilsonville Road	\$200,000
SR-03	Lowrie Primary Safe Routes to School Improvements	Construct shared-use path from existing connection of Lowrie Primary School to Barber Street as part of Villebois development; include connections to new school, Ice Age Tonquin Trail, and Barber Street To future connections	\$150,000
SR-04	Wood Middle School Safe Routes to School Improvements	Construct a bicycle parking shelter near the school and a shared-use path connecting the bicycle shelter to the sidewalks along Wilsonville Road; also widen and stripe the Park at Merryfield Trail, which connects Wood Middle School to Camelot Street to the north	\$150,000
Standalone Pedestrian and Bicycle Improvements (Regional Trails)			
RT-03	Ice Age Tonquin Trail B/C (Villebois)	Construct the remaining sections of the Ice Age Tonquin Trail within Villebois Village in conjunction with development and adjacent roadway improvements	\$560,000
RT-06	Willamette River Bike/Pedestrian and Emergency Bridge Project Development	Perform feasibility study and project development for bike/pedestrian/emergency bridge over the Willamette River to provide a non-motorized alternative to the I-5 freeway deck	\$1,380,000 (Partial Regional funding)

FIGURE 5-5. HIGHER PRIORITY PROJECTS (SOUTHWEST QUADRANT)

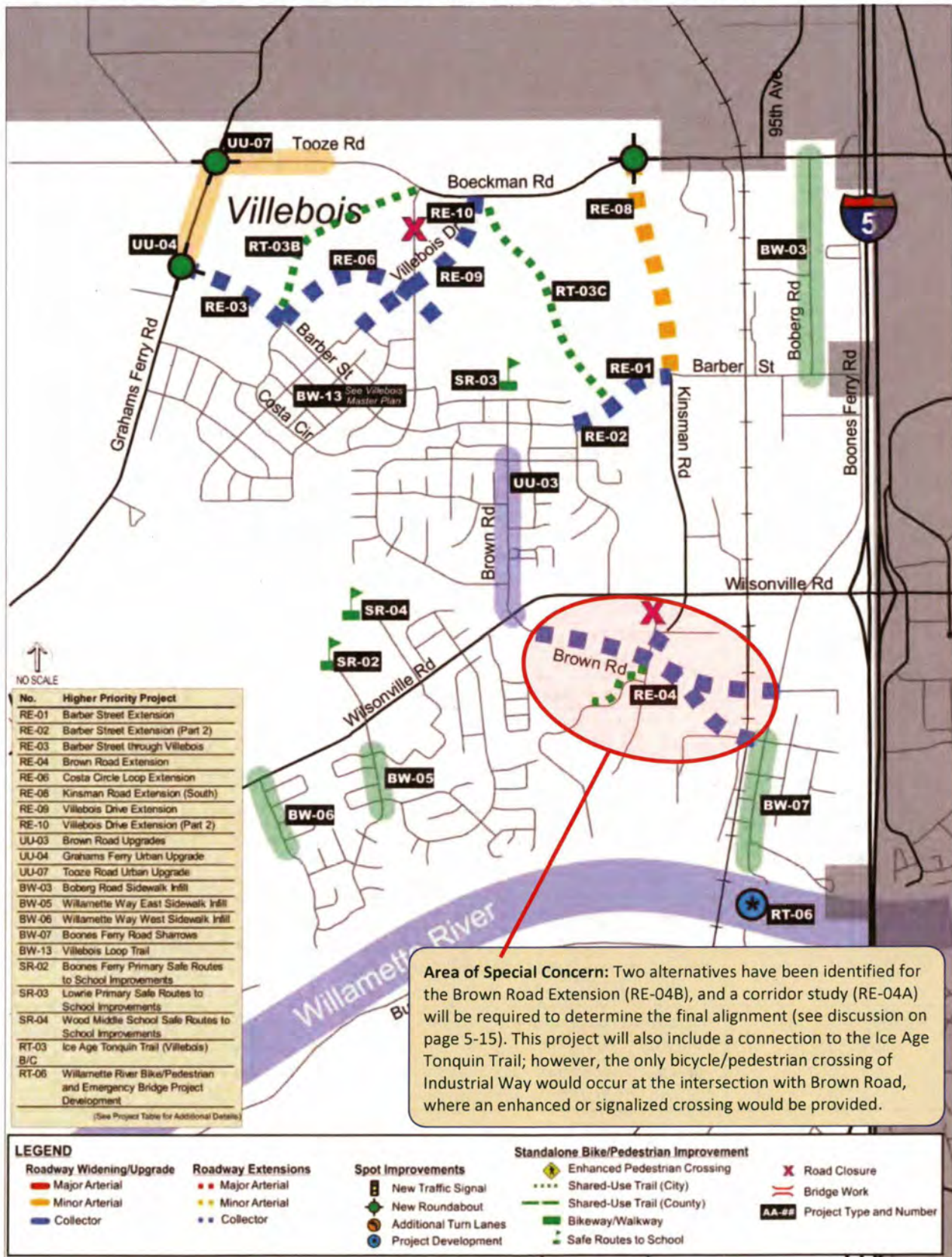


Table 5-5. Higher Priority Projects (Southeast Quadrant)

Project	Description	Cost
Roadway Extensions		
RE-05 Canyon Creek Road Extension	Construct remaining 3-lane roadway with bike lanes, sidewalks, and transit stop improvements from existing terminus to Town Center Loop East; project also includes realigning a portion of Vlahos Drive (so it intersects Canyon Creek Road) and installing a traffic signal at the Town Center Loop East/Canyon Creek Road intersection	\$3,500,000
Spot Improvements		
SI-04 Wilsonville Road/Town Center Loop West Intersection Improvements	Widen the north leg of the intersection and install a second southbound right-turn lane (dual lanes)	\$500,000
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)		
BW-08 Town Center Loop Pedestrian, Bicycle, and Transit Improvements	Create more direct connections between destinations within Town Center area, improve accessibility to civic uses and transit stops, retrofit sidewalks with curb ramps, highlight crosswalks with colored pavement, and construct other similar treatments that support pedestrian, bicycle, and transit access and circulation; also construct shared-use path along Town Center Loop West from Wilsonville Road to Parkway Avenue and restripe Town Center Loop East from Wilsonville Road to Parkway Avenue to a three-lane cross-section with bike facilities	\$500,000
BW-09 Town Center Loop Bike/Pedestrian Bridge	Construct bike/pedestrian bridge over I-5 approximately aligned with Barber Street to improve connectivity of Town Center area with businesses and neighborhoods on west side of I-5; include aesthetic design treatments	\$4,000,000
BW-10 French Prairie Drive Pathway	Construct 10-foot wide shared-use path along French Prairie Drive from Country View Lane to Miley Road or reconfigure existing roadway to remove a travel lane in each direction and add bicycle and pedestrian facilities	\$1,140,000
Standalone Pedestrian and Bicycle Improvements (Safe Routes to School)		
SR-01 Boeckman Creek Primary Safe Routes to School Improvements	Construct a bicycle parking shelter near the school and a new 10 to 12-foot bike path on the south side of the existing sidewalk that meanders south of the tree line and connects to the existing marked crosswalk near the school parking lot	\$65,000
Standalone Pedestrian and Bicycle Improvements (Local Trails)		
LT-01 Memorial Park Trail Improvements	Construct trails throughout Memorial Park, including the Memorial Park Center Loop Trail, the River Trail, Kolbe Homestead Trail, and Klein Homestead Trail	\$595,000
Standalone Pedestrian and Bicycle Improvements (Regional Trails)		
RT-01B Boeckman Creek Trail (South)	Construct north-south trail through east Wilsonville following Boeckman Creek, with connections to neighborhoods, parks, and intersecting roads (may need a boardwalk for various sections and would require a comprehensive public process)	\$1,150,000 (Partial Regional funding)
RT-04 Waterfront Trail Improvements	Improve the condition of the shared-use path as it passes underneath the I-5 Boone Bridge by removing the Jersey barriers, installing bollards, widening the trail, adding appropriate pedestrian features such as benches and lighting, and altering the grade of the path underneath the underpass to make it more easily accessible	\$125,000

FIGURE 5-6. HIGHER PRIORITY PROJECTS (SOUTHEAST QUADRANT)

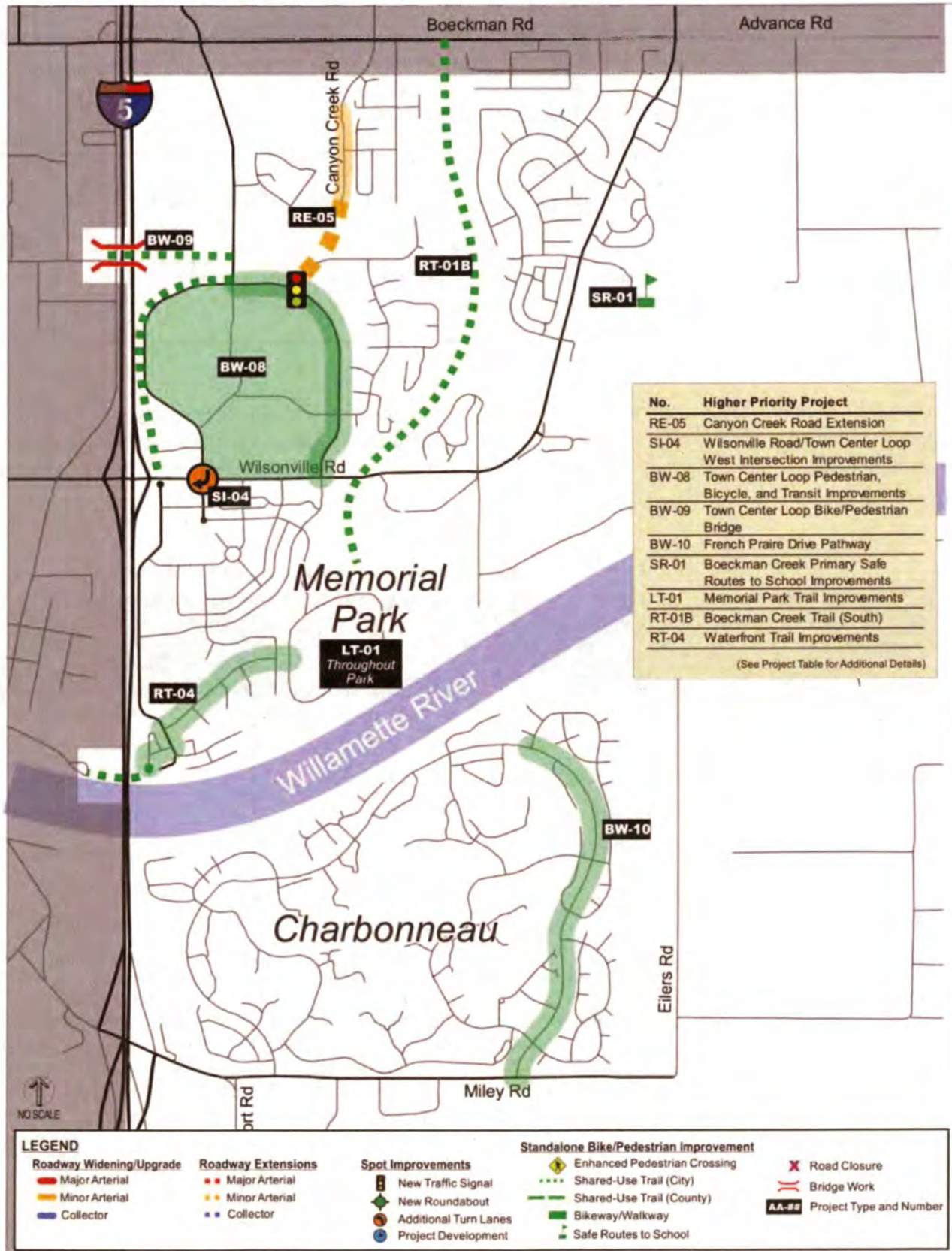


Table 5-6. Higher Priority Projects (Citywide)

Project	Description	Cost
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)		
BW-14 Wayfinding Signage	Provide bicycle, pedestrian, and transit wayfinding signage directing users to/from the Ice Age Tonquin Trail, the SMART and WES transit center, and other points of interest throughout the city	\$65,000
Transit Improvements		
TI-01 Pedestrian Access to Transit	Construct sidewalk and curb ramp improvements at SMART stops throughout the city to meet ADA requirements, create safe street crossings, and connect new development with transit (includes retrofits at substandard stops)	\$200,000
TI-02 Transit Street Improvements	Widen roadways or construct sidewalk extensions on a case-by-case basis to improve transit on-time performance and passenger/pedestrian safety; may involve on-site bus turnarounds with property owner approval	\$300,000

Table 5-7 provides a side-by-side comparison of the estimated funding sources available and how much they would contribute to the Higher Priority projects. Additional cost information is provided in the

appendix. The planning level project costs are intended to cover a moderate level of unanticipated costs that may arise at the time the projects are constructed.

Table 5-7. Higher Priority Project Funding Sources and Contributions

Project Type	Capital Improvement Funding Estimates through 2035	
	Approximate Funding Available	Contributions to Higher Priority Projects
Street System Development Charges (SDCs) and Developer Contributions	\$72 million	\$68.6 million
West Side Plan – Urban Renewal District	\$27 million	\$26.6 million
Year 2000 Plan – Urban Renewal District	\$5 million	\$3.5 million
Park System Development Charges (SDCs)	\$0.7 million ^a	\$0.7 million
Local/Regional Partnerships	\$2.9 million ^a	\$2.9 million
Grants	\$3.2 million ^a	\$3.2 million
State and Federal Funding	\$12.6 million ^a	\$12.6 million
Total	\$123.4 million^a	\$118.1 million

^a The approximate funding levels estimated for various sources were considered to be equal to the contributions due to the prior experience of how the City has been able to fund transportation projects. If the City is unable to obtain local/regional partnerships, grants, and/or state and federal funding, then the associated projects that assume these funding sources may have to be put on hold until other funding becomes available.

BROWN ROAD EXTENSION ALTERNATIVES

From a transportation planning standpoint, both Brown Road extension alternatives would provide comparable benefits to the transportation network. Selection of an alignment should be made during or prior to the master planning process for the large area south of Wilsonville Road and west of the railroad tracks.

The following factors should be considered as part of selecting a future alignment:

- Access
- Bicycle and pedestrian network connections
- Environmental impacts
- Freight benefits/impacts
- Future development plans and land use changes in the two areas most impacted by

the roadway extension: (1) west of the railroad tracks south of Wilsonville Road and (2) in Old Town, specifically along Boones Ferry Road

- Motor vehicle capacity
- Neighborhood/commercial connectivity
- Private property impacts
- Project costs
- Public input
- Railroad crossings
- Small business impacts
- Timing
- Traffic diversion
- Water and sewer utility issues



ADDITIONAL PLANNED PROJECTS

The “Additional Planned” project list includes those projects that would contribute to the City’s desired transportation system through 2035 but that were not included as “Higher Priority” projects due to estimated funding limitations. This list represents a coordinated transportation network and adequate facilities to serve the community through 2035.

The State stipulates that projects listed in the TSP form the legal basis for exacting developer-provided improvements. Together, the “Higher Priority” and “Additional Planned” project lists document all the City’s desired projects so that it is clear what improvements are needed to ensure that the City’s transportation network fully supports its continued growth.

Even though the City should primarily focus on the projects included in the Higher Priority Solutions Package, it should look for opportunities to pursue these remaining projects as funding opportunities become available, including grant funding.

As shown in Table 5-8, the “Additional Planned” projects would cost a total of \$100.1 million. Figures 5-7 through 5-11 show locations of the projects, and corresponding project details are included in Tables 5-8 through 5-12. Some of the City’s Additional Planned projects are not associated with a specific location but instead will be applied citywide as needed. These projects are listed in Table 5-13.

Table 5-8. Additional Planned Project Costs^a

Project Type	2011 Cost Estimate
Roadway Extensions	\$27,200,00
Roadway Widening	\$7,000,000
Urban Upgrades	\$20,100,000
Spot Improvements	\$6,500,000
Standalone Bicycle and Pedestrian Improvements	\$24,860,000
Transit Improvements	\$14,450,000
Total Additional Planned Project Costs	\$100,110,000

^a See Tables 5-9, 5-10, 5-11, 5-12, and 5-13 for individual project costs.



Trees provide an aesthetically pleasing environment and shade along a street in Charbonneau, a private planned community in Wilsonville surrounding a 27-hole golf course. Because Charbonneau is on the southern bank of the Willamette River, it is separated from the remainder of the city and would benefit from a dedicated bicycle and pedestrian bridge.

FIGURE 5-7. ADDITIONAL PLANNED PROJECTS

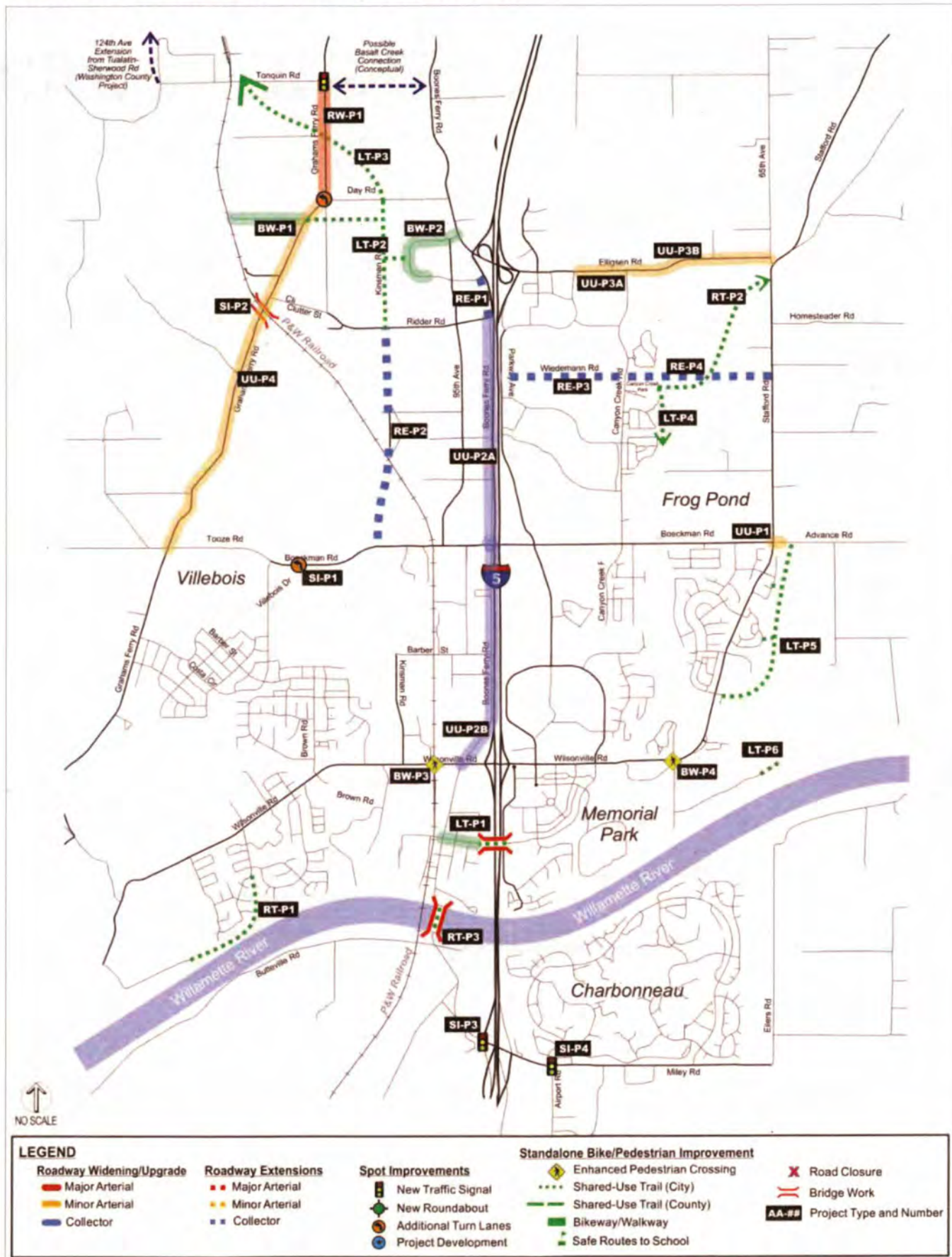


Table 5-9. Additional Planned Projects (Northwest Quadrant)

