



**Wilsonville City Hall
Development Review Board Panel A**

Monday, June 11, 2018 - 6:30 P.M.

I. Call to order:

II. Chairman's Remarks:

III. Roll Call:

Fred Ruby

Joann Linville

James Frinell

Jennifer Willard

Shanti Villarreal

IV. Citizens' Input:

V. Consent Agenda:

A. Approval of minutes of May 14, 2018 DRB Panel A meeting

VI. Public Hearing:

A. **Resolution No. 353. Fir Avenue Commons: Tony Weller, CESNW Inc – representative for West Coast Home Solutions LLC – applicant / owner.** The applicant is requesting approval of a Stage I Master Plan, Stage II Final Plan, Site Design Review, Type C Tree Plan, Class 3 Sign Permit and Preliminary Condominium Plat for development of a 10-unit detached condominium project. The site is located at 30820 SW Fir Avenue on Tax Lot 400 of Section 23AC, Township 3 South, Range 1 West, Willamette Meridian, City Of Wilsonville, Clackamas County, Oregon. Staff: Jennifer Scola.

Case Files: DB18-0003 Stage I Master Plan
DB18-0004 Stage II Final Plan
DB18-0005 Site Design Review
DB18-0006 Type C Tree Plan
DB18-0007 Class 3 Sign Permit
DB18-0039 Preliminary Condominium Plat

B. Resolution No. 354. EyeHealth Northwest: Anderson Dabrowski Architects – applicant for Wilsonville Investment Properties LLC – owner. The applicant is requesting approval of a Stage I Master Plan Revision, Stage II Final Plan Revision, Site Design Review and Class 3 Sign Permit for construction of an approximately 7,700 square foot optical health clinic and associated improvements. The subject property is located at 29250 SW Town Center Loop West on Tax Lot 227 of Section 14D, Township 3 South, Range 1 West, Willamette Meridian, City Of Wilsonville, Clackamas County, Oregon. Staff: Daniel Pauly.

Case Files: DB18-0023 Stage I Master Plan Revision
DB18-0024 Stage II Final Plan Revision
DB18-0025 Site Design Review
DB18-0026 Class 3 Sign Permit

VII. Board Member Communications:

- A. Results of the May 31, 2018 DRB Panel B meeting
- B. Recent City Council Action Minutes

VIII. Staff Communications:

IX. Adjournment

Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this 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 such services, please call the Planning Assistant at 503 682-4960

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, JUNE 11, 2018

6:30 PM

V. Consent Agenda:

- A. Approval of minutes of May 14, 2018 DRB
Panel A meeting

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

**Development Review Board – Panel A
Minutes–May 14, 2018 6:30 PM**

I. Call to Order

Chair Fred Ruby called the meeting to order at 6:31 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: Fred Ruby, James Frinell, Joann Linville, Jennifer Willard and Shanti Villarreal

Staff present: Daniel Pauly, Barbara Jacobson, Chris Neamtzu, Steve Adams, and Kim Rybold

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. Consent Agenda:

A. Approval of minutes of April 9, 2018 DRB Panel A meeting

James Frinell moved to approve the April 9, 2018 DRB Panel A meeting minutes as presented. Jennifer Willard seconded the motion, which passed unanimously.

VI. Public Hearing:

A. Resolution No. 351. Stafford Meadows Subdivision: Li Alligood, AICP, OTAK – Representative for West Hills Land Development LLC – Applicant. The applicant is requesting approval of an Annexation and Zone Map Amendment from Rural Residential Farm Forest 5-Acre (RRF-5) to Residential Neighborhood (RN) for approximately 16 acres of property located on the north side of Boeckman Road just west of Stafford Road, along with approval for a Stage I Preliminary Plan, Stage II Final Plan, Site Design Review of Parks and Open Space, Tentative Subdivision Plat, Type C Tree Plan and Abbreviated SRIR Review for a 44 to 46-lot single-family subdivision. The subject site is located on Tax Lots 2001, 2100, 2201, and 2202 of, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Daniel Pauly.

Case Files: DB18-0008 Annexation
DB18-0009 Zone Map Amendment
DB18-0010 Stage I Preliminary Plan
DB18-0011 Stage II Final Plan
DB18-0012 Site Design Review of Parks and Open Space
DB18-0013 Tentative Subdivision Plat
DB18-0014 Type C Tree Plan
SI18-0001 Abbreviated SRIR Review

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

Chair Ruby called the public hearing to order at 6:35 p.m. and read the conduct of hearing format into the record. Chair Ruby, Shanti Villarreal, Joann Linville, and Jennifer Willard 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's participation was challenged by any member of the audience.

Daniel Pauly, Senior Planner, announced that the criteria applicable to the application were stated on page 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 presented the Staff report via PowerPoint, briefly noting the site's location and surrounding features, with these key additional comments:

- Background. The subject area had long been a semi-rural area adjacent to Wilsonville. The area to the south, across Boeckman Rd, had been developed since 2002. Also in 2002, Metro added 181 acres (indicated in yellow; city limits shown in red, Slide 5) to the urban growth boundary (UGB) to accommodate future residential growth. Although there was a lot of interest in developing the site in the mid-2000s, no development occurred due to the recession. There had also been a number of other discussions regarding utilities.
 - To guide development of the UGB expansion areas and the urban reserves to the east/southeast, the City adopted the Frog Pond Area Plan in 2015 to help ensure that development on that side of Wilsonville continued the pattern of high-quality neighborhoods already present in the city.
 - Wilsonville had a long history of master planning to create a lot of high quality neighborhoods, from Charbonneau and Villebois, even Wilsonville Meadows and the surrounding area to the south.
 - In anticipation of forthcoming development, the City adopted the Frog Pond West Master Plan for the portion of the Frog Pond Planning Area within the UGB in July 2017. Many aspects of the Master Plan were intended to guide development, including details on land use, such as residential types, which were all single-family, as well unit count ranges, different residential community design aspects, transportation, parks and open space, and different community elements, including lighting, street trees, gateways, signs, and street layout. The Master Plan also included an Infrastructure Financing Plan to ensure that all roads and utilities could reach the area.
 - Throughout the Area Plan and Master Plan, a lot of public involvement included outreach to and involvement of the surrounding neighborhoods and property owners. The standard land use notification were used of the subject proposal, which included notifying all property owners within 250 ft, newspaper postings, and postings within designated public buildings, such as at City Hall and the library, as well as the site posting, and updates on the City's website.
 - In addition, it was significant to note that the Applicant had been involved in the Master Plan planning process, and Staff had made it very clear from the beginning that the Applicant was expected to follow the Master Plan as it was written with no waivers. As the neighbors involved with the Master Plan looked at the application, they would see something that was pretty true to the Master Plan.
- He provided a summary of the applications with these key comments:
 - The Annexation was pretty straightforward. The 16 acres site was contiguous to existing city limits and within the UGB. It was all master-planned and everything was in order for the area to be annexed from a city planning standpoint.

- All of the property owners and a majority of the registered voters, living within the subject area, had consented in writing to the annexation, which enabled the annexation to move forward in the most straightforward way allowed by City Code.
- The area already had a Comprehensive Plan Designation, so there was no need for an application to change the Comprehensive Plan. With the adoption of the Frog Pond West Master Plan, the City added a new zoning district, called the Residential Neighborhood (RN) Zone, which was intended to be applied to the Frog Plan Master Plan Area and, potentially, other future urban areas within the city. The Applicant had proposed planning this Residential Neighborhood Zone consistent with the policies adopted in the Frog Pond West Master Plan.
- In the Stage I Master Plan, the general block and street layouts were consistent with the Frog Pond West Master Plan, specifically with regard to the residential land use unit count. The Master Plan divided the land into subdistricts with a defined lot type, as well as a range of the number of units. In this instance, the proposal involved the entirety of Subdistrict 3 and approximately 74 percent of Subdistrict 2; however, Subdistrict 2 did not take up the entire subdistrict. The area outside of Subdistrict 2 was almost entirely planned for street or preserved open space, so all of the residential density essentially fell within the area proposed with the application.
 - For Subdistrict 2, which was comprised of medium-sized lots, the Applicant proposed 18 units with an anticipated additional six units that combined a remnant tract of land to the west, for a total of 24 units. That number of units fell within the range of 20-25 units. For Subdistrict 3, the Applicant proposed 26 to 28 lots, and the range in the Master Plan was 26 to 32 lots.
- The Stage II Final Plan looked at site function and ensured all the utilities and services were provided. For the current application, all of the necessary facilities and services could be developed concurrently with the neighborhood. The layout, size of the blocks, and access demonstrated consistency with the applicable development standards for the RN Zone, as well as the Frog Plan West Master Plan.
- The Site Design Review included the common tracts and streetscape consistent with the Frog Pond West Master Plan, as well as the purpose statement and standards for site design review. In particular, the proposal conformed to the street tree and street lighting elements of the Master Plan, and provided for the envisioned streetscape. Substantial plantings and enhancements in the riparian area west of Willow Creek Dr were included. Among the specific elements was a wall along the Boeckman Rd frontage, as well as a 10-ft landscape area, all of which was called for in the Master Plan
- The application met all of the Tentative Subdivision Plat requirements and demonstrated consistency with the Stage II Final Plan and Master Plan, and, it did not create any barriers to the future development of adjacent planned neighborhoods within the Frog Pond area.
- Type C Tree Plan. As seen from the street, the site looked fairly flat, but the elevation varied up to 15-ft from east to west with the low point in the drainage. That slope necessitated a significant amount of earth moving to get the utilities to work and prepare adequate home sites. The extent of the grading would necessitate the removal of the vast majority of the trees on the site, many of which were Scotch Pine planted by a property owner for agricultural purposes.
 - The total of 567 trees were proposed for removal. Of the nine trees being kept, two were adjacent to the existing Whaler home: a Douglas fir would be preserved to serve as a gateway element near Willow Creek Dr and Boeckman Rd, and six Douglas firs would be kept along the property in Tract L; however, those six would likely be removed as part of a future subdivision proposal.

- Staff had looked carefully through the list of trees, identified those that were significant due to size and species, and asked the Applicant for more information on specific trees that might be able to be saved. The Applicant provided quite a bit of information regarding why different specific trees could not be cut. Therefore, Staff believed the Applicant's explanation met the threshold defined in the Code that no feasible alternative existed to keep the trees commensurate with the value of the trees themselves.
- Due to the number of trees that would be removed, a lot of mitigation would need to occur. The Tree Code established a hierarchy of how to approach mitigation. The priority was on site planting, but if that was not desirable or practical, off-site planting in an area approved by the City would be considered. If no place could be identified, Staff would look at payment into the City's Tree Fund in lieu of planting.
- The Applicant's had proposed planting 264 trees on the property, which would count towards mitigation for the 567 trees being removed. Staff had wanted a one-to-one ratio. There was no current proposal for offsite planting, which left 303 trees to be planted in lieu of; however, a memo had been received from the Applicant on Friday that requested a couple additional trees, which adjusted all of the numbers in the Staff report by two. The cost to purchase and plant a single tree, based on current bids obtained by the Applicant, was \$300, so \$300 times 303 additional trees would be a total of \$90,900 deposited into the Tree Fund.
 - With that number of trees being planted, there would be variables at the end, such as a PGE vault or other unforeseen things, as the subdivision design and construction were finalized. Therefore, there was a requirement that there be a final tally of the number of trees planted. If fewer trees were planted, the Applicant would have to pay additional monies into the Tree Fund and if more were planted the Applicant would get a partial refund.
 - This situation was also unique due to the timing of the acquisition and ownership of the property. The Applicant was in the process of acquiring a number of adjacent properties, and Staff anticipated the Applicant would come forward with a request to develop those in the coming months. Some of those sites had hardly any trees on them, so Staff believed it was reasonable and consistent with the off-site planting allowance in the Tree Code to allow trees approved for planting on those adjacent development sites by the Applicant to count as mitigation for the subject site because if that land acquisition had lined up, it would have been proposed as one subdivision with the subject site. Only the land acquisition timing prevented the two sites being one subdivision, which was spelled out and detailed in the Code and recommended by Staff.
 - When coming in for the initial construction and Tree Permit, the Applicant would pay the entire amount. If the Applicant was able to show that they would plant those trees within the same fiscal year, the \$300 per additional tree could be refunded to the Applicant.
- The Significant Resource Impact Review (SRIR) was required because there were impacts to the drainage area on the site. The impacts included building a street across the SRIR to access homes on the far west side of the site and putting in utilities and stormwater facilities. A lot of landscaping was also proposed to enhance the SRIR. Everything the Applicant planned to do was exempt, and the Natural Resource Staff had no concerns about what was proposed as they believed it would improve the drainage area in the long term.
- Traffic & Street Improvements. Traffic in any development, particularly in the subject area which had very little change in a decade-plus would be a concern. Because traffic in any development was a major concern, the City had defined clear and objective standards

related to traffic. It looked at PM Peak performance at the intersections that would probably be used the most.

- A Traffic Impact Analysis performed by the City's consultant, DKS Associates identified the four most-probable used intersections as the Boeckman Rd/SW Parkway Ave, Boeckman Rd/Canyon Creek Rd, Boeckman Rd/Advance Rd/Stafford Rd/Wilsonville Rd and Boeckman Rd/Willow Creek Dr. Of the studied intersections, three would continue to perform at Level of Service (LOS) D or better without additional changes with the exception being the four-way stop with stop signs at Boeckman Rd/Canyon Creek Rd that would fall to a LOS E and not meet City standards.
 - However, the City identified fully signaling the Boeckman Rd/Canyon Creek Rd intersection in the Transportation Systems Plan (TSP), which would allow the intersection to then function as a LOS A because there would then be more through put because traffic control lights could be controlled to get more cars moving better through the intersection.
- The City had identified funding for design and construction in the budget for fiscal year 2018-2019 and fiscal year 2019-2020. The Development Code allowed measuring LOS based on existing and immediately planned streets, which were defined as being a part of the Capital Improvement Program, which the new signalized intersection would be, and being funded for completion within two years. Based on the budget, that future signalized intersection could be used as an immediately planned street in terms of determining LOS for the subject project, so the City was able to apply LOS A in terms of the subject project meeting the Traffic Standards.

Steve Adams, Development Engineering Manager, reviewed how traffic would flow out of the subject area with these key comments (Slide 24):

- In the early analysis of the Frog Pond Area, DKS' modeling showed most of the traffic generated from the area would use Stafford Rd. The next most would be on Boeckman Rd, and that would split between Canyon Creek Parkway and various other roads. The Traffic Study report showed a certain percentage on Wilsonville Rd. The theory behind that was that most residents in Wilsonville who had jobs in Portland tended to go north to their jobs, not south.
 - From this midpoint, the traffic modeling showed that most of the traffic would either take Stafford Rd to I-205, or Stafford, Canyon Creek, or Parkway up to Elligsen Rd to access I-5, which was why the traffic report stated so little traffic was expected through the Wilsonville Rd/I-5 interchange, which generated the most of the concern in the city.
- He confirmed the Traffic Analysis had looked at traffic coming and going from the neighborhood, and it still showed that most of the traffic was anticipated to come from the northern parts of Wilsonville by connecting to either I-205 or I-5.

Chair Ruby asked if the funding for the signalization of the Boeckman/Canyon Creek intersection identified in that two-year window was a solid commitment to have that signalization done within the timeframe of the proposed development.

Mr. Adams responded yes, as long as Council approved the budget, which identified the project for next year, and it was also included in the 5-Year Forecast; so, as long as Council approved and did not cancel it, the funding would be there.

Jennifer Willard asked how the completion of the signal would overlap with the completion of the neighborhood.

Mr. Adams replied it would be great to tie it in with the Boeckman Bridge project, for which Council had approved \$14 million in urban renewal funding last week. Staff's goal was to find a consultant in late 2018/early 2019 to do the bridge and signal design, hopefully, as a single package. The City hoped to design Boeckman Rd adjacent to Frog Pond West later this year and into next year. As soon as 130 or so building permits were issued, the City would have enough funding to construct Boeckman Rd.

- He was not sure if the signal would ultimately be tied to the Boeckman Rd construction. It would depend on how the traffic loading came out. If it started to get pretty heavy, the City might have to move the signal up in time, but currently it would be best built with the bridge, resulting in one contract on the west end of Boeckman Rd, and a second, earlier contract for the bridge landing over to Stafford/Wilsonville Rd.

Shanti Villarreal asked about the impact to traffic due to construction vehicles during construction.

Mr. Adams responded the City would have to work pretty closely with that because the subdivision right in the middle of the Arbor Crossing only had one exit point. Currently, the City was thinking of dividing the Boeckman Rd construction into a Phase I East Half and Phase II West Half, so Arbor Crossing had access in and out. A couple other homes were just west of Arbor Crossing on fairly large lots that had been there for quite awhile. The City owned a third property that was currently rented out in Arbor Crossing itself, and whether the City would continue to rent it out or cancel the lease had not been discussed yet. Access would also need to be maintained to the Frog Pond Church during the construction on the east half of Boeckman Rd. And, there might be one other home that got access from Boeckman, all of which would be worked on and a part of the Traffic Study. The construction process would put more traffic on Wilsonville, Elligsen, and Canyon Creek Rds, and drivers would find ways around it. There was really no other way to do a full road construction without detouring traffic for a period of time.

Mr. Pauly described the Boeckman Rd cross section (Slide 25), which was the build-out the City envisioned. As Mr. Adams mentioned, Boeckman Rd was a City project, so it was not required from the Applicant. The Applicant would pay an added fee per door to help fund it, but once sufficient funds were in the bank, the City would proceed to build the project.

Ms. Villarreal asked if the City planned to have the Boeckman Rd project done concurrently with the first houses being built, as there were currently no sidewalks in that area.

Mr. Pauly explained the City had required a series of interim improvements to ensure pedestrians could safely exit the neighborhood and that the development connect to the current Boeckman Rd improvements. Subdivisions had to pull permits before enough money would be available to build the road. As called for in the Master Plan, it was the Applicant's responsibility to align with Willow Creek Dr to the south, which would be a new portion of Willow Creek Dr to serve as a collector level street with bike lanes, sidewalks, and a planted median. Willow Creek Dr should be a nice entry boulevard into the Frog Pond neighborhood. For the local streets, the Applicant was following the design established in the Master Plan.

Joann Linville understood LOS E would result without a signal at Canyon Creek/Boeckman Rd and requested an example of another intersection at LOS E.

Mr. Adams clarified that without the signal at Canyon Creek/Boeckman Rd, the existing trips plus the project would be at LOS D, whereas the existing, plus the project, plus Stage II, assuming

everything in Stage II got built, it would be at LOS E, which meant the delay would be about 40 seconds to get through during the PM Peak Hour.

- He could not provide an example of another intersection that was currently at LOS E because when that LOS was reached, the City was required to upgrade it. The Parkway Ave/Boeckman Rd intersection was at LOS D and rapidly heading towards LOS E, but that was just for a couple of movements at southbound Parkway and eastbound Boeckman. A couple of right-hand turn lanes at that signal would reduce it to a lower LOS.

Ms. Linville asked if the Canyon Creek/Boeckman Rd intersection would get to a Level E within the two-year period that was planned for the signalization.

Mr. Adams replied he did not know. When responding to an earlier request from Ms. Villarreal, he explained that if it did get to a LOS E, typically that meant that during the PM Peak Hour there would be some times when the traffic waits would back up a bit beyond that 40 seconds; that did not mean it would fail, only that there would be some additional traffic wait times. It would not be seven days a week, only certain days of the week. He did not know at what point that would be triggered or how many homes would have to come in. It would also depend on how much of the other Stage II development occurred.

- He was not familiar with what other Stage II plans might impact the intersection, but if only the subject project was built, the intersection would still be at a LOS D.
- He confirmed LOS E would trigger a need for the City to look at an intersection, design plans, and have funding for design and construction within two years.

Mr. Pauly continued with the Staff report and PowerPoint presentation with these comments:

- Subdivision Design. The southeast portion of the subject area was a large lot area and many of the lots were similar in size to the lots in the part of Wilsonville Meadows along Willow Creek Dr just to the south. Consistent with some negotiations with one of the property owners, one lot was a little over 30,000 sq ft; the other lots ranged from 11,000 sq ft down to just over 8,000 sq ft, which was the minimum lot size, so a wide variety of larger lot sizes was provided in that portion of the neighborhood.
 - The subdivision would have the typical sidewalk and planter strip design, and as required by the Master Plan, a number of pedestrian connections from Street B through to Boeckman Rd.
 - Tract M in the east portion of the site contained Lots 45 and 46. Currently, the future of those lots was uncertain. The Applicant was working with the adjacent property owner, a church, to potentially swap land or make a transaction in which the church would end up owning the land. In that case, it would not be developed as lots. If ownership of the land was transferred to the church, a specific condition of approval required the Applicant must come up with a comparable alternative to the hammerhead turnaround shown above Tract K, as it was critical for emergency and other vehicles to turn around.
 - He confirmed the Frog Pond Master Plan envisioned houses being built on Lots 45 and 46.
 - Also in the southeast corner of the site, a temporary sidewalk would extend from the pathway through Tract K over to the Stafford/Boeckman intersection and then connect to the pedestrian network to Meridian Creek Middle School, Boeckman Creek Primary, as well as Wilsonville High School, and the rest of the City's bike/ped network. It was a critical connection for pedestrian access to the remainder of the city. As the City obtained funding in the future for the Boeckman Rd improvements, it was important not to have to remove the temporary sidewalk while the road was being built. Eventually, the road would have all of the pedestrian improvements, but in the meantime, the temporary pedestrian improvement needed to function until construction was complete. For that

reason, the City required that the Applicant obtain an easement from the church to keep the sidewalk out of the right-of-way to allow for future construction. (Slide31)

- While working with the church, the Applicant was concerned about what would happen if they could not obtain the easement; however, the City believed it was likely that the easement could be obtain and that the sidewalk was the best alternative. Staff continued to recommend this alternative as it would provide the most direct pedestrian access from this neighborhood to the rest of the city.
- The lots on the southwest portion of the site were primarily in the 8,000 sq ft range. A couple of Frog Pond Code requirements drove the orientation of some of the lots on the western portion, including a requirement that backyards not abut or face either a school or park. In this case, a pathway and a future primary school would be immediately to the west, and likely, a future city park to the north. So, for example, Lots 1 and 6 must have their front doors facing the future park parcel and their side lots facing the school. Those lots had orientations with private drives in order to meet those criteria.
- The north portion of the site contained medium lots in the 6,000 sq ft range at 60 ft by 100 ft. Tract L was the land that would be incorporated with land to the immediate west for future lots as part of a future proposal.
- The Boeckman Rd wall was a component of the Master Plan. It was important to note that currently another subdivision was under review by the City that also fronted Boeckman Rd, and Staff had required that the Applicant work with the other developer to ensure that materials used to build the wall were consistent along the entire Boeckman frontage. Material information had been provided as required and it was all consistent with the Master Plan. Adjacent to the wall would be plantings, including low-lying shrubs against the wall and ground cover. There was a 10-ft-wide tract that would be HOA-owned. The proposed ground cover and shrubs were consistent with what was shown in the Master Plan.
- The drainage area enhancements were a significant portion; a lot of native trees that would be planted to enhance the area and become more of a natural, as well as an aesthetic amenity for the neighborhood.
- Street trees were another element addressed in the Master Plan and included both primary street and neighborhood street tree types. The goal was to meet the specific list contained in the Master Plan, as well as the requirement to have consistency along the streets and similar streets. The Applicant had proposed street trees consistent with those standards. In particular, on what was labeled Street P5, the City had ensured that the Applicant work with the other developer to utilize the same street trees on this primary street that extended throughout the neighborhood.
 - The Street Tree Plan showed the Applicant had proposed Northern Red Oak on Willow Creek Dr. Other proposed trees included Katsura, Yellow Wood, American Linden, as well as other varieties. (Slide 39)
- Street and Pathway Lighting. The Applicant had proposed Phillips Westbrook lights, the lighting fixtures required in the Master Plan. The Applicant did not show lighting in their pathway plans, which was required, so an additional condition required the pedestrian-level Westbrook lights on pedestrian paths.
- A neighborhood gateway was another component discussed extensively in the Master Plan. There were only two neighborhood gateways, one at Willow Creek Dr, and one at the future Frog Pond Ln/Stafford Rd intersection. It would not be a subdivision gateway, but a gateway for the entire Frog Pond neighborhood, so there were conditions that the branding and any signage emphasize the collective Frog Pond neighborhood rather than an individual subdivision. There was quite a fair amount of detail about the design in the Master Plan. The Applicant only proposes some of the components, so there were conditions that required

consistency with what was shown in the Master Plan. He displayed the proposed gateway looking from Boeckman Rd up Willow Creek Dr. (Slide 41)

- Planter strips were the 7-ft-wide, but many of the required design elements competed for space or could not exist together, so the Applicant with Staff to ensure everything could fit. Driveways, street trees, and storm water facilities all needed to be accommodated. Street trees could not go in a storm water facility as the facility's media had to be dug up and replaced every once in a while because pollutants got into it and it lost its ability to treat stormwater. Also, it was not the best media for a tree to grow in and stay upright in. The Applicant collaborated with Staff to get the street trees and street lights in as required by the Master Plan, while accommodating as much of the stormwater as possible between those areas. There areas for trees and street lights would be raised, with stormwater swales in between, but no conflicts with water meters, water lines, or other utilities. The Applicant would also make sure no street trees were planted under preserved trees. A lot of thought and detail went into the designs, which was significant because it changed how the neighborhood would function and look over time. The Applicant had been good at working with Staff and ensuring that they were thoughtful about the layout and design of the planter strips.

Ms. Willard stated she was surprised to see in the report that trees took precedence over stormwater, because water tended to go where it wanted. She asked if planning for trees first and stormwater second would compromise drainage.

Mr. Pauly replied that it came down to design. On some lots, more planters had been added outside the right-of-way as well, which just acknowledged that stormwater had more flexibility as to location. To have a tree canopy over a street, a critical mass of street trees with proper spacing would be needed to meet the design intent, so locating trees was more restrictive. With stormwater, the standards wanted the facilities to be as close to the source as possible, and in this case that was a combination of in the right-of-way, as well on the individual lots.

- He entered the following additional exhibits into the record that were created or received since the Staff report published:
 - Exhibit A3: Staff memorandum dated May 10, 2014 regarding changes to the Staff report.
 - Exhibit A4: Staff memorandum dated May 11, 2014 regarding Staff report changes related to a potential future alley.
 - Exhibit B5: Memorandum from the Applicant dated May 11, 2018 requesting Staff report changes related to the removal of two additional trees.
- Staff recommended that the DRB recommend approval of the annexation and Zone Map Amendment to City Council, and approve with conditions the six other component applications contingent on Council's approval of annexation of the Zone Map Amendment.
- He confirmed the Staff report was amended to include the removal of the other two trees. Staff recommended all of the amendments discussed in those three memorandums, including the additional two tree removals.

Ms. Willard noted a condition on the Stage II Final Plan and asked what a waiver of remonstrance against formation of a local improvement was.

Mr. Pauly replied that if there was a Local Improvement District (LID), the Applicant had to participate. However, the chance of there being an LID in the subject area was pretty slim since there was the Master Plan and financing, but it was a Code criteria and the easiest way to meet it was with a condition of approval.

Chair Ruby called for the Applicant's testimony.

