

AMENDED AGENDA

**WILSONVILLE CITY COUNCIL MEETING
NOVEMBER 19, 2012
7:00 P.M.**

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

Mayor Tim Knapp

Council President Celia Núñez
Councilor

Councilor Richard Goddard
Councilor Scott Starr

CITY COUNCIL MISSION STATEMENT

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

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

- 5:00 P.M. EXECUTIVE SESSION [15 min.]**
A. Pursuant to ORS 192.660(2)(e) Real Property Transactions
ORS 192.660(2)(f) Exempt Public Records
ORS 192.660(2)(h) Litigation
- 5:20 P.M. COUNCILORS' CONCERNS [5 min.]**
- 5:25 P.M. PRE-COUNCIL WORK SESSION**
- A. TSP Update (Neamtzu) [50 min]
B. Comprehensive Plan Density (Mangle) [10 min]
C. Proposed IGA with the City of Salem for WWTP Sludge Processing. (Mende) [5 min]
- 6:25 P.M. ADJOURN**
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CITY COUNCIL MEETING

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held Monday, November 19, 2012 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on November 7, 2012. 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. Swear In Councilor Elect (King)
B. Upcoming Meetings

7:10 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.

7:15 P.M. COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

- A. Council President Núñez – Chamber Leadership and Library Board liaison
B. Councilor Goddard –Library, Chamber Board, and Clackamas County Business Alliance liaison
C. Councilor Starr –Development Review Boards and Wilsonville Community Seniors Inc. liaison

7:20 P.M. NEW BUSINESS

- A. **Resolution No. 2383**
A Resolution Of The City Of Wilsonville Authorizing An Intergovernmental Agreement Between The City Of Wilsonville And The City Of Salem For The Processing Of Sewage Sludge. (staff – Mende)

7:45 P.M. PUBLIC HEARING

- A. **Ordinance No. 708** – First 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 .89 - Acres Comprising The Southerly Portion Tax Lot 100 Of Section 15AD, T3S, R1W, Clackamas County, Oregon. Villebois Village Center LLC, Applicant. (Staff – Edmonds)

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

- A. Meeting Recap

8:25 P.M. LEGAL BUSINESS

8:30 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

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7:20 P.M. NEW BUSINESS

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**CITY COUNCIL WORKSESSION
STAFF REPORT**

Meeting Date: November 19, 2012		Subject: Draft Transportation System Plan (TSP) Financially-Constrained Project List	
		Staff Member: Chris Neamtzu, Planning Director Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: The Planning Commission received the same information at their November 14, 2012 meeting.	
Staff Recommendation: Staff respectfully recommends that the City Council review the draft Financially Constrained Project List and provide Staff with general direction in preparation for soliciting community-wide public input via an online open house in early December.			
Recommended Language for Motion: N/A			
PROJECT / ISSUE RELATES TO: Transportation Systems Plan (TSP) update			
<input checked="" type="checkbox"/> Council Goals/Priorities Goal #2 Ensure efficient, cost effective and sustainable infrastructure and development.	<input checked="" type="checkbox"/> Adopted Master Plan(s) TSP (2003) Bicycle and Pedestrian Master Plan (2006) Transit Master Plan (2008)	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

The TSP Update has now reached the stage where draft recommended project lists have been prepared. Staff is ready to begin the public review process, starting with the Planning Commission and City Council. The purpose of this meeting is to inform the City Council of the draft recommendations contained in the attached technical memorandum and obtain feedback to refine the two draft project lists, which include:

- “Planned” projects (the entire list of transportation projects and programs that would be part of the City’s desired transportation system through 2035 in an unconstrained financial environment).
- “Financially-Constrained” project list (projects which are reasonably expected to be funded through 2035).

There is one remaining unresolved issue, the Brown Road Extension alternatives (connecting to Boones Ferry Road at either Bailey Street or 5th Street). The consultant team is preparing a detailed “white paper” on the topic that will address a variety of topics intended to assist decision makers in determining a final recommendation. A decision will need to be made at a future date on which connection to recommend in the draft TSP.

EXECUTIVE SUMMARY:

The TSP is the City’s long-term policy and planning document for transportation improvements and includes a list of projects that will be implemented through the Capital Improvement Plan, development review, and grant funding. Having a TSP in place is essential for the City to compete for regional, state, and federal funding for transportation projects as well as ensuring development pays its fair share through development impact fees.

One of the primary outcomes of the TSP Update is a list of transportation projects that will help the City to meet its transportation system needs through the year 2035. Over the past year and a half, the project team has performed technical analysis and public outreach to develop a list of desired transportation improvements for the City. All of the projects that would contribute to the City’s desired transportation system through 2035 are included in the draft list of recommended “Planned” projects.

Due to funding limitations, the City will be unable to construct all of its identified transportation solutions. Therefore, a “Financially-Constrained” project list is being developed to identify which transportation solutions have the highest priority for implementation and are reasonably expected to be funded through the year 2035. These solutions are expected to help the City to build, maintain, and operate a transportation system that most efficiently and effectively transports people and goods with the purpose of supporting the quality of life of residents and the economic success of businesses.

It is important to note that the majority of transportation projects identified have their foundation in the years of work that the community spent in creating and adopting the 2003 TSP and the 2006 Bicycle and Pedestrian Master Plan, and are not new ideas.

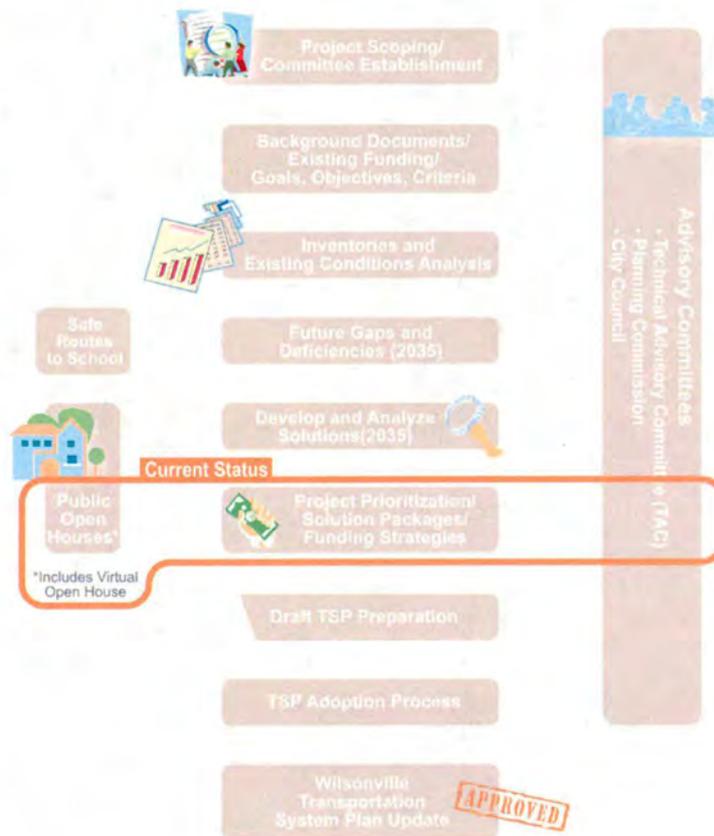
EXPECTED RESULTS:

Staff seeks City Council input into the two draft recommended project lists (i.e., “Planned” and “Financially-Constrained”) so the lists are ready to present to the public for additional input via the virtual open house. Following the public review process, the lists will be revised so they can be incorporated into the Draft TSP document which will go through the public hearing and adoption process in the first quarter of 2013.

TIMELINE:

Public Review Process of Draft Recommended Project Lists:

- November 14, 2012 -- Planning Commission meeting
- November 19, 2012 -- City Council worksession
- Online Open House - Available for approximately 2 weeks starting on December 3, 2012
- December 2012/January, 2013 -- Engineering Division staff to present Brown Road extension alternatives to the City Council for a decision.
- December 2012 -- Preparation of the Draft TSP document begins
- February/March 2013 -- draft TSP will be presented to Planning Commission and City Council
- June 30, 2013 – Grant funding contract expires



CURRENT YEAR BUDGET IMPACTS:

The TSP update is a TGM grant-funded project, administered through ODOT. Planning and Engineering staff are collaborating with DKS to perform the work. Staff time on the project is supported by the adopted budgets for each department. The project is on budget and schedule.

FINANCIAL REVIEW / COMMENTS:

11/9/2012 10:28 AM

Reviewed by: JEO Date: 11/8/12

The costs to complete the Transportation System Plan (TSP) project as described is sufficiently budgeted in the current fiscal year. It is not anticipated that the scope of the TSP project will require additional resources beyond the current approved budget.

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: 11/7/2012

The project scope and timing meets the grant fund requirements. The project process conforms to statutory legal requirements and is in conformance with the City's Comprehensive plan. The expected outcomes are necessary to meet requirements under state law and regulations for transportation plans and transportation facility planning.

COMMUNITY INVOLVEMENT PROCESS:

To date, the community involvement process has involved several Planning Commission and City Council work sessions, two public open houses, creation of a project web page which includes all of the project technical memorandums, a web-based project video and multiple news releases in the Boones Ferry Messenger.

The process of updating the City's Transportation System Plan (TSP) is in the final stage of gathering public comment. An online open house will be available on the City's website from December 3rd through December 14th. Citizens can learn about the Plan, view project maps and watch short video presentations that detail certain components of the TSP.

Most importantly, as opposed to a "brick and mortar" open house where time is limited and attendance often sparse, the online open house approach will allow citizens to participate and provide comments on the draft list of transportation projects from the comfort of their own home, on their own time, with the ability to provide thoughtful input. The online open house can be accessed by visiting the city's website: www.ci.wilsonville.or.us then click on "What's New" and then click on "TSP update."

The online open house will have six stations: Welcome to the site; Project Overview; Background Information; Vision, Goals, and Policies; Planned Transportation Projects; and Provide Feedback.

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

The TSP update is an important project that sets the framework for the next 20-years of major transportation improvements. These projects are intended to support community livability and economic development by providing a wide variety of multi-modal improvements that connect the community both internally as well as externally.

ALTERNATIVES:

- Advance both draft transportation project lists as currently presented

11/9/2012 10:28 AM

- Provide revisions to the project lists

CITY MANAGER COMMENT:

ATTACHMENTS

- A. Financially Constrained Project List Technical Memorandum prepared by DKS Associates.

Technical Memorandum

TO: Project Management Team

FROM: Scott Mansur, PE; Carl Springer, PE; Brad Coy, PE; DKS Associates

DATE: November 6, 2012

SUBJECT: **Draft Recommended Financially-Constrained Project List
(Technical Memorandum #8, Task 7.1)**

P10068-007

This document presents the draft recommended “Financially-Constrained Transportation Solutions Package” and “Planned Transportation Solutions Package” being developed as a part of the City of Wilsonville’s Transportation System Plan (TSP) update. These two solutions packages are summarized below:

- The “Financially-Constrained Transportation Solutions Package” includes the recommended projects reasonably expected to be funded through 2035. These are the highest priority solutions to meet the City’s most important transportation system needs. These projects will inform the City’s yearly budget and 5-year Capital Improvement Plan (CIP).
- The “Planned Transportation Solutions Package” includes the entire list of projects that would contribute to the City’s desired transportation system through 2035. It 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. The “Planned Transportation Solutions Package” documents all of 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.

This memorandum first explains the decision-making framework used to develop the packages. Then, it provides the draft project lists for these two packages for the Planning Commission and City Council to review in preparation for the public’s review.

Decision-Making Framework

Many factors have contributed to the recommendations outlined in this memorandum. Technical reports were developed by professional transportation engineering and planning consultants and were overseen by a Project Management Team, the Planning Commission, and a TSP Technical Advisory Committee (TAC). The oversight helped to ensure the large array of factors were carefully considered and documented and that the plan recommendations are consistent with City, State, and regional policies and standards.

Key Planning Assumptions

The key planning assumptions that have informed the TSP update include land use growth assumptions and prior planning work. The plan assumes build-out of the current Urban Growth

Wilsonville Transportation System Plan Update

Boundary and assumes population and employment growth as forecasted by Metro through 2035.¹ The research and analysis conducted to form some of the recommendations were developed in part through the Regional Transportation Plan adopted June, 2010. The City-specific research and analysis was conducted between Spring, 2011 and August 2012. The following technical memoranda support the recommendations:

- *Existing Funding* memorandum²
- *Draft TSP Policies* memorandum³
- *Transportation System Gaps and Deficiencies* memorandum⁴
- *Solutions Analysis and Proposed Funding Program* memorandum⁵

Policy Framework

Wilsonville has developed seven over-arching goals that have helped guide the plan update. These goals are consistent with current city, state, and regional goals.

1. **Safe:** Follow the most 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, schools, parks, 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:** Pursue cost effective 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 the health of its residents.

¹ *Wilsonville Transportation System Plan Update – Forecasting Methodology*, technical memorandum #5 prepared by DKS Associates for the Wilsonville Transportation System Plan Update, October 25, 2011.

² *Wilsonville Transportation System Plan Update – Existing Funding (Task 2.2)*, technical memorandum #2 prepared by DKS Associates for the Wilsonville Transportation System Plan Update, October 5, 2011.

³ *Wilsonville Transportation System Plan Update – Draft TSP Policies (Task 6.5)*, technical memorandum being prepared by Angelo Planning Group and DKS Associates for the Wilsonville Transportation System Plan Update.

⁴ *Wilsonville Transportation System Plan Update – Transportation System Gaps and Deficiencies (Task 4.1)*, technical memorandum #6 prepared by DKS Associates for the Wilsonville Transportation System Plan Update, February 9, 2012.

⁵ *Wilsonville Transportation System Plan Update – Solutions Analysis and Proposed Funding Program (Task 6.4)*, technical memorandum #7 prepared by DKS Associates for the Wilsonville Transportation System Plan Update, July 6, 2012.

Wilsonville Transportation System Plan Update

Draft TSP Policies⁶, which are largely based on existing policies found in the Comprehensive Plan, TSP, Transit Master Plan, and Bicycle and Pedestrian Plan, have been developed to guide the plan development and help form the recommendations.

Solutions Identification

Because transportation funding is limited, Wilsonville recognizes the importance of being fiscally responsible in managing and improving its transportation system. Figure 1 illustrates the regional approach to determining cost-effective transportation improvements to address an identified traffic congestion need. Before a roadway capacity improvement is considered, the Metro Regional Transportation Functional Plan recommends considering these five categories from top to bottom until a viable solution is identified.

This process takes a multi-modal, network-wide approach to identifying transportation system solutions. It includes the following five categories, listed in the order of consideration:

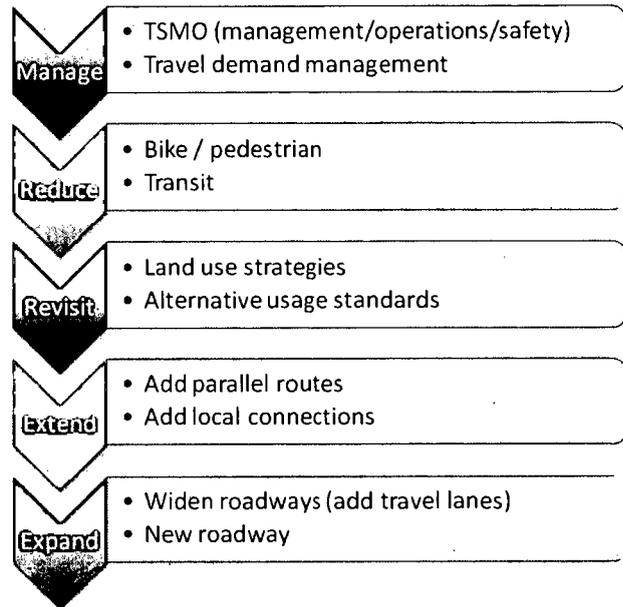


Figure 1: Solutions Identification Process

- **Manage** the performance of congested locations with strategies that reduce traffic conflicts, increase safety, and encourage more efficient usage of the transportation system. Intersection improvements are considered to fall under this category.
- **Reduce** the driving demand at congested locations by improving 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.

This approach enables more cost-effective solutions to increase transportation system capacity and helps to encourage multiple travel options, increase street connectivity, and promote a more cost-effective transportation system.

⁶ Wilsonville Transportation System Plan Update – Draft TSP Policies (Task 6.5), technical memorandum being prepared by Angelo Planning Group and DKS Associates for the Wilsonville Transportation System Plan Update.

Wilsonville Transportation System Plan Update

City Funding Outlook

The City of Wilsonville uses multiple funding sources to pay for the construction, operation, and maintenance of its transportation infrastructure and services. Table 1 lists the primary transportation funding sources available to the City along with an explanation of how they are used and what funding levels are estimated to be available through the year 2035 for capital improvements. Because the TSP's 2035 horizon year assumes full build-out of the City's Urban Growth Boundary (UGB), these estimates are also based on revenues that would be obtained from the development and growth associated with full build-out of the current UGB.

As indicated, the City may expect to have approximately \$104 million available from City sources for transportation-related capital improvement projects through the year 2035. These estimated funding levels were based on a review of the past ten years of projects and current budget estimates and are only planning-level approximations. They do not include the Regional, State, or Federal funds that are likely to be available to partially fund the City's projects that are included in the Regional Transportation Plan (RTP) and that are estimated later in this memorandum in association with specific projects.

Table 1: Estimated Funding Levels Available through 2035 for Capital Improvements

Funding Source	Use	Estimated Funding Available through 2035 for Capital Improvements ^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	Minimal (may fund smaller off-street bike and pedestrian projects)
Road Maintenance Regulatory Fund ^a	Major street repairs and reconstruction (including slurry seals, overlays, and reconstruction of existing roads)	None (for maintenance only)
Road Operating Fund ^a	Roadway operations and minor repairs (including signal lights, striping, curbs, gutters, and potholes)	None (focused on operations)
Street Lighting Fund ^a	Ongoing street light maintenance, operations, and infill	None (for ongoing costs)
Transit Fund ^a	Transit operations and programs	None (for operations and maintenance)
Community Development Fund ^a	Planning, engineering, and other administration (e.g., City staff and supply costs)	None (for administration)
Total City Funds		\$104 million

^a 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.

Wilsonville Transportation System Plan Update

In the *Solutions Analysis and Proposed Funding Program* memorandum,⁷ all of the identified transportation solutions were estimated to cost the City approximately \$170 million, which exceeds the expected \$104 million of available funding by more than \$66 million. Therefore, Wilsonville must choose how it will invest its limited available funding to develop a “Financially-Constrained Solutions Package” of transportation improvements that will best meet its identified needs through the year 2035.

Evaluation and Prioritization

Due to funding limitations, the City is unable to construct all of its identified transportation solutions. To help select which projects to include in the Financially-Constrained Transportation Solutions Package, the projects were evaluated and prioritized. Many projects had been evaluated and prioritized in recently adopted mode-specific transportation plans. As a result, the TSP evaluation process varied for different modes as follows:

- **Motor Vehicle Projects:** The projects were ranked according to a point-based technical scoring methodology based on evaluation criteria that developed based on the City’s transportation goals. This allowed for a consistent method to understand how well the projects are expected to meet the City’s transportation goals and policies. However, community input is still critical to determine which projects should be considered the highest priorities and changes are likely to occur within the current recommended Financially-Constrained Transportation Solutions Package.
- **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 staff and public input. The majority of the higher priority bicycle and pedestrian projects were identified as potential projects to construct in the near-term, even if it would require them to be constructed separately from associated motor vehicle projects.

The details of the project evaluation and scoring are included in the *Solutions Analysis and Proposed Funding Program* memorandum.⁸

Performance Measures

Performance measurement is a valuable process that can help the City to manage and improve its transportation system. As an approach to transportation planning, performance measurement is a topic 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.

⁷ *Wilsonville Transportation System Plan Update – Solutions Analysis and Proposed Funding Program (Task 6.4)*, technical memorandum #7 prepared by DKS Associates for the Wilsonville Transportation System Plan Update, July 6, 2012.

⁸ *Wilsonville Transportation System Plan Update – Solutions Analysis and Proposed Funding Program (Task 6.4)*, technical memorandum #7 prepared by DKS Associates for the Wilsonville Transportation System Plan Update, July 6, 2012.

Wilsonville Transportation System Plan Update

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 TSP update to check the City’s progress.⁹ The performance measure areas are listed in Table 2 along with the 2035 performance targets recommended for Wilsonville 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 the future travel demand forecasting performed for the TSP. The one performance measure that differs is safety, and this is because the City already has such low collision rates that instead of being able to reduce them, they should just maintain them below the statewide average.

Table 2: City of Wilsonville Performance Measures

Performance Area	2035 Performance Target ^a	How Measured
Safety	Maintain collision rates below the statewide average	Analysis of ODOT collision data
Vehicle Miles Traveled (VMT) Per Capita	Reduce VMT/capita by 10% compared to 2005	Estimate using travel demand model
Freight Reliability	Reduce vehicle hours of delay for truck trips by 10% from 2005 ^a	Estimate using travel demand model for roadways on City’s freight network
Congestion	Reduce vehicle hours of delay ¹⁰ (VHD) per person by 10% from 2005	Estimate using travel demand model
Walking, Bicycling, and Transit Mode Shares	Triple walking, biking and transit mode share from 2005	Use Metro mode split forecasts and provide qualitative assessment

^a Performance targets are for the 2035 horizon year. Performance tracking during intermediate years should be compared against interpolated values.

^b 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)

Draft Recommended Financially-Constrained Solutions Package

The Financially-Constrained Solutions Package identifies which transportation solutions have the highest priority for implementation and area reasonably expected to be funded through the year 2035. These solutions are expected to help the City to build, maintain, and operate a transportation system that most efficiently and effectively transport people and goods with the purpose of supporting the quality of life of residents and the economic vitality of businesses.

Solutions Categories

The Financially-Constrained projects were separated into the following categories:

- **RE – Roadway Extensions (Multi-Modal 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,

⁹ Section 3.08.230(D), *Regional Transportation Function Plan*, Metro, Effective 09/08/10.

¹⁰ 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)

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 purpose of the roadway widening projects is to increase roadway capacity.
- **UU – Urban Upgrades (Multi-Modal Connectivity and Safety):** The urban upgrade projects serve to 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 so they meet the City’s cross-section standards, which are based on functional classification.
- **SI – Spot Improvements (Transportation System Management and Operations):** There are multiple locations throughout the City where spot improvements are needed. These consist primarily of isolated intersection improvements but also include safety improvements.
- **BW, SR, and RT – Standalone Bicycle and Pedestrian Improvements (Multi-Modal Connectivity and Safety):** While there are many bicycle and pedestrian projects that will be constructed along with an associated motor vehicle project, there are a number of projects that the City should construct separately. These include the highest priority bikeways/walkways (**BW**), Safe Routes to School projects (**SR**), and regional trails (**RT**). In addition, the City has multiple large development areas, and future trail connections are planned through these areas, as identified in the City’s Bicycle and Pedestrian Master Plan.
- **SM – SMART Transit:** The City’s transit service is operated by South Metro Area Regional Transit (SMART), which is a department within the City. While the Transit Fund has a moderately strong revenue source (i.e., payroll tax) to fund ongoing transit service, SMART will still face funding challenges particularly for bus stop improvements and bus upgrades and purchases.

Financially-Constrained Project List

Table 3 lists the draft recommended Financially-Constrained Solutions Package projects along with a summary of project descriptions and costs. The project numbering for each category does not indicate priority but instead is based on the alphabetical listing by project name. Two tables that include additional project details are also provided in the appendix. Appendix Table A provides general project information, and Appendix Table B includes a sample cost breakdown of what funding sources may be used for each of the projects.

In addition, Figure 3 shows the project locations and includes five separate pages, starting on page 15. The first page shows the locations of all projects and then is followed by a separate page for each the four quadrants of the City using I-5 and Boeckman Road as dividing lines (i.e., Figure 3A/B/C/D). This set of figures identifies the projects using project numbers that correspond with Table 3 and the two appendix tables.

Wilsonville Transportation System Plan Update

Table 3: Financially-Constrained Project List

Project	Description	Cost
Roadway Extensions		
RE-01 Barber Street Extension	Construct 2-lane roadway with bridge, bike lanes, and sidewalks 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 and sidewalks 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 and sidewalks from Monte Carlo Avenue to Grahams Ferry Road	\$520,000
RE-04 Brown Road Extension	Construct remaining 2-lane roadway with bike lanes and sidewalks from Wilsonville Road to Boones Ferry Road (with connection at either Bailey Street or 5th Street); project also includes roadway connection to Kinsman Road (with bike lanes and sidewalks), portion of Tonquin Trail connecting to existing trail terminus on Arrowhead Creek Lane, and Brown Road/Kinsman Road intersection	\$15,200,000
RE-05 Canyon Creek Road Extension	Construct remaining 3-lane roadway with bike lanes and sidewalks 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
RE-06 Costa Circle Loop Extension	Construct remaining 2-lane roadway with bike lanes and sidewalks from Barber Street to Villebois Drive to Mont Blanc Street	\$3,000,000
RE-07 Kinsman Road Extension (North)	Construct 2-lane roadway with bike lanes and sidewalks 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
RE-08 Kinsman Road Extension (South)	Construct 2-lane roadway with bike lanes and sidewalks 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 and sidewalks from Costa Circle to Coffee Lake Drive	\$390,000
RE-10 Villebois Drive Extension (Part 2)	Construct 2-lane roadway with bike lanes and sidewalks from Coffee Lake Drive to Boeckman Road	\$250,000
Roadway Widening		
RW-01 Boeckman Road Bridge and Corridor Improvements	Widen 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	\$13,600,000
RW-02 Day Road Widening	Widen 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 Boeckman Road/Boberg Road and Boeckman Road/Parkway Avenue intersections	\$6,600,000

Table 3 continued on next page.

Wilsonville Transportation System Plan Update

(Continued) Table 3: Financially-Constrained Project List

Project	Description	Cost	
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 and sidewalks); project includes 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 and sidewalks); project includes a traffic signal or roundabout at the Boeckman Road-Advance Road/Stafford Road-Wilsonville Road Intersection	\$2,100,000
UU-03	Brown Road Upgrades	Upgrade to meet applicable cross-section standards (i.e., 3 lanes with bike lanes and sidewalks)	\$3,500,000
UU-04	Grahams Ferry Urban Upgrade	Upgrade to meet applicable cross-section standards (i.e., 3 lanes with bike lanes and sidewalks); project includes a roundabout at the Grahams Ferry Road/Barber Street intersection	\$2,400,000
UU-05	Parkway Avenue Urban Upgrade	Upgrade to meet applicable cross-section standards (i.e., 3 lanes with bike lanes and sidewalks)	\$5,000,000
UU-06	Stafford Road Urban Upgrade	Upgrade to meet applicable cross-section standards (i.e., 3 lanes with bike lanes and sidewalks)	\$3,900,000
UU-07	Tooze Road Urban Upgrade	Upgrade to meet applicable cross-section standards (i.e., 3 lanes with bike lanes and sidewalks); project includes a roundabout at the Grahams Ferry Road/Tooze Road intersection	\$7,900,000
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
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
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

Table 3 continued on next page.

Wilsonville Transportation System Plan Update

(Continued) Table 3: Financially-Constrained Project List

Project	Description	Cost
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)		
BW-01	OIT/Parkway Avenue Enhanced Pedestrian Crossing	\$65,000
BW-02	95th Avenue Sidewalk Infill	\$85,000
BW-03	Boberg Road Sidewalk Infill	\$375,000
BW-04	Boeckman Road Bike Lanes and Sidewalk Infill	\$515,000
BW-05	Willamette Way East Sidewalk Infill	\$50,000
BW-06	Boones Ferry Road Sharrows	\$5,000
BW-07	Town Center Loop Pedestrian Environment Improvements	\$460,000
BW-08	Town Center Loop Bike/Pedestrian Bridge	\$4,000,000
BW-09	French Prairie Drive Pathway	\$1,140,000
BW-10	Frog Pond Trails	\$290,000
BW-11	Parkway Center Trail Connector	\$120,000
BW-12	Villebois Loop Trail	\$180,000
BW-13	Wayfinding Signage	\$65,000

Table 3 continued on next page.

Wilsonville Transportation System Plan Update

(Continued) Table 3: Financially-Constrained Project List

Project	Description	Cost	
Standalone Pedestrian and Bicycle Improvements (Safe Routes to School)			
SR-01	Boeckman Creek Primary Safe Routes to School Improvements	Construct 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	\$50,000
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	\$365,000
SR-03	Lowrie Primary Safe Routes to School Improvements	Construct shared-use path from Lowrie Primary School to Barber Street as part of Villebois development; include connections to new school, Tonquin Trail, and Barber Street	\$225,000
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	\$365,000
Standalone Pedestrian and Bicycle Improvements (Regional Trails)			
RT-01	Boeckman Creek Trail	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)	\$1,950,000
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, and parks	\$290,000
RT-03	Tonquin Trail	Construct the remaining sections of the Tonquin Trail north of Boeckman Road in partnership with neighboring jurisdictions (City to construct portion within City limits and coordinate for portion farther north with other jurisdictions); portions south of Boeckman Road will be built with development or adjacent roadway improvements	\$2,600,000
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 altering the grade of the path underneath the underpass to make it more easily accessible	\$50,000
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
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 non-motorized users a safe and comfortable alternative to the I-5 freeway deck	\$1,380,000

Table 3 continued on next page.

Wilsonville Transportation System Plan Update

(Continued) Table 3: Financially-Constrained Project List

Project	Description	Cost	
Standalone Pedestrian and Bicycle Improvements (Regional Trails) (Continued)			
RT-07	Villebois Eastern Open Space Trail	Construct shared-use path within open space along eastern edge of Villebois between Barber Street and Villebois Drive as part of Villebois development (will be part of Tonquin Trail)	\$240,000
SMART Transit			
SM-01	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	As Grant Funding Allows
Total Cost of Financially-Constrained Projects		\$117,390,000	

Financially-Constrained Project Funding Sources

Table B in the Appendix includes a cost breakdown of what funding sources may be used for each of the draft recommended Financially-Constrained projects. While the project cost estimates are only planning level, they are intended to be sufficiently conservative to cover a moderate level of unanticipated costs that may arise at the time that the projects are constructed.

Table 4 provides a side-by-side comparison of the estimated funding available (documented and explained in Table 1) and the estimated contributions that would be expected for the Financially-Constrained projects. A comparison of the two columns shows that the estimated contributions are comparable to the estimated funding available for all funding sources. Only the estimated contribution from the Street System Development Charges (SDCs) exceeds the available funding (by \$2.3 million, or 5 percent); however, the City’s Street SDCs will need to be updated following the TSP update to account for the revised project list. Therefore, a slight increase of Wilsonville’s Street SDC fees by approximately 5 percent could be made to cover the slightly higher funding need.

Table 4: Financially-Constrained Solutions Package Funding Sources through 2035

Funding Source	Capital Improvement Funding Estimates through 2035	
	Approximate Funding Available	Contributions to Financially-Constrained Projects
Street System Development Charges (SDCs)	\$42 million	\$44.3 million
Developer Contributions	\$30 million	\$24.0 million
West Side Plan – Urban Renewal District	\$27.0 million	\$26.5 million
Year 2000 Plan – Urban Renewal District	\$5.0 million	\$3.5 million
Local/Regional Partnerships	\$3.0 million ^a	\$3.0 million
Grants	\$3.3 million ^a	\$3.3 million
State and Federal Funding	\$12.6 million ^a	\$12.6 million
TOTAL	\$120.9 million^a	\$117.2 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.

Special Considerations

The projects that have been included in the draft recommended Financially-Constrained Solutions Package are expected to be the highest priority solutions for the City to meet its most important transportation system needs. However, this project list is still in draft format, and there are two areas where special consideration is needed:

- **Direction Needed on Brown Road Extension Alternative:** Direction is needed regarding which Brown Road Extension to include in the TSP. The two options are to connect to Boones Ferry Road at either Bailey Street or 5th Street. Only one of the options can be provided because the existing railroad crossing at 5th Street would have to be closed in order for ODOT Rail to approve a new crossing at Bailey Street. Additional evaluation is being performed regarding these two options, and a separate memorandum comparing the alternatives will be presented as to the City Council at a future date for their consideration.
- **Pending Basalt Creek Refinement Plan Findings:** Various widening and intersection improvement projects have been identified to meet congestion needs on Day Road and Grahams Ferry Road in Northwest Wilsonville. However, these projects may not be needed depending on the findings of the Basalt Creek Transportation Refinement Plan.¹¹ The Basalt Creek Planning Area is located in the unincorporated urban area of Washington County between the cities of Wilsonville and Tualatin. The Transportation Refinement Plan, which is nearing completion, will define the major transportation network that will form the basis for concept planning of the area. At this time, no transportation alternatives have been selected; however, a new east-west roadway through the area would reduce traffic levels on Grahams Ferry Road and the portion of Day Road west of the Kinsman Road extension. As a consequence, these roadways could remain as three-lane roadways. Otherwise, if the “Improve Existing” option is selected, then Grahams Ferry Road and Day Road would need to be widened to five lanes with the dual turn lanes, as identified in the *Solutions Analysis and Proposed Funding Program* memorandum. The project Policy Advisory Group is scheduled to make a decision on the route of the east-west connector in mid-December 2012.

Summary

The projects included in the Financially-Constrained Solutions Package are intended to provide the most cost-effective solutions for the City’s identified gaps and deficiencies. This approach is consistent with the Regional Transportation Plan. Table 5 provides a summary of costs based on project type.¹² The Financially-Constrained projects are expected to cost a total of approximately \$117.4 million, which is consistent with the expected funding availability.

¹¹ *Basalt Creek Transportation Refinement Plan: Technical Report*, April 2012 Draft.

¹² Project costs do not account for additional transit-related needs, such as the SMART Options Program enhancements, bus replacements, or transit facilities and capital (e.g., buses and drivers) to serve new growth areas.

Wilsonville Transportation System Plan Update

Table 5: Total Transportation Improvement Costs by Project Type

Project Type	2011 Cost Estimate
Roadway Extensions	\$46,475,000
Roadway Widening	\$20,200,000
Urban Upgrades	\$30,650,000
Spot Improvements	\$4,860,000
Standalone Bicycle and Pedestrian Improvements	\$15,205,000
Total Financially-Constrained Project Cost	\$117,390,000

To understand the relative funding of the Financially-Constrained projects by travel mode (with the exception of transit), a breakdown of project costs is shown in the Figure 2 pie chart. Transit costs were not included because they are primarily ongoing costs instead of one-time infrastructure improvements. It is also expected a significant portion of transit infrastructure improvements would be included with associated motor vehicle improvements or private development projects.

As shown in the pie chart, the majority of project costs would be associated with motor vehicle improvements; however, a considerable proportion would be contributed to bicycle and pedestrian projects (i.e., both standalone projects as well as bicycle and pedestrian facilities included with motor vehicle projects).

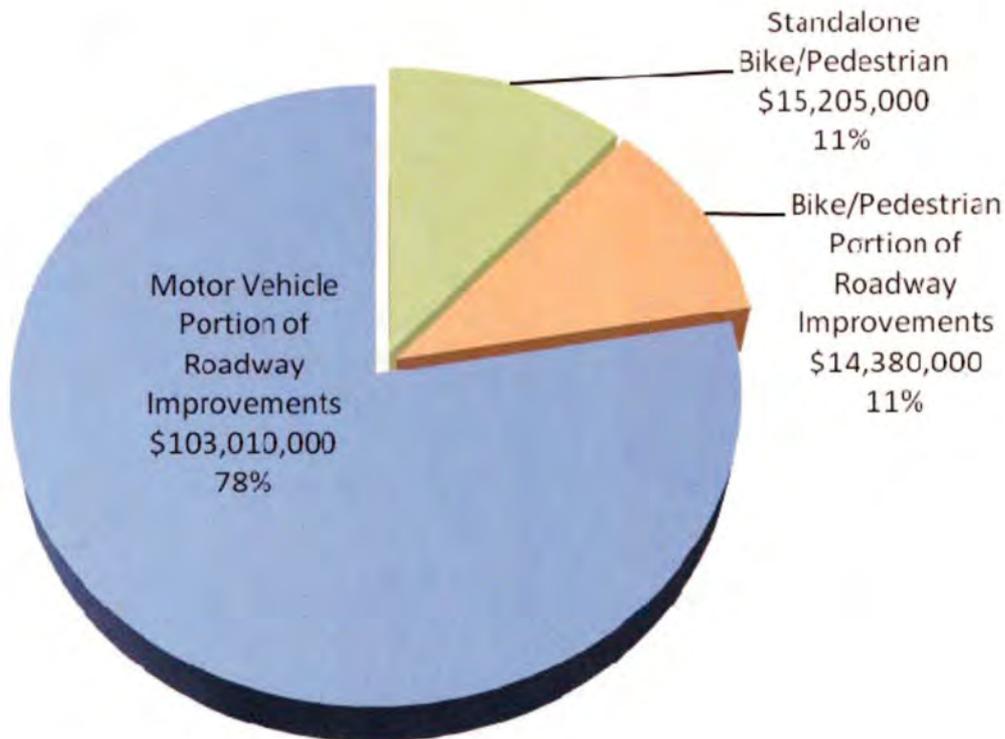
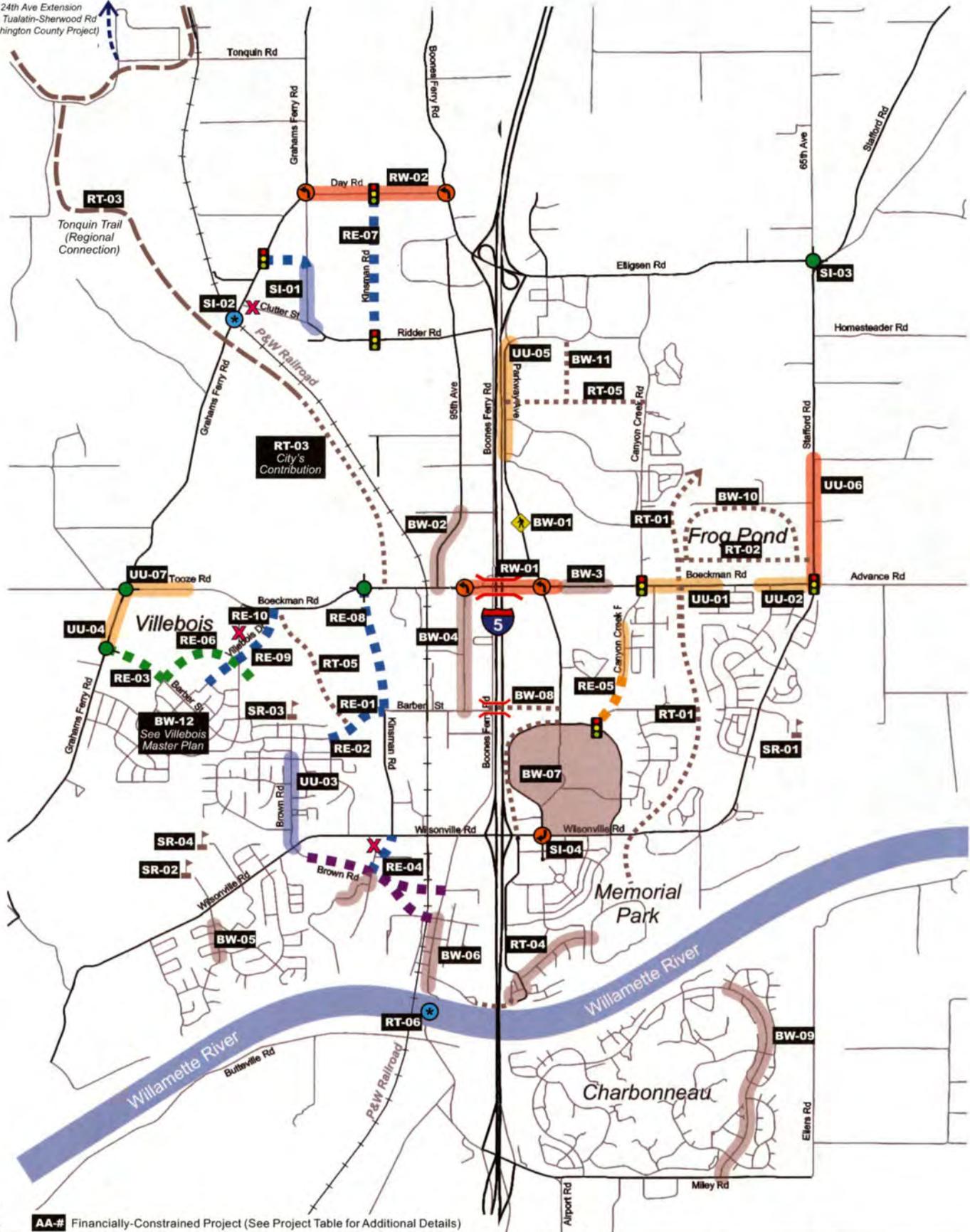


Figure 2: Proportion of Financially-Constrained Project Costs by Travel Mode

124th Ave Extension
from Tualatin-Sherwood Rd
(Washington County Project)

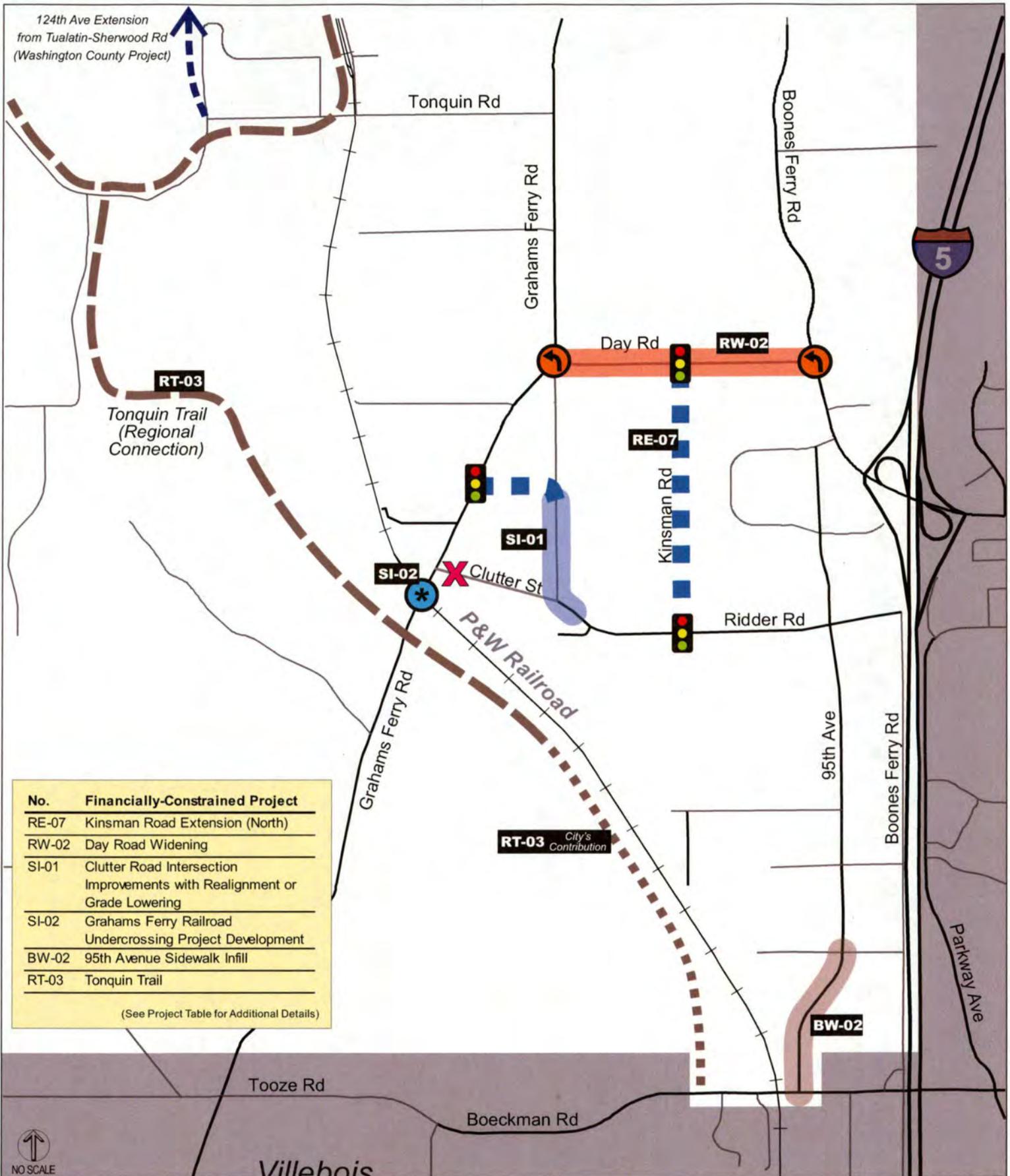


NO SCALE AA-# Financially-Constrained Project (See Project Table for Additional Details)

LEGEND	
.....	Shared-Use Trail (City)
-----	Shared-Use Trail (County)
X	Road Closure
==	Bridge Work
■	Pedestrian/Bicycle
▲	Safe Routes to School
Roadway Widening/Upgrade	
■	Major Arterial
■	Minor Arterial
■	Major Collector
■	Minor Collector
■	Neighborhood Collector
Roadway Extensions	
■	Major Arterial
■	Minor Arterial
■	Major Collector
■	Minor Collector
■	Neighborhood Collector
Spot Improvements	
■	New Traffic Signal
■	New Roundabout
■	Additional Turn Lanes
■	Project Development

CITY OF WILSONVILLE Transportation System Plan

Financially-Constrained Projects (Entire City) FIGURE 3



No.	Financially-Constrained Project
RE-07	Kinsman Road Extension (North)
RW-02	Day Road Widening
SI-01	Clutter Road Intersection Improvements with Realignment or Grade Lowering
SI-02	Grahams Ferry Railroad Undercrossing Project Development
BW-02	95th Avenue Sidewalk Infill
RT-03	Tonquin Trail

(See Project Table for Additional Details)

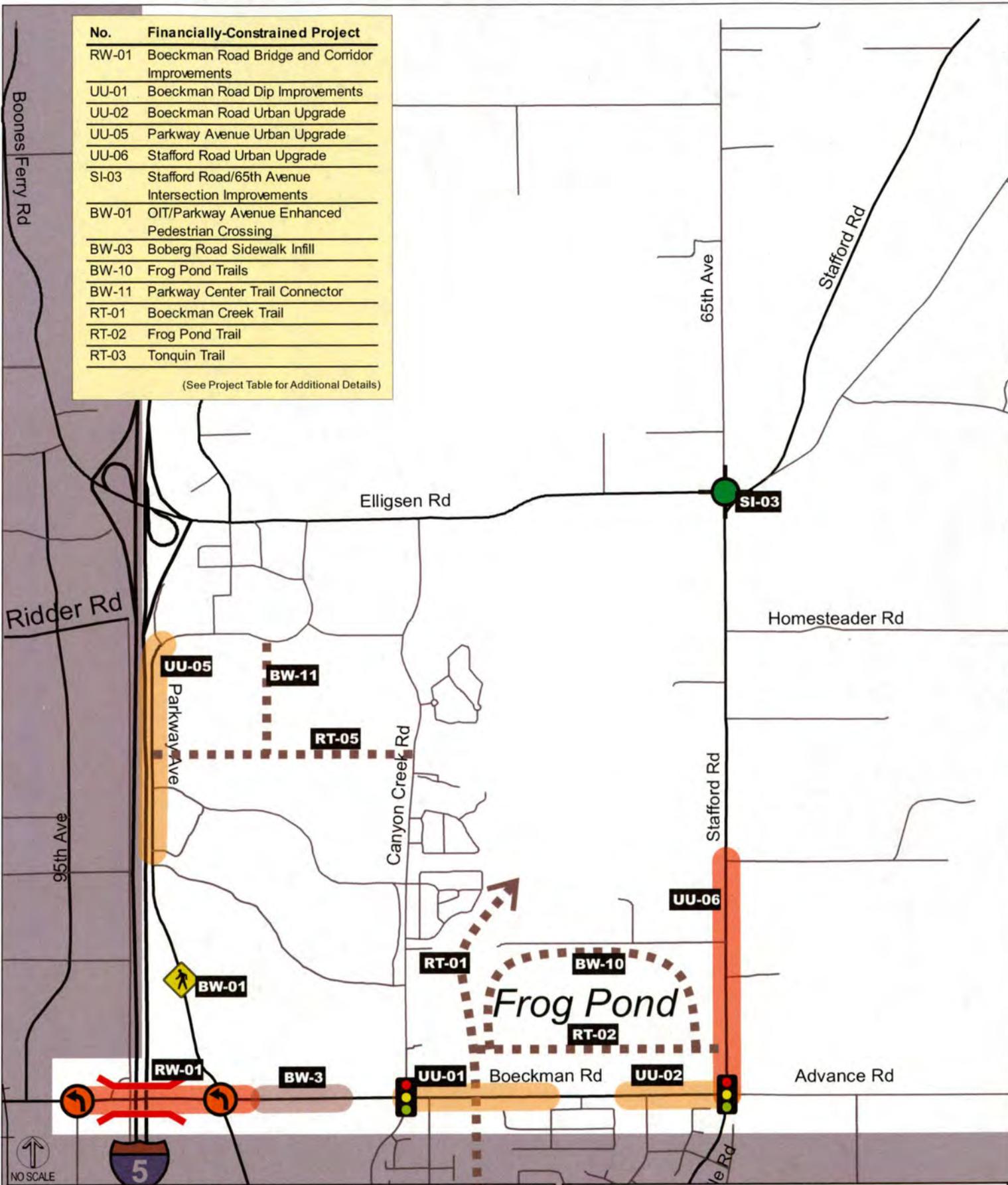
LEGEND		
--- Shared-Use Trail (City)	--- Shared-Use Trail (County)	⚠ Road Closure
⚠ Road Closure	⚠ Bridge Work	🚶 Pedestrian/Bicycle
🚶 Pedestrian/Bicycle	🚶 Safe Routes to School	
Roadway Widening/Upgrade		
🔴 Major Arterial	🟡 Minor Arterial	🟠 Major Collector
🟡 Minor Arterial	🟠 Major Collector	🟢 Minor Collector
🟠 Major Collector	🟢 Minor Collector	🟣 Neighborhood Collector
🟢 Minor Collector	🟣 Neighborhood Collector	
Roadway Extensions		
🔴 Major Arterial	🟡 Minor Arterial	🟠 Major Collector
🟡 Minor Arterial	🟠 Major Collector	🟢 Minor Collector
🟠 Major Collector	🟢 Minor Collector	🟣 Neighborhood Collector
🟢 Minor Collector	🟣 Neighborhood Collector	
Spot Improvements		
🚦 New Traffic Signal	🔄 New Roundabout	🚦 Additional Turn Lanes
🔄 New Roundabout	🚦 Additional Turn Lanes	🔵 Project Development
🚦 Additional Turn Lanes	🔵 Project Development	