Project		Description	Why Not Higher Priority?	Cost
Roadway Extensions				
RE-P1	Boones Ferry Road Extension	Construct 2-lane roadway from Ridder Road to Commerce Circle with bike lanes, sidewalks, and transit improvements to facilitate access and circulation in the area surrounding Ridder Road and 95th Avenue	Identified as potentially helpful freight connection, but not a critical need at this time	\$2,100,000
RE-P2	Kinsman Road Extension (Central)	Construct 2/3-lane roadway from Boeckman Road to Ridder Road with bike lanes and sidewalks	High cost due to grade-separated RR crossing and construction across Metro lands; alternative route (95th Avenue) is available	\$12,000,000
Roadway Widening				
RW-P1	Grahams Ferry Road Widening	Widen Grahams Ferry Road from Tonquin Road to Day Road to four lanes with bike lanes, sidewalks, and transit improvements; acquire the full five-lane right-of-way width to accommodate future left-turn lanes; also provide additional left-turn lanes at Tonquin Road and Day Road intersections	Located within Washington County and is only needed under certain scenarios of the pending Basalt Creek Refinement Plan	\$7,000,000
Urban Upgrades				
UU-P2A	Boones Ferry Road Urban Upgrade	Upgrade Boones Ferry Road from Wilsonville Road to Ridder Road with bike lanes on both sides and sidewalks on west side only	High cost with limited connectivity benefit alternative parallel routes exist	\$5,900,000
UU-P4	Grahams Ferry Road Urban Upgrade	Upgrade Grahams Ferry Road from Day Road to Tooze Road to meet applicable cross-section standards (i.e., 3 lanes with bike lanes, sidewalks, and transit improvements)	Grahams Ferry Road is primarily a rural road and Ice Age Tonquin Trail is a preferred option for providing north-south connection through this part of Wilsonville	\$2,000,000
Spot Improvements				
SI-P2	Grahams Ferry Road Undercrossing Improvements at Railroad Bridge	Reconstruct existing railroad under-crossing to City of Wilsonville Minor Arterial standards; Higher Priority project list includes project development portion of this project (costs are separate)	Located within Washington County jurisdiction, and it is an important safety-related project with particular benefits for freight travel; however, it comes with high cost and freight traffic has alternate travel routes	\$4,500,000
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)				
BW-P1	Cahalin Road Bike Lanes and Sidewalks	Construct bike lanes and sidewalks from Kinsman Road extension to Ice Age Tonquin Trail	High cost due to railroad crossing barrier	\$700,000
BW-P2	Commerce Circle Loop Sidewalk Infill	Fill in gaps in the sidewalk network on Commerce Circle Loop	Industrial area with no connectivity to other facilities	\$100,000
Standalone Pedestrian and Bicycle Improvements (Local Trails)				
LT-P2	Area 42 Trail	Shared Use Path from Kinsman Road to Day Road	To be constructed as Coffee Lake Creek Master Plan Area Redevelops	\$220,000
LT-P3	BPA Power Line Trail	Shared Use Path from Day Road to Ice Age Tonquin Trail providing trail users to City's northern industrial area	Ice Age Tonquin Trail provides key connection to north (more critical when Coffee Lake Creek develops)	\$500,000

FIGURE 5-8. ADDITIONAL PLANNED PROJECTS (NORTHWEST QUADRANT)

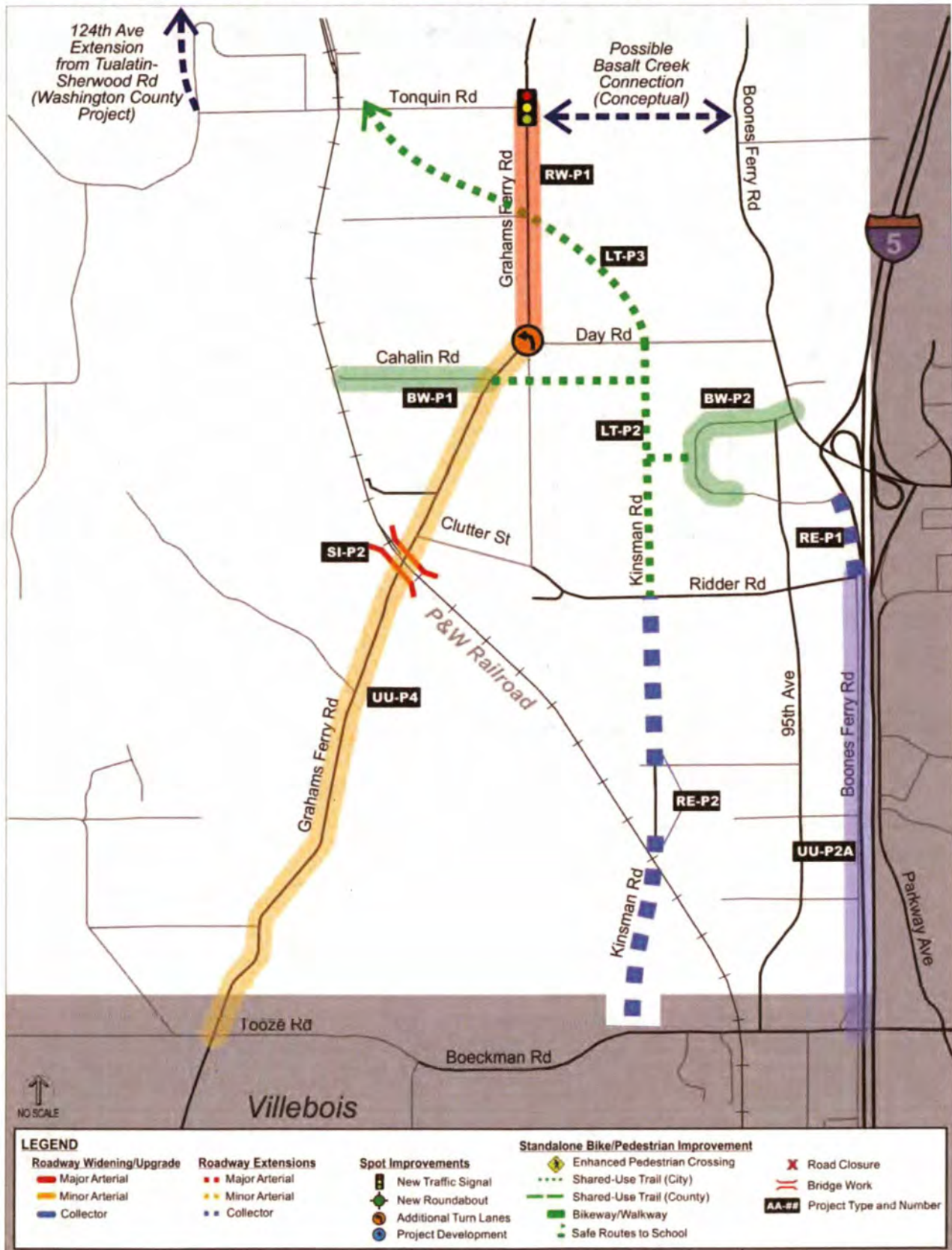


Table 5-10. Additional Planned Projects (Northeast Quadrant)

Project		Description	Why Not Higher Priority?	Cost
Roadway Extensions				
RE-P3	Wiedeman Road Extension (West)	Construct 2/3-lane roadway from Parkway Avenue to Canyon Creek Road with bike lanes and sidewalks	Limited impact on system capacity; money better spent upgrading Boeckman Road and Elligsen Road	\$4,300,000
RE-P4	Wiedeman Road Extension (East)	Construct 2/3-lane roadway from Canyon Creek Road to Stafford Road with bike lanes and sidewalks; would require construction over Boeckman Creek	Only needed with future development on land east of Canyon Creek Road; costly (especially over wetlands) and has limited impact on system capacity; and money better spent upgrading Boeckman Road and Elligsen Road	\$8,800,000
Urban Upgrades				
UU-P1	Advance Road Urban Upgrade	Upgrade Advance Road east of Stafford Road (section within City limits) to meet applicable cross-section standards including bike lanes, sidewalks, and transit improvements	Upgrades will become more critical as growth occurs east of the city, particularly in conjunction with the anticipated school site	\$300,000
UU-P3 A/B	Elligsen Road Urban Upgrade	Upgrade Elligsen Road from Parkway Center to Stafford Road to meet applicable cross-section standards including bike lanes, sidewalks, and transit improvements	Much of the land is in Clackamas County; significant slopes from Parkway Center Drive to Canyon Creek Road would likely require retaining walls (higher costs) and large oak trees would be impacted	\$6,000,000 (Partial Federal funding)
Standalone Pedestrian and Bicycle Improvements (Local Trails)				
LT-P4	Canyon Creek Trail	Shared Use Path from Canyon Creek Park to Boeckman Creek Trail providing connectivity to neighborhoods to the south	Low priority as it needed after the Boeckman Creek Trail is constructed	\$200,000
Standalone Pedestrian and Bicycle Improvements (Regional Trails)				
RT-P2	Stafford Spur Trail	Shared-Use Path from Canyon Creek Park to Stafford Road	High cost project that provides limited connectivity to land uses in Clackamas County	\$1,640,000

FIGURE 5-9. ADDITIONAL PLANNED PROJECTS (NORTHEAST QUADRANT)

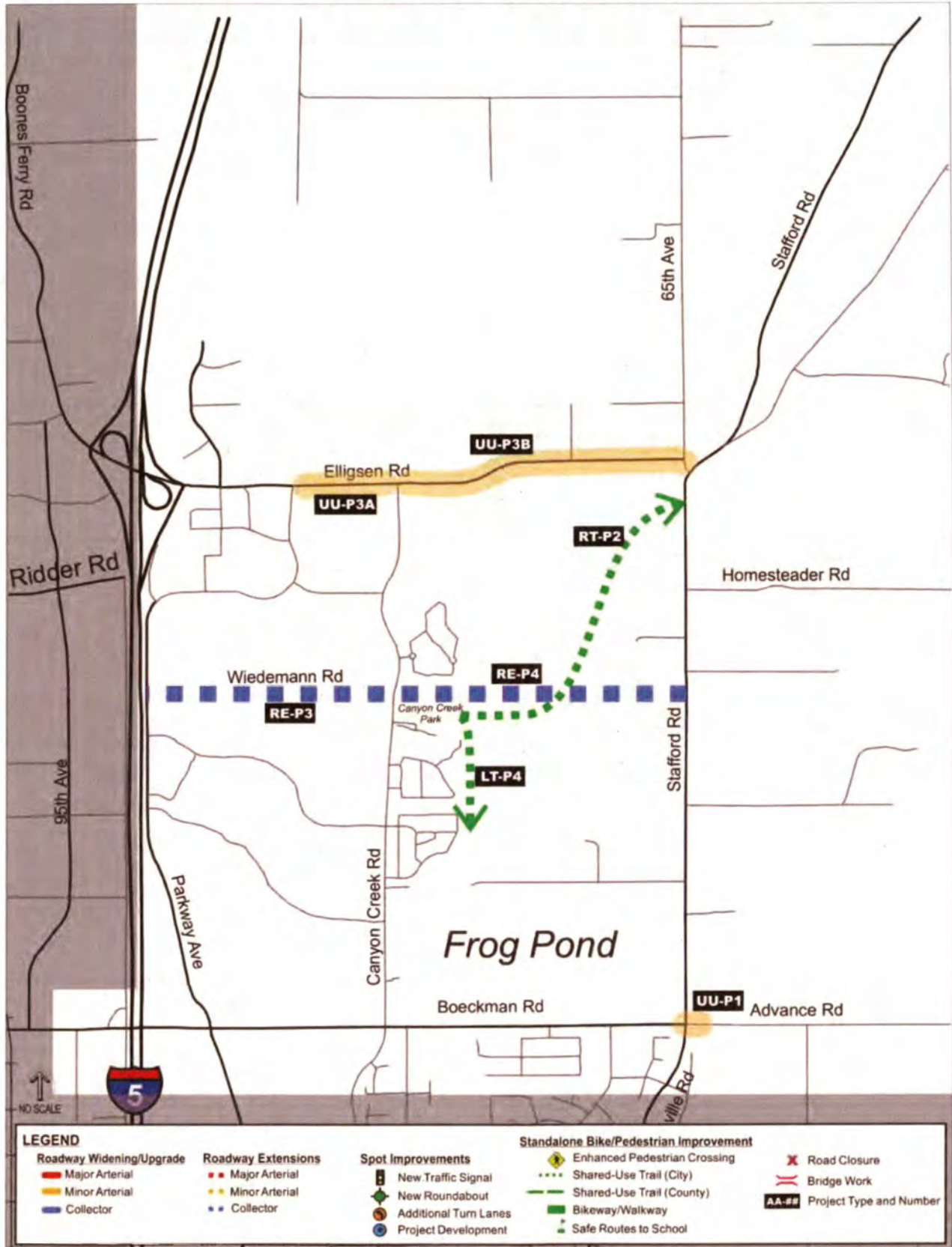


Table 5-11. Additional Planned Projects (Southwest Quadrant)

Project	Description	Why Not Higher Priority?	Cost
Urban Upgrades			
UU-P2B Boones Ferry Road Urban Upgrade	Upgrade Boones Ferry Road from Wilsonville Road to Ridder Road with bike lanes on both sides and sidewalks on west side only	High cost with limited additional connectivity benefits due to alternative parallel routes (i.e., Kinsman Road extension); project would become more beneficial once bike and pedestrian bridge is built over I-5 connecting Barber Street to Town Center Loop West	\$5,900,000
Spot Improvements			
SI-P1 Boeckman Road/Villebois Drive Roundabout Widening	Expand roundabout by adding a westbound slip lane to accommodate two westbound travel lanes on Boeckman Road	Potential improvement need expected to be triggered by future regional traffic traveling east-west through Wilsonville	\$500,000
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)			
BW-P3 Wilsonville Road Enhanced Pedestrian Crossing at Railroad Track	Install new pedestrian crossing adjacent to the railroad tracks that includes rectangular rapid flashing beacons (RRFBs), center pedestrian median island, signage, etc.	Not critical until land south of Wilsonville Road Develops	\$70,000
Standalone Pedestrian and Bicycle Improvements (Local Trails)			
LT-P1 5th Street Bike/Pedestrian Bridge and Connections	Construct bike/pedestrian bridge over I-5 approximately aligned with 5 th Street; also construct bike lanes and sidewalks on 5 th Street connecting the new bridge to Boones Ferry Road	High cost and recent improvements to Wilsonville Road Interchange have improved East/West pedestrian connectivity	\$6,400,000
Standalone Pedestrian and Bicycle Improvements (Regional Trails)			
RT-P1 Rivergreen Trail	Natural Trail from Ice Age Tonquin Trail/SW Willamette Way to Waterfront Trail	Low priority as it is needed after other critical trail and pathway connections are completed (i.e. Ice Age Tonquin Trail)	\$260,000
RT-P3 Willamette River Bike/Pedestrian and Emergency Bridge	Construct bridge over Willamette River for bike, pedestrian, and emergency access to provide an alternative to the I-5 freeway deck; Higher Priority project list includes project development portion of this project (costs are separate)	High cost; next step is to determine feasibility within planning horizon	\$14,000,000

FIGURE 5-10. ADDITIONAL PLANNED PROJECTS (SOUTHWEST QUADRANT)

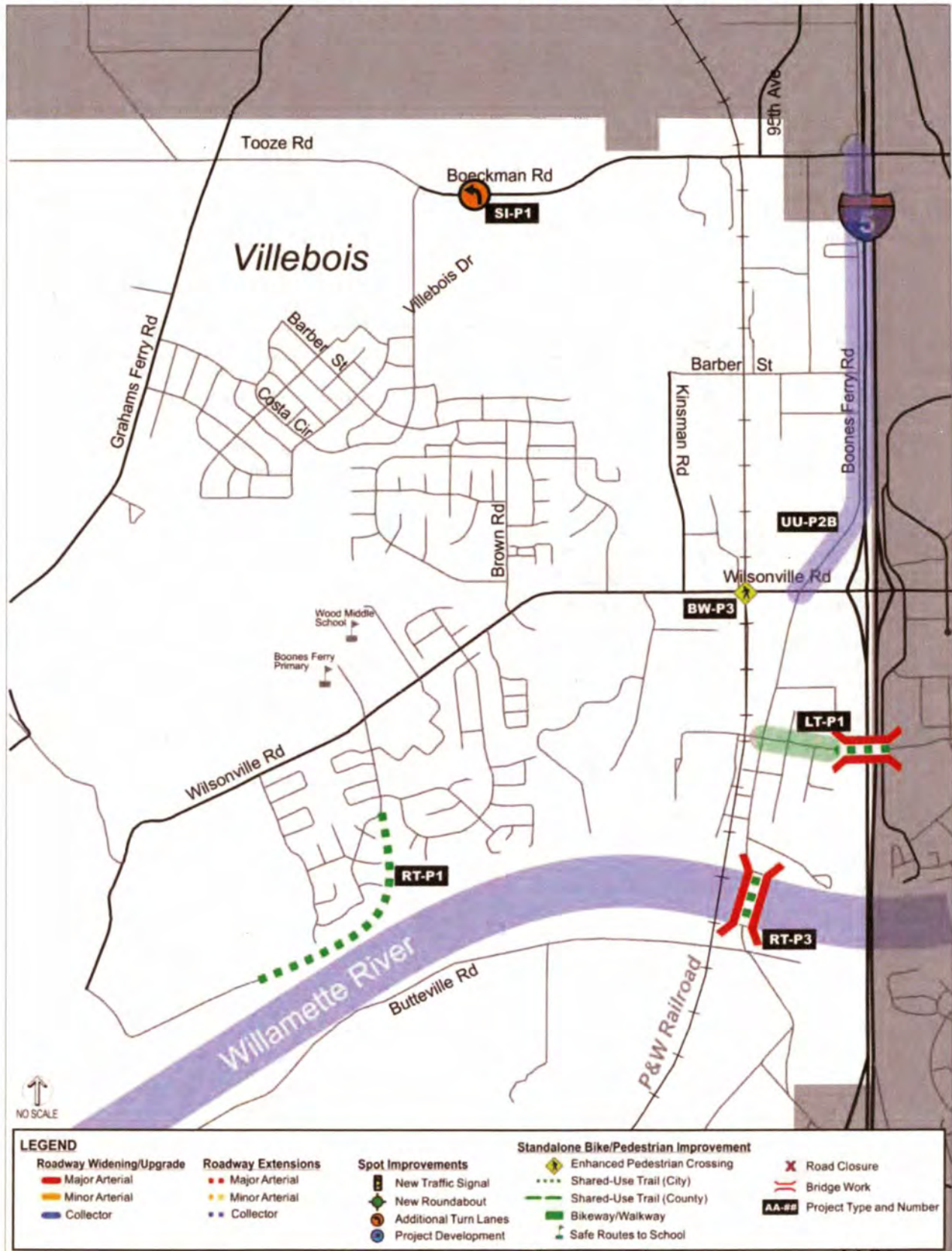


Table 5-12. Additional Planned Projects (Southeast Quadrant)

Project		Description	Why Not Higher Priority?	Cost
Spot Improvements				
SI-P3	Miley Road/I-5 Southbound Ramp Improvements	Install traffic signal and southbound left-turn lane	Outside City's jurisdiction (ODOT facility) and no future Wilsonville growth expected; improvement needs would be triggered primarily by regional traffic	\$750,000
SI-P4	Miley Road/Airport Road Intersection Improvements	Install traffic signal and northbound left-turn lane	Outside City's jurisdiction (Clackamas County facility) and no future Wilsonville growth expected; improvement needs would be triggered primarily by regional traffic	\$750,000
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)				
BW-P4	Wilsonville Road Enhanced Pedestrian Crossing at Rose Lane	Install new pedestrian crossing adjacent to Rose Lane and nearby transit stops; potential crossing treatments include, but are not limited to, rectangular rapid flashing beacons (RRFBs), signage, etc.	Crossing need at this location is considered low at this time, and there is an existing pedestrian crossing and flasher to the west at Kolbe Lane that provides more direct access to Memorial Park and the Boeckman Creek Trail	\$50,000
Standalone Pedestrian and Bicycle Improvements (Local Trails)				
LT-P5	New School Site Trail	Shared Use Path from Boeckman Creek Elementary School to planned school and park site, with possible connections to adjacent neighborhoods	Medium priority due to existing connections; will become important when school and park are constructed	\$700,000
LT-P6	Park Access Trail	Low Volume Roadway accessed from Montgomery Way; would require extensive public process	Lower priority until after other critical trail and pathway connections are completed	\$20,000

FIGURE 5-11. ADDITIONAL PLANNED PROJECTS (SOUTHEAST QUADRANT)