Michael Robinson, Land Use Attorney, 1211 SW 5th Avenue, Suite 1900, Portland, OR, 97204 stated he was representing the Applicant and that he and the project team, who he introduced, were present to answer any questions from the Board or the public about the application. He asked that any such questions be asked before the record was closed so they had the opportunity to address them. He agreed with the amended Staff report and recommended conditions of approval, adding he believed the Staff report was thorough and met its burden of proof by substantial evidence. He hoped that the Board would approve the applications and recommend approval of the annexation and Zoning Map Amendment to City Council.

Li Alligood, Land Use Planner, OTAK, said she appreciated how thorough Mr. Pauly's report had been so the Applicant's presentation would be brief. She presented the Stafford Meadows Subdivision via PowerPoint with these comments:

- West Hills, or the client under various names, had been involved in Frog Pond since 2002, and worked closely with City Staff throughout that time to develop a vision for this area of the city, and were now looking forward to implementing that vision. The Applicant had a history of many projects in Wilsonville, most recently Villebois.
- The development was intended, per the Master Plan, to mirror the development pattern south of Boeckman Rd, so the medium and large lots were similar to those developments that faced them across the street so they would complement each other, rather than being a wholesale shift in development type.
- As stated in the Master Plan, the vision for Frog Pond West was to have: a great neighborhood, a cohesive place, walkable and active streets, high quality architectural and community design, and visual and physical access to nature. (Slide 6)

Steve Dixon, OTAK, continued the PowerPoint presentation, describing how the Applicant's proposal implemented the Frog Pond West vision, with these comments:

- The Frog Pond West Plan established the framework and the guidelines for a great neighborhood and cohesive place that was quite walkable with streets, pedestrian access ways, and access to public spaces and nature. The overriding concept for the subject portion of Frog Pond West was the creation of the green spine that moved north from Boeckman Rd and was essentially the extension of Willow Creek to the south. One major tenet of the Master Plan was the extension of Willow Creek Dr and creating a public edge for that so that both sides would be visually and physically accessible, and crossed in a few strategic places.
- The proposed project basically adhered to the street layout of the Master Plan with multiple pedestrian accessways, which were also recommended by the Master Plan, so it was extremely walkable, and worked to create an almost estate-like quality, especially to the south in the large R10 Zone lot.
- He reiterated the presence of walkable and active streets, displaying the Boeckman Rd cross section (Slide 9) with the existing neighborhood on the left and the additional 10-ft buffer and proposed wall along the new Frog Pond West neighborhood on the right.
 - The Landscape Plan did not show trees within the 10-ft buffer because of the transmission line above, but ultimately, there would still be three rows of street trees.
- With regard to high quality design, he noted West Hills built beautiful homes and displayed examples of other larger homes built by West Hills. (Slides 10 & 11) Many would be single story in the subject project, quite possibly, due to the 10,000 sq ft lot sizes.

- The walkability aspects and eyes on the street design were also part of the high quality design. Slide 11 showed designs reflective of homes in the R-7 on 6,000 to 7,000 sq ft lots.
- **Ms. Alligood** added the displayed designs were all representative elevations that would go through a separate permitting process when it was time to build them.
- Regarding the access to nature, he noted the existing drainage through the fields and the proposed mitigation and enhancement on both sides, which would effectively create a corridor 100 ft wide at the north and about 240 ft wide along Boeckman Rd that would increase visibility and openness.

Ms. Villarreal asked how the Applicant made all of the lots fit in terms of house design and streetscapes given that one lot was 30,000 sq ft and the rest were of varying sizes.

Mr. Dixon replied that technically speaking, the large lot would be a through lot from block to block. The size and dimension were such that from a design standpoint, he did not believe it would be awkward. At this point, the design suggested access would be taken off the north side, the broader side, and the lot would narrow and slope down to the south. It had a large, single-story home with nice views to the south. The dimension from the rear of the house and the backyard was such that he did not think having the home on a through lot would be awkward. The lot was big enough that someday perhaps, it could be divided, but at this time it was proposed to be a large house with a circular drive. How that would work had been the impetus for some of the additional tree removal.

Ms. Willard asked for clarification about the condition of approval regarding the future access to Tract L.

Ms. Alligood responded the site plan showed Tract L as two lots, Lots 45 and 46. Currently the street would continue to the edge of the property. As she understood the condition of approval, if those lots were transferred to the church, the Applicant would need to provide a turnaround further back for emergency and other vehicles.

Ms Willard interjected that Ms. Alligood was describing Tract M.
Revised alley access...

Ms. Alligood clarified that due to restrictions on access from Willow Creek Dr for the Tract L lots, there was some concern about how to guarantee that the future development tract and the land to the west could be accessed appropriately. Initially, there was a condition requiring that half of an alley be provided; however, they determined that the alley did not need to be mid-block, so if those lots needed to be alley-loaded, the entire alley could be located on that tract. There was no need for the alley to be located on other lots that would not need to use it.

Mr. Pauly added that Willow Creek Dr was a collector. The Frog Pond Master Plan contained criteria regarding the Residential Neighborhood Zone that medium and small lots fronting Willow Creek Dr should not take driveway access from Willow Creek Dr unless there was no feasible alternative. An alley might be a feasible alternative, but ultimately, it was decided that an alley all the way on Tract L would line up better to a driveway to the south, so they could design lots with an alley completely on Tract L to meet that Code criteria. The decisions on whether there would be an alley or the exact access for those homes would be made with that future subdivision because those would be a new set of homes and would not affect the homes in the current proposal.

Ms. Alligood commented it was always interesting to be the first project through a new Code because it helped identify tricky issues. She thanked Mr. Pauly and Mr. Dixon for their professional and helpful assistance through what had been a very complex process.

Ms. Willard thanked Ms. Alligood and stated that the Board appreciated the Applicant's work because it was very consistent with the Master Plan and made their job easier.

Chair Ruby called for public testimony in favor of, opposed and neutral to the application.

Ron Heberlein, President, Arbor Crossing Homeowners Association (HOA), 7325 SW Iron Horse St, Wilsonville, OR, 97070 thanked Chair Ruby and the DRB as well as Staff. One of the main concerns he had heard from the HOA was potential noise, especially along Boeckman Rd, and the criteria used to evaluate noise impacts with adjacent residential developments. In reviewing the application and Staff report, he realized the criticality of having conversations now as this application was the first one to go through and would set precedents for future applications.

- From his standpoint, there were not clear criteria for how noise impacts would be assessed with adjacent neighboring developments. If it was commercial versus residential, there would be better criteria. Specifically, with that lack of clear and objective criteria, the concern regarded the potential for increased noise due to the addition of the 4-ft brick wall, and the sound that could potentially be bounced back to the Arbor Crossing neighbors directly adjacent on Boeckman Rd, as well as the neighbors near Willow Creek Dr and on the other side of Boeckman. In reviewing the Code earlier today, Mr. Pauly had referenced Code Sections 4.176.02 and 4.137.5, but he was not able to see any clear and objective criteria for how to assess whether noise impacts were acceptable or unacceptable.
- Given all of that, he was not opposed or in favor of the development, but rather, wanted to request that the hearing be continued to a date that would allow the City and the Applicant to work with neighboring homeowners to verify that the noise would not be significantly increased. He completely understood that there would be some impacts. It was a matter of not understanding how it was being quantified at the moment. There would be noise, but nobody knew what the increases would be, so it was difficult to determine if there would be an issue one way or another.

Ms. Villarreal confirmed Mr. Heberlein was referring to long-term noise levels once construction was finished.

Ms. Willard understood Mr. Heberlein was also concerned that the 4-ft wall could increase noise due to it being a surface off which noise could bounce.

Mr. Heberlein replied yes, adding challenges existed with there being a concrete road, which generated enough noise on its own, and the addition of a brick wall would act as a reflector over to his neighborhood in Arbor Crossing. Additionally, the neighbors along Boeckman Rd only had arborvitaes for sound protection from the road. Their backyards were already practically unusable and there was concern that it would be worse as the proposed development was built out.

Ms. Willard noted they would also gain three rows of street trees along Boeckman Rd.

Mr. Heberlein said he understood, but he was concerned that there had been no sound analysis, or any analysis, to show that the additional street trees would mitigate potential noise increases. He was concerned about the overall lack of information.

Mr. Pauly confirmed no noise study was required for the proposed development. He was not sure how a study could even be conducted at this point.

Ms. Willard asked what the success criteria would be for a study.

Mr. Pauly replied Staff did not know what decibel level would be acceptable. There were many variables when it came to noise levels, but there was a proposed wall and shrubs, and it was a fairly common subdivision treatment. He was not aware of any other noise complaints being made after new walls were built in subdivisions, although he understood there were a number of more rural neighbors around Villebois that had been critical of some of the Villebois noise. The proposed treatment was similar to that used at Villebois.

Mr. Heberlein stated that he understood the challenges due to his unique position of being on a DRB, but he had to ensure that he communicated the concerns of his neighborhood's residents, and he hoped the Board would consider that in its review of the criteria.

Doris Wehler, 6855 SW Boeckman Rd, Wilsonville, OR stated that she was the culprit of the 30,000 sq ft lot as she owned the middle section upon which 11 or 12 houses would be built. She had lived there for 45 years and was not used to having neighbors, so she had wanted a big lot. She explained that she planned to plant a whole forest of trees in the narrowed back part of her lot and believed it would look pretty good.

Chair Ruby called for the Applicant's rebuttal.

Mr. Robinson noted the City had received a request for a continuance, and under State law the Board had to grant that or keep the written record open. He confirmed the next DRB Panel A meeting would take place on June 11th.

- He explained that as Ms. Jacobson would advise, the Board had an obligation under State law to grant the request, either by a continuance or keeping the written record open. Due to the schedule, the Applicant's preference was to continue the issue to the June 11th meeting but, under State law, it was the Board's choice. Even if the Board kept the written record open, they would still have to come back on June 11th and deliberate to a tentative decision, so his thought was to continue the public hearing until June 11th, come back, close the public hearing, and deliberate.
- The Applicant appreciated Mr. Heberlein's concern, and wished they had had a chance to discuss the issue prior to tonight's meeting. The wall was an element of the Master Plan, and he understood that the structure of the approval criteria required the Applicant to implement the Master Plan. In the few seconds that he had had to look at the criteria cited, he did not see an obligation for an applicant to conduct a noise study or any approval criteria whatsoever for noise. While the Applicant appreciated Mr. Heberlein's testimony, he believed that per the Master Plan they were required to build the wall. He reiterated that it was the Board's choice as to what to do with Mr. Heberlein's request but he believed the Applicant's preference was to continue the hearing to June 11 at which time the Board could hold the hearing and make a tentative decision if it wished.

Barbara Jacobson, City Attorney, confirmed that Mr. Robinson was correct that although the Master Plan had no development criteria related to noise, because there had been a request to continue the hearing, the Board was obligated to hold it open. She suggested a brief recess to enable the Applicant to discuss the issue with Mr. Heberlein.

Mr. Robinson agreed, adding that was an excellent suggestion. He asked Chair Ruby and the Board to entertain that request so he could speak briefly with Mr. Heberlein.

Chair Ruby called for a brief recess and reconvened the meeting at 8:00 pm. He called for comments from Mr. Heberlein.

Mr. Heberlein thanked Chair Ruby and stated that he and another Arbor Crossing resident were able to talk with the Applicant and City Staff and came to the conclusion that the Applicant would give Arbor Crossing residents the opportunity to talk through some of the plantings to see if any potential noise impacts could be mitigated. Based on that discussion and verbal agreement, he withdrew his request for a continuance.

Chair Ruby thanked Mr. Heberlein for his input and was pleased that the discussion was successful. He called for any comments from the Applicant on the issue.

Mr. Robinson stated that on behalf of the Applicant, he appreciated Mr. Heberlein's withdrawal of his request for a continuance. The Applicant would speak with Mr. Heberlein and his neighbors in an attempt to reach a resolution.

Ms. Willard understood the street and plantings were a part of the City project as opposed to the Applicant's project.

Mr. Pauly replied there were two components to the project, the 10-ft tract, and anything beyond what was planted in that tract was a part of the subject project. Staff had also encouraged the Applicant to be involved with the City when looking at the planting designs for Boeckman Rd in the next couple of years.

- He confirmed it would be a collaborative effort, but was outside the scope of tonight's hearing.

Chair Ruby noted that the request for a continuance had been withdrawn. He confirmed that there were no further questions from the Board and closed the meeting at 8:03 pm.

Jennifer Willard moved to approve Resolution No. 351 as conditioned and with the addition of Exhibits A3, A4, and B5. Joann Linville seconded the motion.

Ms. Willard commented that the application was pretty straight forward and consistent with the Master Plan. She believed anything that was worked out for the noise would come from the plantings and perhaps in adjusting the speed limits. She did not believe the wall would contribute.

The motion passed unanimously.

Chair Ruby read the rules of appeal into the record.

VII. Board Member Communications

A. Recent City Council Action Minutes

Barbara Jacobson, City Attorney, noted City Council did approve urban renewal for the Boeckman Bridge Project, which would impact the Stafford Meadows Subdivision. The new bridge would span the "Boeckman Dip" which would eliminate some speeding in the area. The only other recent, exciting item at City Council was a new garbage franchise agreement, the first revision since 1982; its second reading was coming up

Chair Ruby asked what would be underneath the bridge and if there would still be pedestrian access underneath.

Dan Pauly, Senior Planner, clarified the Regional Trail that connected to Frog Pond would be underneath the bridge.

Mr. Frinell asked if there was any information from the County regarding the roundabout at the 65th Ave/Stafford Rd/Elligsen intersection.

Ms. Jacobson understood there was no funding for roundabout currently. The County had asked if the City had any money, but it was a County project. When the County had to give concurrence to extend the urban renewal district in order to allow for that bridge to be built, one of the County's pitches was an attempt to include Elligsen Rd, but it was not within the bridge area.

VIII. Staff Communications

Dan Pauly, Senior Planner, thanked everyone for their hard work on tonight's project. Staff anticipated a hearing on another project, possibly two, next month.

IX. Adjournment

The meeting adjourned at 8:09 p.m.

Respectfully submitted,

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

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 353**

A RESOLUTION ADOPTING FINDINGS AND CONDITIONS APPROVING A STAGE I MASTER PLAN, STAGE II FINAL PLAN, SITE DESIGN REVIEW, TYPE C TREE PLAN, CLASS 3 SIGN PERMIT, AND PRELIMINARY CONDOMINIUM PLAT FOR THE DEVELOPMENT OF A 10-UNIT DETACHED CONDOMINIUM PROJECT IN THE OLD TOWN NEIGHBORHOOD. THE SUBJECT PROPERTY IS LOCATED AT 30820 SW FIR AVENUE ON TAX LOT 400 OF SECTION 23AC, T3S, R1W, CLACKAMAS COUNTY, OREGON. TONY WELLER, CESNW INC. – APPLICANT FOR WEST COAST HOME SOLUTIONS LLC – OWNER.

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

WHEREAS, the Planning Staff has prepared staff report on the above-captioned subject dated June 4, 2018, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on June 11, 2018, at which time exhibits, together with findings and public testimony were entered into the public record, and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated June 4, 2018, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations for:

DB18-0003 through DB18-0007 and DB18-0039; Stage I Master Plan, Stage II Final Plan, Site Design Review, Type C Tree Plan, Class 3 Sign Permit, and Preliminary Condominium Plat.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 11th day of June, 2018 and filed with the Planning Administrative Assistant on _____. 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)*.

Fred Ruby, Chair - Panel A
Wilsonville Development Review Board

Attest:

Shelley White, Planning Administrative Assistant



Exhibit A1
Planning Division Staff Report
Fir Avenue Commons

Development Review Board Panel 'A'
Quasi-Judicial Public Hearing

Hearing Date:	June 11, 2018
Date of Report:	June 4, 2018

Application Nos.:	DB18-0003 Stage I Preliminary Plan DB18-0004 Stage II Final Plan DB18-0005 Site Design Review DB18-0006 Type C Tree Removal Plan DB18-0007 Class 3 Sign Permit DB18-0039 Preliminary Plat
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Request/Summary: The Development Review Board is being asked to review a Class 3 Stage I Preliminary Plan, Stage II Final Plan, Site Design Review, Type C Tree Removal Plan, Class 3 Sign Permit, and Tentative Condominium Plat for a new, 10 unit detached condominium development in Old Town.

Location: East side of SW Fir Avenue, just north of 4th Street (private drive). The property is specifically known as Tax Lot 400, Section 23AC, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon

Owner/Applicant: Eugene Labunsky
West Coast Home Solutions

Applicant's Representative: Tony Weller
CESNW, Inc.

Comprehensive Plan Designation: Residential

Zone Map Classification: PDR-4 (Planned Development Residential – 4)

Staff Reviewers: Jennifer Scola, Associate Planner
Steve Adams PE, Development Engineering Manager
Kerry Rappold, Natural Resources Program Manager

Staff Recommendation: Approve with conditions the requested Stage I Master Plan, Stage II Final Plan, Site Design Review, Type C Tree Plan, Class 3 Sign Permit, and Tentative Condominium Plat.

Applicable Review Criteria:

<u>Development Code:</u>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.113	Standards Applying to Residential Development in Any Zone
Section 4.118	Standards Applying to Planned Development Zones
Section 4.124	Standards Applying to All Planned Development Residential Zones
Section 4.124.4	PDR-4 Zone
Sections 4.133.00 through 4.133.06	Wilsonville Road Interchange Area Management Plan (IAMP) Overlay Zone
Section 4.138	Old Town Overlay Zone
Section 4.140	Planned Development Regulations
Section 4.154	On-site Pedestrian Access and Circulation
Section 4.155	Parking, Loading, and Bicycle Parking
Sections 4.156.01 through 4.156.11	Signs
Section 4.167	Access, Ingress, and Egress
Section 4.171	Protection of Natural Features and Other Resources
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping, Screening, and Buffering
Section 4.177	Street Improvement Standards
Sections 4.200 through 4.290	Land Divisions
Sections 4.300 through 4.320	Underground Utilities
Sections 4.400 through 4.440 as applicable	Site Design Review
Sections 4.600-4.640.20	Tree Preservation and Protection
<u>Other Documents:</u>	
Comprehensive Plan	

Vicinity Map



Background:

The subject property is part of the Old Town Neighborhood with one single-family home on the site. Built originally as a commercial structure for a farm implements and repair company, owners later converted it to a single-family home. In 2007 the City granted approval for a 10 unit single-family complex with 10 accessory dwelling units (ADU's) and a zone change from RA-H to PDR-4; however, the applicant did not carry out the project prior to expiration of the approval. The site remains zoned PDR-4, with a Comprehensive Plan designated density of 6-7 units per acre.

Summary

Stage I Master Plan (DB18-0003)

The Stage I Master Plan generally establishes the location of structures, drive aisles, and open space on the property, reviewed in more detail with the Stage II Final Plan. The planned uses of 10 detached condominium units on a single tax lot and corresponding open space are allowed in the PDR-4 zone.

Stage II Final Plan (DB18-0004)

Traffic

While residents often understandably desire a minimum amount of traffic on streets adjacent to and near their homes, minimizing traffic on every residential street is not a sustainable standard. Rather streets are designed for a certain traffic volume and the City has a Level of Service capacity standard to ensure traffic volumes from development do not exceed street and intersection capacity. A traffic memorandum was completed in 2016 for a previous project on this site involving nine single-family homes, where nine P.M. peak hour trips were anticipated; City staff has determined the additional unit de minimis and therefore not requiring a new traffic memo. For the purpose of this application, the applicant is assuming an additional trip during the P.M. peak, resulting in a total of 10. The DKS Traffic Memorandum, see Exhibit E of Exhibit B1, confirms there are no indications that streets and nearby intersections would exceed the City's capacity standards with the proposed development. In addition, the City maintains a number of other standards including sidewalks to separate pedestrian and vehicle traffic, in order to support pedestrian safety on these and all levels of City streets. The applicant is proposing the necessary sidewalks both along Fir Ave., as well as along 4th Street (private) in the roadway easement which is both consistent with new developments in Old Town, as well as with the City's pedestrian-friendly policies.

Utilities and Services

All utilities and services are readily available to support denser development at this location.

Open Space

The City requires 25% of residential development to be open space, as well as ¼ acre of the site to be "usable open space." With the communal open space throughout the development, more than 25% / ¼ acre of the site is designated as (usable) open space.

Setbacks and Lot Coverage

The applicant provides a design meeting the setbacks and lot coverage for the PDR-4.

Density

The site is zoned PDR-4 with an underlying Comprehensive Plan density designation of 6-7 units per acre. The site is approximately 1.48 acres, therefore per the Comprehensive Plan the site should provide between 8 and 10 units. The applicant meets density standards by proposing 10 units.

Lot Size and Shape

The applicant is not proposing a land division that would impact lot size or shape. The site has 1.48 gross acres to accommodate the 10 detached condominium units, plus other improvements, including a private drive and usable open space.

Pedestrian Access and Circulation

The applicant's plans show sidewalks extending along the public street and private drive, and a pedestrian path is provided for access throughout the development and to the shared open space. The design ensures pedestrian connectivity to the front of all homes.

Parking

The applicant proposes garages and driveways for each dwelling unit of sufficient size to satisfy the minimum parking requirements. Single and attached residential units require a minimum of 1 space per dwelling unit; apartments require a minimum of 1.75 spaces per 3 bedroom unit. While the proposal is for detached, single-family styled dwelling units, the applicant has calculated the parking to be provided using the apartment standard. Required parking for a 10, 3-bedroom unit complex would be 18 spaces. Including garages, the proposed development will provide a total of 27 off-street spaces, which is well above the minimum required. Additionally, there will be space for up to 4 on-street spaces along the site's Fir Ave. frontage.

Street and Access Improvements

Street and access improvements are proposed consistent with the City's Transportation Systems Plan and Public Works Standards, and other applicable standards.

Site Design Review (DB18-0005)

The proposed condominiums consist of ten modestly-sized (approximately 1,800 square feet), single-family-like detached houses. Three one-and-a-half-story houses are situated along Fir Avenue, and three one-and-a-half-story houses are situated along 4th Street (private). The remaining four houses are two-stories and located along a proposed private drive aisle along the north edge of the site. The one-and-a-half-story houses along Fir and 4th are deliberately lower in height such as to blend with the scale of existing homes across the street. The facades of the houses are articulated to provide visual interest and to give the houses a pleasing, pedestrian-

scaled feel. The projecting front porches, corbelled pergola, and recessed entry doors provide depth to the front facades. Dormers, recesses and bumpouts on the remaining elevations make each facade interesting. The siding materials are a mix of lap siding, vertical battens, and shingles, with patterns to match those of early 20th century houses. Arts and Craft style details such as exposed rafter tails, detailed porch railing, open-structure entry roof and vertically oriented windows contribute to the visual interest of each facades.

Site features include a shared green space at the center of the property, small private backyards with garden fences, landscaped pedestrian paths, paved community patios, and a preserved grove of mature trees along the eastern edge of the property. Overall, the project includes approximately 32,511 square feet of proposed landscaping throughout the entire site (over 50% of the total area), which is not only intended to meet City Code standards, but also unify and beautify the complex.

Type C Tree Plan (DB18-0006)

While the development plans preserve a grove of mature trees along the eastern edge of the property, the plans include removal of a number of trees in the portion of the site proposed for development. Staff has worked with the applicant to preserve trees where practicable, yet ultimately 16 trees need to be removed due to condition and construction impacts. More than 16 trees will be planted as mitigation.

Type III Sign Permit (DB18-0007)

The applicant is proposing one freestanding sign, which is approximately 7 square feet in size and less than 3 feet in height, located next to the pedestrian walkway between units 3 and 4, which conforms to applicable sign regulations in residential zones.

Tentative Plat (DB18-0039)

The tentative plant shows all the necessary information consistent with the Stage II Final Plan in a manner to allow the proposed development.

Discussion Points:

Neighborhood and Architectural Compatibility

The applicant's initial proposal, as presented at an April 2017 pre-application meeting with the City, consisted of three buildings with attached townhouses, with 2-car garages in the back, and three floors each. City staff encouraged the applicant to consider the surrounding neighborhood design and scale in designing a development that would suit the nearby single-family detached homes, including shorter buildings along the streets to parallel the existing housing, and taller units further back on the site. After this pre-application meeting, the project team redesigned the development into a grouping of detached single-family-like homes clustered around a shared

green space and patios. The six buildings along Fir Avenue and 4th Street are 1.5 stories tall, and the four homes in the back along the proposed private drive aisle to the north of the site are 2 stories tall. After presenting the redesign to the City in May 2017, the applicant moved forward with setting up a neighborhood meeting to present the project to the nearby residents of Old Town.

At the neighborhood meeting some neighbors were concerned about a shortage of on-street parking, therefore the developer responded by adding seven additional off-street parking spots for residents and visitors. The on-street parking provided will be gravel, and consistent with the style of on-street parking throughout the neighborhood. Additionally, concern regarding the pavement of 4th Street (private) to avoid potholes and dust in the summer was brought up by a neighbor, which the applicant responded to by proposing the pavement of 4th within the project boundaries, though there is no City requirement for such improvement. Lastly, some neighbors at the neighborhood meeting were concerned regarding privacy, and so the applicant has proposed dense plantings and a six-foot privacy fence along the southeastern side of the project to screen development from the adjacent single-family homes in that area. The applicant also points out that with 20-foot front setbacks and a 60-foot right-of-way, the proposed buildings are sufficiently distant as to prevent a lapse in privacy to the homes across Fir Avenue. Moreover, the applicant is proposing tree plantings along Fir Avenue to further provide a vegetative screen, thus blending the development into the area.

Architecturally, the exteriors of the houses are intended to represent the architectural styles of houses that were found throughout the Willamette Valley in the early 1900s. These homes were designed to not only meet the requirements of the Old Town Overlay Zone, but also to mesh well with the surrounding neighborhood. The houses that border Fir Ave. and 4th St. are 1.5 stories tall, such as to fit the scale of adjacent buildings. There is a certain amount of existing uniformity along Fir Avenue, across from the subject site. The adjacent Fir Ave. homes are roughly the same size, era, and configuration. Common elements of the neighboring houses include siding, architectural style, color, trim, garage location, front door location, and roofing. The applicant has adopted many of these elements to fit in with the neighbors, including street facing entries and garage doors, light-toned siding colors with white trim, large front windows, and traditional siding materials with welcoming landscape. Generally, throughout the project as a whole, traditional architectural features include covered porches, exposed rafter tails, deep eaves, era-appropriate siding styles and windows, steep roof slopes, dormers, wide trim, decorative columns, corbels, and carriage style garage doors.

Comments Received and Responses:

The following responses are general in nature and intended to cover most the comments received. More detailed responses may be sent directly to the commenting parties and/or prepared for the Development Review Board prior to the hearing.

Dedication of 4th Street

Several emails were submitted by nearby resident Mark Britcliffe regarding the dedication of 4th Street. Mr. Britcliffe had noted that he would like to see 4th Street dedicated to the City as right-of-way, have the length of it paved, and eliminate storm facilities proposed along the frontage of units 4-6. The applicant is proposing to pave half of 4th Street, within the project boundary. As 4th Street is quite short with no further connection or extension possibilities, there is not a need for it to be dedicated as public right-of-way, especially since it lies in an easement now and the current owners are not interested in making a dedication. According to the Transportation Systems Plan, 5th Street has been identified as the alternate route out of Old Town. Previously, the City released the 4th Street right-of-way between Fir and Magnolia, therefore the section of 4th included in this application does not serve as a critical component for connectivity to the City. Additionally, throughout the City there are many stormwater facilities located on private land; the Public Works Standards for Old Town streets (Drawing Number RD-1002 – Exhibit A3.) include LID swales adjacent to sidewalks/in the right-of-way, therefore the inclusion of these facilities as part of roadway/street improvements is considered routine and common practice.