CITY OF WILSONVILLE
Transportation System Plan

Financially-Constrained Projects (Northwest) FIGURE 3A

No.	Financially-Constrained Project
RW-01	Boeckman Road Bridge and Corridor Improvements
UU-01	Boeckman Road Dip Improvements
UU-02	Boeckman Road Urban Upgrade
UU-05	Parkway Avenue Urban Upgrade
UU-06	Stafford Road Urban Upgrade
SI-03	Stafford Road/65th Avenue Intersection Improvements
BW-01	OIT/Parkway Avenue Enhanced Pedestrian Crossing
BW-03	Boberg Road Sidewalk Infill
BW-10	Frog Pond Trails
BW-11	Parkway Center Trail Connector
RT-01	Boeckman Creek Trail
RT-02	Frog Pond Trail
RT-03	Tonquin Trail

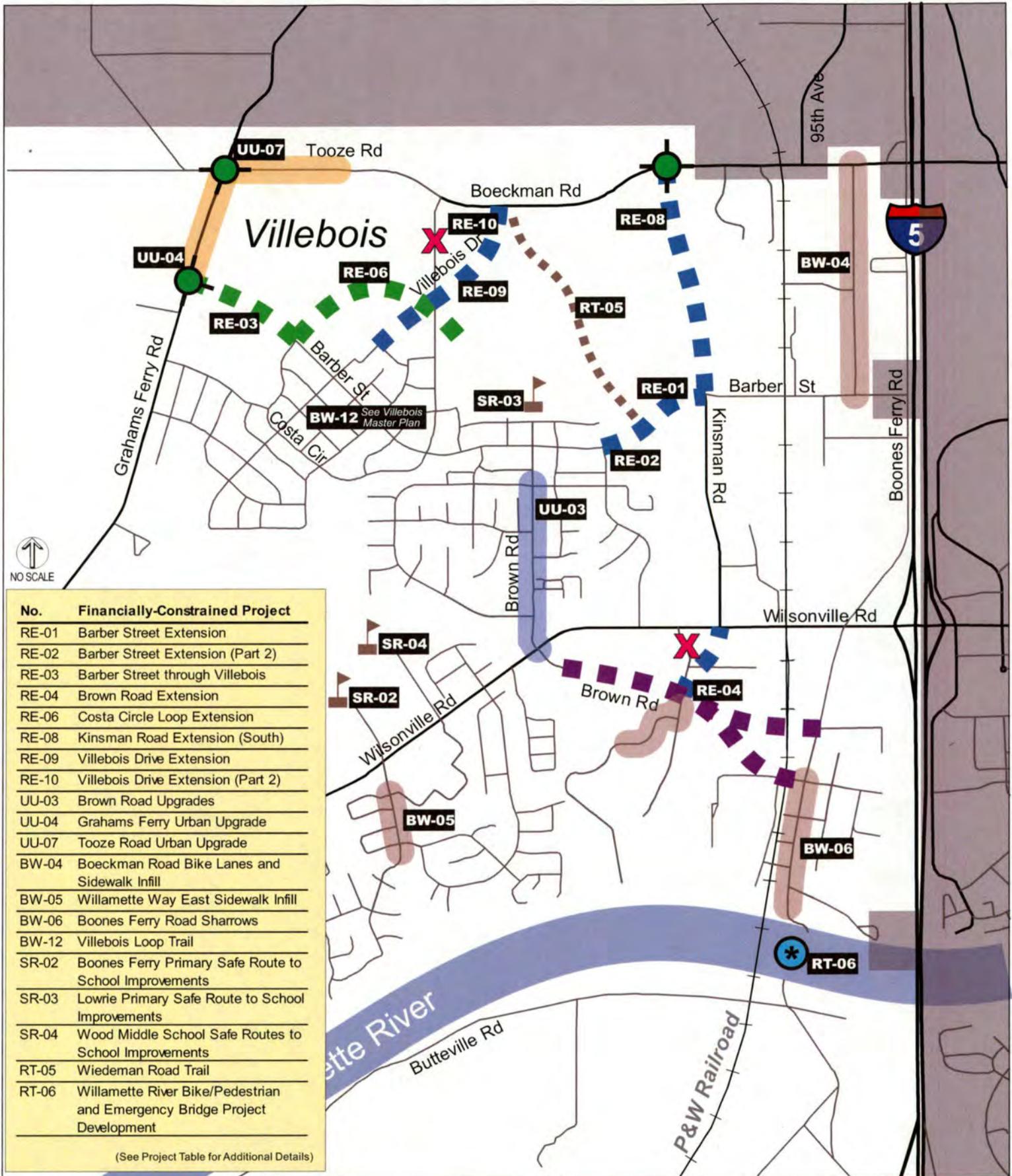
(See Project Table for Additional Details)



LEGEND		
Road Closure	Bridge Work	Pedestrian/Bicycle
Shared-Use Trail (City)	Safe Routes to School	
Roadway Widening/Upgrade	Roadway Extensions	Spot Improvements
Major Arterial	Major Arterial	New Traffic Signal
Minor Arterial	Minor Arterial	New Roundabout
Major Collector	Major Collector	Additional Turn Lanes
Minor Collector	Minor Collector	Project Development
Neighborhood Collector	Neighborhood Collector	

CITY OF WILSONVILLE
Transportation System Plan

Financially-Constrained Projects (Northeast) FIGURE 3B



No.	Financially-Constrained Project
RE-01	Barber Street Extension
RE-02	Barber Street Extension (Part 2)
RE-03	Barber Street through Villebois
RE-04	Brown Road Extension
RE-06	Costa Circle Loop Extension
RE-08	Kinsman Road Extension (South)
RE-09	Villebois Drive Extension
RE-10	Villebois Drive Extension (Part 2)
UU-03	Brown Road Upgrades
UU-04	Grahams Ferry Urban Upgrade
UU-07	Tooze Road Urban Upgrade
BW-04	Boeckman Road Bike Lanes and Sidewalk Infill
BW-05	Willamette Way East Sidewalk Infill
BW-06	Boones Ferry Road Sharrows
BW-12	Villebois Loop Trail
SR-02	Boones Ferry Primary Safe Route to School Improvements
SR-03	Lowrie Primary Safe Route to School Improvements
SR-04	Wood Middle School Safe Routes to School Improvements
RT-05	Wiedeman Road Trail
RT-06	Willamette River Bike/Pedestrian and Emergency Bridge Project Development

(See Project Table for Additional Details)

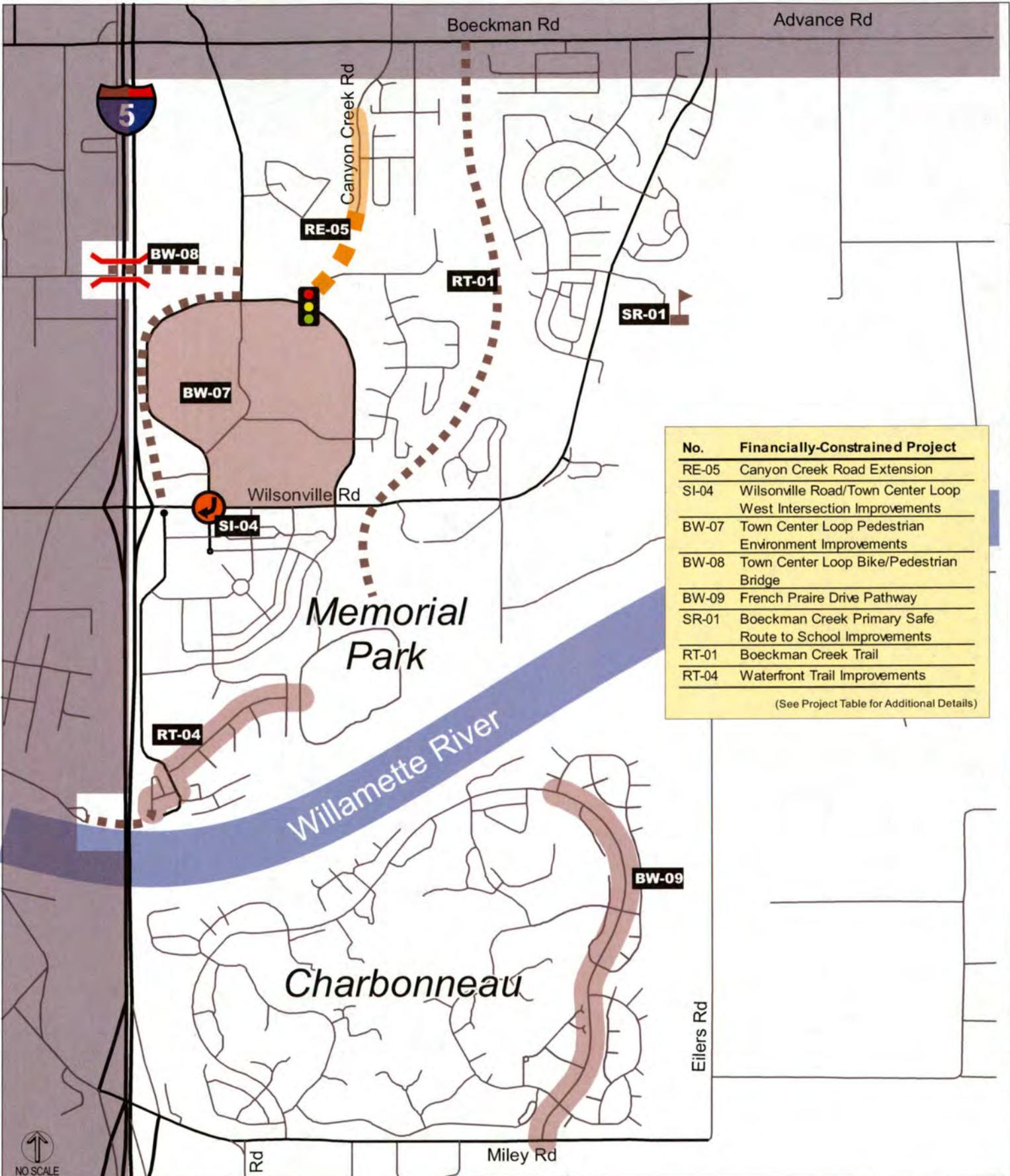
LEGEND

- Shared-Use Trail (City)
- Road Closure
- Bridge Work
- Pedestrian/Bicycle
- Safe Routes to School

Roadway Widening/Upgrade	Roadway Extensions	Spot Improvements
Major Arterial	Major Arterial	New Traffic Signal
Minor Arterial	Minor Arterial	New Roundabout
Major Collector	Major Collector	Additional Turn Lanes
Minor Collector	Minor Collector	Project Development
Neighborhood Collector	Neighborhood Collector	

CITY OF WILSONVILLE
Transportation System Plan

Financially-Constrained Projects (Southwest) FIGURE 3C



No.	Financially-Constrained Project
RE-05	Canyon Creek Road Extension
SI-04	Wilsonville Road/Town Center Loop West Intersection Improvements
BW-07	Town Center Loop Pedestrian Environment Improvements
BW-08	Town Center Loop Bike/Pedestrian Bridge
BW-09	French Praire Drive Pathway
SR-01	Boeckman Creek Primary Safe Route to School Improvements
RT-01	Boeckman Creek Trail
RT-04	Waterfront Trail Improvements

(See Project Table for Additional Details)

LEGEND

- Shared-Use Trail (City)
- Road Closure
- Bridge Work
- Pedestrian/Bicycle
- Safe Routes to School

Roadway Widening/Upgrade	Roadway Extensions	Spot Improvements
Major Arterial	Major Arterial	New Traffic Signal
Minor Arterial	Minor Arterial	New Roundabout
Major Collector	Major Collector	Additional Turn Lanes
Minor Collector	Minor Collector	Project Development
Neighborhood Collector	Neighborhood Collector	

CITY OF WILSONVILLE
Transportation System Plan

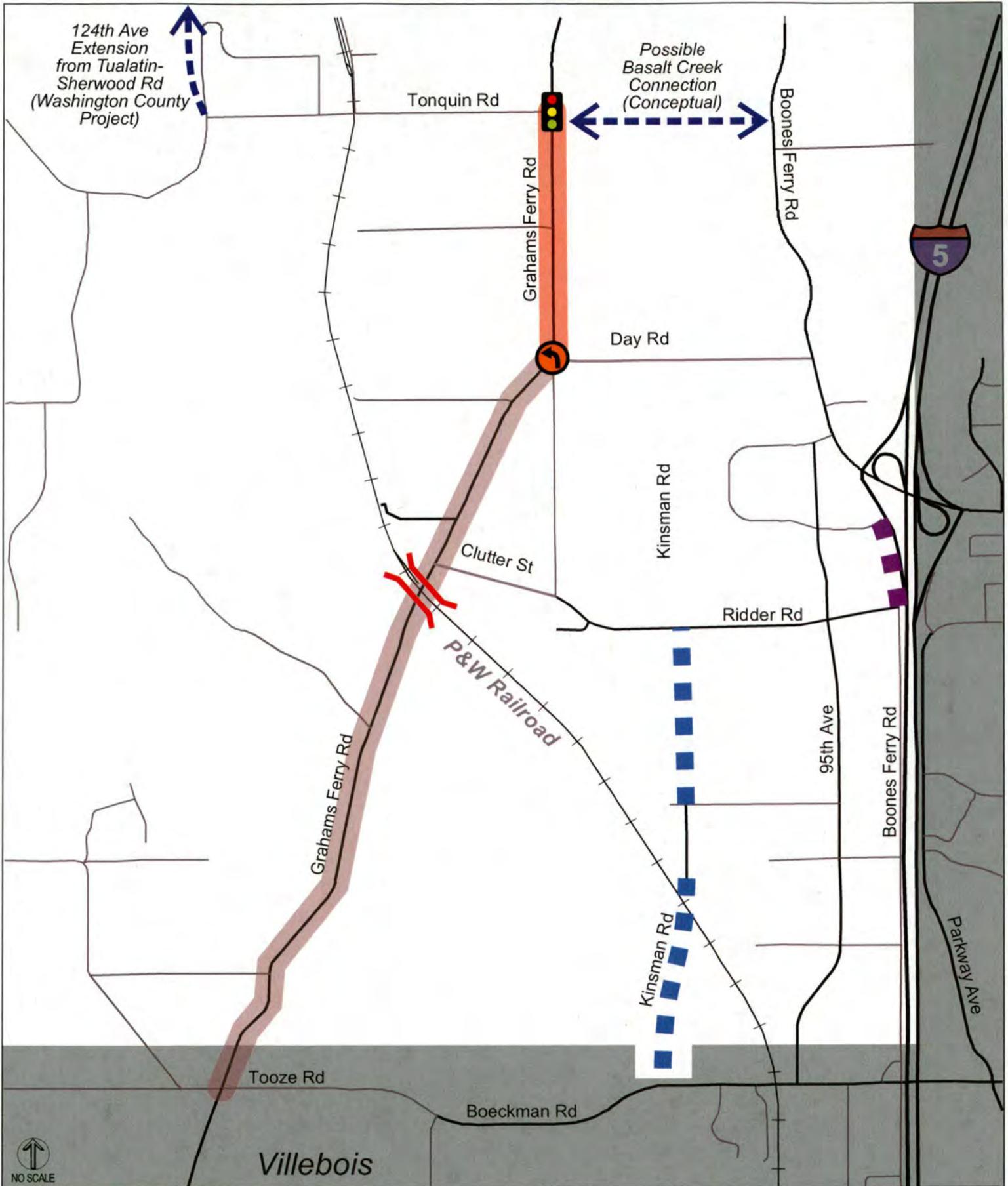
Financially-Constrained Projects (Southeast) FIGURE 3D

Planned Solutions Package

The Planned System Solutions Package includes all projects that would contribute to the City's desired transportation system through the 2035 TSP horizon year, assuming the full build-out of the City's current Urban Growth Boundary. Because the Planned Solutions Package is considered comprehensive without funding limitations, all identified projects are included regardless of prioritization. Therefore, it includes all projects identified in the *Solutions Analysis and Proposed Funding Program* memorandum.

While all Financially-Constrained projects are included in the Planned Solutions Package, there are some additional projects that are planned but not financially-constrained. Figure 4A/B/C/D (which includes four separate pages, one for each the four quadrants of the City using I-5 and Boeckman Road as dividing lines) shows the additional transportation improvement projects being proposed for the Planned Solutions Package. When added to the Financially-Constrained projects, these additional projects would satisfy all identified gaps and deficiencies (including the applicable operating standards at study intersections) through the year 2035.

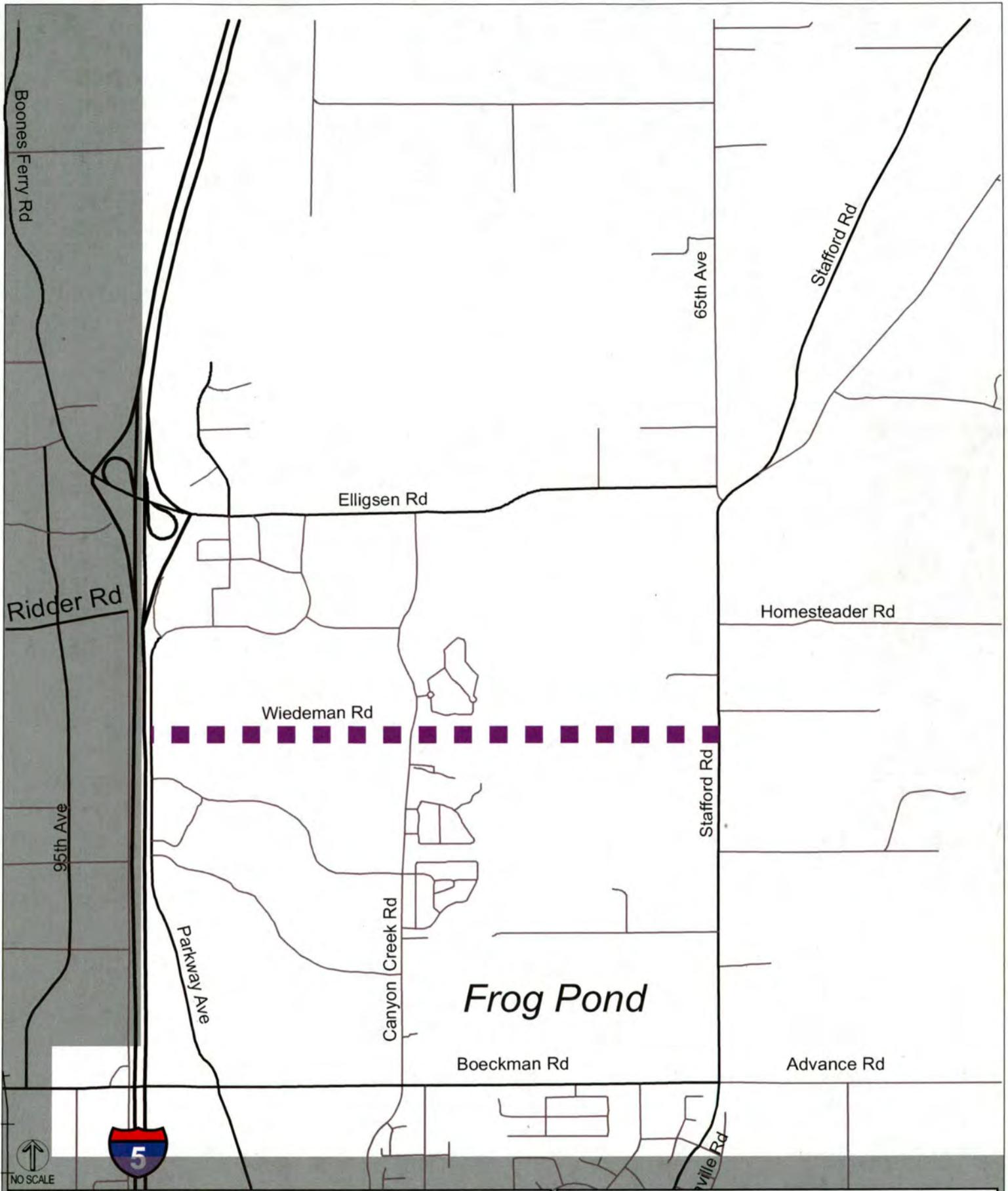
Table 6 lists the additional Planned projects that were not included in the Financially-Constrained project list. The projects listed in the table would cost over \$70 million. Even though the City should primarily focus on the projects included in the Financially-Constrained Solutions Package, it should look for opportunities to pursue these remaining projects as funding opportunities become available.



LEGEND		Roadway Closure		Bridge Work		Pedestrian/Bicycle	
Roadway Extensions		Roadway Widening		Intersection Improvements			
Major Arterial	Minor Arterial	Major Arterial	Minor Arterial	New Traffic Signal			
Major Collector	Minor Collector	Major Collector	Minor Collector	New Roundabout			
Neighborhood Collector		Neighborhood Collector		Additional Turn Lanes			

CITY OF WILSONVILLE
Transportation System Plan

Additional Planned Street Projects (Northwest) **FIGURE 4A**

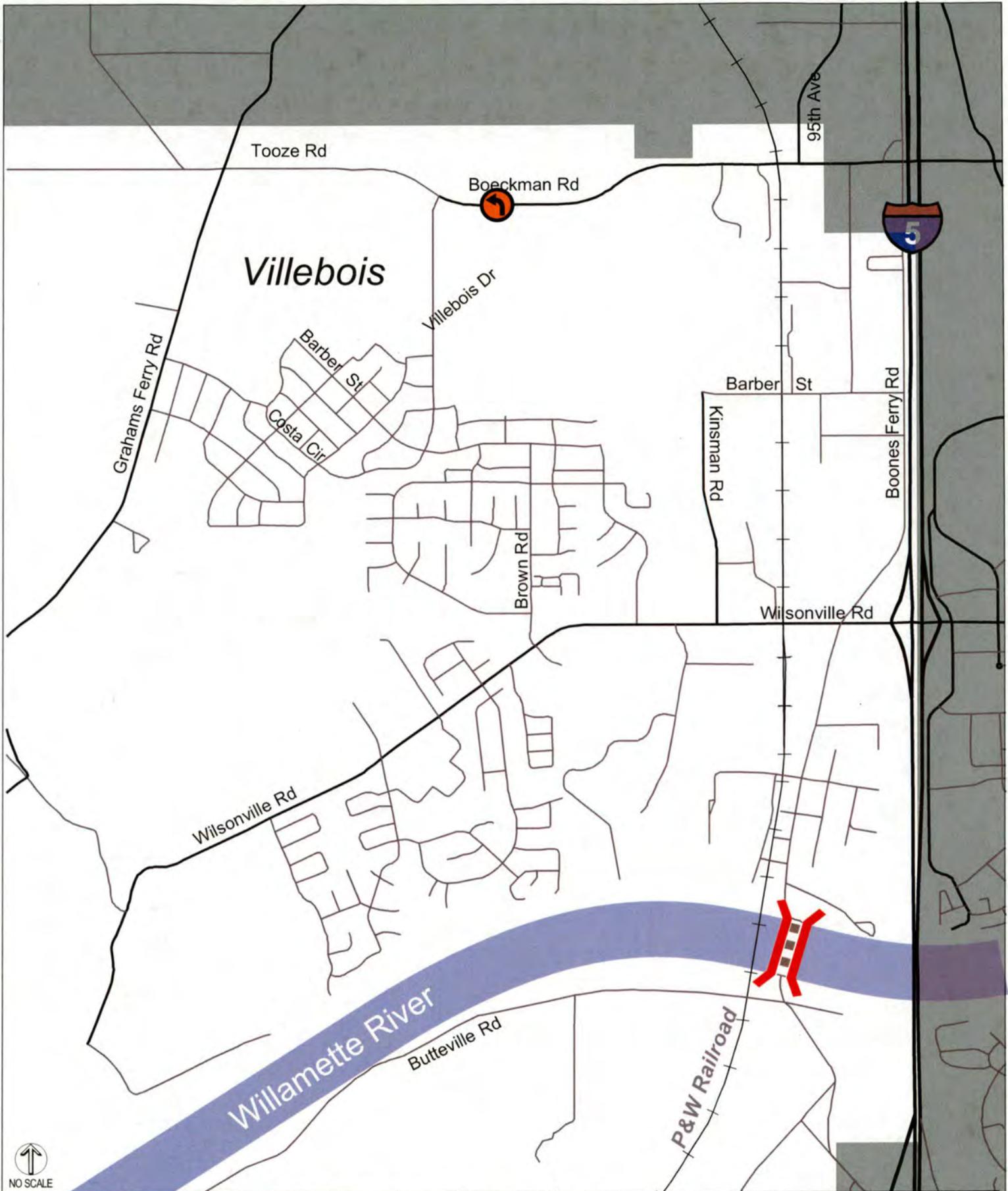


LEGEND		
Roadway Closure	Bridge Work	Pedestrian/Bicycle
Roadway Extensions	Roadway Widening	Intersection Improvements
Major Arterial	Major Arterial	New Traffic Signal
Minor Arterial	Minor Arterial	New Roundabout
Major Collector	Major Collector	Additional Turn Lanes
Minor Collector	Minor Collector	
Neighborhood Collector	Neighborhood Collector	

CITY OF WILSONVILLE
 Transportation System Plan

Additional Planned Street Projects (Northeast)

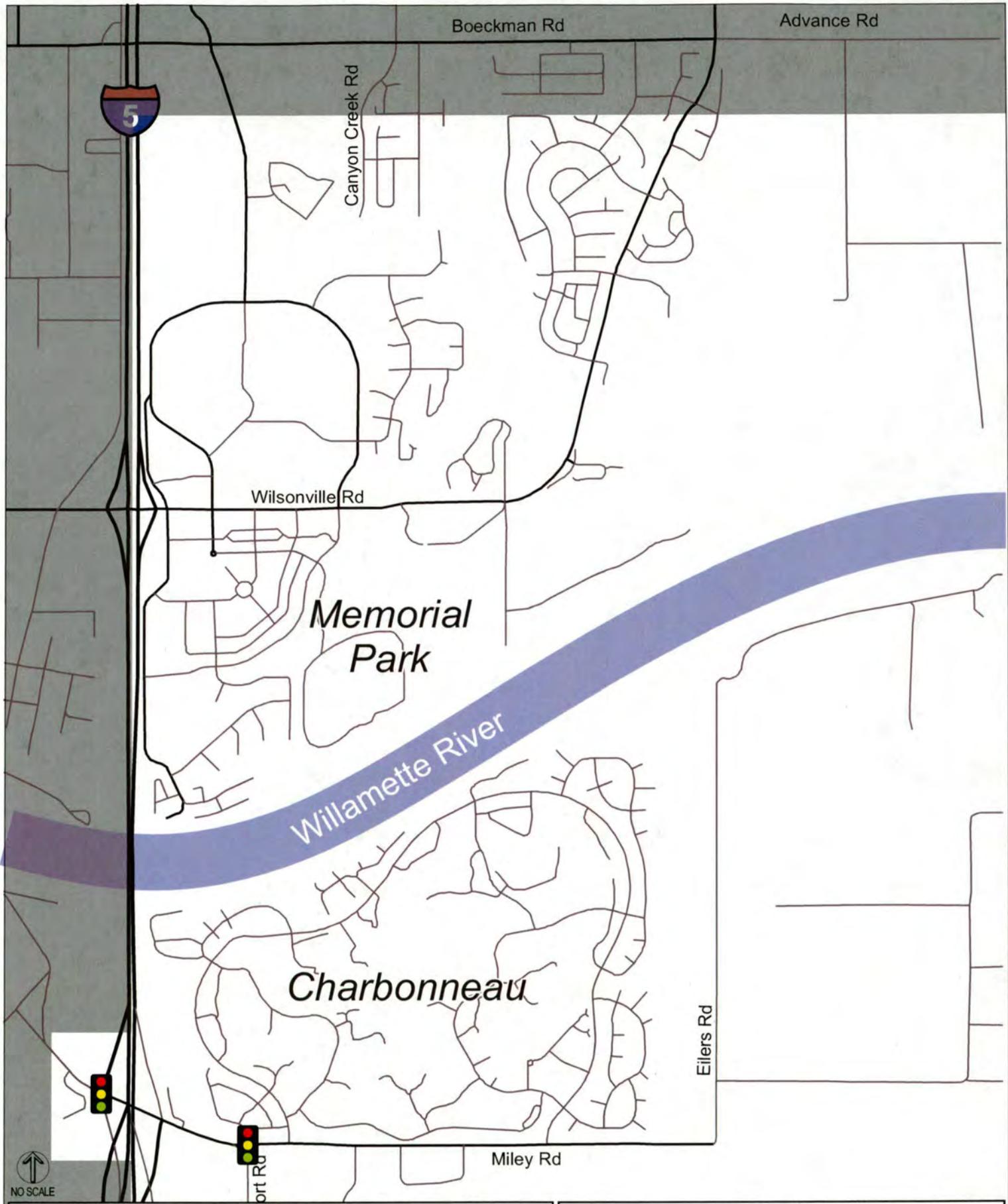
FIGURE 4B



LEGEND		Roadway Closure		Bridge Work		Pedestrian/Bicycle	
Roadway Extensions		Roadway Widening		Intersection Improvements			
Major Arterial	Major Arterial	New Traffic Signal	Minor Arterial	New Roundabout	Pedestrian/Bicycle	Major Collector	Additional Turn Lanes
Major Collector	Major Collector	New Roundabout	Minor Collector	Minor Collector		Neighborhood Collector	
Minor Collector	Minor Collector		Neighborhood Collector				
Neighborhood Collector							

CITY OF WILSONVILLE
Transportation System Plan

Additional Planned Street Projects (Southwest) FIGURE 4C



LEGEND		Roadway Closure		Bridge Work		Pedestrian/Bicycle	
Roadway Extensions		Roadway Widening		Intersection Improvements			
Major Arterial	Major Arterial	Major Arterial	Major Arterial	New Traffic Signal	New Roundabout	Additional Turn Lanes	
Minor Arterial	Minor Arterial	Minor Arterial	Minor Arterial				
Major Collector	Major Collector	Major Collector	Major Collector				
Minor Collector	Minor Collector	Minor Collector	Minor Collector				
Neighborhood Collector	Neighborhood Collector	Neighborhood Collector	Neighborhood Collector				

CITY OF WILSONVILLE
Transportation System Plan

Additional Planned Street Projects (Southeast) FIGURE 4D

Wilsonville Transportation System Plan Update

Table 6: Additional Planned Projects Not Included in Financially-Constrained Package

Project	Description	Why Not Part of Financially-Constrained Project List	Cost
Roadway Extensions			
Boones Ferry Road from Ridder Road to Commerce Circle	Construct 2-lane roadway with bike lanes and sidewalks 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
Kinsman Road from Boeckman Road to Ridder Road	Construct 2/3-lane roadway with bike lanes and sidewalks	High cost due to railroad crossing (or grade-separated overcrossing) and construction across Metro lands; alternative route (95 th Avenue) is available	\$12,000,000
Wiedeman Road from Parkway Avenue to Canyon Creek Road	Construct 2/3-lane roadway with bike lanes and sidewalks	Limited impact on system capacity; money better spent upgrading Boeckman Road and Elligsen Road	\$4,300,000
Wiedeman Road from Canyon Creek Road to Stafford Road	Construct 2/3-lane roadway with bike lanes and sidewalks; would require construction over Boeckman Creek	Costly (especially over wetlands) and has limited impact on system capacity; money better spent upgrading Boeckman Road and Elligsen Road	\$8,800,000
Roadway Widening			
Grahams Ferry Road from Tonquin Road to Day Road	Widen to four lanes with bike lanes and sidewalks; 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	This project is located within Washington County and is only needed under certain scenarios of the pending Basalt Creek Refinement Plan	\$7,000,000
Spot Improvements			
Grahams Ferry Road Undercrossing Improvements at Railroad Bridge	Reconstruct existing railroad under-crossing to City of Wilsonville Minor Arterial standards; Financially-Constrained project list includes project development portion of this project (costs are separate)	This project is 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
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

Table 6 continued on next page.

Wilsonville Transportation System Plan Update

(Continued) Table 6: Additional Planned Projects Not Included in Financially-Constrained Package

Project	Description	Why Not Part of Financially-Constrained Project List	Cost
Spot Improvements (Continued)			
Miley Road/I-5 Southbound Ramps Intersection 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
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 Bicycle and Pedestrian Improvements^a			
Grahams Ferry Road from Day Road to Tooze Road	Upgrade to meet applicable cross-section standards, which include 3 lanes with bike lanes, and sidewalks	Grahams Ferry Road is primarily a rural road and Tonquin Trail is a preferred option for providing north-south connection through this part of Wilsonville	\$2,035,000
Willamette River Crossing	Construct bridge for bike, pedestrian, and emergency access over the Willamette River to provide a safe and comfortable alternative to the I-5 freeway deck; Financially-Constrained project list includes project development portion of this project (costs are separate)	High cost and beneficial to first perform project development work	\$14,020,000
Medium and Low Priority Bicycle and Pedestrian Projects (Includes Trails) ^a	Numerous projects identified in the City's 2006 Bicycle and Pedestrian Plan and provided in Appendix Table C	Lower priority; does not need to be City's focus but should be constructed as funds becomes available	\$12,875,000
Total Cost of Additional Planned Projects			\$69,630,000

^a Rather than individually list all of the medium and low priority bicycle and pedestrian improvement projects identified in the City's 2006 Bicycle and Pedestrian Plan, these projects are grouped together for the purposes of this table. Refer to Appendix Table C for a full list of the individual projects.

Appendix

Financially-Constrained Project Tables

2006 Wilsonville Bicycle and Pedestrian Master Plan Projects

Financially-Constrained Project Tables

Table A: Wilsonville TSP -- Financially-Constrained Solutions Package (General Project Information)

Project No.	Project	Project Component	Description	RTFP Solution Category	Tags	Source/Status	When and Why Needed	2011 Cost Estimate
Roadway Extensions								
RE-01	Barber Street Extension	Barber Street Extension from Kinsman Road to Coffee Lake Drive (2-Lane)	Design, acquire right-of-way, and construct the extension of Barber Street at the southeast corner of the Villebois development	Parallel Route (Connectivity)	Transit Connection	2003 TSP (Portion of Project C-25); being designed and awaiting funding	Currently needed to connect Villebois with commercial districts, SMART Central, and WES station	\$8,065,000
		Bike Lanes and Sidewalks along Barber Street Extension	Construct bike lanes and sidewalks as part of roadway extension	Bike/Pedestrian	Transit Connection	2006 Bicycle and Pedestrian Master Plan (Portion of Project C27)	Construct with roadway extension	\$250,000
RE-02	Barber Street Extension (Part 2)	Barber Street Extension from Coffee Lake Drive to Montebello Drive (2-Lane)	Design, acquire right-of-way, and construct the extension of Barber Street at the southeast corner of the Villebois development	Parallel Route (Connectivity)	Villebois	2003 TSP (Portion of Project C-25); being designed and awaiting funding	Currently needed to connect Villebois with commercial districts, SMART Central, and WES station	\$300,000
		Bike Lanes and Sidewalks along Barber Street Extension	Construct bike lanes and sidewalks as part of roadway extension	Bike/Pedestrian	Villebois	2006 Bicycle and Pedestrian Master Plan (Portion of Project C27)	Construct with roadway extension	\$100,000
RE-03	Barber Street through Villebois	Barber Street Extension from Monte Carlo Avenue to Grahams Ferry Road	Two-lane roadway on west side of Villebois	Parallel Route (Connectivity)	Villebois	Villebois Master Plan	To be constructed as part of Villebois Development	\$300,000
		Bike Lanes and Sidewalks along Barber Street Extension	Construct bike lanes and sidewalks as part of roadway extensions and other Villebois development	Bike/Pedestrian	Villebois	2006 Bicycle and Pedestrian Master Plan (Project Portion of C27)	Construct with roadway extension	\$220,000
RE-04	Brown Road Extension	Brown Road Extension from Wilsonville Road to Boones Ferry Road (2-Lane)	Two-lane roadway (alignment has yet to be determined, but would connect to Boones Ferry Road at either 5th Street or Bailey Street)	Parallel Route (Connectivity)		2003 TSP (Project C-17; Project W-13 as well if 5th Street alignment is selected)	To be constructed to support development of lands south of Wilsonville Road; provides second connection for emergency services to Old Town	\$14,500,000
		Bike Lanes and Sidewalks along Brown Road Extension	Construct bike lanes and sidewalks as part of roadway extension (a portion of roadway extension should include a shared-use trail, which would be part of the Tonquin Trail)	Bike/Pedestrian	Tonquin Trail	2006 Bicycle and Pedestrian Master Plan (Project C19a or C20a depending on selected alignment)	Construct with roadway extension	\$325,000
		Shared-Use Path from Trail Terminus (near bridge on Arrowhead Creek Lane) to Boones Ferry Road	Construct off-street path along the north edge of Arrowhead Creek Lane and then to the east along the south edge of the Brown Road Extension	Bike/Pedestrian	Tonquin Trail	2006 Bicycle and Pedestrian Master Plan (Project C21)		\$375,000
		Kinsman Road Extension from terminus to new Brown Road Extension (2-Lane)	Two-lane roadway from terminus south of Wilsonville Road to new Brown Road Extension	Parallel Route (Connectivity)		2003 TSP (Project C-14); portion through Wilsonville Road Business Park has been constructed by developer		Included in Brown Rd Ext
		Bike Lanes and Sidewalks along Kinsman Road Extension	Construct bike lanes and sidewalks as part of roadway extension	Bike/Pedestrian		2006 Bicycle and Pedestrian Master Plan (Project C21)		Included in Brown Rd Ext
		New Brown Road/Kinsman Road Intersection	Construct intersection as part of roadway extensions	System Management and Operations (TSMO)		2003 TSP (Project S-39)		Included in Brown Rd Ext
RE-05	Canyon Creek Road Extension	Canyon Creek Road Extension and Widening (3-Lane)	Three-lane roadway, including widening of section that is currently two lanes and extending road to Town Center Loop, with realignment of Vlahos Drive so it tees into the new Canyon Creek Road Extension	Parallel Route (Connectivity)		2003 TSP (Project C-6); Northern 700-foot section has been constructed as three-lane section; two-lane section extends another 1/4 mile to the south; still needs additional 700-foot section	Needed upon development of Mentor Graphics Property and to relieve congestion from Parkway Avenue and Wilsonville Road	\$2,540,000
		Bike Lanes and Sidewalks along Canyon Creek Road Extension	Construct bike lanes and sidewalks as part of roadway extension	Bike/Pedestrian		2006 Bicycle and Pedestrian Master Plan (Project C8)	Construct with roadway extension	\$460,000
		Town Center Loop Traffic Signal and ADA Upgrades	Install signal and update ADA and civil improvements at Town Center Loop/Vlahos Drive, which will become Town Center Loop/Canyon Creek Road	System Management and Operations (TSMO)		2003 TSP (Project S-4)	Needed to support Canyon Creek Extension	\$500,000
RE-06	Costa Circle Loop Extension	Costa Circle Extension from Barber Street to Villebois Drive to Mont Blanc Street	Two-lane circular roadway in Villebois	Parallel Route (Connectivity)	Villebois	Villebois Master Plan	To be constructed as part of Villebois Development	\$2,600,000
		Bike Lanes and Sidewalks along Costa Circle Loop Extension	Provide signed bike route and construct sidewalks as part of roadway extension and Villebois development	Bike/Pedestrian	Villebois	2006 Bicycle and Pedestrian Master Plan (Project C29)	Construct with roadway extension	\$400,000

Table A: Wilsonville TSP -- Financially-Constrained Solutions Package (General Project Information)

Project No.	Project	Project Component	Description	RTPF Solution Category	Tags	Source/Status	When and Why Needed	2011 Cost Estimate
Roadway Extensions (Continued)								
RE-07	Kinsman Road Extension (North)	Kinsman Road Extension from Ridder Road to Day Road (2-Lane)	Two-lane roadway	Parallel Route (Connectivity)	Coffee Creek Plan	2003 TSP - Short (1-5 yrs); Coffee Creek Master Plan (Project C-24)	Needed upon development of the Coffee Lake Creek Master Plan Area	\$5,885,000
		Kinsman Road Extension/Day Road Intersection Improvements	Install signal at new intersection with NB left-turn lane	Parallel Route (Connectivity)	Coffee Creek Plan	2003 TSP; some updated identified in Coffee Creek Master Plan (Project S-36)	Construct with roadway extension	Included in Kinsman Rd Ext
		Kinsman Road Extension/Ridder Road Intersection Improvements	Install signal at new intersection with left-turn lanes on all approaches	Parallel Route (Connectivity)	Coffee Creek Plan	2003 TSP; some updated identified in Coffee Creek Master Plan (Project S-18)		Included in Kinsman Rd Ext
		Bike Lanes and Sidewalks along Kinsman Road Extension	Construct bike lanes and sidewalks as part of roadway extension	Bike/Pedestrian	Coffee Creek Plan	2006 Bicycle and Pedestrian Master Plan (Portion of Project C26)		\$615,000
RE-08	Kinsman Road Extension (South)	Kinsman Road Extension from Barber Street to Boeckman Road (2-Lane)	Two-lane roadway	Parallel Route (Connectivity)		2003 TSP - Short (1-5 yrs) (Project Portion of C-2); Being designed and awaiting funding	Needed now for north/south Freight route	\$7,840,000
		Boeckman Road/Kinsman Road Roundabout	Install roundabout (mix of dual/single)	System Management and Operations (TSMO)	Freight	2003 TSP (identified as traffic signal) (Project S-25)	Construct with roadway extension	Included in Kinsman Rd Ext
		Bike Lanes and Sidewalks along Kinsman Road Extension	Construct bike lanes and sidewalks as part of roadway extension	Bike/Pedestrian		2006 Bicycle and Pedestrian Master Plan (Portion of Project C26); currently under design		\$560,000
RE-09	Villebois Drive Extension	Extension of Villebois Drive from Costa Circle to Coffee Lake Drive (2-Lane)	Two-lane roadway through Villebois	Parallel Route (Connectivity)	Villebois	Villebois Master Plan	To be constructed as part of Villebois Development	\$250,000
		Bike Lanes and Sidewalks along Villebois Drive Extension	Construct bike lanes and sidewalks as part of road extension and Villebois development	Bike/Pedestrian	Villebois	2006 Bicycle and Pedestrian Master Plan (Portion of Project C30)	Construct with roadway extension	\$140,000
RE-10	Villebois Drive Extension (Part 2)	Extension of Villebois Drive from Coffee Lake Drive to Boeckman Road (2-Lane)	Two-lane roadway through Villebois	Parallel Route (Connectivity)	Villebois	Villebois Master Plan	To be constructed as part of Villebois Development	\$200,000
		Bike Lanes and Sidewalks along Villebois Drive Extension	Construct bike lanes and sidewalks as part of road extension and Villebois development	Bike/Pedestrian	Villebois	2006 Bicycle and Pedestrian Master Plan (Portion of Project C30)	Construct with roadway extension	\$50,000
Roadway Widening								
RW-01	Boeckman Road Bridge and Corridor Improvements	Boeckman Road Widening from Boberg Road to 500 feet east of Parkway Avenue and Reconstruction of Bridge over I-5 (4/5-Lane)	Road is currently 2/3 lanes with bike lanes and would need additional travel lane in either direction, along with a wider bridge	Widen Roadways		2003 TSP (Portion of Project W-4); RTP Project 10132	Needed now to provide east/west connection for all modes to WES/Smart Transit Hub	\$8,450,000
		Bike Lanes and Sidewalks along Widened Boeckman Road	Include bike lanes and sidewalks on widened roadway and reconstructed I-5 bridge	Bike/Pedestrian		2006 Bicycle and Pedestrian Master Plan (Project C6); RTP Project 10132	Construct with roadway widening	\$4,000,000
		Boeckman Road/Boberg Road Intersection Improvements	Revise traffic control to TWSC; add NB right-turn lane	System Management and Operations (TSMO)		RTP Project 10132	Update traffic control to TWSC intersection once Kinsman Extension is built	\$250,000
		Boeckman Road/Parkway Avenue Intersection Improvements	Reconstruct intersection due to wider Boeckman Road cross-section; add EB and SB right-turn lanes and change EB and SB through-right lanes to through lanes only; and improve signal phasing	Widen Roadways		2003 TSP (some lane geometry changes) (Project S-28)	Construct with roadway widening	\$900,000
RW-02	Day Road Widening	Day Road Widening from Boones Ferry Road to Grahams Ferry Road (4/5-Lane)	Wider roadway would be needed to serve higher traffic volumes from 124th Avenue extension and Basalt Creek development if this is the east-west route selected	Widen Roadways	Coffee Creek Plan	Basalt Creek Master Plan (identified as a preliminary alternative)	Needed upon redevelopment of the Coffee Lake Creek Master Plan Area and/or Basalt Creek	\$5,600,000
		Boones Ferry Road/Day Road Intersection Improvements	Expand intersection to accommodate 4/5-lane Day Road	Widen Roadways	Coffee Creek Plan	Basalt Creek Master Plan (identified as a preliminary alternative)	Construct with roadway widening	\$750,000
		Grahams Ferry Road/Day Road Intersection Improvements	Expand intersection to accommodate 4/5-lane Day Road	Widen Roadways	Coffee Creek Plan	Basalt Creek Master Plan (identified as a preliminary alternative)		\$250,000

Table A: Wilsonville TSP -- Financially-Constrained Solutions Package (General Project Information)