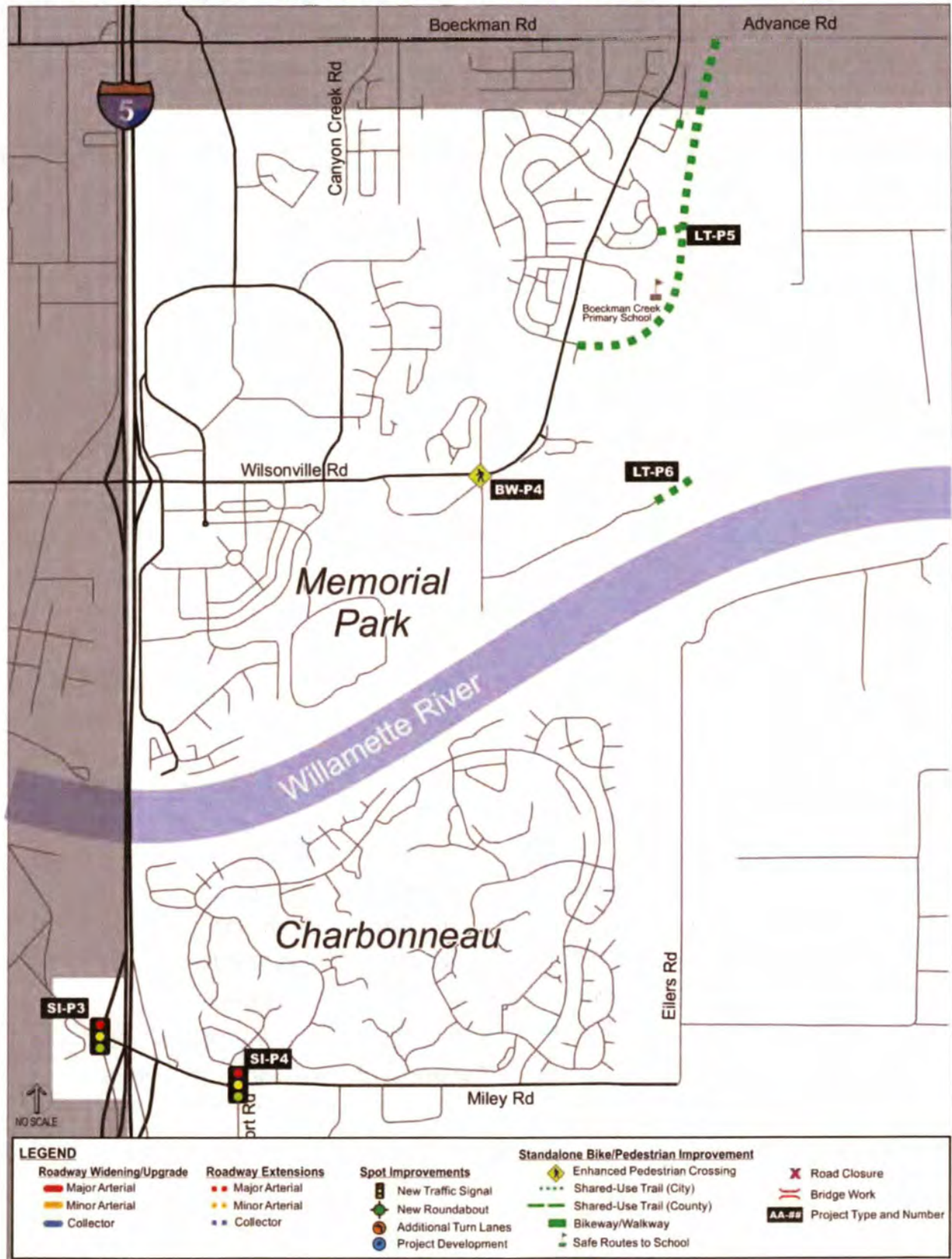


Table 5-13. Additional Planned Projects (Citywide)

Project		Description	Why Not Higher Priority?	Cost
Spot Improvements				
TI-P1	Bus Stop Amenities	Install bus shelters, benches, and bus seat poles on a case-by-case basis as needs are identified and funds are available	Funding has not been identified	\$450,000
TI-P2	SMART Buses	Replace old buses; also outfit each bus with a tracking system and provide real-time display boards at the SMART Central station and other key routes	Funding has not been identified	\$14,000,000

"It is very important we prepare now so that we don't have congestion in the future—or can at least manage the congestion. We can also prepare for connectivity so we can get places conveniently."

*Nancy Kraushaar
Community Development Director*

The Programs

Chapter 6



Wilsonville's transportation programs play an important role in the City's ongoing efforts to provide a coordinated, cost-effective, multimodal transportation system. Well-run programs help extend the service life of infrastructure improvements and increase the value of transportation investments. The City's Community Development and SMART Transit departments are responsible for managing the majority of its transportation programs.

TRANSPORTATION PROGRAMS

Wilsonville has various transportation programs that support ongoing operations and services:

- Capital Improvement Program (CIP)
- Safety (Proposed)
- Safe Routes to School
- ADA Comprehensive Access (Proposed)
- SMART Transit
- SMART Options and Transportation Demand Management (TDM)
- Intelligent Transportation System (ITS)
- Bike Smart and Walk Smart

Instead of trying to . . .

- *Build its way out of congestion*

Wilsonville's programs help the City . . .

- *Extend the service life of infrastructure improvements and*
- *Increase the value of transportation investments.*



CAPITAL IMPROVEMENT PROGRAM

Wilsonville's Capital Improvement Program (CIP) is a short-range 5-year plan that identifies upcoming capital projects and equipment purchases, provides a planning schedule, and identifies financing options. It provides an important link between the projects identified in the City's master plans and its annual budget, which enables the City to manage and use public dollars in the most efficient and productive manner possible.

Through its annual CIP efforts, the City considers which capital investments enable it to manage growth to boost the economy, protect the environment and public health, and enhance community vitality while working to preserve the special qualities of life in Wilsonville.

Wilsonville uses its Capital Improvement Program (CIP) to plan and prioritize its infrastructure investments in eight categories:

- Water
- Sewer
- Streets
- Streetscape/Bicycle
- Stormwater
- Transit
- Buildings
- Parks

The CIP program includes a 5-year project list, which provides a short-range plan of upcoming infrastructure improvement needs. These projects include new facilities, major repairs, replacement and improvements of roads, buildings, water systems (sanitary, drinking, storm), and parks. The City regularly packages multiple capital projects together (such as roads, sewer, and water) to maximize the cost effectiveness of City funds.

PUBLIC INVESTMENT BENEFITS

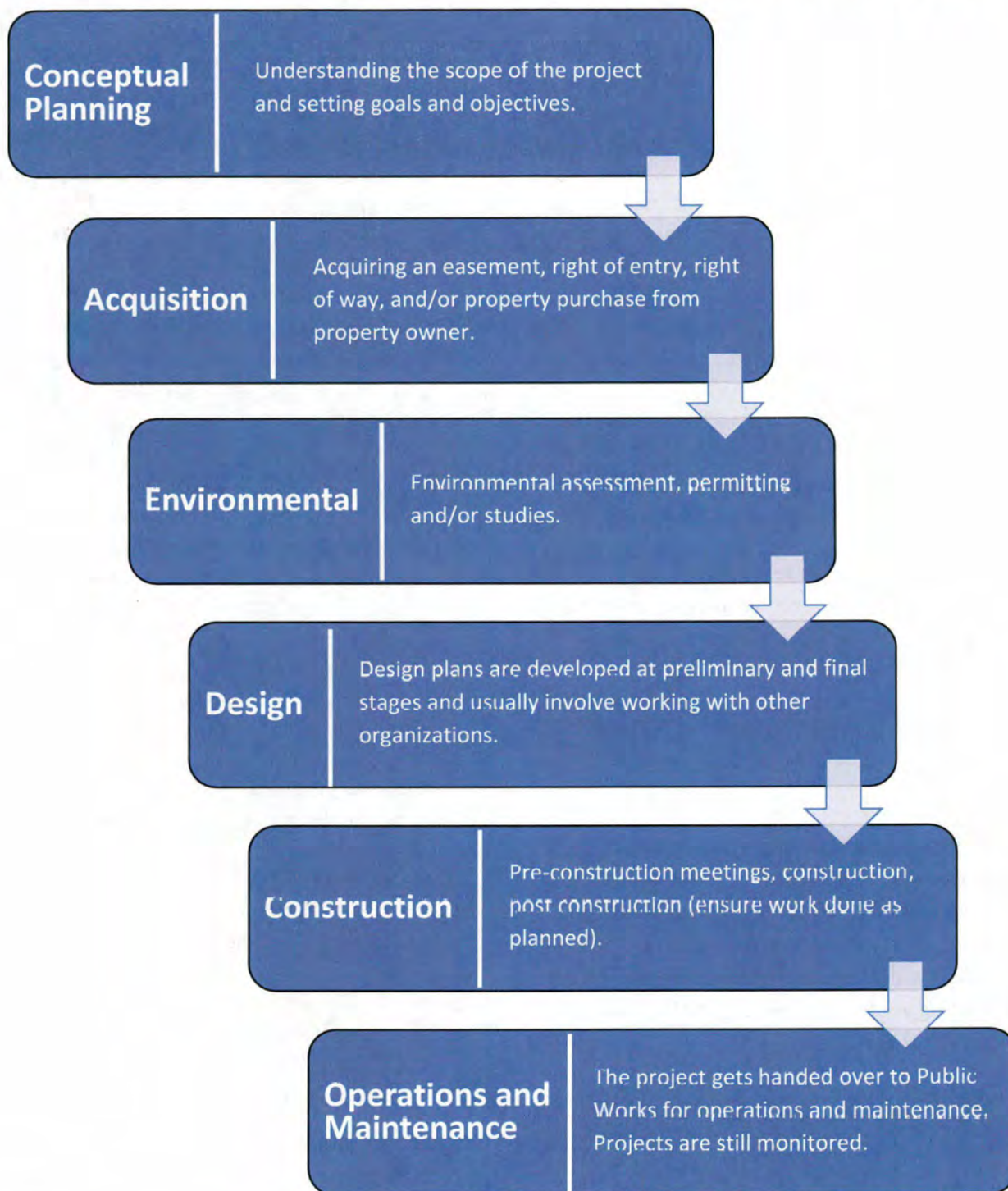
From clean, safe drinking water to convenient transportation options, the City's public investment funds an improved quality of life. Benefits of investment into the City's Capital improvement Program include:

- Transportation facilities that provide capacity to support economic development
- Streets that are maintained and constructed to ensure safety and comfort for all users
- A multimodal transportation system that provides options to commuters and travelers
- Trails and green spaces that are maintained and enhanced, providing both wildlife habitat and a place for outdoor recreation
- Water and sewer maintenance and expansion for increased water quality, convenience and sanitation
- Stormwater improvements for safety and efficiency

"A city thrives when the vision for the community includes designing attractive, safe neighborhoods, protecting natural resources, stimulating economic growth, and maintaining existing infrastructure."

*Tim Knapp
Mayor*

FIGURE 6-1. MULTIPLE STAGES OF CAPITAL IMPROVEMENT PROJECT PROCESS



Notes:

- Stages of the project often occur simultaneously and include engagement of surrounding property owners.
- Projects are reviewed by other City departments, regional partners (such as ODOT and Metro), and consultants.
- Staff is held accountable to City Council throughout the life of the project.
- The City's website is a helpful tool for sharing project information with the public.

SAFETY

Transportation safety is an important goal of Wilsonville's transportation system. To ensure the well being of residents, employees, and visitors, the City follows the most current safety practices for the design, construction, operation, and maintenance of its transportation facilities.

Many of the City's transportation standards and improvement projects provide safety benefits. Access management, multimodal connectivity, cross-section and other design standards, and capacity improvements all contribute to improve safety.

Wilsonville will also benefit from a safety program founded on the five E's, listed at right. Specific actions of the safety program would include the following:

- **Construct Safety-Related Infrastructure Improvements** as identified in Chapter 4: The Projects, including Safe Routes to School projects.
- **Prepare and Distribute Education Materials** that effectively convey the best safety practices for all travel modes.
- **Coordinate Education Efforts with Local Partners** including West Linn-Wilsonville School District (Safe Routes to School programs for each school), local businesses, and neighborhood groups. Particular benefits will be realized from educating youth, new users, and those who express interest.
- **Collaborate with Regional and State Partners** by (1) developing relationships with the ODOT, Clackamas County, Washington County, and Metro staff members who oversee their agencies' safety efforts; (2) communicating the City's needs and limitations to these agencies as applicable; and (3) seeking ways to benefit from

FIVE E'S (SAFETY PROGRAM)

Wilsonville's Safety Program will be most effective by addressing the five E's identified by the Metro Regional Transportation Safety Plan:

- **Educate** transportation users of all ages about bicycle, pedestrian, transit, and traffic safety skills and laws
- **Emergency Medical Service (EMS)** providers are supported by a highly organized transportation and information system that ensures prompt notification of the location and severity of a crash, timely dispatch of trained emergency care providers, use of evidence-based treatment protocols, and triage to an appropriate health care facility
- **Engineer** a safe and efficient multimodal transportation system that meets the needs of all users
- **Enforce** traffic laws, particularly those relating to safety, such as speeding and cell phone use while driving
- **Evaluate** program periodically to measure performance and adjust efforts as needed

These five E's encompass a broad group of solutions administered by a wide variety of stakeholders responsible for making the transportation system safe for all users. There is a similar set of five E's for Safe Routes to School programs, but "EMS" is replaced with "Encouragement."

regional and state resources, information, training, and publicity campaigns.

- **Coordinate with Law Enforcement Officers** regarding the enforcement and reporting of traffic safety issues.

REGIONAL, STATE, AND NATIONAL SAFETY PLANS

Regional, state, and national safety plans serve as a helpful resource for Wilsonville's safety program:

- **Toward Zero Deaths: A National Strategy on Highway Safety** is a data-driven effort by the Federal Highway Administration (FHWA) to enhance national, state, and local safety planning and implementation efforts in identifying and creating opportunities for changing American culture as it relates to highway safety
- **ODOT's 2011 Transportation Safety Action Plan (TSAP)** is the safety element of the Oregon Transportation Plan (OTP) and provides guidance for safety-related investment decisions, including helpful information for local agencies, such as Wilsonville
- **Metro's 2012 Regional Transportation Safety Plan (RTSP)** is a data-driven framework and urban-focused safety plan intended to help the region reduce fatalities and serious injury crashes by 50 percent by 2035 (as compared to 2005)
- **Clackamas County Transportation Safety Action Plan (TSAP)** outlines a strategy for the county to build and implement a county-wide safety culture with the goal of reducing transportation-related fatalities and serious injuries by 50 percent over the next ten years

These plans are helpful resources that support the City's efforts to improve transportation safety.

Wilsonville residents take to the streets during the City's Sunday Streets event in August 2012.

This special event focused on connecting neighborhoods, parks, and people. Bicyclists, walkers, runners, seniors, adults, and children enjoyed traffic-free streets filled with fun and interactive educational demonstrations, entertainment, music, physical activities, and food.



SAFE ROUTES TO SCHOOL

Wilsonville is helping to facilitate Safe Routes to School (SRTS) programs to improve the transportation system in the neighborhoods around its each of its public schools, whose locations are shown in Figure 6-2. These programs also incorporate five E's (shown at right), which include a combination of ongoing educational and outreach efforts as well as pedestrian and bicycle infrastructure improvements along routes used by school children. Federal funding is available for these programs and is administered by the Oregon Department of Transportation (ODOT).

The SRTS programs are intended to reduce school-related traffic congestion and provide numerous additional benefits, including improved safety, increased physical activity and related health benefits, increased sense of community, and reductions in transportation-related air pollution. To be successful, these programs require the coordinated effort and support of school officials, parents, residents, City planning and engineering staff, and law enforcement agencies.

Students use the crosswalk on Wilsonville Road at the Willamette Way East traffic signal to walk and bike to Boones Ferry Primary School.



FIVE E'S (SAFE ROUTES TO SCHOOL)

The most successful Safe Routes to School programs incorporate five E's (which are similar to the five E's identified for Wilsonville's Safety Program but the "EMS" is replaced by "Encourage"):

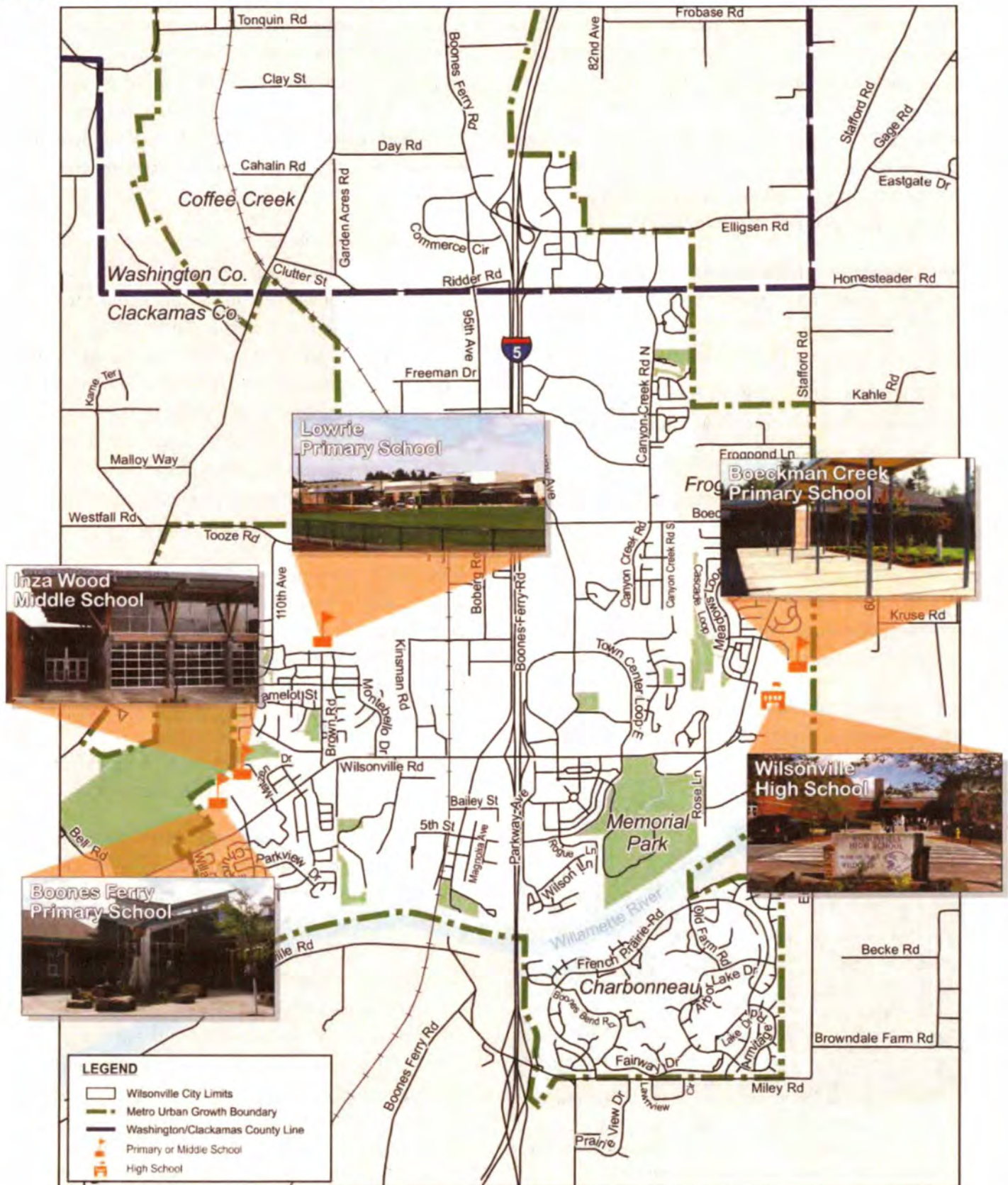
- **Educate** students, parents, and drivers about bicycle, pedestrian, and traffic safety skills, laws, and educational programs
- **Encourage** participation through fun events and contests such as walk-to-school days
- **Engineer** walking and biking infrastructure improvements along school routes
- **Enforce** traffic laws, particularly relating to speeding and pedestrian safety
- **Evaluate** program periodically to measure performance and adjust efforts as needed

Each of the five E's has a range of possible interventions and must be tailored to suit each school's unique needs and challenges.



Students use the bike lanes on Wilsonville Road to bike to Inza Wood Middle School.

FIGURE 6-2. WILSONVILLE SCHOOLS



ADA COMPREHENSIVE ACCESS

Wilsonville has a goal to provide all users with access to integrated facilities and services that connect Wilsonville's neighborhoods, parks, schools, employment centers, and retail areas to each other and to the surrounding region. The City can achieve this goal by addressing the needs of those with limited mobility, consistent with the federal Americans with Disabilities Act (ADA).

Identifying and improving existing ADA-related deficiencies will be an ongoing effort to ensure that new facilities account for the needs of all users. There are four specific areas of focus:

- Providing ADA-compliant curb ramps and pedestrian push buttons at intersection and roadway crossings.
- Maintaining sidewalks and curb ramps to meet ADA accessibility guidelines, including slopes and accessible area.
- Providing sidewalk connectivity between neighborhoods, businesses, transit stops, and other destinations.
- Providing sufficient on-street and off-street disabled parking stalls.



Curb ramps with gradual slopes and large transit pads at the SMART Central transit center can accommodate users in wheel chairs or with other special needs.