Contaminated Soil

Though no written comments have been received about soil, Planning staff is aware of concern regarding contaminated soil on the project site. Soil contamination is ultimately a matter overseen by the Oregon State Department of Environmental Quality, which maintains strict regulations regarding soil quality. Per state law (Chapter 465 of Oregon State Legislature – ORS 465.315) if a construction professional moving dirt on a particular site encounters contamination of any kind, DEQ must be contacted immediately and will oversee the situation until it is resolved. While DEQ's databases on sites within the City that have contaminated underground storage tanks or other known contaminants do not include the subject Fir Avenue site, and staff has not received evidence indicating soil contamination, a condition of approval has been included that will ensure a site-specific soil assessment will be performed prior to any grading, thus assuring any contaminated soil is adequately handled.

Conclusion and Conditions of Approval:

Staff has reviewed the Applicant's analysis of compliance with the applicable criteria. The Staff report adopts the applicant's responses as Findings of Fact except as noted in the Findings. Based on the Findings of Fact and information included in this Staff Report, and information received from a duly advertised public hearing, Staff recommends that the Development Review Board approve the proposed application (DB18-0003 through DB18-0007 and DB18-0039) with the following conditions:

Planning Division Conditions:

Request A: DB18-0003 Stage I Preliminary Plan

No conditions for this request

Request B: DB18-0004 Stage II Final Plan Revision

PDB 1.	The approved final plan and stage development schedule shall control the issuance of all building permits and shall restrict the nature, location and design of all uses. Minor changes in an approved preliminary or final development plan may be approved by the Planning Director through the Class I Administrative Review Process if such changes are consistent with the purposes and general character of the development plan. All other modifications, including extension or revision of the stage development schedule, shall be processed in the same manner as the original application and shall be subject to the same procedural requirements. See Finding B14.
PDB 2.	Prior to the recording of the final plat of the subdivision the applicant shall submit for review and approval by the City Attorney CC&R's, bylaws, etc. related to the maintenance of the open space and park area. Such documents shall assure the long-term protection and maintenance of the open space and park areas. See Finding B15.
PDB 3.	A waiver of remonstrance against the formation of a local improvement district shall be recorded covering the subject property. Such waiver shall be recorded in the County Recorder's Office, as well as the City's Lien Docket, prior to or as part of the recordation of the final condominium plat.
PDB 4.	All travel lanes shall be constructed to be capable of carrying a twenty-three (23) ton load. See Finding B110.
PDB 5.	Temporary driveways providing access to a construction site or staging area shall be paved or graveled to prevent tracking of mud onto adjacent paved streets. See Finding B116.
PDB 6.	Prior to any grading on site, the Owner/Applicant shall provide a site-specific soil study identifying the extent and severity of hazardous soil conditions from past uses, update the state soil hazard database accordingly, and mitigate any soil hazards. See Finding B78.

Request C: DB18-0005 Site Design Review

PDC 1.	Construction, site development, and landscaping shall be carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. Minor revisions may be approved by the Planning Director through administrative review pursuant to Section 4.030. See Finding C3.
PDC 2.	All landscaping required and approved by the Board shall be installed prior to occupancy of the proposed residential units, unless security equal to one hundred and ten percent (110%) of the cost of the landscaping as determined by the Planning Director is filed with the City assuring such installation within six (6) months of occupancy. "Security" is cash, certified check, time certificates of deposit, assignment of a savings account or such other assurance of completion as shall meet

	with the approval of the City Attorney. In such cases the developer shall also provide written authorization, to the satisfaction of the City Attorney, for the City or its designees to enter the property and complete the landscaping as approved. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the installation. Upon completion of the installation, any portion of the remaining security deposited with the City will be returned to the applicant. See Finding C11.
PDC 3.	The approved landscape plan is binding upon the applicant/owner. Substitution of plant materials, irrigation systems, or other aspects of an approved landscape plan shall not be made without official action of the Planning Director or Development Review Board, pursuant to the applicable sections of Wilsonville’s Development Code. See Finding C12.
PDC 4.	All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Board, unless altered as allowed by Wilsonville’s Development Code. See Finding C13.
PDC 5.	The following requirements for planting of shrubs and ground cover shall be met: <ul style="list-style-type: none"> • Non-horticultural plastic sheeting or other impermeable surface shall not be placed under landscaping mulch. • Native topsoil shall be preserved and reused to the extent feasible. • Surface mulch or bark dust shall be fully raked into soil of appropriate depth, sufficient to control erosion, and shall be confined to areas around plantings. • 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 containers and 10” to 12” spread. • Shrubs shall reach their designed size for screening within three (3) years of planting. • Ground cover shall be equal to or better than the following depending on the type of plant materials used: gallon containers spaced at 4 feet on center minimum, 4” pot spaced 2 feet on center minimum, 2-1/4” pots spaced at 18 inch on center minimum. • No bare root planting shall be permitted. • Ground cover shall be sufficient to cover at least 80% of the bare soil in required landscape areas within three (3) years of planting. • Appropriate plant materials shall be installed beneath the canopies of trees and large shrubs to avoid the appearance of bare ground in those locations. • Compost-amended topsoil shall be integrated in all areas to be landscaped, including lawns. See Finding C36.
PDC 6.	All trees shall be balled and burlapped and conform in size and grade to “American Standards for Nursery Stock” current edition. See Finding C37.

PDC 7.	Plant materials shall be installed to current industry standards and be properly staked to ensure survival. Plants that die shall be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City. See Finding C41.
PDC 8.	All street lights installed shall be Cobalt Blue, such as to match the existing street lights throughout the Old Town Neighborhood.

Request D: DB18-0006 Type C Tree Plan

PDD 1.	This approval for removal applies only to the sixteen (16) trees identified in the Applicant's submitted materials. All other trees on the property shall be maintained unless removal is approved through separate application.
PDD 2.	The Applicant shall submit an application for a Type 'C' Tree Removal Permit on the Planning Division's Development Permit Application form, together with the applicable fee. In addition to the application form and fee, the Applicant shall provide the City's Planning Division an accounting of trees to be removed within the project site, corresponding to the approval of the Development Review Board. The applicant shall not remove any trees from the project site until the tree removal permit, including the final tree removal plan, have been approved by the Planning Division staff.
PDD 3.	The Applicant/Owner shall install the required mitigation trees, as shown in the Applicant's sheet A1.01, per Section 4.620 WC. Substitution of tree species from the approved mitigation plan shall not be made without official action of the Planning Director or Development Review Board, pursuant to the applicable sections of Wilsonville's Development Code.
PDD 4.	The permit grantee or the grantee's successors-in-interest shall cause the replacement trees to be staked, fertilized and mulched, and shall guarantee the trees for two (2) years after the planting date. A "guaranteed" tree that dies or becomes diseased during the two (2) years after planting shall be replaced.
PDD 5.	Prior to site grading or other site work that could damage trees, the Applicant/Owner shall install six-foot-tall chain-link fencing around the drip line of preserved trees. The fencing shall comply with Wilsonville Public Works Standards Detail Drawing RD-1230. See Finding D14.

Request E: DB18-0007 Class 3 Sign Permit

PDE 1.	The approved sign shall be installed in a manner substantially similar to the plans approved by the DRB and stamped approved by the Planning Division.
PDE 2.	Prior to sign installation the Applicant/Owner shall coordinate with the City's Engineering Division to ensure the proposed freestanding signs meet the City's placement standards.
PDE 3.	The Applicant/Owner of the property shall obtain all necessary building and electrical permits for the approved sign prior to installation, and shall ensure that the sign is maintained in a commonly-accepted, professional manner.

PDE 4. The proposed freestanding sign shall include the address number of the proposed building unless otherwise approved in writing by Tualatin Valley Fire and Rescue (TVF&R).

Request F: DB18-0039 Preliminary Condominium Plat

PDF 1.	Prior to approval of the Final Condominium Plat, the Applicant/Owner shall: a. Assure that the condominium units 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 the City’s Development Code. Prepare the Final Plat in substantial accord with the Tentative Condominium 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 by the Planning Director. c. Illustrate existing, proposed, and required easements on the Final Plat.
PDF 2.	The Final Condominium Plat shall indicate dimensions of all common and limited open space areas, easements, and any other information that may be required as a result of the hearing process for the Stage II Final Plan or the Tentative Plat.
PDF 3.	Easements for sanitary or storm sewers, drainage, water mains, or other public utilities shall be dedicated wherever necessary, consistent with the City’s Public Works Standards.

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

Engineering Division Conditions:

**Requests A and B: DB18-0003 and DB18-0004
Stage I Preliminary Plan and Stage II Final Plan**

PF 1.	Public Works Plans and Public Improvements shall conform to the “Public Works Plan Submittal Requirements and Other Engineering Requirements” in Exhibit C1.
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PF 2.	City maps show Fir Street as a local/residential street within a mostly 60-foot right-of-way. However, at the southwest corner of tax lot 31W23AC 00400, 39.92 feet of frontage only has a 30-foot right-of-way dedication on the west side. Applicant shall be required to make a 30-foot right-of-way dedication along this frontage on Fir Street to provide the required 60-foot full street width dedication.
PF 3.	After all underground utility work has been completed in Fir Street applicant shall be required to perform a minimum two-inch grind and overlay of the asphalt over a 24-foot width of Fir Street along the 273.46 feet of property frontage on Fir Street. If during utility installation it is noticed that Fir Street lacks the minimum required 4-inch depth of asphalt, applicant shall be required to install this minimum asphalt thickness.
PF 4.	Applicant shall be required to improve all property frontage along Fir Street in compliance with Public Works Detail #RD-1002, "Old Town Streets". Any and all improvements to property frontage on Fir Street shall be maintained by the future HOA.
PF 5.	From 5 th Street to the north edge of development applicant shall be required to restore the proposed storm line trench by installing the minimum 4-inch asphalt section over the trench width.
PF 6.	4 th Street is not public right-of-way but rather a roadway easement as described in fee No. 84-28734. Any and all improvements to property in or frontage on 4 th Street shall be maintained by the future HOA.
PF 7.	Applicant shall be required to obtain stormwater services via the existing City storm lines located at 5th Street and Fir Street or at 4th Street and Magnolia Avenue; applicant to research depth and location of lines to determine connection feasibility.
PF 8.	Applicant is required to treat on site all stormwater runoff from the development and the east side of Fir Street and north side of 4 th Street. The proposed private access drive at north edge of property shall be constructed with a shed slope to the south, and with the same structural section as the adjacent public street.
PF 9.	The proposed storm line located along 4 th Street shall be a private line and privately maintained by the future HOA.
PF 10.	City Public Works does not generally approve of water service banks. Applicant shall install a minimum 4" public water main within the private access lane at north edge of property to service the four condominium units.
PF 11.	Water service lines shall be installed perpendicular to water main lines up to the water meter.
PF 12.	Sanitary sewer service shall be obtained by connection to the existing public sanitary lines in Fir Street and Fourth Street. Connection shall be either via a manhole (as shown on Sheet C5 of submitted plans dated 6/29/17) for a main line or via inserta tees or saddle tees to the mainline for individual service lines.

PF 13.	Proposed sanitary main located in the private access drive at north edge of property shall be a public line.
PF 14.	The applicant shall relocate the existing overhead utility lines on 4th Street underground, as determined feasible by the City and franchise utilities, within a 6-foot public utility easement to be provided. The applicant shall be responsible for and make all necessary arrangements with the serving utility to provide underground service(s). All costs to underground these utilities shall be the responsibility of the applicant.

Natural Resources Division Conditions:

All Requests

NR 1.	Natural Resource Division Requirements and Advisories listed in Exhibit C3 apply to the proposed development.
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Master Exhibit List:

The following exhibits are hereby entered into the public record by the Development Review Board as confirmation of its consideration of the application as submitted. This is the exhibit list that includes exhibits for Planning Case File DB18-0003 through DB18-0007 and DB18-0039. The exhibit list below reflects the electronic record posted on the City’s website and retained as part of the City’s permanent electronic record. Any inconsistencies between printed or other electronic versions of the same Exhibits are inadvertent and the version on the City’s website and retained as part of the City’s permanent electronic record shall be controlling for all purposes.

Planning Staff Materials

- A1. Staff report and findings (this document)
- A2. Staff’s Presentation Slides for Public Hearing (to be presented at Public Hearing)
- A3. Public Works Standards for Old Town Streets - Drawing Number RD-1002
- A4. Public Works Standards on Tree Protection Fencing- Drawing Number RD-1230
- A5. 4th Street Road Easement – Fee No. 84-28734

Materials from Applicant

- B1. Applicant’s Narrative and Submitted Materials
 - Exhibit A Application
 - Exhibit B Narrative
 - Exhibit C Resubmittal Letter
 - Exhibit D Preliminary Storm Water Report (not reproduced in paper copies)
 - Exhibit E DKS Traffic Memorandum
 - Exhibit F Arborist Report

Exhibit G Neighborhood Meeting Materials
Exhibit H Lighting Details
Exhibit I Republic Services Letter
Exhibit J Statutory Deed
Exhibit K Fence Details
Exhibit L Bench Details
Exhibit M Oregon DEQ Underground Storage Tanks Cleanup Database – Wilsonville Sites
Exhibit N Oregon DEQ Contaminated Sites List – Wilsonville Locations

B2. Drawings and Plans

C1 Preliminary Plans Cover Sheet
C2 Existing Conditions
C3 Site Plan
C4 Grading, Erosion Control, and Tree Protection Plan
C5 Utility Plan
C6 Preliminary Plat
A0.00 Architectural Plans Cover Sheet
A1.00 Architectural Site Plan
A1.01 Landscape Plan
A1.02 1 ½ - Story House Floor Plan
A1.03 1 ½ - Story House Elevations
A1.04 2 - Story House Floor Plan
A1.05 2 - Story House Elevations
A1.06 Black and White Perspective Views and Sign Elevation
A1.07 Color Perspective Views from Fir Ave. and 4th St.
A1.08 Color Perspective Views from Drive Aisle

B3. Materials Board (available at Public Hearing or available for viewing at City Hall during normal business hours)

Development Review Team Correspondence

- C1.** Public Works Plan Submittal Requirements and Other Engineering Requirements
- C2.** TVF&R Conditions
- C3.** Natural Resources Findings and Requirements
- C4.** Public Works Comments

Other Correspondence

- D1.** Comments from Mark Britcliffe

Procedural Statements and Background Information:

1. The statutory 120-day time limit applies to this application. The application was received on February 9, 2018. On March 6, 2018 staff conducted a completeness review within the

statutorily allowed 30-day review period and found the application to be incomplete. On April 16, 2018, the Applicant submitted new materials. On May 4, 2018 the application was deemed complete. The City must render a final decision for the request, including any appeals, by September 1, 2018.

2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	RA-H	Church
East:	---	Interstate 5
South:	R / RA-H	Single-Family Residential
West:	RA-H	Single-Family Residential

3. Previous Planning Approvals:

DB06-0051 Zone Map Amendment (DRB Denial 10/9/06)

DB06-0052 Tentative Plat (DRB Denial 10/9/06)

DB06-0053 Stage II Development Plan (DRB Denial 10/9/06)

DB06-0054 Site Design Review (DRB Denial 10/9/06)

DB06-0055 Type C Tree Plan (DRB Denial 10/9/06)

DB06-0056 Class 3 Waiver (DRB Denial 10/9/06)

DB07-0020 Stage I Preliminary Plan (DRB Denial 10/9/06)

DB06-0095 Appeal of DRB Decision on DB06-0051 et seq. (DRB Approval except DB06-0051, which was recommended to, and approved by City Council 7/6/07)

AR09-0058 Project Extension (Approved)

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

Findings:

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

General Information

Application Procedures-In General

Section 4.008

These component applications are being processed in accordance with the applicable general procedures of this Section.

Initiating Application

Section 4.009

The application has been submitted on behalf of the property owner, West Coast Home Solutions, and is signed by Eugene Labunsky, an authorized representative.

Pre-Application Conference

Subsection 4.010 (.02)

A Pre-application conference was held on April 20, 2017 (PA17-0017) in accordance with this subsection.

Lien Payment before Approval

Subsection 4.011 (.02) B.

No applicable liens exist for the subject property. The application can thus move forward.

General Submission Requirements

Subsection 4.035 (.04) A.

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

Zoning-Generally

Section 4.110

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

Request A: DB18-0003 Stage I Preliminary Plan

As described in the Findings below, the applicable criteria for this request are met or will be met by Conditions of Approval.

Planned Development Regulations

Planned Development Purpose

Subsection 4.140 (.01)

- A1.** The planning of the Stage I Master Plan area allows for homes, along with functional access drives, preservation of some natural resources, and the provision of shared usable open space, thus demonstrating it is of sufficient size for a planned development.

Planned Development Lot Qualifications

Subsection 4.140 (.02)

- A2.** The property is of sufficient size to be developed in a manner consistent the purposes and objectives of Section 4.140. While the subject property is less than 2 acres, it is designated for residential development in the Comprehensive Plan, proposed at 6-7 units per acre, and is zoned Planned Development Residential – 4 (PDR-4). The applicant proposes to development the property as a planned development with the permitted density.

Ownership Requirements

Subsection 4.140 (.03)

- A3.** The parcel subject to change under the proposal is under one ownership, an authorized representative of which has signed the application.

Professional Design Team

Subsection 4.140 (.04)

- A4.** As can be found in the applicant’s submitted materials, appropriate professionals have been involved in the planning and permitting process. Tony Weller with CESNW, Inc. is the project coordinator.

Planned Development Permit Process

Subsection 4.140 (.05)

- A5.** While the subject property is less than 2 acres, it is designated for residential development in the Comprehensive Plan and is zoned PDR-4, and the applicant proposes to develop the site as a planned development.

Comprehensive Plan Consistency

Subsection 4.140 (.06)

- A6. The proposed project, as found elsewhere in this report, complies with the Planned Development Residential-4 zoning designation, which implements the proposed Comprehensive Plan designation of “Residential” 6-7 dwelling units per acre.

Application Requirements

Subsection 4.140 (.07)

- A7. Review of the proposed Stage I Master Plan has been scheduled for a public hearing before the Development Review Board in accordance with this subsection and the applicant has met all the applicable submission requirements as follows:
- The property affected by the Stage I Master Plan is under the sole ownership of West Coast Home Solutions, and the application has been signed by an authorized representative, Eugene Labunsky.
 - The application for a Stage I Master Plan has been submitted on a form prescribed by the City.
 - The professional design team and coordinator has been identified. See Finding B3.
 - The applicant has stated the various uses involved in the Master Plan and their locations.
 - The boundary information is provided with the concurrent tentative plat request.
 - Sufficient topographic information has been submitted.
 - A tabulation of the land area to be devoted to various uses has been provided.
 - The proposed development will be built in a single phase.
 - Any necessary performance bonds will be required.
 - No waivers have been requested.

Expiration of Development Approvals

Subsections 4.023

- A8. It is understood the requested approval will expire after two (2) years unless extended.

Standards for Residential Development in Any Zone

Outdoor Recreational Area and Open Space

Subsections 4.113 (.01) and (.02)

- A9. The subject application includes a mix of both common and limited open space areas through a shared green/recreational space at the center of the property and small private backyards. Each backyard is enclosed by a garden fence, which help provide a reasonable amount of privacy between indoor and shared outdoor living areas. The proposed common area includes a 4,700 square foot grassy area and a 1,100 square foot patio/sitting area, which exceeds the minimum 1,000 square feet requirement for multi-family developments. Additionally, the net area of the site is 57,844 square feet, therefore per this subsection 25%

(14,461 square feet) of open space area is required for this development. The applicant is proposing 75% (43,794 square feet) of open space. A condition of approval requires City review of pertinent bylaws, covenants, or agreements prior to recordation of the final condominium plat to ensure long term protection and maintenance of open space areas.

Other Standards

Subsections 4.113 (.03) through (.14)

A10. These subsections establish a number of standards for residential development in the City, including setbacks, height guidelines, residential uses, fences, and prohibited uses. Through the proposed application, the standards of Subsections 4.113 (.03) through (.14) will be met.

Standards for All Planned Development Residential Zones

Typically Permitted Uses

Subsection 4.124 (.01)

A11. The list of typically permitted uses includes multiple-family dwelling units and open space on the subject properties.

Accessory Uses

Subsection 4.124 (.01)

A12. No accessory uses, as listed in this subsection, are proposed as part of this application.

Appropriate PDR Zone

Subsection 4.124 (.05)

A13. PDR-4 is the appropriate PDR designation based on the Comprehensive Plan density designation of 6-7 dwelling units per acre.

Block and Access Standards

Subsection 4.124 (.06)

A14. No changes to block perimeters are proposed. One new access point, in the form of a private drive aisle off of Fir Avenue, along the northern edge of the property, is proposed. The proposed private drive aisle does not violate the 530 foot maximum spacing between streets or private drives, as specified by the subsection.

PDR-4 Zone

Development Standards

Subsection 4.124.4

A15. No land divisions or modifications are proposed that would impact the lot's dimensions. The site will continue to meet the dimensional standards of the PDR-4 zone. The area of the site is 1.48 acres, therefore requiring a minimum density of 10 units at build out per the

PDR-4 zone. The density of a minimum of 10 units is inconsistent with the residential density range of 6-7 units per acre established by the Comprehensive Plan. The proposed 10 units is within the allowed unit count range established by the Comprehensive Plan. See Finding A2. Setbacks, maximum height, and lot coverage standards will be met.

Comprehensive Plan

City Support Development of Land Within City Consistent with Land Use Designation Goal 2.1, Policy 2.1.1., Implementation Measure 2.1.1.a., Policy 2.2.1

A16. The subject property, though historically used for a low density single-family home, received land use approval for a zone change and planned development master plan for a 10 unit single-family complex with 10 accessory dwelling units. While the owner/applicant at the time did not develop the 10 single-family home complex, the land use designation remains Planned Development Residential – 4 with a Comprehensive Plan designation allowing residential development. The City is thus supportive of the development of the subject land for residential dwellings.

Urbanization for Adequate Housing for Workers Employed in Wilsonville, Jobs and Housing Balance

Implementation Measures 2.1.1.b., 4.1.4.l., 4.1.4.p.

A17. The proposal provides for urbanization of a lot designated for residential use to provide additional housing within the City, which could be occupied by workers employed within the City. However, no special provisions or programs are being implemented to target the units to workers employed within the City.

Encouraging Master Planning of Large Areas

Implementation Measure 2.1.1.f.2.

A18. The proposal is of sufficient size to be developed as a planned development, and the applicant is proposing a master plan as part of this application. The master plan for Fir Avenue Commons ensures the development of compatible housing on land planned for residential development, as part of a cohesive complex. The design of the project as implemented by the master plan ensures homes complement the existing neighborhood, provide quality design, and conform to the underlying Comprehensive Plan residential designation.

City Obligated to do its Fair Share to Increase Development Capacity within UGB

Implementation Measure 2.2.1.b.

A19. The subject property is listed as available for development in the most recent Residential Lands Inventory, is within the urban growth boundary, and the proposal is consistent with both the Zoning and Comprehensive Plan Map designations. Allowing development of the

property for additional residential units supports the further urbanization and increased capacity of residential land within the Urban Growth Boundary.

Urban Development Only Where Necessary Facilities can be Provided

Implementation Measure 3.1.2.a.

A20. As can be found in the findings for the Stage II Final Plan, all necessary facilities and services can be provided for the proposed development.

Creation and Preservation of Open Space

Policy 3.1.11.

A21. The development of residential units on the subject property involves the preservation of an existing tree grove on the eastern side of the property; the remaining area of the site does not contain significant landscaping or natural areas. The proposed complex involves the creation of new usable open space and landscaping in excess of the minimum requirement, as reflected in the applicant's landscape documents.

Wide Range of Housing Choices, Planning for a Variety of Housing

Policy 4.1.4., Implementation Measures 4.1.4.b., 4.1.4.c., 4.1.4.d., 4.1.4.j., 4.1.4.o.

A22. The subject site has historically served as low density residential with only one single-family home occupying the nearly 1.5 acre site. The applicant is proposing to increase the density of the site while offering a new variety of housing to the surrounding area. Wilsonville's Planned Development regulations allow for flexibility, which is being utilized by the unique design of the proposed condominium complex. By proposing a condominium complex that is designed to mimic detached single-family housing, the applicant is offering an innovative solution to multi-family housing options that will add diversity to the housing stock in Wilsonville. The applicant is designing their housing product to fit into the Old Town Neighborhood and the specific context in which the subject property sits, especially in terms of the relationship with existing nearby homes.

Safe, Convenient, Healthful, and Attractive Places to Live

Implementation Measure 4.1.4.c.

A23. The proposed planned development has demonstrated compliance with relevant standards of Site Design Review, as reviewed in detail in Request C, thus enabling development of safe, convenient, healthful, and attractive places to live.

Accommodating Housing Needs of Existing Residents

Implementation Measure 4.1.4.f.

A24. The applicant intends on providing a housing product attractive to existing residents of the City as a whole including, current home owners and current renters looking to purchase in

a more affordable home relative to the typical cost detached single-family homes throughout the region.

Residential Density

Implementation Measure 4.1.4.u.

- A25.** The Comprehensive Plan establishes a residential density range of 6-7 units per acre. The proposed 10 units is within the allowed unit count range established by the Comprehensive Plan. See Finding A2.

Request B: DB18-0004 Stage II Final Plan

As described in the Findings below, the applicable criteria for this request are met or will be met by Conditions of Approval.

Planned Development Regulations-Generally

Planned Development Lot Qualifications

Subsection 4.140 (.02)

- B1.** The lot of the subject development site is of sufficient size to be developed in a manner consistent the purposes and objectives of Section 4.140. While the subject property is less than 2 acres, it is designated for residential development in the Comprehensive Plan, and is zoned Planned Development Residential. The property will be developed as a planned development.

Ownership Requirements

Subsection 4.140 (.03)

- B2.** The land included in the proposed Stage II Final Plan is under the single ownership of West Coast Home Solutions, and the application has been signed by Eugene Labunksy, an authorized representative.

Professional Design Team

Subsection 4.140 (.04)

- B3.** As can be found in the applicant's submitted materials, appropriate professionals have been involved in the planning and permitting process. Tony Weller with CESNW, Inc. has been designated the coordinator for the planning portion of the project.

Stage II Final Plan Submission Requirements and Process

Planned Development Permit Process

Subsection 4.140 (.05)

- B4.** The subject property is less than 2 acres, yet is designated for residential development in the Comprehensive Plan, and is zoned Planned Development Residential-4. The property has been and will be developed as a planned development in accordance with this subsection.

Timing of Submission, Concurrent with or After Stage I

Subsection 4.140 (.09) A.

- B5.** The applicant is submitting a Stage II Plan concurrently with a Stage I Master Plan.

Development Review Board Role

Subsection 4.140 (.09) B.

- B6.** The Development Review Board is considering all applicable permit criteria set forth in the Planning and Land Development Code, and staff is recommending the Development Review Board approve the application with conditions of approval.

Stage I Conformance, Submission Requirements

Subsection 4.140 (.09) C.

- B7.** The Stage II plans substantially conform to the concurrently proposed Stage I Master plan. The applicant has provided the required drawings and other documents showing all the additional information required by this subsection.

Stage II Final Plan Detail

Subsection 4.140 (.09) D.

- B8.** The applicant has provided sufficiently detailed information to indicate fully the ultimate operation and appearance of the development, including a detailed site plan, landscape plans, and elevation drawings.