Project No.	Project	Project Component	Description	RTPF Solution Category	Tags	Source/Status	When and Why Needed	2011 Cost Estimate
Urban Upgrades								
UU-01	Boeckman Road Dip Improvements	Boeckman Road Urban Upgrade at Vertical Curve (i.e., Dip) East of Canyon Creek Road (3-Lane)	Upgrade to meet applicable cross-section standards, which include 3 lanes with bike lanes and sidewalks; options should also be considered to make connections to the regional trail system and to remove the culvert and install a bridge	System Management and Operations (TSMO)	Safety	2003 TSP (Portion of Project W-4f)	Currently needed to improve substandard geometric deficiency	\$5,500,000
		Boeckman Road/Canyon Creek Road Traffic Signal and ADA Upgrades	Install signal and update ADA on north corners and minor civil improvements	System Management and Operations (TSMO)	Safety	2003 TSP (Project S-13)	Needed when future development triggers the need traffic signal; may be needed when Canyon Creek is extended to Town Center Loop East	\$350,000
UU-02	Boeckman Road Urban Upgrade	Boeckman Road Urban Upgrade from Stafford Road to west of Willow Creek Drive (3-Lane)	Upgrade to meet applicable cross-section standards, which include 3 lanes with bike lanes and sidewalks	Widen Roadways	Frog Pond Plan	Short (1-5 yrs) (Project Portion of W-4f); adjacent portion to the west has been widened to three lanes	Needed upon development of the Frog Pond Master Plan Area	\$1,325,000
		Bike Lanes and Sidewalks with Boeckman Road Urban Upgrade	Construct bike lanes and sidewalks consistent with applicable roadway cross-section standard	Bike/Pedestrian	Frog Pond Plan	2006 Bicycle and Pedestrian Master Plan (Portion of Project C9)	Construct with urban upgrade	\$275,000
		Boeckman Road-Advance Road/Stafford Road-Wilsonville Road Intersection Improvements	Install either a signal with left-turns on all approaches or a roundabout	System Management and Operations (TSMO)	Frog Pond Plan	2003 TSP (Project S-41)	Needed upon development of the Frog Pond Master Plan Area	\$500,000
UU-03	Brown Road Upgrades	Brown Road Urban Upgrade from Wilsonville Road to Evergreen Drive (3-Lane)	Upgrade to meet applicable cross-section standards, which include 3 lanes with bike lanes and sidewalks	Widen Roadways		2003 TSP (Project W-12)	Currently needed	\$3,100,000
		Bike Lanes and Sidewalks with Brown Road Urban Upgrade	Construct bike lanes and sidewalks consistent with applicable roadway cross-section standard	Bike/Pedestrian		2003 TSP (Project W-12)	Construct with urban upgrade	\$400,000
UU-04	Grahams Ferry Urban Upgrade	Grahams Ferry Road Urban Upgrade from Tooze Road to Barber Street Extension (2-Lane)	Upgrade to meet applicable cross-section standards, which include 2 lanes with bike lanes and sidewalks	Widen Roadways	Villebois		Needed in conjunction with Villebois development	\$1,350,000
		Bike Lanes and Sidewalks with Grahams Ferry Road Urban Upgrade	Construct bike lanes and sidewalks consistent with applicable roadway cross-section standard	Bike/Pedestrian	Villebois		Construct with urban upgrade	\$650,000
		Grahams Ferry Road/Barber Street Roundabout	Install roundabout	System Management and Operations (TSMO)	Villebois			\$400,000
UU-05	Parkway Avenue Urban Upgrade	Parkway Avenue Urban Upgrade from Parkway Center Drive to Xerox Drive (3-Lane)	Upgrade to meet applicable cross-section standards, which include 3 lanes with bike lanes and sidewalks	Widen Roadways		2003 TSP - Long (11-20 yrs) (Project W-15)	Needed upon development of Elligsen Property	\$3,400,000
		Bike Lanes and Sidewalks with Parkway Avenue Urban Upgrade	Construct bike lanes and sidewalks consistent with applicable roadway cross-section standard	Bike/Pedestrian		2006 Bicycle and Pedestrian Master Plan (Project C40)	Needed now due to gap in system; may need to be constructed separately from Parkway Avenue urban upgrade	\$1,600,000
UU-06	Stafford Road Urban Upgrade	Stafford Road Urban Upgrade from Boeckman Road to Kahle Road (3-Lane)	Upgrade to meet applicable cross-section standards, which include 3 lanes with bike lanes and sidewalks	Widen Roadways	Frog Pond Plan	RTP Project 10030	Needed upon development of the Frog Pond Master Plan Area	\$2,600,000
		Bike Lanes and Sidewalks with Stafford Road Urban Upgrade	Construct bike lanes and sidewalks consistent with applicable roadway cross-section standard	Bike/Pedestrian	Frog Pond Plan		Construct with urban upgrade	\$1,300,000
UU-07	Tooze Road Urban Upgrade	Tooze Road Urban Upgrade from Boeckman Road to Grahams Ferry Road (3-Lane)	Upgrade to meet applicable cross-section standards, which include 3 lanes with bike lanes and sidewalks	Widen Roadways	Villebois	Short (1-5 yrs) (Project Portion of W-20)	Needed now to support Villebois development	\$4,600,000
		Bike Lanes and Sidewalks with Tooze Road Urban Upgrade	Construct bike lanes and sidewalks consistent with applicable roadway cross-section standard	Bike/Pedestrian	Villebois		Construct with urban upgrade	\$2,300,000
		Grahams Ferry Road/Tooze Road Roundabout	Install roundabout (single-lane with some right-turn slip ramps)	System Management and Operations (TSMO)	Villebois	2003 TSP (Project S-9)		\$1,000,000

Table A: Wilsonville TSP -- Financially-Constrained Solutions Package (General Project Information)

Project No.	Project	Project Component	Description	RTPF Solution Category	Tags	Source/Status	When and Why Needed	2011 Cost Estimate
Spot Improvements								
SI-01	Clutter Road Intersection Improvements with Realignment or Grade Lowering	Grahams Ferry Road/Clutter Road Intersection Realignment (Option A)	Realign Clutter Road approximately 500 feet to the north depending on timing and location on redevelopment in the area	System Management and Operations (TSMO)	Coffee Creek Plan	Coffee Creek Master Plan	Needed upon redevelopment of the Coffee Lake Creek Master Plan Area	\$1,000,000
		Grahams Ferry Road/Clutter Road Intersection Grade Lowering (Option B)	Lower grade of Grahams Ferry Road/Clutter Road intersection by approximately 5 feet and reconstruct intersection approaches	System Management and Operations (TSMO)	Coffee Creek Plan	Coffee Creek Master Plan		Comparable to Option A
		Bike Lanes and Sidewalks along Clutter Road and/or Lowered Roadways (Both Options)	Construct bike lanes and sidewalks along all realigned or reconstructed roadways	Bike/Pedestrian	Coffee Creek Plan	2006 Bicycle and Pedestrian Master Plan (Project C34)	Construct with roadway realignment	\$360,000
		Grahams Ferry Road/Clutter Road Intersection Improvements (Both Options)	Install traffic signal along with SB and WB left-turn lanes	System Management and Operations (TSMO)	Coffee Creek Plan	Coffee Creek Master Plan (Project T-5, T-6, T-7)		\$500,000
SI-02	Grahams Ferry Railroad Undercrossing Project Development	Project Development for Grahams Ferry Railroad Undercrossing Safety Improvements	Preliminary work to determine needs, feasibility, etc.	System Management and Operations (TSMO)	Coffee Creek Plan	Coffee Creek Master Plan (Project)	Needed upon redevelopment of the Coffee Lake Creek Master Plan Area	\$500,000
SI-03	Stafford Road/65th Avenue Intersection Improvements	Stafford Road/65th Avenue Intersection Improvements	Improve turn radii, sight distance and grade differential by combining intersections as either a roundabout or traffic signal	System Management and Operations (TSMO)		RTP Project 10134	Needed now to support existing deficiency; Clackamas County will be lead agency	\$2,000,000
SI-04	Wilsonville Road/Town Center Loop West Intersection Improvements	Additional Southbound Right-Turn Lane	Add a second SB right turn lane (dual lanes)	System Management and Operations (TSMO)	Town Center	2003 TSP, Wilsonville Rd IAMP (Project S-29 (revised))	Needed upon redevelopment of adjacent property or triggered by Town Center Development	\$500,000
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)								
BW-01	OIT/Parkway Avenue Enhanced Pedestrian Crossing	Enhanced Pedestrian Crossing of Parkway Avenue Near Transit Stops	Install new pedestrian crossing that include rectangular rapid flashing beacons (RRFBs), center pedestrian median island, signage, etc.	Pedestrian		SW Parkway Avenue Pedestrian Crossing Study (July 2008)	Needed now to support OIT and Pioneer Pacific College	\$65,000
BW-02	95th Avenue Sidewalk Infill	Sidewalk Infill on 95th Avenue from Boeckman Road to Hillman Court	Fill in gaps in the sidewalk network on the east side of the roadway	Pedestrian		2006 Bicycle and Pedestrian Master Plan (Project C33)	Currently needed to provide walking route between transit stops and employment	\$85,000
BW-03	Boberg Road Sidewalk Infill	Sidewalk Infill on Boberg Road from Boeckman Road to Barber Street	Fill in gaps in the sidewalk network on the east side of the roadway	Pedestrian	Transit Connection	2006 Bicycle and Pedestrian Master Plan (Project C24)	Currently needed because Boberg Road is a transit route and is in close proximity to transit station	\$375,000
BW-04	Boeckman Road Bike Lanes and Sidewalk Infill	Bike Lanes and Sidewalks along Boeckman Road from Parkway Avenue to Canyon Creek Road	Bike lanes are needed along both sides and sidewalks are needed along the south side of Boeckman Road	Bike/Pedestrian		2006 Bicycle and Pedestrian Master Plan (Project C7); sidewalks exist on north side of road and there is a private trail on the south side	Needed now to provide east/west connectivity	\$515,000
BW-05	Willamette Way East Sidewalk Infill	Sidewalk Infill on Willamette Way East from Chantilly to south of Churchill	Fill in gaps in the sidewalk network on the west side of the roadway	Bike/Pedestrian	Tonquin Trail, Safe Routes to School	2006 Bicycle and Pedestrian Master Plan (Portion of Project C22)	Currently needed based on Boones Ferry Primary School outreach	\$50,000
BW-06	Boones Ferry Road Sharrows	Sharrows on Boones Ferry Road from 5th Street to Boones Ferry Park	Stripe sharrows (shared travel lanes) to connect Tonquin Trail to Waterfront Trail	Bike	Tonquin Trail	Revised project; bike lanes were identified in 2006 Bicycle and Pedestrian Master Plan (Project C17); some bike lanes exist on one side of the road	Needed when Brown Road Extension and Tonquin Trail are constructed	\$5,000

Table A: Wilsonville TSP -- Financially-Constrained Solutions Package (General Project Information)

Project No.	Project	Project Component	Description	RTPF Solution Category	Tags	Source/Status	When and Why Needed	2011 Cost Estimate
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways) (Continued)								
BW-07	Town Center Loop Pedestrian Environment Improvements	Pedestrian Improvements throughout Town Center Loop Area	Create more direct connections between destinations within Town Center area, improve accessibility to civic uses, retrofit sidewalks with curb ramps, highlight crosswalks with colored pavement, or construct other similar treatments	Pedestrian	Town Center	2006 Bicycle and Pedestrian Master Plan (Project C1)	Needed now to support existing businesses; may be addressed incrementally based on business support and additional development	\$100,000
		Shared-Use Path along Town Center Loop West from Wilsonville Road to Parkway Avenue	Expand width of current sidewalk to 10 feet to create a shared-use path for pedestrians and bicyclists	Bike/Pedestrian	Town Center	2006 Bicycle and Pedestrian Master Plan (Project C2)	Needed now	\$360,000
BW-08	Town Center Loop Bike/Pedestrian Bridge	Bicycle/Pedestrian Bridge over I-5 near Town Center Loop	Construct bike/pedestrian bridge over I-5 to improve connectivity of Town Center area with businesses and neighborhoods on west side of I-5	Bike/Pedestrian	Town Center	2006 Bicycle and Pedestrian Master Plan (Project C4)	Needed now to support both WES station and Town Center Loop businesses and residents	\$4,000,000
BW-09	French Praire Drive Pathway	Shared-Use Path along French Praire Drive from Country View Lane to Miley Road	Construct five-foot wide shared-use path for remaining length of French Praire Drive	Bike/Pedestrian	Charbonneau	2006 Bicycle and Pedestrian Master Plan (Project C13)	Needed now	\$1,140,000
BW-10	Frog Pond Trails	Frog Pond Loop Trail and Park	Construct trail as part of Frog Pond development; with connections to three proposed parks and the proposed regional Boeckman Creek Trail	Bike/Pedestrian	Frog Pond Plan	2006 Bicycle and Pedestrian Master Plan (Project L14)	Needed upon development of the Frog Pond Master Plan Area	\$290,000
BW-11	Parkway Center Trail Connector	Shared-Use Path from Wiedeman Road Trail to Parkway Center Drive	Construct shared-use path as development occurs; connects to proposed regional trail (Wiedeman Road Trail) on the south	Bike/Pedestrian		2006 Bicycle and Pedestrian Master Plan (Project C41)	Needed upon redevelopment of Elligsen Property	\$120,000
BW-12	Villebois Loop Trail	Shared-Use Path from Villebois Greenway to Tonquin Trail	Construct City trail as part of Villebois development; include connections to Villebois Greenway, the Tonquin Trail, and the Village Center	Bike/Pedestrian	Villebois	2006 Bicycle and Pedestrian Master Plan (Project L12)	To be constructed as part of Villebois Development	\$180,000
BW-13	Wayfinding Signage	Tonquin Trail Wayfinding Signage	Provide signage directing bicycle and pedestrian users to Tonquin Trail	Bike/Pedestrian			Beneficial now with increasing need as sections of Tonquin Trail are completed	\$40,000
		Points of Interest Signage	Provide signage directing users to points of interest throughout the City	System Management and Operations (TSMO)			Beneficial now with increasing need as other bicycle and pedestrian infrastructure is completed	\$25,000
Standalone Pedestrian and Bicycle Improvements (Safe Routes to School)								
SR-01	Boeckman Creek Primary Safe Route to School Improvements	Shared-Use Path between Boeckman Creek Primary School and Wilsonville Road	Construct new 10 to 12-foot bike path on the south side of the existing sidewalk that meanders south of the tree line. This path would connect to the existing marked crosswalk near the school parking lot.	Bike/Pedestrian	Safe Routes to School	New Project; identified as part of Safe Routes to School outreach	Currently needed based on Boeckman Creek Primary School outreach	\$50,000
SR-02	Boones Ferry Primary Safe Route to School Improvements	Shared-Use Path between Schools	Boones Ferry Primary SR2S Program	Bike/Pedestrian	Safe Routes to School	New Project; identified as part of Safe Routes to School outreach	Currently needed based on Boones Ferry Primary School outreach	\$50,000
		Shared-Use Path for Bicycle Access to School	Boones Ferry Primary SR2S Program	Bike/Pedestrian	Safe Routes to School	New Project; identified as part of Safe Routes to School outreach		\$300,000
		Bicycle Parking Shelter near School	Boones Ferry Primary SR2S Program	Bike	Safe Routes to School	New Project; identified as part of Safe Routes to School outreach		\$15,000
SR-03	Lowrie Primary Safe Route to School Improvements	Shared-Use Path from Lowrie Primary School to Barber Street	Construct trail as part of Villebois development; include connections to new school, Tonquin Trail, and Barber Street	Bike/Pedestrian	Villebois, Safe Routes to School	2006 Bicycle and Pedestrian Master Plan (Project L13); Partially completed; sections are being constructed at time of fronting Villebois development	To be constructed as part of Villebois Development	\$225,000
SR-04	Wood Middle School Safe Routes to School Improvements	Bicycle Parking Shelter near School	Construct a cover over bike parking for weather protection	Bike	Safe Routes to School		Currently needed based on Wood Middle School outreach	\$15,000
		Bicycle Access Route from Willsonville Road to School	Construct a 10 to 12-foot bike path between the school bicycle parking and Wilsonville Road	Bike/Pedestrian	Safe Routes to School			\$300,000
		Park at Merryfield Trail Improvements from Camelot Street to Wood Middle School	Widen and stripe City trail	Bike/Pedestrian	Safe Routes to School	2006 Bicycle and Pedestrian Master Plan (Project L10)		\$50,000

Table A: Wilsonville TSP -- Financially-Constrained Solutions Package (General Project Information)

Project No.	Project	Project Component	Description	RTFP Solution Category	Tags	Source/Status	When and Why Needed	2011 Cost Estimate
Standalone Pedestrian and Bicycle Improvements (Regional Trails)								
RT-01	Boeckman Creek Trail	Shared-Use Path from Canyon Creek Park to Memorial Park	Construct north-south trail through east Wilsonville following Boeckman Creek, with connections to Canyon Creek Park, Boeckman Road, existing community pathway crossing Boeckman Creek, Wilsonville Road, and Memorial Park (would require a comprehensive public process prior to implementation; may need a boardwalk for various sections)	Bike/Pedestrian	Regional Trail	2006 Bicycle and Pedestrian Master Plan (Project R3)	Beneficial now with increasing need as other trails throughout the City are completed	\$1,950,000
RT-02	Frog Pond Trail	Shared-Use Path from Boeckman Creek Dip to Stafford Road	Construct shared-use path through Frog Pond area as part of development; link neighborhoods, schools, and parks (would provide an off-street alternative to Boeckman Road)	Bike/Pedestrian	Frog Pond Plan	2006 Bicycle and Pedestrian Master Plan (Project C10)	Needed upon development of the Frog Pond Master Plan Area	\$290,000
RT-03	Tonquin Trail	Shared-Use Path through West Wilsonville (Except Sections through Coffee Lake Creek Natural Area and along Roadway Extensions)	Construct north-south trail through west Wilsonville, with connections to the Rivergreen Trail, Wilsonville Road, throughout Villebois, Boeckman Road, Cahalin Road, and the BPA power line easement (sections of trail have already been completed)	Bike/Pedestrian	Tonquin Trail	2006 Bicycle and Pedestrian Master Plan (Portion of Project R1); Portions of trail have already been completed	Portions to be built with development, adjacent roadway improvements, or by regional/neighborhood jurisdictions	\$1,850,000
		Shared-Use Path through Coffee Lake Creek Nature Area	Construct north-south trail through Coffee Lake Creek Natural Area (within City Limits); connect to trail terminus near Boeckman Road/Kinsman Road intersection	Bike/Pedestrian	Tonquin Trail	2006 Bicycle and Pedestrian Master Plan (Portion of Project R1)	Needed when section of trail north of the City Limits is completed (to connect rest of City network with trails to the north)	\$750,000
RT-04	Waterfront Trail Improvements	Shared-Use Path under I-5 near Willamette River	Improve the condition of the trail as it passes underneath the I-5 Boone Bridge by removing the Jersey barriers, installing bollards, widening the trail to 10 feet, adding appropriate pedestrian features such as benches, and altering the grade of the path underneath the underpass to make it more easily accessible	Bike/Pedestrian	Regional Trail	2006 Bicycle and Pedestrian Master Plan (Portion of Project R4a)	Currently needed	\$50,000
RT-05	Wiedeman Road Trail	Shared-Use Path from Canyon Creek Road to Parkway Avenue (Phase 1)	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	Bike/Pedestrian		2006 Bicycle and Pedestrian Master Plan (Project R6a)	Currently beneficial	\$340,000
RT-06	Willamette River Bike/Pedestrian and Emergency Bridge Project Development	Feasibility study and project development	Perform feasibility study and project development for bike/pedestrian/emergency bridge over the Willamette River to provide non-motorized users a safe and comfortable alternative to the I-5 freeway deck	Bike/Pedestrian	Regional Trail	2006 Bicycle and Pedestrian Master Plan (Project R5)	Needed now to determine feasibility	\$1,380,000
RT-07	Villebois Eastern Open Space Trail	Shared-Use Path along Eastern Edge of Villebois Open Space	Construct shared-use path between Barber Street and Villebois Drive as part of Villebois development	Bike/Pedestrian	Tonquin Trail, Villebois	2006 Bicycle and Pedestrian Master Plan (Project C28)	To be constructed as part of Villebois Development	\$240,000
Transit								
SM-01	SMART Buses	Replacement Buses	Replace old buses	Transit		2008 Transit Master Plan and RTP	Currently needed	\$14,000,000
		Real-Time Bus Tracking System	Outfit each bus with a tracking system and provide real-time display boards at the SMART Central station and other key routes	Transit		2008 Transit Master Plan	Currently needed; consider outfitting new buses	\$0

Table B: Wilsonville TSP -- Financially-Constrained Solutions Package (Project Cost Estimates)

Project No.	Project	Project Component	Expected Funding Sources and Contributions (2011 Costs)								TOTAL
			Park SDCs	Street SDCs	Developer's Contribution	East Side URD	West Side URD	Local/Regional Partner	Estimated Grant	Federal Funding	
Roadway Extensions											
RE-01	Barber Street Extension	Barber Street Extension from Kinsman Road to Coffee Lake Drive (2-Lane)		\$210,000				\$4,070,000		\$3,785,000	\$8,065,000
		Bike Lanes and Sidewalks along Barber Street Extension						\$250,000			\$250,000
RE-02	Barber Street Extension (Part 2)	Barber Street Extension from Coffee Lake Drive to Montebello Drive (2-Lane)			\$300,000						\$300,000
		Bike Lanes and Sidewalks along Barber Street Extension		\$50,000	\$50,000						\$100,000
RE-03	Barber Street through Villebois	Barber Street Extension from Monte Carlo Avenue to Grahams Ferry Road			\$300,000						\$300,000
		Bike Lanes and Sidewalks along Barber Street Extension		\$80,000	\$140,000						\$220,000
RE-04	Brown Road Extension	Brown Road Extension from Wilsonville Road to Boones Ferry Road (2-Lane)		\$3,625,000	\$3,625,000			\$7,250,000			\$14,500,000
		Bike Lanes and Sidewalks along Brown Road Extension		\$81,000	\$81,000			\$163,000			\$325,000
		Shared-Use Path from Trail Terminus (near bridge on Arrowhead Creek Lane) to Boones Ferry Road		\$375,000							\$375,000
		Kinsman Road Extension from terminus to new Brown Road Extension (2-Lane)									Included in Brown Rd Ext
		Bike Lanes and Sidewalks along Kinsman Road Extension									Included in Brown Rd Ext
		New Brown Road/Kinsman Road Intersection									Included in Brown Rd Ext
RE-05	Canyon Creek Road Extension	Canyon Creek Road Extension and Widening (3-Lane)					\$2,540,000				\$2,540,000
		Bike Lanes and Sidewalks along Canyon Creek Road Extension					\$460,000				\$460,000
		Town Center Loop Traffic Signal and ADA Upgrades					\$500,000				\$500,000
RE-06	Costa Circle Loop Extension	Costa Circle Extension from Barber Street to Villebois Drive to Mont Blanc Street			\$2,600,000						\$2,600,000
		Bike Lanes and Sidewalks along Costa Circle Loop Extension		\$50,000	\$350,000						\$400,000
RE-07	Kinsman Road Extension (North)	Kinsman Road Extension from Ridder Road to Day Road (2-Lane)			\$5,002,000					\$883,000	\$5,885,000
		Kinsman Road Extension/Day Road Intersection Improvements									Included in Kinsman Rd Ext
		Kinsman Road Extension/Ridder Road Intersection Improvements									Included in Kinsman Rd Ext
		Bike Lanes and Sidewalks along Kinsman Road Extension			\$615,000						\$615,000
RE-08	Kinsman Road Extension (South)	Kinsman Road Extension from Barber Street to Boeckman Road (2-Lane)		\$2,520,000				\$3,920,000		\$1,400,000	\$7,840,000
		Boeckman Road/Kinsman Road Roundabout									Included in Kinsman Rd Ext
		Bike Lanes and Sidewalks along Kinsman Road Extension		\$280,000				\$280,000			\$560,000
RE-09	Villebois Drive Extension	Extension of Villebois Drive from Costa Circle to Coffee Lake Drive (2-Lane)			\$250,000						\$250,000
		Bike Lanes and Sidewalks along Villebois Drive Extension		\$70,000	\$70,000						\$140,000
RE-10	Villebois Drive Extension (Part 2)	Extension of Villebois Drive from Coffee Lake Drive to Boeckman Road (2-Lane)		\$200,000							\$200,000
		Bike Lanes and Sidewalks along Villebois Drive Extension		\$50,000							\$50,000

Table B: Wilsonville TSP -- Financially-Constrained Solutions Package (Project Cost Estimates)

Project No.	Project	Project Component	Expected Funding Sources and Contributions (2011 Costs)								TOTAL
			Park SDCs	Street SDCs	Developer's Contribution	East Side URD	West Side URD	Local/Regional Partner	Estimated Grant	Federal Funding	
Roadway Widening											
RW-01	Boeckman Road Bridge and Corridor Improvements	Boeckman Road Widening from Boberg Road to 500 feet east of Parkway Avenue and Reconstruction of Bridge over I-5 (4/5-Lane)		\$7,182,000						\$1,268,000	\$8,450,000
		Bike Lanes and Sidewalks along Widened Boeckman Road		\$4,000,000							\$4,000,000
		Boeckman Road/Boberg Road Intersection Improvements		\$250,000							\$250,000
		Boeckman Road/Parkway Avenue Intersection Improvements		\$765,000					\$135,000		\$900,000
RW-02	Day Road Widening	Day Road Widening from Boones Ferry Road to Grahams Ferry Road (4/5-Lane)		\$2,520,000	\$2,240,000					\$840,000	\$5,600,000
		Boones Ferry Road/Day Road Intersection Improvements		\$750,000							\$750,000
		Grahams Ferry Road/Day Road Intersection Improvements		\$250,000							\$250,000
Urban Upgrades											
UU-01	Boeckman Road Dip Improvements	Boeckman Road Urban Upgrade at Vertical Curve (i.e., Dip) East of Canyon Creek Road (3-Lane)		\$4,675,000						\$825,000	\$5,500,000
		Boeckman Road/Canyon Creek Road Traffic Signal and ADA Upgrades		\$350,000							\$350,000
UU-02	Boeckman Road Urban Upgrade	Boeckman Road Urban Upgrade from Stafford Road to west of Willow Creek Drive (3-Lane)		\$463,000	\$663,000					\$199,000	\$1,325,000
		Bike Lanes and Sidewalks with Boeckman Road Urban Upgrade		\$137,000	\$138,000						\$275,000
		Boeckman Road-Advance Road/Stafford Road-Wilsonville Road Intersection Improvements		\$500,000							\$500,000
UU-03	Brown Road Upgrades	Brown Road Urban Upgrade from Wilsonville Road to Evergreen Drive (3-Lane)						\$3,100,000			\$3,100,000
		Bike Lanes and Sidewalks with Brown Road Urban Upgrade					\$400,000				\$400,000
UU-04	Grahams Ferry Urban Upgrade	Grahams Ferry Road Urban Upgrade from Tooze Road to Barber Street Extension (2-Lane)			\$1,350,000						\$1,350,000
		Bike Lanes and Sidewalks with Grahams Ferry Road Urban Upgrade			\$650,000						\$650,000
		Grahams Ferry Road/Barber Street Roundabout		\$200,000	\$200,000						\$400,000
UU-05	Parkway Avenue Urban Upgrade	Parkway Avenue Urban Upgrade from Parkway Center Drive to Xerox Drive (3-Lane)		\$2,550,000	\$850,000						\$3,400,000
		Bike Lanes and Sidewalks with Parkway Avenue Urban Upgrade		\$1,200,000	\$400,000						\$1,600,000
UU-06	Stafford Road Urban Upgrade	Stafford Road Urban Upgrade from Boeckman Road to Kahle Road (3-Lane)		\$1,300,000	\$1,300,000						\$2,600,000
		Bike Lanes and Sidewalks with Stafford Road Urban Upgrade		\$650,000	\$650,000						\$1,300,000
UU-07	Tooze Road Urban Upgrade	Tooze Road Urban Upgrade from Boeckman Road to Grahams Ferry Road (3-Lane)						\$3,800,000		\$800,000	\$4,600,000
		Bike Lanes and Sidewalks with Tooze Road Urban Upgrade					\$2,300,000			\$2,300,000	
		Grahams Ferry Road/Tooze Road Roundabout					\$1,000,000				\$1,000,000

Table B: Wilsonville TSP -- Financially-Constrained Solutions Package (Project Cost Estimates)

Project No.	Project	Project Component	Expected Funding Sources and Contributions (2011 Costs)								TOTAL
			Park SDCs	Street SDCs	Developer's Contribution	East Side URD	West Side URD	Local/Regional Partner	Estimated Grant	Federal Funding	
Spot Improvements											
SI-01	Clutter Road Intersection Improvements with Realignment or Grade Lowering	Grahams Ferry Road/Clutter Road Intersection Realignment (Option A)		\$1,000,000							\$1,000,000
		Grahams Ferry Road/Clutter Road Intersection Grade Lowering (Option B)									Comparable to Option A
		Bike Lanes and Sidewalks along Clutter Road and/or Lowered Roadways (Both Options)		\$360,000							\$360,000
		Grahams Ferry Road/Clutter Road Intersection Improvements (Both Options)		\$500,000							\$500,000
SI-02	Grahams Ferry Railroad Undercrossing Project Development	Project Development for Grahams Ferry Railroad Undercrossing Safety Improvements		\$500,000							\$500,000
SI-03	Stafford Road/65th Avenue Intersection Improvements	Stafford Road/65th Avenue Intersection Improvements		\$775,000				\$1,000,000		\$225,000	\$2,000,000
SI-04	Wilsonville Road/Town Center Loop West Intersection Improvements	Additional Southbound Right-Turn Lane		\$450,000	\$50,000						\$500,000
Standalone Pedestrian and Bicycle Improvements (Bikeways and Walkways)											
BW-01	OIT/Parkway Avenue Enhanced Pedestrian Crossing	Enhanced Pedestrian Crossing of Parkway Avenue Near Transit Stops		\$65,000							\$65,000
BW-02	95th Avenue Sidewalk Infill	Sidewalk Infill on 95th Avenue from Boeckman Road to Hillman Court		\$85,000							\$85,000
BW-03	Boberg Road Sidewalk Infill	Sidewalk Infill on Boberg Road from Boeckman Road to Barber Street		\$375,000							\$375,000
BW-04	Boeckman Road Bike Lanes and Sidewalk Infill	Bike Lanes and Sidewalks along Boeckman Road from Parkway Avenue to Canyon Creek Road		\$515,000							\$515,000
BW-05	Willamette Way East Sidewalk Infill	Sidewalk Infill on Willamette Way East from Chantilly to south of Churchill		\$16,000				\$17,000	\$17,000		\$50,000
BW-06	Boones Ferry Road Sharrows	Sharrows on Boones Ferry Road from 5th Street to Boones Ferry Park		\$5,000							\$5,000
BW-07	Town Center Loop Pedestrian Environment Improvements	Pedestrian Improvements throughout Town Center Loop Area		\$100,000							\$100,000
		Shared-Use Path along Town Center Loop West from Wilsonville Road to Parkway Avenue		\$360,000							\$360,000
BW-08	Town Center Loop Bike/Pedestrian Bridge	Bicycle/Pedestrian Bridge over I-5 near Town Center Loop		\$1,000,000					\$3,000,000		\$4,000,000
BW-09	French Praire Drive Pathway	Shared-Use Path along French Praire Drive from Country View Lane to Miley Road		\$1,140,000							\$1,140,000
BW-10	Frog Pond Trails	Frog Pond Loop Trail and Park			\$290,000						\$290,000
BW-11	Parkway Center Trail Connector	Shared-Use Path from Wiedeman Road Trail to Parkway Center Drive			\$120,000						\$120,000
BW-12	Villebois Loop Trail	Shared-Use Path from Villebois Greenway to Tonquin Trail			\$180,000						\$180,000
BW-13	Wayfinding Signage	Tonquin Trail Wayfinding Signage							\$40,000		\$40,000
		Points of Interest Signage							\$25,000		\$25,000

Table B: Wilsonville TSP -- Financially-Constrained Solutions Package (Project Cost Estimates)

Project No.	Project	Project Component	Expected Funding Sources and Contributions (2011 Costs)								TOTAL
			Park SDCs	Street SDCs	Developer's Contribution	East Side URD	West Side URD	Local/Regional Partner	Estimated Grant	Federal Funding	
Standalone Pedestrian and Bicycle Improvements (Safe Routes to School)											
SR-01	Boeckman Creek Primary Safe Route to School Improvements	Shared-Use Path between Boeckman Creek Primary School and Wilsonville Road		\$16,000				\$17,000	\$17,000		\$50,000
SR-02	Boones Ferry Primary Safe Route to School Improvements	Shared-Use Path between Schools		\$16,000				\$17,000	\$17,000		\$50,000
		Shared-Use Path for Bicycle Access to School		\$100,000				\$100,000	\$100,000		\$300,000
		Bicycle Parking Shelter near School		\$5,000				\$5,000	\$5,000		\$15,000
SR-03	Lowrie Primary Safe Route to School Improvements	Shared-Use Path from Lowrie Primary School to Barber Street			\$225,000						\$225,000
SR-04	Wood Middle School Safe Routes to School Improvements	Bicycle Parking Shelter near School		\$5,000				\$5,000	\$5,000		\$15,000
		Bicycle Access Route from Willsonville Road to School		\$100,000				\$100,000	\$100,000		\$300,000
		Park at Merryfield Trail Improvements from Camelot Street to Wood Middle School		\$50,000							\$50,000
Standalone Pedestrian and Bicycle Improvements (Regional Trails)											
RT-01	Boeckman Creek Trail	Shared-Use Path from Canyon Creek Park to Memorial Park		\$488,000				\$487,000		\$975,000	\$1,950,000
RT-02	Frog Pond Trail	Shared-Use Path from Boeckman Creek Dip to Stafford Road			\$290,000						\$290,000
RT-03	Tonquin Trail	Shared-Use Path through West Wilsonville (Except Sections through Coffee Lake Creek Natural Area and along Roadway Extensions)			\$560,000			\$1,290,000			\$1,850,000
		Shared-Use Path through Coffee Lake Creek Nature Area		\$750,000							\$750,000
RT-04	Waterfront Trail Improvements	Shared-Use Path under I-5 near Willamette River		\$50,000							\$50,000
RT-05	Wiedeman Road Trail	Shared-Use Path from Canyon Creek Road to Parkway Avenue (Phase 1)		\$170,000	\$170,000						\$340,000
RT-06	Willamette River Bike/Pedestrian and Emergency Bridge Project Development	Feasibility study and project development	\$130,000							\$1,250,000	\$1,380,000
RT-07	Villebois Eastern Open Space Trail	Shared-Use Path along Eastern Edge of Villebois Open Space			\$240,000						\$240,000
SMART Transit											
SM-01	SMART Buses	Replacement Buses							\$11,200,000		\$14,000,000
		Real-Time Bus Tracking System									
Estimated Funding Totals			\$130,000	\$44,329,000	\$23,949,000	\$3,500,000	\$26,533,000	\$3,038,000	\$14,526,000	\$12,585,000	\$131,390,000

**2006 Wilsonville Bicycle and Pedestrian
Master Plan Projects**

Table C: Planned Bicycle and Pedestrian Projects (Not Included in Financially-Constrained Package)

Project Location	Project Type	Priority	2011 Cost Estimate^a
Community Walkways/Bikeways			
C11- School Trail (Boeckman Creek Elementary School to planned school site)	Shared Use Path	Medium	\$705,000
C12- Memorial Park Central Loop Trail (within Memorial Park)	Shared-Use Path	Medium	\$335,000
C36- BPA Power Line Trail (Day Road to Tonquin Trail)	Shared-Use Path	Medium	\$505,000
C37- Area 42 Trail (Kinsman Road to Day Road)	Shared-Use Path	Medium	\$220,000
Willamette Way West (south of Wilsonville Road) ^b	Sidewalk Gaps	Medium	\$30,000 ^b
C15- I-5 Crossing south of Wilsonville Road interchange (Memorial Drive to 5th Street)	Bike/Pedestrian Bridge	Low	\$6,375,000
C16- 5th Street (Boones Ferry Road to new I-5 Bridge)	Bike Lanes and Sidewalks	Low	\$55,000
C18- Railroad Track at Wilsonville Road	Pedestrian Refuge Island/Crosswalk	Low	\$25,000
C23a- Boones Ferry Road (Wilsonville Road to Barber Street)	Bike Lanes and Sidewalks	Low	\$495,000
C35- Cahalin Road (Kinsman Road extension to Tonquin trail)	Bike Lanes and Sidewalks	Low	\$710,000 ^c
C38- Commerce Circle Loop	Sidewalk Gaps	Low	\$100,000
C39- Elligsen Road (Argyle Square shopping center to Eastern City Limits)	Bike Lanes and Sidewalks	Low	\$165,000 ^c
C42- Canyon Creek Trail (Canyon Creek Park to Boeckman Creek Trail)	Shared-Use Path	Low	\$205,000
C43- Wilsonville Road/Rose Lane intersection	Pedestrian Refuge Island/Crosswalk	Low	\$50,000
Total Cost of Community Walkways/Bikeways			\$9,975,000
Regional and Local Trails			
L5- River Trail (Memorial Park Center Loop Trail)	Natural Trail	Medium	\$130,000
L6- Kolbe Homestead Trail (River Trail to Memorial Park Center Loop Trail)	Natural Trail	Medium	\$65,000
L7- Klein Homestead Trail (accessed from Kolbe Homestead Trail)	Natural Trail	Medium	\$65,000
R2- Stafford Spur Trail (Canyon Creek Park to Stafford Road)	Shared-Use Path	Low	\$1,645,000

Table C continued on next page.

(Continued) Table C: Planned Bicycle and Pedestrian Projects (Not Included in Financially-Constrained Package)

Project Location	Project Type	Priority	2011 Cost Estimate
Regional and Local Trails (Continued)			
R6c- Wiedeman Road Trail—Phase 3 (Canyon Creek Road to Stafford Spur Trail)	Shared-Use Path	Low	\$720,000
L8- Park Access Trail (accessed from Montgomery Way)	Low Volume Roadway	Low	\$15,000
L15- Rivergreen Trail (Tonquin Trail/SW Willamette Way to Waterfront Trail)	Natural Trail	Low	\$260,000
Total Cost of Regional and Local Trails			\$2,900,000
TOTAL COST OF ALL BICYCLE AND PEDESTRIAN PROJECTS NOT INCLUDED IN FINANCIALLY-CONSTRAINED PACKAGE			\$12,875,000
<p>* Project costs updated based on increased construction cost index since 2006 Bicycle and Pedestrian Master Plan.</p> <p>^b A proposed community walkway and bikeway on Willamette Way West was identified on Map 1 of the 2006 Bicycle and Pedestrian Master Plan. However, additional details for the project were not provided in the plan. Therefore, it does not have a project number.</p> <p>^c Project would likely be funded and constructed as part of another project (i.e., a roadway extension, roadway widening, safety, or Safe Routes to School project) or are assumed to be completed as frontage improvements of an adjacent development.</p>			

Map 1. Wilsonville Bicycle and Pedestrian Concept Map

REGIONAL TRAILS

- 1 Tonquin Trail
- 2 Stafford Spur Trail
- 3 Boeckman Creek Trail
- 4 Waterfront Trail
- 5 Willamette River Crossing Trail
- 6 Wiedeman Road Trail

COMMUNITY WALKWAY / BIKEWAY

- 1 See project matrix for project names and descriptions

LOCAL ACCESS TRAIL

- 1 See project matrix for project names and descriptions

WATER TRAIL ACCESS

- 1 See project matrix for project names and descriptions



TRAILS, WALKWAYS AND BIKEWAYS

- Proposed Regional Trail
- Existing Community Walkway and Bikeway
- Proposed Community Walkway and Bikeway
- Existing Local Access Trail
- Proposed Local Access Trail
- Proposed Water Trail

PARKS AND OPEN SPACES

- Park
- Metro Greenspace
- Private Park
- General location of a proposed community park
- General location of a proposed neighborhood park
- Streets
- Railroad
- Wilsonville City Limits
- Urban Growth Boundary
- Willamette River

SCHOOLS

- Existing School Site
- Planned School Site
- School District Property

All trail alignments shown on this map are conceptual in nature and subject to adjustment, field verification, and additional studies.

0 0.25 0.5 1 Miles



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: November 19, 2012	Subject: Comprehensive Plan Density Inconsistency Staff Member: Katie Mangle Department: Planning	
Action Required	Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1st Reading Date: <input type="checkbox"/> Ordinance 2nd Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input checked="" type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments: 	
Staff Recommendation: Planning staff proposes to work with the Planning Commission to draft amendments to the Development Code and Comprehensive Plan that result in a clearer methodology for calculating allowed density at the time of rezoning and at development so that the Development Code implements the Comprehensive Plan.		
Recommended Language for Motion: N/A		
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:

Wilsonville’s Comprehensive Plan and Development Code are inconsistent in the methodology used for calculating the number of housing units that are required (the “minimum”) and allowed (the “maximum”) for a property being rezoned or planned for residential development. City Council has therefore asked staff to resolve the inconsistencies or ambiguities between the Plan and the Code, in accordance with all legal requirements.

EXECUTIVE SUMMARY:

As has been noted during recent hearings on development and rezoning applications, in some cases Wilsonville’s Development Code allows a site to be developed with more residential units than would be allowed if utilizing only the Comprehensive Plan.

The Comprehensive Plan is the overall plan for how the city provides the policy framework and the vision for how the city will grow and thrive. The Development Code establishes the rules for how City staff reviews new development and redevelopment projects. In Wilsonville, most large development sites are in a “holding zone” until development is proposed, at which time a specific land use zone must be applied. Therefore, the process for applying a new zone to a site is an important part of the development process.

City Council has asked staff to align the Code with the Comprehensive Plan so that:

- **for sites planned for Residential development, the procedures in the Code lead the City to apply a specific zone, such that...**
- **the density allowed in that zone is within the density planned for that site in the Comprehensive Plan.**

To be able to arrive at a consistent interpretation of the Comprehensive Plan and Zoning Code with respect to minimum and maximum density on land designated in the Comprehensive Plan as Residential, staff completed an in-depth review of the City’s Comprehensive Plan and Map, Zoning Map, and Development Code, from 1971 to the present. In addition, staff research has included reviewing staff reports and meeting minutes for past land use applications; interviewing current planning staff, one former Planning Director, and one affected applicant; reviewing the approaches of similar cities; and reviewing the assumptions made during the preparation of past housing and population forecasts.

Assessment

On land designated in the Comprehensive Plan for Residential use, the City sets and calculates development density (the number of dwelling units per acre of land) by using four primary tools:

1. The Comprehensive Plan, which includes descriptions of four residential districts;
2. The Comprehensive Plan map, which assigns one of six density ranges to each property that is planned for residential development;
3. The administrative procedures in the Development Code for reviewing applications and making decisions on re-zoning applications;
4. The lot design and minimum density standards in the Development Code.

All of these tools are all related but each has been changed at different times over the past 20 years, thereby resulting in some inconsistency or ambiguity in the interpretation of density calculations.

The issue of inconsistent density calculation is occurring primarily due to five specific provisions of the Code:

1. Table 1 in Development Code Section 4.124(.05) was intended to be a helpful summary and “crosswalk” between the Code and the Comprehensive Plan. However, the Planned Development Residential (PDR) zones, as defined by the Code do not actually “fit” neatly under the Comprehensive Plan districts. It is further complicated because the Comprehensive Plan is clear in its intent that the planned densities may be achieved by one or more zones, as long as the zoned density fits within the Comprehensive Plan district – it was never intended to be a one-to-one relationship. In addition, Table 1 is not a true summary of the Comprehensive Plan policies – the last two Comprehensive Plan categories listed in this table are different than the density categories found *in* the Comprehensive Plan.
2. The PDR zones each include three development standards - minimum lot size, average lot size, and minimum density - that in different ways can be used when planning development to calculate density (the number of housing units on a site). The Code does not provide a clear formula for how to apply these standards.
3. Most of the seven Comprehensive Plan density ranges were truncated in 2000, creating two gaps in the range of densities that are allowed (8-9 units/ acre and 13-15 units/ acre). These gaps accentuate the inconsistency between the Comprehensive Plan and the Development Code. The PDR zones allow development on a site at a density that falls into these gaps (e.g., the Development Code may allow a site to develop with 8 units per acre, but that density not provided for by any Comprehensive Plan district).
4. There is a general lack of specificity in both documents regarding whether the densities are measured per gross or net acre, how the density for a site should be calculated and how to round fractions.
5. There is no specific criterion in the Development Code for an applicant to demonstrate how the proposed development would comply with the residential density that is allowed in the Code.

(.05) Appropriate PDR zone based on Comprehensive Plan Density:

Comprehensive Plan Density	Zoning District
0-1 u/acre	PDR-1
2-3 u/acre	PDR-2
4-5 u/acre	PDR-3
6-7 u/acre	PDR-4
10-12 u/acre	PDR-5
16-20 u/acre	PDR-6
20 + u/acre	PDR-7

Table 1: PDR Zone based on Comprehensive Plan Density

Proposed Solutions

The Development Code can be construed to allow development of more dwelling units than would be allowed by the Comprehensive Plan alone. This situation is created by several small issues; therefore the solution will require a set of coordinated, small, strategic changes.

Staff proposes to draft amendments to the Development Code and Comprehensive Plan that meet the following four objectives:

1. Reinforce the Comprehensive Plan as the governing policy document and the Code as the implementing tool;

2. Create a clear and consistent methodology within both the Comprehensive Plan and the Development Code for calculating allowed density at the time of rezoning and at development;
3. Avoid impact to existing development rights;
4. Continue to comply with state and regional requirements related to dwelling unit density.

Because the Comprehensive Plan is the governing document, most amendments would be to the Development Code, so that it properly implements the Comprehensive Plan. There are three strong policy drivers in the Comprehensive Plan that can form the basis for the amendments to the Development Code:

- The maximum densities for each of six residential “districts” have remained constant for decades and have been used to calculate the City’s forecasted supply of housing;
- The Comprehensive Plan map – which assigns one of the six districts to all land planned for Residential development; and
- Flexibility is encouraged in the Comprehensive Plan with regard to how to determine which zone appropriately implements each residential district.

Staff has identified key solutions to avoid conflicting interpretations of the two key documents. Those solutions include:

- Defining key terms
- Filling the gaps in the Comprehensive Plan density ranges, resulting in a continuous scale of densities from 0-20.
- Defining the minimum and maximum densities allowed in each PDR zone and adding a formula for calculating the density allowed on a development site.
- Adding criteria or a formula for determining appropriate PDR zone at the time of rezoning. Given the importance of re-zoning in Wilsonville’s development process, this step should have as much quantitative basis as possible.
- Clarifying approval criteria within the Code.

EXPECTED RESULTS:

Minor amendments to the Development Code and Comprehensive Plan will result in clear methodology for calculating allowed density at the time of rezoning and at development so the Development Code implements the intent of the Comprehensive Plan. There will then be a set of regulations and standards that allow staff, decision-makers, and applicants to all share the same understanding of: 1) how to determine the minimum and maximum number of units allowed on a given site, and 2) the process by which the City reviews and decides the density for a specific application.

TIMELINE:

With Council’s concurrence on the proposed approach, staff will introduce the project to the Planning Commission in December. Staff will draft the amendments and work with the Commission and other affected parties through the legislative process in the first half of 2013.

CURRENT YEAR BUDGET IMPACTS:

The project as outlined can be completed by Planning staff within the adopted budget. Drafting a proposal that meets the four goals outlined at the bottom of page three will have the effect of *minimizing* the budget impacts of this project. Other alternative approaches could result in greater impacts to property development rights resulting in potential litigation, or possible noncompliance with state or regional requirements. Either of the foregoing possibilities could result in a significant increase the cost to the City.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: JEO Date: 11/8/12

The costs to complete the work plan appear to be sufficiently budgeted in the current fiscal year. There appears to be no other financial impacts related to the current scope of work.

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: 11/7/2012

The work plan outlined has identified the areas that need to be amended in a thorough, but efficient manner to meet legal requirements and have the Code implement the Comprehensive Plan.

COMMUNITY INVOLVEMENT PROCESS:

No public involvement has occurred yet. Staff discussed the problem with one member of the development community, who expressed frustration with the current process and offered to be a resource to the project as staff drafts the amendments. Working with the Planning Commission will allow public dialogue and any Code changes will be accompanied by public hearings, as required by law.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The project can minimize impact to private property owners by focusing on solutions that do not make existing development nonconforming or result in down-zoning. The types of solutions staff has identified to solve the problem would impact only future development applications.

Although it is possible for any property owner to request a rezoning, the potential inconsistency between the Comprehensive Plan and the Development Code with respect to density will predictably arise on only a handful of sites. The map included as Attachment 1 illustrates staff's estimated "risk" of this problem arising during a rezoning or Stage 1 development application. The sites highlighted in yellow are estimated to be highest risk – sites that are likely to develop, and are zoned PDR, R, or RA-H (and will therefore be required to apply for re-zoning). The Comprehensive Plan Map shows these "high risk" sites as planned for 0-1, 6-7, or 10-12 units/ acre.

An important objective for the project is to minimize negative impact to property rights, while increasing predictability for developers as well as existing neighbors who may be impacted by new development.

ALTERNATIVES:

The proposed approach is to make strategic changes to the existing system, thereby solving the problem with an efficient use of resources.

The alternative approach is to continue to apply the one-to-one relationship between the Comprehensive Plan districts and the Development Code PDR zones. However, this would require significant changes to most of the PDR zones, essentially reducing the density allowed in most of the zones to force alignment of Development Code standards with Comprehensive Plan densities. This solution would affect *all* similarly-zoned properties (even those unlikely to ever redevelop) and would raise issues with the State, Metro, and property owners. This approach would increase the impact to the community, to individual property owner rights and would require in-depth community involvement with state and regional regulators, thereby requiring much more time from Planning and legal staff, while increasing litigation exposure. Staff does not recommend this alternative.