SMART TRANSIT

The City's transit service plays an important role in providing mobility for residents, employees, and students who travel to, from, and within Wilsonville. It provides an important connection to the region, particularly due to Wilsonville's strong employment base and central location between Portland and Salem.

South Metro Area Regional Transit (SMART) is a City department and operates several fixed bus routes that serve Wilsonville and make connections to TriMet in Portland, Cherriots in Salem, and Canby Area Transit. SMART also manages various programs, including Dial-a-Ride (door-to-door service for elderly and disabled residents) and SMART Options (programs that support, educate, and encourage the use of active transportation modes and rideshare). SMART also provides Spanish language assistance regarding its services and on its website.

The primary transit hub in Wilsonville is the SMART Central at Wilsonville Station transit center, which provides connections to all SMART bus routes and TriMet's Westside Express Service (WES) commuter rail station. Wilsonville Station includes a 400-space park-and-ride lot and 48 bicycle lockers.

In the immediate future, SMART will benefit from focusing its efforts in five key improvement areas:

- **Transit Hubs** are key multimodal activity centers within the community that can most effectively provide efficient access and connections for transit users. Hubs include SMART Central/WES Commuter Rail station, Town Center Loop, Village Center, and other community and employment centers. By ensuring a high level of transit service is provided at these hubs, SMART can serve a greater number of transit riders most efficiently.



A bus for Route 1X (serving the Salem Transit Center) waits at its designated space in the SMART Central at Wilsonville Station transit center.

- **Information Technology** is an important way for SMART to enhance transit efficiency and enhance customer service. Key investments in innovative technology will provide new venues to communicate with passengers, coordinate service in real-time with regional providers, and provide an enhanced understanding of operational metrics and measures.
- **Service Innovation** is an important way for Wilsonville to explore new transit service options or adjustments that can better meet the needs of its growing community. Possibilities include express service to downtown Portland and earlier peak commuter services for industrial and office uses that operate with an early morning shift. In addition, other service models can be considered, particularly relating to the integration of its various programs and services.

OTHER TRANSIT REFERENCES

Wilsonville's transit system is also addressed in the following chapters:

- **Transit-Related Policies** (see Chapter 2: The Vision) are provided for land development coordination, transit services and facilities, pedestrian and bicycle access, and funding.
- **Transit Needs** (see Chapter 4: The Needs) include regional transit connections, service coverage and bus frequency, pedestrian and bike access, new buses, developer coordination, and rider education and outreach.
- **Transit Projects** (see Chapter 5: The Projects) include pedestrian access to transit, transit street improvements, bus stop amenities, and new buses.
- **Public Feedback Process** refinement would help SMART improve its efforts to respond to residents and employees regarding transit services, including bus routing and transit stop amenity decisions. This process should address both complaints and additional service requests while allowing an equal opportunity for input from those with opposing viewpoints. It should also give consideration to the needs of youth, seniors, people with disabilities, and environmental justice populations (including minorities and low-income families) due to the greater dependence that these citizens have on transit services for basic mobility.



SMART OPTIONS AND TRANSPORTATION DEMAND MANAGEMENT (TDM)

SMART Options is a program administered by SMART to help residents and employees in Wilsonville find the best way to get to work. By using other options besides traveling alone in personal automobiles during peak congestion times, Wilsonville will extend the service life of its infrastructure improvements. These efforts are referred to as Transportation Demand Management (TDM) and are an important component of a well-managed transportation system.

SMART Options can help individuals determine whether to take transit (bus, train, or commuter rail), carpool/vanpool, walk, or bike. SMART Options also can provide information about car sharing, park and rides, close-to-home commuting, teleworking, and creative work schedules to help individuals make informed decisions regarding their travel needs.

SMART Options also provides free assistance to Wilsonville businesses that set up transportation programs. They can organize vanpools, write articles

DEQ EMPLOYEE COMMUTE OPTIONS RULES

The Oregon Department of Environmental Quality (DEQ) Employee Commute Options Rules apply to all businesses within the Portland-metro area having more than 100 employees reporting to one work site. These businesses are required to:

- Receive approval from DEQ for a site specific trip reduction plan to reduce motor vehicle trips to their work site
- Survey and monitor progress at least every two years

SMART Options helps business comply with these rules.



SMART Options staff participate in an information fair in the Town Center parking lot with education materials and a bus bike rack display.

for employee newsletters, and hold transportation fairs. In addition, they are able to help with commuter surveys, trip reduction plan creation, and monitoring and compliance of the DEQ Employee Commute Options Rules, which apply to businesses with more than 100 employees.

The following additional TDM efforts will benefit the SMART Options program:

- **Mode Choice Surveys** performed on a consistent basis for residents and employees in each of the city's neighborhoods and commercial/industrial areas would allow the City to better understand what transportation choices are being made. This information would also allow the City to determine the impacts that its bicycle, pedestrian, and transit infrastructure improvements are having on the use of these facilities so that it can make improved decisions in the future.
- **Car Sharing Demand Monitoring** will be helpful for determining when sufficient interest is shown by residents and businesses to support a car sharing system.

OTHER TRANSPORTATION DEMAND MANAGEMENT (TDM)

Transportation Demand Management (TDM) is the general term for implementing strategies that either reduce or shift the number of vehicles on the roadway (i.e., the “demand”). By managing transportation demand, Wilsonville will ensure more efficient use of the system’s available capacity and also support members of the community who may otherwise be increasingly burdened by the rising fuel prices.

The two primary methods for managing demand are to (1) reduce the overall number of vehicles on the roadway and (2) shift demand to less congested (i.e., off-peak) periods. These methods are best achieved by a combination of educational and outreach programs as well as supporting infrastructure and services (i.e., bicycle and pedestrian facilities and transit services).

In the past, the City has coordinated with large employers to schedule off-peak shift changes. This coordination was beneficial to both the City and the employers because it allowed development to occur even though there were capacity limitations at the Wilsonville Road interchange and the 95th Avenue/ Boones Ferry Road intersection. Traffic counts and observations suggest that the majority of these large employers still operate with off-peak shifts, but the City can improve its tracking and management.

There are three TDM improvements (in addition to the SMART Options program) that will benefit Wilsonville:

- **Off-Peak Shift Change Policies and Practices:** Develop consistent policies and practices to encourage, document, track, and manage off-peak shift changes, starting with employers who have already agreed to operate off-peak shifts. These efforts could be performed in conjunction with the SMART Options program. Because businesses that enact TDM measures may have lower traffic volumes (and associated system impacts) during peak congestion periods, these businesses may be

PARKING MANAGEMENT PLANS

Parking management plans are a helpful way to inventory bicycle and motor vehicle parking supply in high demand locations (for example, park-and-ride lots, transit stations, and commercial areas). They do not require parking limitations but instead ensure that deliberate decisions are being made regarding parking provision and management.

There are two key locations that would benefit from parking management plans:

- Town Center
- WES Station

eligible for reduced Transportation System Development Charges (SDCs). Efforts should be made to provide these employers with public transit options that accommodate their schedules.

- **Town Center Parking Management Plan:** Prepare and adopt a parking management plan that includes an inventory of parking supply and usage, an evaluation of bicycle parking needs, the identification of desired improvement strategies and policies, and car sharing considerations (additional explanation provided in the call-out box above). This parking management plan will be an important component of an overall concept plan, which would benefit the Town Center area by ensuring the highest and best uses are provided to support the nearby businesses and residents and to formulize the City’s vision for this area.
- **WES Station Parking Management Plan:** Prepare and adopt a parking management plan that includes an inventory of parking supply and usage, an evaluation of bicycle parking needs, and the identification of desired strategies and policies (additional explanation provided in the call-out box above). These considerations should support future park-and-ride demand increases to avoid impacts resulting from inadequate capacity.

TRANSPORTATION SYSTEM MANAGEMENT AND OPERATIONS

Transportation System Management and Operations (TSMO) is the general term for implementing various solutions that enhance the performance of existing and programmed transportation infrastructure. The focus of TSMO is to reduce congestion and save money by improving the transportation system's efficiency before expanding infrastructure. Improving efficiency requires a collaborative effort by system managers, operators, and users both prior to and during travel.

Four of the primary TSMO strategies include:

- **Access Management** strategies reduce traffic conflicts at intersections and driveways in order to improve traffic flow and safety (Addressed in Chapter 5: The Standards).
- **Safety Improvements** support the efficient use of existing infrastructure by reducing safety-related incidents.
- **Transportation Demand Management (TDM)** strategies encourage users to choose other transportation modes besides traveling alone in their vehicles or to travel at off-peak periods of the day.
- **Intelligent Transportation System (ITS)** strategies involve the deployment and management of advanced technologies that collect and distribute information to both users and operator staff so they can most effectively use and manage the transportation system.

INTELLIGENT TRANSPORTATION SYSTEM

The development and management of intelligent transportation system (ITS) solutions is one of the most important areas of recent transportation-related technological advancement. ITS strategies are a type of Transportation System Management and Operation (TSMO) strategy (additional explanation provided in the call-out box at left).

ODOT currently manages and operates the ITS infrastructure along the I-5 corridor. In addition, Clackamas County manages and operates the ITS infrastructure in and around Wilsonville. One of the basic ITS strategies is to effectively operate the City's traffic signals. Two of the signalized roadway corridors currently have coordinated signals that allow improved traffic flow:

- Wilsonville Road from Kinsman Road to Town Center Loop East
- Boones Ferry Road/Elligsen Road from Day Road to Parkway Center Drive

Additional ITS solutions will benefit Wilsonville:

- **Coordinate with Clackamas County** to ensure that projects include improvements consistent with those identified in the Clackamas County Intelligent Transportation System (ITS) Plan, particularly on Wilsonville Road and Elligsen Road near the two I-5 interchanges. Clackamas County is one of the agencies that is part of the Transport ITS working group made up of ITS professionals within the Metro boundary.
- **Install 3-Inch Conduit** as part of all Arterial and Collector roadway improvement projects to prepare the City for future fiber communications. This conduit can be used for fiber, traffic counters, and other ITS equipment. By connecting Clackamas County's fiber network to the City's traffic signals and traffic control cameras, Clackamas County will be able to transfer

information back to their operations center in order to more effectively monitor and operate the City's traffic signal system. This infrastructure will also support emergency responders in performing rapid incident detection and response. SMART would also benefit from improved integration with traffic operations by connecting its new service and operations center to Clackamas County's fiber.

- **Deploy Adaptive Signal Timing on Wilsonville Road** from Brown Road to Town Center Loop East consistent with Clackamas County's ITS Plan,

including the installation of video monitoring cameras and vehicle detection equipment to collect traffic counts and speeds.

- **Collect and Manage Transportation Data** to help the City evaluate the performance of its transportation system and to help travelers make more informed decisions regarding their choice of mode, departure time, and routing. The City will first need to evaluate ways to collect and distribute information in coordination with Clackamas County.

The Clackamas County Traffic Management Center is located in Oregon City and is connected to Wilsonville via State, County, and City communication links. These links allow County staff to remotely manage and operate Wilsonville's traffic signals and ITS infrastructure.



"Transportation is important for all of us whether you ride your bike around town, whether you walk, or whether you drive a car, take transit, or for that matter, drive a truck through town. It is very important for you to be able to get where you want to go and not have a lot of trouble doing so."

*Nancy Kraushaar
Community Development Director*

BIKE SMART AND WALK SMART

Wilsonville benefits from focusing staff resources on coordinating bicycle and pedestrian outreach and infrastructure planning, which it does primarily through its Bike Smart and Walk Smart programs. SMART and Community Development staff collaborate to lead the City's efforts.

Four ongoing efforts will help improve walking and biking in Wilsonville:

- Maintain an updated **bike and pedestrian map** that provides the current bicycle and pedestrians facilities that are available to Wilsonville residents for these mode choices.
- Expand **bike and pedestrian safety education and outreach** to the general public, focusing on clinics and workshops that communicate safety messages to particular audiences like children, motorists, and older pedestrians.
- Coordinate **group rides and walking tours** to identify street, trail, art and natural amenities that are available to residents.
- Staff an **Active Transportation Planner** that works for both Community Development and SMART and is tasked with development review, plan implementation and updates, safety education and outreach, and program support (Bike SMART, Walk SMART, and Safe Routes to Schools). This planner could also continue **regional coordination** efforts with other agency Active Transportation Plans and Metro.

In 2011, Wilsonville was awarded the designation of being a Walk Friendly Community due to its commitment to improving walkability and pedestrian safety through comprehensive programs, plans, and policies. The Bronze Level designation indicates the City is "on the right track" but has several areas where it can continue to improve.

NATIONAL RECOGNITION AVAILABLE AS WALK FRIENDLY AND BIKE FRIENDLY COMMUNITY

Two national recognition programs have been developed in recent years to encourage towns and cities across the U.S. to establish or recommit to a high priority for supporting safer walking and bicycling environments. These programs evaluate current efforts and provide recommendations for improvement:

- **Walk Friendly Communities** designation is awarded at one of five levels (from lowest to highest): honorable mention, bronze, silver, gold, and platinum. Wilsonville was awarded a bronze designation in 2011. As additional pedestrian improvements are made throughout the city, Wilsonville may consider reapplying for a higher designation.
- **Bicycle Friendly Community (BFC) Campaign** is administered by the League of American Bicyclists and awards one of four designations (from lowest to highest): bronze, silver, gold, and platinum. Wilsonville has not yet applied for a BFC designation, but doing so will provide the City with recognition while also providing helpful recommendations for how it can continue to improve its bicycle network.



The Performance

Chapter 7



Wilsonville's transportation system plan (TSP) provides standards, projects, and programs that, when put into action, will improve the City's transportation system. By tracking specific performance measures with each successive TSP update, the City will learn if its planning efforts are leading to the desired outcomes and if additional improvements are needed. In this way, Wilsonville will make continued progress towards its transportation system vision and goals.

To be most effective, the City's transportation performance measures should provide its decision-makers with metrics that reflect what progress is being made towards Wilsonville's goals and policies. They should also include a combination of system-wide and facility-level performance measures so that incremental progress can be determined for the entire system as well as on a project-by-project basis.

Performance measurement is an approach to transportation planning that has been receiving increased national and regional attention. The new federal transportation legislation, Moving Ahead for Progress in the 21st Century (MAP-21), transitions the nation towards performance-based, outcome-driven planning processes. In doing so, this law is not prescriptive regarding what the standards should be, but instead requires that states and metropolitan planning organizations (MPOs) establish their own targets and measures. This encourages the framework of performance measurement throughout the nation without requiring a one-size-fits-all approach.

Performance measures allow Wilsonville to . . .

- *Track the benefits of its efforts and*
- *Identify areas where additional improvements are needed*

So that it can . . .

- *Make more informed investment decisions and*
- *Best achieve its vision and goals.*



PERFORMANCE MEASURES

Though it preceded MAP-21, Metro's Regional Transportation Plan (RTP) also focuses on performance targets and standards. While there are some performance targets specified by Metro, Metro requires each city to identify its own performance measures for five areas and then to evaluate them with each successive transportation system plan (TSP) update to check its progress.

Table 7-1 lists Wilsonville's performance measures, including the 2035 targets and how they will be

measured. The majority of these performance measures were selected because they are recommended by Metro and can be relatively easily measured using Metro's travel demand model, which is also the basis for Wilsonville's future travel demand forecasting. The one performance target that differs is safety. Because the City has such a low number of collisions, its target is to keep the collision rate below the statewide average.

Table 7-1. Wilsonville Performance Measures

Performance Area	2035 Performance Target ^a	How Measured
Safety	Maintain collision rates below the statewide average and zero fatalities	Analysis of ODOT, Washington County, and Clackamas County collision data
Vehicle Miles Traveled (VMT) Per Capita	Reduce VMT/capita by 10% compared to 2005 ^b	Estimate using travel demand model
Freight Reliability	Reduce vehicle hours of delay ^c for truck trips by 10% from 2005	Estimate using travel demand model for roadways on City's freight network
Congestion	Reduce vehicle hours of delay ^c (VHD) per person by 10% from 2005	Estimate using travel demand model
Walking, Biking, and Transit Mode Shares	Triple walking, biking and transit mode share from 2005	Use Metro mode split forecasts and provide qualitative assessment; supplement with SMART data

^a Performance targets are for the 2035 horizon year. Performance tracking during intermediate years should be compared against interpolated values.

^b Oregon House Bill 3543 codifies greenhouse gas emission reductions, and the Portland Metro area has set this regional target.

^c Delay is defined in the 2035 RTP as the amount of time spent in congestion > than .9 V/C (see p.5-7 of RTP)

"The TSP is doing an excellent job addressing bicycle and pedestrian issues. Once the TSP is adopted, it is going to be a matter of following through to make these things happen."

*Al Levit
Planning Commission*



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Wilsonville, OR 97070
Phone 503-682-0411
Fax 503-682-1015
TDD 503-682-0843
Web www.ci.wilsonville.or.us

**WILSONVILLE CITY COUNCIL
NOTICE OF DECISION
ORDINANCE NOS. 718 AND 719**

FILE NO:

A. Ordinance No. 718

An Ordinance Of The City Of Wilsonville Adopting The 2013 Transportation System Plan And Associated Comprehensive Plan Text Amendments And Replacing The 2003 Transportation Systems Plan. LP13-0003

B. Ordinance No. 719 –

An Ordinance Of The City Of Wilsonville Amending The Planning And Land Development Ordinance To Implement The 2013 Transportation System Plan. LP13-0004.

APPLICANT: CITY OF WILSONVILLE

After conducting a public hearing on June 3, 2013 and second reading on June 17, 2013 the City Council voted to adopt Ordinance Nos. 718 and 719 as submitted and adopted findings and conclusions to support their action.

This decision has been finalized in written form as

Ordinance No. 718. An Ordinance Of The City Of Wilsonville Adopting The 2013 Transportation System Plan And Associated Comprehensive Plan Text Amendments And Replacing The 2003 Transportation Systems Plan. LP13-0003

Ordinance No. 719 An Ordinance Of The City Of Wilsonville Amending The Planning And Land Development Ordinance To Implement The 2013 Transportation System Plan. LP13-0004.

And placed on file in the city records at the Wilsonville City Hall the 18th day of June 2013, and is available for public inspection. The date of filing is the date of decision. Any appeal(s) must be filed with the Land Use Board of Appeals (LUBA) in accordance with ORS Chapter 197, within twenty-one days from the date of decision. Copies of Ordinance Nos. 718 and 719 may be obtained from the City Recorder, 29799 SW Town Center Loop East, Wilsonville, OR 97070, (503) 570-1506, or via email at king@ci.wilsonville.or.us

For further information, please contact the Wilsonville Planning Division, City Hall, 29799 SW Town Center Loop East, Wilsonville, OR 97070 or telephone (503) 682-4960.

**AFFIDAVIT OF MAILING
NOTICE OF CITY COUNCIL DECISION
OF THE CITY OF WILSONVILLE**

STATE OF OREGON)
)
COUNTIES OF CLACKAMAS)
)
CITY OF WILSONVILLE)

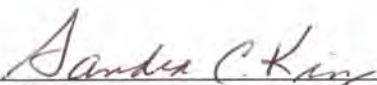
I, Sandra C. King, do hereby certify that I am City Recorder of the City of Wilsonville, Counties of Clackamas and Washington, State of Oregon, and that the attached copy of Notice of Decision regarding **Ordinance Nos. 718 and 719**, entitled:

Ordinance No. 718. An Ordinance Of The City Of Wilsonville Adopting The 2013 Transportation System Plan And Associated Comprehensive Plan Text Amendments And Replacing The 2003 Transportation Systems Plan. LP13-0003

Ordinance No. 719 An Ordinance Of The City Of Wilsonville Amending The Planning And Land Development Ordinance To Implement The 2013 Transportation System Plan. LP13-0004.

is a true copy of the original notice; that on, June 19, 2013 I did cause to be mailed via U.S. Mail and via email copies of such notice of decision in the exact form hereto to the persons listed on the attached mailing list

Witness my hand this 19th day of June 2013.



Sandra C. King, MMC, City Recorder

Subscribed and sworn to before me this 19th day of June 2013.


NOTARY PUBLIC, STATE OF OREGON

My commission expires: May 16, 2015



TSP Update Interested People

Not included in this list: PC, DRB, City Council, Entire list of thoses invited to 1/11/12 Open House.