Submission of Legal Documents

Subsection 4.140 (.09) E.

- B9.** No additional legal documentation is required for dedication or reservation of public facilities.

Expiration of Approval

Subsection 4.140 (.09) I. and Section 4.023

- B10.** The Stage II Approval, along other associated applications, will expire two (2) years after approval, unless an extension is approved in accordance with these subsections.

Development Review Board Panel 'A' Staff Report June 4, 2018

Exhibit A1

Fir Avenue Commons

DB18-0003 through DB18-0007 and DB18-0039

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Consistency with Plans
Subsection 4.140 (.09) J. 1.

B11. The subject property has previously been zoned Planned Development Residential-4 consistent with the Residential designation in the Comprehensive Plan. To staff's knowledge, the location, design, size, and uses are consistent with other applicable plans, maps, and ordinances, or will be by specific conditions of approval.

Traffic Concurrency
Subsection 4.140 (.09) J. 2.

B12. A traffic memorandum has been completed and noted the proposed development is not expected to result in congestion in excess of Level of Service D. The DKS traffic memorandum assumes one trip per dwelling unit during the P.M. peak hour, thus resulting in 10 total trips. It is expected that the majority of the P.M. peak hour trips for the complex would be vehicles traveling home from work, therefore 90% of the project traffic is estimated to travel through the I-5/SW Wilsonville Road interchange area. The remaining 10% would be considered traffic traveling to and from commercial uses along SW Boones Ferry Road, south of SW Wilsonville Road. The site proposes access off of Fir Avenue, 4th Street (by way of an existing private roadway easement), and a new private drive aisle off Fir Ave. along the northern property line for the site. City maps show Fir Street as a local/residential street within a mostly 60-foot right-of-way. However, at the southwest corner of tax lot 31W23AC 00400, 39.92 feet of frontage only has a 30-foot right-of-way dedication on the west side. A condition of approval requires the applicant to make a 30-foot right-of-way dedication along this frontage on Fir Street to provide the required 60-foot full street width dedication. Furthermore, the traffic memorandum notes that the site currently does not have any sidewalks along SW Fir Avenue or 4th Street, and that the proposed development should provide street frontage improvements to both SW Fir Ave. and SW 4th St., including sidewalks. A condition of approval requires the applicant to improve all property frontage along Fir Street in compliance with Public Works Detail #RD-1002, "Old Town Streets," which includes the addition of sidewalks. Any and all improvements to property frontage on Fir Street shall be maintained by the future HOA. Lastly, the owner/applicant is proposing improvements along the site's 4th St. frontage, also including sidewalks; 4th Street is not public right-of-way but rather a roadway easement as described in fee No. 84-28734. A condition of approval requires any and all improvements to property in or frontage on 4th Street to be maintained by the future HOA.

Facilities and Services Concurrency
Subsection 4.140 (.09) J. 3.

B13. Facilities and services, including utilities, are available and sufficient to serve the proposed development.

Adherence to Approved Plans
Subsection 4.140 (.09) L.

- B14.** Condition of Approval PDB 1. ensures adherence to approved plans except for minor revisions by the Planning Director.

Residential Development Standards: Open Space and Outdoor Recreation

Outdoor Recreational Area and Open Space
Subsections 4.113 (.01) and (.02)

- B15.** The subject application includes a mix of both common and limited open space areas through a shared green/recreational space at the center of the property and small private backyards. Each backyard is enclosed by a garden fence, which help provide a reasonable amount of privacy between indoor and shared outdoor living areas. The proposed common area includes a 4,700 square foot grassy area and a 1,100 square foot patio/sitting area, which exceeds the minimum 1,000 square feet requirement for multi-family developments. Additionally, the net area of the site is approximately 57,844 square feet, therefore per this subsection 25% (14,461 square feet) of open space area is required for this development. The applicant is proposing 75% (43,794 square feet) of open space. All recreational areas are in appropriate locations, with common open space required to be maintained by the HOA per the proposed CC&Rs. It is staff's professional opinion that the required area is adequate for the 10-unit complex.

Residential Development: Setbacks for Lots Over 10,000 Square Feet

Front Yard Setback
Subsection 4.113 (.01) A. 1.

- B16.** The proposed development allows for all structures to meet this minimum 20' setback.

Side Yard Setback
Subsection 4.113 (.01) A. 2.

- B17.** The proposed development allows for all structures to meet this minimum 10' setback from the side property lines. As this involves the development of detached condominium units on a common lot, there is no specific setback requirement between units except as what may be required by Building Code.

Setbacks and Future Streets
Subsection 4.113 (.01) A. 4.

- B18.** No special setbacks are required for future planned streets.

Garage Door or Carport Setbacks
Subsection 4.113 (.01) A. 5.

B19. The proposed development allows for all structures to meet this minimum 20' setback.

Rear Yard Setback
Subsection 4.113 (.01) A. 1.

B20. The proposed development allows for all structures to meet this minimum 20' setback.

Residential Development: Height Guidelines

Height Guidelines
Subsection 4.113 (.04)

B21. While the development abuts a lower density zone, the surrounding area is of a comparable density in the Residential Agricultural Holding Zone, with the same underlying Comprehensive Plan density as the subject site. The proposed height provides for fire protection access, and does not impact scenic views of Mt. Hood or the Willamette River, therefore staff does not recommend the Development Review Board require a height less than the applicant proposes.

Residential Treatment Facilities

Residential Homes (Treatment Facilities) Allowed in Multi-Family Development
Subsection 4.113 (.05) B.

B22. No residential facilities, as defined in Section 4.001, are not proposed as part of this application.

Fences in Residential Development

Front Yard Fence Height
Subsection 4.113 (.08) A.

B23. No fences in excess of four (4) feet are proposed in the front yard.

Side and Rear Yard Fence Height
Subsection 4.113 (.08) B.

B24. All fences will be required to meet these height requirements. The applicant does not propose any fences over six (6) feet.

Prohibited Fence Materials

Subsection 4.113 (.08) D.

B25. Installed fences are not proposed or permitted to be constructed of barbed wire, razor wire, electrically charged wire, or sheathing material such as plywood or flakeboard.

Prohibited Uses in Residential Areas

Prohibited Uses in Residential Areas

Subsection 4.113 (.10)

B26. The applicant does not propose any prohibited uses.

Accessory Dwelling Units

Accessory Dwelling Units

Subsection 4.113 (.11)

B27. There are no accessory dwelling units involved in this application.

Compliance, Conditions, and Effect on Cost of Needed Housing

Impacting Needed Housing Cost

Subsection 4.113 (.14)

B28. During review of the project, no conditions or requirements have been identified that would unduly increase the cost of housing proposed in the subdivision.

Standards Applying in All Planned Development Zones

Additional Height Guidelines

Subsection 4.118 (.01)

B29. While the development abuts a lower density zone, the surrounding area is of a comparable density in the Residential Agricultural Holding Zone, with the same underlying Comprehensive Plan density as the subject site. The proposed height provides for fire protection access, and does not impact scenic views of Mt. Hood or the Willamette River, therefore staff does not recommend the Development Review Board require a height less than the applicant proposes.

Underground Utilities

Subsection 4.118 (.02)

B30. A condition of approval will require the owner/applicant to relocate the existing overhead utility lines on 4th Street underground, as determined feasible by the City and franchise utilities, within a 6-foot public utility easement to be provided, thus ensuring the requirements of this subsection are met.

Waivers

Subsection 4.118 (.03)

B31. No waivers are requested.

Other Requirements or Restrictions

Subsection 4.118 (.03) E.

B32. No additional requirements or restrictions are recommended pursuant to this subsection.

Impact on Development Cost

Subsection 4.118 (.04)

B33. It is staff's professional opinion that the determination of compliance or attached conditions do not unnecessarily increase the cost of development, and no evidence has been submitted to the contrary.

Requiring Tract Dedications

Subsection 4.118 (.05)

B34. A condition of approval requires the applicant to relocate the existing overhead utility lines on 4th Street underground, as determined feasible by the City and franchise utilities, within a 6-foot public utility easement to be provided.

Habitat Friendly Development Practices

Subsection 4.118 (.09)

B35. The grading will be limited to that needed for the proposed improvements, no significant native vegetation would be retained by an alternative site design, the City's stormwater standards will be met limiting adverse hydrological impacts on water resources, no impacts on wildlife corridors or fish passages have been identified.

Standards Applying to All Planned Development Residential Zones

Typically Permitted Uses

Subsection 4.124 (.01)

B36. The applicant proposes a multiple-family condominium complex and related open space, which are both listed as permitted uses.

Uses Permitted Accessory to Single-Family Dwellings

Subsection 4.124 (.02)

B37. None of the listed accessory uses are specifically listed by the applicant, but will be allowed consistent with this subsection.

Block and Access Standards in PDR Zones

Maximum Block Perimeter, Length, and Street Spacing Subsection 4.124 (.06)

B38. No changes to block perimeter or street spacing are proposed or required as part of this application.

PDR-4 Zone Standards

Minimum Density at Build Out Subsection 4.124.4 (.03)

B39. The density of a minimum of 10 units is inconsistent with the residential density range of 6-7 units per acre established by the Comprehensive Plan. The proposed 10 units is within the allowed unit count range established by the Comprehensive Plan. See Finding A2.

Minimum Lot Width, Depth, and Street Frontage Subsection 4.124.4 (.04) A. through C.

B40. The applicant's request does not involve a proposal to modify the land's dimensions, therefore the minimum lot width of 35 feet, minimum depth of 60 feet, and minimum street frontage of 34 feet (along Fir Ave. – public street) will continue to be met.

Maximum Building Height Subsection 4.124.4 (.04) E.

B41. The proposed development includes a maximum building height of thirty-two (32) feet less than the 35 foot maximum.

Maximum Lot Coverage Subsection 4.124.4 (.04) E.

B42. The proposed building coverage of the subject development is twenty-five percent (25%), thus falling well below the maximum of seventy-five percent (75%) as specified in this subsection.

Wilsonville Road Interchange Area Management Plan (IAMP) Overlay Zone

Where IAMP Regulations Apply Section 4.133.02

B43. The subject property is wholly within the IAMP Overlay Zone, as shown on Figure I-1, the IAMP standards are thus being applied.

IAMP Permitted Land Uses
Section 4.133.03

B44. Uses consistent with the underlying PDR-4 zone are proposed.

Access Management Applicability
Subsections 4.133.04 (.01) – (.03)

B45. A planned development, including both Stage I and Stage II, is proposed within the IAMP Overlay Zone, the access management standards and requirements thus apply. No accesses shown in the IAMP to be closed or otherwise restricted exist on the site.

Access Management Plan Consistency
Subsection 4.133.04 (.04) A.

B46. Three lots are taking direct access off of Fir Ave., which is consistent with the IAMP Access Management Plan. Additionally, three units will take access from SW 4th Street, which is a private street off of Fir Ave., on the south side of the subject property. Lastly, four units will take access from a new private drive aisle off of Fir Ave., proposed along the north property line of the site. The proposed street access does not impact any of the street access points identified in the access management plan.

Joint ODOT Review
Subsection 4.133.04 (.04) A.

B47. The proposal has been reviewed by the City’s traffic consultant (see DKS memo in Exhibit B1), City Engineering staff, and ODOT has been notified and given the opportunity to comment. Access is taken from Fir Avenue, SW 4th Street (private), and a new private drive aisle proposed for the north boundary of the site. No adjacent streets will be impacted by the proposed access points.

Cross Access Easements
Subsection 4.133.04 (.05)

B48. No tax lots identified in the Access Management Plan are involved in the proposed development.

Traffic Impact Analysis
Subsection 4.133.01 (.01)

B49. A traffic impact memorandum has been completed and included in the submittal material. See Exhibit E of Exhibit B1.

Old Town Overlay Zone

Purpose

Subsection 4.138(.01)

B50. The applicant has applied the Site Design Review provisions of this overlay zone to the proposed development, as will be demonstrated in Request C.

Old Town Overlay Application in Conjunction with Underlying Zone

Subsection 4.138 (.02)

B51. As demonstrated through subsequent findings in this staff report, specifically contained in Request C, the “O” overlay zone is being applied in conjunction with the underlying PDR-4 zone.

Standards for Development Subject to Site Design Review

Subsection 4.138(.05)

B52. These standards are reviewed in detail through Request C, Site Design Review. The functional and overall aesthetic design of the complex meeting applicable Stage II design standards does not prevent meeting the building design standards for Old Town reviewed in Request C. See Findings C15 through C30.

On-site Pedestrian Access and Circulation

Conformance with Standards

Subsection 4.154 (.01) B. 1.

B53. All of the on-site pedestrian access and circulation standards are being applied to, and met with the proposed development.

Continuous Pathway System

Subsection 4.154 (.01) B. 1.

B54. Sidewalks are shown in the applicant’s plans extending throughout the development and along all street/drive frontages. The design ensures pedestrian connectivity to the front of each home.

Safe, Direct, and Convenient

Subsection 4.154 (.01) B. 2.

B55. The submitted plans show pedestrian connections to all homes and open space areas.

Free from Hazards/Smooth Surface

Subsection 4.154 (.01) B. 2. a.

B56. The proposed pathways are shown in the proposed site plan free from hazards and will be a smooth hard surface for sidewalks and pathways.

Reasonably Direct

Subsection 4.154 (.01) B. 2. b.

B57. The sidewalks and pathways provide direct access to each unit, as well as the common open space areas.

Vehicle/Pathway Separation

Subsection 4.154 (.01) B. 3.

B58. All pedestrian pathways are vertically and or horizontally separated, except as necessitated by driveway cuts.

Crosswalks

Subsection 4.154 (.01) B. 4.

B59. No public street crossings are proposed. Sidewalks will cross the individual driveways, which will be paved with concrete and thus in contrast with the asphalt/gravel of the street/drive aisles.

Pathway Width and Surface

Subsection 4.154 (.01) B. 5.

B60. A five-foot wide sidewalk is proposed along the site frontage and throughout the development.

Parking Area Design Standards

Minimum and Maximum Parking

Subsection 4.155 (.03) G.

B61. Each dwelling unit requires 1 parking space. However, the applicant has opted to provide parking based on the 3-bedroom apartment unit minimum, which requires at least 1.75 spaces per unit. Using this standard for 10 units, a minimum of 18 spaces would need to be provided. The applicant is providing a total of 27 off-street spaces, 50% more than the minimum required. The proposed development will accommodate at least 2 off-street parking spaces per dwelling, including garages and driveways. Additionally, there will be room for up to four on-street spaces along the site's Fir Avenue frontage.

Other Parking Area Design Standards
Subsections 4.155 (.02) and (.03)

B62. The applicable standards are met as follows:

Standard	Met	Explanation
Subsection 4.155 (.02) General Standards		
B. All spaces accessible and usable for Parking	☒	Standard residential driveway design is proposed for the exterior parking, with six of the 10 units able to accommodate two cars in the driveway. The applicant has submitted floor plans demonstrating the garages to be of sufficient size and have adequate accessibility to provide an additional parking space for each unit. However, the garages are not necessary to meet minimum parking requirements.
I. Surfaced with asphalt, concrete or other approved material.	☒	Driveways and garages will be surfaced with concrete. On-street parking will be gravel as approved by the City Engineer for Old Town residential areas.
Drainage meeting City standards	☒	Drainage is professionally designed and being reviewed to meet City standards
Subsection 4.155 (.03) General Standards		
A. Access and maneuvering areas adequate.	☒	All off-street parking areas will be accessible off the proposed street or private drive which provide adequate area for typical vehicles to circulate.
A.2. To the greatest extent possible, vehicle and pedestrian traffic separated.	☒	Vehicle and pedestrian traffic are clearly delineated and separated.

Other Parking Standards and Policies and Procedures

Parking Standards Minimum Criteria
Subsection 4.155 (.02) A.

B63. The standards are being considered minimum criteria and in many cases have been exceeded such as number of planned parking spaces.

Parking Variances and Waivers
Subsection 4.155 (.02) A. 1.-2.

B64. No variances or waivers to the parking standards are requested nor would be necessary to approve the proposed development.

On-Street Parking for Parking Calculations
Subsection 4.155 (.03) F.

B65. No on-street parking is being counted as required parking for the proposed subdivision.

Access, Ingress, and Egress

Access at Defined Points
Subsection 4.167 (.01)

B66. The access points are at defined points appropriate for local streets.

Health, Safety, and Welfare
Subsection 4.167 (.01)

B67. By virtue of meeting applicable standards of Chapter 4 as well as being required to meet Public Works Standards a finding can be made the access points will be consistent with the public's health, safety and general welfare.

Approval of Access Points
Subsection 4.167 (.01)

B68. The Engineering Division is reviewing and approving all points of access to public streets.

Protection of Natural Features and Other Resources

Regard for Natural Terrain and Features
Section 4.171 (.02) A.

B69. The generally flat grade of the site is being maintained.

Grading Compliance with Uniform Building Code
Section 4.171 (.02) B.

B70. Prior to any site earth work a grading permit must be issued by the City's Building Division ensuring planned grading conforms with the Uniform Building Code.

Limiting Soil Disturbance
Section 4.171 (.02) C. 1.

B71. Only areas necessary for construction and to create home sites are being graded thus minimizing the areas being disturbed.

Avoiding Erosion, Pollution, etc.
Section 4.171 (.02) C. 2.

B72. Erosion control measures will be required during construction an there is no indication the development would lead to accelerated erosion, pollution, contamination, or siltation of water bodies, damage to significant native vegetation, or injury to wildlife or fish habitat.

Minimize Tree Removal

Section 4.171 (.02) C. 3.

B73. Both the applicant and staff have carefully reviewed the tree removal plan to maximize the number of retained trees.

Timing of Vegetation Disturbance

Section 4.171 (.04) A. 1.

B74. The applicant is not authorized to remove any vegetation that otherwise would not be removed for property maintenance or other non-development related reasons.

Incorporation of Trees and Wooded Area in Site Planning

Section 4.171 (.04) A. 2.

B75. Both the applicant and staff have carefully reviewed the tree removal plan to maximize the number of retained trees during home development.

Preservation of Trees in Right-of-Way

Section 4.171 (.04) A. 3.

B76. Both the applicant and staff have carefully reviewed the tree removal plan and have not found additional trees appropriate to preserve within the right-of-way.

Tree Protection During Construction

Section 4.171 (.04) B.

B77. As required under Request D, retained trees will be protected during construction consistent with City standards.

Standards for Soil Hazard Areas

Section 4.171 (.08) B.

B78. While the Oregon Department of Environmental Quality does not explicitly list the subject site as having known contamination, and no evidence has been presented indicating any soil hazards presently on site, the owner/applicant has specified that no Environmental Site Assessment was completed for the property. Although the applicant's representative has indicated the owner will arrange to have one performed, a condition of approval will ensure a site-specific soil study identifying the extent and severity of hazardous soil conditions from past uses, updates to the state soil hazard database are made accordingly, and there will be mitigation of any soil hazards prior to site grading.

Public Safety and Crime Prevention

Design for Public Safety

Subsection 4.175 (.01)

B79. The development will be a fairly traditional detached single-family styled condominium development on one lot, to create a quiet area with eyes on the street to discourage crime.

Addressing and Directional Signing

Subsection 4.175 (.02)

B80. All homes will be required to have addresses meeting applicable requirements.

Surveillance and Access

Subsection 4.175 (.03)

B81. No parking or loading areas are proposed needing surveillance. No other areas especially vulnerable to crime are proposed.

Lighting to Discourage Crime

Subsection 4.175 (.04)

B82. Street lighting will be installed to City standards. No additional specific lighting is proposed or needed to discourage crime.

Landscaping Standards

Landscape Code Compliance

Subsection 4.176 (.02) B.

B83. No waivers or variances to landscape standards have been requested. Thus all landscaping and screening must comply with standards of this section.

Intent and Required Materials

Subsections 4.176 (.02) C. through I.

B84. All landscape areas subject to the landscape standards are required to meet the general landscape standard. The standard is met through the proposed landscape plans in the applicant's submittal materials.

Required Materials: Shrubs and trees, other than street trees, may be grouped. Ground cover plants must fully cover the remainder of the landscaped area (see Figure 21: General Landscaping). The General Landscaping Standard has two different requirements for trees and shrubs:

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

Materials Provided: Where driveway cuts and infrastructure placement allows, trees have been planted along all frontages (including private drives) near each unit, as well as throughout the development and along the perimeter of the common area. All additional landscaping strips and open space areas will have groundcover, with the exception of the root areas of the mature trees along the east side of the property to be retained, which will be a designated low water usage area. Additionally, fully landscaped stormwater facilities are proposed along Fir Ave. and 4th St. (private) frontages, adjacent to the sidewalk.

Landscape Area

Subsection 4.176 (.03)

B85. In residential development this standard is met by the open space requirements in Section 4.113.

Landscape Locations

Subsection 4.176 (.03)

B86. Landscaping is provided in all the landscaping strips throughout the project in addition to the proposed common space and areas adjacent to all structures.

Use of Landscaping

Subsection 4.176 (.03)

B87. While landscaping will help soften homes from the street, no other buildings or off-street parking areas requiring screening are proposed.

Plant Material Variety

Subsection 4.176 (.03)

B88. Applicant's sheets A1.00 and A1.01 indicate a variety of landscaping materials that create the variety required by this subsection.

Native Plant Material Use

Subsection 4.176 (.03)

B89. The level of native plant use is appropriate for the application.

Buffering and Screening

Subsection 4.176 (.04)

B90. The applicant is proposing dense, evergreen plantings along the northern and southeastern property lines to screen the development from the nearby church and single-family housing. The northern property line will be screened with compact English laurel (6'-10' tall) and the southeastern property lines will be screened with emerald green arborvitae (at least 6' tall). Both types of screening hedges will be spaces appropriately such as to form a continuous hedge.

Landscape Plans
Subsection 4.176 (.09)

B91. Applicant's sheets A1.00 and A1.01 provide the required information.

Street Improvement Standards-Generally

Conformance with Standards and Plan
Subsection 4.177 (.01)

B92. As shown in the findings below the standards of Section 4.177 are being applied to the proposed public improvements as well as the Public Works Standards and the TSP. The Engineering Division will issue a Public Works Permit prior to construction and inspect during construction ensuring the Public Works Standards are met. Fir Avenue and 4th Street are local streets with no specific requirements or deficiencies in the Transportation System Plan outside the typical design requirements.

Rough Proportionality
Subsection 4.177 (.01)

B93. A standard half street improvement is required for Fir Ave. These are the typical minimal standards and no questions regarding rough proportionality are being analyzed.

Timing of Street Improvements
Subsection 4.177 (.01)

B94. Street improvements will be constructed prior to any home construction.

Street Improvement Standards-Adjoining Property Connectivity

Streets and Adjoining Properties
Subsection 4.177 (.02) A.

B95. Existing public streets adjacent to the development will be kept at their current length. No future continuation of 4th Street is possible due to I-5.

Adjoining Property Connections
Subsection 4.177 (.02) A. 1.

B96. No adjacent sites for future development exist.

Street Improvement Standards-Right-of-Way

Right-of-Way Width Determination
Subsection 4.177 (.02) B.

B97. The proposed street is shown consistent with Figures 3-9 of the 2013 Transportation Systems Plan.

Right-of-Way Dedication
Subsection 4.177 (.02) C. 1.

B98. A 30' right-of-way dedication is proposed in the southwestern corner of the site, along Fir Avenue, as part of the Tentative Subdivision Plat. See Request F.

Waiver of Remonstrance
Subsection 4.177 (.02) C. 2.

B99. Condition of Approval PDB 3 requires the waiver of remonstrance.

Arterial Street Setbacks
Subsection 4.177 (.02) C. 3.

B100. The Transportation Systems Plan does not show any arterial streets adjacent to the site.

Street Improvement Standards-Dead End Streets

Dead-end Streets
Subsection 4.177 (.02) D.

B101. No new dead-end streets are proposed. The proposed private drive is a dead-end due to the existing I-5 right-of-way to the east.

Street Improvement Standards-Clearance

Corner Vision Clearance
Subsection 4.177 (.02) E.

B102. The development is being designed to enable the required vision clearance to be met.

Vertical Clearance
Subsection 4.177 (.02) F.

B103. The development is being designed to enable the required vertical clearance to be met.

Street Improvement Standards- Interim Improvements

Interim Improvement Standards
Subsection 4.177 (.02) G.

B104. No interim improvements are proposed.

Street Improvement Standards-Sidewalks

Sidewalks Required
Subsection 4.177 (.03)

B105. Sidewalks are proposed along the Fir Avenue right-of-way as well as adjacent to 4th Street (private).

Through Zone

Subsection 4.177 (.03) A.

B106. All sidewalks are shown with a through zone of at least five feet.

Sidewalks on One Side

Subsection 4.177 (.03) B.

B107. Sidewalks are proposed on the entire frontages of the street and private drive. Existing development on the opposite side of 4th Street and Fir Avenue do not have sidewalks resulting in a sidewalk only on the side with new development. Owners on the sides of the streets without sidewalks are not involved in the current development application.

Street Improvement Standards-Bicycle Facilities and Multiuse Paths

Bicycle Facilities and TSP

Subsection 4.177 (.04)

B108. The streets adjacent to the project do not require any bike facilities per the TSP.

Street Improvements Standards- Access Drives and Driveways

Clear Travel Lane

Subsection 4.177 (.08) A.

B109. All access drives are designed to be kept clear of obstructions and provide a clear travel lane.

Travel Lane Load Capacity

Subsection 4.177 (.08) B.

B110. The condition of approval PDB 4. requires all travel lanes to be built of a hard surface capable of carrying a 23-ton load.

Emergency Vehicle Access

Subsection 4.177 (.08) C.

B111. The site has been designed for sufficient access for emergency vehicles and as reviewed by TVF&R. TVF&R will endorse the project, with conditions (Exhibit C1).

Emergency Access Lanes

Subsection 4.177 (.08) D.

B112. All access lanes meet or exceed the minimum 12 foot standard.

Contextual Design

Subsection 4.177 (.08) E.

B113. Access is typical for multi-family condominium developments, including the single-family detached style of the complex, and no special consideration is needed for unique vehicle types or unique traffic generation.

Access and Street Classifications

Subsection 4.177 (.08) F.

B114. No access is proposed onto a collector or arterial street.

Access Restrictions

Subsection 4.177 (.08) G.

B115. No safety or traffic operations concerns have are in the Transportation Impact Study that would necessitate a change to the street connection points.

Surfacing of Temporary Driveways

Subsection 4.177 (.08) O.

B116. A condition of approval requires temporary construction driveway to be paved or graveled to prevent tracking of mud onto adjacent paved streets.

Street Improvement Standards- Intersection Spacing

Transportation System Plan Table 3-2

Subsection 4.177 (.09) B.

B117. No new streets or intersection modifications are proposed as a result of this application, therefore street spacing standards will not be impacted.

Exceptions and Adjustments

Subsection 4.177 (.10)

B118. No adjustments to spacing standards are proposed.

Request C: DB18-0005 Site Design Review

As described in the Findings below, the applicable criteria for this request are met or will be met by Conditions of Approval.

Site Design Review

Excessive Uniformity, Inappropriateness Design

Subsection 4.400 (.01) and Subsection 4.421 (.03)

C1. Staff summarizes the compliance with this subsection as follows:

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Exhibit A1

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Excessive Uniformity: The proposed development is uniquely a condominium complex designed to have the look and feel of a single-family detached subdivision, and does not create excessive uniformity.