CITY MANAGER COMMENT:**ATTACHMENTS**

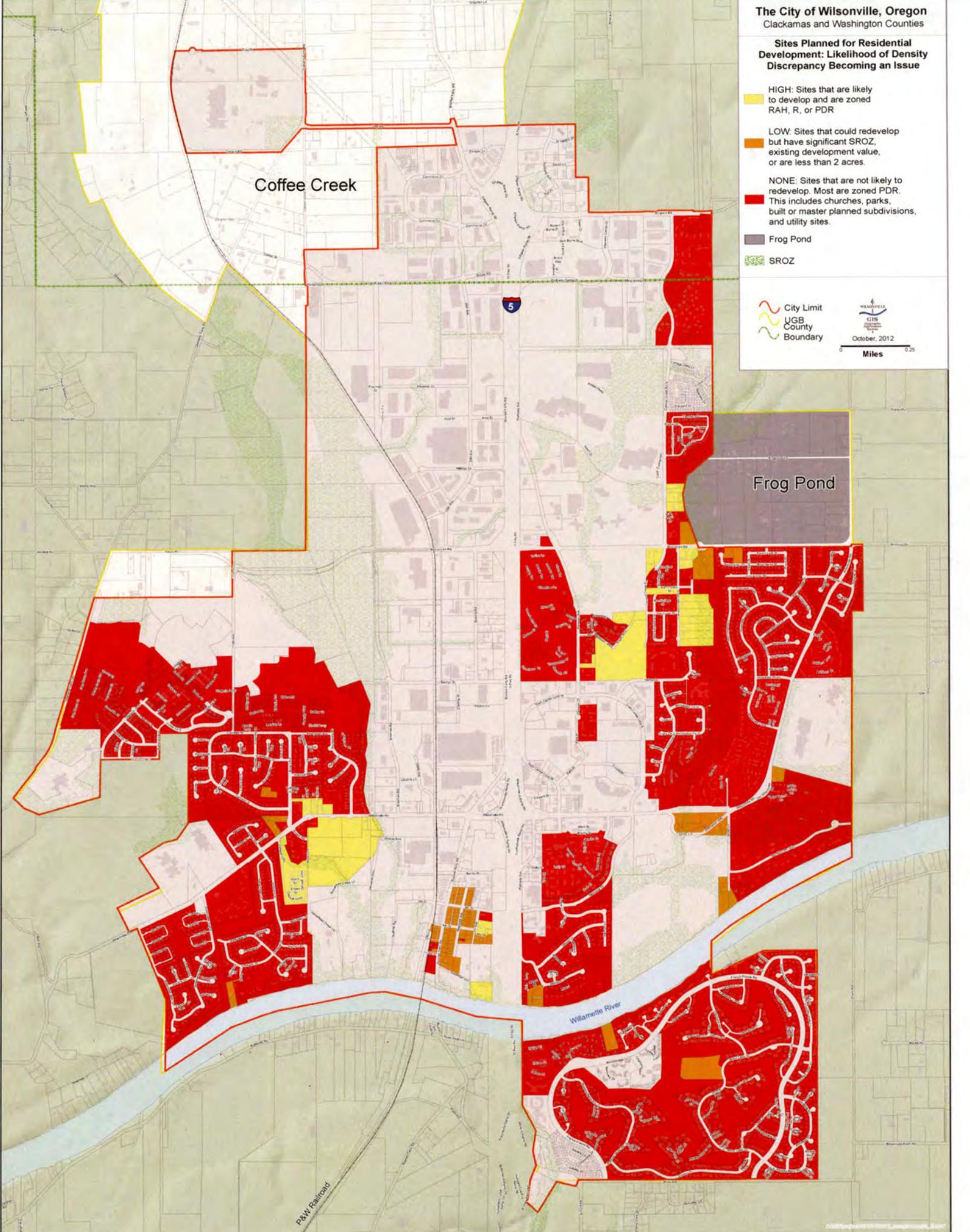
- A. Map of Density Inconsistency Risk Areas

**Sites Planned for Residential
Development: Likelihood of Density
Discrepancy Becoming an Issue**

-  **HIGH:** Sites that are likely to develop and are zoned RAH, R, or PDR
-  **LOW:** Sites that could redevelop but have significant SROZ, existing development value, or are less than 2 acres.
-  **NONE:** Sites that are not likely to redevelop. Most are zoned PDR. This includes churches, parks, built or master planned subdivisions, and utility sites.
-  **Frog Pond**
-  **SROZ**

 City Limit
 UGB
 County Boundary


October, 2012
 Miles



CITY COUNCIL WORKSESSION INFORMATION ITEM

IGA with City of Salem for WWTP Sludge Processing

Meeting Date: November 19, 2012
Report Date: November 06, 2012
Source of Item: Engineering

Contact: Eric Mende, Deputy City Engineer
Contact Telephone Number: 503-570-1538
Contact E-Mail: mende@ci.wilsonville.or.us

THERE IS NO RECOMMENDATION, THIS IS AN INFORMATION ITEM.

BACKGROUND

The Design – Build – Operate Agreement (DBO Agreement) between the City and CH2M HILL (CH2M) requires CH2M to process sludge generated at the Waste Water Treatment Plant (WWTP) to a “Class B” standard, suitable for land application. Processing the sludge to meet this standard requires the sludge to be thickened, digested and dewatered through three processes: a gravity belt thickener, aerobic digester, and outdoor centrifuge. The digester and centrifuge are slated for demolition and replacement with two new centrifuges located indoors and a dryer as part of the construction effort. Both the digester and outdoor centrifuge are significant sources of odors, contributing to the number of odor complaints the City has received in recent months.

To help manage the odor problems, and also to free up additional space at the WWTP needed to support the construction effort, CH2M has proposed transporting the raw sludge to the City of Salem’s Water Pollution Control Facility (WPCF) for processing to the “Class B” standard as an alternate method of meeting their sludge processing requirements under the DBO Agreement. This was not contemplated by the DBO Agreement, but is also not precluded by the DBO Agreement. The City of Salem is willing to accept the sludge, however, the City of Salem is requiring that the sludge processing contractual agreement be executed as an Intergovernmental Agreement (IGA) with the City of Wilsonville rather than with our operating contractor, CH2M.

City staff is supportive of the idea of executing an IGA with Salem, for multiple reasons as discussed below. CH2M has agreed to cover all costs and retain all liability for transport and processing of the sludge, while remaining in compliance with the Biosolids Guarantee within the existing DBO Agreement. A Contract Administration Memorandum (CAM) (attached) between CH2M and the City has been prepared to document the understanding and obligations of the parties. (Note: A CAM is the usual method used by the City and CH2M to document clarifications to the DBO Agreement that do not result in changes to costs or contractual performance criteria.

Resolution No. 2383 approving the proposed IGA is on the docket for this evening’s Council Agenda. Further discussion is provided below.

ANALYSIS / DISCUSSION

The existing WWTP has a history of odor problems, which by many accounts have gotten worse this past

summer. CH2M has attempted a number of process modifications and taken a number of actions to address the odor issues - including injecting ferric sulfide into the waste stream and treating odors with specialized activated carbon. While the situation has gotten better as temperatures have decreased this fall, odor complaints have continued.

One of the primary odor generators - the digester facility - is old and inefficient. Based on the current construction schedule, permanent odor control facilities will not come on-line until approximately September 2013. This means that without a change in the construction schedule, or an alternative sludge processing scheme, odor impacts likely will be experienced for about ten more months, including a full summer season.

Staff believes the proposed hauling of raw sludge from the plant to Salem benefits both the City and CH2M in multiple ways: 1) it removes the odor generating sludge from the site, reducing the frequency and/or intensity of odor issues in our community, 2) it should allow the activated carbon odor control system to work more efficiently on the remaining odor sources which will be easier to manage for CH2M, further reducing potential fugitive odors, and 3) it allows expedited removal and replacement of the existing sludge processing equipment. The additional working space that is freed up by early removal of the existing sludge processing equipment will positively affect the overall critical path schedule for CH2M, which in turn likely will positively affect the schedule for the new odor control facilities. This could result in permanent odor control facilities being in place sooner than currently planned.

The IGA with Salem is a very straightforward document. Salem agrees to accept our sludge at their WPCF, subject to certain technical and sampling requirements, for a flat rate fee of \$.05 per gallon. Wilsonville agrees to meet Salem's technical requirements for the sludge to be received, to off-load it where they tell us, and to pay the bill. The term of the agreement is left open, subject to a 30-day notice by either party.

Transport of the sludge is not addressed by the IGA. Transport remains Wilsonville's responsibility, and through a Contract Administration Memorandum (see attached) becomes the responsibility of CH2M consistent with the operating provisions of the DBO Agreement. Billing from Salem will be processed through Public Works and credited against the monthly Operating Fee owed by the City to CH2M.

IMPACT ON CITY RESOURCES

There are no impacts to Wilsonville operating budgets and no changes to the Operating Charge paid to CH2M under the DBO Agreement. As clarified through the CAM, CH2M accepts all operational and financial responsibilities to comply with the terms of the IGA. A minor amount of staff time will be expended.

POLICY ISSUES

ATTACHMENTS

- A. Resolution No. 2383
- B. IGA
- C. Contract Administration Memorandum #27

RESOLUTION NO. 2383

A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF WILSONVILLE AND THE CITY OF SALEM FOR THE PROCESSING OF SEWAGE SLUDGE

WHEREAS, The City is authorized to enter into this Agreement pursuant to ORS 190.010 (2011), and

WHEREAS, Wilsonville's wastewater treatment plant is undergoing major renovation and new construction that are affecting the plant's sludge handling capabilities, thereby affecting the ability to control odors from the plant, and

WHEREAS, to better control odors impacting surrounding neighborhoods during the construction effort, Wilsonville temporarily desires another treatment plant to process their waste sludge and primary sludge, and

WHEREAS, Salem has extra capacity at the Willow Lake Water Pollution Control Facility (Willow Lake) to accept Wilsonville's sludge, and is willing to accept Wilsonville's sludge in accordance with an Intergovernmental Agreement.

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

1. The recitals above are incorporated by reference as if fully set forth herein.
2. The City Manager is authorized to execute the Intergovernmental Agreement with the City of Salem which is attached hereto as Exhibit A and incorporated by reference as if fully set forth herein.
3. This resolution becomes effective upon the date of adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 19th day of November, 2012, 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 Núñez

Councilor Goddard

Councilor Starr

Attachments:

Exhibit A – Intergovernmental Agreement

**INTERGOVERNMENTAL AGREEMENT FOR ACCEPTING
WASTEWATER TREATMENT SLUDGE**

This Intergovernmental Agreement (Agreement) is hereby entered into by the CITY OF SALEM (Salem), an Oregon municipal corporation, and the CITY OF WILSONVILLE (Wilsonville), also an Oregon municipal corporation (hereafter may be referenced individually as "party" or collectively as "parties").

Recitals:

WHEREAS, The parties are authorized to enter into this Agreement pursuant to ORS 190.010 (2011), and

WHEREAS, Wilsonville's wastewater treatment plant is undergoing major renovation and new construction that are affecting the plant's sludge handling capabilities, thereby affecting the ability to control odors from the plant, and

WHEREAS, to better control odors impacting surrounding neighborhoods during the construction effort, Wilsonville temporarily desires another treatment plant to process their waste activated sludge and primary sludge, and

WHEREAS, Salem has extra capacity at the Willow Lake Water Pollution Control Facility (Willow Lake) to accept Wilsonville's sludge.

NOW, THEREFORE, in consideration of the following mutual promises and obligations, Salem and Wilsonville agree as follows:

Section 1. Salem Shall:

- A. Accept from the Wilsonville wastewater treatment plant up to 25,000 gallons per day of thickened waste activated sludge and primary sludge with no objects larger than $\frac{3}{4}$ inch in diameter (hereafter "sludge") for disposal at Willow Lake. Exceptions for volume will be handled on a case-by-case basis.
- B. Provide a location at Willow Lake for Wilsonville to offload/discharge their sludge. Under normal operations, the provided location will be a sludge (scum) pit designated by Salem. The parties recognize that from time to time modifications may be needed to the scum pit to receive the discharge or Salem may need to designate another location for offloading/discharging. If a modification is needed or a new discharge location is to be designated, Salem agrees to provide Wilsonville with timely notification in accordance with paragraph 1D below.
- C. Prior to discharge of sludge into Willow Lake, sample and analyze Wilsonville's sludge for loading content on a daily basis. At least one composite metals test

will be performed monthly.

D. Notify Wilsonville of known modification(s) and repair (hereinafter "modification(s)) required at Willow Lake needed to receive Wilsonville's sludge, including, but not limited to, estimated costs of the modification(s) and time to construct. For known minor modification(s) having zero cost to Wilsonville, such as a simple relocation of discharge, 24 hour notice is requested; however, simple directions to the delivery driver may suffice. For known modification(s) that will need to be constructed and for which Wilsonville will need to pay per Section 2C below, 14 day prior notice shall be provided. Notification shall include, but not be limited to, estimated costs of modification and time to construct or shall provide a time when same can be provided. Notwithstanding the aforementioned notice schedule, the parties do not contemplate there will be many modifications, if any, but simply wish to provide a reasonable time schedule should any arise and a reasonable opportunity to solve any associated problems cooperatively.

E. Bill Wilsonville on a monthly basis for all disposal costs of Wilsonville's sludge at Willow Lake and for all tests performed as a result of Wilsonville's sludge. The bill shall be based on the following:

- a. A rate of \$0.05 per gallon of sludge delivered to Willow Lake; and
- b. Time and materials costs for – the monthly metal tests and analysis of Wilsonville's sludge. The daily testing and analysis costs are included in the above \$.05 per gallon charge;

Section 2. Wilsonville Shall:

- A. Deliver and discharge its sludge to the -location designated by Salem, from time to time, to off-load sludge.
- B. Pay to Salem all costs billed by Salem, as set forth in Section 1(-E), within 30 days of the date Wilsonville receives the bill.
- C. Pay for all modification(s) required at Willow Lake needed to receive Wilsonville's sludge; provided, Wilsonville has received the notification of modification(s) set forth herein and agreed to pay for same. .
- D. Provide Salem at least 24 hours advance notice for any schedule change.

Section 3. General Provisions.

A. *Third-Party Beneficiaries.* There are no intended third-party beneficiaries to this Agreement. Salem and Wilsonville are the only parties to this Agreement and are intended to be the only entities entitled to exercise and enforce the rights and obligations created by this Agreement. However, both parties acknowledge and accept that Wilsonville has and retains the right to execute separate contractual arrangements with CH2M-Hill for operation of

Wilsonville's Wastewater Treatment Plant, including transport, delivery, and discharge of waste sludge to Salem's facilities. The scope of agreements between Wilsonville and CH2M-Hill shall in no way affect the rights and responsibilities of the parties to this Agreement.

B. *Compliance with Applicable Laws.* Both parties shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to this Agreement.

C: *Force Majeure.* Neither party shall be held responsible for delay nor default caused by fire, riot, acts of God, war or any other cause beyond the reasonable control of either party, respectively; provided, however, that in no event shall force majeure affect any party's payment obligation hereunder. Each party shall, however, make all reasonable efforts to remove or eliminate any cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement. The parties in the exercise of good faith shall agree upon adjustments to the schedule and compensation for any additional direct and indirect costs resulting from such delays under this Agreement.

D. *Survival.* All rights and obligations of the parties shall cease upon termination or expiration of this Agreement, except for the rights and obligations of a party for payment, indemnity, dispute resolution, maintenance of insurance, and those provisions, including, but not limited to, provisions governing laws which, by their nature, must survive termination to accomplish the intent of the parties as expressed in this Agreement.

E. *Notice and Communication.* Any communications between the parties or notices to be given shall be given in writing by personal delivery, by mailing the same, postage prepaid, or by electronically confirmed facsimile transmission to the following:

City of Wilsonville

Delora Kerber, PE, Director of Public Works
29799 SW Town Center Loop E, Wilsonville, OR 97070

City of Salem

Robert Chandler, Director of Public Works
555 Liberty Street SE, Room 325, Salem OR 97302
Phone 503.588.6008 Fax 503.588.6387

Any communication or notice so addressed and mailed shall be deemed to be given five (5) calendar days after mailing. Any communication or notice delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine. Any communication or notice by personal delivery shall be deemed to be given when actually delivered.

F. *Independent Contracting Parties.* The parties intend that the relationship created by this Agreement is that of independent contracting parties. Neither party hereto shall be deemed an agent, partner, joint venture, or related entity of the other by reason of this

Agreement. Each party agrees that its employees and contractor(s) are not the employees of the other party and are not eligible for any benefits from the other party, including without limitation, federal social security, health benefits, workers' compensation, unemployment compensation and retirement benefits.

G. *Successors and Assigns.* No assignment by a party hereto of any rights under or interests in the Agreement will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, monies that may become due and monies that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Agreement. Salem and Wilsonville each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Agreement.

H. *Severability.* The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Contract did not contain the particular term or provision held to be invalid.

I. *Legal Review and Rules of Construction.* Each party has had the opportunity to have an attorney of their choosing review this Agreement and advise the Party of the benefits and consequences of signing this Agreement. This Agreement shall not be construed against either party regardless of which party drafted it. Other than as modified by this Agreement, the applicable rules of contract construction and evidence shall apply.

J. *Governing Law; Venue; Consent to Jurisdiction.* This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between Salem and Wilsonville that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Marion County.

K. *Merger Clause; Waiver.* This Agreement, including all attachments and law, rules and regulations incorporated herein or to which the Agreement is subject, constitutes the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of either party to enforce any provision of this Agreement shall not constitute a waiver by such party of that or any other provision.

L. *Indemnification.* Wilsonville shall defend, indemnify, and hold harmless Salem

from all liability for personal injury or damage to life or property related to or arising out of transport, delivery, or discharge of sludge to Willow Lake, save and except for liability arising out of the negligence or intentional acts of Salem, its officers, employees, and/or agents.

M. *Insurance.* Each party agrees to maintain insurance levels or self-insurance in accordance with the Oregon Tort Claims Act for the duration of this Agreement at levels necessary to protect the public body from liability. Each party shall notify the other if a claim is made against the other pertaining to matters related to this Agreement.

N. *Execution of Agreement.* This Agreement may be executed in two or more counterparts each signed by their respective parties, each of which shall constitute an original, and all of which together shall constitute one and the same Agreement.

O. *Term and Termination.* The term of this Agreement shall start on the date of the last signature hereon. Salem or Wilsonville may terminate this Agreement by written mutual consent of the parties or upon either party providing upon not less than thirty days (30) days written notice to the other party and specifying the termination date.

IN WITNESS WHEREOF, the parties have, by approval of their respective governing bodies, caused this Agreement to be executed:

CITY OF SALEM

CITY OF WILSONVILLE

By: _____

By: _____

(Print Name) _____

Bryan Cosgrove
As Its: City Manager

As Its: _____

APPROVED AS TO FORM

APPROVED AS TO FORM

_____, City Attorney
City of Salem, Oregon

Michael E. Kohlhoff, City Attorney
City of Wilsonville, Oregon

PROJECT NAME: WILSONVILLE WASTEWATER TREATMENT PLANT IMPROVEMENTS

PROJECT NO.: CH2M HILL-425034

CITY - 2082

Initiation Date: 10/17/12

Submitted by: Jessica Guerrette

Tracking Item No. N/A

Contract Administration Memorandum (CAM) No. 027

Discussion Copy

Execution Copy

Date: 10/25/12

This Contract Administration Memorandum (CAM) is made pursuant to and subject to the provisions of Article XVII, Section 17.4 of the DBO Agreement between the City of Wilsonville, OR and CH2M Hill Engineers dated July 22, 2011 for the purpose of confirming the understanding of the parties as the interpretation and application of the terms and conditions of the DBO Agreement as applied to the subject matter of this memorandum.

Service Contract Section(s) or Subsection(s) affected:

Article VI, subsection 6.2(A) and Article VII, subsection 7.5(A). Article VII, Section 7.4 applies and is unchanged.

Subject matter of interpretation or clarification:

The Company presented a proposal to the City with an alternate method for meeting the requirements of Sections 6.2(A) and 7.4(A) of the DBO Agreement to process and treat all Sludge at the Wilsonville WWTP to produce Biosolids that meet the Part 503 Regulations for Class B pathogen reduction (Class B Biosolids). The Company requested to transport all Sludge from the Wilsonville WWTP to the Salem Willow Lake Water Pollution Control Facility (WPCF) for processing and treatment to produce Class B Biosolids. The intent of the Company's proposal is to remove Sludge as an on-site odor source during construction, and to provide the Company with additional space on-site for construction activities. The Company contacted the City of Salem, Oregon, to inquire if there is capacity at the Willow Lake WPCF to receive the Sludge from the Wilsonville WWTP. Although there is capacity at the Salem facility, the City of Salem is only willing to enter into an agreement with a municipality. Subsequently, the City agreed to enter into an Intergovernmental Agreement (IGA) for Accepting Wastewater Treatment Sludge with the City of Salem due to increasing concerns about the odors occurring on the WWTP Site during construction.

Agreed resolution:

The City signed an IGA (see attached) with the City of Salem that enables the City to send Sludge from the Wilsonville WWTP to the Salem WPCF for processing and treatment to produce Biosolids that meet the Part 503 Regulations for Class B pathogen reduction. The Company agrees to act as the City's agent and will be responsible for meeting all of the terms, conditions, and provisions in the IGA as an obligation under or in connection with the DBO Agreement. Article XV, Section 15.3 Indemnification shall apply. Furthermore, the Company is still responsible for producing Class B Biosolids per the DBO Agreement.

The City of Wilsonville will be billed directly by the City of Salem for these processing and treatment services. The Company agrees to reimburse the City of Wilsonville for all costs and fees billed by the City of Salem in accordance with the terms of the attached IGA.

The Company acknowledges that storage, transport and disposal of Sludge shall be performed in accordance with the Residuals Management Guarantee (Article VII, Section 7.4 of the DBO Agreement, including, but not limited to, the incorporation of Section 7.11 Releases, Leaks, and Spills). The Salem WPCF is the only Acceptable Disposal Site for Sludge from the Wilsonville WWTP unless otherwise approved in writing by the City.

The Company shall update the Biosolids Management Plan in accordance with Appendix 10.3.5 of the DBO Agreement, which must be approved by the City and DEQ.

City of Wilsonville

CH2M HILL Engineers, Inc.

Signature: _____
Printed Name: Bryan Cosgrove
Title: City Manager

Signature: _____
Printed Name: Robert Pieper
Title: DB Manager



Kitakata City
7244-2 Oshimizuhigashi,
Kitakata city, Fukushima prefecture,
966-8601, Japan

October 26, 2012

Mr. Tim Knapp
Mayor of the city of Wilsonville

29799 SW Town Center Loop E
Wilsonville, OR 97070

Dear Mayor Tim Knapp,

I would like to extend my best wishes to you.

It is again time for us to send the annual delegates of students to your city. I am very glad sixteen students from Kitakata city are going to visit Wilsonville at this time.

This is one of our sister-city exchange programs which have successfully continued for 24 years. A large number of our students who participated in the program have developed their international perspective through home-stay experiences, your traditional events such as Halloween and other various activities.

I would like to ask you for your kind support to enable Kitakata students to participate in many activities.

As a token of our cities' friendship, I am sending you a small present, which is an ornament of the *Aizu-Tenjin* coated in lacquer. *Aizu-Tenjin* is one of the popular folk craft among local people, and it prays for children's growth. Moreover, lacquer ware is one of our city's traditional crafts.

I hope that you will enjoy your good health, and I look forward to the continuance of the good relationship between Wilsonville and Kitakata.

Sincerely yours,

Shinya Yamaguchi
The mayor of Kitakata City

CITY COUNCIL ROLLING SCHEDULE

Board and Commission Meetings 2012

NOVEMBER

Date	Day	Time	Event	Place
11/14	Wednesday	6 p.m.	Planning Commission	Council Chambers
11/19	Monday	7 p.m.	City Council Meeting	Council Chambers
11/22 & 11/23	Thursday & Friday		City Offices Closed Thanks Giving Holiday	
11/26	Monday	6:30 p.m.	DRB Panel B	Council Chambers

COMMUNITY EVENTS

Wilsonville Garden Club Swag Sale

December 1, 2012 9 a.m. Wilsonville Library

TSP Online Open House

December 3-14, 2012

Provide your comments about the update to the Transportation Systems Plan online.

Economic Development Strategy Task Force Meetings

All meetings will be held in the Willamette River Room, City Hall

December 13, 2012 – 5 p.m.

January 10, 2013 – 6 p.m.

January 30, 2013 – 6 p.m.



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: November 19, 2012		Subject: Intergovernmental Agreement (IGA) with the City of Salem, RE: Sludge Processing	
		Staff Member: Eric Mende, Deputy City Engineer Department: Engineering	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input checked="" type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments: n/a.	
Staff Recommendation: Approval of Resolution 2383 authorizing the City Manager to execute an IGA with the City of Salem for the purposes of processing wastewater treatment plant sludge.			
Recommended Language for Motion: Move to Approve Resolution 2383			
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 type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

Action is requested to approve, via Resolution No. 2383, an Intergovernmental Agreement (IGA) with the City of Salem whereby the City of Salem will accept processed sewage sludge generated by the Wilsonville Wastewater Treatment Plant (WWTP) for further treatment, drying, and disposal, and will bill the City of Wilsonville at a unit rate of \$.05 per gallon for that service. If approved, the City's WWTP operating contractor, CH2M-HILL, will act as the City's agent to transport the sludge to Salem, and will reimburse the City for the cost of treatment through a credit against the monthly operating cost owed by the City to CH2M-HILL.

EXECUTIVE SUMMARY:

CH2M-HILL has proposed transporting processed sludge from the City WWTP to the City of Salem's Willow Lake Water Pollution Control Facility (WPCF), as an alternate method of meeting their Class B sludge processing requirements under the WWTP Design – Build – Operate (DBO) Agreement. The City of Salem is willing to accept the sludge, however, the City of Salem is requiring that the sludge processing Agreement be executed as an IGA with the City of Wilsonville rather than with CH2M HILL.

City staff is supportive of the idea of executing an IGA with Salem, for multiple reasons: 1) It permanently removes the odor generating sludge from the site, reducing the frequency and/or intensity of odor issues for our residents, 2) it should allow the activated carbon odor control system to work more efficiently on the remaining odor sources, and be easier to manage for CH2M-HILL, further reducing potential fugitive odors affecting Wilsonville residents, and 3) it allows expedited removal and replacement of the existing sludge processing equipment. While there is no guarantee that the new odor control equipment can be in place before summer, the additional working space that is freed up by early removal of the existing sludge processing equipment will positively affect the overall critical path schedule for construction, which in turn will positively affect the schedule for the new odor control facilities.

EXPECTED RESULTS:

CH2M HILL will manage all aspects of the sludge handling and transport, administration, and recordkeeping as required by the DBO Agreement between CH2M HILL and the City.

Both the number and severity of odor excursions affecting nearby residents and businesses are expected to decrease.

TIMELINE:

The Salem City Council will hear this item on November 26th, 2012.

If approved tonight, and approved by the City of Salem on November 26, CH2M HILL will begin hauling sludge to Salem on or about December 1st, 2012.

CURRENT YEAR BUDGET IMPACTS:

None

FINANCIAL REVIEW / COMMENTS:

Reviewed by: JEO Date: 11-8-12

All expenses will be reimbursed by CH2M Hill, therefore is no financial impact to the City.

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: 11/7/2012

I have approved the draft contract as to form, but there may be some last minute edits from Salem's attorney as the time for packet preparation came before final responses from Salem.

COMMUNITY INVOLVEMENT PROCESS:

None, although any actions that decrease odor issues without increasing costs to the City would

11/8/2012 9:49 AM

expect to be viewed favorably by the public.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY

Decrease in the number and severity of odor excursions experienced by nearby residents and businesses.

ALTERNATIVES:

Do not authorize the IGA. CH2M HILL will continue to process sludge at the Wilsonville WWTP per existing operational protocols.

CITY MANAGER COMMENT:

ATTACHMENTS

A. Resolution No. 2383

RESOLUTION NO. 2383

A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF WILSONVILLE AND THE CITY OF SALEM FOR THE PROCESSING OF SEWAGE SLUDGE

WHEREAS, The City is authorized to enter into this Agreement pursuant to ORS 190.010 (2011), and

WHEREAS, Wilsonville's wastewater treatment plant is undergoing major renovation and new construction that are affecting the plant's sludge handling capabilities, thereby affecting the ability to control odors from the plant, and

WHEREAS, to better control odors impacting surrounding neighborhoods during the construction effort, Wilsonville temporarily desires another treatment plant to process their waste sludge and primary sludge, and

WHEREAS, Salem has extra capacity at the Willow Lake Water Pollution Control Facility (Willow Lake) to accept Wilsonville's sludge, and is willing to accept Wilsonville's sludge in accordance with an Intergovernmental Agreement.

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

1. The recitals above are incorporated by reference as if fully set forth herein.
2. The City Manager is authorized to execute the Intergovernmental Agreement with the City of Salem which is attached hereto as Exhibit A and incorporated by reference as if fully set forth herein.
3. This resolution becomes effective upon the date of adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 19th day of November, 2012, 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 Núñez

Councilor Goddard

Councilor Starr

Attachments:

Exhibit A – Intergovernmental Agreement

**INTERGOVERNMENTAL AGREEMENT FOR ACCEPTING
WASTEWATER TREATMENT SLUDGE**

This Intergovernmental Agreement (Agreement) is hereby entered into by the CITY OF SALEM (Salem), an Oregon municipal corporation, and the CITY OF WILSONVILLE (Wilsonville), also an Oregon municipal corporation (hereafter may be referenced individually as "party" or collectively as "parties").

Recitals:

WHEREAS, The parties are authorized to enter into this Agreement pursuant to ORS 190.010 (2011), and

WHEREAS, Wilsonville's wastewater treatment plant is undergoing major renovation and new construction that are affecting the plant's sludge handling capabilities, thereby affecting the ability to control odors from the plant, and

WHEREAS, to better control odors impacting surrounding neighborhoods during the construction effort, Wilsonville temporarily desires another treatment plant to process their waste activated sludge and primary sludge, and

WHEREAS, Salem has extra capacity at the Willow Lake Water Pollution Control Facility (Willow Lake) to accept Wilsonville's sludge.

NOW, THEREFORE, in consideration of the following mutual promises and obligations, Salem and Wilsonville agree as follows:

Section 1. Salem Shall:

A. Accept from the Wilsonville wastewater treatment plant up to 25,000 gallons per day of thickened waste activated sludge and primary sludge with no objects larger than ¼ inch in diameter (hereafter "sludge") for disposal at Willow Lake. Exceptions for volume will be handled on a case-by-case basis.

B. Provide a location at Willow Lake for Wilsonville to offload/discharge their sludge. Under normal operations, the provided location will be a sludge (scum) pit designated by Salem. The parties recognize that from time to time modifications may be needed to the scum pit to receive the discharge or Salem may need to designate another location for offloading/discharging. If a modification is needed or a new discharge location is to be designated, Salem agrees to provide Wilsonville with timely notification in accordance with paragraph 1D below.

C. Prior to discharge of sludge into Willow Lake, sample and analyze Wilsonville's sludge for loading content on a daily basis. At least one composite metals test

will be performed monthly.

D. Notify Wilsonville of known modification(s) and repair (hereinafter "modification(s)) required at Willow Lake needed to receive Wilsonville's sludge, including, but not limited to, estimated costs of the modification(s) and time to construct. For known minor modification(s) having zero cost to Wilsonville, such as a simple relocation of discharge, 24 hour notice is requested; however, simple directions to the delivery driver may suffice. For known modification(s) that will need to be constructed and for which Wilsonville will need to pay per Section 2C below, 14 day prior notice shall be provided. Notification shall include, but not be limited to, estimated costs of modification and time to construct or shall provide a time when same can be provided. Notwithstanding the aforementioned notice schedule, the parties do not contemplate there will be many modifications, if any, but simply wish to provide a reasonable time schedule should any arise and a reasonable opportunity to solve any associated problems cooperatively.

E. Bill Wilsonville on a monthly basis for all disposal costs of Wilsonville's sludge at Willow Lake and for all tests performed as a result of Wilsonville's sludge. The bill shall be based on the following:

- a. A rate of \$0.05 per gallon of sludge delivered to Willow Lake; and
- b. Time and materials costs for – the monthly metal tests and analysis of Wilsonville's sludge. The daily testing and analysis costs are included in the above \$.05 per gallon charge;

Section 2. Wilsonville Shall:

A. Deliver and discharge its sludge to the -location designated by Salem, from time to time, to off-load sludge.

B. Pay to Salem all costs billed by Salem, as set forth in Section 1(-E), within 30 days of the date Wilsonville receives the bill.

C. Pay for all modification(s) required at Willow Lake needed to receive Wilsonville's sludge; provided, Wilsonville has received the notification of modification(s) set forth herein and agreed to pay for same. .

D. Provide Salem at least 24 hours advance notice for any schedule change.

Section 3. General Provisions.

A. *Third-Party Beneficiaries.* There are no intended third-party beneficiaries to this Agreement. Salem and Wilsonville are the only parties to this Agreement and are intended to be the only entities entitled to exercise and enforce the rights and obligations created by this Agreement. However, both parties acknowledge and accept that Wilsonville has and retains the right to execute separate contractual arrangements with CH2M-Hill for operation of

Wilsonville's Wastewater Treatment Plant, including transport, delivery, and discharge of waste sludge to Salem's facilities. The scope of agreements between Wilsonville and CH2M-Hill shall in no way affect the rights and responsibilities of the parties to this Agreement.

B. *Compliance with Applicable Laws.* Both parties shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to this Agreement.

C: *Force Majeure.* Neither party shall be held responsible for delay nor default caused by fire, riot, acts of God, war or any other cause beyond the reasonable control of either party, respectively; provided, however, that in no event shall force majeure affect any party's payment obligation hereunder. Each party shall, however, make all reasonable efforts to remove or eliminate any cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement. The parties in the exercise of good faith shall agree upon adjustments to the schedule and compensation for any additional direct and indirect costs resulting from such delays under this Agreement.

D. *Survival.* All rights and obligations of the parties shall cease upon termination or expiration of this Agreement, except for the rights and obligations of a party for payment, indemnity, dispute resolution, maintenance of insurance, and those provisions, including, but not limited to, provisions governing laws which, by their nature, must survive termination to accomplish the intent of the parties as expressed in this Agreement.

E. *Notice and Communication.* Any communications between the parties or notices to be given shall be given in writing by personal delivery, by mailing the same, postage prepaid, or by electronically confirmed facsimile transmission to the following:

City of Wilsonville

Delora Kerber, PE, Director of Public Works
29799 SW Town Center Loop E, Wilsonville, OR 97070

City of Salem

Robert Chandler, Director of Public Works
555 Liberty Street SE, Room 325, Salem OR 97302
Phone 503.588.6008 Fax 503.588.6387

Any communication or notice so addressed and mailed shall be deemed to be given five (5) calendar days after mailing. Any communication or notice delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine. Any communication or notice by personal delivery shall be deemed to be given when actually delivered.

F. *Independent Contracting Parties.* The parties intend that the relationship created by this Agreement is that of independent contracting parties. Neither party hereto shall be deemed an agent, partner, joint venture, or related entity of the other by reason of this

Agreement. Each party agrees that its employees and contractor(s) are not the employees of the other party and are not eligible for any benefits from the other party, including without limitation, federal social security, health benefits, workers' compensation, unemployment compensation and retirement benefits.

G. *Successors and Assigns.* No assignment by a party hereto of any rights under or interests in the Agreement will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, monies that may become due and monies that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Agreement. Salem and Wilsonville each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Agreement.

H. *Severability.* The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Contract did not contain the particular term or provision held to be invalid.

I. *Legal Review and Rules of Construction.* Each party has had the opportunity to have an attorney of their choosing review this Agreement and advise the Party of the benefits and consequences of signing this Agreement. This Agreement shall not be construed against either party regardless of which party drafted it. Other than as modified by this Agreement, the applicable rules of contract construction and evidence shall apply.

J. *Governing Law; Venue; Consent to Jurisdiction.* This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between Salem and Wilsonville that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Marion County.

K. *Merger Clause; Waiver.* This Agreement, including all attachments and law, rules and regulations incorporated herein or to which the Agreement is subject, constitutes the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of either party to enforce any provision of this Agreement shall not constitute a waiver by such party of that or any other provision.

L. *Indemnification.* Wilsonville shall defend, indemnify, and hold harmless Salem

from all liability for personal injury or damage to life or property related to or arising out of transport, delivery, or discharge of sludge to Willow Lake, save and except for liability arising out of the negligence or intentional acts of Salem, its officers, employees, and/or agents.

M. *Insurance.* Each party agrees to maintain insurance levels or self-insurance in accordance with the Oregon Tort Claims Act for the duration of this Agreement at levels necessary to protect the public body from liability. Each party shall notify the other if a claim is made against the other pertaining to matters related to this Agreement.

N. *Execution of Agreement.* This Agreement may be executed in two or more counterparts each signed by their respective parties, each of which shall constitute an original, and all of which together shall constitute one and the same Agreement.

O. *Term and Termination.* The term of this Agreement shall start on the date of the last signature hereon. Salem or Wilsonville may terminate this Agreement by written mutual consent of the parties or upon either party providing upon not less than thirty days (30) days written notice to the other party and specifying the termination date.

IN WITNESS WHEREOF, the parties have, by approval of their respective governing bodies, caused this Agreement to be executed:

CITY OF SALEM

CITY OF WILSONVILLE

By: _____

By: _____

(Print Name) _____

Bryan Cosgrove
As Its: City Manager

As Its: _____

APPROVED AS TO FORM

APPROVED AS TO FORM

, City Attorney
City of Salem, Oregon

Michael E. Kohlhoff, City Attorney
City of Wilsonville, Oregon



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: November 19, 2012		Subject: Ordinance No. 708, Zone Map Amendment from PF to V Staff Member: Blaise Edmonds, Manager of Current Planning 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 1st Reading Date: Nov. 19 th <input checked="" type="checkbox"/> Ordinance 2nd Reading Date: Dec.3 rd . <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 the their review at the October 22nd meeting, the Development Review Board, Panel B recommends approval of the Zone Map Amendment.	
Staff Recommendation: Staff recommends that the City Council adopt Ordinance No.708 approving a Zone Map Amendment from Public Facility (PF) to Village (V). The State statutory 120-day time limit applies to these applications. The City must render a final decision for the request by January 18, 2013.			
Recommended Language for Motion: I Move to Adopt Ordinance No. 708 on the first reading.			
PROJECT / ISSUE RELATES TO: Comprehensive Plan, Development 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: Approve or Deny Ordinance No 708 for a Zone Map Amendment on .89 - acres comprising the northwestern corner of Villebois Drive and Barber Street. Villebois Village Center LLC, Applicant.

EXECUTIVE SUMMARY: The proposed Zone Map Amendment is being forwarded to the City Council by Development Review Board Panel 'B' with a recommendation of approval. The Board approved three companion applications for a Preliminary Development Plan, Tentative

Partition Plat and Final development Plan. The proposed zone change will enable the development of the Piazza. Those approvals are contingent on Council approval of the subject Zone Map Amendment.

EXPECTED RESULTS: Adoption of Ordinance No 708 will enable development of the Piazza.

TIMELINE: Construction would begin in early 2013 and would take approximately 4 months to complete.

CURRENT YEAR BUDGET IMPACTS: The proposed Piazza is a private development so the Applicant is responsible to make all public and private improvements, pay applicable City application fees and systems development charges.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____, Date: _____, 2012

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: Nov.1, 2012

The land is located within the Villebois Village Master Plan area and is eligible to be rezoned to the Village (V) zone. The DRB panel appropriately heard the matter and duly approved the motion to recommend approval of the zone change to the City Council. The DRB also appropriately granted with conditions the development application subject to the Council's approval of the zone change.

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

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY Ordinance No. 708 will provide:

- The Piazza. will be private park but it will be available to the public. It will be maintained by two Villebois Village Central Home Owners Associations. One of the Associations is comprised of the Apartment owners.
- The Piazza will serve as part of the central hub of activities, services, and transportation serving the larger Villebois community. This is a high density residential and mixed-use area that serves as the southern entryway to the central Piazza. It provides a multi-modal transportation system facilitating pedestrians, bicycles, transit, and automobile access that connects residents to recreation, shopping, services, and their homes.
- Its design is inspired by European squares where hardscapes and informal spaces are prevalent. The Piazza will ultimately be surrounded by four story vertical mixed use buildings that will frame the space. The Piazza will provide the opportunity for community gatherings with the adjacent streets designed to be able to be closed to expand the space. The

design of the Piazza includes pervious pavers, two bocce ball courts, a shelter, ornamental lighting, children's creative play and a decorative water fountain.

ALTERNATIVE: Deny the application.

CITY MANAGER COMMENT:

ATTACHMENTS:

- Exhibit A - Zoning Order DB12-0056
 - Attachment 1: Map depicting Zone Map Amendment
 - Attachment 2: Legal Description and Map
- Exhibit B – Planning Staff Report, Zone Change Findings, and Recommendation to City Council, Nov. 19, 2012
- Exhibit C - DRB Panel B, Notice of Decision and Resolution No. 237.
- Exhibit D - Adopted Staff Report and DRB Recommendation (Exhibit A1), Oct. 22, 2012 and the application on compact disk.
- Exhibit E – October 22, 2012 DRB Minutes

PIAZZA PARK

ZONE MAP AMENDMENT Zoning Order DB12-0056

INDEX of RECORD

1. City Council Ordinance No. 708 approving and adopting Zoning Order DB12-0056
2. City Council Meeting Staff Report, dated November 19, 2012
3. Council Exhibit A: Zoning Order DB12-0056
 - Attachment 1: Map depicting Zone Map Amendment
 - Attachment 2: Legal Description
4. Council Exhibit B: DRB Zone Change Adopted Findings, and Recommendation to City Council, Nov. 19th
5. Council Exhibit C: Development Review Board Panel B, Notice of Decision and Resolution No. 237.
6. Council Exhibit D: DRB adopted staff report (Exhibit A1), October 22nd, digital sent and on compact disk.
7. Exhibit E: Minutes from October 22, 2012 DRB Panel B meeting (*to be submitted later*)

Additional Items for Review (No need to reproduce in Council Packet)

8. New exhibits entered into the record at the October 22, 2012 DRB Panel B meeting:
 - Exhibit A3: a memorandum dated October 22, 2012 from Interim City Engineer Steve Adams noting corrections to Conditions PFA2 and PFA6(j).
9. Packet items for the October 22, 2012 DRB Panel B meeting, including staff report and exhibits.
10. Exhibit B1 – Applicant's Submittal

ORDINANCE NO. 708

AN ORDINANCE OF THE CITY OF WILSONVILLE APPROVING A ZONE MAP AMENDMENT FROM THE PUBLIC FACILITY (PF) ZONE TO THE VILLAGE (V) ZONE ON .89 - ACRES COMPRISING THE SOUTHERLY PORTION TAX LOT 100 OF SECTION 15AD, T3S, R1W, CLACKAMAS COUNTY, OREGON. VILLEBOIS VILLAGE CENTER LLC, APPLICANT.

RECITIALS

WHEREAS, VILLEBOIS VILLAGE CENTER LLC, (“Applicant”), of the real property legally described and shown on Exhibit A, Attachments 1 and 2, 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, finding that the application met the requirements for a Zone Map Amendment and recommending approval of the Zone Map Amendment, with conditions, which staff report was presented to the Development Review Board on October 22, 2012; and

WHEREAS, the Development Review Board Panel ‘B’ held a public hearing on the application for a Zone Map Amendment (DB12-0056) and other related development applications (DB12-0057-0059) on October 22, 2012, and after taking public testimony and giving full consideration to the matter, adopted Resolution No. 237, attached hereto as Exhibit C and incorporated by reference herein, which recommends that the City Council approve a request for a Zone Map Amendment (Case File DB12-0056); approves all other related applications; adopts the staff report with modified findings, recommendations, and condition, all as placed on the record at the hearing; and contingent upon City Council approval of the Zone Map Amendment, authorizes the Planning Director to issue approvals to the Applicant consistent with the amended staff report, as adopted by DRB Panel ‘B’; and

WHEREAS, on November 19, 2012, 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 staff report, which record was

incorporated into the City Council public hearing record; 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 staff report, as contained in the record of the above described DRB hearing and incorporates them by reference herein, as if fully set forth.

Section 2. Order. The official City of Wilsonville Zone Map is hereby amended by Zoning Order DB12-0056, 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 19th day of November 2012, and scheduled for the second and final reading on December 3, 2012, 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 __, 2012, by the following

votes:

Yes:___ No:___

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this __ day of __, 2012.

Tim Knapp, MAYOR

SUMMARY OF VOTES:

Mayor Knapp
Councilor Nunez
Councilor Starr
Councilor Goddard

Attachments:

- Exhibit A - Zoning Order DB12-0056
 - Attachment 1: Map depicting Zone Map Amendment
 - Attachment 2: Legal Description and Map
- Exhibit B – Planning Staff Report, Zone Change Findings, and Recommendation to City Council, Nov. 19th
- Exhibit C - DRB Panel B, Notice of Decision and Resolution No. 237.
- Exhibit D - Adopted Staff Report and DRB Recommendation (Exhibit A1), Oct. 22nd and the application on compact disk.
- Exhibit E – October 22nd DRB Minutes

Exhibit A
BEFORE THE CITY COUNCIL OF THE
CITY OF WILSONVILLE, OREGON
Piazza

In the Matter of the Application of)	
Ms. Stacy Connery, Pacific Community)	
Design, Inc.,)	
Agent for the Applicant,)	
Villebois Village Center, LLC., for)	ZONING ORDER DB12-0056
Rezoning of Land and Amendment)	
of the City of Wilsonville)	
Zoning Map Incorporated in Section 4.102)	
of the Wilsonville Code.)	

The above-entitled matter is before the Council to consider the application of DB12-0056, 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 .89 acres of the southerly portion of Tax Lot 100, Section 15 AD, T3S, R1W as more particularly shown in the Zone Map Amendment Map, Exhibit A, Attachment 2 and described in Exhibit A, 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 19th day of November, 2012.

TIM KNAPP, MAYOR

APPROVED AS TO FORM:

Michael E. Kohlhoff, City Attorney

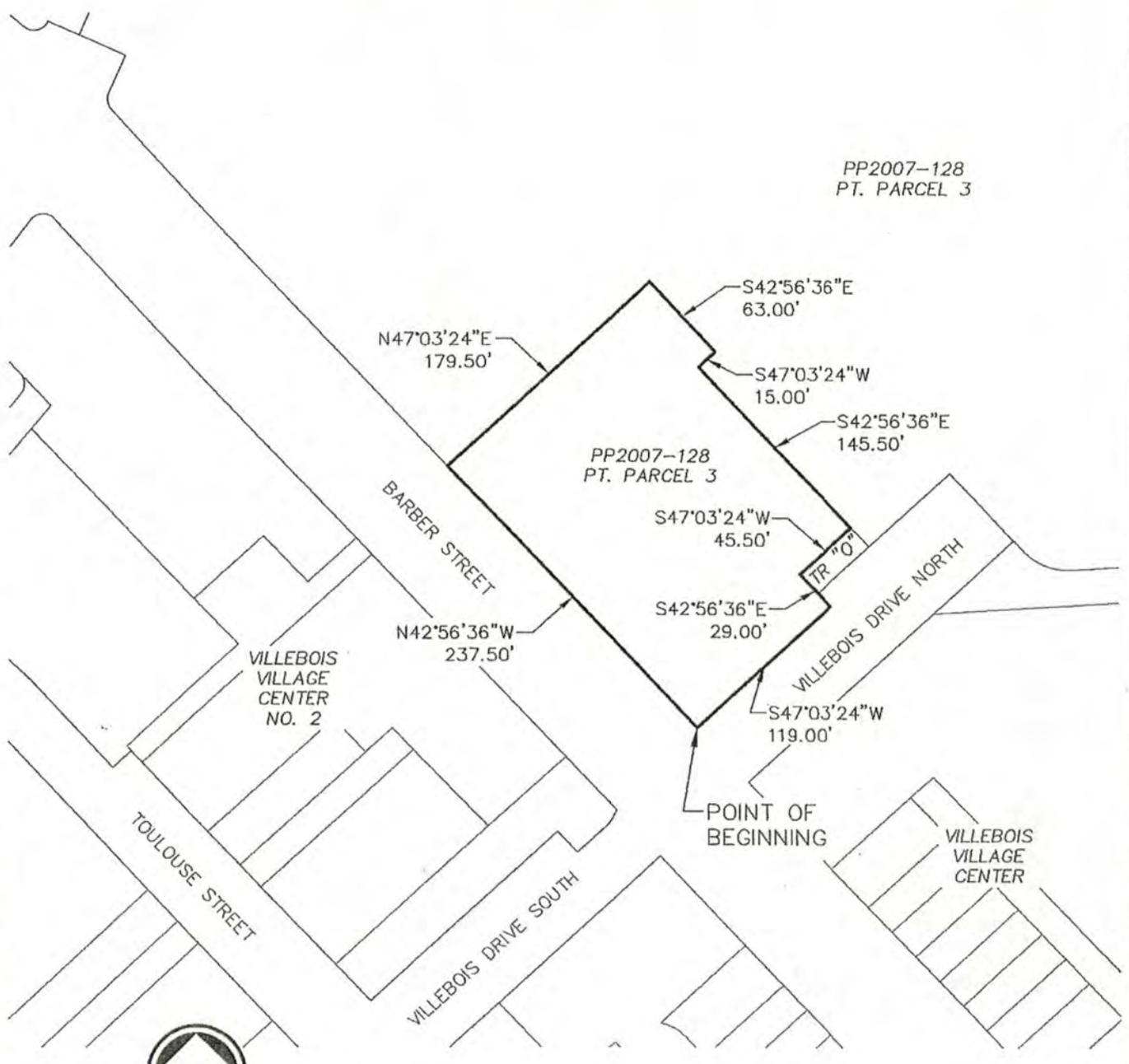
ATTEST:

Sandra C. King, CMC, City Recorder

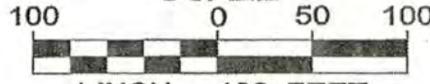
Exhibit A: Zone Order
Attachment 1, Legal Description
Attachment 2, Map depicting Zone Map Amendment

N:\proj\398- Drawings\06 Survey\Exhibits\398-050.Legal-Zone Change.dwg - SHEET: 1 Sep. 21, 12 - 11:32 AM tcj

PP2007-128
PT. PARCEL 3



SCALE



1 INCH = 100 FEET

EXHIBIT "A"

DRAWN BY: TCJ DATE: 9/21/12
 REVIEWED BY: _____ DATE: _____
 PROJECT NO.: 398-050
 SCALE: 1"=100'
 PAGE 2 OF 2

Pacific Community Design

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

EXHIBIT "A"

September 21, 2012

LEGAL DESCRIPTION
Zone Change

Job No. 398-050

A tract of land being a portion of Parcel 3 of Partition Plat No. 2007-128, in the Northwest and Northeast Quarters of Section 15, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, more particularly described as follows:

BEGINNING at the most Southerly corner of said Parcel 3;

thence along the northerly right-of-way line of Barber Street, North 42°56'36" West, a distance of 237.50 feet;

thence leaving said right-of-way line, North 47°03'24" East, a distance of 179.50 feet;

thence South 42°56'36" East, a distance of 63.00 feet;

thence South 47°03'24" West, a distance of 15.00 feet;

thence South 42°56'36" East, a distance of 145.50 feet to the most Northerly corner of Tract "O" of the plat of "Villebois Village Center";

thence along the northerly line of said Tract "O", South 47°03'24" West, a distance of 45.50 feet, to the most westerly corner of said Tract "O";

thence along the westerly line of said Tract "O" and continuing onto the northerly right-of-way line of Villebois Drive North, South 42°56'36" East, a distance of 29.00 feet to an angle point in said right-of-way line;

thence continuing along said right-of-way line, South 47°03'24" West, a distance of 119.00 feet to the POINT OF BEGINNING.