First Name	Last Name	Company	Street Address	City	State	Zip	Email Addresses	Comment
George	Adams	Wilsonville Concrete	PO Box 37	Wilsonville	OR	97070	georgeadams@wilsonvilleconcrete.com	Attended 1/11/12 OH
Abbie	Allen		1200 NE Territorial Rd. #5	Canby	OR	97013	abbie.allen@oit.edu	Attended 5.22.11 OH Address #5 may be wrong
Ben	Altman		29515 SW Serenity Way	Wilsonville	OR	97070	baltman@sfadg.com	PC member who is in attendance for most events/mtgs etc.
David	Bernert	WCP Inc	PO Box 37	Wilsonville	OR	97070	dave.bernert@hp.com	1/2/12 email, also Freight Survey respondent, attended 1.11.12 OH, 5.22.11 OH, testified at 5/8/13 PC PH
David	Bloudek		14880 SW Sunrise Lane	Tigard	OR	97224	bloudek@gmail.com	Attended 1/11/12 OH
Jerri	Bohard		30975 SW Salmon	Wilsonville	OR	97070	ebohard@comcast.net	Attended 1/11/12 OH
Mary	Closson		11692 SW Palermo	Wilsonville	OR	97070	maryclosson@msn.com	Attended 1/11/12 OH
Keith	Cochrun						Keith.Cochrun@dcma.mil	1/11/12 email
Susan	Cochrun						s_cochrun@yahoo.com	1/11/12 email
Ray	Cooper		27109 SW Aden	Wilsonville	OR	97070	r2cooper@yahoo.com	1/10/12 signed letter, attended 1/11/12 OH
Noel	Coulson, Distribution Center Manager	Coca-Cola	9750 SW Barber St.	Wilsonville	OR	97070	ncoulson@coca-cola.com	1/11/12 email
Danielle	Cowan						danielle@mthoodterritory.com	Attended 5.22.12 OH
Rose	Cox		8600 SW St. Helens Drive, Ste 100	Wilsonville	OR	97070	cox@pacwestcom.com	503-685-9400 See TSP comment compilation
Gail	Curtis	ODOT	123 NW 2nd Avenue	Portland	OR	97209	gail.e.curtis@odot.state.or.us	Project manager of project. Attends most events meeting, etc.
Brenner	Daniels	Holland Partne	1111 Main St. Suite	Vancouver	WA	98660	bdaniels@Hollandpartners.com	Signed in at 5/8/13 PC PH
Justin	Doornink		31139 SW Willamette Way W.	Wilsonville	OR	97070	justin.doornink@gmail.com	Attended 5.22.12 OH, Signed in at 5/8/13 PC PH
Ed	Doubrava		15687 SW Hawk Ct	Sherwood	OR	97140	ed@showplacelandscapenet	Attended 5.22.12 OH Email may be wrong
Dean	Downs		10660 SW Wilsonville Road #10	Wilsonville	OR	97070	djdowns503@gmail.com	Attended 1/11/12 OH
Anne	Easterly		8510 SW Wilson Ln.	Wilsonville	OR	97070	iannanee@juno.com	Attended 1/11/12 OH
Doug	Gilmer	Wilsonville Concrete	PO Box 37	Wilsonville	OR	97070	doug@wilsonvilleconcrete.com	Attended 5.22.12 OH, signed in 5/8/13 PC PH
Steve	Gilmore	Wilsonville Chamber of Commerce	PO Box 3737	Wilsonville	OR	97070	steve@wilsonvillechamber.com	Attended 5.22.12 OH
Kate	Greenfield		30609 SW Ruth St., #5601	Wilsonville	OR	97070	gr33kat@yahoo.com	Attended 1/11/12 OH, 5.22.11 OH, Signed in at 5/8/13 PC PH
Jerry	Greenfield		30609 SW Ruth St., #5601	Wilsonville	OR	97070	jerr.greenfield@gmail.com	Attended 1/11/12 OH, 5.22.11 OH

Kristi	Halstead						ckhalstead@frontier.com	1/11/12 email, 503-582-9866, cell:503-260-8312	
Larry	Harvey		PO Box 1096	Tualatin	OR	97062	larry@smartdecision.biz	Attended 5.22.12 OH	
Tony	Holt						Ajholt36@aol.com	1/12/12 email, Attended 1/11/12 OH	
Kallen	Kentner	Wilsonville Spokesman					kkentner@wilsonvillespokesman.com		
Tim	Knapp						knapp@ci.wilsonville.or.us	Mayor, attends most of the events, mtgs, etc., Testified 5/8/13 PC PH	
Russell	Knoebel	Washington County					russell_knoebel@co.washington.or.us	Presented Tonquin Trail info at 5/22/12 OH	
Michelle	Labrie-Ripple	Northwest Automation & Control	29851 SW Camelot St.	Wilsonville	OR	97070	michelle@nwautomation.com	1/11/12 email, 503-267-9363	
Jim	Lehman	Sysco	26250 SW Parkway Center	Wilsonville	OR	97070	lehman.jim@pdx.sysco.com	Attended 1/11/12 OH	
Al and Pat	Levit						levitreberg@frontier.com	See TSP comment compilation, both attended 1/11/12 OH, 5.22.12 OH (Al only)	PC member who is in attendance for most events/mtgs etc.
Grace	Lucini						grluci@gmail.com	Signed in at 2011 BFR Project OH	
John	Lucini						jluci@gmail.com	Signed in at 2011 BFR Project OH	
John	Ludlow		29173 SW Courtside Drive	Wilsonville	OR	97070	john070@hevanet.com	Attended 5.22.12 OH	
Bob	McQuown		30424 SW Ruth St., Unit 86	Wilsonville	OR	97070	r.mcquown@comcast.net	Attended 1/11/12 OH	
Karen	Mohling	Deputy Fire Marshal Tualatin Valley Fire & Rescue					Karen.Mohling@tvfr.com	4/24/12 email	
Jamie	Morgan-Stasny, Assistant Planner	Metropolitan Lan Group, LLC	17933 NW Evergreen Parkway, Suite 300	Beaverton	OR	97006	JamieM@metlandgroup.com	1/11/12 email	
Shawn	Nili	NW Rugs					shawnnili@aol.com	4/27/12 comment email	
Paul	Peri						Paul.Peri@mtangel.edu	See TSP comment compilation	
Stu	Peterson		1800 SW 1st, Suite 650	Portland	OR	97201	stu@macadamforbes.com	Attended 5.22.12 OH	
Kris	Rector		7122 SW Iron Horse Street	Wilsonville	OR	97070	kkrec823@aol.com	503-570-8731, 2/2/12 Web comment	
Christine	Reynolds		7123 SW Iron Horse St.	Wilsonville	OR	97070	cerathome@aol.com	503-682-4555 See TSP Compilation	
Michelle	Ripple		29851 SW Camelot St.	Wilsonville	OR	97070	michelle@alumni.rutgers.edu	Attended 1/11/12 OH sent email, letter to editor 1/18 Spokesman	
Fred	Robinson						Fred_Robinson@FMI.com	1/18/12 email	
Art	Sasaki						ART_SASAKI@msn.com	O: 1.520.806.3912 M: 1.503.984.7648 Signed in at 2011 BFR Project OH	
Susan & John	Schenk		11010 SW Morey Ct.	Wilsonville	OR	97070	schenk.susan3@gmail.com	Attended 5.22.12 OH	
Pete	Schmidt		19255 SW Pacific Hwy.	Sherwood	OR	97140	peter_schmidt@FWS.gov	Attended 1/11/12 OH	
Scott	Shamberg						scott@shamburgheating.com	Signed in at 2011 BFR Project OH	
Maureen	Showalter						maureenshowalter@hotmail.com	attended 5.22.11 OH	
Susie	Stevens						ccc@teleport.com	1/16/12 email, attended 5.22.11 OH	
Sheila	Sites		29036 SW Courtside	Wilsonville	OR	97070		Testified 5/8/13 PC PH	

Kevin	Van Dyke		28400 SW Canyon Creek Rd	Wilsonville	OR	97070	kevin9711@yahoo.com	503-347-0656 See TSP Compilation
Steve	VanWechel		PO Box 652	Wilsonville	OR	97070	steve.l.vanwechel@multco.us	Attended 1/11/12 OH
Emily	Vaughn	Ronald Holley	31369 SW Chia Loo	Wilsonville	OR	97070	emily.l.vaughn@state.or.us	Signed in at 5/8/13 PC PH
Elisa	Walch						elisa.walch@comcast.net	1/12/12 email
Doris	Wehler						dawehler@gmail.com	Attended 5.22.12 OH, Signed in at 5/8/13 PC PH
Vern	Wise		32521 SW Juliette Drive	Wilsonville	OR	97070	marvern@comcast.net	Attended 1/11/12 OH
Justin	Wood	Homebuilders Associat	15555 SW Bangy Road	Lake Oswego	OR	97035	justinw@hbapdx.org	Attended 1/11/12 OH Justin Wood replaces Ernie Platt who retired 3/1/12.
Randy	Wortman		11568 SW Preakness	Wilsonville	OR	97070	randal.wortman@gmail.com	Attended 1/11/12 OH
Sheri	Young	Silver Leaf Farm	PO Box 7	Wilsonville	OR	97070	sjyoung1@aol.com	Attended 1/11/12 OH, 5.22.11 OH, testified 5/8/13
Kamryn	Zotos		31175 SW Metolius Ct	Wilsonville	OR	97070	kamryn.Zotos@OCDC.net	1/11/12 email

Sylvia Campbell
PO Box 1878
Wilsonville OR 97070

Mildred Hill
23885 SW 65th Ave
Tualatin OR 97062

Dorothy Robinson
28441 SW Meadows Loop
Wilsonville OR 97070

Gary Timm
7582 SW Vlahos Dr
Wilsonville OR 97070

Shelia Stites
29036 SW Courtside Dr
Wilsonville OR 97070

From: King, Sandy
To: King, Sandy
Cc: Straessle, Linda
Bcc: "georgeadams@wilsonvilleconcrete.com"; "abbie.allen@oit.edu"; "baltman@sfdg.com"; "dave.bernerth@hp.com"; "bloudek@gmail.com"; "ebohard@comcast.net"; "maryclosson@msn.com"; "Keith.Cochrun@dcma.mil"; "s_cochrun@yahoo.com"; "r2cooper@yahoo.com"; "ncoulson@coca-cola.com"; "danielle@mthoodterritory.com"; "cox@pacwestcom.com"; "gail.e.curtis@odot.state.or.us"; "bdaniels@Hollandpartnergroup.com"; "justin.doornink@gmail.com"; "ed@showplacelandscapenet"; "didowns503@gmail.com"; "iamannee@juno.com"; "doug@wilsonvilleconcrete.com"; "steve@wilsonvillechamber.com"; "gr33kat@yahoo.com"; "jer.greenfield@gmail.com"; "ckhalstead@frontier.com"; "larry@smartdecision.biz"; "Ajholt36@aol.com"; "kkentner@wilsonvillespokesman.com"; Mayor Tim Knapp; "russell_knoebel@co.washington.or.us"; "michelle@nwautomation.com"; "lehman.jim@pdx.sysco.com"; "levitrehberg@frontier.com"; "grluci@gmail.com"; "jwluci@gmail.com"; "john070@hevanet.com"; "r.mcquown@comcast.net"; "Karen.Mohling@tvfr.com"; "JamieM@metlandgroup.com"; "shawnnili@aol.com"; "Paul.Peri@mtangel.edu"; "stu@macadamforbes.com"; "kkrec823@aol.com"; "cerathome@aol.com"; "michelle@alumni.rutgers.edu"; "Fred_Robinson@FMI.com"; "ART_SASAKI@msn.com"; "schenk.susan3@gmail.com"; "peter_schmidt@FWS.gov"; "scott@shamburgheating.com"; "maureenshowalter@hotmail.com"; "ccc@teleport.com"; "kevin9711@yahoo.com"; "steve.l.vanwechel@multco.us"; "emily.l.vaughn@state.or.us"; "elisa.walch@comcast.net"; "dawehler@gmail.com"; "marvern@comcast.net"; "justinw@hbapdx.org"; "randal.wortman@gmail.com"; "siyoung1@aol.com"; "kamryn.Zotos@OCDC.net"
Subject: Notice of City Council Decision
Date: Wednesday, June 19, 2013 8:15:00 AM
Attachments: Ordinance No. 718 and 719.docx

Attached is the City Council notice of decision regarding Ordinance No. 718 and 719 adopting the Transportation System Plan and implementing code.

If you have questions please contact me.

Sandra C. King, MMC

City Recorder

City of Wilsonville

503-570-1506

PUBLIC RECORDS LAW DISCLOSURE: Messages to and from this e-mail address is a public record of the City of Wilsonville and may be subject to public disclosure. This e-mail is subject to the State Retention Schedule.

RESOLUTION NO. 2429

A RESOLUTION ADOPTING A LETTER OF UNDERSTANDING MODIFYING THE OPERATIONS AGREEMENT FOR THE VISITOR INFORMATION CENTER AT TOWN CENTER PARK, WILSONVILLE BETWEEN THE CITY OF WILSONVILLE AND THE WILSONVILLE CHAMBER OF COMMERCE AND ACCEPTING NOTICE OF TERMINATION WITH TERMINATION EFFECTIVE DECEMBER 31, 2013.

WHEREAS, the City of Wilsonville and the Wilsonville Chamber Of Commerce mutually desire to agree to certain modifications of the Operations Agreement for the Visitor Information Center, dated April 13, 1999 as set forth in the Letter of Understanding, Exhibit A, attached hereto and incorporated by reference as if fully set forth herein, including, but not limited to termination of the Operations Agreement dated April 13, 1999, effective December 31, 2013; and

WHEREAS, the Letter of Understanding has been executed by the Chamber's duly authorized Representative, Raymond Phelps, Chamber President under date of June 7, 2013 and is scheduled for adoption by the Wilsonville City Council June 17, 2013, and at the time set for adoption by the Council, the Council intends to accept the notice of termination provided in the Letter of Understanding, which will duly comply with the provision of giving notice of termination six months prior to December 31, 2013 in order to modify and terminate the agreement and its automatic renewal.

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

1. The above recitals are incorporated by reference herein.
2. The Letter of Understanding, Exhibit A, attached hereto is adopted and the City Manager is authorized to execute same.

3. The Notice of Termination provided in the Letter of Understanding, Exhibit A, attached hereto is timely, conforms to the provision of the Operations Agreement for the Visitors Information Center dated April 13, 1999 between the City of Wilsonville and the Wilsonville Chamber of Commerce and is hereby accepted.
4. This resolution shall take effect upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 17th day of June 2013 and filed with the Wilsonville City Recorder this date.

Tim Knapp, Mayor

ATTEST:

Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Knap
Council President Starr
Councilor Goddard
Councilor Fitzgerald
Councilor Stevens

Attachment:

Letter of Understanding

LETTER OF UNDERSTANDING

The City of Wilsonville ("City") and the Wilsonville Chamber of Commerce ("Chamber") are parties to the following agreements with regard to the Chamber's operation of the Clackamas County Regional Visitor Information Center ("VIC"): Memorandum of Understanding dated December 19, 1996; Agreement between the City of Wilsonville and Wilsonville Chamber of Commerce dated April 13, 1999.

The following additional agreements govern the Chamber's tenancy of the building located at 29600 SW Park Place, Wilsonville, Oregon 97070 ("Building") and operation of the VIC: Wilsonville Information Center Sublease between the Chamber and the County dated February 18, 1999; the Lease Agreement between the City and the County dated February 25, 1999; and the Agreement for Operations and Promotion of the Clackamas County Regional Visitor Information Center at Wilsonville dated June 11, 2001 between the Chamber and the Tourism Development Council on behalf of the Clackamas County Board of Commissioners ("County"), and the first and seconds amendments thereto.

By this letter of understanding, the Chamber provides notice of its intent to cease operating the VIC at the end of the calendar year and to terminate its occupancy of the Building shortly thereafter. Pursuant to that notice, and its acceptance by the City, the City and the Chamber enter into this letter of understanding to provide the general terms for terminating the agreements between the City and the Chamber indicated above, and to memorialize the general terms of the Chamber's continued occupancy of the Building and operation of the VIC.

The Chamber will cease staffing and operating the VIC at the close of business on December 31, 2013.

Funding for the operation of the VIC will continue to be paid by the City to the Chamber until that date on a quarterly basis, in the total amount of \$46,187.50 for operations of the VIC from July 1, 2013 through December 31, 2013. The City expects to receive funds from the County for the operation of the VIC and for the City's efforts to develop a Strategy Tourism Development Plan from July 1, 2013 through December 31, 2013, from which \$12,500.00 will be paid from the City to the Chamber on a payment schedule to be determined by the City and the Chamber.

Based upon a decrease of funding from the County, beginning July 1, 2013, the Chamber will reduce its hours of operation of the VIC in an amount and schedule yet to be determined. Any reduction of hours of operation of the VIC will prioritize maintaining similar or the same hours of operations of the VIC on weekends and around holidays as those previously agreed to by the parties and utilized for operation of the VIC before July 1, 2013.

The Chamber will continue to occupy the Building until January 8, 2014, at which time the Chamber shall vacate the building. The Chamber's occupancy of the Building will be for the continued operation of the VIC and for general office uses by the Chamber. The Chamber will be responsible for any damage to the Building directly resulting from the Chamber's occupancy and use of the Building, normal wear and tear excepted. The City and the Chamber will conduct a walk-through of the premises in the month of December, 2014 to inspect the Building,

following which the City and Chamber will discuss the condition of the Building and any attached improvements that will be removed or remain in the Building.

During its occupancy, the Chamber will also be responsible for any utilities specifically associated with its operation of the VIC and its general office uses. Except as and for damages noted above and cleaning maintenance and restroom supplies, the Chamber will not be responsible for any maintenance expenses for the Building, regardless of when such maintenance expenses may have accrued, nor will the Chamber be responsible for any costs for improvements to the Building necessary for the City's intended uses for the Building.

Either the City or the Chamber may request that the general terms of this letter of understanding be memorialized in an amendment or addendum to any of the agreements indicated above. However, any such amendment or addendum shall not affect the effective date or sufficiency of the notice provided for herein.

Date: _____

CITY OF WILSONVILLE

Bryan Cosgrove, City Manager

Date: 6/7/2013

WILSONVILLE CHAMBER OF COMMERCE

Ray Phelps
Ray Phelps, President

RESOLUTION NO. 2430

A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO EXECUTE A SETTLEMENT AGREEMENT AND EASEMENT CONCERNING A DISPUTED CLAIM BETWEEN THE CITY OF WILSONVILLE AND SAM AND CHRISTINE CARUSO

WHEREAS, the City Council having heretofore authorized the City's attorneys to negotiate a settlement over a disputed claim concerning the City's stormwater channel, located in an area commonly referred to as Morey's Landing, with an adjoining landowner who had installed an unpermitted storm pipe into the channel and who claimed that improper management of the City's stormwater facilities within the stormwater channel were causing significant erosion to his property; and

WHEREAS, THE City is planning a major improvement and construction project to improve the stormwater facilities and drainage within the stormwater channel; and

WHEREAS, in consideration of some additional stormwater facility improvements over and above those required for the project being made by the City and in consideration of the Easement being granted to the City by Caruso, to be used to facilitate that work and house some of the improvements, the parties have agreed that performance of the Settlement Agreement will without either side admitting any liability, constitute full and final settlement between them as to any current claims that either may have against the other related to the stormwater channel and any alleged damage to the Caruso property; and

WHEREAS, in order to allow the parties to perform the Settlement Agreement, in accordance with its terms, the parties have agreed to enter into a Tolling Agreement to toll any action that either may have against the other arising out of the dispute with respect to the stormwater channel, facilities or loss of property and that all claims will be extinguished upon completion of the obligations to be performed under the Settlement Agreement;

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

1. The above Recitals are incorporated by referenced herein.
2. The City Manager is authorized to execute on behalf of the City of Wilsonville the form of the Settlement Agreement which is attached as **Exhibit 1**; the form of the Easement which is attached hereto as **Exhibit 2**; and the City Attorney is

authorized to execute on behalf of the City of Wilsonville the Tolling Agreement in the form attached hereto as **Exhibit 3**.

3. This resolution becomes effective upon the date of adoption.

ADOPTED by the City Council of the City of Wilsonville at a special meeting thereof this 17th day of June, 2013, and filed with the Wilsonville City Recorder this date.

Tim Knapp, Mayor

ATTEST:

Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Council President Starr

Councilor Fitzgerald

Councilor Goddard

Councilor Stevens

Attachments:

Exhibit 1:	Settlement Agreement
Exhibit 2:	Easement
Exhibit 3	Tolling Agreement

RELEASE AND SETTLEMENT AGREEMENT

This Settlement Agreement ("Agreement") is entered into by and between the City of Wilsonville ("City") and Christine and Sam Caruso (hereinafter "Caruso"). Caruso is the owner of certain real property located at 31394 SW Olympic Drive, Wilsonville, Oregon, adjacent to a public storm drainage area and channel.