Inappropriate or Poor Design of the Exterior Appearance of Structures: The units are intended to represent the architecture styles of homes throughout the Willamette Valley in the early 1900s. Each unit is designed to provide attractive, comfortable, and welcoming places to live within an appropriate architectural context.

Inappropriate or Poor Design of Signs: One freestanding sign is proposed for the development, which meets the applicable requirements of the Sign Code and harmoniously fits the style and scale of the proposed development. See Request E.

Lack of Proper Attention to Site Development: The appropriate professional services have been used to design the site, demonstrating appropriate attention being given to site development.

Lack of Proper Attention to Landscaping: Landscaping is provided exceeding the area requirements, has been professionally designed by a landscape architect, and includes a variety of plant materials, all demonstrating appropriate attention being given to landscaping.

Purposes and Objectives

Subsection 4.400 (.02) and Subsection 4.421 (.03)

C2. The applicant has provided sufficient information demonstrating compliance with the objectives of this subsection as follows:

- Pursuant to objective A (assure proper functioning of the site and high quality visual environment), the proposed building locations and site layout would allow for landscaping and parking requirements to be met while still creating a high quality visual environment that is compatible with the surrounding single-family detached residential neighborhood.
- Pursuant to objective B (encourage originality, flexibility, and innovation), the proposed site layout allows for a unique and innovative condominium complex that appears outwardly as detached single-family homes. Through this design, there layout allows for flexibility in parking and landscape area, which has allowed the applicant to exceed both of these standards.
- Pursuant to objective C (discourage inharmonious development), the professional design of the proposed buildings and landscaping supports a high quality visual environment and thus prevents monotonous, drab, unsightly, and dreary development.
- Pursuant to objective D (conserve natural beauty and visual character), the applicant is proposing to retain existing trees to the greatest extent feasible. A grove of mature trees along the eastern property line will be retained, and a significant amount of new vegetation will be planted with this development, thus enhancing the visual character of the development from offsite.

- Pursuant to objective E (protect and enhance City's appeal), development of the site with a well-designed residential development and high-quality landscaping will enhance the City's appeal.
- Pursuant to objective F (stabilize property values/prevent blight), developing the site, which currently sits vacant, will enhance the site and the surrounding neighborhood, preventing future blight.
- Pursuant to objective G (insure adequate public facilities), the proposal does not impact the availability of public facilities, which are available and adequate for the subject property.
- Pursuant to objective H (achieve pleasing environments and behavior), the design of the buildings are such that each entrance is defined as being in the front of the building, with pedestrian pathways leading to the larger common open space area central to the site. Design of homes at visible locations along Fir Ave. will create a more pleasing and interactive environment than currently exists.
- Pursuant to objective I (foster civic pride and community spirit), development of a high-quality residential complex as an infill project on an existing vacant lot will contribute to civic pride and community spirit by adding aesthetic value.
- Pursuant to objective J (sustain favorable environment for residents), development of this site, currently vacant and centrally located in Old Town, is intended to create a more favorable environment for residents.

Development Review Board Jurisdiction Section 4.420

- C3.** A condition of approval has been included to ensure construction, site development, and landscaping are carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. No building permits will be granted prior to development review board approval. No variances are requested from site development requirements.

Design Standards Subsection 4.421 (.01)

- C4.** The applicant has provided sufficient information demonstrating compliance with the standards of this subsection as follows:
- Pursuant to standard A (Preservation of Landscape), to the greatest extent feasible landscaping is being preserved, specifically a grove of mature trees along the eastern side of the property. The proposed development would provide a new landscaping plan meeting current standards in a fashion similar to other residential developments in Wilsonville.
 - Pursuant to standard B (Relation of Proposed Buildings to Environment), the site does not have extensive topographical change or other naturally sensitive areas. The proposed development would transform the presently vacant site into a well-

designed development compatible with the surrounding neighborhood.

- Pursuant to standard C (Drives, Parking, and Circulation), proper attention has been given to the location of each unit's driveway/access points. Safe and accessible routes are provided along the perimeter and throughout the site with pedestrian walkways from the sidewalk to the front door of each new building.
- Pursuant to standard D (Surface Water Drainage), no adverse impacts to surface water drainage will result from the proposal.
- Pursuant to standard E (Utility Service), no above ground utility installations are proposed. Stormwater and sanitary sewage disposal facilities are indicated on the applicant's grading and utility plan, shown in Exhibit B2.
- Pursuant to standard F (Advertising Features), the applicant has provided sufficient information on signs, and a sign permit is being reviewed concurrently with this request. See Request E.
- Pursuant to standard G (Special Features), there are no exposed storage areas, loading areas, or machinery installations requiring additional screening.

Applicability of Design Standards

Subsection 4.421 (.02)

C5. Design standards have been applied to all buildings and other site features.

Conditions of Approval

Subsection 4.421 (.05)

C6. No additional conditions of approval are recommended to ensure the proper and efficient functioning of the development.

Color or Materials Requirements

Subsection 4.421 (.06)

C7. No specific paints or colors are being required.

Mixed Solid Waste and Recycling Areas

Location, Design, and Access for Mixed Solid Waste and Recycling Areas

Section 4.430

C8. Solid waste and recycling storage will be handled through individual bins, to be stored in the each individual garage. Regarding pick-up, each unit will wheel the bins to the right-of-way, as is customary throughout the neighborhood and Wilsonville's residential areas at large (specifically for developments of a single-family detached style). For units 7-10 there is a designated, paved area adjacent to the private drive aisle, along the northern property line, for residents to place garbage/recycling for weekly collection. Republic Service, the franchise garbage hauler, has reviewed and approved the site plan and collection proposal.

Site Design Review Submission Requirements

Submission Requirements

Section 4.440

C9. The applicant has submitted the required additional materials, as applicable.

Time Limit on Site Design Review Approvals

Time Limit on Approval

Section 4.442

C10. The Applicant has indicated that they will pursue development within two (2) years and it is understood that the approval will expire after 2 years if a building permit hasn't been issued unless an extension has been granted by the board.

Installation of Landscaping

Landscape Installation or Bonding

Subsection 4.450 (.01)

C11. A condition of approval will assure installation or appropriate security.

Approved Landscape Plan

Subsection 4.450 (.02)

C12. A condition of approval shall provide ongoing assurance that the proposed landscape plan is binding upon the applicant, and that substitution of plant materials, irrigation systems, or other aspects of the approved landscape plan shall not be made without official action of the Planning Director.

Landscape Maintenance and Watering

Subsection 4.450 (.03)

C13. A condition of approval will ensure landscaping is continually maintained in accordance with this subsection.

Modifications of Landscaping

Subsection 4.450 (.04)

C14. A condition of approval shall provide ongoing assurance that this criterion is met by preventing modification or removal without the appropriate City review.

Old Town Overlay Zone

Purpose

Subsection 4.138(.01)

C15. The applicant has applied the Site Design Review provisions of this overlay zone to the proposed development, as will be demonstrated in the findings, below.

Old Town Overlay Application in Conjunction with Underlying Zone

Subsection 4.138 (.02)

C16. The “O” overlay zone is being applied in conjunction with the underlying PDR-4 zone.

Review Process

Subsection 4.138(.03)

C17. The Site Design Review process is being applied to this development as it is a new multi-family development.

Building Setbacks

Subsection 4.138(.05) A.

C18. Each building on site meets the minimum setback requirements per the PDR-4 zone.

Landscaping

Subsection 4.138(.05) B.

C19. The applicable has submitted a landscape plan to exceeding the minimum of 15 percent landscape area. The development includes approximately 32,511 square feet of landscape area, which is over 50% of the total site area.

Building Height

Subsection 4.138(.05) C.

C20. The PDR-4 zone allows a maximum building height of 35 feet. The applicant proposed a maximum building height of 32’.

Pedestrian Environment

Subsection 4.138(.05) E.

C21. The applicant has given special attention to the primary building entrances, assuring they are both attractive and functional. The dwellings feature front entrances with prominent, raised front porches and recessed, traditional wood doors. The porches provide a well-defined transition from public to private space. The porch and front door are designed to reflect entries of traditional, early 20th century homes in the area. The applicant also proposes landscaping between the sidewalk and front of each dwelling unit.

Building Compatibility

Subsection 4.138(.05) G.

C22. The design of the homes reflects features found on homes typical of the early 20th century in the Willamette Valley. These features include steeply pitched roofs, divided-lite windows, deep eaves, dormers, pergolas, deep front porches, wide corner trim, prominent barge rafters, exposed rafter tails, balustrades, and tapered columns. Siding materials are fiber cement, and are a mix of narrow-exposure lap siding and shingles to mimic traditional wood siding. The proposed homes are modestly sized, around 1,800 square feet each. There are six 1.5-story homes and four 2-story homes; each home facing existing residences does not exceed 1.5-stories, such as to provide compatibility with the surrounding building heights. The fronts of each proposed dwelling have steeply pitched gabled roofs, which is also common of homes in the early 20th century.

Building Materials

Subsection 4.138(.05) H.

C23. The facades of the houses are articulated to provide visual interest and to give a pleasing, pedestrian scaled feel. The projecting front porch, corbelled pergola and recessed entry door provide depth to the front façade. Dormers, recesses and bumpouts on the other elevations are intended to provide visual interest on each façade. Arts and Craft style details such as exposed rafter tails, detailed porch railing, open-structure entry roof and vertically oriented windows also give visual interest to the facades. The siding materials are a mix of lap siding, vertical battens, and shingles, which are common throughout the Old Town Neighborhood. The siding is composed of durable fiber cement and shingles designed to accurately mimic traditional wood sidings. The barge rafters, open porch roof framing, fascias, and railings are made from rot-resistant wood. The trim is fiber cement, and the windows are vinyl. The exterior finishes are made up of wood and fiber cement in shapes and patterns that match those of early 20th century houses. The exterior materials are to be painted fiber cement in narrow-exposure lap siding, board and batten, and shingle profiles to match the appearance of traditional wood sidings; paint colors will be subdued and earthy, but varied to match the required time period.

Building Entrances

Subsection 4.138(.05) J.

C24. The houses facing streets have welcoming, covered porches. Although this development involves condominiums, the units consist of 10 detached units, designed to mimic single-family homes. The secondary entrance on the back sides of the houses are noted to be of importance for creating a sense of community within the development, therefore they are as articulated as the front entrances. Details include recessed porches, French doors, tapered columns, windows, and a garden fence with gate (for backyard access points).

Building Facades

Subsection 4.138(.05) K.

C25. All building facades include architectural ornamentation to make the elevations visually interesting. The ornamental devices utilized include an articulated pediment, wide window and door casings, heavy barge rafters, horizontal trim bands, a corbelled pergola and prominent wainscoting. The front porches are deep and have an Arts and Craft style exposed structural roof frame, tapered columns, and an expressive, open pediment. The design of the site also includes projecting and recessed planes, divided-lite windows, and detailed railings.

Landscapes and Streetscapes

Subsection 4.138(.05) M.

C26. The applicant is proposing street lights of the standard design throughout the Old Town Overlay District – Westbrook Goose-Neck fixtures with a 20' mounting height. A condition of approval will ensure they are Cobalt Blue, which is consistent with Old Town's street lights. As the project is surrounded by single-family houses and not public space or commercial activity, the site will maintain outdoor seating and benches in the common area of the complex, which are proposed to be of a compatible design and park-like appearance. No benches or other streetscape items are proposed within the public right-of-way, therefore the pedestrian walkway minimum width of 5' will be maintained at all times.

Lighting

Subsection 4.138(.05) N.

C27. Both front and rear entrances of each dwelling will be well-lit by porch lights. The light fixtures on the exteriors of the buildings will be of a traditional design, and will consist of a combination of hanging and wall mounted luminaires. Site lighting fixtures will be low travel path lights and general ambient lighting at common patios. Additionally, lamps will direct light downward to prevent glare and unwanted illumination into houses, public rights-of-way, and neighboring properties.

Exterior Storage

Subsection 4.138(.05) O.

C28. No exterior storage or display is proposed with this application.

Storage of Trash and Recyclables

Subsection 4.138(.05) P.

C29. Trash and recyclable storage will be contained in the garages of the individual houses. The standards of 4.430 have been applied and included in this staff report. See Finding C8.

Signs

Subsection 4.138(.05) Q.

C30. There is one freestanding sign proposed to identify the development, located near the pedestrian walkway that leads from the sidewalk along Fir Ave., which is proposed to have a shape, coloring, and materials that match the architectural style of the buildings. The provisions of Sections 4.156.01 through 4.156.11 have been applied and included in this staff report. See Request E.

Natural Features and Other Resources

Protection

Section 4.171

C31. The proposed design of the site provides for protection of natural features and other resources consistent with the proposed Stage II Final Plan for the site as well as the purpose and objectives of site design review, to the greatest extent feasible. As part of the protection of natural features on site, the applicant is proposing to retain several mature trees along the east side of the property. See findings B35, B73, and B75 under Request B.

Landscaping

Landscape Standards Code Compliance

Subsection 4.176 (.02) B.

C32. No waivers or variances to landscape standards have been requested. Thus all landscaping and screening must comply with standards of this section.

Intent and Required Materials

Subsections 4.176 (.02) C. through I.

C33. The minimum or higher standard has been applied throughout different landscape areas of the site and landscape materials are proposed to meet each standard in the different areas. Site Design Review is being reviewed concurrently with the Stage II Final Plan which includes a thorough analysis of the functional application of the landscaping standards. See Findings B83 through B91 under Request B.

Landscape Area and Locations

Subsection 4.176 (.03)

C34. Consistent with the proposed Stage II Final Plan for the site, applicant's sheets A1.00 and A1.01 indicate landscaping will cover over 50 percent of the site. Landscaping is proposed in a variety of different areas as demonstrated in the applicant's plan set. A wide variety of plants have been proposed to achieve a professional design.

Buffering and Screening

Subsection 4.176 (.04)

C35. Consistent with the proposed Stage II Final Plan, adequate screening is proposed. See Finding B90 under Request B.

Shrubs and Groundcover Materials

Subsection 4.176 (.06) A.

C36. A condition of approval requires that the detailed requirements of this subsection are met.

Plant Materials-Trees

Subsection 4.176 (.06) B.

C37. The plants material requirements for trees will be met as follows:

- The condition of approval requires all trees to be B&B (Balled and Burlapped)
- The condition of approval requires all plant materials to conform in size and grade to “American Standard for Nursery Stock” current edition.”
- The applicant’s planting plan lists tree sizes meeting requirements.

Types of Plant Species

Subsection 4.176 (.06) E.

C38. The applicant has provided sufficient information in their landscape plan (sheets A1.00 and A1.01) showing the proposed landscape design meets the standards of this subsection.

Tree Credit

Subsection 4.176 (.06) F.

C39. The applicant is not requesting any of preserved trees be counted as tree credits pursuant to this subsection.

Exceeding Plant Standards

Subsection 4.176 (.06) G.

C40. The applicant has proposed a landscape plan that exceeds the minimum standards of this Section, and the selected landscape materials do not violate any height or visions clearance requirements.

Landscape Installation and Maintenance

Subsection 4.176 (.07)

C41. The installation and maintenance standards are or will be met as follows:

- Plant materials are required to be installed to current industry standards and be properly staked to ensure survival
- Plants that die are required to be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City.
- The general landscaping notes on the applicant’s sheet A1.01 provides for an

irrigation system.

Landscape Plans

Subsection 4.176 (.09)

C42. Applicant's sheet A1.01 in Exhibit B2 provides the required information.

Completion of Landscaping

Subsection 4.176 (.10)

C43. The applicant has not requested to defer installation of plant materials.

Outdoor Lighting

Applicability

Sections 4.199.20 and 4.199.60

C44. As the development includes multi-family housing with a common area, the new luminaires are being evaluated under the outdoor lighting ordinance.

Outdoor Lighting Zones

Section 4.199.30

C45. The project site is within LZ 2 and the proposed outdoor lighting systems will be reviewed under the standards of this lighting zone.

Optional Lighting Compliance Methods

Subsection 4.199.40 (.01) A.

C46. The applicant has elected to comply with the Prescriptive Option.

Maximum Luminaire Wattage

Subsection 4.199.40 (.01) B. 1.

C47. For the L2 Lighting Zone, shielded fixtures are limited to 100W if fully shielded, 35W if shielded, 39W if partly shielded, and 50W if unshielded. The shared paths and patios will be lit by bollard lights with a maximum of 11W LED bulb and a porch light with the same type of bulb. The sign for the development will be up-light with a 3W LED bulb. All proposed lighting falls below the maximum wattage per Table 7.

Oregon Energy Efficiency Specialty Code Compliance

Subsection 4.199.40 (.01) B. 2.

C48. The 2019 Oregon Residential Specialty Code (ORSC) Section N1107 requires all exterior lighting fixtures shall contain high-efficiency lamps. Per Section N1107.2, screw-in LED lamps comply with this requirement.

Mounting Height

Subsection 4.199.40 (.01) B. 3.

C49. The pole lights proposed in front of each house are 7 feet tall, and the bollard lights are 2.3 feet tall, thus meeting the requirement of lighting for private drives, driveways, parking, bus stops and other transit facilities to be mounted no higher than 40 feet, lighting for walkways, bikeways, plazas and other pedestrian areas no higher than 18 feet, and all other lighting no higher than 8 feet.

Luminaire Setback from Property Line

Subsection 4.199.40 (.01) B. 4.

C50. The pole lights in front of the houses are along the streets for the 1.5-story houses. The two-story houses have pole lights along the access drive and are 29' away from the property line, with maximum mounting heights of 7' ($7 \times 3 = 21'$). The bollard lights are 2.3' tall ($2.3 \times 3 = 6.9'$), and do not come closer than 9' from any property lines.

Lighting Curfew

Subsection 4.199.40 (.02) D.

C51. The proposed lighting is exempt from curfew, as the complex will continually "operate" with 24-hour occupancy.

Standards and Submittal Requirements

Sections 4.199.40 and 4.199.50

C52. All required materials have been submitted.

Request D: DB18-0006 Type C Tree Removal Plan

Type C Tree Removal-General

Tree Related Site Access

Subsection 4.600.50 (.03) A.

D1. It is understood the City has access to the property to verify information regarding trees.

Review Authority

Subsection 4.610.00 (.03) B.

D2. The requested removal is connected to site plan review by the Development Review Board for new development. The tree removal is thus being reviewed by the DRB.

Conditions of Approval
Subsection 4.610.00 (.06) A.

D3. No additional conditions are recommended pursuant to this subsection.

Completion of Operation
Subsection 4.610.00 (.06) B.

D4. It is understood the tree removal will be completed by the time construction of the condominium complex is completed, which is a reasonable time frame for tree removal.

Security for Permit Compliance
Subsection 4.610.00 (.06) C.

D5. No bond is anticipated to be required to ensure compliance with the tree removal plan as a bond is required for overall landscaping.

Tree Removal Standards
Subsection 4.610.10 (.01)

D6. The standards of this subsection are met as follows:

- Standard for the Significant Resource Overlay Zone: The proposed tree removal is not within the Significant Resource Overlay Zone.
- Preservation and Conservation: The applicant has taken tree preservation into consideration, and has limited tree removal to trees that are necessary to remove for development.
- Development Alternatives: No significant wooded areas or trees would be preserved by design alternatives.
- Land Clearing: Land clearing is not proposed, and will not be a result of this development application.
- Residential Development: The existing natural features on site, namely the mature tree grove along the eastern side of the property to be preserved, were taken into consideration during the design of the site.
- Compliance with Statutes and Ordinances: The necessary tree replacement and protection is planned according to the requirements of tree preservation and protection ordinance.
- Relocation or Replacement: Tree removal is limited to where it is necessary for construction or to address nuisances or where the health of the trees warrants removal.
- Limitation: The trees proposed for removal were either determined to have viability issues by the project's Arborist, or were found to be in conflict with proposed development. There is no practical alternatives to the placement of public improvements or onsite buildings that would result in the preservation of additional trees. Therefore, the applicant has shown that the tree removal, as proposed, is reasonable under these circumstance.

- Additional Standards: A tree survey has been provided, and utilities are proposed to be located where they would best avoid adverse environmental consequences. Trees 1-3 are not in direct conflict with the proposed onsite development; however, the on-street parking area and sidewalk improvements significantly impact their root zone. There is no practical alternative for the placement of these public improvements. Additionally, tree 7 is located within a storm water facility, which is required for water treatment. The preservation of trees was considered in relation to utilities and improvements and was accommodated to the greatest extent feasible.

Review Process

Subsection 4.610.40 (.01)

D7. The plan is being reviewed concurrently with the Stage II Final Plan.

Tree Maintenance and Protection Plan

Section 4.610.40 (.02)

D8. The applicant has submitted the necessary copies of a Tree Maintenance and Protection Plan. See the applicant's notebook, Exhibit B1. The Arborist Report and tree locations are in Exhibit F.

Replacement and Mitigation

Tree Replacement Requirement

Subsection 4.620.00 (.01)

D9. Sixteen trees are proposed for removal, eighteen trees are proposed to be planted, exceeding a one to one ratio.

Basis for Determining Replacement

Subsection 4.620.00 (.02)

D10. Sixteen trees are proposed for removal, and eighteen trees are proposed to be planted, exceeding a one to one ratio. Trees will meet the minimum caliper requirement or will be required to by Condition of Approval.

Replacement Tree Requirements

Subsection 4.620.00 (.03)

D11. A condition ensures the relevant requirements are met.

Replacement Tree Stock Requirements

Subsection 4.620.00 (.04)

D12. A condition of approval will ensure the appropriate quality for replacement trees.

Replacement Trees Locations
 Subsection 4.620.00 (.05)

D13. The applicant proposes to mitigate for all removed trees on site and in the appropriate locations for the proposed development.

Protection of Preserved Trees

Tree Protection During Construction
 Section 4.620.10

D14. While the submitted arborist report includes suitable tree protection plans during construction, the conditions of approval assure the applicable requirements of this Section and the requirements of RD-1230, Public Works Standards drawing on Tree Protection Fencing, will be met.

Request E: DB18-0007 Class 3 Sign Plan

Sign Review and Submission

Review Process
 Subsection 4.031 (.01) M. and Subsection 4.156.02 (.03)

E1. The application qualifies as a Class III Sign Permit and is being reviewed by the Development Review Board.

Class III Sign Permits Generally
 Subsection 4.156.02 (.06)

E2. As the application involves a sign associated with new development requiring DRB review, the application qualifies as a Class III Sign Permit.

Class III Sign Permit Submission Requirements
 Subsection 4.156.02 (.06) A.

E3. As indicated in the table below the applicant has satisfied the submission requirements:

Requirement	Submitted	Waiver Granted	Condition of Approval	Not Applicable	Additional findings/notes

		Info Already Available to City	Info Not Necessary for Review			
Completed Application Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sign Drawings or Descriptions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Documentation of Tenant Spaces Used in Calculating Max. Sign Area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Drawings of Sign Placement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Project Narrative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Information on Any Requested Waivers or Variances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Class III Sign Permit Review Criteria

Class II Sign Permit Review Criteria: Generally and Site Design Review

Subsection 4.156.02 (.05) E.

- E4.** As indicated in Request C and Finding E11, the proposed sign satisfies the sign regulations for the applicable zoning district and the Site Design Review Criteria in Sections 4.400 through 4.421.

Class II Sign Permit Review Criteria: Compatibility with Zone

Subsection 4.156.02 (.05) E. 1.

- E5.** The proposed signs are typical of and compatible with residential developments within a Planned Development Residential zone. This includes a design and colors reflecting the architecture and style of the development, size, and location. No evidence exists nor has testimony been received that the subject signs would detract from the visual appearance of the surrounding development.

Class II Sign Permit Review Criteria: Nuisance and Impact on Surrounding Properties

Subsection 4.156.02 (.05) E. 2.

- E6.** There is no evidence, and no testimony has been received suggesting the subject sign would create a nuisance or negatively impact the value of surrounding properties.

Class II Sign Permit Review Criteria: Items for Special Attention
Subsection 4.156.02 (.05) E. 3.

- E7. The proposed freestanding sign would be located within the landscape area adjacent to the main pedestrian pathway connecting to the site's Fir Ave. frontage. The Applicant is proposing a stained wood sign with cedar poles and bronze anodized aluminum lettering, which will be compatible with the complex's color scheme and architecture.

Sign Measurement

Measurement of Cabinet Signs and Similar
Subsection 4.156.03 (.01) A.

- E8. The proposed freestanding sign has been measured consistent with this subsection.

Measurement of Sign Height Above Ground
Subsection 4.156.03 (.02) A.

- E9. The proposed sign has been measured consistent with this subsection.

Measurement of Sign Height and Length
Subsection 4.156.03 (.03) A.-B.

- E10. The proposed sign has been measured consistent with this subsection.

Sign Regulations in Residential Zones

General Allowance – Freestanding
Subsection 4.156.07 (.01) A.

- E11. The proposed sign posts are 2'-8" in height and 5'-9.5" in width, whereas the actual sign area is 1'-8" in length and 5'-2.5" in width, and is therefore approximately 8.7 square feet in area. Therefore, the proposed freestanding sign falls below and conforms to the height maximum of 6' and area maximum of 15 square feet, as specified in this subsection.

Request F: DB18-0039 Tentative Condominium Plat

Land Division Authorization

Authority of the Development Review Board
Subsection 4.031(.01) C.

- F1. This tentative condominium plat is being processed as a Class III review before the Development Review Board in accordance with this subsection.

Application Requirements
Subsection 4.034(.05)

- F2. This tentative condominium plat is being processed according to the provisions of

Subsection 4.210, which is found in the subsequent findings of this staff report.

Land Divisions

Plat Review Authority

Subsection 4.202 (.01) through (.03)

- F3.** The tentative condominium plat is being reviewed by the Development Review Board according to this subsection. The final plat will be reviewed by the Planning Division under the authority of the Planning Director to ensure compliance with the tentative plat.

Legal Lot Requirement

Subsection 4.202 (.04) A.

- F4.** It is understood that no parcels will be sold or transferred until the final plat has been approved by the Planning Director and recorded.

Undersized Lots Prohibited

Subsection 4.202 (.04) B.

- F5.** No parcels will be divided as part of this application; the applicant is proposing to “re-plat” the site to accommodate the condominium complex, therefore the lot dimensions will remain unchanged.

New Development Subject to Planned Development Process

Subsection 4.202 (.06)

- F6.** The proposed, new condominium development is being reviewed as a planned development, according to the procedures specified in Sections 4.118 and 4.140.0

Plat Application Procedure

Pre-Application Conference

Subsection 4.210 (.01)

- F7.** A pre-application conference was held on April 20, 2017 (PA17-0017) in accordance with this subsection.

Tentative Plat Preparation

Subsection 4.210 (.01) A.

- F8.** The applicant’s Exhibit B2 includes a preliminary condominium plat and relevant supplemental material prepared in accordance with this subsection.

Tentative Plat Submission

Subsection 4.210 (.01) B.

- F9.** The tentative condominium plat has been submitted with the required information as outlined in this subsection.

Action on Proposed Tentative Plat
Subsection 4.210 (.01) C.

F10. The proposed tentative condominium plat is included with this application for review by the Development Review Board (Exhibit B2). There is no partition plat proposed with this application. As noted in this subsection, after approval of the tentative plat, a final plat must be prepared and submitted to the Planning Division within two years, if an extension is not provided. Any conditions of approval adopted by the Board shall be reflected on the final plat, and the final plat will not be approved by the City until all the conditions of approval adopted by the DRB for the tentative condominium plat have been satisfied. The final plat will be recorded with the CC&Rs for the condominium complex; no additional limits are recommended for the subject covenants and restrictions.