Containing 0.88 acres, more or less.

Basis of bearing per Partition Plat No. 2007-128, Clackamas County Survey Records.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 9, 2002
TRAVIS C. JANSEN
57751

RENEWS: 6/30/2013

EXHIBIT B

**WILSONVILLE PLANNING DIVISION
CITY COUNCIL
QUASI - JUDICIAL PUBLIC HEARING
STAFF REPORT
*Piazza Villebois***

Public Hearing Date: November 19, 2012

Application Numbers: Request A: DB12-0056 Zone Map Amendment

Property Owner/Applicant:

REQUEST: Ms. Stacy Connery, of Pacific Community Design, acting as agent for Villebois Village Center, LLC, Applicant, proposes to develop the Piazza (Neighborhood Park – 7, Village Center Plaza) in the Villebois Village Center of the Villebois Village master Plan. The Applicant is proposing a Zone Map Amendment which would enable development of the Piazza. The Applicant's project introduction is found in Section 1A of Exhibit B1. The DRB approvals of a Preliminary Plan, Final Development Plan and a Tentative Partition Plat are contingent upon City Council approval of the Zone Map Amendment in case file DB12-0056.

Current Comprehensive Plan Designation: Residential - Village

Current Zone Map Designation: Public Facilities (PF).

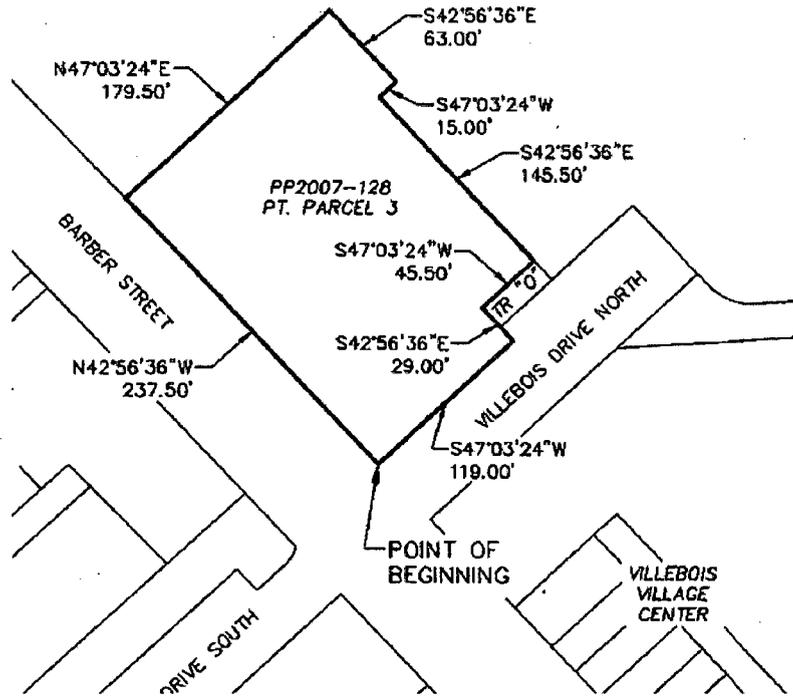
Proposed Zone: Village (V)

ACTION: The DRB Approved the application:

Location: The property is more particularly described as being a portion of Tax Lot 100 of Section 15AD; Township 3S, Range 1W; Clackamas County; Wilsonville, Oregon. The subject site has relatively level terrain containing a small cluster of deciduous trees. The Piazza is .52 acres and adjacent private roads are .37 acres for total .89 acres.

**ZONE MAP
PF TO V**

PP2007-128
PT. PARCEL 3



APPLICABLE REVIEW CRITERIA:

Wilsonville Code Section(s)	Description
Sections 4.008-4.015	Application Process – Findings and Conditions
Section 4.125	Village (V) Zone, Preliminary Development Plan, Final Development Plan
Section 4.136	Public Facility Zone
Section 4.197.02(A through G)	Zone Map Amendment

Other Planning Documents:
Villebois Master Plan, SAP-Central
Storm Water Master Plan

Staff Reviewers: Blaise Edmonds, Manager of Current Planning, Amanda Hoffman, Assistant Planner, Mike Ward City Civil Engineer, Don Walters, Plans Examiner, and Kerry Rappold, Natural Resources Program Manager.

PROJECT SUMMARY AND RECOMMENDATION:

PDP-3 Central is located in the central core of the Villebois development. It will serve as part of the central hub of activities, services, and transportation serving the larger Villebois community. This is a high density residential and mixed-use area that serves as the southern entryway to the central Piazza. It provides a multi-modal transportation system facilitating pedestrians, bicycles, transit, and automobile access that connects residents to recreation, shopping, services, and their homes.

The Piazza is the heart of the Villebois community. Its design is inspired by European squares where hardscapes and informal spaces are prevalent. The Piazza will ultimately be surrounded by four story vertical mixed use buildings that will frame the space. The Piazza will provide the opportunity for community gatherings with the adjacent streets designed to be able to be closed to expand the space. The design of the Piazza includes pervious pavers, two bocce ball courts, a shelter, ornamental lighting, children's creative play and a decorative water fountain.

Several years ago, the City and Costa Pacific Communities received a large grant (over \$300K) from the Environmental Protection Agency (EPA) to implement innovative rainwater management strategies in Villebois. These strategies include elements such as rainwater planter boxes, vegetated bio-swales, deciduous trees, eco-roofs and pervious pavers. Many of these strategies have already been implemented. The EPA funds need to be expended by spring of next year or it could be reallocated to other projects. The timing of approval and construction of the Piazza is critical in order to utilize the EPA funds. Costa Pacific Communities plans to advance the construction of the Piazza through the fall and winter months in anticipation of meeting the EPA deadline.

A detailed project introduction and compliance report in support of the application is provided by the Applicant found in Exhibit B1. The Applicant's introduction in Section 1A adequately describes the project, the requested application components, and compliance findings regarding applicable review criteria. Except where necessary to examine issues identified in this report, staff has relied upon the Applicant's submittal documents and compliance findings, rather than repeat their contents again here. The application components are described briefly, below:

Four (4) applications were requested for the Piazza:

- Zone Change to Village (V) for Piazza & adjacent private streets Section IIIA of Exhibit B1.
- Preliminary Development Plan for the Piazza – NP-7 (includes adjacent private streets).
- Final Development Plan for Piazza (includes adjacent private streets) Section IVA of Exhibit B1.
- Tentative Partition Plat Approval to create tracts for the Piazza & adjacent private streets of Campanile Lane & Piazza Lane. Section IIB of Exhibit B1.

The purpose of this project is the development of the Piazza. The DRB approved a Tentative Partition Plat to create the tract for the Piazza and to create a tract for the adjacent private streets (Campanile Lane and Piazza Lane). The remainder parent parcel is not proposed for

development at this time and would retain the existing Public Facilities (PF) Zone. The DRB approved a Final Development Plan (FDP) for the development of the Piazza and for adjacent private streets. The attached plans show the proposed private streets and Piazza development in compliance with the *Villebois Village Master Plan* and the *SAP Central Community Elements Book*.

CONCLUSION:

As demonstrated in findings A1 through A13, the proposed Zone Map Amendment meets all applicable requirements in Section 4.197 with no proposed conditions of approval.

MASTER EXHIBIT LIST

The following exhibits are hereby entered into the public record by the Development Review Board in consideration of the application as submitted:

- A1. Staff Report, findings, recommendations and conditions.
- A2. Staff PowerPoint presentation.

Applicant's Written and Graphic Materials:

B1. Land Use application in large binder notebook and on compact disk, date received September 28, 2012 including; Code compliance/findings. Application, mailing list, introduction/project narrative, compliance reports to requests A through D, Zone Map Amendment Metes and Bounds description and map, DKS Traffic Report and site plan sheets.

B2. Full Size Drawings/Plan Sheets of the smaller plans in Exhibit B1.

- C1.1. Existing Conditions Map
- C1.4. Tentative Partition Plat
- C1.5. Preliminary Utility Plan
- C1.5. Preliminary Utility Plan
- C1.0. Cover Sheet
- C1.2. Tree Protection Plan
- C1.3. Preliminary Circulation Plan
- C1.6. Preliminary Grading Plan
- L1.0. Preliminary Site Plan
- L2.0. Preliminary Grading Plan
- L3.0. Preliminary Planting Plan
- L4.0. Piazza Details
- L4.1. Piazza Details
- L4.2. Piazza Details
- L4.3. Shelter Details
- L4.4. Piazza Fountain Details
- L4.5. Piazza Details

Development Review Team:

C1. Engineering Division Conditions, Dated October 10, 2012. Included in this staff report.

C2. Natural Resources Program Director Conditions, Dated October 10, 2012. Included in this staff report.

C3. Public Works Department condition Dated October 10, 2012. Included in this staff report.

SMART transit. no conditions of approval were proposed.

Building Division Conditions, no conditions of approval were proposed.

TVFR, no conditions of approval were proposed.

Public Testimony:

Letters (neither for nor Against):

Letters (In Favor): None submitted

Letters (Opposed): None submitted

FINDINGS OF FACT

1. **Existing Site Conditions:** The Applicant has provided a full project description in Exhibit B1. The subject property is currently zoned PF.

Surrounding Development: The adjacent land uses are as follows:

Compass Direction	Existing Use(s)
North	Vacant land, SAP-Central
East	SAP-Central – multi- family residential
South	SAP-South - residential
West	SAP-North - residential

Natural Characteristics: The relatively level Piazza property is .52 acres which includes a small number of conifer and deciduous trees.

Streets: The subject property abuts Barber Street and Villebois Drive (public streets) and Campanile Lane and Piazza Lane (private streets).

Previous Planning Applications Relevant to the subject property:

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)

DB06-0006-Zone Map Amendment

DB06-0006-Preliminary Development Plan for Phase I

DB06-0006-Approve Type ‘C’ Tree Plan

DB06-0006-Tentative Subdivision Plat (Small Lot)

DB06-0010: DB06-0010-Final Development Plan for Phase I (The Alexan at Villebois Apartments and Building 1F)

DB06-0011: DB06-0011-Final Development Plan for Phase I (The Seville Row and Les Bois Rowhomes)

DB06-0012: DB06-0012-Tentative Subdivision Plat (Large Lot)

Quasi Judicial:

Several lot line adjustments, land partitions and Temporary Use Permits to allow Costa Communities offices at Dammasch.

2. 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.
3. Notice of the proposed project has been sent to the appropriate agencies involved in the review of public improvements. Comments and conditions of approval from the Building and Engineering Divisions, and Natural Resources Program Manager were received and are incorporated into this staff report.
4. The statutory 120-day time limit applies to this application. The application was initially received on September 14, 2012. Staff conducted a completeness review within the statutorily allowed 30-day review period, and advised the Applicant by letter on September 18, 2012, of missing items. On September 28, 2012, the Applicant submitted additional materials intended to complete the application. For procedural reasons, on October 1, 2012 the application was deemed complete. The City must render a final decision for the request, including any appeals, by January 18, 2013.

CONCLUSIONARY FINDINGS

The Applicant's compliance findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures are found in Exhibit B1 and are hereby incorporated into this staff report as findings for approval.

REQUEST A
DB12-0056: ZONE MAP AMENDMENT

This request is for approval of a Zone Map Amendment from the Public Facility zone to the Village (V) zone for .89 acres involving the southerly portion of Tax Lot 100 and the adjacent SW Campanile Drive and SW Piazza Lane (private streets). Because the service levels vary throughout the City, the zoning process allows for a case-by-case analysis of the availability of public facilities and services and to determine specific conditions related to needed public facilities improvements. All land development proposals are reviewed for conformity with the Comprehensive Plan and specific standards set forth in the zoning ordinance.

As set forth in Subsection 4.197(.02) of the Wilsonville Code, in recommending approval or denial of a proposed zone map amendment, the Board must at a minimum, adopt findings addressing Criteria A-G, below.

Criterion 'A'

“That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008 or, in the case of a Planned Development, Section 4.140.”

- A1. The Applicant has provided findings in Exhibit B1 addressing the Zone Map Amendment criteria, which are included in this staff report as findings for approval. Approval of the proposed Zoning Map Amendment is contingent on approval by the City Council by a City Ordinance.

Criterion ‘B’

“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.”

Proposed Comprehensive Plan Designation: Village

- A2. The subject site is currently zoned Public Facility (PF). The Applicant proposes to change the Public facility (PF) Zone to the Village (V) zone on .52 acres and including the adjacent private streets (Campanile Lane and Piazza Lane) comprising .37 acres to enable development of the Piazza. On the basis of Section 4.125 the Applicant is seeking the appropriate V zone based on the ‘Village’ Comprehensive Plan Map designation.
- A3. The proposed Comprehensive Plan Map designation is ‘Village’. The gross site area of the Piazza is .52 acres. The proposed Preliminary Development Plan is reviewed in Request B of this staff report.
- A4. The Applicant’s zone change proposal would enable the development of the Piazza, which is located in the center of Villebois Village. The Applicant’s response findings in Exhibit B1 speak to the providing for the Piazza in the City, meeting these measures.

Area of Special Concern

- A5. The subject property is not located in an area of special concern by the Comprehensive Plan.

Criterion ‘D’ – Public Facilities: “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.”

- A6. The Deputy City Engineer’s recommended Public Facility (PF) conditions impose further performance upon the Preliminary Development Plan application, which requires the Applicant to provide adequate water and storm sewer infrastructure to serve Piazza. As currently configured, the Piazza satisfies all design requirements regarding needed infrastructure improvements.

Criterion ‘E’ – Significant Resource Overlay Zone: “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 abut 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.”

A7. The subject property is not designated within the Significant Resource Overlay Zone (SROZ).

Criterion ‘F’ “That the applicant is committed to a development schedule demonstrating that development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

A8. The Applicant’s submittal documents indicate the intent to develop the Piazza soon after final approvals are obtained from the City within years 2012 - 2013 meeting code.

Criterion ‘G’ “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached that insure that the project development substantially conforms to the applicable development standards.”

A9. The Applicant’s proposal, together with the Preliminary Development Plan conditions of approval will bring it into compliance with all applicable development standards.

Subsection 4.197(.03) provides that “If affirmative findings cannot be made for all applicable criteria listed above the Planning Commission or Development Review Board shall recommend that the proposed text or map amendment, as the case may be, be denied.”

A10. The Applicant has made affirmative findings in Exhibit B1 to Subsection 4.197.02(A)-(G) meeting Subsection 4.197(.03).

Subsection 4.197(.04) stipulates that the “City Council action approving a change in zoning shall be in the form of a Zoning Order.”

A11. The DRB recommends approval of the proposed Zone Map Amendment with no conditions of approval being proposed. A City Council Zoning Order and Ordinance regarding the proposed Zone Map Amendment is required subsequent to contingent approval of the requested companion applications.

Subsection 4.197(.05) provides “In cases where a property owner or other applicant has requested a change in zoning and the City Council has approved the change subject to conditions, the owner or applicant shall sign a statement accepting, and agreeing to complete the conditions of approval before the zoning shall be changed.”

A12. The DRB recommends adoption of these findings to the Development Review Board in review of the application to modify the Zone Map designation from PF to V. Upon recommendation of approval by the Board, these will be forwarded to the City Council for final action.

SUMMARY FINDING:

A13. The Applicant has demonstrated that the proposed Zone Map Amendment will meet all applicable requirements. Its approval may be recommended to the City Council.

October 23, 2012

DEVELOPMENT REVIEW BOARD PANEL B

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

Project Name: Piazza Park

Case Files: Request A: DB12-0056 – Zone Map Amendment
Request B: DB12-0057 – Preliminary Development Plan (PDP)
Request C: DB12-0058 – Final Development Plan (FDP)
Request D: DB12-0059 – Tentative Partition Plat

Applicant / Owner: Villebois Village Center LLC

Property Description: Portion of Tax Lot 100, Section 14AD, T3S-R1W, Clackamas, County,
Wilsonville, Oregon

Location: SAP-Central Villebois

On October 22, 2012, at the meeting of the Development Review Board Panel B, the following action was taken on the above-referenced proposed development applications:

Request A: The DRB has forwarded a recommendation of approval to the City Council. *A Council hearing date is scheduled for Monday, November 19, 2012 to hear this item.*

Requests B, C, and D: Approved with conditions of approval.
These approvals are contingent upon City Council's approval of Request A.

An appeal of Requests B, C, and D 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 23rd day of October 2012 and is available for public inspection. The decision regarding Requests B, C, and D 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. 237, including adopted staff report with conditions of approval.

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 237**

A RESOLUTION ADOPTING FINDINGS AND CONDITIONS APPROVING A ZONE MAP AMENDMENT FROM PUBLIC FACILITY (PF) TO VILLAGE (V), PRELIMINARY DEVELOPMENT PLAN, TENTATIVE PARTITION PLAT AND A FINAL DEVELOPMENT PLAN FOR THE DEVELOPMENT OF THE PIAZZA IN SAP-CENTRAL OF VILLEBOIS. THE SUBJECT PROPERTY IS LOCATED ON A PORTION OF TAX LOT 100 OF SECTION 15AD, T3S, R1W, CLACKAMAS COUNTY, OREGON. VILLEBOIS VILLAGE CENTER LLC, 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 a staff report on the above-captioned subject dated October 15, 2012, and

WHEREAS, said planning exhibits and staff reports were duly considered by the Development Review Board at a regularly scheduled meeting conducted on October 22, 2012, 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 Panel B of the City of Wilsonville recommends that the City Council approve a request for a Zone Map Amendment (Case File DB12-0056) and does hereby adopt the staff report attached hereto as Exhibit A1 with modified findings, recommendations and conditions placed on the record herein and authorizes the Planning Director to issue approvals consistent with said recommendations for Case File(s):

DB12-0056 Zone Map Amendment
DB12-0057 Preliminary Development Plan for the Piazza
DB12-0058 Final Development Plan for the Piazza and adjacent streets.
DB12-0059 Tentative Partition Plat

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 22nd day of October 2012 and filed with the Planning Administrative Assistant on Oct. 23, 2012. 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)*.



Monica Keenan, Chair
Development Review Board, Panel B

Attest:



Shelley White, Planning Administrative Assistant

EXHIBIT A1

**WILSONVILLE PLANNING DIVISION
DEVELOPMENT REVIEW BOARD PANEL 'B'
QUASI - JUDICIAL PUBLIC HEARING
STAFF REPORT
Piazza Villebois
(Amended and Adopted Oct. 22, 2012)**

Public Hearing Date: October 22, 2012
Date of Report: October 15, 2012

Application Numbers: Request A: DB12-0056 Zone Map Amendment
Request B: DB12-0057 Preliminary Development Plan (PDP-3 Central for the Piazza and adjacent streets)
Request C: DB12-0058 Final Development Plan (FDP-3 for the Piazza and adjacent streets)
Request D: DB12-0059 Tentative Partition Plat

~~Deleted words~~
New words

Property Owner/Applicant:

REQUEST: Ms. Stacy Connery, of Pacific Community Design, acting as agent for Villebois Village *Center*, LLC, Applicant, proposes to develop the Piazza (Neighborhood Park - 7 Village Center Plaza) in the Villebois Village Center of the Villebois Village master Plan. The Applicant is proposing a Zone Map Amendment which would enable development of the Piazza. The Applicant's project introduction is found in Section 1A of Exhibit B1. Approvals of Requests B – D are contingent upon City Council approval of the Zone Map Amendment in case file DB12-0056 (Request A).

Current Comprehensive Plan Designation: Residential - Village

Current Zone Map Designation: Public Facilities (PF).

Proposed Zone: Village (V)

~~STAFF RECOMMENDATION~~ **ACTION:** *The DRB Approved* the application with conditions of approval beginning on page 5.

Location: The property is more particularly described as being a portion of Tax Lot 100 of Section 15AD; Township 3S, Range 1W; Clackamas County; Wilsonville, Oregon. The subject

site has relatively level terrain containing a small cluster of deciduous trees. The Piazza is .52 acres and adjacent private roads are .37 acres for total .89 acres.

VICINITY MAP



APPLICABLE REVIEW CRITERIA:

Wilsonville Code Section(s)	Description
Sections 4.008-4.015	Application Process – Findings and Conditions
Section 4.125	Village (V) Zone, Preliminary Development Plan, Final Development Plan
Section 4.136	Public Facility Zone
Section 4.154	Bicycle, Pedestrians and Transit Facilities
Section 4.155	Parking
Section 4.175	Public Safety and Crime Prevention
Section 4.155	Parking
Section 4.176	Landscaping
Section 4.177 (as applicable)	Street Improvement Standards
Section 4.178	Sidewalk and Pathway Standards
Section 4.179	Mixed Solid Waste and Recyclables Storage
Section 4.197.02(A through G)	Zone Map Amendment
Sections 4.420 – 4.270	Land Divisions
Section 4.199	Outdoor Lighting
Sections 4.300 – 4.320	Underground Utilities

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Other Planning Documents:
Villebois Master Plan, SAP-Central
Storm Water Master Plan

Staff Reviewers: Blaise Edmonds, Manager of Current Planning, Amanda Hoffman, Assistant Planner, Mike Ward City Civil Engineer, Don Walters, Plans Examiner, and Kerry Rappold, Natural Resources Program Manager.

PROJECT SUMMARY AND RECOMMENDATIONS:

PDP-3 Central is located in the central core of the Villebois development. It will serve as part of the central hub of activities, services, and transportation serving the larger Villebois community. This is a high density residential and mixed-use area that serves as the southern entryway to the central Piazza. It provides a multi-modal transportation system facilitating pedestrians, bicycles, transit, and automobile access that connects residents to recreation, shopping, services, and their homes.

The Piazza is the heart of the Villebois community. Its design is inspired by European squares where hardscapes and informal spaces are prevalent. The Piazza will ultimately be surrounded by four story vertical mixed use buildings that will frame the space. The Piazza will provide the opportunity for community gatherings with the adjacent streets designed to be able to be closed to expand the space. The design of the Piazza includes pervious pavers, two bocce ball courts, a shelter, ornamental lighting, children’s creative play and a decorative water fountain.

Several years ago, the City and Costa Pacific Communities received a large grant (over \$300K) from the Environmental Protection Agency (EPA) to implement innovative rainwater management strategies in Villebois. These strategies include elements such as rainwater planter boxes, vegetated bio-swales, deciduous trees, eco-roofs and pervious pavers. Many of these strategies have already been implemented. The EPA funds need to be expended by spring of next year or it ~~will~~ **could** be reallocated to other projects. The timing of approval and construction of the Piazza is critical in order to utilize the EPA funds. Costa Pacific Communities plans to advance the construction of the Piazza through the fall and winter months in anticipation of meeting the EPA deadline.

A detailed project introduction and compliance report in support of the application is provided by the Applicant found in Exhibit B1. The Applicant’s introduction in Section 1A adequately describes the project, the requested application components, and compliance findings regarding applicable review criteria. Except where necessary to examine issues identified in this report, staff has relied upon the Applicant’s submittal documents and compliance findings, rather than repeat their contents again here. The application components are described briefly, below:

This application requests approval of the following four (4) applications for the Piazza.

- Zone Change to Village (V) for Piazza & adjacent private streets Section IIIA of Exhibit B1.

- Preliminary Development Plan for the Piazza – NP-7 (includes adjacent private streets).
- Final Development Plan for Piazza (includes adjacent private streets) Section IVA of Exhibit B1.
- Tentative Partition Plat Approval to create tracts for the Piazza & adjacent private streets of Campanile Lane & Piazza Lane. Section IIB of Exhibit B1.

The purpose of this project is the development of the Piazza. A Tentative Partition is proposed to create the tract for the Piazza and to create a tract for the adjacent private streets (Campanile Lane and Piazza Lane). A zone change application is also included to rezone the tracts for the Piazza and the adjacent private streets as Village (V). The remainder parcel, which is not proposed for development at this time, will retain the existing Public Facilities (PF) Zone. The Final Development Plan (FDP) for the development of the Piazza and adjacent private streets is included. The attached plans show the proposed private streets and Piazza development in compliance with the *Villebois Village Master Plan* and the *SAP Central Community Elements Book*.

Request A – Zone Map Amendment

The proposal is to change the Public Facility (PF) zone to the Village (V) zone. The proposed park use is permitted under Wilsonville Code Section 4.125. The proposed Zone Map Amendment would enable the development permitting process.

As demonstrated in findings A1 through A13, the proposed Zone Map Amendment meets all applicable requirements in Section 4.197 subject to compliance with proposed conditions of approval.

Request B – Preliminary Development Plan (PDP)

As demonstrated in findings B1 through B76, the proposed Preliminary Development Plan meets all applicable requirements in Section 4.125.01 through .07 and of Specific Area Plan – Central.

Request C – Final Development Plan (FDP)

As demonstrated in findings C1 through C29, with conditions of approval referenced therein, the proposed Final Development Plan should be approved subject to compliance with proposed conditions of approval.

Request D , Tentative Partition Plat

As demonstrated in findings D1 through D13, Staff is recommending that the proposed tentative partition plat be approved.

DISCUSSION TOPICS

Issues related to the Preliminary and Final Development Plans:

Street Trees: The conceptual planting plan for the Piazza show columnar Italian cypresses for street trees at Campanile Lane and along a short section of Barber Street. The SAP Central Community Elements Book does not require street trees on the Piazza boundaries.

Restrooms: Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows two alternative sites for restrooms; Alternative 1 is at the northwest corner of the Piazza and Alternative 2 is north of Piazza Lane. Alternative restrooms 2 may be a freestanding building or incorporated in the post office within a multi-use building. This plan does not propose placing restrooms at the Piazza but would provide portable restrooms for special events.

Observation Tower. Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows an off-site observation tower to be incorporated into one of the adjacent, future multi-use buildings. The tower is not proposed as part of this application.

Parks Board: The City's Parks and Recreation Advisory Board reviewed the Piazza plans at their regular meeting on October 11th. The Parks Board forward a recommendation of approval as designed.

Maintenance: The Piazza is identified in the Villebois Village Master Plan as a neighborhood park. Due to its small size (.52 acres), lack of regional amenities and specialized design, the Piazza will be privately maintained by the Villebois Village Center HOA 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 partition that creates the Piazza parcel. This requirement has been added as Condition of Approval PDD3.

PROPOSED CONDITIONS OF APPROVAL FOR REQUESTS 'A' – 'D'

The applications and supporting documents are hereby adopted for approval with the following conditions:

PD = Planning Division conditions BD – Building Division Conditions PF = Engineering Conditions. NR = Natural Resources Conditions TR = SMART/Transit Conditions FD = Tualatin Valley Fire and Rescue Conditions PW = Public Works	Request A: DB12-0056 Zone Map Amendment Request B: DB12-0057 Preliminary Development Plan (PDP) Request C: DB12-0058 Final development Plan (FDP-3) Request D: DB12-0059 Tentative Partition Plat
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Request A: DB12-0056: Zone Map Amendment

On the basis of findings A1 through A13 this action approves the Zone Map Amendment from Public Facilities (PF) to Village (V), and forwards this recommendation to the City Council with no proposed conditions of approval.

Request B: DB12-0057: Preliminary Development Plan

On the basis of findings B1 through B76 this action approves the Preliminary Development Plan submitted with this application labeled Exhibit B1, approved by the Development Review Board with one conditions of approval, and stamped “Approved Planning Division.” Approval of the Preliminary Development Plan is contingent on City Council approval of the request for a Zone Map Amendment.

PDB1. Copies of “draft” legal documents relating to the creation of a non-profit home owner’s association must be provided to the City Attorney. The existing CC&R’s may need to be modified to include the Piazza and the adjacent private streets. See Finding B51.

PDB2. *The Applicant shall work with Staff to add temporary restroom facilities during high use times until other facilities are available.*

Engineering Division - 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 <i>or applicant’s contractor</i> shall submit insurance requirements to the City of Wilsonville in the following amounts: <table style="margin-left: 40px;"> <tr> <td><i>General Aggregate</i></td> <td style="text-align: right;"><i>\$2,000,000</i></td> </tr> <tr> <td><i>Products-Completed Operations Aggregate</i></td> <td style="text-align: right;"><i>\$2,000,000</i></td> </tr> <tr> <td><i>Each Occurrence</i></td> <td style="text-align: right;"><i>\$2,000,000</i></td> </tr> <tr> <td><i>Fire Damage (any one fire)</i></td> <td style="text-align: right;"><i>\$ 50,000</i></td> </tr> <tr> <td><i>Medical Expense (any one person)</i></td> <td style="text-align: right;"><i>\$ 25,000</i></td> </tr> </table>	<i>General Aggregate</i>	<i>\$2,000,000</i>	<i>Products-Completed Operations Aggregate</i>	<i>\$2,000,000</i>	<i>Each Occurrence</i>	<i>\$2,000,000</i>	<i>Fire Damage (any one fire)</i>	<i>\$ 50,000</i>	<i>Medical Expense (any one person)</i>	<i>\$ 25,000</i>
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<i>Each Occurrence</i>	<i>\$2,000,000</i>										
<i>Fire Damage (any one fire)</i>	<i>\$ 50,000</i>										
<i>Medical Expense (any one person)</i>	<i>\$ 25,000</i>										
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:

- 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. Submit plans in the following 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 <i>plans</i> .
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.	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 11.	Fire hydrants shall be located in compliance with TVF&R fire prevention ordinance and approval of TVF&R.
PFA 12.	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 13.	Sidewalks and pedestrian linkages shall be in compliance with the Department of Justice's ADA Standards for Accessible Design (2010).
PFA 14.	No surcharging of sanitary or storm water manholes is allowed.
PFA 15.	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. Street lighting shall be in conformance with the revised Villebois Village Community Elements Book Master Plan for street lights.
PFA 16.	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 17.	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 18.	Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer.
PFA 19.	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 20.	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 21.	If not already in existence, 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 22.	Mylar Record Drawings: At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. mylar and an electronic copy in AutoCAD, current version.
PFA 23.	Partition Plat: Paper copies of all proposed subdivision plats shall be provided to the City for review. Once the subdivision 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 plat.
Specific Comments:	
PFA 24.	A traffic study was not required for this proposed project.
PFA 25.	On Tract "B" submitted plans appear to indicate a public utility easement across its entirety. Applicant shall provide the city with pipeline easements in conformance with the requirements of PF 5. The City does not approve of having a utility easement over the entirety of Tract "B".
PFA 26.	If public easements are not provided on the partition plat, Applicant shall provide to City an easement recording fee of \$250 per tax lot with easement documents in conformance to PF 5.
PFA 27.	Storm detention facilities for this site are provided by existing detention facilities located in Palermo Park and Pond F. No additional detention facilities are required.
PFA 28.	Water quality for this site is provided by existing water quality facilities located in Pond F. No additional water quality facilities are required.
PFA 29.	On Campanile Lane, the Applicant shall remove the existing stormwater cleanout and connect the new system onto the existing system.
PFA 30.	On Piazza Lane, the Preliminary Utility Plan does not show catch basins. Applicant shall add catch basins or provide information on how storm drainage is to be accomplished.
PFA 31.	On Piazza Lane, the Preliminary Utility Plan does not show an extension of the storm main line. Applicant shall provide information on how storm service will be provided to the building site located northeast of Piazza Lane.
PFA 32.	On Campanile Lane, the Preliminary Utility Plan does not show an extension

	of the sanitary sewer main line. Applicant shall provide information on how sanitary service will be provided to the building site located northwest of Campanile Lane, building site located northeast of Piazza Lane, and to future building sites located on the future extension of Campanile Lane, future Valencia Lane and future Collina Lane.
PFA 33.	On Campanile Lane, Applicant shall remove the existing water blow-off and connect new water system. Applicant can install either an in-line valve or test new system against existing valve in Barber Street.
PFA 34.	It is understood by the City that Tracts "A" and "B" (which include Campanile Lane, Piazza Lane and the Piazza Park) shall be privately maintained. Applicant shall prepare an Ownership and Maintenance agreement between the City and the owner.

Natural Resources Department:

Rainwater Management Plan:

- NR1.** Provide a rainwater analysis for the Piazza that demonstrates the proposed rainwater management components satisfy the requirements of the SAP Central Rainwater Management Plan.
- NR2.** 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.
- NR3.** 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.
- NR4.** 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.
- NR5.** The rainwater management components shall comply with the requirements of the Oregon DEQ UIC (Underground Injection Control) Program.

Other:

- NR6.** Pursuant to the City of Wilsonville's Ordinance No. 482, the applicant shall submit an erosion and sedimentation control plan. The following techniques and methods shall be incorporated, where necessary:

- a. Gravel construction entrance;

- b. Stockpiles and plastic sheeting;
- c. Sediment fence;
- d. Inlet protection (Silt sacks are recommended);
- e. Dust control;
- f. Temporary/permanent seeding or wet weather measures (e.g. mulch);
- g. Limits of construction; and
- h. Other appropriate erosion and sedimentation control methods.

NR7. 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 C: DB12-0058: Final Development Plan

On the basis of findings C1 through C30 this action approves the Final Development Plan with this application, approved by the Development Review Board, and stamped "Approved Planning Division" unless altered by a subsequent Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process. Approval of the requested Final Development Plan is contingent upon City Council approval of the request for a Zone Map Amendment.

PDC1. Construction and site development shall be carried out in substantial accord with the plans, drawings, sketches, and other documents approved by the Board. The Applicant/Owner shall develop the site as approved by the Board unless altered by a subsequent Board approval, or minor revisions are approved by the Planning Director under a Class I administrative review process.

PDC2. The Applicant/Owner shall provide a minimum of six (6) bicycle parking spaces to be dispersed throughout the project park. Bicycle racks shall be designed so that both wheels and bike frame can be secured as shown on Sheet L4.1 (detail 5) in Exhibit B1.

PDC3. Prior to installing plantings and trees the Applicant/Owner shall provide the Planning Division a final landscape plan that will be going out for bid demonstrating that the plantings meet the minimum size requirements of Section 4.176.06(A)(1 through 5)WDC. Prior to installation of required landscape materials, the Applicant/Owner shall:

- a. Assure that construction and site development shall be carried out in substantial accord with the Site Design Review plans as approved by the Development Review Board, except as may be subsequently altered by Board approval, or by minor revisions approved by the Planning Director under a Class I administrative review process.
- b. Assure that all shrubs shall be well branched and typical of their type as described in current AAN Standards and shall be equal to or better than 2-gallon cans when available. The landscaping plan shall be planted at such a density so as to provide a minimum of 95% coverage of landscape areas with vegetation, within a 3 year time period. See Finding D14.
- c. Plant materials, once approved by the DRB, shall be installed to current industry standards and shall be properly staked to assure survival. Support devices (guy wires, etc.) shall not be allowed to interfere with normal pedestrian or vehicular movement. Maintenance of landscaped areas is the on-going responsibility of the property owner. Any landscaping installed to meet the requirements of this Code, or any condition of approval established by City decision-making body acting on an application, shall be continuously maintained in a healthy, vital and acceptable manner. Plants that die are to be replaced in kind, within one growing season, unless the City approves appropriate substitute species.

PDC4. Assure that construction and site development shall be carried out in substantial conformance with the Final Development Plan as approved by the Development Review Board, and as amended by these conditions, except as may be subsequently altered by Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process.

PDC5. The Applicant/Owner shall install a permanent, built-in, irrigation system with an automatic controller for landscaped areas. Either a spray or drip irrigation system, or a combination of the two, may be specified. Proposed is ground cover within the drip line of retained trees. The Applicant/Owner must not plant seeded grass or ground cover within the drip line of retained trees. The project arborist must advise the Applicant and the City of the appropriate irrigation design so as to not over irrigate and kill trees. See Finding C14.

Public Works Department:

PW1. Any kind of permanent Kiosk or Coffee or food service that is connected to the Sanitary Sewer shall have pretreatment grease removal device.

Request D: DB12-0059: Tentative Partition Plat

On the basis of findings D1 through D13 this action approves the Tentative Partition Plat with this application, approved by the Development Review Board, and stamped "Approved Planning Division" unless altered by a subsequent Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process. Approval of the requested Tentative Partition Plat is contingent upon City Council approval of the request for a Zone Map Amendment.

PDD1. Assure that construction and site development shall be carried out in substantial conformance with the Tentative Partition Plat as approved by the Development Review Board, and as amended by these conditions, except as may be subsequently altered by Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process.

PDD2. Prior to approval of the Final Partition Plat, the Applicant/Owner shall:

- a. Assure that the lots shall not be sold or conveyed until such time as the final plat is recorded with Clackamas County.
- b. Submit an application for Final Plat review and approval on the Planning Division Site Development Application and Permit form. The Applicant/Owner shall also provide materials for review by the City's Planning Division in accordance with Section 4.220 of City's Development Code. Prepare the Final Plat in substantial accord with the Tentative Partition Plat as approved by the Development Review Board and as amended by these conditions, except as may be subsequently altered by Board approval, or by minor revisions approved by the Planning Director.
- c. Submit final construction plans, to be reviewed and approved by the Planning Director, City Engineer, the Tualatin Valley Fire and Rescue District, Natural Resources Manager, and the City Building Official, prior to the project's construction.
- d. Submit final drawings and construction plans for the water quality/detention facilities and their outfalls for review and approval of the City Engineer, the Natural Resources Manager and the Environmental Services Division.
- e. Supply the City with a performance bond, or other security acceptable to the Community Development Director, for any capital improvement required by the project.
- f. Illustrate existing and proposed easements, on the Final Plat.
- g. Dedicate all rights-of-way and easements necessary to construct all private and public improvements required for the project.
- h. Provide the City with a recordable instrument guaranteeing the City the right to enter the site and plant, remove, or maintain approved street trees that are located on the private streets.

PDD3. The Applicant/Owner shall enter into an Operations and Maintenance Agreement for the PDP that includes the Piazza and the adjacent private streets that clearly identifies ownership and maintenance responsibilities. This document will be recorded with the partition that creates the Piazza parcel and the adjacent private streets.

MASTER EXHIBIT LIST

The following exhibits are hereby entered into the public record by the Development Review Board in consideration of the application as submitted:

- A1.** Staff Report, findings, recommendations and conditions.
- A2.** Staff PowerPoint presentation.

Applicant's Written and Graphic Materials:

B1. Land Use application in large binder notebook and on compact disk, date received September 28, 2012 including; Code compliance/findings. Application, mailing list, introduction/project narrative, compliance reports to requests A through D, Zone Map Amendment Metes and Bounds description and map, DKS Traffic Report and site plan sheets.

B2. Full Size Drawings/Plan Sheets of the smaller plans in Exhibit B1.

- C1.1.** Existing Conditions Map
- C1.4.** Tentative Partition Plat
- C1.5.** Preliminary Utility Plan
- C1.5.** Preliminary Utility Plan
- C1.0.** Cover Sheet
- C1.2.** Tree Protection Plan
- C1.3.** Preliminary Circulation Plan
- C1.6.** Preliminary Grading Plan
- L1.0.** Preliminary Site Plan
- L2.0.** Preliminary Grading Plan
- L3.0.** Preliminary Planting Plan
- L4.0.** Piazza Details
- L4.1.** Piazza Details
- L4.2.** Piazza Details
- L4.3.** Shelter Details
- L4.4.** Piazza Fountain Details
- L4.5.** Piazza Details

Development Review Team:

- C1.** Engineering Division Conditions, Dated October 10, 2012. Included in this staff report.
- C2.** Natural Resources Program Director Conditions, Dated October 10, 2012. Included in this staff report.
- C3.** Public Works Department condition Dated October 10, 2012. Included in this staff report.
- SMART** transit. no conditions of approval were proposed.
- Building Division Conditions**, no conditions of approval were proposed.
- TVFR**, no conditions of approval were proposed.

Public Testimony:

Letters (neither for nor Against):

Letters (In Favor): None submitted

Letters (Opposed): None submitted

FINDINGS OF FACT

1. **Existing Site Conditions:** The Applicant has provided a full project description in Exhibit B1. The subject property is currently zoned PF.

Surrounding Development: The adjacent land uses are as follows:

Compass Direction	Existing Use(s)
North	Vacant land, SAP-Central
East	SAP-Central – multi- family residential
South	SAP-South - residential
West	SAP-North - residential

Natural Characteristics: The relatively level Piazza property is .52 acres which includes a small number of conifer and deciduous trees.

Streets: The subject property abuts Barber Street and Villebois Drive (public streets) and Campanile Lane and Piazza Lane (private streets).

Previous Planning Applications Relevant to the subject property:

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)
- DB06-0006-Zone Map Amendment
- DB06-0006-Preliminary Development Plan for Phase I.
- DB06-0006-Approve Type ‘C’ Tree Plan
- DB06-0006-Tentative Subdivision Plat (Small Lot)
- DB06-0010: DB06-0010-Final Development Plan for Phase I (The Alexan at Villebois Apartments and Building 1F)
- DB06-0011: DB06-0011-Final Development Plan for Phase I (The Seville Row and Les Bois Rowhomes)
- DB06-0012: DB06-0012-Tentative Subdivision Plat (Large Lot)

Quasi Judicial:

Several lot line adjustments, land partitions and Temporary Use Permits to allow Costa Communities offices at Dammasch.

2. 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.
3. Notice of the proposed project has been sent to the appropriate agencies involved in the review of public improvements. Comments and conditions of approval from the Building and Engineering Divisions, and Natural Resources Program Manager were received and are incorporated into this staff report.
4. The statutory 120-day time limit applies to this application. The application was initially received on September 14, 2012. Staff conducted a completeness review within the statutorily allowed 30-day review period, and advised the Applicant by letter on September 18, 2012, of missing items. On September 28, 2012, the Applicant submitted additional materials intended to complete the application. For procedural reasons, on October 1, 2012 the application was deemed complete. The City must render a final decision for the request, including any appeals, by January 18, 2013.

CONCLUSIONARY FINDINGS

The Applicant's compliance findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures are found in Exhibit B1 and are hereby incorporated into this staff report as findings for approval.

REQUEST A DB12-0056: ZONE MAP AMENDMENT
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This request is for approval of a Zone Map Amendment from the Public Facility zone to the Village (V) zone for .89 acres involving the southerly portion of Tax Lot 100 and the adjacent SW Campanile Drive and SW Piazza Lane (private streets). Because the service levels vary throughout the City, the zoning process allows for a case-by-case analysis of the availability of public facilities and services and to determine specific conditions related to needed public facilities improvements. All land development proposals are reviewed for conformity with the Comprehensive Plan and specific standards set forth in the zoning ordinance.

As set forth in Subsection 4.197(.02) of the Wilsonville Code, in recommending approval or denial of a proposed zone map amendment, the Board must at a minimum, adopt findings addressing Criteria A-G, below.

Criterion 'A'

"That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008 or, in the case of a Planned Development, Section 4.140."

- A1.** The Applicant has provided findings in Exhibit B1 addressing the Zone Map Amendment criteria, which are included in this staff report as findings for approval. Approval of the proposed Zoning Map Amendment is contingent on approval by the City Council by a City Ordinance.

Criterion 'B'

"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."

Proposed Comprehensive Plan Designation: Village

- A2.** The subject site is currently zoned Public Facility (PF). The Applicant proposes to change the Public facility (PF) Zone to the Village (V) zone on .52 acres and including the adjacent private streets (Campanile Lane and Piazza Lane) comprising .37 acres to enable development of the Piazza. On the basis of Section 4.125 the Applicant is seeking the appropriate V zone based on the 'Village' Comprehensive Plan Map designation.
- A3.** The proposed Comprehensive Plan Map designation is 'Village'. The gross site area of the Piazza is .52 acres. The proposed Preliminary Development Plan is reviewed in Request B of this staff report.

- A4. The Applicant's zone change proposal would enable the development of the Piazza, which is located in the center of Villebois Village. The Applicant's response findings in Exhibit B1 speak to the providing for the Piazza in the City, meeting these measures.

Area of Special Concern

- A5. The subject property is not located in an area of special concern by the Comprehensive Plan.

Criterion 'D' – Public Facilities: “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.”

- A6. The Deputy City Engineer's recommended Public Facility (PF) conditions impose further performance upon the Preliminary Development Plan application, which requires the Applicant to provide adequate water and storm sewer infrastructure to serve Piazza. As currently configured, the Piazza satisfies all design requirements regarding needed infrastructure improvements.

Criterion 'E' – Significant Resource Overlay Zone: “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 abut 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.”

- A7. The subject property is not designated within the Significant Resource Overlay Zone (SROZ).

Criterion 'F' “That the applicant is committed to a development schedule demonstrating that development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

- A8. The Applicant's submittal documents indicate the intent to develop the Piazza soon after final approvals are obtained from the City within years 2012 - 2013 meeting code.

Criterion 'G' “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached that insure that the project development substantially conforms to the applicable development standards.”

- A9. The Applicant's proposal, together with the Preliminary Development Plan conditions of approval will bring it into compliance with all applicable development standards.

Subsection 4.197(.03) provides that “If affirmative findings cannot be made for all applicable criteria listed above the Planning Commission or Development Review Board shall recommend that the proposed text or map amendment, as the case may be, be denied.”

A10. The Applicant has made affirmative findings in Exhibit B1 to Subsection 4.197.02(A)-(G) meeting Subsection 4.197(.03).

Subsection 4.197(.04) stipulates that the “City Council action approving a change in zoning shall be in the form of a Zoning Order.”

A11. Staff recommends approval of the proposed Zone Map Amendment with no conditions of approval being proposed. A City Council Zoning Order and Ordinance regarding the proposed Zone Map Amendment is required subsequent to contingent approval of the requested companion applications.

Subsection 4.197(.05) provides “In cases where a property owner or other applicant has requested a change in zoning and the City Council has approved the change subject to conditions, the owner or applicant shall sign a statement accepting, and agreeing to complete the conditions of approval before the zoning shall be changed.”

A12. Staff recommends adoption of these findings to the Development Review Board in review of the application to modify the Zone Map designation from PF to V. Upon recommendation of approval by the Board, these will be forwarded to the City Council for final action.

SUMMARY FINDINGS FOR REQUEST A:

A13. The Applicant has demonstrated that the proposed Zone Map Amendment will meet all applicable requirements. Its approval may be recommended to the City Council.

REQUEST B
DB12-0057: PRELIMINARY DEVELOPMENT PLAN - 3 (PDP-3)

The Applicant has provided compliance findings to the applicable criteria (See Exhibit B1). Staff concurs with these findings except where otherwise noted.

- B1.** The Applicant is requesting approval of a Preliminary Development Plan (PDP) depicted in the application notebook (Exhibit B1). The subject property abuts Barber Street and Villebois Drive. (See the Vicinity Map in the introductory section of this staff report). The subject property is master planned for a Piazza. This request is being submitted concurrently with applications for Final Development Plan, and a tentative partition plat. The elements of the proposed Preliminary Development Plan can be made to meet all applicable development standards through required conditions of approval.
- B2.** The Applicant’s submittal document indicates intent to build the Piazza shortly after final land use approvals are obtained from the City.

LAND USES

- B3.** PDP-3 Central is located in the central core of the Villebois development. It will serve as part of the central hub of activities, services, and transportation serving the larger Villebois community. This is a high density residential and mixed-use area that serves as the southern entryway to the central Piazza. It provides a multi-modal transportation system facilitating pedestrians, bicycles, transit, and automobile access that connects residents to recreation, shopping, services, and their homes.

Table A. Range of Residential Units and Retail/Office Space in Specific Area Plan Central:

Product Type	SAP-Central Total
Small	9
Row House	142
Condominium	127
Specialty Condos	127
Village Apartment	
Future FDP	411
Urban Apartments	90
Mixed-use	
Apartment	104
Condominium (TBD with Future FDP)	
Total Residential Units	1010

PARKS

Connectivity to parks and open space is a defining feature of the Villebois community. The PDP-3 area includes the Piazza along Barber Street and Villebois Drive that connects residents to the Central Plaza (Piazza Park), the Promenade to the west and Sofia Park, and surrounding residences and future retail/office spaces.

The Piazza, the Promenade and the network of sidewalks and pathways it connects to enable citizens to walk, run, or bike to a variety of active and passive recreational opportunities ranging from swimming pools to play structures, horseshoe pits, and community events. The Piazza will include benches along wide walkways and will incorporate rainwater components into its design such as permeable pavers.

Residents of SAP-Central will be able to walk out their front door to attend community events, play a game of bocce ball, and enjoy lunch from one of the vendors at the Piazza. This area serves as a focal point for the entire community and the sidewalks, pedestrian/ bicycle pathways, transit routes, and roads leading to the Piazza Park offer residents a variety of means for accessing its amenities.