Recitals

- A. In June 2011, after Caruso experienced a landslide on his property, Caruso caused a large drainage pipe and fill to be installed in a stormwater drainage channel located on his property and on land owned by the Homeowner's Association for Morey's Landing ("HOA"). A complaint was made by a neighbor to the HOA regarding a large number of dump trucks passing by the neighbor's house and placement of a pipe within HOA property. Following receipt of that complaint, the City's building inspector visited the site and issued a stop work order. Subsequent thereto, the United States Army Corps of Engineers ("Corps") issued a letter advising Caruso that the unpermitted pipe must be removed on or before June 1, 2013. The City's stop work order was lifted, in part, on October 17, 2011 to allow certain interim repairs.
- B. The City is responsible for maintenance of the public stormwater channel and outfall structures. The City is preparing to do extensive work within that area pursuant to pending applications with the Corps and the Oregon Department of State Lands ("DSL").
- C. Subsequent to the stop work order, the City and Caruso met on several occasions to discuss possible solutions for removal of the pipe and stabilization of the stormwater channel. Both parties have also met with the Corps and DSL concerning the same.
- D. On or about October 27, 2011, Caruso's attorney filed a tort claim notice alleging damage to the Caruso property, allegedly caused by the City's failure to adequately maintain the stormwater channel. On or about April 19, 2013, Caruso's attorney filed a supplementary tort claim notice.
- E. The City and Caruso now desire to settle and resolve all existing disputes between them as relate to the foregoing removal of the unauthorized pipe and repair to the stormwater channel.

Mutual Release

Now, therefore, in return for the consideration described in the next paragraph, the City and Caruso each release and forever discharge the other from any and all liabilities of any kind, shape, or description that attended or arose out of the conduct of either of them, their officers, agents, servants, or employees, whether known or unknown, as it exists today, related to the

stormwater channel and any damage related thereto or caused thereby. This Release does not apply to any future acts of either party or to any future damage caused to property or to the stormwater system by either party.

1. **Consideration.** The consideration for these mutual releases is as follows:

A. The City will remove the unauthorized pipe and fill on Caruso's behalf, at no charge to Caruso, as required by the Corps; and

B. The City will pay for the design and construction of a retaining wall on the Caruso property, as designed by the City's engineering consultant pursuant to those AKS Plans reviewed and approved by the parties, intended to help prevent future erosion of a potentially unstable slope area on the Caruso Property; and

C. The City will repair the stormwater channel and outfall structures pursuant to those AKS Plans reviewed and approved by the parties and in a manner as allowed by and approved by the Corps and DSL; and

D. Caruso will cooperate with the removal of the pipe, installation of the retaining wall, and repair of the stormwater channel by granting the City the Easement, attached hereto as **Exhibit A**, and incorporated by reference herein; and

E. Once the retaining wall is installed, Caruso agrees that Caruso will not make any alterations to the land surrounding the retaining wall without first consulting with the City in order to help ensure the effectiveness, integrity, and stability of the retaining wall and stormwater channel. The City will not be responsible for repair or maintenance of the wall if Caruso makes any alterations that impact the wall or the structural fill behind the wall without the City's express written consent; and

F. The parties agree to a tolling of the statute of limitations until the pipe and unpermitted fill is removed, the retaining wall is constructed, and the channel work is completed, as required by the Corps and DSL permits, and agree to execute a legally binding tolling agreement at the time of execution of this Agreement. As soon as the pipe and unpermitted fill are removed, the retaining wall is constructed, and the channel work is completed, as required by the Corps and DSL permits, Caruso, by and through his attorney, Jeff Kleinman, will immediately withdraw the tort claim notices and all claims associated therewith, including but not limited to the damage or alleged damage to the Caruso property and costs incurred by Caruso relating thereto, shall be deemed fully extinguished and settled by performance of this Agreement; and

G. Caruso will promptly notify the City if Caruso discovers or suspects any problems with the retaining wall or stormwater channel impacting his property; and

H. The City will remain responsible to maintain and repair the stormwater channel and outfall structures. The City will also be responsible to repair any damage to the retaining wall caused by stormwater runoff from the channel. The City will not be responsible for any other repairs or maintenance of the retaining wall or the Caruso land; and

I. The City will maintain landscaping (including replanting if necessary) and water, as needed, for a period of two (2) years to ensure proper establishment; and

J. The City agrees that it will not encourage the Corps to cite Caruso for installation of the stormwater pipe or related fill materials.

2. **No Admission.** Both parties to this Agreement acknowledge and agree that neither party admits to any liability to the other. Both agree that this instrument represents a compromise and settlement of disputed claims and that neither shall construe this Agreement as an admission of liability by the other.

3. **Limitation on Release & Cooperation.** Nothing contained herein shall be construed to release either party from any future acts or omissions that cause harm to the other party. If the Corps or DSL fail to issue the City permits in time to allow the City to complete the work described in Paragraph 1 above before the end of 2013, the parties agree to work together in good faith to get the repairs made as quickly as possible during the next available in-water work period and to attempt to mitigate further damages during the 2013 rainy season, subject to constraints on mitigation imposed by DSL, NMFS, and the Corps.

4. **Future Disputes.** The parties agree that in the event of any disagreement over the terms of this Agreement, or should any claims arise out of this Agreement, the parties will enter into nonbinding mediation in an attempt to settle any such claims. If such claims cannot be settled within three months of either party requesting mediation, with both parties making a good faith effort to settle the claim through mediation, then either party may bring an action against the other in Clackamas County Circuit Court.

5. **Notices.** Any notice required or permitted under this Contract shall be in writing and shall be given when actually delivered in person or forty-eight (48) hours after having been deposited in the United States mail as certified or registered mail, addressed to the addresses set forth below, or to such other address as one party may indicate by written notice to the other party.

To City: City of Wilsonville
Attn: Community Development Director
29799 SW Town Center Loop East
Wilsonville OR 97070

To Caruso: Christine and Sam Caruso
31394 SW Olympic Drive
Wilsonville OR 97070

With a Copy to: Jeffrey L. Kleinman
Attorney at Law
1207 SW 6th Avenue
Portland OR 97204

6. **Miscellaneous Provisions.**

a. Integration. This Agreement, including all exhibits attached hereto, contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations, or agreements.

b. Legal Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns. This Contract may be enforced by an action at law or in equity.

c. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Oregon. Venue for any dispute will be in Clackamas County Circuit Court.

d. Nonwaiver. Failure by either party at any time to require performance by the other party of any of the provisions of this Agreement shall in no way affect the party's rights hereunder to enforce the same, nor shall any waiver by the party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

e. Severability. If any provision of this Agreement is found to be void or unenforceable to any extent, it is the intent of the parties that the rest of the Agreement shall remain in full force and effect, to the greatest extent allowed by law.

f. Modification. This Agreement may not be modified except by written instrument executed by Caruso and the City.

g. Time of the Essence. Time is of the essence in the performance of this Agreement.

h. Headings. All captions and paragraph headings used herein are intended solely for convenience of reference and shall in no way limit any of the provisions of this Agreement.

i. Number, Gender and Captions. In construing this Agreement, it is understood that, if the context so requires, the singular pronoun shall be taken to mean and include the plural, the masculine, the feminine and the neuter, and that, generally, all grammatical changes shall be made, assumed, and implied to individuals and/or corporations and partnerships.

j. Other Necessary Acts. Each party shall execute and deliver to the other all such further instruments and documents as may be reasonably necessary to carry out this Agreement in order to provide and secure to the other parties the full and complete enjoyment of rights and privileges hereunder.

k. Interpretation. The City and Caruso acknowledge that this Agreement shall be deemed and construed to have been prepared mutually by each party and it shall be expressly agreed that any uncertainty or ambiguity existing therein shall not be construed against any party.

l. Entire Agreement. This Agreement and all documents attached hereto or referenced herein represent the entire Agreement between the parties.

m. Counterpart. The parties agree that this Agreement may be executed in counterpart. Each individual executing this instrument warrants the authority to execute it on behalf of the party for which that individual executes the instrument.

Dated this ____ day of _____, 2013.

City of Wilsonville

By: _____

Print Name: _____

Title: _____

Dated this ____ day of _____, 2013.

Sam Caruso

Christine Caruso

Approved as to Form:

Jeff Kleinman, Attorney for Caruso

Barbara Jacobson, Assistant City Attorney

I:\moreys landing\caruso outfall\doc\agr release and settl

After recording return to:
City of Wilsonville
Attn: City Recorder
29799 SW Town Center Loop E.
Wilsonville OR 97070

STORMWATER FACILITIES EASEMENT

THIS STORMWATER FACILITIES EASEMENT ("Agreement") is effective as of this _____ day of _____, 2013 between Grantors **Samuel J.A. and Christine A. Caruso** (collectively "Owner"), and Grantee **City of Wilsonville**, a municipal corporation of the State of Oregon (the "City").

RECITALS

- A. Owner is the holder of title to certain real property located in the City of Wilsonville, Clackamas County, Oregon, legally described and depicted on **Exhibit A**, attached hereto (the "Property").
- B. The Property is located in an area commonly known as the Morey's Landing Subdivision.
- C. When the Morey's Landing Subdivision ("Subdivision") was built in approximately 1998, the developer of the Project installed a stormwater runoff system adjacent to Owner's Property that has proven to be inadequate to handle the stormwater run-off directed into it from the Subdivision.
- D. Contrary to current City requirements, when the Subdivision was created the City did not require the developer and, thereafter, the Homeowner's Association to be responsible for the repair, maintenance, and adequacy of the stormwater system.
- E. Based on the foregoing, and in order to protect the Property and neighboring properties from erosion or other water damage, the City has agreed to reconstruct the current stormwater system to enhance capacity and to help prevent erosion caused by stormwater flow.
- F. In order to help prevent water damage to the Property, Owner has agreed to grant this Stormwater Facilities Easement ("Easement") to the City so that the City may install a new stormwater system with enhanced capacity ("Stormwater Facilities").

AGREEMENT

NOW, THEREFORE, incorporating all of the above Recitals by reference herein and in consideration of the City performing upgraded stormwater work in and around Owner's Property that is intended to protect Owner's Property, and in further consideration of removal and disposal of a large drainage pipe and related materials installed by Owner, the City and Owner agree as follows:

1. **Granted Easement Uses.** The City or the City's qualified contractors shall be allowed to enter onto those areas of the Property depicted on **Exhibit B** ("Easement Area") to construct, plant, maintain, and repair the Stormwater Facilities in good working order, condition, and repair. This Easement shall also allow Grantee to construct and repair a retaining wall with safety fencing ("Retaining Wall"), as shown on the AKS Plans, dated May 29, 2013 ("Plans"). Work shall be done in compliance with all applicable federal, state, and local laws, rules, regulations, and guidelines, including those adopted by the Oregon Department of Environmental Quality and the federal Environmental Protection Agency. The Stormwater Facilities and Retaining Wall will be constructed as substantially shown in the Plans, which have been reviewed and approved by Owner and Owner's engineer, and will include the planting and landscaping components shown in the Plans.

2. **Easement Area.** Owner hereby grants the City, its employees, contractors, and designees a nonexclusive easement for ingress and egress over, across, and under the Easement Area in order to install and thereafter periodically inspect and repair the Stormwater Facilities and Retaining Wall, as needed for the purposes described above in **Section 1** and below in **Section 3**, including but not limited to cleaning, repairing, and/or replacing components of the Stormwater Facilities. Access to the Property is limited to the area depicted on **Exhibit B**. Except in the case of an emergency, the City shall provide reasonable notice to Owner when wishing to come onto the Easement Area for the purposes described in this Easement.

3. **Maintenance and Repair Responsibilities.** The City shall maintain the Stormwater Facilities in good working order, and shall maintain landscaping and water, as needed, for a period of two (2) years, to establish the planting and landscaping components shown in the Plans, and shall reasonably repair defects in the Stormwater Facilities or damage to the Stormwater Facilities unless caused by Grantor. The City will also repair future damage caused to Grantor's property due to any failure on the part of the City to properly maintain the stormwater channel, provided that Grantor promptly notifies the City of any observed problems or potential problems and takes no action to alter the Property before the City can examine the damage. Should the City damage Owner's Property in conjunction with its exercise of these Easement rights and responsibilities, the City will promptly repair such damage and reasonably restore Owner's Property (including lawn area and stone pathway) to its then preexisting condition. The City will repair any damage to the Retaining Wall caused by the stormwater channel the City maintains or due to defective installation. Grantor will be responsible for any cosmetic maintenance of the wall Grantor wishes to perform and for any repairs or replacements necessary except those for which the City is responsible. Before undertaking any excavation in

the structural area behind the Retaining Wall deeper than one (1) foot, Grantor shall notify the City so that the parties may work together to ensure the integrity of the wall is not compromised. Normal planting around the wall above this depth does not require notification to the City.

4. **Owner's Retained Rights.** Owner retains all rights to use the Easement Area in any way that will not damage or interfere with the Stormwater Facilities or the rights granted herein. Owner shall not remove or alter any of the Stormwater Facilities without first receiving written approval from the City to do so.

5. **Run with the Land; Successors and Assigns.** The rights and obligations contained herein shall run with the Property, burden the Property, and shall inure to the benefit of, and shall be binding upon, the City and its successors and assigns and Owner and Owner's respective heirs, successors, and assigns in ownership of the Property. This Easement is intended to be a property interest that would transfer by operation of law to a subsequent purchaser of Owner's Property or any portion thereof.

6. **Indemnification.** To the extent permitted by Oregon law, the City and its successors and assigns hereby agree to indemnify, defend, and hold Owner harmless from and against any and all claims of third persons for any losses, damages, liabilities, costs, or expenses (including but not limited to attorney's fees) arising from use of or activities on the Property by the City and its successors and assigns, and their respective contractors, licensees, invitees, agents, and employees.

7. **Default and Remedies.** In the event a party fails to perform its obligations under this Agreement, the non-defaulting party shall be entitled to require such performance by suit for specific performance or, where appropriate, through injunctive relief. Such remedies shall be in addition to any other remedies afforded under Oregon law.

8. **Nonwaiver.** Any failure to enforce any provision of this Agreement will not be deemed a waiver of the right to enforce that provision or any other provision of this Agreement.

9. **Attorneys Fees and Costs.** If a suit, action, or other proceeding is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights hereunder, the prevailing party shall be entitled to recover its reasonable attorney's fees and its costs and disbursements actually incurred in connection therewith, as determined by the judge at trial or on appeal or review, in addition to all other amounts provided by law.

10. **Severability.** If any provision of this Agreement is found to be void or unenforceable, it is the intent of the parties that the rest of the Agreement shall remain in full force and effect, to the greatest extent allowed by law.

11. **Modification.** This Agreement may not be modified unless signed by both parties and the modification is recorded.

12. **Entire Agreement.** This Agreement, including all documents attached to this Agreement and all documents incorporated by reference herein, represents the entire Agreement with respect to the use and operation of the Easement.

13. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon.

IN WITNESS WHEREOF, Owner and the City have executed this instrument effective as of the date first written above.

OWNER:

Samuel J.A. Caruso

Christine A. Caruso

STATE OF OREGON)
) ss.
County of _____)

This instrument was acknowledged before me this ____ day of _____, 20__,
by Samuel J.A. Caruso.

Notary Public – State of Oregon

STATE OF OREGON)
) ss.
County of _____)

This instrument was acknowledged before me this ____ day of _____, 20__,
by Christine A. Caruso.

Notary Public – State of Oregon

CITY OF WILSONVILLE

By: _____
Bryan Cosgrove
As Its: City Manager

STATE OF OREGON)
) ss.
County of Clackamas)

This instrument was acknowledged before me this ____ day of _____, 20__,
by Bryan Cosgrove, as the City Manager of the City of Wilsonville.

Notary Public – State of Oregon

ATTESTED TO:

Sandra C. King, MMC, City Recorder

APPROVED AS TO FORM:

Barbara A. Jacobson, Assistant City Attorney
City of Wilsonville, Oregon

APPROVED AS TO LEGAL DESCRIPTION:

Nancy J.T. Kraushaar, P.E., City Engineer
City of Wilsonville, Oregon

EXHIBIT A
LEGAL DESCRIPTION

Lot 190, MOREY'S LANDING 4, in the City of Wilsonville, County of Clackamas, and State of Oregon.

EXHIBIT B
PLACEHOLDER

JEFFREY L. KLEINMAN
ATTORNEY AT LAW
THE AMBASSADOR
1207 S.W. SIXTH AVENUE
PORTLAND, OREGON 97204

TELEPHONE (503) 248-0808
FAX (503) 228-4529

June 10, 2013

Via Email (kohlhoff@ci.wilsonville.or.us) and First Class Mail

Michael E. Kohlhoff
City Attorney
City of Wilsonville
29799 SW Town Center Loop E.
Wilsonville, OR 97070

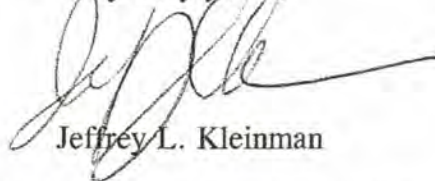
Re: **Tolling Agreement as to Matters Set out in Tort Claim Notice of
Samuel J.A. Caruso and Christine Caruso Dated October 27, 2011**

Dear Mike:

Pursuant to the Release and Settlement Agreement into which the City and Mr. and Mrs. Caruso are now entering, kindly acknowledge a tolling agreement as set out below.

Thank you again for your courtesies.

Very truly yours,



Jeffrey L. Kleinman

I am the attorney for the City of Wilsonville. I am specifically authorized to toll, and do hereby agree to toll, the statute of limitations on behalf of my client until the subject pipe and unpermitted fill is removed, the subject retaining wall is constructed, and the subject channel work is completed, as required by the subject permits from the Army Corps of Engineers and the Oregon Department of State Lands.

DATED: _____

Michael E. Kohlhoff, OSB #690940
Attorney for the City of Wilsonville

JLK:cme
cc: clients



Patrick Duke
Library Director

**LIBRARY
BOARD**
Hilly Alexander
Chair

La Rue Williams

Bill Benedetto

Reggie Gaines

Alan Steiger

Wilsonville Public Library Monthly Report to Council May 2013

May

- Physical item circulation: 42,282 items checked out or renewed. This is down 1% from last year.
- E-book and downloadable audiobook circulation: 1130. This has really jumped since LINCC started supplementing the local e-book collection.
- Reference questions answered: 1,728

Administration

- **Strategic Planning update**

A short form library survey is being distributed in Summer Reading Packets. This quick user survey asks only 3 questions about library use and library communications. . This user survey, as well as a short survey for non-users, will also be distributed during the summer. The Steering Committee is also working on a longer survey, which will be distributed principally online later this summer.

Adult Services

Adult May programming attendance was 151 in May

June Programming:

- **Adult Summer Reading Program starts June 10th.**
- **Library Book Club is reading and talking about *The Orchardist* by Amanda Coplin on June 13**
- **Oregon History Program at Mc Menamins Old Church and Pub
"Ice Age Floods and the Evolution of the Willamette Valley" with Rick Thompson
Tuesday, June 25 at 6:30pm.**
- **E-reader basics on June 13th at 2pm**

See more events at www.wilsonvillelibrary.org

Youth Services

Youth Services programming attendance was 2,316 in May

Programming

- **Summer Reading** starts on June 10th
- **Fred Meyer Fun shows:**
 - the Charlie Brown Show June 20th
 - Presto the Magician June 27th
- **Preschool Stories and Science** Tuesdays 6:30pm; Wednesdays, 10:30am, 1:30pm
- **¡Hola! Bilingual Craft and Story** Mondays 6pm

Affiliates

- **Wilsonville Friends of the Library**
No report
- **Wilsonville Public Library Foundation**
The Library Director has made some additional unplanned requests for funds over the last few months. Good projects, mind you, but unplanned. The Foundation is reviewing its budget.

