

**Wilsonville City Hall
29799 SW Town Center Loop East
Wilsonville, Oregon**

**Development Review Board – Panel A
Minutes–January 11, 2016 6:30 PM**

<p>Approved February 8, 2016</p>

I. Call to Order

Chair Mary Fierros Bower called the meeting to order at 6:30 p.m.

II. Chair’s Remarks

The Conduct of Hearing and Statement of Public Notice were read into the record.

III. Roll Call

Present for roll call were: Mary Fierros Bower, Kristin Akervall, James Frinell, Ronald Heberlein, and City Council Liaison Julie Fitzgerald.

Staff present: Blaise Edmonds and Barbara Jacobson.

IV. Citizens’ Input This is an opportunity for visitors to address the Development Review Board on items not on the agenda. There were no comments.

V. City Council Liaison Report

Councilor Fitzgerald highlighted City Council’s recent activities and actions at the January 4, 2016 City Council meeting:

- The Council directed Staff to develop a study that will be conducted to determine the potential for a Fiber Optic Business Plan for the City of Wilsonville.
- They approved new Public Works Standards.
- As mentioned in the Boones Ferry Messenger, Delora Kerber, Director of Public Works, was named president of the association for her industry for Oregon.
- Council heard the annual Auditor’s Report, which was presented in the ideal format, which was an unmodified audit opinion.
- Several members of the Leadership Academy presented City Council with the results of a spaghetti feed they had put together as a fundraiser for Wilsonville Community Sharing. They raised \$1100 for Wilsonville Community Sharing.
- Council approved three ordinances related to bringing more land into use at Villebois. The Board could refer to the City Council’s meeting minutes for greater detail.
- Council voted, on second reading, to approve Ordinance No. 778 to put a measure on the fall ballot, asking citizens if they believe the City should ban the sale of marijuana in the City of Wilsonville.

VI. Consent Agenda:

A. Approval of minutes of December 14, 2015 DRB Panel A meeting

Ronald Heberlein moved to approve the December 14, 2015 DRB Panel A meeting minutes as presented. Kristin Akervall seconded the motion, which passed 3-0-0, with Mary Fierros Bower abstaining.

VII. Public Hearing:

A. **Resolution No. 321. Villebois Phase 4 North – Calais East at Villebois: Stacy Connery, AICP, Pacific Community Design, Inc. – representative for Fred Gast,**

Polygon NW Company- applicant. The applicant is requesting approval of an Annexation and Zone Map Amendment from Rural Residential Farm Forest 5-Acre (RRFF-5) to Village (V), an Amendment to SAP North, a Preliminary Development Plan, Tentative Subdivision Plat, Type C Tree Plan, and Final Development Plan for a 64-lot single family subdivision in Villebois and associated improvements. The subject site is located on Tax Lots 1100, 1101 and 1203 of Section 15, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Daniel Pauly

Case Files: DB15-0084 – Annexation (Tax Lot 1203 only)
DB15-0085 – Zone Map Amendment (Tax Lot 1203 only)
DB15-0086 – SAP North Amendment
DB15-0087 – Preliminary Development Plan
DB15-0088 – Tentative Subdivision Plat
DB15-0089 – Type C Tree Plan
DB15-0090 – Final Development Plan

The DRB action on the Annexation and Zone Map Amendment is a recommendation to the City Council.

Staff has asked that this item be continued to a date and time certain of February 8, 2016.

Chair Fierros Bower called the public hearing to order at 6:37 p.m. and read the conduct of hearing format into the record. No board member declared for the record that they had visited the site. No board member 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, brought the board members' attention to the staff memo from Daniel Pauly, which was included in the DRB packet, requesting a continuance of Resolution No. 321 to a date and time certain of February 8, 2016 to allow the design team to make updates to the subdivision plans.

Chair Fierros Bower moved to continue Resolution No. 321 to a date and time certain of February 8, 2016.

James Frinell seconded the motion, which passed unanimously.

VIII. Board Member Communications

Mr. Frinell inquired whether staff was working on the Old Town Overlay with City Council.

Mr. Edmonds responded that it would be under the work program from the City Council to the Planning Director. It was his understanding that Miranda Bateschell had been directed to work on that, but that other big picture items were consuming their time.

Mr. Frinell asked if staff knew of any potential developments that were coming soon.

Mr. Edmonds said that over the years there was a piece of property off of Fir Street that could potentially have ten homes sites. Back in 2006 or 2007, there was approval for plan in that area that had since expired. People had been looking at that property over the years for single family house development.

Ms. Akervall inquired if Staff knew anything about a new member for the Board?

Mr. Edmonds said he understood that City Council was interviewing applicants for the committees and commissions and that it could be another couple of weeks before we had a new members.

Councilor Fitzgerald said that Council would vote in February.

Ms. Akervall asked if it was too late for someone to apply.

Councilor Fitzgerald thought that the deadline had already passed but encouraged anyone interested to contact Angela Handran for more details.

IX. Staff Communications: There were none.

X. Adjournment

The meeting adjourned at 6:46 p.m.

Respectfully submitted,

Shelley White, Planning Administrative Assistant