Phases to Be Shown
Subsection 4.210 (.01) D.

F11. The applicant is not proposing to develop the site in multiple phases.

Remainder Tracts
Subsection 4.210 (.01) E.

F12. There will be no remainder tracts as a result of this application, as no land divisions are proposed.

General Land Division Requirements- Streets

Conformity to the Transportation System Plan
Subsection 4.236 (.01)

F13. No changes to the street system are proposed as part of this application.

Adjoining Streets Relationship
Subsection 4.236 (.02)

F14. No streets are required or proposed related to the subject partition; the proposed condominium plat covers the applicant's entire tract, and there are no land divisions proposed.

Conformity with Section 4.177 and Block Standards of Zone
Subsection 4.236 (.03)

F15. The existing plat was recorded prior to the implementation of this subsection. As no land divisions or streets are proposed or required related to the subject condominium plat, there are no changes proposed that would be subject to this subsection.

Creation of Easements

Subsection 4.236 (.04)

F16. A condition of approval ensures all required easements, in conformance with City Public Works Standards, are reflected on the final condominium plat. See Finding F23.

Topography

Subsection 4.236 (.05)

F17. No change in the topography of the site is proposed as part of the proposed condominium plat.

Reserve Strips

Subsection 4.236 (.06)

F18. No new streets, or reserve strips, are proposed as part of this application.

Future Expansion of Streets

Subsection 4.236 (.07)

F19. No changes to the existing street system or future expansions of adjacent streets are proposed or required as part of this condominium plat.

Additional Right-of-Way

Subsection 4.236 (.08)

F20. The applicant is dedicating 30' of right-of-way at the southwestern corner of the site; no additional right-of-way is proposed, or required, with this application. The application conforms to the Code and Transportation Systems Plan.

Street Names

Subsection 4.236 (.09)

F21. No new street names are proposed as part of this application.

General Land Division Requirements - Blocks

Blocks

Subsection 4.237 (.01)

F22. As there is no land division proposed in this application, this subsection does not apply. Block sizes and dimensions will remain the same.

General Land Division Requirements - Easements

Utility Line Easements

Subsection 4.237 (.02) A.

F23. All utilities will be in the right-of-way or utility easements. A condition of approval requires

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Exhibit A1

Fir Avenue Commons

DB18-0003 through DB18-0007 and DB18-0039

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the applicant shall relocate the existing overhead utility lines on 4th Street underground, as determined feasible by the City and franchise utilities, within a 6-foot public utility easement to be provided. Required utility easements will be created on the plat, as necessary.

Water Course Easements

Subsection 4.237 (.02) B.

F24. No water course easements have been identified to be recorded with the requested plat.

Pedestrian and Bicycle Pathways

Subsection 4.237 (.03)

F25. No new blocks are proposed as part of this application, therefore this criteria does not apply.

Tree Planting

Subsection 4.237 (.04)

F26. While no land divisions are proposed as part of this application, the applicant has supplied a planting plan per this subsection.

General Land Division Requirements- Lot Size and Shape

Lot Size and Shape

Subsection 4.237 (.05)

F27. Proposed parcel size, width, shape, and orientations are not proposed to be modified as part of this application.

Public Sewer Service

Subsection 4.237 (.05) A.

F28. The subject property is presently served by public sewer, and will maintain this connection with the proposed development.

Lot Size and Width for Planned Developments

Subsection 4.237 (.05) C.

F29. No waivers are proposed with the subject application.

General Land Division Requirements- Access

Minimum Street Frontage

Subsection 4.237 (.06)

F30. No land divisions modifying street frontages are proposed as part of this application, therefore no modifications to lot frontage will result from this development.

General Land Division Requirements- Other

Through Lots

Subsection 4.237 (.07)

F31. No parcels are proposed as described in this subsection.

Lot Side Lines

Subsection 4.237 (.08)

F32. No lot line modifications are proposed in the subject application.

Large Lot Divisions

Subsection 4.237 (.09)

F33. No future divisions of the proposed parcels are planned.

Land for Public Purposes

Subsection 4.237 (.12)

F34. No property reservation is recommended as described in this subsection.

Corner Lots

Subsection 4.237 (.13)

F35. No new corner lots are being created.

Lots of Record

Defining Lots of Record

Section 4.250

F36. The existing parcel is a lot of record – tax lot ID: 31W23AC00400.

Improvements – Requirements

Improvements – Procedures

Section 4.260

F37. All improvements will be required to conform to the Public Works Standards. See Condition of Approval PF1. and Exhibit C1.

Improvements – Requirements

Section 4.262

F38. Conformance with these requirements will be ensured through the Engineering Divisions', and Building Division's where applicable, permit and inspection process.

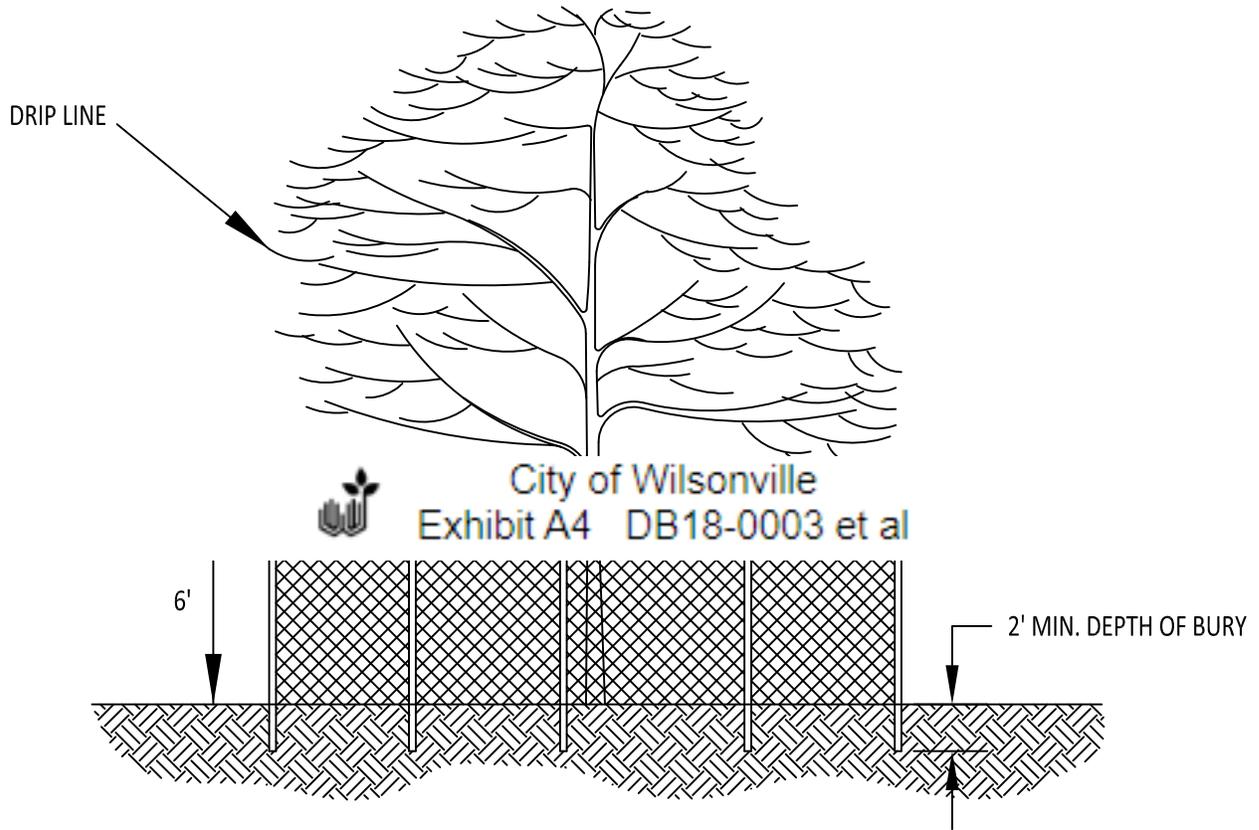
Exhibit C3 Natural Resources Findings & Requirements

Stormwater Management Requirements

1. Provide a drainage report, including the BMP Sizing Tool report, consistent with the requirements of the 2015 Public Works Standards.
2. Pursuant to the 2015 Public Works Standards, infiltration testing shall be conducted to determine the site's suitability for the proposed stormwater management facilities. Testing shall be conducted or observed by a qualified individual working under the supervision of a Professional Engineer, Registered Geologist, or Certified Engineering Geologist licensed in the State of Oregon.
3. Provide profiles, plan views, landscape information, and specifications for the proposed stormwater facilities consistent with the requirements of the 2015 Public Works Standards.
4. Pursuant to the 2015 Public Works Standards, the applicant shall submit a maintenance plan (including the City's stormwater maintenance and access easement) for the proposed stormwater facilities prior to approval for occupancy of the associated development.
5. Pursuant to the 2015 Public Works Standards, access shall be provided to all areas of the proposed stormwater facilities. At a minimum, at least one access shall be provided for maintenance and inspection.

Other Requirements

6. The applicant shall comply with all applicable state and federal requirements for the proposed construction activities (e.g., DEQ NPDES #1200-CN permit).



NOTES:

1. FENCE SHALL BE 6' IN HEIGHT AND SET AT TREE DRIP LINE.
2. FENCE MATERIALS SHALL CONSIST OF 2" MESH CHAIN LINKS SECURED TO A MINIMUM 1 1/2" DIA. STEEL OR ALUMINUM LINE POSTS.
3. POSTS SHALL BE SET TO A DEPTH OF NO LESS THAN 2 FEET IN NATIVE SOIL.
4. FENCE SHALL REMAIN IN PLACE UNTIL THE COMPLETION OF CONSTRUCTION ACTIVITIES. MOVEMENT OR REMOVAL OF FENCE REQUIRES APPROVAL BY CITY'S AUTHORIZED REPRESENTATIVE.

Tree Protection Fencing

DRAWING NUMBER: RD-1230

DRAWN BY: SR

SCALE: N.T.S.

FILE NAME: RD-1230.DWG

APPROVED BY: NK

DATE: 4/2/14
Page 66 of 182

**CITY OF
WILSONVILLE**



PUBLIC WORKS STANDARDS

DESCRIPTION:



PARCEL I

Part of the Thomas Bailey D.L.C. No. 45, in Section 23, Township 3 South, Range 1 West, of the Willamette Meridian, in Clackamas County, Oregon, described as follows:

Beginning at a point on the Southerly extension of the centerline of Fir Avenue, 40 feet South 7° 42' West of the South line of Fourth Street in the plat of Wilsonville; thence continuing South 7° 42' West along said centerline extension, a distance of 210 feet, more or less, to the North line of that tract conveyed to the Oregon Electric Railway Company, by deed Recorded December 20, 1909, in Book 113, Page 53, Clackamas County Deed Records; thence North 89° 57' East along the North line of the said Railway Company's tract, 107 feet, more or less, to the Southwest corner of that tract conveyed to Omer W. Phillips, et ux, by Deed Recorded August 31, 1966, in Book 679, Page 125, Clackamas County Deed Records; thence North 7° 42' East along the West line of said Phillips tract; 194.9 feet to the Northwest corner of the Phillips tract which corner is on the centerline of a street easement; thence North 82° 18' West, 106 feet to the point of beginning.

PARCEL II

An easement for road purposes to be used in common with others over part of the Thomas Bailey D.L.C. No. 45, in Section 23, Township 3 South, Range 1 West, of the Willamette Meridian in Clackamas County, Oregon, described as follows:

Beginning at an iron rod which is South 7° 42' West 15 feet from the intersection of the East line of Fir Avenue and the South line of Fourth Street in the plat of Wilsonville; thence North 7° 42' East 15 feet; thence North 82° 18' West 30 feet to an iron rod; thence South 7° 42' West, 65 feet to an iron rod; thence South 82° 18' East 256 feet to an iron rod; thence North 7° 42' East, 50 feet to an iron rod; thence North 82° 18' West, 226 feet, more or less, to the point of beginning.

EXCEPTING THEREFROM that portion lying within the above described Parcel I. thereof.

2

STATE OF OREGON)
County of Clackamas) ss.
I, Juanita N. Orr, County Clerk, Ex Officio
Recorder of Conveyances of the State of Oregon,
for the County of Clackamas, do hereby certify
that the instrument of writing, was received for
recording in the records of said County at

1994 AUG 20 PM 2:51



JUANITA N. ORR
County Clerk
Recording Certificate
667-14 84 28734

WARRANTY DEED - STATUTORY FORM
(Individual or Corporation)

RAINIER FINANCIAL SERVICES COMPANY

Grantor, conveys and warrants to . . . GERALD TODD GRANQUIST AND LEE ANN GRANQUIST, husband & wife

Grantee, the following described real property free of encumbrances except as specifically set forth herein:

SEE ATTACHED LEGAL DESCRIPTION

Encumbrances: 1984/85 taxes a lien but not yet payable; an easement recorded February 1, 1967 in Book 685, page 171, Deed records.

and does not warrant
any other use may be made
of the property described in this
instrument. A buyer should check
with the appropriate city or county
planning department to verify approved
uses."

The true consideration for this conveyance is \$ 47,000.00. (Here comply with the requirements of ORS 93.030*).

Dated this 14th day of August, 1984, if a corporate grantor, it has caused its name to be signed by order of its board of directors.

RAINIER FINANCIAL SERVICES COMPANY

Gene A. Stevens, SVP
Florence Partridge, V.P.
Washington

STATE OF OREGON)
County of) ss.
19)

STATE OF WASHINGTON, County of King) ss.
August 14, 1984
Personally appeared Gene A. Stevens and

Person(s) above and the above named
and acknowledged the foregoing instrument to be voluntary act and deed

Florence Partridge who, being duly sworn each for himself and not one for the other, did say that the former is the Senior Vice president and the latter is the Vice President of the Rainier Financial Services Company, a corporation, and that said instrument was signed in behalf of said corporation by authority of its board of directors; and each of them acknowledged said instrument to be its voluntary act and deed.

Before me

Cheri K. Peterson
Before me:

Notary Public for Oregon
My commission expires:

Notary Public for WASHINGTON
My commission expires: 6/17/88

* If the consideration consists of or includes other property or value, add the following:
"The actual consideration consists of or includes other property or value given or promised which is part of the whole consideration (indicate which)".

Rainier Financial Services Company

Grantor's Name and Address

Gerald Todd & Lee Ann Granquist

Grantee's Name and Address

After recording return to
Gerald Todd & Lee Ann Granquist

2410 SW 4th
Billerbeck, Oregon 97106

84 20734



Planning Division
Development Permit Application

Final action on development application or zone change is required within 120 days in accordance with provisions of ORS 227.175

A pre application conference is normally required prior to submittal of an application. Please visit the City's website for submittal requirements

Pre-Application Meeting Date: 4/20/2017

Incomplete applications will not be scheduled for public hearing until all of the required materials are submitted.

29799 SW Town Center Loop E, Wilsonville, OR 97070
Phone: 503.682.4960 Fax: 503.682.7025
Web: www.ci.wilsonville.or.us

Applicant:

Name: Eugene Labunsky
Company: West Coast Home Solutions
Mailing Address: PO Box 1969
City, State, Zip: Lake Oswego, OR 97035
Phone: 503.989.1613 Fax:
E-mail: eugenel.wchs@gmail.com

Authorized Representative:

Name: Tony Weller
Company: CESNW, Inc.
Mailing Address: 13190 Sw 68th Pkwy., #150
City, State, Zip: Tigard, OR 97223
Phone: 503-968-6655 Fax: 503-968-2595
E-mail: tweller@cesnw.com

Property Owner:

Name: Same as applicant
Company:
Mailing Address:
City, State, Zip:
Phone: Fax:
E-mail:

Property Owner's Signature:

[Signature]
Printed Name: Eugene Labunsky Date:

Applicant's Signature: (if different from Property Owner)

Printed Name: Date:

Site Location and Description:

Project Address if Available: 30820 SW Fir Avenue Suite/Unit
Project Location: SW Fir & SW 4th
Tax Map #(s): 31W23AC Tax Lot #(s): 400 County: Washington Clackamas

Request:

Approval of 10 unit detached condominium PD project.

Project Type: Class I Class II Class III

Residential Commercial Industrial Other:

Application Type(s):

- Annexation Appeal Comp Plan Map Amend Parks Plan Review
Final Plat Major Partition Minor Partition Request to Modify Conditions
Plan Amendment Planned Development Preliminary Plat Site Design Review
Request for Special Meeting Request for Time Extension Signs Stage II Final Plan
SROZ/SRIR Review Staff Interpretation Stage I Master Plan Variance
Type C Tree Removal Plan Tree Permit (B or C) Temporary Use Other (describe)
Villebois SAP Villebois PDP Villebois FDP
Zone Map Amendment Waiver(s) Conditional Use

Application and Findings
for
"Fir Avenue Commons"
10-Unit Detached Condo Project
for
West Coast Home Solutions, LLC
February 2018
2nd Submittal April 2018

Owner/Applicant: West Coast Home Solutions LLC
Eugene Labunsky
PO Box 1969
Lake Oswego, OR 97035

Applicant's Representative: CESNW, Inc.
Tony Weller
13190 SW 68th Parkway, Suite 150
Tigard, OR 97223
503-968-6655
tweller@cesnw.com

Location: 30820 SW Fir Avenue
Old Town Plan Area

Description: 31W23AC Tax Lot 400
1.48 Gross Acres

Zoning: PDR-4

Requested Land Use Reviews: 10-Unit Planned Development
Stage I Master Plan
Stage II Final Plan
Site Design Review
Tree Removal Plan
Preliminary Plat



Application Description

Proposal: The proposed project consists of 10 detached single-family homes on a single tax lot. The homes will be designated as condominiums. There are 6 one and a half story houses positioned along SW Fir Ave. and SW 4th street and 4 two story houses behind those at the northeastern side of the property. Each home consists of 3 bedrooms, 2.5 bathrooms and an attached one car garage. The two-story houses are accessed by a private drive aisle located off SW Fir Ave. along the northern edge of the property. Each of the street facing houses has its own individual driveway.

The proposed project is organized to foster a strong sense of community both within the site and toward the surrounding neighborhood. Each house has a welcoming, covered front porch to encourage interaction with activity along the street. Each house also has a partially covered back porch that faces a central, shared green space. The homes are clustered in such a way as to encourage interaction and shared activities amongst the residents.

The exteriors of the houses are intended to represent the architectural styles of houses that were found throughout the Willamette Valley in the early 1900s. These homes were designed to not only meet the requirements of the Old Town Overlay Zone but also to provide attractive, comfortable, and welcoming places to live. The houses which border the streets are 1.5 stories tall to fit the scale of many of the buildings in the surrounding neighborhood. Traditional architectural features include covered porches, exposed rafter tails, deep eaves, vintage siding styles, divided-lite windows, steep roof slopes, dormers, wide window and door trim, decorative columns, corbels, and carriage style garage doors with pergolas.

The homes are deliberately scaled down in size. The proposed floor plans provide ample space for the needs of a family but encourage a more simplified, uncluttered lifestyle. The main floor consists of an open concept plan with an easy flow between living, dining, and cooking functions. A small den and covered porch at the front of the house are visually engaged with the street and neighborhood activity. Upstairs the bedrooms are grouped together and private. A multitude of windows on all sides of the buildings provide significant natural light and ventilation as well as views to the surrounding landscaping and shared green spaces.

Site features include a shared green space at the center of the property, small private backyards with garden fences, landscaped pedestrian paths, paved community patios, ornamental trees and bushes, and a preserved grove of large trees along the eastern edge of the property. The grove of trees will help provide a barrier to nearby I-5 and give a green backdrop to the development. The new landscaping is intended to encourage outdoor activity and to provide a beautiful, natural complement to the buildings.

Pre-Application Meeting Feedback:

We met for a pre-application conference with the City of Wilsonville on April 20th. Our initial proposal consisted of three buildings with attached townhouses with 2-car garages in the back. The buildings each had three floors. City planners asked us to redesign the

development to better suit the neighborhood of single family detached homes. They encouraged us to use 1.5 story buildings along the streets and 2 story units further back.

In May, we redesigned the development into a grouping of detached single family homes clustered around a shared green space and patios. The six buildings along Fir Ave and 4th Street are 1.5 stories tall and the four homes in the back are 2 stories tall. We had a follow-up meeting with City planners on May 30th to present the new proposal. The City seemed supportive of the redesign, so we set up a neighborhood meeting to present it to the.

Neighborhood Feedback:

After notifying the surrounding property owners, we held a meeting with the neighborhood to discuss our proposal on June 29, 2017. We presented a site plan, several perspective renderings and the floor plans for both building types. Some neighbors were concerned about a shortage of on-street parking. We responded to this by adding 7 additional off-street parking spots for residents and visitors.

The neighbor directly adjacent to the east had several concerns. He expressed frustration that the City was not going to acquire and pave S.W. 4th St. The existing gravel road has numerous potholes and is dusty in the summer. We have decided to pave the section of S.W. 4th in front of our site, even though we are not required to. The same neighbor was concerned about a loss of privacy for his back yard. We responded by adding a 6 foot privacy fence and dense plantings along the shared property lines at the north, south and east boundaries. We are also proposing low angle light bollards along walkways that will not shine light into the yards of adjacent properties.

One of the neighbors across S.W. Fir Ave expressed concern that the upstairs windows of the proposed houses would allow views into her property and diminish her privacy. We pointed out that with 20 foot front setbacks and a 60 foot right of way the proposed buildings are sufficiently distant as to prevent uncomfortable views into her windows or private back yard. We are also going to plant street trees along S.W. Fir Ave, which will provide a vegetative screen.

Several neighbors approached us after the meeting and remarked that they liked the design. They told us that earlier proposals for this site by developers but been less sensitive to the neighborhood and the concerns of the existing residents.

We feel that our project does a good job of meeting the requirements of the Old Town Overlay Zone while respecting the existing residents and the built environment of the neighborhood. The proposed condominiums consist of ten modestly-sized, single family detached houses organized along the two streets and around a central green space. The grove of mature trees along the east end of the property will be preserved and protected. Plentiful new landscaping will be added to the site to beautify and unify it. The architecture of the buildings and the exterior materials have been designed to match the look of houses built in the region during the early part of the 20th century. Ample off-street parking has been added to minimize crowding of off-street parking spaces. Tall fences and plantings will be placed along property lines to protect the privacy of adjacent property owners. The development will have a Home Owners Association to make certain that the site and

buildings are kept clean, organized and attractive. Our aim is to make this development an asset to the neighborhood.

Applicable Code Criteria

Section 4.113 Standards Applying to Residential Developments in Any Zone:

(.01) Outdoor Recreational Area in Residential Developments.

- A. Purpose. The purposes of the following standards for outdoor recreational area are to provide adequate light, air, open space and usable recreational facilities to occupants of each residential development. Outdoor recreational area shall be:
1. Designed with a reasonable amount of privacy balanced between indoor and outdoor living areas. Such outdoor recreational area shall be provided consistent with the requirements of this Section.
 2. Recreational areas shall be provided in keeping with the needs of the prospective tenants and shall not be located in required yards, parking, or maneuvering areas, or areas that are inaccessible. Standards for outdoor recreational areas may be waived by the Development Review Board upon finding that the recreational needs of the residents will be adequately met through the use of other recreational facilities that are available in the area.
 3. In mixed-use developments containing residential uses, the Development Review Board shall establish appropriate requirements for outdoor recreational area, consistent with this Section.
 4. The Development Review Board may establish conditions of approval to alter the amount of required outdoor recreation area, based on findings of projected need for the development. Multi-family developments shall provide at least the following minimum recreational area: a. For ten (10) or fewer dwelling units, 1000 square feet of usable recreation area; b. For eleven (11) through nineteen (19) units, 200 square feet per unit; c. For twenty (20) or more units, 300 square feet per unit.
 5. Outdoor recreational area shall be considered to be part of the open space required in the following subsection.

Response: Proposed common area includes a 4,700 sf grassy area and 1,100 sf of patio and sitting area, in addition to natural area that contains the tree grove. The requirement of 1,000 square feet for multi-family development is greatly exceeded.

(.02) Open Space Area shall be provided in the following manner:

...Multi-family developments shall provide a minimum of 25% open space excluding streets and private drives. Open space must include, as a minimum natural areas that are preserved under the City's SROZ regulations, and outdoor recreational area as provided in 4.113(.01)(A)(1) through (5).

Response: The net area of the site is 57,844 sf, 25% = 14,461 sf. Seventy-five percent, or 43,794 sf of open space is proposed, including the tree grove in the eastern portion of the site.

(.03) Building Setbacks (for Fence Setbacks, see subsection .08)

A. For lots over 10,000 square feet:

Response:

Standard	Required	Proposed
Front Yard Setback:	Minimum 20'	20'
Side Yard Setback:	Minimum 10'	10'
Rear Yard Setback:	Minimum 20'	20'
Setback to Garage Door:	Minimum 20'	20'

(.04) Height Guidelines: The Development Review Board may regulate heights as follows:

B. To provide buffering of low density developments by requiring the placement of buildings more than two (2) stories in height away from the property lines abutting a low density zone.

Response: The four 2-story units are proposed to be separated from the adjacent church property by a 26'-wide planted buffer area and drive aisle, plus a building setback of 20' from the drive aisle. The other six dwellings will be 1 1/2 stories.

(.06) Off Street Parking: Off-street parking shall be provided as specified in Section 4.155.

Response: Section 4.155 is addressed in this document.

(.07) Signs: Signs shall be governed by the provisions of Sections 4.156.01 – 4.156.11.

Response: Sections 4.156.01-4.156.11 are addressed in this document.

(.08) Fences:

Response: Six-foot privacy fences are proposed along adjoining property lines, except the eastern-most boundary, where the tree grove provides adequate buffering.

(.09) Corner Vision: Vision clearance shall be provided as specified in Section 4.177, or such additional requirements as specified by the City Engineer.

Response: Corner vision clearance will be provided as specified by the City.

Section 4.118 Standards Applying to all Planned Development Zones:

(.01) Height Guidelines: In "S" overlay zones, the solar access provisions of Section 4.137 shall be used to determine maximum building heights. In cases that are subject to review by the Development Review Board, the Board may further regulate heights as follows...

Response: The site is not within an "S" overlay zone.

(.02) Underground Utilities shall be governed by Sections 4.300 to 4.320. All utilities above ground shall be located so as to minimize adverse impacts on the site and neighboring properties.

Response: Utilities will be undergrounded as specified/addressed in Section 4.300-4.320.

(.03) Notwithstanding the provisions of Section 4.140 to the contrary, the Development Review Board, in order to implement the purposes and objectives of Section 4.140, and based on findings of fact supported by the record may:

A. Waive the following typical development standards...

Response: The proposed development can meet development standards, waiving of the specified standards is not necessary or proposed.

B. The following shall not be waived by the Board...

C. *The following shall not be waived by the Board...*

Response: As proposed, the project meets or exceeds the specified standards.

D. *Locate individual building, accessory buildings, off-street parking and loading facilities, open space and landscaping and screening without reference to lot lines; and*

E. *Adopt other requirements or restrictions, inclusive of, but not limited to, the following...*

Response: The condominium project meets or exceeds all applicable criteria, and is designed to appear similar to single family detached development.