CITY OF WILSONVILLE - Fund Summaries - through May 30, 2013

Budget Year Elapsed →

92%

	Budget	Activity	% Used
Fund 110 General Fund:			
Taxes	8,133,050	7,941,717	98%
Intergovernmental	1,569,551	1,479,469	94%
Licenses and Permits	120,600	127,757	106%
Charges for Services	413,800	422,372	102%
Fines	380,000	339,605	89%
Investment Revenue	100,000	59,593	60%
Other Revenues	130,600	235,129	180%
Transfers	2,429,428	1,930,150	79%
Total Revenue	13,277,029	12,535,792	94%
Personal Services	6,274,220	5,194,944	83%
Materials and Services	6,867,600	5,933,702	86%
Capital Outlay	95,000	87,265	92%
Transfers	1,444,600	717,522	50%
Total Expense	14,681,420	11,933,433	81%
Fund 210 Fleet Fund:			
Charges for Services	1,167,935	1,070,597	92%
Investment Revenue	20,000	16,861	84%
Other Revenues	0	11,697	-%
Total Revenue	1,187,935	1,099,155	93%
Personal Services	515,740	421,504	82%
Materials and Services	649,470	546,126	84%
Capital Outlay	94,500	74,975	79%
Transfers	529,040	821,709	155%
Total Expense	1,788,750	1,864,314	104%
Fund 230 Building Fund:			
Licenses and Permits	729,952	820,611	112%
Licenses and Permits-Villebois	113,201	344,108	304%
Investment Revenue	5,000	8,256	165%
Other Revenues	0	216	-%
Transfers	13,000	9,954	77%
Total Revenue	861,153	1,183,145	137%
Personal Services	585,970	516,997	88%
Materials and Services	72,545	39,016	54%
Capital Outlay	0	5,000	-%
Transfers	118,660	99,062	83%
Total Expense	777,175	660,074	85%
Fund 235 Community Development Fund:			
Intergovernmental	25,000	0	-%
Licenses and Permits	403,916	428,163	106%
Licenses and Permits-Villebois	231,340	219,130	95%
Charges for Services	571,000	580,614	102%
Investment Revenue	11,000	17,498	159%
Other Revenues	500	3,525	705%
Transfers	2,398,389	1,378,843	57%
Total Revenue	3,641,145	2,627,772	72%
Personal Services	2,756,490	2,166,993	79%
Materials and Services	573,610	313,178	55%
Transfers	288,300	256,187	89%
Total Expense	3,618,400	2,736,358	76%
Fund 240 Road Operating Fund:			
Intergovernmental	1,108,000	1,011,670	91%
Investment Revenue	2,000	4,655	233%
Other Revenues	0	7,722	-%
Transfers	0	5,202	-%
Total Revenue	1,110,000	1,029,249	93%
Personal Services	300,170	272,338	91%
Materials and Services	420,548	320,787	76%
Transfers	312,060	243,469	78%
Total Expense	1,032,778	836,593	81%

CITY OF WILSONVILLE - Fund Summaries - through May 30, 2013

Budget Year Elapsed →

92%

	Budget	Activity	% Used
Fund 245 Road Maintenance Fund:			
Charges for Services	635,000	589,830	93%
Investment Revenue	1,000	1,698	170%
Other Revenues	0	62,880	-%
Total Revenue	636,000	654,407	103%
Materials and Services	510	0	-%
Transfers	650,000	462,828	71%
Total Expense	650,510	462,828	71%
Fund 260 Transit Fund:			
Taxes	4,400,000	3,923,899	89%
Intergovernmental	956,062	2,619,922	274%
Charges for Services	178,000	190,393	107%
Investment Revenue	17,000	8,668	51%
Other Revenues	10,000	39,060	391%
Total Revenue	5,561,062	6,781,942	122%
Personal Services	2,886,460	2,404,736	83%
Materials and Services	1,632,365	1,545,219	95%
Capital Outlay	600,000	432,935	72%
Transfers	1,538,580	1,975,093	128%
Total Expense	6,657,405	6,357,984	96%
Fund 310 Water Operating Fund:			
Intergovernmental	0	3,428	-%
Charges for Services	6,412,200	6,161,480	96%
Fines	0	9,279	-%
Investment Revenue	20,000	23,749	119%
Other Revenues	0	4,837	-%
Transfers	350,000	350,000	100%
Total Revenue	6,782,200	6,552,773	97%
Personal Services	534,300	418,827	78%
Materials and Services	3,411,952	2,406,022	71%
Capital Outlay	65,000	28,530	44%
Debt Service	1,886,000	817,992	43%
Transfers	534,200	375,442	70%
Total Expense	6,431,452	4,046,813	63%
Fund 320 Sewer Operating Fund:			
Charges for Services	6,550,000	5,607,357	86%
Investment Revenue	45,000	50,220	112%
Other Revenues	18,216	20,804	114%
Transfers	785,000	785,973	100%
Total Revenue	7,398,216	6,464,354	87%
Personal Services	255,840	220,979	86%
Materials and Services	2,381,869	1,658,382	70%
Debt Service	2,589,000	1,319,831	51%
Transfers	1,460,000	499,135	34%
Total Expense	6,686,709	3,698,328	55%
Fund 350 Street Lighting Fund:			
Charges for Services	385,000	356,960	93%
Investment Revenue	3,000	3,912	130%
Total Revenue	388,000	360,872	93%
Materials and Services	296,100	216,263	73%
Transfers	59,280	4,173	7%
Total Expense	355,380	220,436	62%
Fund 370 Storm Water Operating Fund:			
Charges for Services	1,260,000	1,055,847	84%
Investment Revenue	3,000	2,868	96%
Other Revenues	0	2,062	-%
Transfers	700,000	300,000	43%
Total Revenue	1,963,000	1,360,778	69%
Personal Services	242,550	201,595	83%
Materials and Services	432,005	277,277	64%
Transfers	933,800	519,445	56%
Total Expense	1,608,355	998,318	62%

Parks and Recreation Department

May 2013 Report

Active Lifestyles
Social Opportunities
Healthy Community

W.E.R.K. Day Wrap



Great Weather, Great Volunteers, Great Projects and a Great Deal Accomplished!

On Saturday, May 11th, 296 volunteers arrived at the Community Center bright and early to participate in the City's annual park clean up event. Pat Wolfram of the Rotary said that there were so many volunteers that the Wilsonville Rotary cooked and served all the omelets and pancakes that they had. Large groups from the local Latter Day Saints Church, People to People student ambassadors, Lowrie Primary PTA and Fred Meyer were all enthusiastic participants. The free coffee from Starbucks, coupons from Family Fun Center, and free lunch provided by Wendy's are a great way to thank the volunteers for all their hard work.

This year's event completed several tasks including:

- *Placement of crushed rock on 700 feet of new pathway inside and outside the dog run area
- * Rock added to 1,000 feet of existing pathways using over 60 cubic yards of rock
- * Removed ivy from trees, blackberries and other undesirable plants from 3 areas in Memorial Park
- *Removed and replaced over ten yards of playground surfacing materials from the Murase Plaza playground

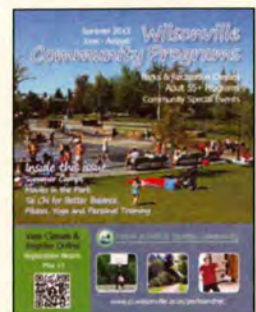
The City was able to get more accomplished by borrowing tools and wheelbarrows from Sherwood and Cornelius and from Clackamas County Community Corrections.

Summer Registration Now Open

Online and walk in registration for summer programs, activities and camps opened on May 13th.

The most popular camp so far has been the Art and Action day camp which already has 55 of the possible 60 spaces occupied.

The wide variety of camps offered through a partnership with Skyhawks Sports Academy has 128 total campers registered for camps running throughout the summer.



Parks and Recreation Department

AARP Income Tax Assistance

For the past 12 years, the Community Center, in partnership with AARP and the IRS, offers free tax assistance to seniors and individuals of lower income. This year, Program Leader Sue Wuebkenberg and her team of volunteer preparers assisted approximately 300 individuals. According to Sue, "We file returns for most of these clients, but some just come in with questions. It's really nice to see the same folks coming back year after year." Sue and the other volunteers are required to pass an IRS exam each year to ensure they are up to date on the current tax law. Wilsonville resident, Dick Ling, has also volunteered for the program as a coordinator for several years, and says, "I really enjoy meeting and working people who participate in this program."

Wilsonville Wheelers

The Wilsonville Wheelers group rides are going strong! The Wheelers are in their 6th year and take weekly Thursday rides, as well as, more spontaneous weekend rides. If you know of anyone who enjoys bike riding with others, encourage them to join the group. Those wishing to be notified of weekly rides should contact Pat Rehberg at levitrehberg@frontier.com.

Wilsonville Equestrian Center Partnership

Wilsonville Parks and Recreation has partnered with Wilsonville Equestrian Center to offer six horse-themed summer camps. Located off Advance Road, Wilsonville Equestrian Center allows local children an opportunity to explore the world of horses and everything that comes along with them! Camp participants will enjoy a daily riding lesson, arts and crafts, and the sure to be favorite task of mucking out stalls! The first week of camp begins June 17th.



Upcoming Programs/Events

- * June 22 - Boy Scout Plant Sale - 9:00am in the Community Center Parking Lot
- * June 29 - Relay for Life - 10:00am at Town Center Park
- * July 12 - Movies in the Park - Madagascar 3 - Movie starts at dusk at River Shelter
- * July 18 - Rotary Concert - Johnny Limbo and the Lugnuts - 6:30pm at Town Center Park
- * July 25 - Rotary Concert - Cloverdayle - 6:30pm at Town Center Park
- * July 26 - Movies in the Park - Wreck it Ralph - Movie starts at dusk at River Shelter

WILSONVILLE PUBLIC WORKS DEPARTMENT

City Council Report, May 2013

FACILITIES MAINTENANCE



The month of May consisted mostly of mowing lawns, pruning and preparing the water features for the coming season. The crew did manage to execute one project in partnership with Aldercrest Construction. The Facilities Division crew removed the old extruded curbing in front of the Community Center and excavated it for a new poured-in-place curb with reinforcement. The forming and pouring of the new curbing was then performed by the contractor. Next step is to reestablish the irrigation and power to the parking lot lights.

STREET MAINTENANCE

The Street Maintenance Division crew was out cleaning up the aftermath of a spring time storm last week. A big ash tree on Courtside Drive which was threatening to fall on a house was removed. A crane had to be called into help take the tree down.

There was also a Maple tree in the greenway behind Meadows Court that had to be cut down because of safety issues.

At other locations around town the wind and rain broke tree limbs that had to be cleaned up. No property damage from citizens was reported at this time.



UTILITY MAINTENANCE

Water Distribution

The Water Distribution Section has started the Annual Hydrant Flushing program that involves directional flushing and valve maintenance at the same time.

The Cross Connection program is continuing to be enforced and we are sending device test request letters again as we enter the watering season.

Due to a lot of new homes being built we are installing several water meters, we also doing a lot of construction locates.



The Water Distribution Section coordinated with the wastewater treatment plant contractor so a new valve could be installed which was the final connection of the new water line for the project.

Wastewater Collections

Staff performed regular maintenance including battery replacement on the wastewater flow monitor meter system.

These meters monitor the volume of flows that travel through the sewer system and are used to detect storm water that may be getting into the system (inflow/infiltration) or unusually large user discharges.



Storm Water

Paul Havens, Vactor Operator has been installing delineators nears manholes to keep them from getting hit by local farmer's mowers.

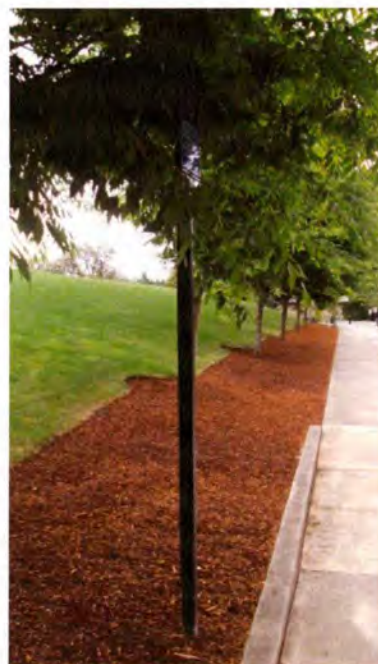


PARK MAINTENANCE

Summer is upon us with a nice start to the season with a Memorial Day event at the Korean War Memorial followed by Art in the Park and the opening of the Water Features. Staff is working longer hours and seven days a week to better serve the public

Weather Related Tree Problems

The weather continues to play a role in some recent tree damage occurring in the park system. Hard winds, heavy rains and recent leaf growth are to blame for a tree falling in Memorial Park. One tree split and required removal in Landover Park. Several more trees in Memorial Park dropped large branches.





Park Improvements to Reduce Maintenance

The Park Maintenance staff continues to make improvements on an ongoing basis to reduce the amount of routine maintenance required. Most recently, three projects were completed in Murase Plaza, including improving the landscape area around the entry sign on Wilsonville Road and removal of turf around trees and along sidewalks.

All of the areas required weekly hand-work to care for the small turf areas. Now, efforts can be focused on completing other tasks on a list that has no end.

Councilor Concerns / Follow Up Items

Last Updated June 10, 2013

Meeting Date	Concern / Request	Staff Member /Department	Date Completed
6/3/13	Starr – metered onramps to I-5 backup traffic onto Wilsonville Rd during peak hours.	Kraushaar	Preparing a memo to Council with analysis
5/6/13	None		
4/15/13	Fitzgerald – review lighting standards and have discussion	Kraushaar	Schedule meeting with staff for Councilor Fitzgerald
	Knapp – PGE LED lighting	Kerber	Staff preparing memo re: costs
	Memorial Park Lift Station relocation		Work session update July 15
July 16	Permanent location for Public Works Shops	Kerber	Facility Analysis to be done next FY

From the Director

We do lots of different things at SMART but at the core of what we do you will find our buses and the men and women who drive them. Let me talk a little bit about our drivers first and then say some things about our buses.

If you have never driven a large vehicle before, imagine having a job where you have to calmly maneuver 30,000 pound buses through heavy traffic with precious cargo — our passengers !

SMART's drivers all have Commercial Drivers Licenses (CDLs), with endorsements to operate large vehicles carrying lots of passengers. They also receive up to 240 hours of training, much of which is one-on-one, before they start driving for SMART; with annual training updates that follow. Having been through some of the training myself, I have to say that I continue to be very impressed by what our drivers have to know to be able to do their jobs. I am proud of them for what they do every day.

Now to switch to our fleet. We need more than 30 vehicles (everything from mini-vans to 40-foot buses) to provide the fixed route and Dial-a-Ride services that we provide. Our fleet is a mixture of old and new vehicles (most people are surprised to know that we have a few buses that are 23-years old). Our buses probably look newer than they are because our Fleet Maintenance crew does such a great job of keeping them running well and looking good. We are always looking for state or federal grants to help us buy new buses and we keep our eyes open for bargains in the used bus marketplace.

We are happy to have our trolley (The *Boones Buggy*) back in service for the summer and we expect to add some other new buses to serve you over the next few months.

Stephan Lashbrook, Transit Director



The first Trolley tour of the season took place during the Festival of Arts on Saturday, June 1st.

105 passengers received a tour of Wilsonville's Public Art Sculptures and Historic buildings.

The tour was narrated by a citizen volunteer—Jerry Greenfield.

Thank you Jerry!



SMART Info booth and Bike tune up station — Festival of Arts, 2013

In This Issue

- Options Programs
- Fleet Maintenance
- Ridership Stats
- Integration Project



Bike Seat Cover Distribution — May 2013

Options Programs

Walk Smart

Since the April Walk at Lunch promotion— The Walk Smart program has signed up 40 new participants. This program provides participants with a pedometer, safety tips and a log sheet to keep track of their steps.

Bike Smart

- 250 Bike Seat Covers were distributed to bicyclists on buses, at schools, businesses, and shopping centers.
- 40 of the 48 Bike Lockers at SMART Central Station are occupied by users who register to use lockers for free.
- 75 Bike helmets were distributed at the Lowrie Primary Wheel-a-Thon event.

Regional Campaigns

The Carefree Commuter Challenge kicks off July 1st. This promotion encourages commuters to try a different mode of transportation and they could win prizes for their efforts. More information at DriveLessSaveMore.com

Find the full summer calendar of walking, bicycling and transit events at RideSmart.com

Fleet Update

The Trolley is out of storage and Fleet staff has it prepared it for service. Over the winter, the trolley was sent to the original manufacturer, in Medford, OR, to undergo a light refurbishment. This occurs every few years, and consists of replacement of damaged wood, and application of sealer to the wood surfaces.

Look for the trolley on nice days out and about on the crosstown route 4.

Sign up for a trolley tour! Reservations required, sign up through the Community Center.

Trolley Tours

10:30am — 11:30am

June 20, July 18, August 15



Fleet Maintenance

Operations

May's ridership is down 6.3 % from last year's record ridership, and down 4.7% for the year to date statistic. This was expected, and to date, we will be close to our projected ridership target of 357,000 riders for the year.

Only one route, 2X Barbur Blvd. carried more riders than last year with a modest 6.5% increase.

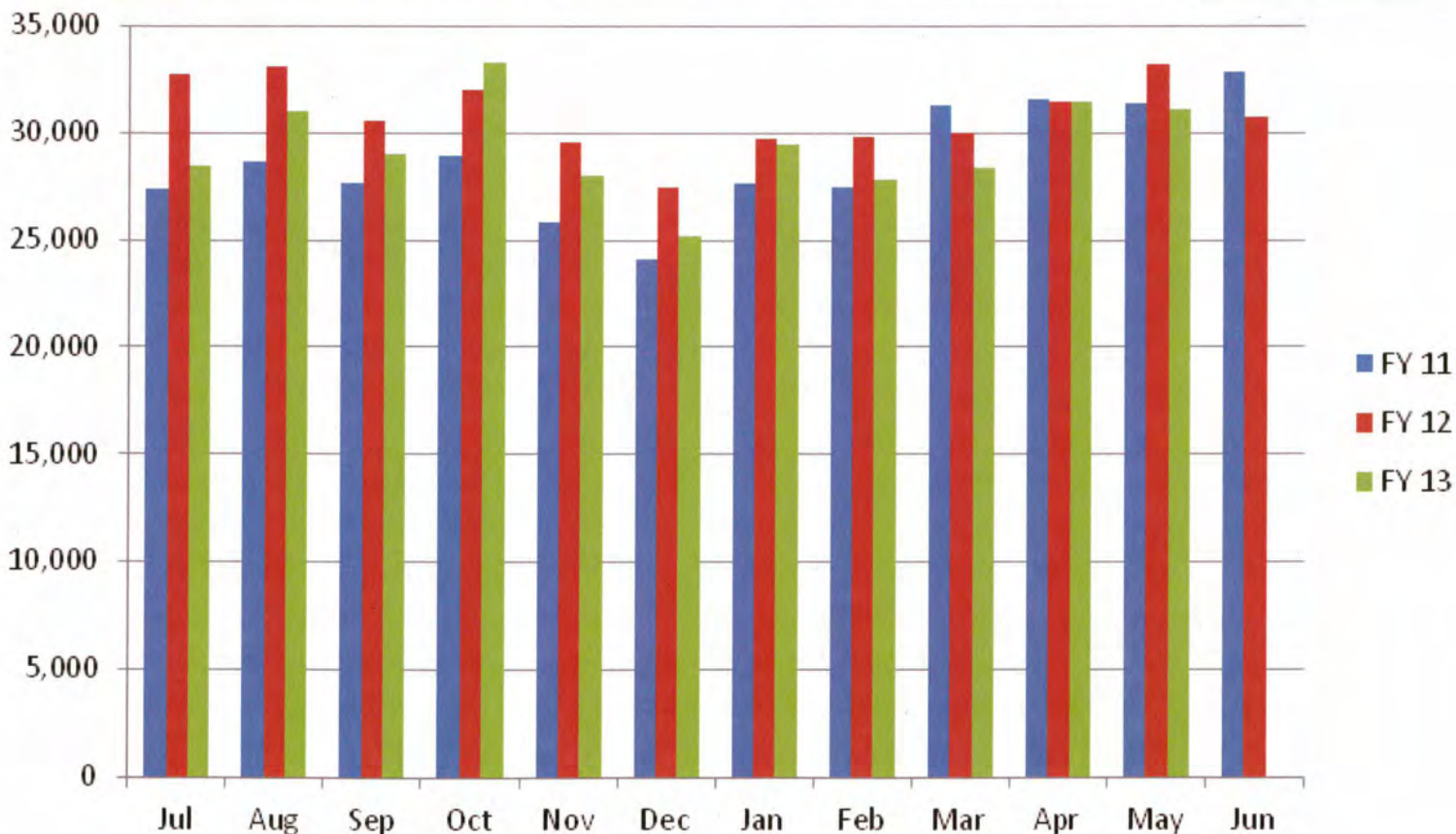
The unanticipated drop in ridership on the Crosstown Route 4 is actually reflecting the overall drop in ridership system wide. Although we are projecting Route 4 will carry fewer riders than last year, the route, like the system overall, will carry more than was carried in FY10/11.

The Operations Division

- Is in the process of training 4 new drivers who will graduate in June.
- Promoted a driver to Dispatcher. He starts June 3rd.
- Applied for a grant to replace two 1990 35 foot buses.
- Along with Maintenance, finalized the details with Gillig Corp. to build a new 40 foot bus that will be delivered late 2013.



Passenger boarding at Fred Meyer



Transit Integration Project

The Community Survey is available online at RideSmart.com. Paper surveys are available at the Community Center and may be requested by calling the SMART Office or asking a bus driver.

We want to hear from the public about:

- Suggestions for additional services in the Wilsonville to Portland I-5 Corridor
- Possible destinations in the Portland area for SMART to serve
- Recommendations on how the City can make SMART services more efficient and attractive to both current riders and potential riders.

This survey will close on June 22, 2013.

A preliminary report of survey findings will be available in July.