UTILITIES

Sanitary Sewer

B4. The sanitary sewer system is shown on *Sheet C1.5 Preliminary Utility Plan* (see Section IVB of the Applicant's submittal notebook. The Piazza will not have public restrooms but the existing sanitary sewer is a gravity system. The sewer connection locations include the adjacent Barber Street and Villebois Drive.

Water

B5. The proposed 8" water main will be extended in Campanile Lane. There are two water mains in Barber Street and Villebois Drive. (See Plan *Sheet C1.5 Preliminary Utility Plan* in Section IVB of this notebook). Water service can adequately be provided to this area in compliance with the Villebois Village Master Plan and the City's Water System Master Plan. This is more than adequate water service for the proposed decorative water fountain and drinking fountain.

Stormwater

B6. The Piazza will utilize a gravity storm system to convey the necessary water quality and detention volumes. The entire PDP is divided up into several drainage basins which will flow into Ponds E1, E2 (Palermo Park) and F that were part of the PDP 1 & 2 (SAP - South) applications. These ponds have been designed to accommodate the flows from SAP Central with minor modifications to orifice sizes.

Rainwater

- B7.** Rainwater will be treated through a variety of components within this PDP for the Piazza. Several components are provided within the Piazza including permeable concrete unit pavers and tree wells. These components will be further detailed in Request C for the Final Development Plan.

CIRCULATION

- B8.** The transportation infrastructure will provide convenient neighborhood circulation and a range of transportation options. Sheet C1.3 – Preliminary Circulation Plan illustrates the circulation include adjacent public and private streets and pathways.

PHASING

- B9.** The Piazza improvements will be constructed in one phase. Final Development Plan (FDP) application has been submitted concurrent with this application.

Wilsonville Planning & Land Development Ordinance

Section 4.125 Village (V) Zone

(.02) Permitted Uses

Examples of principal uses that typically permitted:

- A. Single Family Detached Dwellings**
- B. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11)**
- C. Duplexes**
- D. Row Houses**
- E. Multi-Family Dwellings**
- F. Cluster Housing**
- G. Residential Facilities, Residential Homes and Community Housing developed to implement ORS 426.508.**
- H. 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.**
- I. Commercial uses within the Village Center, subject to the standards of (.06) Standards Applying to Commercial Uses and similar to the following is Subsection 4.125.02(I)(1 through 5).**
- J. Neighborhood Commercial.**

- B10.** The proposed Preliminary Development Plan is intended for development of the Piazza. The Piazza use is permitted pursuant to subsection 4.125(.02)H.

(.05) Development Standards Applying to All Developments 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:

A. Block, Alley, Pedestrian and Bicycle Standards:

- 1. 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.**
- 2. Maximum spacing between streets for local access: 530 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 street extensions from meeting this standard.**
- 3. 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.**

B11. The proposed Piazza will become a tract for a private park but with public access, not a residential housing block, so the maximum block perimeter and spacing for street requirements are not applicable. Alleys are not proposed. The Piazza as proposed is consistent with SAP-Central.

B. Access: 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.

(.09) Street & Access Improvement Standards

A. Except as noted below, the provisions of Section 4.177 apply within the Village Zone:

1. Generally:

- a) 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 and the following standards:**
- b) 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 and the following standards:**

B12. Four streets frame the proposed Piazza: Existing are Barber Street and Villebois Drive and proposed are Campanile Lane and Piazza Lane. The streets will comply with the applicable City Public Works Standards. Campanile Lane and Piazza Lane will be built with the Piazza project with concrete unit pavers. The pavers must have the City Engineer's approval. The street system within this PDP-3 is designed to provide for the continuation of streets within Villebois Central and to adjoining properties or

subdivisions which meets code. (See Sheet C1.3 of Section IVB – Preliminary Circulation Plan), which meets code.

- 2) **All streets shall be developed with curbs, landscape strips, bikeways or pedestrian pathways, according to the Master Plan.**

B13. Street classifications and cross-sections within proposed PDP-3 surrounding the Piazza will be curbed streets. Plan Sheet C1.3 show the location of curbs, bikeways, sidewalks, etc. and comply with the cross-sections in the Master Plan which meets code.

2. Intersections of streets

- a) **Angles: Streets shall intersect one another at angles not less than 90 degrees, unless existing development or topography makes it impractical.**
- b) **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.**

B14. Public and private streets surrounding the Piazza intersect at angles consistent with the above standards.

- c) **Offsets: Opposing intersections shall be designed so that no offset dangerous to the traveling public is created. Intersections shall be separated by at least:**
 - 1) 1000 ft. for major arterials
 - 2) 600 ft. for minor arterials
 - 3) 100 ft. for major collector
 - 4) 50 ft. for minor collector

B15. Opposing intersections on public and private streets surrounding the Piazza are not offset, as appropriate, so that no danger to the traveling public is created.

- d) **Curb Extensions:**
 - 1) **Curb extensions at intersections shall be shown on the Specific Area Plans required in subsection 4.125(.18)(C) through (F) below, and shall:**
 - 2) **Not obstruct bicycle lanes on collector streets.**
 - 3) **Provide a minimum 20 foot wide clear distance between curb extensions 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.**

B16. Curb extensions will not obstruct bicycle lanes on collector streets. The attached drawings illustrate that all street intersections will have a minimum 20 foot wide clear distance between curb extensions on all local residential street intersections.

3. 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.

B17. Plan Sheet C1.6 of Section IVB– Grading and Preliminary Grading Plan demonstrate that proposed streets can comply with this standard.

4. **Centerline Radius Street Curves:**

The minimum centerline radius street curves shall be as follows:

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

B18. The proposed Tentative Partition Plat in Request D demonstrates that all streets will comply with the above standards.

5. Rights-of-way:

- a) See (.09) (A), above.

B19. Proposed rights-of-way are shown on the plan sheets following the Supporting Compliance Report in Section IVB. The private streets will not be dedicated.

6. **Access drives.**

- a) See (.09) (A), above.
- b) 16 feet for two-way traffic.

B20. 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.

7. **Clear Vision Areas**

- a) See (.09) (A), above.

B21. Clear vision areas will be reviewed by the City Engineering Division to assure compliance with the Section 4.177.

8. **Vertical clearance:**

- a) See (.09) (A), above.

B22. Vertical clearance will be provided and maintained in compliance with the Section 4.177.

9. **Interim Improvement Standard:**

- a) See (.09) (A), above.

B23. No interim improvements are necessary for the Piazza development.

(.10) Sidewalk and Pathway Improvement Standards

A. The provisions of Section 4.178 shall apply within the Village zone.

B24. All sidewalks and pathways within the Piazza will be constructed in accordance with the standards of Section 4.178 and the Villebois Village Master Plan.

(.11) Landscaping, Screening and Buffering

A. Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:

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

B25. Plan Sheets L1.1 through L3.0 – Planting Plans, located in Section IVB of the submittal notebook demonstrate that the proposed Piazza within does not comply with the Street Tree Master Plan of the SAP-Central Community Elements Book. The City has historically expressed a desire for increased planting of tree species which will provide high, spreading canopies when mature, especially in parks, but also along streets and Greenways wherever possible. The Applicant is proposing to retain five deciduous trees with large canopies within the Piazza so there is not a need for additional shade trees.

(.12) Signage and Wayfinding

A. 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.

B26. Signage and Wayfinding Plans for SAP Central is approved.

(.13) Design Principles Applying to the Village Zone

A. 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.

8. The design of streets and public spaces shall provide for and promote pedestrian safety, connectivity and activity.

B27. The proposed PDP-3 for the Piazza complies with the form and function supported by the standards of this subsection.

.14) Design Standards Applying to the Village Zone

A. The following design standards implement the Design Principles found in (.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:

1. Generally:

a. Flag lots are not permitted.

B28. Flag lots are not being proposed.

2. Building and site design shall include:

- a) Proportions and massing of architectural elements consistent with those established in an approved Pattern Book or Village Center Design.**
- b) Materials, colors and architectural details executed in a manner consistent with the methods included in an approved Pattern Book, Community Elements Book or approved Village Center Design.**
- c) Protective overhangs or recesses at windows and doors.**
- d) Raised stoops, terraces or porches at single-family dwellings.**
- e) Exposed gutters, scuppers, and downspouts.**
- f) The protection of existing significant trees as identified in an approved Community Elements Book.**
- g) A landscape plan in compliance with Section (.11), above.**
- h) Building elevations of block complexes shall not repeat an elevation found on an adjacent block.**
- i) Building elevations of detached buildings shall not repeat an elevation found on buildings on adjacent lots.**
- j) A porch shall have no more than three walls.**
- k) A garage shall provide enclosure for the storage of no more than three vehicles.**

B29. This application requests PDP-3 approval to enable the development of the Piazza. Conformance with the approved Community Elements Book will assure consistency with the Design Standards of subsection (.14). Subsequent Building Permit applications will review the proposed shelter and Final Development Plans for consistency with the Village Center Architectural Standards and approved landscape/street tree plans.

B30. Plan Sheets L1.0 through L4.5 – Planting Plans and Street Tree Plans, located in Section IVB, depict the landscape and program elements for the Piazza. Final Development Plan applications will advance the park and open/space planning.

B31. Plan Sheet C1.2 – Tree Protection Plan identifies proposed tree retention. This application does not include a request to remove significant trees but to protect and retain five significant trees within the Piazza project area. One Pissard plum in poor condition will be removed as part of the site grading permit next to the recently filled area at the west side of the project site.

3. Lighting and site furnishings shall be in compliance with the approved...Community Elements Book....

B32. The approved Communities Elements Book indicates site furnishings for the park/open space areas. Street Tree and Lighting Plan shows proposed street trees and street lighting. The proposed Final Development Plan shows the proposed Piazza amenities which are reviewed in request C.

4. **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.**

B33. As noted previously, no buildings are proposed with this PDP-3 for the Piazza except for wood 12' x 26' framed shelter shown on Plan Sheet L4.3.

(.18) Village Zone Development Permit Process

G. Preliminary Development Plan Approval Process:

1. **An application for approval of a Preliminary Development Plan for a development in an approved SAP shall:**

- a) **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.**

B34. This application includes a request for PDP-3 approval for the Piazza Park of SAP – Central, as shown on the SAP – Central Phasing Plan meeting code.

- b) **Be made by the owner of all affected property or the owner's authorized agent; and.**

B35. This application has been filed by the property owner meeting code.

- c) **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; and.**

B36. The appropriate application form and fee have been filed with this submittal meeting code.

- d) **Set forth the professional coordinator and professional design team for the project; and.**

B37. The professional coordinator and professional design team are set forth in the Introductory Narrative located in Section IA of the application notebook.

- e) **State whether the development will include mixed land uses, and if so, what uses and in what proportions and locations.**

- f) **Include a preliminary land division (concurrently) per Section 4.400, as applicable.**

B38. Proposed PDP-3 includes the Piazza. The Piazza design is shown on Plan Sheets L1.0. It includes .52 acres of usable park area, pathways and a shelter/gathering space. The Piazza concept plan, as proposed in SAP-Central, meets the requirements of the Master Plan. Proposed is a Tentative Partition Plat to create a tract for the Piazza.

g) Include a concurrent application for a Zone Map Amendment (i.e., Zone Change) for the subject phase.

B39. As part of this application the DRB and the City Council will review a proposed amendment to zone the subject PDP/Piazza area from the Public Facility zone to create the Village (V) zone.

2. 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) A boundary survey or a certified boundary description by a surveyor licensed in the State of Oregon.

b) 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:

i) One (1) foot contours for slopes of up to five percent (5%);

ii) Two (2) foot contours for slopes from six percent (6%) to twelve (12%);

iii) Five (5) foot contours for slopes from twelve percent (12%) to twenty percent (20%). These slopes shall be clearly identified, and

iv) Ten (10) foot contours for slopes exceeding twenty percent (20%).

c) 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.

B40. The above information is illustrated on Plan Sheet C1.6 of Section IIB – Existing Conditions. The subject property is not within the SROZ.

d) A tabulation of the land area to be devoted to various uses, and a calculation of the average residential density per net acre.

B41. The above information is listed in Section IV of the submittal notebook.

- e) **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.**
- B42.** The above information is shown on Plan Sheet C1.1 – Existing Conditions; Sheet C1.4 - Tentative Partition Plat, Sheet C1.3 – Circulation Plan and Sheet C1.2, Tree Protection Plan that identifies all trees 6 inches and greater d.b.h. on the project site.
- f) **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.**
- B43.** Plan Sheet L4.3 shows the proposed Piazza shelter.
- g) **A composite utility plan illustrating existing and proposed water, sanitary sewer, and storm drainage facilities necessary to serve the SAP.**
- B44.** Proposed storm drainage facilities, water lines and sanitary lines are shown on Plan Sheet C1.5 of Section IVB – Preliminary Utility Plan.
- h) **If it is proposed that the Preliminary Development Plan will be executed in Phases, the sequence thereof shall be provided.**
- B45.** PDP-3 will be executed in a single phase for the Piazza development. Construction is anticipated to begin at the end of 2012 or early 2013.
- i) **A commitment by the applicant to provide a performance bond or other acceptable security for the capital improvements required by the project.**
- B46.** The Applicant must provide a performance bond or other acceptable security for the capital improvements required by the project. See PF conditions.
- j) **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).**

B47. DKS has not prepared an addendum Traffic Impact Analysis for the Piazza as it is not needed for park development.

H. PDP Application Submittal Requirements:

- 1. 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:**
 - a) The location of water, sewerage and drainage facilities;**
 - b) Conceptual building and landscape plans and elevations, sufficient to indicate the general character of the development;**
 - c) The general type and location of signs;**
 - d) Topographic information as set forth in Section 4.035;**
 - e) A map indicating the types and locations of all proposed uses; and**
 - f) A grading and erosion control plan illustrating existing and proposed contours as prescribed previously in this section.**

B48. Plan Sheet C1.1 – Existing Conditions shows site features, including topographic features. Sheet C1.4 – Tentative Partition Plat and Sheet L1.0 – Site/Land Use Plan illustrates the Piazza uses. Plan Sheet C1.6 – Grading Plan show the location of drainage facilities, topographic information, and a preliminary grading. Plan Sheet C1.5 – Preliminary Utility Plan indicates the location of water and sanitary sewer lines. Plan Sheets L1.0 through L3.0, Planting Plans show the conceptual landscaping. The architectural elevations for the proposed shelter are shown on Plan Sheet L4.3. All plan sheets referenced above can be found in Section IVB of this application notebook. Signs are not proposed.

- 2. 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.**

B49. See Finding B47.

- 3. 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.**

B50. The attached drawings for proposed PDP-3 provide sufficient detail to indicate fully the ultimate operation of the subject the Piazza development. The proposed Final Development Plan provides more specific details regarding proposed design features.

4. 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.

B51. Copies of "draft" legal documents relating to the creation of a non-profit home owner's association must be provided to the City Attorney. The existing CC&R's may need to be modified to include the Piazza and the adjacent private streets. See Condition PDB1.

I. PDP Approval Procedures

1. An application for PDP approval shall be reviewed using the following procedures:
 - a) 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.
 - b) A public hearing shall be held on each such application as provided in Section 4.013.
 - c) 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.

B52. In accordance with the procedures contained in Section 4.012, the city has provided notice of a public hearing before the Development Review Board on the proposed PDP. A public hearing will be held on each request submitted in conjunction with this application as provided in Section 4.013 at which time the Board will determine whether the proposal conforms to the applicable permit criteria set forth in the City's Code.

J. PDP Refinements to Approved Specific Area Plan

1. In the process of reviewing a PDP for consistency with the approved Specific Area Plan, the Development Review Board may approve refinements, but not amendments, to the SAP. Refinements to the SAP may be approved by the Development Review Board as set forth in Section (.18)(J)(2), below.
 - a) Refinements to the SAP are defined as:
 - 1) 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.

B53. Refinements to the street network are not proposed.

- 2) 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.

B54. The parks and open space areas provided SAP-Central are not being refined through this application.

- 3) **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.**

No changes to the nature or location of utilities or storm water facilities are proposed.

K. PDP Approval Criteria

The Development Review Board may approve an application for a PDP only upon finding that the following approval criteria area met:

1. That the proposed PDP:

- i) **Is consistent with the standards identified in this section.**

B55. Section IVA of the supporting compliance report provides an explanation of how proposed PDP-3 for the Piazza is consistent with the standards of the Village zone.

- ii) **Complies with the applicable standards of the Planning and Land Development Ordinance, including Section 4.140(.09)(J)(1)-(3).**

B56. Section IVA of the supporting compliance report provides an explanation of how proposed PDP-3 for the Piazza is consistent with the applicable standards of the Planning and Land Development Ordinance.

- iii) **Is consistent with the approved Specific Area Plan in which it is located.**

B57. PDP-3 for the Piazza is consistent with proposed SAP-Central, as demonstrated by the attached drawings located in Section IVB.

- iv. **Is consistent with the approved Pattern Book and, where required, the approved Village Center Design.**

B58. A shelter is proposed shown on Plan Sheet L4.3.

2. **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.**

B59. Proposed PDP-3 for the Piazza will be developed in one phase. The Piazza will be completed on a reasonable schedule. Construction is anticipated to begin at the end of 2012 or early 2013.

3. **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.**

B60. Proposed PDP-3 for the Piazza is in conformance with proposed SAP-Central, and, thus, the *Villebois Village Master Plan*, and the applicable requirements and standards of the Planning and Land Development Ordinance.

Section 4.139-Significant Resource Overlay Zone (SROZ) Ordinance

B61. There is no SROZ in SAP-Central.

Section 4.156-Sign Regulations

B62. The Master Signage and Wayfinding Plan was approved in 2006. Signs are not proposed with this application.

Section 4.171 General Regulations – Protection of Natural Features & other Resources

(.02) General Terrain Preparation

A. 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.

B. 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:

1. Limit the extent of disturbance of soils and site by grading, excavation and other land alterations.

2. 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.

3. 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.

B62. The drawings located in Exhibit B1 demonstrate that the subject PDP-3 for the Piazza is designed with maximum regard to natural terrain features and topography. No steep hillside areas or floodplains are located within the subject PDP-3. Plan Sheet C12 shows proposed tree protection. Plan Sheet C1.6 – Grading Plan shows proposed grading within the subject area. All subsequent grading, filling and excavating will be done in accordance with the Uniform Building Code. Disturbance of soils 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. The Applicant will comply with all state and federal requirements for construction (e.g., DEQ NPDES #1200-C permit). Also required is a grading and erosion control plan pursuant to City of Wilsonville Ordinance 482.

(.03) Hillsides: All developments proposed on slopes greater than 25% shall be limited to the extent that:

B63. Proposed PDP-3 for the Piazza does not include any areas of slopes in excess of 25%. Therefore, this standard does not apply to this application.

(.04) Trees and Wooded Areas.

A. All developments shall be planned, designed, constructed and maintained so that:

1. Existing vegetation is not disturbed, injured, or removed prior to site development and prior to an approved plan for circulation, parking and structure location.

2. 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.

3. Existing trees are preserved within any right-of-way when such trees are suitably located, healthy, and when approved grading allows.

B. Trees and woodland areas to be retained shall be protected during site preparation and construction according to City Public Works design specifications, by:

1. Avoiding disturbance of the roots by grading and/or compacting activity.

2. Providing for drainage and water and air filtration to the roots of trees which will be covered with impermeable surfaces.

3. Requiring, if necessary, the advisory expertise of a registered arborist/horticulturist both during and after site preparation.

4. Requiring, if necessary, a special maintenance, management program to insure survival of specific woodland areas of specimen trees or individual heritage status trees.

B64. Trees that are retained will be protected during site preparation and construction in accordance with City Public Works design specifications and Section 4.171(.04).

(.05) High Voltage Power line Easements and Rights of Way and Petroleum Pipeline Easements:

A. 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.

B. 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.

B65. Proposed PDP-3 for the Piazza does not contain any high voltage power line easements or rights-of-way.

(.06) Hazards to Safety: Purpose:

- A.** To protect lives and property from natural or human-induced geologic or hydrologic hazards and disasters.
- B.** To protect lives and property from damage due to soil hazards.
- C.** To protect lives and property from forest and brush fires.
- D.** To avoid financial loss resulting from development in hazard areas.

B66. Development of PDP-3 for the Piazza will occur in a manner that minimizes potential hazards to safety.

(.07) Standards for Earth Movement Hazard Areas:

- A.** 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.

B67. Development of PDP-3 for the Piazza will occur in a manner that minimizes potential hazards to safety. No earth movement hazard areas have been identified within the subject area.

(.08) Standards for Soil Hazard Areas:

- A.** 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.

- B.** 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.

B68. Development of PDP-3 for the Piazza will occur in a manner that minimizes potential hazards to safety. No soil hazard areas have been identified within the subject area.

(.09) Historic Protection: Purpose:

- A.** To preserve structures, sites, objects, and areas within the City of Wilsonville having historic, cultural, or archaeological significance.

B69. A Historic/Cultural Resource Inventory was conducted by a Registered Professional Archeologist for SAP-Central. There are no structures, sites, or objects currently listed on any registries. However, one Native American Cascade style projectile point (arrowhead) was found near the location of Hilltop Park but the archaeologist concluded that the arrowhead was lost during hunting and it was an isolated find.

Section 4.172-Flood Plain Regulations

B70. Proposed PDP-3 for the Piazza does not include any areas impacted by a 100-year flood plain. Therefore, the standards of Section 4.172 are not applicable.

Section 4.176-Landscaping, Screening & Buffering

B71. The proposed Final Development Plan for the Piazza includes a Landscape Plan. The proposed Community Elements Book depicts street trees along rights-of-way within the subject PDP-3. See the findings in Request C for the Final Development Plan for the detailed analysis of the proposed landscaping, screening and buffering.

Section 4.177-Street Improvement Standards

B72. As indicated previously, proposed rights-of-way are shown on the attached drawings. The adjacent private streets; Campanile Lane and Piazza Lane will not be dedicated right-of-ways. The drawings located in Section IVB demonstrate that all adjacent streets for the Piazza 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 the fire department.

Section 4.178-Sidewalk & Pathway Standards

(.01) 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.

(.02) Pathways

A. 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.

1. 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.

B73. Plan Sheet L1.1 located in Section IVB depict the proposed sidewalks and pathways in compliance with the above standards and proposed SAP-Central.

E. Recreational Area in Multi-family Residential and Mixed Use Developments

Recreational Area requirement is intended to provide adequate recreational amenities for occupants of multiple family developments and mixed use developments where the majority of the developed square footage is to be in; residential use.

2. Recreational Area is defined as the common area of all lawns, gardens, play lots, day care centers, plazas, court yards, interior and exterior swimming pools, ball; courts, tennis clubs, game rooms, social rooms, exercise rooms, health club facilities, libraries, internet/electronic media rooms, decks and other similar areas for common recreational uses. Recreational Area may include Parks required under the Villebois Village Master Plan, and any usable park areas not shown in such plan. Private areas under this definition, defined as those areas that are accessible only by a single owner or tenant, shall not constitute or contribute to the measurement of Recreational Area.

3. A variety of age appropriate facilities shall be included in the mix of Recreational Area facilities.

4. Recreational Area shall be calculated at both the PDP and the SAP level and shall be provided at the ratio of 195 square feet per residential unit for each SAP and an additional 30 square feet per residential unit for each PDP.

5. Recreational Area shall be considered to be part of the Open Space requirement in Section 4.125(.08).

Thus, this Implementation Measure must be met upon compliance with the Public Facilities (PF) Conditions of Approval. This Goal and related Policy for storm water availability must also be satisfied at the Preliminary Development Plan review of proposed building(s).

B74. Approval of a final plat is contingent upon compliance with the Public Facilities (PF) Conditions of Approval. All construction plans for the sanitary sewer system must be submitted for review and approval by the City Engineer prior to construction to insure that they comply with City standards.

B75.

Transit:

- There is one fully constructed bus pullout at Villebois Drive next to the Piazza.
- SMART will provide all bus stop signs and the developer will provide shelters at their discretion.
- Service may be adjusted as needed.

SUMMARY FINDING FOR REQUEST B:

B76. The Applicant has demonstrated that the proposed Preliminary Development Plan will meet all applicable requirements.

REQUEST C
DB12-0058: FINAL DEVELOPMENT PLAN

The Applicant's project narrative and findings (Exhibit B-1) addressing the Wilsonville Planning & Development Ordinance respond to the majority of the applicable criteria and are hereby incorporated in this staff report. In the case where the applicant has adequately addressed the criteria, the staff findings simply refer to the relevant text in the applicant's narrative.

- C1.** This application requests Final Development Plan of the Piazza. Conformance with the approved SAP-Central Architectural Pattern Book and the approved Community Elements Book will assure consistency with the Design Standards of subsection (.14).

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

- A.** 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.
- 1.** The design of landscape, streets, public places and buildings shall create a place of distinct character.
 - 2.** The landscape, streets, public places and buildings within individual development projects shall be considered related and connected components of the Villebois Village Master Plan.
 - 3.** The design of buildings shall functionally relate to adjacent open space, gateways, street orientation, and other features as shown in the Villebois Village Master Plan.
 - 4.** The design of buildings and landscape shall functionally relate to sunlight, climate, and topography in a way that acknowledges these conditions as particular to the Willamette Valley.
 - 5.** The design of buildings shall incorporate regional architectural character and regional building practices.
 - 6.** The design of buildings shall include architectural diversity and variety in its built form.
 - 7.** The design of buildings shall contribute to the vitality of the street environment through incorporation of storefronts, windows, and entrances facing the sidewalk.
 - 8.** The design of streets and public spaces shall provide for and promote pedestrian safety, connectivity and activity.
 - 9.** The design of buildings and landscape shall minimize the visual impact of, and screen views of off-street parking from streets.
 - 10.** The design of exterior lighting shall minimize off-site impacts, yet enable functionality.
- C2.** Design Principles 2, 3, 4, 5, 6, 7 and 9 relate to developments with buildings and are not applicable to park development. The Applicant's findings in Exhibit B-1 demonstrate that the proposed the Piazza complies with the form and function supported by the remaining principles.
- C3.** The approved Communities Elements Book indicates site furnishings for the park/open space areas. It shows proposed street trees and lighting for SAP-Central. The proposed FDP plans illustrate that lighting and site furnishings will be provided in compliance with the Community Elements Book.

Subsection 4.125.18(P)(1 and 2) sets forth the approval criteria for Final Development Plans.

Subsection 4.125.18(P)(1): An application for approval of a FDP shall be subject to the provisions of Section 4.421.

Section 4.421: Site and Design Review - Criteria and Application of Design Standards

(.01) The following standards shall be utilized by 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 or innovation. The specification of one or more particular architectural styles is not included in these standards.

A. Preservation of Landscape. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soils removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.

C4. The proposal for the Piazza does not include removing any landscaped areas or trees except for a plum tree at the west side of the project site. Therefore this criterion does not apply.

B. Relation of Proposed Buildings to Environment. Proposed structures shall be located and designed to assure harmony with the natural environment, including protection of steep slopes, vegetation and other naturally sensitive areas for wildlife habitat and shall provide proper buffering from less intensive uses in accordance with Sections 4.171 and 4.139 and 4.139.5. The achievement of such relationship may include the enclosure of space in conjunction with other existing buildings or other proposed buildings and the creation of focal points with respect to avenues of approach, street access or relationships to natural features such as vegetation or topography.

C5. This Final Development Plan (FDP) does not include a review of the buildings except for a small metal framed shelter shown on Plan Sheet L4.3, and is limited to the review the proposed Piazza. So the purpose of this FDP is to provide more detailed park design and landscape information. The Piazza is not located in a Significant Natural Resource Overlay Zone nor does it contain areas of steep slopes. Furthermore, the Piazza has been sited such that it is central to Villebois Village and can be viewed from multiple angles and to interface with existing and future Village Center development. From a windshield or even pedestrian perspective it is a part of the greater central park system. The proposed Piazza has been reviewed in accordance with the adopted Villebois Village Master Plan Technical Appendix. The proposed Piazza is consistent with the feasibility plan.

Section 4.176-Landscaping, Screening & Buffering

C6. The proposed FDP includes Landscape Plans. The proposed Community Elements Book depicts street trees along rights-of-ways, but no street trees required in the Plaza Boundary. The applicant's response indicates the Piazza is to be predominantly

hardscaped with retention of existing trees and the addition of planters. The plan also provides a diversified planting theme. The plan is aesthetically pleasing and functional. The proposed landscaping plan satisfies the purpose criteria of the landscaping section.

(.02) Landscaping and Screening Standards

I. Required Materials

a. Where the landscaped area is less than 30 feet deep, one tree is required for every 30 linear feet.

C7. The proposal does not include parking lots internal to the park so this criterion is not applicable. There is existing curbside parking along Barber Street that will accommodate approximately 6 cars.

b. Where the landscaped area is 30 feet deep or greater, one tree is required for every 800 square feet and two high shrubs or three low shrubs are required for every 400 square feet.

C8. The subject site does not contain planting areas 30 feet deep or greater; therefore, this provision does not apply.

(.06) Plant Materials.

C9. Shrubs – 4.176(.06)(1): This code section specifies the size of plant material required for new development as well as standards related to species selection, and growth rate. Shrubs are required to be equal or better than two-gallon containers, and shall have a 10"-12" spread. Plan Sheet L3.0 identifies the proposed plants or low shrubs.

C10. Ground cover - Ground covers in one gallon containers are to be planted on 4' centers minimum, 4" pots are to be spaced at 2' centers, 2 ¼" pots are to be spaced at 18" centers. All ground covers are to be planted at a density so as to cover 80% of the planting area within 3-years of planting. Plan Sheet L3.0 provides a summary of proposed plants.

(.07) Installation and Maintenance.

C11. Plant materials, once approved by the DRB, shall be installed to current industry standards and shall be properly staked to assure survival. Support devices (guy wires, etc.) shall not be allowed to interfere with normal pedestrian or vehicular movement. Maintenance of landscaped areas is the on-going responsibility of the property owner. Any landscaping installed to meet the requirements of this Code, or any condition of approval established by City decision-making body acting on an application, shall be continuously maintained in a healthy, vital and acceptable manner. Plants that die are to be replaced in kind, within one growing season, unless the City approves appropriate substitute species. Failure to maintain landscaping as required in this subsection shall constitute a violation of the City Code for which appropriate legal remedies, including the revocation of any applicable land development permits, may result.

(.08) Landscaping on Corner Lots

C12. The Piazza site is surrounded by four streets. Landscaping will be required to meet the vision clearance requirements of Section 4.177. The Engineering Division, however, will examine vision clearance issues in more detail in the Public Works Permit.

(.10) Completion of Landscaping.

C13. The Applicant will be required to post a bond or other security acceptable to the Community Development Director for the installation of the approved landscaping, should the approved landscaping not be installed at the time of final use of the Piazza.

Subsection 4.176(.07)(C)(1-3): Irrigation

C14. Staff is recommending a condition of approval requiring a permanent, built-in, irrigation system with an automatic controller located at the maintenance building. Either a spray or drip irrigation system, or a combination of the two, may be specified. Proposed is ground cover within the drip line of retained trees. The Applicant/Owner must not plant seeded grass or ground cover within the drip line of retained trees. The project arborist must advise the Applicant and the City of the appropriate irrigation design so as to not over irrigate and kill trees. The planting of native plants and the use of some type of breathable fabric with bark mulch is encouraged to keep the weeds down. Otherwise, staff finds that proposed ground covers meet the code requirement. See proposed condition PDC5.

Subsection 4.125.18(P)(1): An application for approval of a Site Design Plan shall be subject to the provisions of Section 4.421.

C15. The Applicant has provided compliance findings to the applicable criteria (See Exhibit B1). Staff concurs with these findings except where otherwise noted.

C. Drives, Parking and Circulation. With respect to vehicular and pedestrian circulation, including walkways, interior drives and parking, special attention shall be given to location and number of access points, general interior circulation, separation of pedestrian and vehicular traffic, and arrangement of parking areas that are safe and convenient and, insofar as practicable, do not detract from the design of proposed buildings and structures and the neighboring properties.

C16. The Piazza will not provide an internal circulation system for automobiles. The Piazza is accessible from the adjacent street rights-of-way and adjacent private streets as shown on Plan Sheet L1.0. All streets accommodate two-way traffic.

Drives, Parking and Circulation

C17. Exhibit B-1 provides compliance findings regarding parking and circulation. No driveways or parking areas are proposed or required with this FDP for park development. The Piazza is accessible from adjacent streets and pathways, as shown on Plan Sheet L1.0.

Section 4.125(14)(3): Lighting and site furnishings shall be in compliance with the approved...Community Elements Book....

C18. The proposed benches, trash receptacles and lighting are in compliance with the details on Plan Sheets L4.0 and L4.1. The Planters are not identified in the approved Communities Elements Book but are of classic European design that will blend in with the Piazza design.

Section 4.421. Criteria and Application of Design Standards.

(.01) 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. (Even in the Boones Ferry Overlay Zone, a range of architectural styles will be encouraged.)

A. Preservation of Landscape.

C19. The Applicant has provided findings to demonstrate that any soils removal will be kept to a minimal and there are numerous existing trees on this site. There are no major grade changes that will affect the neighboring sites. Plan Sheet L2.0 – Preliminary Grading Plan demonstrate that grading will be limited to preparation of the park.

B. Relation of Proposed Buildings to Environment.

C20. The project does not involve buildings except for a small 12' x 26' wood framed shelter shown on Plan Sheet L4.3.

C. Surface Water Drainage.

C21. Plan Sheet C1.6 (Preliminary Drainage Plan) in Exhibit B-1 the project will include a storm drainage collection system to be connected to swale for water quality treatment. Hardscape, sidewalks, and street runoff will be routed to planters or swales for water quality treatment. A conventional pipe network will convey runoff from various stormwater management facilities to the project outfall.

C22. Furthermore, the Applicant has the responsibility to fund and install all necessary storm water facilities to meet the requirements of the City's Storm Water Master Plan. The final

design and installation of storm water facilities will require a public works permit from the City's Engineering Division.

D. Utility Service.

C23. Any utilities added to this site will to be underground. Engineering review of construction documents will ensure compliance with this provision.

E. Advertising Features.

C24. Proposed signs must comply with the SAP- Central Master Sign and Wayfinding Plan.

F. Special Features.

C25. The Piazza is itself is a special feature. Also the proposal includes the use of flow-through planter type stormwater facilities for pre-treatment of all stormwater.

Pavers: Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows primarily paver surfacing within the Piazza and Campanile lane and Piazza Lane which is proposed with concrete paver units with three different colors, materials and sizes.

Restrooms: Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows two alternative sites for restrooms; Alternative 1 is at the northwest corner of the Piazza and Alternative 2 is north of Piazza Lane along the lane. Alternative 2 restrooms may be a freestanding building or within a post office in one of the multi-use buildings. This plan does not propose placing restrooms at the Piazza and must be included in the development plans of the northerly multi-use building.

Observation Tower. Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows an off-site observation tower to be incorporated into one of the adjacent, future multi-use buildings. The tower is not proposed as part of this application.

Water Feature. Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows a major water feature. Proposed on Plan Sheet L4.4 is a decorative water fountain within a 21'-2" diameter basin.

Bocce Ball Court. Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows one bocce ball court, proposed are two bocce ball courts.

Existing Trees: Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows retaining one or more existing trees, proposed are retaining 5 – trees.

Shelter: Proposed is a wood framed 12' x 26' shelter.

Planters: proposed are 6 – freestanding planters with seasonal plantings.

Section 4.199 Outdoor Lighting

Section 4.199.40: Lighting Systems Standards for Approval

(.01) Non-Residential Uses and Common Residential Areas.

- A. All outdoor lighting shall comply with either the Prescriptive Option or the Performance Option below.**

C26. The Applicant has provided lighting cut sheets on Plan Sheet L4.1. See the compliance findings in Exhibit B-1. The lighting shown on the plans is consistent with the Lighting Master Plan Diagram shown on page 5 of the Community Elements Books for SAP Central. Lighting is proposed in the Piazza as it would function like a City neighborhood park from dawn to dusk.

Section 4.430. Location, Design and Access Standards for mixed Solid Waste and Recycling Areas

- (.01) The following locations, design and access standards for mixed solid waste and recycling storage areas shall be applicable to the requirements of Section 4.179 of the Wilsonville City Code.**

(.02) Location Standards:

C27. Staff finds that the locations for combined solid waste and recycling centers have been designed in accordance with standards established by the Wilsonville Development Code.

(.03) Design Standards.

C28. Staff finds that the proposed trash collection exceeds the design standards of this subsection.

Section 4.125(.12) Signage and Wayfinding

- A. 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.**

C29. Signage and Wayfinding Plans were approved with SAP-Central. The Applicant is not proposing additional signage.

SUMMARY FINDING FOR REQUEST C:

C30. The Applicant has demonstrated that the proposed Final Development Plan will meet all applicable requirements.

REQUEST D
DB12-0059
TENTATIVE PARTITION PLAT

The Applicant has provided compliance findings to the applicable criteria (See Section IIB in Exhibit B1). Staff concurs with these findings except where otherwise noted.

Section 4.210(.01)(B) - Tentative Plat Submission

- D1.** The proposed tentative partition plat for one (23.99 acres) parcel and two tracts; Tract A – Piazza (.52 acres) and Tract B (.37 acres) – two private streets meeting this criterion.

General Requirements – Streets

Section 4.236(.01) – Conformity to the Master Plan or Map

- D2.** The two existing public streets, Barber Street and Villebois Drive, which abut the Piazza, conform to the Villebois Master Plan.

Section 4.236(.02)(A) - Relation to Adjoining Streets

- D3.** Barber Street, Villebois Drive, Campanile Lane and Piazza Lane are part of street grid that serves all of Village Center and Villebois meeting Code.

Section 4.236(.08) – Existing Streets

- D4.** The City Engineer’s Public Facilities conditions require that all right-of-way dedications, easements and street improvements are to be completed to the requirements of the City’s 2003 Transportation System Plan. As indicated previously, the subject site fronts on Barber Street and Villebois Drive, Campanile Lane (not built) and Piazza Lane street (not built). Barber Street will have on-street parking and the remaining three streets will not have on-street parking.

Subsection 4.177(.01)(G) – Dead End Streets

This section requires that “new dead-end streets or cul-de-sacs shall not exceed 200 feet in length, unless the adjoining land contains barriers such as existing buildings, railroads or freeways, or environmental constraints such as steep slopes, or major streams or rivers, that prevent future street extension and connection.”

- D5.** The proposed partition plat will not create dead end streets.

Section 4.237(.02) – Easements

- D6.** The Applicant’s submittal documents indicate appropriate easements will be provided as part of the final plat. The Engineering Division requires that all easements on the final

plat shall be specified per the City's Public Works Standards and should be approved by the City Engineer prior to the issuance of Engineering Division permits for the project.

Section 4.237(.03) – Pedestrian and bicycle pathways.

D7. Sidewalks and pathways will be integrated with the Piazza which is will have concrete unit paver brick surface meeting code.

Section 4.237(.04) – Tree Planting

D8. Plan Sheet L3.0 identifies the location of proposed street trees, which are Italian cypress @ 8 – 10' height along Barber Street and Campanile Lane.

Section 4.237(.05) – Lot Size and Shape

Subsection 4.125.4, V specifies the following for lot size and shape:

Section 4.237(.05) – Lot Size and Shape

Section 4.237(.12) – Land for Public Purposes

D9. The Applicant will be required to dedicate all rights-of-way and public utility easements deemed necessary by the civil engineer for the project, prior to approval of any final inspection requested subsequent to this action, if approved.

Section 4.237(.13) – Corner Lots

D10. All radii within the proposed partition plat are in excess of 10 feet, which meet this criterion.

Section 4.262 – Improvements – Requirements

D11. The Deputy City Engineer's conditions require the installation of all public utilities to the City's Public Works standards.

4.264 – Improvements – Assurance

D12. The Applicant has not furnished an assurance to the City for the complete installation of all improvements. The Applicant will be required to provide a cost estimate and security acceptable to the City Engineer for the completion of all public improvements.

SUMMARY FINDING FOR REQUEST D:

D13. The Applicant has demonstrated that the proposed Tentative Partition Plat will meet all applicable requirements.

Edmonds, Blaise

From: Adams, Steve
Sent: Monday, October 22, 2012 4:02 PM
To: Edmonds, Blaise
Subject: RE: piazza PF conditions

Hi Blaise,

Modify PFA2 to :

PFA 2. Applicant or applicant's contractor shall submit insurance requirements to the City of Wilsonville in the following amounts:

General Aggregate	\$2,000,000
Products-Completed Operations Aggregate	\$2,000,000
Each Occurrence	\$2,000,000
Fire Damage (any one fire)	\$ 50,000
Medical Expense (any one person)	\$ 25,000

Modify PFA6(j) to:

Street plans.

Thanks, Steve

Steve R. Adams, P.E.

Interim City Engineer
City of Wilsonville
29799 SW Town Center Loop E
Wilsonville, OR 97070

ph: 503-682-4960

email: adams@ci.wilsonville.or.us

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From: Edmonds, Blaise
Sent: Monday, October 22, 2012 10:17 AM
To: Adams, Steve
Subject: piazza PF conditions

Hi Steve, late last Thursday before I took Friday off Barbara had comments about 2 of your PF conditions; PFA2 and PFA6(j). PFA2- no dollar amount was included. PFA6(j) – It just says "Streets". Is there more you want to add to those conditions?

Thank you,
Blaise Edmonds
Manager of Current Planning
City of Wilsonville
29799 SW Town Center Loop E
Wilsonville, OR 97070

10/22 Paduet

EXHIBIT A1

**WILSONVILLE PLANNING DIVISION
DEVELOPMENT REVIEW BOARD PANEL 'B'
QUASI - JUDICIAL PUBLIC HEARING
STAFF REPORT
*Piazza Villebois***

Public Hearing Date: October 22, 2012
Date of Report: October 15, 2012

Application Numbers: Request A: DB12-0056 Zone Map Amendment
Request B: DB12-0057 Preliminary Development Plan (PDP-3 Central for the Piazza and adjacent streets)
Request C: DB12-0058 Final Development Plan (FDP-3 for the Piazza and adjacent streets)
Request D: DB12-0059 Tentative Partition Plat

Property Owner/Applicant:

REQUEST: Ms. Stacy Connery, of Pacific Community Design, acting as agent for Villebois Village, LLC, Applicant, proposes to develop the Piazza (Neighborhood Park - 7 Village Center Plaza) in the Villebois Village Center of the Villebois Village master Plan. The Applicant is proposing a Zone Map Amendment which would enable development of the Piazza. The Applicant's project introduction is found in Section 1A of Exhibit B1. Approvals of Requests B - D are contingent upon City Council approval of the Zone Map Amendment in case file DB12-0056 (Request A).

Current Comprehensive Plan Designation: Residential - Village

Current Zone Map Designation: Public Facilities (PF).

Proposed Zone: Village (V)

STAFF RECOMMENDATION: Approve the application with conditions of approval beginning on page 5.

Location: The property is more particularly described as being a portion of Tax Lot 100 of Section 15AD; Township 3S, Range 1W; Clackamas County; Wilsonville, Oregon. The subject site has relatively level terrain containing a small cluster of deciduous trees. The Piazza is .52 acres and adjacent private roads are .37 acres for total .89 acres.

VICINITY MAP



APPLICABLE REVIEW CRITERIA:

Wilsonville Code Section(s)	Description
Sections 4.008-4.015	Application Process – Findings and Conditions
Section 4.125	Village (V) Zone, Preliminary Development Plan, Final Development Plan
Section 4.136	Public Facility Zone
Section 4.154	Bicycle, Pedestrians and Transit Facilities
Section 4.155	Parking
Section 4.175	Public Safety and Crime Prevention
Section 4.155	Parking
Section 4.176	Landscaping
Section 4.177 (as applicable)	Street Improvement Standards
Section 4.178	Sidewalk and Pathway Standards
Section 4.179	Mixed Solid Waste and Recyclables Storage
Section 4.197.02(A through G)	Zone Map Amendment
Sections 4.420 – 4.270	Land Divisions
Section 4.199	Outdoor Lighting
Sections 4.300 – 4.320	Underground Utilities

Other Planning Documents:
Villebois Master Plan, SAP-Central
Storm Water Master Plan

Staff Reviewers: Blaise Edmonds, Manager of Current Planning, Amanda Hoffman, Assistant Planner, Mike Ward City Civil Engineer, Don Walters, Plans Examiner, and Kerry Rappold, Natural Resources Program Manager.

PROJECT SUMMARY AND RECOMMENDATIONS:

PDP-3 Central is located in the central core of the Villebois development. It will serve as part of the central hub of activities, services, and transportation serving the larger Villebois community. This is a high density residential and mixed-use area that serves as the southern entryway to the central Piazza. It provides a multi-modal transportation system facilitating pedestrians, bicycles, transit, and automobile access that connects residents to recreation, shopping, services, and their homes.

The Piazza is the heart of the Villebois community. Its design is inspired by European squares where hardscapes and informal spaces are prevalent. The Piazza will ultimately be surrounded by four story vertical mixed use buildings that will frame the space. The Piazza will provide the opportunity for community gatherings with the adjacent streets designed to be able to be closed to expand the space. The design of the Piazza includes pervious pavers, two bocce ball courts, a shelter, ornamental lighting, children’s creative play and a decorative water fountain.

Several years ago, the City and Costa Pacific Communities received a large grant (over \$300K) from the Environmental Protection Agency (EPA) to implement innovative rainwater management strategies in Villebois. These strategies include elements such as rainwater planter boxes, vegetated bio-swales, deciduous trees, eco-roofs and pervious pavers. Many of these strategies have already been implemented. The EPA funds need to be expended by spring of next year or it will be reallocated to other projects. The timing of approval and construction of the Piazza is critical in order to utilize the EPA funds. Costa Pacific Communities plans to advance the construction of the Piazza through the fall and winter months in anticipation of meeting the EPA deadline.

A detailed project introduction and compliance report in support of the application is provided by the Applicant found in Exhibit B1. The Applicant’s introduction in Section 1A adequately describes the project, the requested application components, and compliance findings regarding applicable review criteria. Except where necessary to examine issues identified in this report, staff has relied upon the Applicant’s submittal documents and compliance findings, rather than repeat their contents again here. The application components are described briefly, below:

This application requests approval of the following four (4) applications for the Piazza.

- Zone Change to Village (V) for Piazza & adjacent private streets Section IIIA of Exhibit B1.
- Preliminary Development Plan for the Piazza – NP-7 (includes adjacent private streets).

- Final Development Plan for Piazza (includes adjacent private streets) Section IVA of Exhibit B1.
- Tentative Partition Plat Approval to create tracts for the Piazza & adjacent private streets of Campanile Lane & Piazza Lane. Section IIB of Exhibit B1.

The purpose of this project is the development of the Piazza. A Tentative Partition is proposed to create the tract for the Piazza and to create a tract for the adjacent private streets (Campanile Lane and Piazza Lane). A zone change application is also included to rezone the tracts for the Piazza and the adjacent private streets as Village (V). The remainder parcel, which is not proposed for development at this time, will retain the existing Public Facilities (PF) Zone. The Final Development Plan (FDP) for the development of the Piazza and adjacent private streets is included. The attached plans show the proposed private streets and Piazza development in compliance with the *Villebois Village Master Plan* and the SAP Central *Community Elements Book*.

Request A – Zone Map Amendment

The proposal is to change the Public Facility (PF) zone to the Village (V) zone. The proposed park use is permitted under Wilsonville Code Section 4.125. The proposed Zone Map Amendment would enable the development permitting process.

As demonstrated in findings A1 through A13, the proposed Zone Map Amendment meets all applicable requirements in Section 4.197 subject to compliance with proposed conditions of approval.

Request B – Preliminary Development Plan (PDP)

As demonstrated in findings B1 through B76, the proposed Preliminary Development Plan meets all applicable requirements in Section 4.125.01 through .07 and of Specific Area Plan – Central.

Request C – Final Development Plan (FDP)

As demonstrated in findings C1 through C29, with conditions of approval referenced therein, the proposed Final Development Plan should be approved subject to compliance with proposed conditions of approval.

Request D , Tentative Partition Plat

As demonstrated in findings D1 through D13, Staff is recommending that the proposed tentative partition plat be approved.

DISCUSSION TOPICS

Issues related to the Preliminary and Final Development Plans:

Street Trees: The conceptual planting plan for the Piazza show columnar Italian cypresses for street trees at Campanile Lane and along a short section of Barber Street. The SAP Central Community Elements Book does not require street trees on the Piazza boundaries.

Restrooms: Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows two alternative sites for restrooms; Alternative 1 is at the northwest corner of the Piazza and Alternative 2 is north of Piazza Lane. Alternative restrooms 2 may be a freestanding building or incorporated in the post office within a multi-use building. This plan does not propose placing restrooms at the Piazza but would provide portable restrooms for special events.

Observation Tower. Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows an off-site observation tower to be incorporated into one of the adjacent, future multi-use buildings. The tower is not proposed as part of this application.

Parks Board: The City's Parks and Recreation Advisory Board reviewed the Piazza plans at their regular meeting on October 11th. The Parks Board forward a recommendation of approval as designed.

Maintenance: The Piazza is identified in the Villebois Village Master Plan as a neighborhood park. Due to its small size (.52 acres), lack of regional amenities and specialized design, the Piazza will be privately maintained by the Villebois Village Center HOA 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 partition that creates the Piazza parcel. This requirement has been added as Condition of Approval PDD3.