(.04) *The Planning Director and Development Review Board shall, in making their determination of compliance in attaching conditions, consider the effects of this action on availability and cost. The provisions of this section shall not be used in such a manner that additional conditions, either singularly or cumulatively, have the effect of unnecessarily increasing the cost of development. However, consideration of these factors shall not prevent the Board from imposing conditions of approval necessary to meet the minimum requirements of the Comprehensive Plan and Code.*

(.05) *The Planning Director, Development Review Board, or on appeal, the City Council, may as a condition of approval for any development for which an application is submitted, require that portions of the tract or tracts under consideration be set aside, improved, conveyed or dedicated for the following uses...*

Response: The proposal is for 10 detached condominium units that meet or exceed the applicable development standards, including ample open space. Area outside the units will be in common ownership.

C. *Easements: Easements necessary to the orderly extension of public utilities, and the protection of open space, may be required as a condition of approval. When required, such easements must meet the requirements of the City Attorney prior to recordation.*

Response: Any necessary easements will be consistent with City requirements.

(.06) *Nothing in this Code shall prevent the owner of a site that is less than two (2) acres in size from filing an application to rezone and develop the site as a Planned Development. Smaller properties may or may not be suitable for such development, depending upon their particular sizes, shapes, locations, and the nature of the proposed development, but Planned Developments shall be encouraged at any appropriate location.*

Response: The site is already zoned for a Planned Development.

(.07) *Density Transfers.*

Response: Density transfer is not proposed.

(.08) *Wetland Mitigation and other mitigation for lost or damaged resources.*

Response: No resource areas are proposed to be replaced. The existing tree grove along the eastern portion of the site is proposed to remain.

(.09) *Habitat-Friendly Development Practices.*

Response: Habitat-Friendly development practices will be utilized to the greatest extent practicable.

Section 4.124 *Standards Applying To All Planned Development Residential Zones*

(.01) *Examples of principal uses that are typically permitted:*

- A. Open Space.
- B. Single-Family Dwelling Units.
- C. Multiple-Family Dwelling Units, subject to the density standards of the zone.

Response: The proposal is for detached residential condominium units.

(.03) Permitted accessory uses for multiple-family dwelling units:

- A. Accessory uses, buildings, and structures customarily incidental to any of the aforesaid principal permitted uses, located on the same lot therewith.
- B. Home occupations.
- C. A private garage or parking area.
- D. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.
- E. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rearmost line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.

Response: Each unit will have a private, attached garage and driveway. Six units will have an additional off-street parking space beside their driveway.

(.07) Signs. Per the requirements of Sections 4.156.01 through 4.156.11.

Response: The applicable elements of Sections 4.156.01-4.156.11 are addressed in this document.

(.08) Parking. Per the requirements of Section 4.155.

Response: Section 4.155 is addressed in this document.

(.09) Corner Vision Clearance. Per the requirements of Section 4.177.

Response: Corner vision clearance can be certified by the engineer.

Section 4.124.4 PDR-4

The following standards shall apply in PDR-4 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 5,000 square feet.
- (.02) Minimum lot size: 4,000 square feet.

Response: No new lots are proposed.

(.03) Minimum density at build out: One unit per 6,000 square feet.

Response: Net area of 57,844 sf / 6,000 sf = 9.6 units minimum. Ten units are proposed.

(.04) Other standards:

- A. Minimum lot width at building line: Thirty-five (35) feet.
- B. Minimum street frontage of lot: Thirty-five (35) feet; however, street frontage may be reduced to twenty-four (24) feet when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
- C. Minimum lot depth: Sixty (60) feet.
- D. Setbacks: per Section 4.113(.03).
- E. Maximum building height: Thirty-five (35) feet.
- F. Maximum lot coverage: Seventy-five percent (75%) for all buildings.

Response: No new lots are proposed. Setbacks are as addressed in 4.113(.03). Maximum building height proposed is 32'. Proposed building coverage is 25%.

- (.05) *Examples of development that is typically permitted (hypothetical 10-acre site):*
- A. *Seventy-two single-family dwellings (with or without accessory dwelling units) on individual lots, or*
 - B. *Eighty-seven dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).*

Response: The proposal is for 10 detached residential condominium units on approximately 1.27 net acres.

Section 4.133 Wilsonville road Interchange Area Management Plan Overlay Zone

Section 4.133.02. Where These Regulations Apply

The provisions of this Section shall apply to land use applications subject to Section 4.004, Development Permit Required, for parcels wholly or partially within the IAMP Overlay Zone, as shown on Figure I-1. Any conflict between the standards of the IAMP Overlay Zone and those contained within other chapters of the Development Code shall be resolved in favor of the Overlay Zone.

Response: According to Figure I-1, the site is within the IAMP Overlay Zone.

Section 4.133.03. Permitted Land Uses

Uses allowed in the underlying zoning districts are allowed subject to other applicable provisions in the Code and this Section.

Response: Residential condominium units are allowed in the PDR-4 zoning district.

Section 4.133.04. Access Management

In addition to the standards and requirements of Section 4.237 for land divisions and Street Improvement Standards in Section 4.177, parcels wholly or partially within the IAMP Overlay Zone are governed by the Access Management Plan in the Wilsonville Road Interchange Area Management Plan. The following applies to land use and development applications subject to Sections 4.133.02 Applicability. The provisions of Section 4.133.04 apply to:

- (.01) *Development or redevelopment proposals for parcels two (2) acres or less that are subject to the requirements of Section 4.004 Development Permit.*
- (.02) *Planned Development applications, pursuant to Section 4.140, as part of Preliminary Approval (Stage One).*
- (.03) *Final Approval (Stage Two) Planned Development applications, pursuant to Section 4.140, to the extent that subsequent phases of development differ from the approved preliminary development plan, or where one or more of the following elements are not identified for subsequent phases: A. Land uses. B. Building location. C. Building size. D. Internal circulation.*

Response: The site is less than 2 acres and Stage I and II PD approval is requested.

- (.04) *Access Approval.*

Response: The IAMP assumed that land within the overlay would be fully developed in accordance with the City's Comprehensive Plan. The proposed development is consistent with the density and development standards of the Code, and no Zone Change or Plan Amendment is requested, therefore, the proposal is consistent with the IAMP

- (.05) *Cross-access easements.*

- A. *Prior to approving access for tax lots that are identified in the Access Management Plan (see Table 3 and Figure 5 in the Wilsonville Road Interchange Area Management Plan), the City shall require that...:*

Response: The site is not one of the specified tax lots.

(.06) *Access Management Plan Modifications.*

Response: The proposal is for development at the density allowed by the existing zone. No modifications to the AMP are necessary or proposed.

Section 4.133.05. *Administration*

Section 4.133.05 delineates the responsibilities of the City, in coordination with ODOT, to monitor and evaluate vehicle trip generation impacts on the Wilsonville Road Interchange from development approved under this Section.

(.01) *Traffic Impact Analysis.*

E. *Approval Criteria.*

1. *Criteria. When a Traffic Impact Analysis is required, approval of the development proposal requires satisfaction of the following criteria:*
 - a. *The Traffic Impact Analysis was prepared by a professional engineer selected by the City; and*
 - b. *If the proposed development meets the criteria in Section C, above, or other traffic hazard or negative impact to a transportation facility, the Traffic Impact Analysis shall include mitigation measures that meet the City's performance standards (i.e. Level-of-Service and/or Volume/Capacity ratio) and are satisfactory to the City Engineer and ODOT; and*
 - c. *The proposed site design and traffic and circulation design and facilities, for all transportation modes, including any mitigation measures, are designed to:*
 - i. *Have the least negative impact on all applicable transportation facilities; and*
 - ii. *Accommodate and encourage non-motor vehicular modes of transportation to the extent practicable; and*
 - iii. *Make the most efficient use of land and public facilities as practicable; and*
 - iv. *Provide the most direct, safe and convenient routes practicable between on-site destinations, and between on-site and off-site destinations; and*
 - v. *Otherwise comply with applicable requirements of the City of Wilsonville's Development Code.*

Response: According to City staff, the transportation study prepared in 2016 by DKS Associates for a previous proposal on the site is adequate for the current proposal. The study was for a 9-lot subdivision, the proposal is for 10 units. The study determined that there would be 9 p.m. peak hour trips, with the current proposal, it is expected that there would be 10 p.m. peak hour trips.

Section 4.138 *Old Town Overlay Zone*

(.03) *Development standards.*

- A. *Lot area, width, depth - As specified in the underlying base zone. Single family and two-family dwelling units, other than those on lots fronting Boones Ferry Road, shall be subject to the following minimum setbacks:*
 1. *Front and rear yard: 15 feet;*
 2. *Street side of corner lots: 10 feet;*
 3. *Other side yards: 5 feet.*

Response: Consistent with the PD standards, proposed setbacks are 20' front and rear, and 10' side, all of which exceed the standards of the Old Town Overlay Zone.

B. Building Setbacks - Buildings fronting Boones Ferry Road...

Response: The project site does not have frontage onto Boones Ferry Road.

C. Landscaping - Not less than fifteen (15) percent of the development site shall be landscaped...

Response: The net area of the site is 57,844 sf, 32,511 sf of landscaping is proposed. Approximately 56% of the net area of the site is proposed to be landscaped.

D. Building height - As specified in the underlying base zone.

Response: The maximum building height proposed is 32', the base zone allows up to 35'.

(.04) Pedestrian environment. In order to enhance the pedestrian scale of the neighborhood:

A. *Special attention shall be given to the primary building entrances, assuring that they are both attractive and functional.*

Response: The building front entrances face the streets or drive aisle and consist of a prominent, raised front porch and a recessed, traditional wood door. The porch provides a well-defined transition zone from public to private space. The porch and front door are designed to mimic entries of traditional, early 20th century homes.

B. *The pedestrian environment shall be enhanced by amenities such as street furniture, landscaping, awnings, and movable planters with flowers, as required by the Development Review Board.*

Response: This project is a residential development consisting of 10 detached homes that back to a central shared courtyard. The courtyard consists of two paved common areas, a common lawn, benches, low-growing landscaping along shared walkways, and trees. The interior walkways connect the back entries of each house to the two streets and the drive aisle.

C. *Sidewalk width may vary from block to block, depending upon the nature of adjacent land uses and the setbacks of existing buildings. Provided, however, that a continuity of streetscape design is maintained along Boones Ferry Road, generally following the pattern that has been started with the 1996 approval for Old Town Village on the west side of Boones Ferry Road from Fourth Street to Fifth Street. [Amended by Ordinance No. 538, 2/21/02.]*

1. *North of Bailey Street, where the most intense commercial development is anticipated, the widest sidewalks and most mature landscaping are required.*

Response: The project site is south of Bailey Street, along SW Fir Ave and SW 4th St. The sidewalks will be 5 ft wide.

(.05) Building compatibility.

A. *The design and materials of proposed buildings shall reflect the architectural styles of the Willamette Valley during the period from 1880 to 1930.*

Response: The design of the homes mimics features found on homes of the early 20th century in the Willamette Valley. These features include steeply pitched roofs, divided-lite windows, deep eaves, dormers, pergolas, deep front porches, wide corner trim, prominent barge rafters, exposed rafter tails, balustrades, and tapered columns. Siding materials are

fiber cement and are a mix of narrow-exposure lap siding and shingles to mimic traditional wood siding.

- C. *Residential buildings shall be designed to reflect the size and shape of traditional dwellings from the period from 1880 to 1930. Where larger multiple family residential buildings are proposed, their building facades shall be divided into units that give the appearance of a series of smaller dwellings.*

Response: The sizes of the proposed homes are around 1800 sf, which is comparable to the sizes of homes in the early 20th century. There are six 1.5-story homes and four 2-story homes. The fronts of the houses have steeply pitched gabled roofs, common in traditional houses. The size and scale of the buildings was designed to fit into the neighborhood of smaller homes.

(.06) Building materials.

- A. *Facades shall be varied and articulated to provide visual interest to pedestrians. Within larger developments, variations in facades, floor levels, architectural features, and/or exterior finishes shall be used to create the appearance of a series of smaller buildings.*

Response: The facades of the houses are articulated to provide visual interest and to give the houses a pleasing, pedestrian scaled feel. The projecting front porch, corbelled pergola and recessed entry door provide depth to the front façade. Dormers, recesses and bumpouts on the other elevations make every façade interesting. The siding materials are a mix of lap siding, vertical battens, and shingles. Arts and Craft style details such as exposed rafter tails, detailed porch railing, open-structure entry roof and vertically oriented windows give visual interest to the facades.

- B. *Exterior building materials shall be durable, and shall convey a visual impression of durability. Materials such as masonry, stone, stucco, and wood will generally provide such an appearance. Other materials that replicate the appearance of those durable materials may also be used.*

Response: The siding is composed of durable fiber cement siding and shingles designed to accurately mimic traditional wood sidings. The barge rafters, open porch roof framing, fascias, and railings are made from rot-resistant wood. The trim is fiber cement. The windows are vinyl.

- C. *Where masonry is to be used for exterior finish, varied patterns are to be incorporated to break up the appearance of larger surfaces.*

Response: There are no masonry finishes proposed.

- D. *Wood siding is to be bevel, shingle siding or channel siding or the equivalent. T- 111 and similar sheathed siding shall not be used unless it is incorporated with batten treatment to give the appearance of boards. E. Exterior materials and colors are to match the architecture of the period.*

Response: The exterior finishes are painted fiber cement in narrow-exposure lap siding, board and batten and shingle profiles to match the appearance of traditional wood sidings.

- E. *Exterior materials and colors are to match the architecture of the period.*

Response: The materials of the exterior are made up of wood and fiber cement in shapes and patterns that match those of early 20th century houses. Paint colors will be subdued and earthy but varied to mimic the look of traditional houses.

(.07) *Roof materials, roof design and parapets.*

A. *Pitched roof structures shall have a minimum pitch of 4:12.*

B. *Roofs with a pitch of less than 4:12 are permitted, provided that they have detailed, stepped parapets or detailed masonry coursing.*

Response: Proposed roof pitches are 9:12.

C. *Parapet corners are to be stepped. Parapets are to be designed to emphasize the center entrance or primary entrance(s).*

Response: No parapets are proposed.

D. *Sloped roofs that will be visible from the adjoining street right-of-way shall be of a dark, non-ornamental color.*

Response: Roof slopes visible to the adjoining right-of-way will be of a non-ornamental color.

E. *Preferred roofing materials that are visible from a public street include wood or architectural grade composition shingle, tile, or metal with standing or batten seams. Metal roofs without raised seams shall not be used in visible locations.*

Response: Roofing will be an architectural grade composition shingle.

F. *All roof and wall-mounted mechanical, electrical, communications, and service equipment, including satellite dishes, wireless communication equipment, and vent pipes are to be completely screened from public view by parapets, walls or other approved means; or, alternatively, may be effectively camouflaged to match the exterior of the building.*

1. *“Public view” is intended to mean the view from the sidewalk directly across the street from the site.*

2. *Roof and wall-mounted mechanical, electrical, communications, and service equipment, including satellite dishes, wireless communication equipment, and vent pipes that are visible from Interstate-5 shall be effectively camouflaged to match the exterior of the building*

Response: Roof and wall mounted equipment will be painted to match the adjacent siding or roofing material. Due to distance and an existing grove of trees, the houses will not be visible from interstate-5.

(.08) *Building entrances. If visible from the street, entrances to commercial, industrial, or multi-family residential buildings are to be architecturally emphasized, with coverings as noted in subsection (.09), below.*

Response: The houses that face the streets have welcoming covered porches. Although this development is for condominiums, the units consist of ten detached single-family homes. The secondary entrance on the back sides of the houses are important for creating a feeling of community within the development, so they are as articulated and welcoming as the front entrance. Details include recessed porch, French door, tapered column, a multitude of windows and a garden fence with gate.

(.09) *Building facades.*

A. *Ornamental devices, such as moldings, entablature, and friezes, are encouraged at building roof lines. Where such ornamentation is to be in the form of a linear molding or board, it shall match or complement the architecture of the building.*

Response: All the building facades use architectural ornamentation to make the elevations visually interesting and beautiful. The ornamental devices used include an articulated pediment, wide window and door casings, heavy barge rafters, horizontal trim bands, a corbelled pergola and prominent wainscoting. The front porch has an Arts and Craft style exposed structural roof frame, tapered columns, and an expressive, open pediment.

- B. *Commercial, industrial, and multi-family residential buildings are to incorporate amenities such as alcoves, awnings, roof overhangs, porches, porticoes, and/or arcades to protect pedestrians from the rain and sun. Awnings and entrances may be designed to be shared between two adjoining structures. (See subsection (.08), above.)*

Response: The development is multi-family, but the units are designed as detached single family residences. The entrances to each unit are protected by a deep porch roof on the front and back sides of the houses.

- C. *Commercial and manufacturing buildings with frontage on Boones Ferry Road shall incorporate the following traditional storefront elements:*

Response: Commercial or manufacturing buildings are not proposed.

- D. *Buildings are to have variations in relief, including such things as cornices, bases, fenestration, fluted masonry, and other aesthetic treatments to enhance pedestrian interest.*

Response: The facades incorporate a variety of architectural elements to enhance visual interest. These include projecting and recessed planes, divided-lite windows and French doors, detailed railings, a corbelled pergola, and prominent trim. The façade organization consists of a well-defined base (wainscoting), middle (primary siding) and top (secondary siding at pediment).

(.11) Landscapes and streetscapes.

- A. *The street lights to be used in the area shall be of a standardized design throughout the Old Town Overlay District.*

Response: Street lights will match designs located in the Old Town Overlay District - black Westbrooke Goose-Neck, 20 ft. mounting height.

- B. *Benches, outdoor seating, and trash receptacles are to be designed to match the architecture in the area.*

Response: The project site is surrounded by single family houses. Outdoor seating and benches in the common areas will be of a traditional design with a park-like appearance.

- C. *Benches and other streetscape items placed within the public right-of-way must not block the free movement of pedestrians, including people with disabilities. A minimum pedestrian walkway of five (5) feet shall be maintained at all times. Standards of the Americans with Disabilities Act (ADA) shall be observed.*

Response: There are no streetscape items proposed for the public right-of-way.

(.12) Lighting.

- A. *All building entrances and exits shall be well-lit. The minimum lighting level for commercial, industrial, or multi-family residential building entrances is to be four (4) foot-candles. The maximum standard is to be ten (10) foot-candles. A lighting plan shall be submitted for review by the Development Review Board.*

Response: Both front and rear entrances of each house will be well-lit by porch lights.

- B. *Exterior lighting is to be an integral part of the architectural design and must complement the street lighting of the area, unless it is located at the side or rear of buildings in locations that are not facing a public street that is not an alley.*

Response: The light fixtures on the exteriors of the buildings will be of a traditional design and will consist of a combination of hanging and wall mounted luminaires. Site lighting fixtures will be low travel path lights and general ambient lighting at common patios.

- C. *In no case is lighting to produce glare on neighboring properties or public rights-of-way such that a nuisance or safety hazard results.*

Response: Lamps will direct light downward to prevent glare and unwanted illumination into houses, public rights-of-way and neighboring properties.

(.13) *Exterior storage.*

- A. *Exterior storage of merchandise or materials...*
- B. *Temporary outdoor displays of merchandise...*

Response: No exterior storage or display is proposed.

(.14) *Storage of Trash and Recyclables. Storage areas for trash and recyclables shall meet the applicable City requirements of Sections 4.179 and 4.430 of the Wilsonville Code.*

Response: Trash and recyclable storage will be in the garages of the individual houses.

(.15) *Signs. Signs shall match the architecture of buildings in the area, and shall be subject to the provisions of Sections 4.156.01 through 4.156.11 of the Wilsonville Code. [Amended by Ord. No. 704, 6/18/12]*

Response: There will be a sign for the name of the development near the pedestrian walkway that leads from the sidewalk along Fir Ave. It will be set into the ground and have a shape and coloring that will match the architectural style of the buildings.

Section 4.140 *Planned Development Regulations*

(.02) *Lot Qualification.*

- B. *Any site designated for development in the Comprehensive Plan may be developed as a Planned Development, provided that it is zoned "PD." All sites which are greater than two (2) acres in size, and designated in the Comprehensive Plan for commercial, residential, or industrial use shall be developed as Planned Developments, unless approved for other uses permitted by the Development Code. Smaller sites may also be developed through the City's PD procedures, provided that the location, size, lot configuration, topography, open space and natural vegetation of the site warrant such development.*

Response: The current zoning of the site is PDR-4.

(.03) *Ownership.*

- A. *The tract or tracts of land included in a proposed Planned Development must be in one (1) ownership or control or the subject of a joint application by the owners of all the property included. The holder of a written option to purchase, with written authorization by the owner to make applications, shall be deemed the owner of such land for the purposes of Section 4.140.*
- B. *Unless otherwise provided as a condition for approval of a Planned Development permit, the permittee may divide and transfer units or parcels of any development. The*

transferee shall use and maintain each such unit or parcel in strict conformance with the approval permit and development plan.

Response: The proposal includes one lot of record. The proposed condo units will be sold individually, with the common area jointly owned.

(.04) *Professional Design.*

- A. *The applicant for all proposed Planned Developments shall certify that the professional services of the appropriate professionals have been utilized in the planning process for development.*
- B. *Appropriate professionals shall include, but not be limited to the following to provide the elements of the planning process set out in Section 4.139...*

Response: The application materials have been prepared by ICON Architecture / Planning, LLC, CESNW, Inc. (engineers and surveyors), and Multnomah Tree Experts Ltd. (arborist).

- C. *One of the professional consultants chosen by the applicant from either 1, 2, or 3, above, shall be designated to be responsible for conferring with the planning staff with respect to the concept and details of the plan.*

Response: The applicant's representative is Tony Weller of CESNW, Inc.

(.05) *Planned Development Permit Process.*

- A. *All parcels of land exceeding two (2) acres in size that are to be used for residential, commercial or industrial development, shall, prior to the issuance of any building permit:*
 - 1. *Be zoned for planned development;*
 - 2. *Obtain a planned development permit; and*
 - 3. *Obtain Development Review Board, or, on appeal, City Council approval.*

Response: The site is less than 2 acres, and is zoned PDR-4.

- B. *Zone change and amendment to the zoning map are governed by the applicable provisions of the Zoning Sections, inclusive of Section 4.197.*

Response: Zone change is not necessary or proposed.

- C. *Development Review Board approval is governed by Sections 4.400 to 4.450*
- D. *All planned developments require a planned development permit. The planned development permit review and approval process consists of the following multiple stages, the last two or three of which can be combined at the request of the applicant:*
 - 1. *Pre-application conference with Planning Department;*
 - 2. *Preliminary (Stage I) review by the Development Review Board. When a zone change is necessary, application for such change shall be made simultaneously with an application for preliminary approval to the Board; and*
 - 3. *Final (Stage II) review by the Development Review Board*
 - 4. *In the case of a zone change and zone boundary amendment, City Council approval is required to authorize a Stage I preliminary plan.*

Response: The application includes requests for Preliminary and Final review by the Board.

(.07) *Preliminary Approval (Stage One):*

- A. *Applications for preliminary approval for planned developments shall:*
 - 1. *Be made by the owner of all affected property or the owner's authorized agent; and*

2. Be filed on a form prescribed by the City Planning Department and filed with said Department.
3. Set forth the professional coordinator and professional design team as provided in subsection (.04), above.
4. State whether the development will include mixed land uses, and if so, what uses and in what proportions and locations.

Response: An application form has been signed by the property owner.

B. The application shall include conceptual and quantitatively accurate representations of the entire development sufficient to judge the scope, size, and impact of the development on the community; and, in addition to the requirements set forth in Section 4.035, shall be accompanied by the following information:

1. A boundary survey or a certified boundary description by a registered engineer or licensed surveyor.
2. Topographic information as set forth in Section 4.035

Response: Surveyed boundary and topography are shown on the Existing Conditions Plan.

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

Response: The specified information is shown on the architectural site plan.

4. A stage development schedule demonstrating that the developer intends receive Stage II approval within two (2) years of receiving Stage I approval....

Response: Stage II approval is requested concurrently.

5. A commitment by the applicant to provide in the Final Approval (Stage II) a performance bond or other acceptable security for the capital improvements required by the project.

Response: The applicant will provide the specified bond/security as conditioned upon approval of the request.

6. If it is proposed that the final development plan will be executed in stages, a schedule thereof shall be provided.
7. Statement of anticipated waivers from any of the applicable site development standards.

Response: The final development plan will be completed in one stage. As proposed, the project meets the applicable standards of the code.

(.09) Final Approval (Stage Two): [Note: Outline Number is incorrect.]

- A. Unless an extension has been granted by the Development Review Board, within two (2) years after the approval or modified approval of a preliminary development plan (Stage I), the applicant shall file with the City Planning Department a final plan for the entire development or when submission in stages has been authorized pursuant to Section 4.035 for the first unit of the development, a public hearing shall be held on each such application as provided in Section 4.013.
- B. 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.

- C. *The final plan shall conform in all major respects with the approved preliminary development plan, and shall include all information included in the preliminary plan plus the following:*
1. *The location of water, sewerage and drainage facilities;*
 2. *Preliminary building and landscaping plans and elevations, sufficient to indicate the general character of the development;*
 3. *The general type and location of signs;*
 4. *Topographic information as set forth in Section 4.035;*
 5. *A map indicating the types and locations of all proposed uses; and*
 6. *A grading plan.*

Response: The applicant requests concurrent review of Stage I and Stage II, the specified information is included in the submittal package.

- D. *The final plan shall be sufficiently detailed to indicate fully the ultimate operation and appearance of the development or phase of development. However, Site Design Review is a separate and more detailed review of proposed design features, subject to the standards of Section 4.400.*

Response: The applicant requests concurrent review of Stage I and Stage II.

- E. *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.*

Response: Draft documents are included in the submittal package.

- F. *Within thirty (30) days after the filing of the final development plan, the Planning staff shall forward such development plan and the original application to the Tualatin Valley Fire and Rescue District, if applicable, and other agencies involved for review of public improvements, including streets, sewers and drainage...*

- G. *Upon receipt of the final development plan, the Development Review Board shall conduct a public hearing...*

Response: The applicant requests concurrent review of Stage I and Stage II.

- H. *If the Development Review Board permits the applicant to revise the plan, it shall be resubmitted as a final development plan within sixty (60) days...*

- I. *All Stage II Site Development plan approvals shall expire two years after their approval date...*

Response: The applicant understands that approval expires in two years.

- J. *A planned development permit may be granted by the Development Review Board only if it is found that the development conforms to all the following criteria, as well as to the Planned Development Regulations in Section 4.140:*

1. *The location, design, size and uses, both separately and as a whole, are consistent with the Comprehensive Plan, and with any other applicable plan, development map or Ordinance adopted by the City Council.*

Response: Current zoning of the site is PDR-4, which requires the site to be developed as a Planned Development. As proposed, the project complies with applicable code requirements.

2. *That the location, design, size and uses are such that traffic generated by the development at the most probable used intersection(s) can be accommodated*

safely and without congestion in excess of Level of Service D, as defined in the Highway Capacity Manual published by the National Highway Research Board, on existing or immediately planned arterial or collector streets and will, in the case of commercial or industrial developments, avoid traversing local streets. **Immediately planned arterial and collector streets are those listed in the City's adopted Capital Improvement Program, for which funding has been approved or committed, and that are scheduled for completion within two years of occupancy of the development or four year if they are an associated crossing, interchange, or approach street improvement to Interstate 5.**

- a. In determining levels of Service D...
- b. The following are exempt from meeting the Level of Service D criteria standard:
 - i. A planned development or expansion thereof which generates three (3) new p.m. peak hour traffic trips or less;
 - ii. A planned development or expansion thereof which provides an essential governmental service.
- c. Traffic generated by development exempted under this subsection on or after Ordinance No. 463 was enacted shall not be counted in determining levels of service for any future applicant.
- d. **Exemptions under 'b' of this subsection shall not exempt the development or expansion from payment of system development charges or other applicable regulations.**
- e. **In no case will development be permitted that creates an aggregate level of traffic at LOS "F".**

Response: A traffic report prepared by DKS is included with the application package.