Contact Us

Stephan Lashbrook
Transit Director
503-570-1576
Lashbrook@ridesmart.com

Steve Allen
Operations Manager
503-570-1577
Allen@ridesmart.com

Scott Simonton
Fleet Manager
503-570-1541
Simonton@ridesmart.com

Jen Massa Smith
Program Manager
503-682-4523
Massa@ridesmart.com

Integration Project Survey at the Community Center



City of Wilsonville

JUNE 2013

Community Development

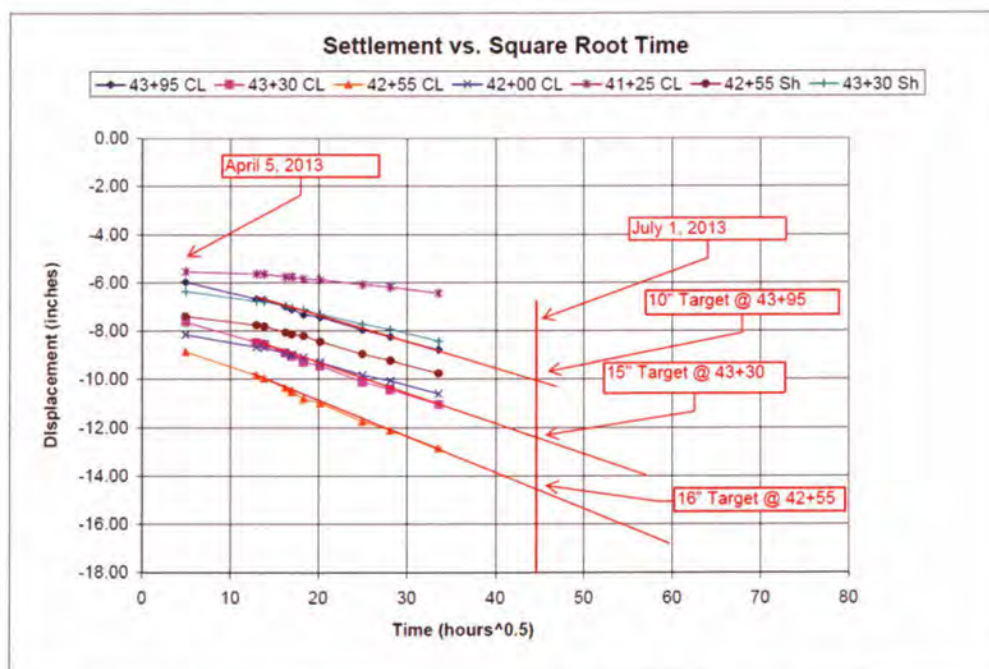
FROM THE DIRECTOR'S OFFICE

In May, Community Development achieved the last steps readying many capital projects for summer construction. Final contract documents were prepared for the Segment 3B Waterline, Boeckman Road Reconstruction, Autumn Park Sanitary Sewer, Boeckman Creek/Wilsonville Road Bridge Repair, and 2013 annual paving projects.

Permit activity remains very busy in Villebois Village for the Building and Planning Divisions.

Three long range planning projects reached milestones. The TSP is in final adoption hearings, data is emerging from the Goal 10 Housing Needs Assessment, and we have consensus on the draft Basalt Creek Concept Plan IGA with Washington County and Tualatin staff.

At the Boeckman Road reconstruction site, we have been monitoring the settlement of the surcharged subgrade soils. The measurements graphed below show the Stage 2 settlement is progressing as planned — down is good.



Inside this issue:

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Engineering, Capital Projects	2-3
Engineering, Private Develop-	3-4
Planning, Current	4-5
Planning, Long Range	6-7

We are happy to have the 2013/14 budget adopted and excited about our upcoming work plan.

Nancy Kraushaar, PE

Building Division, Current Projects

Major Developments under construction:

Permits reviewed (2013):

Single Family:

Villebois: 122
Other: 57

Commercial/Industrial:

Tenant improvements: 57

Includes grading for Fox Center, Retherford Meadows, and Renaissance Boat Club.

Permits Issued (2013):

Single Family:

Villebois: 86
Other: 24



Tonquin Woods Sales Office,
Villebois

Engineering Division, Capital Projects



Boeckman Road Reconstruction (4177): Contractor bids are due to be received and opened on June 25. Construction expected to begin in mid-July; reopening of roadway expected in mid-October.

Sanitary Sewer Projects (2045, 2065, 2084, 2085, 2088): Drafts of technical memos are being evaluated. These lead to an update of the Master Plan.

Signal Modifications – Left Turns (4118): At the 95th Ave. @ Ridder Rd. intersection work has been completed to modify the signals to allow for protective/permissive left turns to be made.

Kinsman Transmission Main Phase 3b (1055): Kerr Contractors was awarded the project at a price of \$2,456,730.

Engineering, Capital Projects, cont'd

Waste Water Treatment Plant DBO (2082): Construction at 75% complete. On schedule, on budget.

Autumn Park Sewer (2091): Bids were opened on May 31st. K & R Plumbing is the apparent low bidder at \$317,103. Award is scheduled for June 17th.

Annual Street Maintenance (4014): S-2 Contractors was awarded the project at a price of \$536,016. Work will begin approximately June 17th.

Wilsonville Bridge Erosion: Bids were opened on May 30th. Pacific Excavation is the apparent low bidder at \$185,544. Award is scheduled for June 17th.

Rivergreen Storm Outfall (7012): Contractor bids are due to be received and opened on June 27. Construction pending receiving of federal and state permits.

Morey's Landing Storm Channel (7044): Project expected to go out to bid on June 25. Staff continues to work with homeowner and design engineer on final elements of reconstruction plans.

Engineering, Private Development



Villebois North PDP 1 Phase 2 – Polygon NW: Presently under construction. Staff is working with contractor to schedule the Grahams Ferry Road at Barber Street roundabout, construction which will require a temporary closure of Grahams Ferry Road (except for local access for homeowners west of the road) and detour of traffic to Costa Circle/110th Ave. Details of timeline and closure yet to be confirmed.



Villebois Piazza: Most construction has been completed

Continued on next page

Engineering, Private Development, cont'd

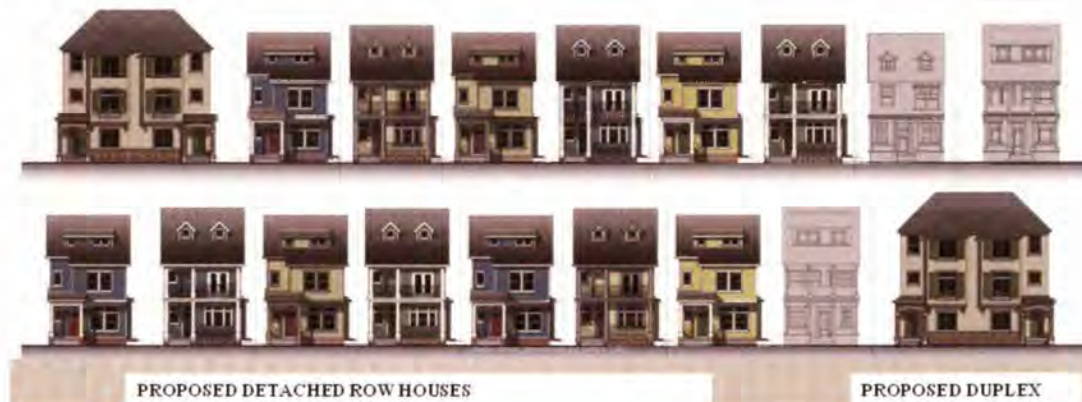
Villebois Tonquin Meadows Sanitary Sewer: Plans are under review to construct a sanitary sewer main line to service proposed development in Villebois SAP Central PDP 4 and SAP North PDP 2. Sewer is planned to be constructed through open fields east of 110th Ave, but located in future street right-of-way identified in the approved Villebois SAP East PDP 3 development.

Villebois East PDP 2 – Lennar Homes: Project plans are under review for this 88 lot subdivision located on the east edge of Villebois. At request of developer grading plans were submitted in May; early grading permit expected to be issued this month.

Brenchley Estates: Terrene (Brenchley North) will open the first apartment building in June. Active Adults project received approval from DRB.

Planning Division, Current

1. The DRB approved the Final Development Plan for the Villebois Row Houses and Duplexes. Located at SW Barber Street in Villebois (Lots 1-2, 4-10, 13-20). Polygon Northwest Company, Applicant. Staff: Blaise Edmonds. Case File: DB12-0083.

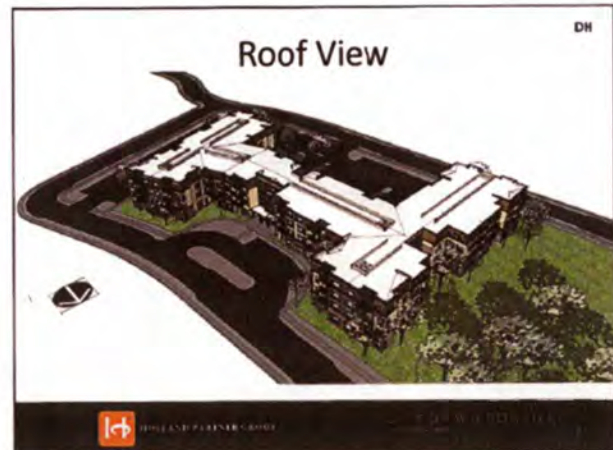


2. The DRB approved site development plans for the Active Adults at the Grove Multi-Family building and a waiver to increase the maximum building height from 35 feet to up to 47 feet. The proposed multi-family building comprises 112 units within 4 stories. It would also be age-restricted available to occupants 55 years or older. In order to accomplish the requested housing density opportunity, DRB Panel B is recommending that the City Council amend Ordinance No. 703 to approve 66 additional housing units consistent with Comprehensive Plan Implementation Measure 4.1.1v which provides, in pertinent part: *"Densities may be increased through the Planned Development process to provide for meeting special needs. (e.g., low/moderate income, elderly, or handicapped)."* Holland Partner Group/Brenchley Estates Partners LP, Applicant. Staff: Blaise Edmonds. Case Files: DB13-0008 - Revised Stage I Pre. Plan, DB13-0009 - Waiver to building height, DB13-0010 - Stage II Final Plan, DB13-0011 - Site Design Review and DB13-0012 - Type 'C' Tree Plan.

Planning Division, Current, cont'd



Active Adults at The Grove Building Site



3. **Approved a 24-month Temporary Use Permit for Athey Creek Christian Fellowship** located at 27501 SW 95th Ave, Suites 955 & 960. Staff: Amanda Hoffman. Case File: DB13-0007
4. **Approved Site and Design Review Plans for Fox Center Townhomes** (architectural and site landscaping) for 15 townhome units on 1.14 acres located at the southwest corner of SW Wilsonville Road and Willamette Way East. Staff: Blaise Edmonds. Case File: DB13-0006



Planning Division, Long Range

WEST LINN-WILSONVILLE SCHOOL DISTRICT PUBLIC HEARING ON A MAJOR AMENDMENT TO THE UGB

The West Linn-Wilsonville School District has made application to Metro for a major amendment to the UGB to add the 40-acre Advance Road school/regional park site to the Urban Growth Boundary. A public hearing before a hearings officer is scheduled for June 27th at 7:00 PM in the City Council Chambers. Public testimony is welcome.



HOUSING NEEDS ASSESSMENT

Statewide Planning Goal 10: The Housing Needs Assessment project is underway, with the dual objectives of completing a state Periodic Review requirement and providing local information needed to plan for Wilsonville's next neighborhoods. Staff has completed a draft Buildable Lands Inventory and determined that Wilsonville has approximately 480 acres of land that could be available for residential development (only 122 acres outside of Villebois and Frog Pond). Staff has also determined that City policies for residential development comply with current state and regional rules. ECONorthwest has completed a study of Wilsonville's housing market, development patterns, and demographics, and has begun an analysis of Wilsonville's capacity for development. The project team will share all of this with Council at a joint work session with the Planning Commission in July.

FROG POND-ADVANCE ROAD

The City is seeking funding for the Frog Pond-Advance Road Concept Plan from Metro's Community Planning and Development (CPD) grant program, which is funded through a Construction Excise Tax (CET). Decisions on the grant award will be forthcoming in July.

BASALT CREEK PLANNING

Staff has been working with Washington County and Tualatin staff to prepare an IGA to accept the 2012 Basalt Creek Transportation Refinement Plan. Nagging issues have been resolved, and staff is preparing the IGA for Council adoption in July. Staff is also collaborating with Tualatin staff to begin the process for hiring the consultant team to lead the planning effort. A joint meeting between the Wilsonville and Tualatin city councils is planned for September 2013 as work gets underway.

PLANNING COMMISSION

The next Planning Commission meeting is June 12th, 6:00 PM City Council Chambers. The Planning Commission will be conducting work sessions on Metro's Climate Smart Communities project and the Housing Needs Analysis in preparation for the joint worksession with the City Council on July 15th.

If there are questions on any of these projects, please contact Chris Neamtzu, Planning Director or Katie Mangle, Long-Range Planning Manager.

**CITY OF WILSONVILLE
CITY COUNCIL
NOTICE OF PUBLIC HEARING**

PUBLIC NOTICE IS HEREBY GIVEN that the Wilsonville City Council will conduct a public hearing on June 17, 2013, at 7 p.m. at City Hall, 29799 SW Town Center Loop, Wilsonville, Oregon.

The purpose of this public hearing is to consider public testimony on:

A Resolution Approving a Rate Increase for Republic Services of Clackamas and Washington Counties, for Solid-Waste and Recycling Collection in the City of Wilsonville.

Copies may be obtained at a cost of 25 cents per page, at City Hall or by calling the City Recorder at 503-570-1506 and requesting a copy to be mailed to you.

Specific suggestions or questions concerning the proposed ordinance may be directed to Mark Ottenad, 503-570-1505. Public testimony, both oral and written will be accepted at the public hearing. Written statements are encouraged and may be submitted to Sandra C. King, MMC, City Recorder, 29799 SW Town Center Loop E, Wilsonville, OR 97070.

Assistive listening devices are available for persons with impaired hearing and can be scheduled for this meeting. The City will endeavor to provide qualified sign language interpreters without cost if requested at least 48 hours prior to the meeting. To obtain such services call the office of the City Recorder at 682-1011.

Published in the Wilsonville Spokesman June 11, 2013.

City of Wilsonville
June 17, 2013 City Council Meeting

SPEAKER CARD

NAME:

KLAUS GIBSON

ADDRESS:

10904 S.W. PARKWOOD

TELEPHONE:

503. 570.7575

E-MAIL

AGENDA ITEM YOU WANT TO ADDRESS:

CITIZEN INPUT

Please limit your comments to 3 minutes. Thank you.

✓
Village Soc. - occupies
former mental health area.
Thank council for the
review & response of his
prior concern about
mental health housing
funding.
He received City letter of
review & findings.

City of Wilsonville
June 17, 2013 City Council Meeting

SPEAKER CARD

Citizen
Input

NAME: Eric Postma, Chamber of Commerce Board

ADDRESS: 31110 SW Wallowa Ct., Wilsonville

TELEPHONE: 503-445-4307 E-MAIL espostma@comcast.net

AGENDA ITEM YOU WANT TO ADDRESS: Visitor Information

Center / Letter of Understanding

Addressing CgC letter of agreement on
terminating VIC operations.

Please limit your comments to 3 minutes. Thank you.

City of Wilsonville
June 17, 2013 City Council Meeting

SPEAKER CARD

NAME:

KLAUS EIBSON

ADDRESS:

TELEPHONE:

503 570 7575

E-MAIL

AGENDA ITEM YOU WANT TO ADDRESS:

GARBAGE

INCREASE

Res 24/28

Please limit your comments to 3 minutes. Thank you.

City of Wilsonville
June 17, 2013 City Council Meeting

SPEAKER CARD

NAME: KLAUS GIBSON

ADDRESS: 10904 S.W. PARKWOOD CT.

TELEPHONE: 503.570.7575 E-MAIL svtfer10904@yahoo.com

AGENDA ITEM YOU WANT TO ADDRESS: RESOLUTION 2428
AGAINST ~~AMOUNT~~ AMOUNT OF
INCREASE

Please limit your comments to 3 minutes. Thank you.

AGC Newsletter -
City of Wilsonville Sponsored Shalisher Golf Course
↳ Platinum Sponsor City of Wilsonville
↳ Sponsor

Oppose rate increase -
Questions rate of increase -
Has it growth increased income
efficiency?
comingled recycling should have
made "significant cost savings"

City of Wilsonville
June 17, 2013 City Council Meeting

SPEAKER CARD

NAME: _____

ADDRESS: _____

TELEPHONE: _____

E-MAIL _____

AGENDA ITEM YOU WANT TO ADDRESS: _____

Requests suspension of "after 10pm"
use of Fun Center Zipline -
Designed to get screen repairs
from users. Not appropriate after
10pm in residential neighborhood.
Operated until 5AM by Fun Ctr -

Bill Wiley

8646 SW Ash Meadows Rd #921 Wilsonville

405-202-7236

BILCW1402@gmail.com

CITIZENS INPUT

can to follow up -

Please limit your comments to 3 minutes. Thank you.

Referenced 1993 sound study -
74' tower well above sound wall.
barrier - Miraflores made by
applicant at DRB. - will
need review
- A.n Brake round & screens.
- After 10pm is the issue.

**City of Wilsonville
City Council Meeting
June 17, 2013 Sign In Sheet**

[illegible]

City of Wilsonville

**June 17, 2013
City Council Meeting
Action Minutes**

DATE: JUNE 18, 2013

LOCATION: 29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR

Time Start: 5:10 P.M.

Time End: P.M. 10 P.M.

ATTENDANCE LOG

COUNCILORS	STAFF	STAFF	STAFF
Mayor Knapp	Bryan Cosgrove	Stephan Lashbrook	Nancy Kraushaar
Councilor Goddard	Mike Kohlhoff	Mark Ottenad	Steve Adams
Councilor Starr	Jeanna Troha	Delora Kerber	Joanne Ossanna
Councilor Fitzgerald - excused	Sandy King	Kristin Retherford	Barbara Jacobson
Councilor Stevens	Andrea Villagrana	Chris Neamtzu	Blaise Edmonds
	Dan Pauly	Katie Mangle	

AGENDA	ACTIONS
WORK SESSION	
<ul style="list-style-type: none"> Concerns – Tree in the median on Wilsonville Rd broken off. Ordinance No. 720 and 721 	Staff presented the background and rational for two zone change applications in Villebois from PF and EFU to the Village Zone.
<ul style="list-style-type: none"> PERS Savings 	Staff advised Council of the PERS rate adjustment
REGULAR MEETING	
<u>Mayor's Business</u>	
<ul style="list-style-type: none"> City Manager's Contract Renewal 	Contract renewed for additional year by a vote of 4-0.
<u>Communications</u>	
<ul style="list-style-type: none"> Introduce Chief James Rhodes 	Chief Rhodes was introduced and presented with his Wilsonville Chief's badge.
<ul style="list-style-type: none"> Casey Peck Roads Scholar 	This matter was held over to the next meeting due to a family emergency.
<ul style="list-style-type: none"> WWTP Quarterly Report 	Staff and RW Beck presented the quarterly report; the work on the WWTP was on budget and ahead of schedule.

<u>Consent Agenda</u> <ul style="list-style-type: none"> Resolution No. 2425 authorizing SMART to purchase two 40-foot buses. Resolution No. 2426 authorizing execution of a contract with K&R plumbing for the Autumn Park Sanitary sewer replacement project. Resolution 2427 authorizing execution of a contract with Pacific Excavation for the Boeckman Creek at Wilsonville Rd Project 	<p>Res. 2427 was removed from the Consent Agenda for discussion. The remaining consent agenda items were adopted 4-0.</p> <p>After brief discussion, Res. 2427 was adopted 4-0.</p>
<u>Continuing Business</u> <ul style="list-style-type: none"> Ordinance No. 718 adopting the 2013 TSP Ordinance No. 719 adopting the Planning and Land Development Ordinance to implement the 2013 TSP 	<p>The ordinances were adopted 4-0 on second reading.</p>
<u>Public Hearing</u> <ul style="list-style-type: none"> Ord. 717 Active Adults at the Grove Apartments Holland Resolution 2428 – approving rate increase for Republic Services Ord. 720 Zone amendment from PF and EFU to V on 28.91 acres, Polygon at Villebois II LLC and Polygon at Villebois III, LLC, Applicant Ord. 721 Zone amendment from PF to V on 6.83 acres Polygon at Villebois III, LLC applicant 	<p>At the request of the applicant the item was continued to the 7/15/13 Council meeting 4-0.</p> <p>Continued to 7/15/13 to allow staff to gather clarifying information</p> <p>Ordinance adopted on first reading 4-0</p> <p>Ordinance adopted on first reading 4-0</p>
<u>City Manager's Business</u> <ul style="list-style-type: none"> Resolution No. 2429 Letter of Understanding with Chamber of Commerce 	<p>Adopted 4-0</p>
<u>Legal Business</u> <ul style="list-style-type: none"> Resolution No. 2430 authorizing execution of a settlement agreement with Sam Caruso 	<p>Adopted 4-0</p>
<p>Adjourned 10 p.m.</p>	

RECORDED BY: SCK