PROPOSED CONDITIONS OF APPROVAL FOR REQUESTS 'A' - 'D'

The applications and supporting documents are hereby adopted for approval with the following conditions:

PD = Planning Division conditions BD = Building Division Conditions PF = Engineering Conditions. NR = Natural Resources Conditions TR = SMART/Transit Conditions FD = Tualatin Valley Fire and Rescue Conditions PW = Public Works	Request A: DB12-0056 Zone Map Amendment Request B: DB12-0057 Preliminary Development Plan (PDP) Request C: DB12-0058 Final development Plan (FDP-3) Request D: DB12-0059 Tentative Partition Plat
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Request A: DB12-0056: Zone Map Amendment

On the basis of findings A1 through A13 this action approves the Zone Map Amendment from Public Facilities (PF) to Village (V), and forwards this recommendation to the City Council with no proposed conditions of approval.

Request B: DB12-0057: Preliminary Development Plan

On the basis of findings B1 through B76 this action approves the Preliminary Development Plan submitted with this application labeled Exhibit B1, approved by the Development Review Board with one conditions of approval, and stamped "Approved Planning Division." Approval of the Preliminary Development Plan is contingent on City Council approval of the request for a Zone Map Amendment.

PDB1. Copies of "draft" legal documents relating to the creation of a non-profit home owner's association must be provided to the City Attorney. The existing CC&R's may need to be modified to include the Piazza and the adjacent private streets. See Finding B51.

Engineering Division - 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:
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:

- 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. Submit plans in the following 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
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.	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 11.	Fire hydrants shall be located in compliance with TVF&R fire prevention ordinance and approval of TVF&R.
PFA 12.	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 13.	Sidewalks and pedestrian linkages shall be in compliance with the Department of Justice's ADA Standards for Accessible Design (2010).
PFA 14.	No surcharging of sanitary or storm water manholes is allowed.
PFA 15.	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. Street lighting shall be in conformance with the revised Villebois Village Community Elements Book Master Plan for street lights.
PFA 16.	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 17.	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 18.	Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer.
PFA 19.	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 20.	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 21.	If not already in existence, 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 22.	Mylar Record Drawings: At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a

	record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. Mylar and an electronic copy in AutoCAD, current version.
PFA 23.	Partition Plat: Paper copies of all proposed subdivision plats shall be provided to the City for review. Once the subdivision 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 plat.
	Specific Comments:
PFA 24.	A traffic study was not required for this proposed project.
PFA 25.	On Tract "B" submitted plans appear to indicate a Public Utility Easement across its entirety. Applicant shall provide the city with pipeline easements in conformance with the requirements of PF 5. The City does not approve of having a utility easement over the entirety of Tract "B".
PFA 26.	If public easements are not provided on the Partition Plat, Applicant shall provide to City an easement recording fee of \$250 per tax lot with easement documents in conformance to PF 5.
PFA 27.	Storm detention facilities for this site are provided by existing detention facilities located in Palermo Park and Pond F. No additional detention facilities are required.
PFA 28.	Water quality for this site is provided by existing water quality facilities located in Pond F. No additional water quality facilities are required.
PFA 29.	On Campanile Lane, the Applicant shall remove the existing stormwater cleanout and connect the new system onto the existing system.
PFA 30.	On Piazza Lane, the Preliminary Utility Plan does not show catch basins. Applicant shall add catch basins or provide information on how storm drainage is to be accomplished.
PFA 31.	On Piazza Lane, the Preliminary Utility Plan does not show an extension of the storm main line. Applicant shall provide information on how storm service will be provided to the building site located northeast of Piazza Lane.
PFA 32.	On Campanile Lane, the Preliminary Utility Plan does not show an extension of the sanitary sewer main line. Applicant shall provide information on how sanitary service will be provided to the building site located northwest of Campanile Lane, building site located northeast of Piazza Lane, and to future building sites located on the future extension of Campanile Lane, future Valencia Lane and future Collina Lane.
PFA 33.	On Campanile Lane, Applicant shall remove the existing water blow-off and connect new water system. Applicant can install either an in-line valve or

	test new system against existing valve in Barber Street.
PFA 34.	It is understood by the City that Tracts "A" and "B" (which include Campanile Lane, Piazza Lane and the Piazza Park) shall be privately maintained. Applicant shall prepare an Ownership and Maintenance agreement between the City and the Owner.

Natural Resources Department:

Rainwater Management Plan:

- NR1.** Provide a rainwater analysis for the Piazza that demonstrates the proposed rainwater management components satisfy the requirements of the SAP Central Rainwater Management Plan.
- NR2.** 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.
- NR3.** 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.
- NR4.** 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.
- NR5.** The rainwater management components shall comply with the requirements of the Oregon DEQ UIC (Underground Injection Control) Program.

Other:

- NR6.** Pursuant to the City of Wilsonville's Ordinance No. 482, the applicant shall submit an erosion and sedimentation control plan. The following techniques and methods shall be incorporated, where necessary:
 - a. Gravel construction entrance;
 - b. Stockpiles and plastic sheeting;
 - c. Sediment fence;
 - d. Inlet protection (Silt sacks are recommended);
 - e. Dust control;
 - f. Temporary/permanent seeding or wet weather measures (e.g. mulch);
 - g. Limits of construction; and
 - h. Other appropriate erosion and sedimentation control methods.

NR7. 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 C: DB12-0058: Final Development Plan

On the basis of findings C1 through C30 this action approves the Final Development Plan with this application, approved by the Development Review Board, and stamped "Approved Planning Division" unless altered by a subsequent Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process. Approval of the requested Final Development Plan is contingent upon City Council approval of the request for a Zone Map Amendment.

PDC1. Construction and site development shall be carried out in substantial accord with the plans, drawings, sketches, and other documents approved by the Board. The Applicant/Owner shall develop the site as approved by the Board unless altered by a subsequent Board approval, or minor revisions are approved by the Planning Director under a Class I administrative review process.

PDC2. The Applicant/Owner shall provide a minimum of six (6) bicycle parking spaces to be dispersed throughout the project park. Bicycle racks shall be designed so that both wheels and bike frame can be secured as shown on Sheet L4.1 (detail 5) in Exhibit B1.

PDC3. Prior to installing plantings and trees the Applicant/Owner shall provide the Planning Division a final landscape plan that will be going out for bid demonstrating that the plantings meet the minimum size requirements of Section 4.176.06(A)(1 through 5)WDC. Prior to installation of required landscape materials, the Applicant/Owner shall:

- a. Assure that construction and site development shall be carried out in substantial accord with the Site Design Review plans as approved by the Development Review Board, except as may be subsequently altered by Board approval, or by minor revisions approved by the Planning Director under a Class I administrative review process.
- b. Assure that all shrubs shall be well branched and typical of their type as described in current AAN Standards and shall be equal to or better than 2-gallon cans when available. The landscaping plan shall be planted at such a density so as to provide a minimum of 95% coverage of landscape areas with vegetation, within a 3 year time period. See Finding D14.
- c. Plant materials, once approved by the DRB, shall be installed to current industry standards and shall be properly staked to assure survival. Support devices (guy wires, etc.) shall not be allowed to interfere with normal pedestrian or vehicular movement. Maintenance of landscaped areas is the on-going responsibility of the property owner. Any landscaping installed to meet the requirements of this Code, or any condition of approval established by City decision-making body acting on an application, shall be continuously maintained in a healthy, vital and acceptable manner. Plants that die are to be replaced in kind, within one growing season, unless the City approves appropriate substitute species.

PDC4. Assure that construction and site development shall be carried out in substantial conformance with the Final Development Plan as approved by the Development Review Board, and as amended by these conditions, except as may be subsequently altered by Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process.

PDC5. The Applicant/Owner shall install a permanent, built-in, irrigation system with an automatic controller for landscaped areas. Either a spray or drip irrigation system, or a combination of the two, may be specified. Proposed is ground cover within the drip line of retained trees. The Applicant/Owner must not plant seeded grass or ground cover within the drip line of retained trees. The project arborist must advise the Applicant and the City of the appropriate irrigation design so as to not over irrigate and kill trees. See Finding C14.

Public Works Department:

PW1. Any kind of permanent Kiosk or Coffee or food service that is connected to the Sanitary Sewer shall have pretreatment grease removal device.

Request D: DB12-0059: Tentative Partition Plat

On the basis of findings D1 through D13 this action approves the Tentative Partition Plat with this application, approved by the Development Review Board, and stamped "Approved Planning Division" unless altered by a subsequent Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process. Approval of the requested Tentative Partition Plat is contingent upon City Council approval of the request for a Zone Map Amendment.

PDD1. Assure that construction and site development shall be carried out in substantial conformance with the Tentative Partition Plat as approved by the Development Review Board, and as amended by these conditions, except as may be subsequently altered by Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process.

PDD2. Prior to approval of the Final Partition Plat, the Applicant/Owner shall:

- a. Assure that the lots shall not be sold or conveyed until such time as the final plat is recorded with Clackamas County.
- b. Submit an application for Final Plat review and approval on the Planning Division Site Development Application and Permit form. The Applicant/Owner shall also provide materials for review by the City's Planning Division in accordance with Section 4.220 of City's Development Code. Prepare the Final Plat in substantial accord with the Tentative Partition Plat as approved by the Development Review Board and as amended by these conditions, except as may be subsequently altered by Board approval, or by minor revisions approved by the Planning Director.
- c. Submit final construction plans, to be reviewed and approved by the Planning Director, City Engineer, the Tualatin Valley Fire and Rescue District, Natural Resources Manager, and the City Building Official, prior to the project's construction.
- d. Submit final drawings and construction plans for the water quality/detention facilities and their outfalls for review and approval of the City Engineer, the Natural Resources Manager and the Environmental Services Division.
- e. Supply the City with a performance bond, or other security acceptable to the Community Development Director, for any capital improvement required by the project.
- f. Illustrate existing and proposed easements, on the Final Plat.
- g. Dedicate all rights-of-way and easements necessary to construct all private and public improvements required for the project.
- h. Provide the City with a recordable instrument guaranteeing the City the right to enter the site and plant, remove, or maintain approved street trees that are located on the private streets.

PDD3. The Applicant/Owner shall enter into an Operations and Maintenance Agreement for the PDP that includes the Piazza and the adjacent private streets that clearly identifies ownership and maintenance responsibilities. This document will be recorded with the partition that creates the Piazza parcel and the adjacent private streets.

MASTER EXHIBIT LIST

The following exhibits are hereby entered into the public record by the Development Review Board in consideration of the application as submitted:

- A1.** Staff Report, findings, recommendations and conditions.
- A2.** Staff PowerPoint presentation.

Applicant's Written and Graphic Materials:

B1. Land Use application in large binder notebook and on compact disk, date received September 28, 2012 including; Code compliance/findings. Application, mailing list, introduction/project narrative, compliance reports to requests A through D, Zone Map Amendment Metes and Bounds description and map, DKS Traffic Report and site plan sheets.

B2. Full Size Drawings/Plan Sheets of the smaller plans in Exhibit B1.

- C1.1.** Existing Conditions Map
- C1.4.** Tentative Partition Plat
- C1.5.** Preliminary Utility Plan
- C1.5.** Preliminary Utility Plan
- C1.0.** Cover Sheet
- C1.2.** Tree Protection Plan
- C1.3.** Preliminary Circulation Plan
- C1.6.** Preliminary Grading Plan
- L1.0.** Preliminary Site Plan
- L2.0.** Preliminary Grading Plan
- L3.0.** Preliminary Planting Plan
- L4.0.** Piazza Details
- L4.1.** Piazza Details
- L4.2.** Piazza Details
- L4.3.** Shelter Details
- L4.4.** Piazza Fountain Details
- L4.5.** Piazza Details

Development Review Team:

- C1.** Engineering Division Conditions, Dated October 10, 2012. Included in this staff report.
 - C2.** Natural Resources Program Director Conditions, Dated October 10, 2012. Included in this staff report.
 - C3.** Public Works Department condition Dated October 10, 2012. Included in this staff report.
- SMART** transit. no conditions of approval were proposed.
Building Division Conditions, no conditions of approval were proposed.
TVFR, no conditions of approval were proposed.

Public Testimony:

Letters (neither for nor Against):

Letters (In Favor): None submitted

Letters (Opposed): None submitted

FINDINGS OF FACT

1. **Existing Site Conditions:** The Applicant has provided a full project description in Exhibit B1. The subject property is currently zoned PF.

Surrounding Development: The adjacent land uses are as follows:

Compass Direction	Existing Use(s)
North	Vacant land, SAP-Central
East	SAP-Central – multi- family residential
South	SAP-South - residential
West	SAP-North - residential

Natural Characteristics: The relatively level Piazza property is .52 acres which includes a small number of conifer and deciduous trees.

Streets: The subject property abuts Barber Street and Villebois Drive (public streets) and Campanile Lane and Piazza Lane (private streets).

Previous Planning Applications Relevant to the subject property:

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)
- DB06-0006-Zone Map Amendment
- DB06-0006-Preliminary Development Plan for Phase I
- DB06-0006-Approve Type ‘C’ Tree Plan
- DB06-0006-Tentative Subdivision Plat (Small Lot)
- DB06-0010: DB06-0010-Final Development Plan for Phase I (The Alexan at Villebois Apartments and Building 1F)
- DB06-0011: DB06-0011-Final Development Plan for Phase I (The Seville Row and Les Bois Rowhomes)
- DB06-0012: DB06-0012-Tentative Subdivision Plat (Large Lot)

Quasi Judicial:

Several lot line adjustments, land partitions and Temporary Use Permits to allow Costa Communities offices at Dammasch.

2. 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.
3. Notice of the proposed project has been sent to the appropriate agencies involved in the review of public improvements. Comments and conditions of approval from the Building and Engineering Divisions, and Natural Resources Program Manager were received and are incorporated into this staff report.
4. The statutory 120-day time limit applies to this application. The application was initially received on September 14, 2012. Staff conducted a completeness review within the statutorily allowed 30-day review period, and advised the Applicant by letter on September 18, 2012, of missing items. On September 28, 2012, the Applicant submitted additional materials intended to complete the application. For procedural reasons, on October 1, 2012 the application was deemed complete. The City must render a final decision for the request, including any appeals, by January 18, 2013.

CONCLUSIONARY FINDINGS

The Applicant's compliance findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures are found in Exhibit B1 and are hereby incorporated into this staff report as findings for approval.

REQUEST A DB12-0056: ZONE MAP AMENDMENT
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This request is for approval of a Zone Map Amendment from the Public Facility zone to the Village (V) zone for .89 acres involving the southerly portion of Tax Lot 100 and the adjacent SW Campanile Drive and SW Piazza Lane (private streets). Because the service levels vary throughout the City, the zoning process allows for a case-by-case analysis of the availability of public facilities and services and to determine specific conditions related to needed public facilities improvements. All land development proposals are reviewed for conformity with the Comprehensive Plan and specific standards set forth in the zoning ordinance.

As set forth in Subsection 4.197(.02) of the Wilsonville Code, in recommending approval or denial of a proposed zone map amendment, the Board must at a minimum, adopt findings addressing Criteria A-G, below.

Criterion 'A'

"That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008 or, in the case of a Planned Development, Section 4.140."

- A1.** The Applicant has provided findings in Exhibit B1 addressing the Zone Map Amendment criteria, which are included in this staff report as findings for approval. Approval of the proposed Zoning Map Amendment is contingent on approval by the City Council by a City Ordinance.

Criterion 'B'

"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."

Proposed Comprehensive Plan Designation: Village

- A2.** The subject site is currently zoned Public Facility (PF). The Applicant proposes to change the Public facility (PF) Zone to the Village (V) zone on .52 acres and including the adjacent private streets (Campanile Lane and Piazza Lane) comprising .37 acres to enable development of the Piazza. On the basis of Section 4.125 the Applicant is seeking the appropriate V zone based on the 'Village' Comprehensive Plan Map designation.

- A3.** The proposed Comprehensive Plan Map designation is 'Village'. The gross site area of the Piazza is .52 acres. The proposed Preliminary Development Plan is reviewed in Request B of this staff report.

- A4. The Applicant's zone change proposal would enable the development of the Piazza, which is located in the center of Villebois Village. The Applicant's response findings in Exhibit B1 speak to the providing for the Piazza in the City, meeting these measures.

Area of Special Concern

- A5. The subject property is not located in an area of special concern by the Comprehensive Plan.

Criterion 'D' – Public Facilities: “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.”

- A6. The Deputy City Engineer's recommended Public Facility (PF) conditions impose further performance upon the Preliminary Development Plan application, which requires the Applicant to provide adequate water and storm sewer infrastructure to serve Piazza. As currently configured, the Piazza satisfies all design requirements regarding needed infrastructure improvements.

Criterion 'E' – Significant Resource Overlay Zone: “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 abut 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.”

- A7. The subject property is not designated within the Significant Resource Overlay Zone (SROZ).

Criterion 'F' “That the applicant is committed to a development schedule demonstrating that development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

- A8. The Applicant's submittal documents indicate the intent to develop the Piazza soon after final approvals are obtained from the City within years 2012 - 2013 meeting code.

Criterion 'G' “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached that insure that the project development substantially conforms to the applicable development standards.”

- A9. The Applicant's proposal, together with the Preliminary Development Plan conditions of approval will bring it into compliance with all applicable development standards.

Subsection 4.197(.03) provides that “If affirmative findings cannot be made for all applicable criteria listed above the Planning Commission or Development Review Board shall recommend that the proposed text or map amendment, as the case may be, be denied.”

A10. The Applicant has made affirmative findings in Exhibit B1 to Subsection 4.197.02(A)-(G) meeting Subsection 4.197(.03).

Subsection 4.197(.04) stipulates that the “City Council action approving a change in zoning shall be in the form of a Zoning Order.”

A11. Staff recommends approval of the proposed Zone Map Amendment with no conditions of approval being proposed. A City Council Zoning Order and Ordinance regarding the proposed Zone Map Amendment is required subsequent to contingent approval of the requested companion applications.

Subsection 4.197(.05) provides “In cases where a property owner or other applicant has requested a change in zoning and the City Council has approved the change subject to conditions, the owner or applicant shall sign a statement accepting, and agreeing to complete the conditions of approval before the zoning shall be changed.”

A12. Staff recommends adoption of these findings to the Development Review Board in review of the application to modify the Zone Map designation from PF to V. Upon recommendation of approval by the Board, these will be forwarded to the City Council for final action.

SUMMARY FINDINGS FOR REQUEST A:

A13. The Applicant has demonstrated that the proposed Zone Map Amendment will meet all applicable requirements. Its approval may be recommended to the City Council.

REQUEST B
DB12-0057: PRELIMINARY DEVELOPMENT PLAN - 3 (PDP-3)

The Applicant has provided compliance findings to the applicable criteria (See Exhibit B1). Staff concurs with these findings except where otherwise noted.

- B1.** The Applicant is requesting approval of a Preliminary Development Plan (PDP) depicted in the application notebook (Exhibit B1). The subject property abuts Barber Street and Villebois Drive. (See the Vicinity Map in the introductory section of this staff report). The subject property is master planned for a Piazza. This request is being submitted concurrently with applications for Final Development Plan, and a tentative partition plat. The elements of the proposed Preliminary Development Plan can be made to meet all applicable development standards through required conditions of approval.
- B2.** The Applicant's submittal document indicates intent to build the Piazza shortly after final land use approvals are obtained from the City.

LAND USES

- B3.** PDP-3 Central is located in the central core of the Villebois development. It will serve as part of the central hub of activities, services, and transportation serving the larger Villebois community. This is a high density residential and mixed-use area that serves as the southern entryway to the central Piazza. It provides a multi-modal transportation system facilitating pedestrians, bicycles, transit, and automobile access that connects residents to recreation, shopping, services, and their homes.

Table A. Range of Residential Units and Retail/Office Space in Specific Area Plan Central:

Product Type	SAP-Central Total
Small	9
Row House	142
Condominium	127
Specialty Condos	127
Village Apartment	
Future FDP	411
Urban Apartments	90
Mixed-use	
Apartment	104
Condominium (TBD with Future FDP)	
Total Residential Units	1010

PARKS

Connectivity to parks and open space is a defining feature of the Villebois community. The PDP-3 area includes the Piazza along Barber Street and Villebois Drive that connects residents to the Central Plaza (Piazza Park), the Promenade to the west and Sofia Park, and surrounding residences and future retail/office spaces.

The Piazza, the Promenade and the network of sidewalks and pathways it connects to enable citizens to walk, run, or bike to a variety of active and passive recreational opportunities ranging from swimming pools to play structures, horseshoe pits, and community events. The Piazza will include benches along wide walkways and will incorporate rainwater components into its design such as permeable pavers.

Residents of SAP-Central will be able to walk out their front door to attend community events, play a game of bocce ball, and enjoy lunch from one of the vendors at the Piazza. This area serves as a focal point for the entire community and the sidewalks, pedestrian/ bicycle pathways, transit routes, and roads leading to the Piazza Park offer residents a variety of means for accessing its amenities.

UTILITIES

Sanitary Sewer

B4. The sanitary sewer system is shown on *Sheet C1.5 Preliminary Utility Plan* (see Section IVB of the Applicant's submittal notebook). The Piazza will not have public restrooms but the existing sanitary sewer is a gravity system. The sewer connection locations include the adjacent Barber Street and Villebois Drive.

Water

B5. The proposed 8" water main will be extended in Campanile Lane. There are two water mains in Barber Street and Villebois Drive. (See Plan *Sheet C1.5 Preliminary Utility Plan* in Section IVB of this notebook). Water service can adequately be provided to this area in compliance with the Villebois Village Master Plan and the City's Water System Master Plan. This is more than adequate water service for the proposed decorative water fountain and drinking fountain.

Stormwater

B6. The Piazza will utilize a gravity storm system to convey the necessary water quality and detention volumes. The entire PDP is divided up into several drainage basins which will flow into Ponds E1, E2 (Palermo Park) and F that were part of the PDP 1 & 2 (SAP - South) applications. These ponds have been designed to accommodate the flows from SAP Central with minor modifications to orifice sizes.

Rainwater

- B7.** Rainwater will be treated through a variety of components within this PDP for the Piazza. Several components are provided within the Piazza including permeable concrete unit pavers and tree wells. These components will be further detailed in Request C for the Final Development Plan.

CIRCULATION

- B8.** The transportation infrastructure will provide convenient neighborhood circulation and a range of transportation options. Sheet C1.3 – Preliminary Circulation Plan illustrates the circulation include adjacent public and private streets and pathways.

PHASING

- B9.** The Piazza improvements will be constructed in one phase. Final Development Plan (FDP) application has been submitted concurrent with this application.

Wilsonville Planning & Land Development Ordinance

Section 4.125 Village (V) Zone

(.02) Permitted Uses

Examples of principal uses that typically permitted:

- A. Single Family Detached Dwellings**
 - B. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11)**
 - C. Duplexes**
 - D. Row Houses**
 - E. Multi-Family Dwellings**
 - F. Cluster Housing**
 - G. Residential Facilities, Residential Homes and Community Housing developed to implement ORS 426.508.**
 - H. 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.**
 - I. Commercial uses within the Village Center, subject to the standards of (.06) Standards Applying to Commercial Uses and similar to the following is Subsection 4.125.02(I)(1 through 5).**
 - J. Neighborhood Commercial.**
- B10.** The proposed Preliminary Development Plan is intended for development of the Piazza. The Piazza use is permitted pursuant to subsection 4.125(.02)H.

(.05) Development Standards Applying to All Developments 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:

- A. **Block, Alley, Pedestrian and Bicycle Standards:**
 - 1. **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.**
 - 2. **Maximum spacing between streets for local access: 530 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 street extensions from meeting this standard.**
 - 3. **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.**

B11. The proposed Piazza will become a tract for a private park but with public access, not a residential housing block, so the maximum block perimeter and spacing for street requirements are not applicable. Alleys are not proposed. The Piazza as proposed is consistent with SAP-Central.

- B. **Access: 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.**

(.09) Street & Access Improvement Standards

- A. **Except as noted below, the provisions of Section 4.177 apply within the Village Zone:**

- 1. **Generally:**

- a) **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 and the following standards:**
- b) **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 and the following standards:**

B12. Four streets frame the proposed Piazza: Existing are Barber Street and Villebois Drive and proposed are Campanile Lane and Piazza Lane. The streets will comply with the applicable City Public Works Standards. Campanile Lane and Piazza Lane will be built with the Piazza project with concrete unit pavers. The pavers must have the City Engineer's approval. The street system within this PDP-3 is designed to provide for the continuation of streets within Villebois Central and to adjoining properties or

subdivisions which meets code. (See Sheet C1.3 of Section IVB – Preliminary Circulation Plan), which meets code.

- 2) **All streets shall be developed with curbs, landscape strips, bikeways or pedestrian pathways, according to the Master Plan.**

B13. Street classifications and cross-sections within proposed PDP-3 surrounding the Piazza will be curbed streets. Plan Sheet C1.3 show the location of curbs, bikeways, sidewalks, etc. and comply with the cross-sections in the Master Plan which meets code.

2. Intersections of streets

- a) **Angles: Streets shall intersect one another at angles not less than 90 degrees, unless existing development or topography makes it impractical.**
- b) **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.**

B14. Public and private streets surrounding the Piazza intersect at angles consistent with the above standards.

- c) **Offsets: Opposing intersections shall be designed so that no offset dangerous to the traveling public is created. Intersections shall be separated by at least:**

- 1) 1000 ft. for major arterials
- 2) 600 ft. for minor arterials
- 3) 100 ft. for major collector
- 4) 50 ft. for minor collector

B15. Opposing intersections on public and private streets surrounding the Piazza are not offset, as appropriate, so that no danger to the traveling public is created.

d) Curb Extensions:

- 1) **Curb extensions at intersections shall be shown on the Specific Area Plans required in subsection 4.125(.18)(C) through (F) below, and shall:**
- 2) **Not obstruct bicycle lanes on collector streets.**
- 3) **Provide a minimum 20 foot wide clear distance between curb extensions 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.**

B16. Curb extensions will not obstruct bicycle lanes on collector streets. The attached drawings illustrate that all street intersections will have a minimum 20 foot wide clear distance between curb extensions on all local residential street intersections.

3. **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.**

B17. Plan Sheet C1.6 of Section IVB– Grading and Preliminary Grading Plan demonstrate that proposed streets can comply with this standard.

4. **Centerline Radius Street Curves:**

The minimum centerline radius street curves shall be as follows:

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

B18. The proposed Tentative Partition Plat in Request D demonstrates that all streets will comply with the above standards.

5. **Rights-of-way:**

- a) **See (.09) (A), above.**

B19. Proposed rights-of-way are shown on the plan sheets following the Supporting Compliance Report in Section IVB. The private streets will not be dedicated.

6. **Access drives.**

- a) **See (.09) (A), above.**
- b) **16 feet for two-way traffic.**

B20. 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.

7. **Clear Vision Areas**

- a) **See (.09) (A), above.**

B21. Clear vision areas will be reviewed by the City Engineering Division to assure compliance with the Section 4.177.

8. **Vertical clearance:**

- a) **See (.09) (A), above.**

B22. Vertical clearance will be provided and maintained in compliance with the Section 4.177.

9. **Interim Improvement Standard:**

- a) **See (.09) (A), above.**

B23. No interim improvements are necessary for the Piazza development.

(.10) Sidewalk and Pathway Improvement Standards

A. The provisions of Section 4.178 shall apply within the Village zone.

B24. All sidewalks and pathways within the Piazza will be constructed in accordance with the standards of Section 4.178 and the Villebois Village Master Plan.

(.11) Landscaping, Screening and Buffering

A. Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:

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

B25. Plan Sheets L1.1 through L3.0 – Planting Plans, located in Section IVB of the submittal notebook demonstrate that the proposed Piazza within does not comply with the Street Tree Master Plan of the SAP-Central Community Elements Book. The City has historically expressed a desire for increased planting of tree species which will provide high, spreading canopies when mature, especially in parks, but also along streets and Greenways wherever possible. The Applicant is proposing to retain five deciduous trees with large canopies within the Piazza so there is not a need for additional shade trees.

(.12) Signage and Wayfinding

A. 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.

B26. Signage and Wayfinding Plans for SAP Central is approved.

(.13) Design Principles Applying to the Village Zone

A. 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.

8. The design of streets and public spaces shall provide for and promote pedestrian safety, connectivity and activity.

B27. The proposed PDP-3 for the Piazza complies with the form and function supported by the standards of this subsection.

.14) Design Standards Applying to the Village Zone

A. The following design standards implement the Design Principles found in (.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:

1. Generally:

- a. Flag lots are not permitted.

B28. Flag lots are not being proposed.

2. Building and site design shall include:

- a) Proportions and massing of architectural elements consistent with those established in an approved Pattern Book or Village Center Design.
- b) Materials, colors and architectural details executed in a manner consistent with the methods included in an approved Pattern Book, Community Elements Book or approved Village Center Design.
- c) Protective overhangs or recesses at windows and doors.
- d) Raised stoops, terraces or porches at single-family dwellings.
- e) Exposed gutters, scuppers, and downspouts.
- f) The protection of existing significant trees as identified in an approved Community Elements Book.
- g) A landscape plan in compliance with Section (.11), above.
- h) Building elevations of block complexes shall not repeat an elevation found on an adjacent block.
- i) Building elevations of detached buildings shall not repeat an elevation found on buildings on adjacent lots.
- j) A porch shall have no more than three walls.
- k) A garage shall provide enclosure for the storage of no more than three vehicles.

B29. This application requests PDP-3 approval to enable the development of the Piazza. Conformance with the approved Community Elements Book will assure consistency with the Design Standards of subsection (.14). Subsequent Building Permit applications will review the proposed shelter and Final Development Plans for consistency with the Village Center Architectural Standards and approved landscape/street tree plans.

B30. Plan Sheets L1.0 through L4.5 – Planting Plans and Street Tree Plans, located in Section IVB, depict the landscape and program elements for the Piazza. Final Development Plan applications will advance the park and open/space planning.

B31. Plan Sheet C1.2 – Tree Protection Plan identifies proposed tree retention. This application does not include a request to remove significant trees but to protect and retain five significant trees within the Piazza project area. One Pissard plum in poor condition will be removed as part of the site grading permit next to the recently filled area at the west side of the project site.

- 3. Lighting and site furnishings shall be in compliance with the approved...Community Elements Book....

B32. The approved Communities Elements Book indicates site furnishings for the park/open space areas. Street Tree and Lighting Plan shows proposed street trees and street lighting. The proposed Final Development Plan shows the proposed Piazza amenities which are reviewed in request C.

- 4. 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.**

B33. As noted previously, no buildings are proposed with this PDP-3 for the Piazza except for wood 12' x 26' framed shelter shown on Plan Sheet L4.3.

(.18) Village Zone Development Permit Process

G. Preliminary Development Plan Approval Process:

- 1. An application for approval of a Preliminary Development Plan for a development in an approved SAP shall:**

- a) 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.**

B34. This application includes a request for PDP-3 approval for the Piazza Park of SAP – Central, as shown on the SAP – Central Phasing Plan meeting code.

- b) Be made by the owner of all affected property or the owner's authorized agent; and.**

B35. This application has been filed by the property owner meeting code.

- c) 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; and.**

B36. The appropriate application form and fee have been filed with this submittal meeting code.

- d) Set forth the professional coordinator and professional design team for the project; and.**

B37. The professional coordinator and professional design team are set forth in the Introductory Narrative located in Section IA of the application notebook.

- e) State whether the development will include mixed land uses, and if so, what uses and in what proportions and locations.**

- f) Include a preliminary land division (concurrently) per Section 4.400, as applicable.**

B38. Proposed PDP-3 includes the Piazza. The Piazza design is shown on Plan Sheets L1.0. It includes .52 acres of usable park area, pathways and a shelter/gathering space. The Piazza concept plan, as proposed in SAP-Central, meets the requirements of the Master Plan. Proposed is a Tentative Partition Plat to create a tract for the Piazza.

g) Include a concurrent application for a Zone Map Amendment (i.e., Zone Change) for the subject phase.

B39. As part of this application the DRB and the City Council will review a proposed amendment to zone the subject PDP/Piazza area from the Public Facility zone to create the Village (V) zone.

2. 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) A boundary survey or a certified boundary description by a surveyor licensed in the State of Oregon.

b) 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:

i) One (1) foot contours for slopes of up to five percent (5%);

ii) Two (2) foot contours for slopes from six percent (6%) to twelve (12%);

iii) Five (5) foot contours for slopes from twelve percent (12%) to twenty percent (20%). These slopes shall be clearly identified, and

iv) Ten (10) foot contours for slopes exceeding twenty percent (20%).

c) 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.

B40. The above information is illustrated on Plan Sheet C1.6 of Section IIB – Existing Conditions. The subject property is not within the SROZ.

d) A tabulation of the land area to be devoted to various uses, and a calculation of the average residential density per net acre.

B41. The above information is listed in Section IV of the submittal notebook.

- e) **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.**
- B42.** The above information is shown on Plan Sheet C1.1 – Existing Conditions; Sheet C1.4 - Tentative Partition Plat, Sheet C1.3 – Circulation Plan and Sheet C1.2, Tree Protection Plan that identifies all trees 6 inches and greater d.b.h. on the project site.
- f) **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.**
- B43.** Plan Sheet L4.3 shows the proposed Piazza shelter.
- g) **A composite utility plan illustrating existing and proposed water, sanitary sewer, and storm drainage facilities necessary to serve the SAP.**
- B44.** Proposed storm drainage facilities, water lines and sanitary lines are shown on Plan Sheet C1.5 of Section IVB – Preliminary Utility Plan.
- h) **If it is proposed that the Preliminary Development Plan will be executed in Phases, the sequence thereof shall be provided.**
- B45.** PDP-3 will be executed in a single phase for the Piazza development. Construction is anticipated to begin at the end of 2012 or early 2013.
- i) **A commitment by the applicant to provide a performance bond or other acceptable security for the capital improvements required by the project.**
- B46.** The Applicant must provide a performance bond or other acceptable security for the capital improvements required by the project. See PF conditions.
- j) **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).**

B47. DKS has not prepared an addendum Traffic Impact Analysis for the Piazza as it is not needed for park development.

H. PDP Application Submittal Requirements:

1. **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:**
 - a) **The location of water, sewerage and drainage facilities;**
 - b) **Conceptual building and landscape plans and elevations, sufficient to indicate the general character of the development;**
 - c) **The general type and location of signs;**
 - d) **Topographic information as set forth in Section 4.035;**
 - e) **A map indicating the types and locations of all proposed uses; and**
 - f) **A grading and erosion control plan illustrating existing and proposed contours as prescribed previously in this section.**

B48. Plan Sheet C1.1 – Existing Conditions shows site features, including topographic features. Sheet C1.4 – Tentative Partition Plat and Sheet L1.0 – Site/Land Use Plan illustrates the Piazza uses. Plan Sheet C1.6 – Grading Plan show the location of drainage facilities, topographic information, and a preliminary grading. Plan Sheet C1.5 – Preliminary Utility Plan indicates the location of water and sanitary sewer lines. Plan Sheets L1.0 through L3.0, Planting Plans show the conceptual landscaping. The architectural elevations for the proposed shelter are shown on Plan Sheet L4.3. All plan sheets referenced above can be found in Section IVB of this application notebook. Signs are not proposed.

2. **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.**

B49. See Finding B47.

3. **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.**

B50. The attached drawings for proposed PDP-3 provide sufficient detail to indicate fully the ultimate operation of the subject the Piazza development. The proposed Final Development Plan provides more specific details regarding proposed design features.

4. 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.

B51. Copies of "draft" legal documents relating to the creation of a non-profit home owner's association must be provided to the City Attorney. The existing CC&R's may need to be modified to include the Piazza and the adjacent private streets. See Condition PDB1.

I. PDP Approval Procedures

1. An application for PDP approval shall be reviewed using the following procedures:
 - a) 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.
 - b) A public hearing shall be held on each such application as provided in Section 4.013.
 - c) 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.

B52. In accordance with the procedures contained in Section 4.012, the city has provided notice of a public hearing before the Development Review Board on the proposed PDP. A public hearing will be held on each request submitted in conjunction with this application as provided in Section 4.013 at which time the Board will determine whether the proposal conforms to the applicable permit criteria set forth in the City's Code.

J. PDP Refinements to Approved Specific Area Plan

1. In the process of reviewing a PDP for consistency with the approved Specific Area Plan, the Development Review Board may approve refinements, but not amendments, to the SAP. Refinements to the SAP may be approved by the Development Review Board as set forth in Section (.18)(J)(2), below.
 - a) Refinements to the SAP are defined as:
 - 1) 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.

B53. Refinements to the street network are not proposed.

- 2) 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.

B54. The parks and open space areas provided SAP-Central are not being refined through this application.

- 3) **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.**

No changes to the nature or location of utilities or storm water facilities are proposed.

K. PDP Approval Criteria

The Development Review Board may approve an application for a PDP only upon finding that the following approval criteria area met:

1. That the proposed PDP:

- i) **Is consistent with the standards identified in this section.**

B55. Section IVA of the supporting compliance report provides an explanation of how proposed PDP-3 for the Piazza is consistent with the standards of the Village zone.

- ii) **Complies with the applicable standards of the Planning and Land Development Ordinance, including Section 4.140(.09)(J)(1)-(3).**

B56. Section IVA of the supporting compliance report provides an explanation of how proposed PDP-3 for the Piazza is consistent with the applicable standards of the Planning and Land Development Ordinance.

- iii) **Is consistent with the approved Specific Area Plan in which it is located.**

B57. PDP-3 for the Piazza is consistent with proposed SAP-Central, as demonstrated by the attached drawings located in Section IVB.

- iv. **Is consistent with the approved Pattern Book and, where required, the approved Village Center Design.**

B58. A shelter is proposed shown on Plan Sheet L4.3.

2. **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.**

B59. Proposed PDP-3 for the Piazza will be developed in one phase. The Piazza will be completed on a reasonable schedule. Construction is anticipated to begin at the end of 2012 or early 2013.

3. **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.**

B60. Proposed PDP-3 for the Piazza is in conformance with proposed SAP-Central, and, thus, the *Villebois Village Master Plan*, and the applicable requirements and standards of the Planning and Land Development Ordinance.

Section 4.139-Significant Resource Overlay Zone (SROZ) Ordinance

B61. There is no SROZ in SAP-Central.

Section 4.156-Sign Regulations

B62. The Master Signage and Wayfinding Plan was approved in 2006. Signs are not proposed with this application.

Section 4.171 General Regulations – Protection of Natural Features & other Resources

(.02) General Terrain Preparation

A. 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.

B. 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:

1. Limit the extent of disturbance of soils and site by grading, excavation and other land alterations.

2. 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.

3. 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.

B62. The drawings located in Exhibit B1 demonstrate that the subject PDP-3 for the Piazza is designed with maximum regard to natural terrain features and topography. No steep hillside areas or floodplains are located within the subject PDP-3. Plan Sheet C12 shows proposed tree protection. Plan Sheet C1.6 – Grading Plan shows proposed grading within the subject area. All subsequent grading, filling and excavating will be done in accordance with the Uniform Building Code. Disturbance of soils 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. The Applicant will comply with all state and federal requirements for construction (e.g., DEQ NPDES #1200-C permit). Also required is a grading and erosion control plan pursuant to City of Wilsonville Ordinance 482.

(.03) Hillsides: All developments proposed on slopes greater than 25% shall be limited to the extent that:

B63. Proposed PDP-3 for the Piazza does not include any areas of slopes in excess of 25%. Therefore, this standard does not apply to this application.

(.04) Trees and Wooded Areas.

A. All developments shall be planned, designed, constructed and maintained so that:

1. Existing vegetation is not disturbed, injured, or removed prior to site development and prior to an approved plan for circulation, parking and structure location.

2. 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.

3. Existing trees are preserved within any right-of-way when such trees are suitably located, healthy, and when approved grading allows.

B. Trees and woodland areas to be retained shall be protected during site preparation and construction according to City Public Works design specifications, by:

1. Avoiding disturbance of the roots by grading and/or compacting activity.

2. Providing for drainage and water and air filtration to the roots of trees which will be covered with impermeable surfaces.

3. Requiring, if necessary, the advisory expertise of a registered arborist/horticulturist both during and after site preparation.

4. Requiring, if necessary, a special maintenance, management program to insure survival of specific woodland areas of specimen trees or individual heritage status trees.

B64. Trees that are retained will be protected during site preparation and construction in accordance with City Public Works design specifications and Section 4.171(.04).

(.05) High Voltage Power line Easements and Rights of Way and Petroleum Pipeline Easements:

A. 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.

B. 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.

B65. Proposed PDP-3 for the Piazza does not contain any high voltage power line easements or rights-of-way.

(.06) Hazards to Safety: Purpose:

- A.** To protect lives and property from natural or human-induced geologic or hydrologic hazards and disasters.
- B.** To protect lives and property from damage due to soil hazards.
- C.** To protect lives and property from forest and brush fires.
- D.** To avoid financial loss resulting from development in hazard areas.

B66. Development of PDP-3 for the Piazza will occur in a manner that minimizes potential hazards to safety.

(.07) Standards for Earth Movement Hazard Areas:

- A.** 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.

B67. Development of PDP-3 for the Piazza will occur in a manner that minimizes potential hazards to safety. No earth movement hazard areas have been identified within the subject area.

(.08) Standards for Soil Hazard Areas:

- A.** 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.

- B.** 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.

B68. Development of PDP-3 for the Piazza will occur in a manner that minimizes potential hazards to safety. No soil hazard areas have been identified within the subject area.

(.09) Historic Protection: Purpose:

- A.** To preserve structures, sites, objects, and areas within the City of Wilsonville having historic, cultural, or archaeological significance.

B69. A Historic/Cultural Resource Inventory was conducted by a Registered Professional Archeologist for SAP-Central. There are no structures, sites, or objects currently listed on any registries. However, one Native American Cascade style projectile point (arrowhead) was found near the location of Hilltop Park but the archaeologist concluded that the arrowhead was lost during hunting and it was an isolated find.

Section 4.172-Flood Plain Regulations

B70. Proposed PDP-3 for the Piazza does not include any areas impacted by a 100-year flood plain. Therefore, the standards of Section 4.172 are not applicable.

Section 4.176-Landscaping, Screening & Buffering

B71. The proposed Final Development Plan for the Piazza includes a Landscape Plan. The proposed Community Elements Book depicts street trees along rights-of-way within the subject PDP-3. See the findings in Request C for the Final Development Plan for the detailed analysis of the proposed landscaping, screening and buffering.

Section 4.177-Street Improvement Standards

B72. As indicated previously, proposed rights-of-way are shown on the attached drawings. The adjacent private streets; Campanile Lane and Piazza Lane will not be dedicated right-of-ways. The drawings located in Section IVB demonstrate that all adjacent streets for the Piazza 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 the fire department.

Section 4.178-Sidewalk & Pathway Standards

(.01) 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.

(.02) Pathways

A. 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.

1. 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.

B73. Plan Sheet L1:1 located in Section IVB depict the proposed sidewalks and pathways in compliance with the above standards and proposed SAP-Central.

E. Recreational Area in Multi-family Residential and Mixed Use Developments

Recreational Area requirement is intended to provide adequate recreational amenities for occupants of multiple family developments and mixed use developments where the majority of the developed square footage is to be in; residential use.

2. Recreational Area is defined as the common area of all lawns, gardens, play lots, day care centers, plazas, court yards, interior and exterior swimming pools, ball courts, tennis clubs, game rooms, social rooms, exercise rooms, health club facilities, libraries, internet/electronic media rooms, decks and other similar areas for common recreational uses. Recreational Area may include Parks required under the Villebois Village Master Plan, and any usable park areas not shown in such plan. Private areas under this definition, defined as those areas that are accessible only by a single owner or tenant, shall not constitute or contribute to the measurement of Recreational Area.

3. A variety of age appropriate facilities shall be included in the mix of Recreational Area facilities.

4. Recreational Area shall be calculated at both the PDP and the SAP level and shall be provided at the ratio of 195 square feet per residential unit for each SAP and an additional 30 square feet per residential unit for each PDP.

5. Recreational Area shall be considered to be part of the Open Space requirement in Section 4.125(.08).

Thus, this Implementation Measure must be met upon compliance with the Public Facilities (PF) Conditions of Approval. This Goal and related Policy for storm water availability must also be satisfied at the Preliminary Development Plan review of proposed building(s).

B74. Approval of a final plat is contingent upon compliance with the Public Facilities (PF) Conditions of Approval. All construction plans for the sanitary sewer system must be submitted for review and approval by the City Engineer prior to construction to insure that they comply with City standards.

B75.

Transit:

- There is one fully constructed bus pullout at Villebois Drive next to the Piazza.
- SMART will provide all bus stop signs and the developer will provide shelters at their discretion.
- Service may be adjusted as needed.

SUMMARY FINDING FOR REQUEST B:

B76. The Applicant has demonstrated that the proposed Preliminary Development Plan will meet all applicable requirements.

REQUEST C
DB12-0058: FINAL DEVELOPMENT PLAN

The Applicant's project narrative and findings (Exhibit B-1) addressing the Wilsonville Planning & Development Ordinance respond to the majority of the applicable criteria and are hereby incorporated in this staff report. In the case where the applicant has adequately addressed the criteria, the staff findings simply refer to the relevant text in the applicant's narrative.

- C1.** This application requests Final Development Plan of the Piazza. Conformance with the approved SAP-Central Architectural Pattern Book and the approved Community Elements Book will assure consistency with the Design Standards of subsection (.14).

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

- A.** 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.
- 1.** The design of landscape, streets, public places and buildings shall create a place of distinct character.
 - 2.** The landscape, streets, public places and buildings within individual development projects shall be considered related and connected components of the Villebois Village Master Plan.
 - 3.** The design of buildings shall functionally relate to adjacent open space, gateways, street orientation, and other features as shown in the Villebois Village Master Plan.
 - 4.** The design of buildings and landscape shall functionally relate to sunlight, climate, and topography in a way that acknowledges these conditions as particular to the Willamette Valley.
 - 5.** The design of buildings shall incorporate regional architectural character and regional building practices.
 - 6.** The design of buildings shall include architectural diversity and variety in its built form.
 - 7.** The design of buildings shall contribute to the vitality of the street environment through incorporation of storefronts, windows, and entrances facing the sidewalk.
 - 8.** The design of streets and public spaces shall provide for and promote pedestrian safety, connectivity and activity.
 - 9.** The design of buildings and landscape shall minimize the visual impact of, and screen views of off-street parking from streets.
 - 10.** The design of exterior lighting shall minimize off-site impacts, yet enable functionality.
- C2.** Design Principles 2, 3, 4, 5, 6, 7 and 9 relate to developments with buildings and are not applicable to park development. The Applicant's findings in Exhibit B-1 demonstrate that the proposed the Piazza complies with the form and function supported by the remaining principles.
- C3.** The approved Communities Elements Book indicates site furnishings for the park/open space areas. It shows proposed street trees and lighting for SAP-Central. The proposed FDP plans illustrate that lighting and site furnishings will be provided in compliance with the Community Elements Book.

Subsection 4.125.18(P)(1 and 2) sets forth the approval criteria for Final Development Plans.

Subsection 4.125.18(P)(1): An application for approval of a FDP shall be subject to the provisions of Section 4.421.

Section 4.421: Site and Design Review - Criteria and Application of Design Standards

(.01) The following standards shall be utilized by 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 or innovation. The specification of one or more particular architectural styles is not included in these standards.

A. Preservation of Landscape. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soils removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.

C4. The proposal for the Piazza does not include removing any landscaped areas or trees except for a plum tree at the west side of the project site. Therefore this criterion does not apply.

B. Relation of Proposed Buildings to Environment. Proposed structures shall be located and designed to assure harmony with the natural environment, including protection of steep slopes, vegetation and other naturally sensitive areas for wildlife habitat and shall provide proper buffering from less intensive uses in accordance with Sections 4.171 and 4.139 and 4.139.5. The achievement of such relationship may include the enclosure of space in conjunction with other existing buildings or other proposed buildings and the creation of focal points with respect to avenues of approach, street access or relationships to natural features such as vegetation or topography.

C5. This Final Development Plan (FDP) does not include a review of the buildings except for a small metal framed shelter shown on Plan Sheet L4.3, and is limited to the review the proposed Piazza. So the purpose of this FDP is to provide more detailed park design and landscape information. The Piazza is not located in a Significant Natural Resource Overlay Zone nor does it contain areas of steep slopes. Furthermore, the Piazza has been sited such that it is central to Villebois Village and can be viewed from multiple angles and to interface with existing and future Village Center development. From a windshield or even pedestrian perspective it is a part of the greater central park system. The proposed Piazza has been reviewed in accordance with the adopted Villebois Village Master Plan Technical Appendix. The proposed Piazza is consistent with the feasibility plan.

Section 4.176-Landscaping, Screening & Buffering

C6. The proposed FDP includes Landscape Plans. The proposed Community Elements Book depicts street trees along rights-of-ways, but no street trees required in the Plaza Boundary. The applicant's response indicates the Piazza is to be predominantly

hardscaped with retention of existing trees and the addition of planters. The plan also provides a diversified planting theme. The plan is aesthetically pleasing and functional. The proposed landscaping plan satisfies the purpose criteria of the landscaping section.

(.02) Landscaping and Screening Standards

I. Required Materials

a. Where the landscaped area is less than 30 feet deep, one tree is required for every 30 linear feet.

