

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

Approved
December 14, 2015

**Development Review Board – Panel A
Minutes–October 12, 2015 6:30 PM**

I. Call to Order

Vice Chair Kristin Akervall 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: Kristin Akervall, Lenka Keith, James Frinell, Ronald Heberlein, and City Council Liaison Julie Fitzgerald. Mary Fierros Bower was absent.

Staff present: Blaise Edmonds and Daniel Pauly

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 reported that in recent meetings, City Council:

- Held a brief work session, which included discussion about the French Prairie Bridge, a pedestrian, bike, and emergency vehicle bridge across the Willamette River in close proximity to the Boone Bridge. A planning grant had been awarded to the City a couple of years ago so the project was now underway. At the work session, Engineering Staff presented three alternative locations for the bridge: the east side of Boone Bridge to connect to Memorial Park, the library, and city center to Charbonneau. These were new positions for the bridge not previously considered, but Council concurred that they preferred the original location, which was the west side of the Boone Bridge from the terminus at Boones Ferry Rd across the marina area on the south side of the river.
- Appointed people to the Tourism Promotion Committee, which would advise the City on how to spend the hotel/motel tax that comes to the City. Appointed to that committee were Jeff Brown, General Manager at Holiday Inn; Darren Harmon, General Manager at Wilsonville Family Fun Center; Albert Levit, retired resident and bike club coordinator, who also serves on the Planning Commission;; Kathleen Mason, Community Relations Manager for Aurora Colony Historical Society in Aurora who brings a lot of input on what Aurora has done; David Stadt, General Manager of Langdon Farms Golf Club; Elaine Swyt, who runs a media company and sits on the Wilsonville Parks and Recreation Advisory Board; and Margaret Usher, Sales and Tourism Manager for World of Speed.
- Awarded a \$15,000 grant to Wilsonville Community Sharing that would be used to improve and diversify their fundraising efforts to obtain a broader range of support from the community.
- She also noted that further details were available in the *Boones Ferry Messenger* about the play Chapter Two, opening Thursday, October 15 at the Wilsonville Theater Company, the library’s annual fundraiser on October 17, and the Fall Harvest Festival on October 24 at the Stein-Boozier barn at Murase Plaza.

VI. Consent Agenda:

A. Approval of minutes of September 14, 2015 DRB Panel A meeting
Ronald Heberlein moved to approve the September 14, 2015 DRB Panel A meeting minutes as presented. James Frinell seconded the motion, which passed 3 to 0 to 1 with Lenka Keith abstaining.

VII. Public Hearing:

A. **Resolution No. 315. Grande Pointe at Villebois Temporary Use Permit: Pacific Community Design – Representative for Grande Pointe at Villebois LLC and Grande Pointe Homeowners Association – Owners.** The applicant is requesting approval of a Five (5) Year Temporary Use Permit for a modular sales office, temporary parking and five (5) model homes in the Grande Pointe at Villebois Subdivision in Villebois. The subject site is located on Tax Lots 3500, 3600, 3700, 3800, 4400, 4500 and 4600 of Section 15CC, T3S, R1W, Clackamas County, Oregon. Staff: Daniel Pauly

Case Files: DB15-0061 Five (5) Year Temporary Use Permit

Vice Chair Akervall called the public hearing to order at 6:39 p.m. and read the conduct of hearing format into the record. Lenka Keith, Ronald Heberlein, and Kristin Akervall declared for the record that they had visited the site. 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.

Daniel Pauly, AICP, Associate Planner, announced that the criteria applicable to the application were stated on pages 1 and 2 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room.

Mr. Pauly believed a couple Board members were involved in the approval for Grande Pointe early last year. The site had really come along since then with paved streets and houses ready to be built and sold. He presented the Staff report via PowerPoint, briefly reviewing the site's history and noting the project's location and surrounding features with these key comments:

- The proposal included one street into the site with seven approved home sites off Grahams Ferry Rd. Five of those lots would be occupied by model homes that would eventually become for sale homes. One lot would be occupied by a modular sales office similar to what could be seen on Surrey St and Lausanne St, and one lot would be occupied by a parking lot. (Slide 3)
 - As stated by Polygon during the review process, the 100 homes in the subdivision were different, being larger and similar to some built in the Calais subdivision, but larger than those being built on the eastern side of Villebois. Polygon would soon be moving their main sales office near Costa Circle and Villebois Drive as they start selling more in the east side near the school, but this separate sales office would remain on the far west side of the project to sell this Grande Pointe development.
- Temporary sidewalks were different than the approved final sidewalks, so much of the proposed hardscape would be torn out when the eventual sidewalk was built. Similar to the existing model home complex, curvilinear sidewalks were proposed to lead from home to home rather than a straight public sidewalk with a fence at the curb line with the street.
- According to the Villebois Code, as a temporary commercial use, a sales office of this size would require a minimum of two parking spaces. However, the Code was unclear on the parking requirement for model homes due to questions about whether the commercial square footage of the model homes should be considered, for example, like a retail store. He noted the proposed model homes were larger because of the size of homes being sold in Grande Pointe.
 - In researching many temporary use permit Staff reports, there seemed to be no consistency in the application of the Code. The majority considered the entire square footage, which in this case would lead to 25 required parking spaces, which seemed unreasonable. The other approach that

had been taken historically was to use the single-family home parking requirement, which would require one space per home. In this case, those spaces would generally be in garages; however, all the garages in the model homes were blocked off. He noted plenty of street parking was available nearby to serve the needs of the higher sales volume in the initial phases.

- Staff recommended that the DRB approve one parking space per home, plus the two for the sales office, for a total of seven parking spaces, which seemed a reasonable amount to serve this use.
- The landscaping would be included on a tract of land that was approved as a park tract; however, the proposed trees, shrubs, and general landscaping were different than would be eventually built. The landscaping approved in the Final Development Plan (FDP) would be installed when the temporary use permit expired or was abandoned.
- He reviewed the main criteria used to determine the length of the temporary use permit, known as the Just Cause Factors (Slide 5), with these additional comments:
 - While other commercial land was available, this land was auxiliary to the residential use, and it was common practice to have an onsite sales office, so the temporary use permit was appropriate.
 - With regard to the availability of and need for the subject property for allowed uses, the temporary use would still allow for the use that was approved by the City over time to be occupied by single-family homes.
 - In light of market conditions, it was not practical to build the project in another location, especially since the use served the Grande Pointe subdivision. Consequently, the criterion to consider other locations did not apply.
 - The circumstances of the applicant bearing on the need for a temporary use permit had to do with the common practice of having an onsite sales office.
- He concluded that the last few temporary use permits had all been approved for five years since it was unclear how long it would take to sell the homes.

Ronald Heberlein understood seven parking spaces were required and asked where the other three would be since he only saw four in the site plan (Slide 3).

Mr. Pauly replied those three parking spaces would be immediately adjacent to the sales office in the parking area on the street, which was consistent with the Code language.

Vice Chair Akervall noted the existing Polygon sales office on Surrey St and Lausanne St had a similar sized parking lot with a couple of signs on the street in front of the sales office indicating the availability of on street parking for perspective buyers. She asked if the street parking would be encouraged at the proposed site.

- She noted the Polygon office on Surrey St and Lausanne St was different in that the office was across the street from a park, which was a public use as opposed to residences where occupants might not want people parking in front of their homes. She asked if the City had heard any concerns about parking from the residents around that sales office currently, or if that had been a pressure point in the past.

Mr. Pauly stated the only comments he was aware of were those received by Engineering about the sales office being close to the swim center and park, so the area was particularly congested anyway due to the other existing uses. Calais Homes had a number of model homes, but no sales office, and people were able to park in front of occupied homes. No complaints had been heard about traffic or impacts from model home complexes next to occupied homes. He pointed out that most buyers were coming during public hours, not late at night or at weird hours.

Vice Chair Akervall confirmed that even where there were no designated parking spaces, such as at the Calais Homes, there had not been any issues with potential buyers not having enough parking.

Vice Chair Akervall called for the Applicant's presentation.

Stacey Connery, Pacific Community Design, 12564 SW Main St, Tigard, OR, 97223, thanked Mr. Pauly for his thorough Staff report and said she was available for any questions.

There were no questions from the Board.

Vice Chair Akervall called for public testimony in favor of, opposed and neutral to the application. Seeing none, she noted there was no rebuttal from the Applicant. She confirmed there was no further questions or discussion and closed the public hearing at 6:55 pm.

Ronald Heberlein moved to approve Resolution No. 315. Lenka Keith seconded the motion, which passed unanimously.

Vice Chair Akervall read the rules of appeal into the record.

VIII. Board Member Communications

A. Results of the September 28, 2015 DRB Panel B meeting
There were no Board member Communications.

IX. Staff Communications

There were none.

X. Adjournment

The meeting adjourned at 6:58 p.m.

Respectfully submitted,

Paula Pinyerd, ABC Transcription Services, Inc. for
Shelley White, Planning Administrative Assistant