C7. The proposal does not include parking lots internal to the park so this criterion is not applicable. There is existing curbside parking along Barber Street that will accommodate approximately 6 cars.

b. Where the landscaped area is 30 feet deep or greater, one tree is required for every 800 square feet and two high shrubs or three low shrubs are required for every 400 square feet.

C8. The subject site does not contain planting areas 30 feet deep or greater; therefore, this provision does not apply.

(.06) Plant Materials.

C9. Shrubs – 4.176(.06)(1): This code section specifies the size of plant material required for new development as well as standards related to species selection, and growth rate. Shrubs are required to be equal or better than two-gallon containers, and shall have a 10"-12" spread. Plan Sheet L3.0 identifies the proposed plants or low shrubs.

C10. Ground cover - Ground covers in one gallon containers are to be planted on 4' centers minimum, 4" pots are to be spaced at 2' centers, 2 ¼" pots are to be spaced at 18" centers. All ground covers are to be planted at a density so as to cover 80% of the planting area within 3-years of planting. Plan Sheet L3.0 provides a summary of proposed plants.

(.07) Installation and Maintenance.

C11. Plant materials, once approved by the DRB, shall be installed to current industry standards and shall be properly staked to assure survival. Support devices (guy wires, etc.) shall not be allowed to interfere with normal pedestrian or vehicular movement. Maintenance of landscaped areas is the on-going responsibility of the property owner. Any landscaping installed to meet the requirements of this Code, or any condition of approval established by City decision-making body acting on an application, shall be continuously maintained in a healthy, vital and acceptable manner. Plants that die are to be replaced in kind, within one growing season, unless the City approves appropriate substitute species. Failure to maintain landscaping as required in this subsection shall constitute a violation of the City Code for which appropriate legal remedies, including the revocation of any applicable land development permits, may result.

(.08) Landscaping on Corner Lots

C12. The Piazza site is surrounded by four streets. Landscaping will be required to meet the vision clearance requirements of Section 4.177. The Engineering Division, however, will examine vision clearance issues in more detail in the Public Works Permit.

(.10) Completion of Landscaping.

C13. The Applicant will be required to post a bond or other security acceptable to the Community Development Director for the installation of the approved landscaping, should the approved landscaping not be installed at the time of final use of the Piazza.

Subsection 4.176(.07)(C)(1-3): Irrigation

C14. Staff is recommending a condition of approval requiring a permanent, built-in, irrigation system with an automatic controller located at the maintenance building. Either a spray or drip irrigation system, or a combination of the two, may be specified. Proposed is ground cover within the drip line of retained trees. The Applicant/Owner must not plant seeded grass or ground cover within the drip line of retained trees. The project arborist must advise the Applicant and the City of the appropriate irrigation design so as to not over irrigate and kill trees. The planting of native plants and the use of some type of breathable fabric with bark mulch is encouraged to keep the weeds down. Otherwise, staff finds that proposed ground covers meet the code requirement. See proposed condition PDC5.

Subsection 4.125.18(P)(1): An application for approval of a Site Design Plan shall be subject to the provisions of Section 4.421.

C15. The Applicant has provided compliance findings to the applicable criteria (See Exhibit B1). Staff concurs with these findings except where otherwise noted.

C. Drives, Parking and Circulation. With respect to vehicular and pedestrian circulation, including walkways, interior drives and parking, special attention shall be given to location and number of access points, general interior circulation, separation of pedestrian and vehicular traffic, and arrangement of parking areas that are safe and convenient and, insofar as practicable, do not detract from the design of proposed buildings and structures and the neighboring properties.

C16. The Piazza will not provide an internal circulation system for automobiles. The Piazza is accessible from the adjacent street rights-of-way and adjacent private streets as shown on Plan Sheet L1.0. All streets accommodate two-way traffic.

Drives, Parking and Circulation

C17. Exhibit B-1 provides compliance findings regarding parking and circulation. No driveways or parking areas are proposed or required with this FDP for park development. The Piazza is accessible from adjacent streets and pathways, as shown on Plan Sheet L1.0.

Section 4.125(14)(3): Lighting and site furnishings shall be in compliance with the approved...Community Elements Book...

C18. The proposed benches, trash receptacles and lighting are in compliance with the details on Plan Sheets L4.0 and L4.1. The Planters are not identified in the approved Communities Elements Book but are of classic European design that will blend in with the Piazza design.

Section 4.421. Criteria and Application of Design Standards.

(.01) 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. (Even in the Boones Ferry Overlay Zone, a range of architectural styles will be encouraged.)

A. Preservation of Landscape.

C19. The Applicant has provided findings to demonstrate that any soils removal will be kept to a minimal and there are numerous existing trees on this site. There are no major grade changes that will affect the neighboring sites. Plan Sheet L2.0 – Preliminary Grading Plan demonstrate that grading will be limited to preparation of the park.

B. Relation of Proposed Buildings to Environment.

C20. The project does not involve buildings except for a small 12' x 26' wood framed shelter shown on Plan Sheet L4.3.

C. Surface Water Drainage.

C21. Plan Sheet C1.6 (Preliminary Drainage Plan) in Exhibit B-1 the project will include a storm drainage collection system to be connected to swale for water quality treatment. Hardscape, sidewalks, and street runoff will be routed to planters or swales for water quality treatment. A conventional pipe network will convey runoff from various stormwater management facilities to the project outfall.

C22. Furthermore, the Applicant has the responsibility to fund and install all necessary storm water facilities to meet the requirements of the City's Storm Water Master Plan. The final

design and installation of storm water facilities will require a public works permit from the City's Engineering Division.

D. Utility Service.

C23. Any utilities added to this site will to be underground. Engineering review of construction documents will ensure compliance with this provision.

E. Advertising Features.

C24. Proposed signs must comply with the SAP- Central Master Sign and Wayfinding Plan.

F. Special Features.

C25. The Piazza is itself is a special feature. Also the proposal includes the use of flow-through planter type stormwater facilities for pre-treatment of all stormwater.

Pavers: Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows primarily paver surfacing within the Piazza and Campanile lane and Piazza Lane which is proposed with concrete paver units with three different colors, materials and sizes.

Restrooms: Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows two alternative sites for restrooms; Alternative 1 is at the northwest corner of the Piazza and Alternative 2 is north of Piazza Lane along the lane. Alternative 2 restrooms may be a freestanding building or within a post office in one of the multi-use buildings. This plan does not propose placing restrooms at the Piazza and must be included in the development plans of the northerly multi-use building.

Observation Tower. Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows an off-site observation tower to be incorporated into one of the adjacent, future multi-use buildings. The tower is not proposed as part of this application.

Water Feature. Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows a major water feature. Proposed on Plan Sheet L4.4 is a decorative water fountain within a 21'-2" diameter basin.

Bocce Ball Court. Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows one bocce ball court, proposed are two bocce ball courts.

Existing Trees: Sheet 15 of the Villebois Village Master Plan Technical Appendix for NP-7 (Piazza) shows retaining one or more existing trees, proposed are retaining 5 – trees.

Shelter: Proposed is a wood framed 12' x 26' shelter.

Planters: proposed are 6 – freestanding planters with seasonal plantings.

Section 4.199 Outdoor Lighting

Section 4.199.40: Lighting Systems Standards for Approval

(.01) Non-Residential Uses and Common Residential Areas.

A. All outdoor lighting shall comply with either the Prescriptive Option or the Performance Option below.

C26. The Applicant has provided lighting cut sheets on Plan Sheet L4.1. See the compliance findings in Exhibit B-1. The lighting shown on the plans is consistent with the Lighting Master Plan Diagram shown on page 5 of the Community Elements Books for SAP Central. Lighting is proposed in the Piazza as it would function like a City neighborhood park from dawn to dusk.

Section 4.430. Location, Design and Access Standards for mixed Solid Waste and Recycling Areas

(.01) The following locations, design and access standards for mixed solid waste and recycling storage areas shall be applicable to the requirements of Section 4.179 of the Wilsonville City Code.

(.02) Location Standards:

C27. Staff finds that the locations for combined solid waste and recycling centers have been designed in accordance with standards established by the Wilsonville Development Code.

(.03) Design Standards.

C28. Staff finds that the proposed trash collection exceeds the design standards of this subsection.

Section 4.125(.12) Signage and Wayfinding

A. 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.

C29. Signage and Wayfinding Plans were approved with SAP-Central. The Applicant is not proposing additional signage.

SUMMARY FINDING FOR REQUEST C:

C30. The Applicant has demonstrated that the proposed Final Development Plan will meet all applicable requirements.

REQUEST D
DB12-0059
TENTATIVE PARTITION PLAT

The Applicant has provided compliance findings to the applicable criteria (See Section IIB in Exhibit B1). Staff concurs with these findings except where otherwise noted.

Section 4.210(.01)(B) - Tentative Plat Submission

- D1.** The proposed tentative partition plat for one (23.99 acres) parcel and two tracts; Tract A – Piazza (.52 acres) and Tract B (.37 acres) – two private streets meeting this criterion.

General Requirements – Streets

Section 4.236(.01) – Conformity to the Master Plan or Map

- D2.** The two existing public streets, Barber Street and Villebois Drive, which abut the Piazza, conform to the Villebois Master Plan.

Section 4.236(.02)(A) - Relation to Adjoining Streets

- D3.** Barber Street, Villebois Drive, Campanile Lane and Piazza Lane are part of street grid that serves all of Village Center and Villebois meeting Code.

Section 4.236(.08) – Existing Streets

- D4.** The City Engineer’s Public Facilities conditions require that all right-of-way dedications, easements and street improvements are to be completed to the requirements of the City’s 2003 Transportation System Plan. As indicated previously, the subject site fronts on Barber Street and Villebois Drive, Campanile Lane (not built) and Piazza Lane street (not built). Barber Street will have on-street parking and the remaining three streets will not have on-street parking.

Subsection 4.177(.01)(G) – Dead End Streets

This section requires that “new dead-end streets or cul-de-sacs shall not exceed 200 feet in length, unless the adjoining land contains barriers such as existing buildings, railroads or freeways, or environmental constraints such as steep slopes, or major streams or rivers, that prevent future street extension and connection.”

- D5.** The proposed partition plat will not create dead end streets.

Section 4.237(.02) – Easements

- D6.** The Applicant’s submittal documents indicate appropriate easements will be provided as part of the final plat. The Engineering Division requires that all easements on the final

plat shall be specified per the City's Public Works Standards and should be approved by the City Engineer prior to the issuance of Engineering Division permits for the project.

Section 4.237(.03) – Pedestrian and bicycle pathways.

- D7. Sidewalks and pathways will be integrated with the Piazza which is will have concrete unit paver brick surface meeting code.

Section 4.237(.04) – Tree Planting

- D8. Plan Sheet L3.0 identifies the location of proposed street trees, which are Italian cypress @ 8 – 10' height along Barber Street and Campanile Lane.

Section 4.237(.05) – Lot Size and Shape

Subsection 4.125.4, V specifies the following for lot size and shape:

Section 4.237(.05) – Lot Size and Shape

Section 4.237(.12) – Land for Public Purposes

- D9. The Applicant will be required to dedicate all rights-of-way and public utility easements deemed necessary by the civil engineer for the project, prior to approval of any final inspection requested subsequent to this action, if approved.

Section 4.237(.13) – Corner Lots

- D10. All radii within the proposed partition plat are in excess of 10 feet, which meet this criterion.

Section 4.262 – Improvements – Requirements

- D11. The Deputy City Engineer's conditions require the installation of all public utilities to the City's Public Works standards.

4.264 – Improvements – Assurance

- D12. The Applicant has not furnished an assurance to the City for the complete installation of all improvements. The Applicant will be required to provide a cost estimate and security acceptable to the City Engineer for the completion of all public improvements.

SUMMARY FINDING FOR REQUEST D:

- D13. The Applicant has demonstrated that the proposed Tentative Partition Plat will meet all applicable requirements.

**EXHIBIT A
PLANNING DIVISION
STAFF REPORT**

PIAZZA

**DEVELOPMENT REVIEW BOARD PANEL '___'
QUASI JUDICIAL HEARING**

**Public Hearing Date:
Date of Report:
Application Numbers:**

DB12- Preliminary Development Plan

**Property
Owners/Applicants:**

**PD = Planning Division conditions
BD = Building Division Conditions
PF = Engineering Conditions.
NR = Natural Resources Conditions
TR = SMART/Transit Conditions
FD = Tualatin Valley Fire and Rescue 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:
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: <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.	Submit plans in the following 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
- 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.	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 11.	Fire hydrants shall be located in compliance with TVF&R fire prevention ordinance and approval of TVF&R.
PFA 12.	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 13.	Sidewalks and pedestrian linkages shall be in compliance with the Department of Justice's ADA Standards for Accessible Design (2010).
PFA 14.	No surcharging of sanitary or storm water manholes is allowed.
PFA 15.	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. Street lighting shall be in conformance with the revised Villebois Village Community Elements Book Master Plan for street lights.
PFA 16.	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 17.	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 18.	Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer.
PFA 19.	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 20.	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 21.	If not already in existence, 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 22.	Mylar Record Drawings: At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. Mylar and an electronic copy in AutoCAD, current version.
PFA 23.	Subdivision Plat: Paper copies of all proposed subdivision plats shall be provided to the City for review. Once the subdivision 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 plat.
	Specific Comments:
PFA 24.	A traffic study was not required for this proposed project.
PFA 25.	On Tract "B" submitted plans appear to indicate a Public Utility Easement across its entirety. Applicant shall provide the city with pipeline easements in conformance with the requirements of PF 5. The City does not approve of having a utility easement over the entirety of Tract "B".
PFA 26.	If public easements are not provided on the Partition Plat, Applicant shall provide to City an easement recording fee of \$250 per tax lot with easement documents in conformance to PF 5.
PFA 27.	Storm detention facilities for this site are provided by existing detention facilities located in Palermo Park and Pond F. No additional detention facilities are required.
PFA 28.	Water quality for this site is provided by existing water quality facilities located in Pond F. No additional water quality facilities are required.
PFA 29.	On Campanile Lane, the Applicant shall remove the existing stormwater cleanout and connect the new system onto the existing system.
PFA 30.	On Piazza Lane, the Preliminary Utility Plan does not show catch basins. Applicant shall add catch basins or provide information on how storm

	drainage is to be accomplished.
PFA 31.	On Piazza Lane, the Preliminary Utility Plan does not show an extension of the storm main line. Applicant shall provide information on how storm service will be provided to the building site located northeast of Piazza Lane.
PFA 32.	On Campanile Lane, the Preliminary Utility Plan does not show an extension of the sanitary sewer main line. Applicant shall provide information on how sanitary service will be provided to the building site located northwest of Campanile Lane, building site located northeast of Piazza Lane, and to future building sites located on the future extension of Campanile Lane, future Valencia Lane and future Collina Lane.
PFA 33.	On Campanile Lane, Applicant shall remove the existing water blow-off and connect new water system. Applicant can install either an in-line valve or test new system against existing valve in Barber Street.
PFA 34.	It is understood by the City that Tracts "A" and "B" (which include Campanile Lane, Piazza Lane and the Piazza Park) shall be privately maintained. Applicant shall prepare an Ownership and Maintenance agreement between the City and the Owner.

<u>Engineering Division Conditions:</u>	
PFB 1.	
PFB 2.	

COMMUNITY DEVELOPMENT MEMORANDUM

To: Blaise Edmonds, Manager of Current Planning

From: Kerry Rappold, Natural Resources Program Manager

Date: October 10, 2012

RE: **Villebois Village SAP Central, Piazza (DB12-0057 and DB12-0058)**

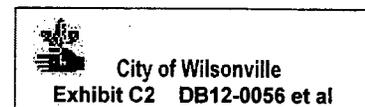
This memorandum includes staff conditions of approval. The conditions are based on the preliminary and final development plans for the Piazza. The conditions of approval apply to the applicant's submittal of construction plans (i.e. engineering drawings).

Rainwater Management Plan:

- NR1. Provide a rainwater analysis for the Piazza that demonstrates the proposed rainwater management components satisfy the requirements of the SAP Central Rainwater Management Plan.
- NR2. 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.
- NR3. 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.
- NR4. 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.
- NR5. The rainwater management components shall comply with the requirements of the Oregon DEQ UIC (Underground Injection Control) Program.

Other:

- NR6. Pursuant to the City of Wilsonville's Ordinance No. 482, the applicant shall submit an erosion and sedimentation control plan. The following techniques and methods shall be incorporated, where necessary:
 - a. Gravel construction entrance;
 - b. Stockpiles and plastic sheeting;



- c. Sediment fence;
- d. Inlet protection (Silt sacks are recommended);
- e. Dust control;
- f. Temporary/permanent seeding or wet weather measures (e.g. mulch);
- g. Limits of construction; and
- h. Other appropriate erosion and sedimentation control methods.

NR7. 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).

Public Works Plan Review Comment Form

Plans for Review: Piazza Zone Change
Return All Comments To: Blaise Edmonds
Due Date: October 8, 2012

Name	Page No.	Comments	Engineering's Response
Randy Watson		Any kind of permanent Kiosk or Coffee or food service that is connected to the Sanitary Sewer shall have pretreatment grease removal device.	
Steve Munsterman		No Comments	
Dan House			
Steve Gering			
Matt Baker			
Arnie Gray			
Mark Folz			
Paul Havens			
Floyd Peoples			

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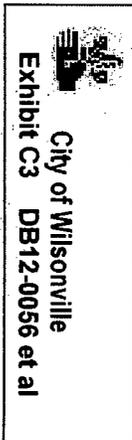


EXHIBIT "E"

**Wilsonville City Hall
29799 SW Town Center Loop E
Wilsonville, Oregon 97070**

**Development Review Board – Panel B
Minutes–October 22, 2012 6:30 PM**

I. Call to Order:

Chair Monica Keenan called the DRB-Panel B meeting to order at 6:27 p.m.

II. Chairman’s Remarks:

The Conduct of Hearing and Statement of Public Notice were read into the record.

III. Roll Call:

Present for roll call were: Monica Keenan, Andrew Karr, Dianne Knight, Cheryl Dorman and Jhuma Chaudhuri. City Council Liaison Scott Starr was absent.

Staff present were: Blaise Edmonds, Michael Kohlhoff and Amanda Hoffman.

IV. Citizens’ Input: This is an opportunity for visitors to address the Development Review Board on items not on the agenda. There was none.

V. City Council Liaison Report:

No Council liaison report was given due to Councilor Starr’s absence.

VI. Consent Agenda:

A. Approval of minutes of September 24, 2012 meeting

Chair Keenan moved to approve the September 24, 2012 DRB Panel B meeting minutes as presented. Andrew Karr seconded the motion, which passed unanimously.

VII. Public Hearing:

A. Resolution No. 237. Piazza Park, Villebois: Villebois Village LLC – applicant. The applicant is requesting approval of a Zone Map Amendment from Public Facility (PF) to Village (V), Preliminary Development Plan, Tentative Partition Plat and a Final Development Plan for the development of the Piazza in SAP-Central of Villebois. The subject property is located on a portion of Tax Lot 100 of Section 15AD, T3S, R1W, Clackamas County, Oregon. Staff: Blaise Edmonds.

The DRB action on the Zone Map Amendment is a recommendation to the City Council.

- Case Files: DB12-0056 – Zone Map Amendment
- DB12-0057 – Preliminary Development Plan (PDP)
- DB12-0058 – Final Development Plan (FDP)
- DB12-0059 – Tentative Partition Plat

Chair Keenan called the public hearing to order at 6:30 p.m. and read the conduct of hearing format into the record. All Board members declared for the record that they had visited the site. Dianne Knight and Jhuma Chaudhuri declared for the record that they are Villebois residents. No board member, however, declared a conflict of interest, bias, or conclusion from a site visit. No board member participation was challenged by any member of the audience.

Blaise Edmonds, Manager of Current Planning, announced that the criteria applicable to the application were stated on pages 2 and 3 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room.

Mr. Edmonds noted the following corrections, amendments and additions to the Staff report:

(Note: Added language shown in bold, italicized text; deleted language struck through)

- The Applicant's name should state, "Villebois Village Center, LLC" on Page 1 and throughout the Staff report as needed.
- He entered Exhibit A.3, a memorandum from Interim City Engineer Steve Adams noting corrections to Conditions PFA2 and PFA6(j), which into the record. He reviewed the corrections.
- He explained that minor typographical corrections would be made to certain PF conditions in the final version of the Staff report.
- In the third paragraph under Project Summary and Recommendations on Page 3 of 49, the sixth line was corrected to state, "year or they could be reallocated to other projects. The EPA funds..."

Mr. Edmonds presented the Staff report via PowerPoint with the following key comments:

- He reviewed the four requests of the application for the Piazza, noting the Board's recommendation to the City Council regarding the zone map amendment would be addressed at the November 19 Council meeting. The partition request would divide the parent parcel, Tax Lot 100, into Tracts A and B.
- He reviewed the site plan, noting the 5.2-acre site and surrounding features. Campanile Lane and Piazza Lane, private roadways totaling .37 acres, were included in the proposed zone change.
- The Piazza is located in the Village Center, where the heaviest population would be concentrated as SAP-Central builds out and where 1,011 units are planned.
- The Villebois Park Master Plan showed the parks system throughout Villebois as well as the key features each park should include. The Applicant's design team incorporated a Bocce ball court, garden beds, tiered water fountain, small open shelter, children's play area, and utility outlets to accommodate seasonal food vendors, park events and music. The furniture, street lights and trash containers selected comply with the Villebois Community Elements Book.
 - The Piazza would be similar to those seen in small European cities; mostly a hardscape, paver brick park due to the urban plaza design with higher densities around the park.
 - Five of the existing trees would be retained and incorporated into the park design
- He reviewed the two alternative proposals for restrooms, noting the Applicant testified before the Parks and Recreation Board that they would not build a restroom in the Piazza. Instead, the restroom would likely be incorporated into a future building to be construction fronting Piazza Lane, either within or in conjunction with a mailroom or office. He noted the Parks Board did recommend approval of the application as proposed with no additional comments.
 - The other option currently available requires about a three block walk to Sofia Park where public restrooms are located. Sofia Park would become a public park and the City would control the facilities once the City accepts the park improvements required by the bonding.
 - The Building Division requires that temporary restroom facilities be provided for special events when a certain number of people are expected at the venue.
 - Additional restrooms could be available if enough critical mass is generated to support businesses around the park. Although not required, secondary restroom facilities could be available in buildings around the Piazza as retailers and restaurants open their restroom facilities to people other than their patrons.
- There was good circulation on and off the Piazza site. One row of parallel parking would be provided along Barber St to accommodate six or seven cars. The Piazza was designed as an urban park that people either bike or walk to; not to provide parking like Memorial Park where several hundred parking spaces were required.

- He noted the Applicant had displayed foam board presentations for the Board, which were taken from the PowerPoint presentation. He deferred to the Applicant to present the park's full design and amenities.

Chair Keenan called for the Applicant's presentation.

Rudy Kadlub, President, Costa Pacific Communities and Villebois Master Developer, 11422 SW Barber St., Wilsonville, Oregon, noted the Piazza Villebois was originally conceived in 2005 and the Master Parks Plan and design completed in 2007. The Applicant was now in a position to move forward to complete the design and initiate construction in early 2013.

- Piazza Villebois is an extension of the Applicant's vision of a European style village which would be the heart and soul, the living room of the community and a place where people would gather.
- Campanile Lane and Piazza Lane would be barricaded during events, creating a curbsless environment and nearly doubling the size of the park as similar materials would be used out to the fronts of the buildings that would align on the northern and eastern sides of the Piazza.

Carol Mayer-Reed, Partner, Mayer/Reed, 319 SW Washington St., Suite 820, Portland, Oregon presented the key design features of the Piazza via PowerPoint with the following key comments:

- The Piazza represents the heart of the Villebois community and could be the catalyst for other development surrounding the plaza. As Villebois builds out, the Piazza would be the epicenter for activity throughout Villebois as the two major roads, Barber St and Villebois Dr, meet at the Piazza.
- She reviewed design process which considered the site's potential to activate the area once adjacent projects were built out. Designing the Piazza was different from designing a normal park with more green elements because the design team had to imagine completed buildings immediately adjacent to the site and extend the sense of the space into the adjacent properties to make the scale of the public space appear larger, even though the site is only about a half block.
 - She noted Director Park in Downtown Portland was similar in size; however the Piazza lacked the grade change challenges and could be developed more ambitiously making the circulation better.
- Having the Piazza be contiguous with the streets was a key concept. As private streets, Campanile Lane and Piazza Lane could be closed off to create a curbsless environment that extends the project until it meets the building faces. The streets make up an important part of the extension of the plaza and once programmed by the neighborhood, the closed street areas could be used for markets, food carts, festivals, etc.
- The Piazza is also expected to be used on a daily basis because its size and the trees create an intimate setting by bringing the ceiling down a bit.
- She confirmed parking would be available on SW Barber St, adding a pullout would also exist on Villebois Dr as it extends toward Sophia Park. Minimizing automobile presence was key to maintaining a pedestrian emphasis and creating a different look.
- The project incorporated existing trees once part of the Dammasch Hospital site. Decomposed granite would be used on top of the ground under the two existing trees on the corners along Villebois Drive in an effort to preserve the trees. These trees were too close to the surrounding finished surfaces to be modified, but the surface would create a nice entryway from the corners to the central space. A stone perimeter with landscaping and benches would surround the three remaining trees.
 - **Mr. Kadlub** noted a matching London plane to the west along Villebois Drive was also treated with decomposed granite.
- She described the design and function of other planned elements of the Piazza which included:
 - A tiered traditional fountain as one would see in Europe; various locations were considered. Unlike Sophia Park, the fountain would include plants and not be for children to play in.
 - Two Bocce ball courts possibly paved with either oyster shells or decomposed granite.

- A small picnic shelter with benches and utilities to accommodate carts or vendor stalls. Bioswales would collect and treat water coming off the roof. The shelter would be open on two sides with low walls on the remaining sides. The space was large enough for several picnic tables.
- A children's play element, which was a maze made of low boxwood hedges, lines in the paving and artwork consisting of carnivalesque animal masks that pivot on metal poles of various heights. A pagoda bell would also be included that would make a resonating sound to avoid disturbing people.
- Permeable pavers in a variety of sizes, textures and colors would be used throughout the project. Samples of the pavers were provided earlier to the City. Different pavers would help designate various areas of the Piazza, such as around the fountain and park border.
- Bollards and light poles that would mark the edge of the curbsless environment space across the street. Other furnishings include benches, trashcans and bike racks. The wooden bench in the Piazza would contain utilities to avoid having utility boxes out in the open. These utilities would be used for presentations, events, performances, etc.
- Suspended festival lighting would extend overhead pole to pole from the Piazza across the private Streets in the corner. The lighting could extend to the faces of the adjacent mixed-use buildings in the future. Perimeter lighting in the park would be in accordance with the rest of the Villebois standard.
- Landscaping included Italian Cypress, boxwood, and a variety of water plants.

Andrew Karr asked if there was any lighting in or on the fountain.

Chris Engles, Associate/Project Manager, Mayer/Reed responded LED, flush-mounted lighting would be cast in the bottom of the fountain with one light for each downspout that falls off the tiered fountain. The fountain itself would be white pre-cast silicone. The large bottom bowl would be 8 ft in diameter and brightly illuminated at night. Light would shine up through the plants on the surface of the water. The interior of the fountain would be plaster coated with black dye to reflect the sky during the day and iridescence at night created by the light dancing on the surface.

Cheryl Dorman inquired about the thought process to limit the amount of bathrooms and use portables for special events. A bathroom seemed necessary especially since this was a pedestrian park located in the heart of Villebois.

Mr. Kadlub responded that Applicant contemplated a bathroom in the Piazza itself, but because the Piazza was not that large, a bathroom with ADA features would take up too much space. The Applicant came to an agreement with the Staff and Council when doing the Parks Master Plan to specifically locate a public restroom for the Piazza in the building to the east in conjunction with the post office that would be run by the association. The 1,011 residents in the Village Center would get their mail at that post office. He noted the mid-block crosswalk on Piazza Lane would lead to that post office/restaurant. Unfortunately, because of the economy and demand for that building, the park was coming before the building, so in the interim, temporary restrooms would be used, which would avoid spoiling the integrity of the Piazza long term by constructing a bathroom too big for the scale of the project.

Ms. Dorman asked if he had any idea when the building housing the post office/restroom would be built.

Mr. Kadlub confirmed there was no timeframe for building's completion as much was dependent upon the election and the economy in 2013 or 2014.

Ms. Dorman commented his response made sense. She agreed the Piazza was not large and that a restroom facility would take up a lot of space, but being in the middle of Villebois, some sort of amenity was needed.

Mr. Kadlub added that as the project was built out, a number of surrounding businesses like restaurants, cafés and coffee shops would spill out onto the Piazza and would have public restrooms providing opportunities for additional restroom facilities. Unfortunately, due to the build-out and the economy, even the first building did not have tenants yet. However, when the community is built-out with 7,000 residents, enough demand would exist for retailers and service-retailers and therefore many restrooms around the Piazza including the Applicant's public restroom.

Ms. Dorman asked the distance between Sofia Park and the Piazza.

Mr. Kadlub responded that Sophia Park was located two long blocks from the Piazza connected with a promenade running the length of Villebois Dr between the Piazza and Sofia Park.

Dianne Knight noted the Arbor HOA currently maintains the restroom facility at Sofia Park. She was concerned that adding the Piazza would put an extra burden on the homeowners maintaining the restroom.

Mr. Kadlub explained the Piazza would be completed in January 2014 and Sofia Park would become a public park with the maintenance being done by the City in May, so there would be about seven months of pressure.

Ms. Knight asked if the City was comfortable with that or if anyone had concerns about that.

Mr. Edmonds noted Mr. Kadlub did not anticipate a large, critical mass of residents around the Piazza until it was fully developed. He reminded that the building official would require temporary restroom facilities for special events, so for the two or three months before Sofia Park's restrooms came into effect the situation seemed reasonable.

Mr. Kohlhoff asked if the Applicant could set up some temporary restrooms in the intervening six or seven months.

Mr. Kadlub answered yes, if that were a condition, adding it would be a bit of an expense to the Village Center HOA. As president of that board, he believed he could commit the HOA to do that.

Ms. Dorman commented it might not be necessary during the winter.

Mr. Kadlub explained the Applicant was trying to complete the Piazza by May 2013 so the park would be in use the summer of next year. If the Board could restrict the condition from May to October and the City could live without temporary restroom facilities during November and December, the Applicant could put up a couple temporary restrooms as done during the farmers' market in that area during the summer months.

Mr. Kohlhoff noted if any special events were programmed, temporary restrooms would be needed anyway.

Mr. Kadlub agreed, adding it might be just as easy to leave the temporary bathrooms there the whole time rather than paying for drop off and pick up.

Mr. Kohlhoff advised that the Board could condition the Applicant to work with Staff on a temporary restroom situation for the intervening time until Sofia Park became public.

Mr. Kadlub asked that the Applicant not have to place the facilities right in the park but instead nearby, possibly past the mailboxes at the end of Villebois Dr where they are placed during the farmers' market. He clarified that the farmers' market has been held at Sophia Park for the last two seasons, but originally, the first three years of the market were held along Villebois Dr and the temporary restrooms remained there the entire season. Ultimately, the Applicant wanted the farmers' market to be held at the Piazza.

Chair Keenan confirmed everyone was comfortable having Staff and the Applicant determine the use of temporary restrooms during the summer months and high use events.

Jhuma Chauduri asked who currently comprised the Villebois Village Center HOA because not many residential units were in the area yet.

Mr. Kadlub replied that the 300 apartments as well as housing along Barber St and Villebois Dr were all part of the Villebois Village Center Master Association.

Ms. Knight inquired about the costs associated with maintaining the park for the HOA, noting that only 300 of more than 1,000 units were now built.

Mr. Kadlub replied that the HOA anticipated the maintenance costs for all parks in the future and that was presently being collected. Any shortfall would be made up by the developer. The current cost to homeowners for maintaining all of the common space, including the Piazza, was \$18.50 per month. Fortunately, the Piazza was not as maintenance heavy as some of the other parks which require weeding, lawn mowing, etc. The fountain was intended to be low maintenance, and the boxwood maze may need to be trimmed in the growing season. The five, 100-year old trees essentially take care of themselves.

Chair Keenan asked if coordination of the maintenance and ownership and the HOA were determined in the master plan for the community and steps taken over the last eight years.

Mr. Kadlub replied an operations and maintenance agreement would be a part of the requirement in the recording of the PDP and FDP.

Ms. Knight asked if the interactive pagoda bell was located near the children's play area.

Mr. Engles replied the bell would be located within the children's maze, possibly in the center. The bell could replace one of the ten mask items in the children's play area.

Mr. Kadlub explained the early goals of the Piazza and Village Center involved including things that reached all five senses, touch, smell, sight, and hearing, though taste was not very applicable here.

Ms. Knight asked if there would be lighting in the shelter. She believed she saw a reflected ceiling plan.

Mr. Engles replied three lights would be suspended from each of the beams so the shelter would be well lit. The shelter did have a ceiling; it was not an open shelter where the trusses could be seen.

Chair Keenan called for public testimony in favor of, opposed and neutral to the application.

Everett Lapp, 11192 SW Barber St. Wilsonville, OR commented that an office in the existing building on the east side had a restroom facility off of their office area. Perhaps arrangements could be made to compensate the owner for maintaining the restroom and using it as a public facility.

Chair Keenan asked if the Applicant had any comments regarding the potential use of the building.

Mr. Kadlub agreed to talk to the owner, but added he would rather provide the temporary restrooms rather than burdening the apartment owner, who was a good neighbor. The Piazza would benefit the owner and help with their rental income, so perhaps they would consider allowing the use of the restroom in an emergency. Long term, the build-out of restaurants and other retail outlets would provide bathroom facilities.

Ms. Dorman suggested tracking the usage of the temporary restroom facilities over time to gauge the need for additional facilities.

Mr. Kohlhoff advised that the Board have a fairly general condition about the temporary restrooms.

Chair Keenan closed the public hearing at 7:27 p.m.

Andrew Karr moved to approve the Staff report with the addition of new Condition PDB2 stating, "The Applicant shall work with Staff to add temporary restroom facilities during high use times until other facilities are available." and the corrections read into the record by Staff as follows:

- Amend the Applicant's name to state, "Villebois Village *Center*, LLC" on Page 1 and throughout the Staff report as needed.
- Add Exhibit A.3, a memorandum dated October 22, 2012 from Interim City Engineer Steve Adams noting corrections to Conditions PFA2 and PFA6(j).
- Make minor typographical corrections to certain PF conditions in the final version of the Staff report.
- Correct the sixth line in the third paragraph under Project Summary and Recommendations on Page 3 of 49 to state, "year or they could be reallocated to other projects. The EPA funds..."

The motion was seconded by Chair Keenan and passed unanimously.

Andrew Karr moved to adopt Resolution No 237. Chair Keenan seconded the motion, which passed unanimously.

Chair Keenan commented she was glad to see the Piazza application and getting the Piazza approved was a big moment. She was happy for the Applicant, adding the park would be great.

Chair Keenan read the rules of appeal into the record.

VIII. Board Member Concerns and Communications

- A.** Agenda results from October 8, 2012 Panel A meeting

IX. Staff Communications:

X. Adjournment

The meeting adjourned at 7:34 p.m.

Respectfully submitted,

Paula Pinyerd, ABC Transcription for
Shelley White, Planning Administrative Assistant

WILSONVILLE

AREA CHAMBER OF COMMERCE

A South Metro Business Advocate

Wilsonville Chamber of Commerce

2012 Quarterly Report
of the Regional Visitor Information Center at Wilsonville
Submitted to the City of Wilsonville

October 1st, 2012

By Jennifer, Visitor Center Manager

This is the quarterly report covering the period of July-September of 2012, of the Regional Visitor Information Center at Wilsonville. This quarterly report includes supportive information for the three-month period:

On behalf of the Wilsonville Chamber of Commerce, I would like to convey my appreciation to the City of Wilsonville & the Wilsonville City Council for allowing me to provide information regarding the Wilsonville Chamber's operation of the Wilsonville/Clackamas County Regional Visitor Information Center at Wilsonville. This report covers the last 3 months of activity since the last quarterly report. All of our activities are designed to stimulate our local economy by providing a benefit to visitors, businesses, residents & community organizations.

1. Visitor Statistics and Information

1st Quarter Reports: *(attached)*

Detailed Visitor Center Count reports are filed monthly at the VIC and also sent to Clackamas County and Washington County. If the City of Wilsonville would also like to get our **monthly** reports, please let us know. I have attached July, August and September 2012.

**Keep in mind, only people asking specifically for tourism or visitor information are counted on this report. Chamber business and community assistance traffic is not counted. Over 25,000 people come through our doors annually but this report reflects only known visitors. Any single month's detailed report can be obtained by request!*

2. Operating Budget

The Chamber operates the Regional Visitor Information Center pursuant to contracts with the Clackamas County Tourism Development Council (TDC) and the City of Wilsonville. The Visitor Center budget can be requested from CEO Steve Gilmore at 503-682-3314.

Grants: The *grant* income and expenses for tourism related projects are closely monitored by Jennifer. Almost every project and event we create is funded in part by a grant. We could not perform our duties well without the support we receive. **The Oregon Horse Country program, our brochures, our tourism map, our promotional booths, city or event advertising, FAM tours, our conference attendance and even our satellite stations would not exist without grants being written by our staff (Jennifer).** Everything we do to promote our city costs money, and we are committed to finding it whenever possible.

- *I would like to have the chance to speak to the City's Parks and Recreation board regarding the City's grant funds for tourism. I think there is an opportunity to educate the board on what tourism projects are likely to bring the most dollars back into our community.*

3. TLT Tax Breakdown & Lodging Report

The TLT income for the City of Wilsonville is on-track to be considerably up for the 2012/13 fiscal year. 2011/12 ended slightly down at \$208,000.00 from the 2010 totals of \$214,000.00 but still considerably more than our 2009 totals of \$193,100.00. The biggest increase has been during our summers, which in no small part is helped significantly from the promotion and draw of the summer horse show series. In 2009/10, when we first launched Oregon Horse Country, we had a summer income total of \$39,009.00 and in 2012/13 we had a summer total of \$82,831.00! More than doubled in three years! This puts us almost half way to last year's TOTAL in only the first quarter of the fiscal year. We are optimistic this will be the best year yet for city income of TLT dollars.

We are weakened very slightly on the winter months and significantly in the spring months so our staff at the visitor center is starting promotions and programs to help increase our off-season hotel traffic. On October 1st we launched a locally run but nationally listed Geocache and we have also begun packages to convention organizers around the state.

Full TLT Tax reports can be attained from Vania Heberlein at heberlein@ci.wilsonville.or.us

Additional Lodging Report (by request):

4. Staffing/Hours

The Chamber and Visitor Center Staff - UPDATE:

Steve Gilmore (Chamber CEO) - Full Time
Jennifer Johnson (Tourism/Visitor Center Director) - Full Time
Brandi Hereford (Chamber Membership Director) - Full Time
Candi Todd (Chamber Office Manager) - Full Time
Janet Ferguson (Visitor Center Specialist Tues-Fri) - Part Time
Barbara Nordstrom (Visitor Center Specialist Sat-Mon) - Part Time
Patrick Johnson (Chamber Communications) - Part Time

5. Satellite Stations

We are proud to display Wilsonville Community and Visitor Information in our improved satellite stations. We are currently looking into replacing many of the worn-out units around the city, we first need to see if we can afford the cost in the 2012-2013 budget. We only received the grant money in Mid-October so this year's cycle has been pushed back considerably.

*We have also been making packets for the new OIT campus and have given hundreds to the staff there for students, teachers and visitors.

The Satellite Stations all include the following publications - UPDATED:

- The Wilsonville Map
- The Wilsonville Community Directory
- Wilsonville Tourism Activities Map
- Oregon Horse Country brochures
- Wilsonville "Events" list
- Restaurant Guide

6. Building Issues/Report

- **Vandalism:** We are constantly the victim of vandalism of one sort or another. We have recently had some severe clean-up issues but no real structural damage so far in 2012 and we have had several mornings with homeless people sleeping in the bathroom. Police records can be found to cover the many incidences over the years.
- **Hours of Operation:** The Visitor Center is open from 8:30 a.m. - 5:00 p.m., Monday through Friday (except some Holiday's, if we are closed, the closure is posted and the outside information kiosk is stocked accordingly) and Saturday from 10:00 a.m. - 4:00 p.m. and Sunday from 10:00 a.m. - 2:00 p.m.
- **Rental:** The meeting room is rented out to groups and organizations. We try to charge a competitive rate and market this service through our website, newsletter and in our new member packets.
- **We have leaking issues in the VC:** The Visitor Center has several leak issues including a rather severe issue in the women's restroom. We also need to replace much of the hardware and toilets in the men's restroom but there is no budget for it. This still has not been addressed – as of October 2012 and I am under the impression that the City and Chamber Executive are discussing future contracts which put this progress on hold.

7. Wilsonville Visitor Tourism Action Plan (TAP)

The *Wilsonville Tourism Action Plan* (TAP) is updated in February in meetings/work sessions of the Hospitality and Tourism Committee (H&T). The entire TAP for the City of Wilsonville can be seen by contacting Jennifer for a copy.

We choose goals that come to fruition within a year's time, as well as three year goals with measurable results.

(Attached)

8. Regional Partnerships & Involvement

We are far more involved in the Tourism industry than just the operation of the Regional Visitor Information Center. We are involved on a local level through the work of our Hospitality and Tourism Committee who are all community volunteers. We are involved on the County level through our relationship and work with the Clackamas County Tourism Development Council and the Washington County Visitors Association, as we attend monthly meetings, sit on various committees and take part in advisory opportunities. We are involved on a regional level through our work with the Willamette Valley Visitors Association and the Portland Oregon Visitors Association and we are involved on a State level through our interaction with Travel Oregon, the Oregon Tourism Commission and the Oregon Travel Information Council through task force and committee work.

For the third quarter of 2012, I participated in many meetings (monthly) at the county level and throughout our region. Some of these include the Baldock Rest Area Tourism Committee meetings, TDC, Clackamas County Marketing Committee (Tourism), Oregon Horse Country, Travel Oregon's Rural Development (Bicycle Tourism) meetings and many more.

9. Community Relations & Events

The Chamber and Visitor Center is viewed as a leader in the community. We have built this reputation in part through our community focused groups, workshops and committees. The Chamber is a major supporter of many events. In the last quarter the focus has been on Bicycle Tourism and we were proud to host a World-Wide event called the Tour De Tree's. Our Wilsonville mayor, Mr. Tim Knapp and leaders from the Washington County and Clackamas County Tourism offices joined me to welcome this group to Wilsonville and our neighboring cities earlier this summer. The organizers chose Wilsonville because of our location and our efforts to insure an easy visit. This group is a key group to advocate to other cyclers that Wilsonville is an ideal location for lodging while cycling the popular French Prairie and Willamette Valley trails.

We also had a national event in July called the Foam Fun Run which was held in Wilsonville at the Sherwood Forest Equestrian Center and drew thousands of participants. We partnered with the organizers to stay in Wilsonville lodging facilities.

The annual Kitakata delegation will be in Wilsonville soon and I have planned a day of pumpkin carving and horseback riding in Wilsonville as a gift from the Chamber/Visitor Center. We look forward to helping with this important event every year.

10. Hospitality and Tourism Committee

The Hospitality and Tourism committee oversees the Tourism Action Plan development and funding program (TAP Grants, detailed in section 9.) Additionally, the committee is involved in the marketing and promotion of Wilsonville at area events. In 2012, we have been proud to include some of our community's most active tourism-related business professionals. Anyone is welcome to attend our monthly meetings (held on the 4th Tuesday of the month at 3:30 p.m. at the Visitor Center).

The summer of 2012 was a difficult time for tourism as we were unclear of our future and expectations so several of our meetings have been delayed pending the contracts with Clackamas County and City of Wilsonville.

We are back-on-track to meet and discuss the TDC County Grants next month.

11. Oregon Horse Country's New Advisory Board

- Oregon Horse Country has established a brand-new Advisory board made up of active local equestrians and equine-business owners.
- In 2012 we hosted a fantastic meet & greet at the New McMenamins Pub in Wilsonville and had over 100 local equine business owners show up to learn more about the program.
- OHC is an active and growing entity. We have quarterly education events and have inspired a two-part County research study on the economic impact of the horse industry.
- We have now partnered with Oregon State University to hold a state wide equestrian study.
- In the third quarter of 2012, our Oregon Horse Country booth was present at the St. Paul Rodeo, Clackamas County Barrel Races, NW Spectacular Horse Show and Country Classic Horse show, both in Wilsonville, the Crooked River Round-Up, Dressage at Devonwood and Oregon Horseman's Day at Portland Meadows.

12. Training and Conferences

I did not attend any trainings or conferences in the third quarter.

*I have been asked by the Oregon/Washington Chamber Executives Conference in October to be a presenting speaker on tourism and niche markets to teach other cities and chambers how to develop programs like Oregon Horse Country.

13. Wilsonville City Map/ Directory and Visitor Guides

The contract between the City of Wilsonville and the Chamber of Commerce states that “The Chamber shall publish an annual directory as an information resource and for promotion of the Community.” The Chamber has continued to produce around 18,000 very high quality directories annually. The publication was delivered in July and we mailed 13,500 to local homes and businesses and we distribute another 4,500 throughout the year at the Visitor Center.

Councilor Concerns / Follow Up Items

Last Updated November 20, 2012

Meeting Date	Concern / Request	Staff Member /Department	Date Completed
November 19	Chamber of Commerce Contract Status	Cosgrove/Kohlhoff	
November 5	Consolidate the City of Wilsonville into one county rather than two. Parking enforcement in residential neighborhoods; amend ordinance to avoid transients living in vehicles on the street but allow flexibility to prepare RVs. Change Wilsonville Road to local access only eliminating truck and trailer traffic traveling in the area of the elementary and high schools.		
October 1	Begin thinking about Goals, what does staff need the Council to look at? WES Contract renewal date WWTP Odors continue Lighting under the I-5 Overpass for Pedestrians	BC	Addressed 10/2/12 Staff will investigate
September 17	Contact Metro on Elligsen Property zone change Contact Cabela's on interest in locating in Wilsonville.	Bryan C.	
September 6	None.		
August 20	Survey results for aquatic/rec center what is possible considering the funding that was acceptable, feasibility study	BC	
July 16	1. Permanent location for Public Works Shops 2. Move forward on Community Center	1. Delora K	
June 18	Schedule time to discuss Vision and big picture issues	BC	Council Retreat 2013
April 16	Joint meeting with West Linn-Wilsonville School Board Also with Tualatin Council to follow up on transportation	BC to Pin down in 2013	After new year & new Council

March 5	Tutorial about legal aspects of land use, what Council can and cannot do	Chris N.	10/1/12 joint WS w/PC/CCI
	Review of the Comprehensive Plan		Staff can provide training

City of Wilsonville

November 19, 2012 City Council Meeting Action Minutes

DATE: NOVEMBER 20, 2012
LOCATION: 29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR
TIME START: 7:10 P.M. TIME END: 8:20 P.M.

ATTENDANCE LOG

COUNCILORS	STAFF	STAFF
Mayor Knapp	Brian Cosgrove	Mike Ward
Council President Núñez	Mike Kohlhoff	Katie Mangle
Councilor Goddard	Jeanna Troha	Chris Neamtzu
Councilor Starr	Sandy King	Stephan Lashbrook
Councilor Fitzgerald	Jeanna Troha	Eric Mende
	Nancy Kraushaar	Mark Ottenad
		Angela Handran

AGENDA	ACTIONS
<p>WORK SESSION</p> <ul style="list-style-type: none"> • COUNCILOR CONCERNS <ul style="list-style-type: none"> ○ Status of contract with Chamber of Commerce • TSP Update • Comprehensive Plan Density • IGA with City of Salem for WWTP Sludge Processing 	<p>Councilors heard presentation from DKS on the TSP update.</p> <p>Staff described how they would address the discrepancies between the Comp Plan and Development Code. Council wanted the changes to be predictable, flexible and proactive.</p> <p>The agreement will benefit the City by reducing odors and expedite construction.</p>
<p>REGULAR MEETING</p> <p>Mayor's Business</p> <ul style="list-style-type: none"> • Julie Fitzgerald appointed to Council and sworn in <p>Communications - None</p> <p>Consent Agenda - None</p> <p>New Business</p> <ul style="list-style-type: none"> • Resolution 2383 authorizing IGA with city of Salem for WWTP sludge processing <p>Continuing Business - None</p> <p>Public Hearing</p> <ul style="list-style-type: none"> • Ord. 708 Approving Zone Map Amendment for Piazza in Villebois 	<p>Approved 4-0</p> <p>Approved 5-0</p> <p>Approved 5-0 on first reading</p>

<p>City Manager's Business</p> <ul style="list-style-type: none"> • Meeting Recap • Public can assist Public Works Crews by cleaning leaves from catch basins • Agreement with West Linn Wilsonville School District for Art Tech High School • Goal Setting Dates in 2013 • Announced Councilor Orientation scheduled for four hours on December 7 and December 14, 2012. 	<p>Council directed staff to return with the background on the original lease for discussion on renewal of 3-5 year lease.</p> <p>Council to bring calendars first meeting in January to schedule the annual goal setting in March/April 2013.</p> <p>Other council members invited to attend if calendars allowed.</p>
<p>Legal Business – No report</p>	

RECORDED BY: _____ **SCK** _____