3. That the location, design, size and uses are such that the residents or establishments to be accommodated will be adequately served by existing or immediately planned facilities and services.

Response: As shown on the plans, all necessary services and facilities are available to serve the proposed development.

- K. Mapping: Whenever a Planned Development permit has been granted, and so long as the permit is in effect, the boundary of the Planned Development shall be indicated on the Zoning Map of the City of Wilsonville as the appropriate "PD" Zone.

Response: The applicant doesn't control the City Zoning Map.

- L. Adherence to Approved Plan and Modification Thereof: The applicant shall agree in writing to be bound, for her/himself and her/his successors in interest, by the conditions prescribed for approval of a development. The approved final plan and stage development schedule shall control the issuance of all building permits and shall restrict the nature, location and design of all uses. Minor changes in an approved preliminary or final development plan may be approved by the Director of Planning if such changes are consistent with the purposes and general character of the development plan. All other modifications, including extension or revision of the stage development schedule, shall be processed in the same manner as the original application and shall be subject to the same procedural requirements.

Response: The applicant understands that the City is approving a specific plan that is to be adhered to, or modified through additional process and City review.

(.10) *Early Vesting of Traffic Generation...*

Response: As addressed previously in this document, the proposed development is consistent with the Interchange Area Management Plan adopted by the City.

Section 4.154 *On-Site Pedestrian and Circulation*

(.01) *On-site Pedestrian Access and Circulation*

- A. *The purpose of this section is to implement the pedestrian access and connectivity policies of the Transportation System Plan. It is intended to provide for safe, reasonably direct, and convenient pedestrian access and circulation.*
- B. *Standards. Development shall conform to all of the following standards:*
 - 1. *Continuous Pathway System. A pedestrian pathway system shall extend throughout the development site and connect to adjacent sidewalks, and to all future phases of the development, as applicable.*

Response: The proposal includes a continuous pathway that connects all areas of the site.

- 2. *Safe, Direct, and Convenient. Pathways within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent parking areas, recreational areas/playgrounds, and public rights-of-way and crosswalks based on all of the following criteria..*

Response: The development is multi-family, but is designed as single-family detached units - no parking lots are proposed. The pedestrian pathways include sidewalks along the front of the units similar to those in other single-family residential developments, with connecting pathways to other areas of the site.

- 3. *Vehicle/Pathway Separation...*

Response: The sidewalks along the streets are designed to City standards, as well as those connecting within the site.

- 4. *Crosswalks. Where a pathway crosses a parking area or driveway, it shall be clearly marked with contrasting paint or paving materials (e.g., pavers, lightcolor concrete inlay between asphalt, or similar contrast).*

Response: The units are designed as detached units, sidewalks will cross the individual driveways the same as the rest of the neighborhood.

- 5. *Pathway Width and Surface. Primary pathways shall be constructed of concrete, asphalt, brick/masonry pavers, or other durable surface, and not less than five (5) feet wide. Secondary pathways and pedestrian trails may have an alternative surface except as otherwise required by the ADA.*

Response: Five-foot wide sidewalk is proposed along the site frontage and throughout the development.

- 6. *All pathways shall be clearly marked with appropriate standard signs.*

Response: The sidewalk will be marked/signed as conditioned by the City.

Section 4.155 *Parking, Loading, and Bicycle Parking*

(.01) *Purpose:*

- A. *The design of parking areas is intended to enhance the use of the parking area as it relates to the site development as a whole, while providing efficient parking, vehicle circulation and attractive, safe pedestrian access.*

Response: Parking will be in the garages and driveways of the individual units, with some on-street parking, similar to other detached residential developments.

- B. *As much as possible, site design of impervious surface parking and loading areas shall address the environmental impacts of air and water pollution, as well as climate change from heat islands.*

Response: The detached unit design eliminates the need for expanses of impervious areas.

- C. *The view from the public right of way and adjoining properties is critical to meet the aesthetic concerns of the community and to ensure that private property rights are met...*

Response: No parking lots or loading areas are proposed. The view from the public right-of-way will be similar to other detached residential developments.

(.02) *General Provisions:*

- A. *The provision and maintenance of off-street parking spaces is a continuing obligation of the property owner. The standards set forth herein shall be considered by the Development Review Board as minimum criteria.*
 - 1. *The Board shall have the authority to grant variances or planned development waivers to these standards in keeping with the purposes and objectives set forth in the Comprehensive Plan and this Code.*
 - 2. *Waivers to the parking, loading, or bicycle parking standards shall only be issued upon a findings that the resulting development will have no significant adverse impact on the surrounding neighborhood, and the community, and that the development considered as a whole meets the purposes of this section.*

Response: The off-street parking spaces consist of garages and driveways of the individual units.

- B. *No area shall be considered a parking space unless it can be shown that the area is accessible and usable for that purpose, and has maneuvering area for the vehicles, as determined by the Planning Director.*

Response: Proposed parking is shown on the plans.

- C. *In cases of enlargement of a building or a change of use from that existing on the effective date of this Code, the number of parking spaces required shall be based on the additional floor area of the enlarged or additional building, or changed use, as set forth in this Section. Current development standards, including parking area landscaping and screening, shall apply only to the additional approved parking area.*

Response: Parking is based on the proposed use.

- D. *In the event several uses occupy a single structure or parcel of land, the total requirement for off-street parking shall be the sum of the requirements of the several uses computed separately, except as modified by subsection "E," below.*

Response: Only residential use is proposed.

- E. *Owners of two (2) or more uses, structures, or parcels of land may utilize jointly the same parking area...*

Response: Shared parking is not proposed.

F. *Off-street parking spaces existing prior to the effective date of this Code may be included in the amount necessary to meet the requirements in case of subsequent enlargement of the building or use to which such spaces are necessary.*

Response: There is an existing dwelling with off-street parking that will be removed.

G. *Off-Site Parking. Except for single-family dwellings, the vehicle parking spaces required by this Chapter may be located on another parcel of land...*

Response: No off-site parking is proposed.

H. *The conducting of any business activity shall not be permitted on the required parking spaces, unless a temporary use permit is approved pursuant to Section 4.163.*

Response: The proposed parking spaces will be for the use of the future residents.

I. *Where the boundary of a parking lot adjoins or is within a residential district...*

Response: No parking lots are proposed.

K. *All areas used for parking and maneuvering of cars shall be surfaced with asphalt, concrete, or other surface, such as pervious materials...*

Response: The driveways will be paved.

L. *Artificial lighting which may be provided shall be so limited or deflected as not to shine into adjoining structures or into the eyes of passers-by.*

Response: Lighting on and around the dwellings will be designed to be unobtrusive to the neighborhood.

(.03) *Minimum and Maximum Off-Street Parking Requirements:*

A. *Parking and loading or delivery areas shall be designed with access and maneuvering area adequate to serve the functional needs of the site and shall...*

B. *Parking and loading or delivery areas shall be landscaped to minimize the visual dominance of the parking or loading area, as follows...*

Response: No parking lot is proposed. Parking will be in individual garages and driveways, with 6 of the units having an additional parking space adjacent to their driveway. The site will be extensively landscaped, and an existing tree grove will be preserved.

C. *Off Street Parking shall be designed for safe and convenient access that meets ADA and ODOT standards. All parking areas which contain ten (10) or more parking spaces, shall for every fifty (50) standard spaces., provide one ADA accessible parking space that is constructed to building code standards, Wilsonville Code 9.000.*

Response: No parking lot is proposed. Parking will look the same as single-family development - each unit will have a garage and a driveway.

D. *Where possible, parking areas shall be designed to connect with parking areas on adjacent sites so as to eliminate the necessity for any mode of travel of utilizing the public street for multiple accesses or cross movements. In addition, on-site parking shall be designed for efficient on-site circulation and parking.*

Response: Parking will be in individual garages and driveways. The driveways will not connect with driveways on surrounding properties.

- E. *In all multi-family dwelling developments, there shall be sufficient areas established to provide for parking and storage of motorcycles, mopeds and bicycles. Such areas shall be clearly defined and reserved for the exclusive use of these vehicles.*

Response: Each unit will have a garage, as well a minimum of one parking space in the driveway.

- F. *On-street parking spaces, directly adjoining the frontage of and on the same side of the street as the subject property, may be counted towards meeting the minimum off-street parking standards.*

Response: Some on-street parking is available along the Fir Avenue frontage, however, all of the required parking can be accommodated off-street.

- G. *Tables 5 shall be used to determine the minimum and maximum parking standards for various land uses...*

Response: Per Table 5, single and attached residential units require a minimum of 1 space per dwelling unit; apartments require a minimum of 1.75 spaces per 3 bedroom unit. The proposal is for individually owned, detached condominium units, parking has been calculated based on the apartment standards, which requires much more than a development of single family dwellings. Required parking for 10 3-bedroom units is 18 spaces. Including the garages, the development will provide a total of 27 off-street spaces, 50% more than the minimum required. Additionally, there will be room for up to 4 on-street spaces along the site's Fir Avenue frontage.

- H. *Electrical Vehicle Charging Stations:*

Response: Electrical vehicle charging stations are not proposed, although individual garages or driveways could potentially accommodate chargers.

- I. *Motorcycle parking:*

Response: Parking spaces exclusive to motorcycles are not proposed.

(.04) *Bicycle Parking:*

- A. *Required Bicycle Parking - General Provisions...*
- B. *Standards for Required Bicycle Parking...*
- C. *Long-term Bicycle Parking...*

Response: Bicycle parking will be within the individual units/garages.

Signs

Section 4.156.07. *Sign Regulations In Residential Zones.*

(.01) *Ground Mounted Signs for Residential Developments. One ground mounted sign, not exceeding eighteen (18) square feet in area and six (6) feet in height above ground, shall be permitted for each residential subdivision or for any multi-family development.*

- A. *Additional ground mounted signs of eighteen (18) square feet or less shall be permitted for additional entrances to the subdivision or development located on a separate street frontage or on the same street frontage located at least two hundred (200) feet apart.*
- B. *For one entrance on a street frontage, an additional ground mounted sign may be placed on opposite side of the street or private drive at the intersection.*

Response: One sign is proposed, approximately 7 square feet in size, and less than 3' high, potentially located next to the pedestrian walkway between units 3 and 4, as shown on the architect's plans.

Section 4.171 *Protection of Natural and Other Features*

(.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.*

Response: Several trees must be removed from the site to accommodate development at the density mandated by the zone. An existing tree grove in the eastern portion of the site will be preserved.

- 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.*

Response: Prior to construction activities, tree protection fencing will be installed as specified by the arborist in the Tree Plan.

Section 4.175 *Public Safety and Crime Prevention*

Response: All units will be properly addressed, lighting on units and along walkways will discourage crime.

Section 4.176 *Landscaping, Screening, and Buffering*

(.02) *Landscaping and Screening Standards.*

- C. *General Landscaping Standard.*
 - 1. *Intent. The General Landscaping Standard is a landscape treatment for areas that are generally open. It is intended to be applied in situations where distance is used as the principal means of separating uses or developments and landscaping is required to enhance the intervening space. Landscaping may include a mixture of ground cover, evergreen and deciduous shrubs, and coniferous and deciduous trees.*
 - 2. *Required materials. Shrubs and trees, other than street trees, may be grouped. Ground cover plants must fully cover the remainder of the landscaped area (see Figure 21: General Landscaping). The General Landscaping Standard has two different requirements for trees and shrubs:*
 - a. *Where the landscaped area is less than 30 feet deep, one tree is required for every 30 linear feet.*

- 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.

Response: A variety of trees, shrubs and ground covers are proposed, as shown on the landscape plan.

I. Fully Sight-Obscuring Fence Standard...

Response: A 6'-high privacy fence and dense plantings are proposed for the southeast portion of the site that abuts existing single-family dwellings.

(.03) *Landscape Area. Not less than fifteen percent (15%) of the total lot area, shall be landscaped with vegetative plant materials...*

Response: Approximately 32,511 SF, or 56% of the site, is proposed to be landscaped. The landscape plan is designed by a landscape architect to be consistent with City standards.

(.06) *Plant Materials.*

- F. *Tree Credit. Existing trees that are in good health as certified by an arborist and are not disturbed during construction may count for landscaping tree credit as follows (measured at four and one-half feet above grade and rounded to the nearest inch):*

<i>Existing trunk diameter</i>	<i>Number of Tree Credits</i>
<i>18 to 24 inches in diameter</i>	<i>3 tree credits</i>
<i>25 to 31 inches in diameter</i>	<i>4 tree credits</i>
<i>32 inches or greater</i>	<i>5 tree credits</i>

1. *It shall be the responsibility of the owner to use reasonable care to maintain preserved trees. Trees preserved under this section may only be removed if an application for removal permit under Section 4.610.10(01)(H) has been approved. Required mitigation for removal shall be replacement with the number of trees credited to the preserved and removed tree.*
2. *Within five years of occupancy and upon notice from the City, the property owner shall replace any preserved tree that cannot be maintained due to disease or damage, or hazard or nuisance as defined in Chapter 6 of this code. The notice shall be based on complete information provided by an arborist. Replacement with the number of trees credited shall occur within one (1) growing season of notice.*

Response: The tree grove along the eastern boundary will be preserved. The site will be extensively landscaped, tree credits are likely not necessary.

- G. *Exceeding Standards. Landscape materials that exceed the minimum standards of this Section are encouraged, provided that height and vision clearance requirements are met.*

Response: More than triple the required landscaping is proposed.

Section 4.177 Street Improvement Standards

(.02) Street Design Standards...

(03) Sidewalks

Response: Street improvements will be consistent with City standards, construction plans will be reviewed and approved by the City prior to installation of those facilities.

(.07) *Residential Private Access Drives. Residential Private Access Drives shall meet the following standards:*

- A. Residential Private Access Drives shall provide primary vehicular access to no more than four (4) dwelling units, excluding accessory dwelling units.

Response: The proposed access drive will serve units 7-10.

- B. The design and construction of a Residential Private Access Drive shall ensure a useful lifespan and structural maintenance schedule comparable, as determined by the City Engineer or City's Authorized Representative, to a local street constructed in conformance to current public works standards...
- C. Residential Private Access Drives shall be named for addressing purposes. All Residential Private Access Drives shall use the suffix "Lane", i.e. SW Oakview Lane.
- D. Residential Private Access Drives shall meet or exceed the standards for access drives and travel lanes established in Subsection (.08) of this Section.

Response: The proposed access drive will be constructed and signed as specified by the Code. Construction plans will be reviewed and approved by the City prior to installation of the access drive.

(.08). Access Drive and Driveway Approach Development Standards...

Response: The access driveway is be designed to meet City standards. Construction plans will be reviewed and approved by the City prior to installation of the access drive.

Section 4.179 Mixed Solid Waste and Recyclables in New Multi-Unit Residential and Non-Residential Buildings

- (.01) All site plans for multi-unit residential and non-residential buildings submitted to the Wilsonville Development Review Board for approval shall include adequate storage space for mixed solid waste and source separated recyclables.

Response: The proposal is for 10 detached condominium units. Trash and receptacles will be stored in the garages of the individual houses, and moved to the street on pick-up day.

Section 4.199 Outdoor Lighting
Section 4.199.30. Lighting Overlay Zones.

- (.01) The designated Lighting Zone as indicated on the Lighting Overlay Zone Map for a commercial, industrial, multi-family or public facility parcel or project shall determine the limitations for lighting systems and fixtures as specified in this Ordinance.
- (.02) The Lighting Zones shall be:
 - B. LZ 2. Low-density suburban neighborhoods and suburban commercial districts, industrial parks and districts. This zone is intended to be the default condition for the majority of the City.

Response: The LZ 2 criteria applies to the subject site.

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.
 - B. Prescriptive Option. If the lighting is to comply with this Prescriptive Option, the installed lighting shall meet all of the following requirements according to the designated Lighting Zone.
 - 1. The maximum luminaire lamp wattage and shielding shall comply with Table 7.

Response: For the L2 Lighting Zone, shielded fixtures are limited to 35W maximum. The shared paths and patios will be lit by bollard lights with a maximum 11W LED bulb and a

porch light with the same type of bulb. The sign for the development will be lit by an up-light with a 3W LED bulb.

2. *Except for those exemptions listed in Section 4.199.20(.02), the exterior lighting for the site shall comply with the Oregon Energy Efficiency Specialty Code, Exterior Lighting.*

Response: The 2017 Oregon Residential Specialty Code (ORSC) Section N1107 requires all exterior lighting fixtures shall contain high-efficiency lamps. Per Section N1107.2, screw-in LED lamps comply with this requirement.

3. *The maximum pole or mounting height shall be consistent with Table 8.*

Response: For the LZ2 Lighting Zone, the maximum mounting heights are: 20' for private drives, 8' for walkways and pedestrian areas, and 4' for other lighting. The pole lights that have been selected to be in front of each house are 7' tall. The bollard lights are 2.3' tall.

4. *Each luminaire shall be set back from all property lines at least 3 times the mounting height of the luminaire..*

Response: The pole lights in front of the houses are along the streets for the 1.5 story houses. The two-story houses have pole lights along the access drive and are 29' away from the property line, mounting heights of 7' maximum (7x3=21'). The bollard lights are 2.3' tall (2.3x3=6.9'), and the nearest one to the property line is 9' away.

Section 4.199.50. Submittal Requirements.

(.01) Applicants shall submit the following information as part of DRB review or administrative review of new commercial, industrial, multi-family or public facility projects:

- A. *A statement regarding which of the lighting methods will be utilized, prescriptive or performance, and a map depicting the lighting zone(s) for the property.*
- B. *A site lighting plan that clearly indicates intended lighting by type and location. For adjustable luminaires, the aiming angles or coordinates shall be shown.*
- C. *For each luminaire type, drawings, cut sheets or other documents containing specifications for the intended lighting including but not limited to, luminaire description, mounting, mounting height, lamp type and manufacturer, lamp watts, ballast, optical system/distribution, and accessories such as shields.*
- D. *Calculations demonstrating compliance with Oregon Energy Efficiency Specialty Code, Exterior Lighting, as modified by Section 4.199.40(.01)(B.)(2.)*
- E. *Lighting plans shall be coordinated with landscaping plans so that pole lights and trees are not placed in conflict with one another. The location of lights shall be shown on the landscape plan. Generally, pole lights should not be placed within one pole length of landscape and parking lot trees.*
- F. *Applicants shall identify the hours of lighting curfew.*

(.02) In addition to the above submittal requirements, Applicants using the Prescriptive Method shall submit the following information as part of the permit set plan review:

- A. *A site lighting plan (items 1 A - F, above) which indicates for each luminaire the 3 mounting height line to demonstrate compliance with the setback requirements. For luminaires mounted within 3 mounting heights of the property line the compliance exception or special shielding requirements shall be clearly indicated.*

Response: As previously detailed, the prescriptive method will be utilized. Light locations are shown on the architect's plan.

Underground Utilities

Section 4.300 General

- (.01) *The City Council deems it reasonable and necessary in order to accomplish the orderly and desirable development of land within the corporate limits of the City, to require the underground installation of utilities in all new developments.*
- (.02) *After the effective date of this Code, the approval of any development of land within the City will be upon the express condition that all new utility lines, including but not limited to those required for power, communication, street lighting, gas, cable television services and related facilities, shall be placed underground.*
- (.03) *The construction of underground utilities shall be subject to the City's Public Works Standards and shall meet applicable requirements for erosion control and other environmental protection.*

Response: Utilities will be placed underground. Construction plans will be reviewed and approved by the City prior to commencement of installation of utilities.

Section 4.310 Exceptions

Response: No exceptions are proposed.

Section 4.320 Requirements

- (.01) *The developer or subdivider shall be responsible for and make all necessary arrangements with the serving utility to provide the underground services...*
- (.02) *The location of the buried facilities shall conform to standards supplied to the subdivider by the City. The City also reserves the right to approve location of all surface-mounted transformers.*
- (.03) *Interior easements (back lot lines) will only be used for storm or sanitary sewers, and front easements will be used for other utilities unless different locations are approved by the City Engineer...*

Response: The developer will coordinate with the appropriate entities for provision and undergrounding of utilities. Construction plans will be reviewed and approved by the City prior to installation of utilities. Utility easements are shown on the plans.

Site Design Review

Section 4.400. Purpose.

- (.01) *Excessive uniformity, inappropriateness or poor design of the exterior appearance of structures and signs and the lack of proper attention to site development and landscaping in the business, commercial, industrial and certain residential areas of the City hinders the harmonious development of the City, impairs the desirability of residence, investment or occupation in the City, limits the opportunity to attain the optimum use in value and improvements, adversely affects the stability and value of property, produces degeneration of property in such areas and with attendant deterioration of conditions affecting the peace, health and welfare, and destroys a proper relationship between the taxable value of property and the cost of municipal services therefore.*

Response: The intent of the overall design of the complex is to create a sense of shared equality within the development while merging with the surrounding neighborhood. The houses are condominiums in a micro-community that emphasizes shared space and cooperation. We wanted a certain amount of uniformity to foster a feeling of equality and unity of residents. We feel that this sense of internal unity will be a selling point and will make the development attractive and valuable. We did, however, vary certain elements of the exteriors to give the buildings individuality. Variations include design options for the entry

porch, a mix of exterior siding material combinations and colors and a flexibility of trim treatments.

There is a certain amount of existing uniformity along Fir Ave, across from our site. All the houses are roughly the same size, era and configuration. Common elements of the neighboring houses include siding, architectural style, color, trim, garage location, front door location and roofing. This uniformity helps foster a sense of equality and community. Our building designs have adopted many of these elements to fit in with the neighbors, including street facing entries and garage doors, light-toned siding colors with white trim, large front windows, traditional siding materials and welcoming landscaping.

(.02) *The City Council declares that the purposes and objectives of site development requirements and the site design review procedure are to:*

A. *Assure that Site Development Plans are designed in a manner that insures proper functioning of the site and maintains a high quality visual environment.*

Response: The intent of the site design is to foster a strong sense of community both within the site and toward the surrounding neighborhood.

B. *Encourage originality, flexibility and innovation in site planning and development, including the architecture, landscaping and graphic design of said development;*

Response: The proposal is for a condominium project that is designed to appear similar to single-family development.

C. *Discourage monotonous, drab, unsightly, dreary and inharmonious developments;*

Response: The units are intended to represent the architecture styles of houses that were found throughout the Willamette Valley in the early 1900s. They are designed to provide attractive, comfortable, and welcoming places to live, as shown in the architectural plans.

D. *Conserve the City's natural beauty and visual character and charm by assuring that structures, signs and other improvements are properly related to their sites, and to surrounding sites and structures, with due regard to the aesthetic qualities of the natural terrain and landscaping, and that proper attention is given to exterior appearances of structures, signs and other improvements;*

Response: The project is designed to preserve a tree grove in the eastern portion of the site.

E. *Protect and enhance the City's appeal and thus support and stimulate business and industry and promote the desirability of investment and occupancy in business, commercial and industrial purposes;*

Response: The site is designed to be highly functional as well as aesthetically appealing.

F. *Stabilize and improve property values and prevent blighted areas and, thus, increase tax revenues;*

Response: The area is a nice, older neighborhood, the site is designed to be aesthetically appealing and proposes traditional architectural styles and materials to better blend in with existing development.

G. *Insure that adequate public facilities are available to serve development as it occurs and that proper attention is given to site planning and development so as to not*

adversely impact the orderly, efficient and economic provision of public facilities and services.

Response: All necessary services are available to serve the proposed development.

- H. *Achieve the beneficial influence of pleasant environments for living and working on behavioral patterns and, thus, decrease the cost of governmental services and reduce opportunities for crime through careful consideration of physical design and site layout under defensible space guidelines that clearly define all areas as either public, semi-private, or private, provide clear identity of structures and opportunities for easy surveillance of the site that maximize resident control of behavior -- particularly crime;*

Response: The applicant intends to create pleasing recreation and open space area to be a pleasant environment supportive of positive behavioral patterns.

- I. *Foster civic pride and community spirit so as to improve the quality and quantity of citizen participation in local government and in community growth, change and improvements;*

Response: The intent of the site design is to foster a strong sense of community both within the site and toward the surrounding neighborhood.

- J. *Sustain the comfort, health, tranquility and contentment of residents and attract new residents by reason of the City's favorable environment and, thus, to promote and protect the peace, health and welfare of the City.*

Response: An existing tree grove will be preserved, and the site will extensively landscaped to create an attractive residential development as an option for existing Wilsonville residents as well as new residents.

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. 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.*

Response: The tree grove along the eastern boundary of the site is proposed to be preserved. Extensive landscaping is proposed for the developed portion of the site.

- B. *Relation of Proposed Buildings to Environment. Proposed structures shall be located and designed to assure harmony with the natural environment...*

Response: The site is designed to preserve a tree grove in the eastern portion of the site.

- 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.

Response: The site is a condominium project designed to appear the same as detached single-family development. Sidewalks will be constructed along the Fir Avenue and 4th Street frontages.

D. *Surface Water Drainage. Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties of the public storm drainage system.*

Response: Two LIDA water quality facilities will be constructed within common area on the site, and connected to the existing storm line in Fir Avenue.

E. *Utility Service. Any utility installations above ground shall be located so as to have a harmonious relation to neighboring properties and site. The proposed method of sanitary and storm sewage disposal from all buildings shall be indicated.*

Response: Each unit will have individual sanitary laterals that connect to the public line in Fir Avenue. Storm drainage will be directed through a water quality facility and conveyed to the public line in Fir Avenue. The water quality facility will be located within the common open space behind the units, and extensively landscaped.

F. *Advertising Features. In addition to the requirements of the City's sign regulations, the following criteria should be included: the size, location, design, color, texture, lighting and materials of all exterior signs and outdoor advertising structures or features shall not detract from the design of proposed buildings and structures and the surrounding properties.*

Response: The proposed sign is shown in the architectural plans.

G. *Special Features. Exposed storage areas, exposed machinery installations, surface areas, truck loading areas, utility buildings and structures and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall be required to prevent their being incongruous with the existing or contemplated environment and its surrounding properties. Standards for screening and buffering are contained in Section 4.176.*

Response: The site is designed to appear similar to single-family detached residential development. None of the specified special features are proposed.

(.02) *The standards of review outlined in Sections (a) through (g) above shall also apply to all accessory buildings, structures, exterior signs and other site features, however related to the major buildings or structures.*

Response: The 10 condominium units are the only structures proposed.

(.03) *The Board shall also be guided by the purpose of Section 4.400, and such objectives shall serve as additional criteria and standards.*

Response: The purpose and objectives are addressed as criteria previously in this document.

(.04) *Conditional application. The Planning Director, Planning Commission, Development Review Board or City Council may, as a Condition of Approval for a zone change, subdivision, land partition, variance, conditional use, or other land use action, require conformance to the site development standards set forth in this Section.*

Response: The proposal is consistent with this and all other applicable Code sections.

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...*

(.03) *Design Standards...*

(.04) *Access Standards...*

Response: Solid waste and recycling storage will be handled through individual bins that residents can store in their garage and then wheel to the street on pick-up day just like all other properties in the neighborhood. A letter from Republic Services is included with the application package.

Section 4.440. *Procedure.*

(.01) *Submission of Documents. A prospective applicant for a building or other permit who is subject to site design review shall submit to the Planning Department, in addition to the requirements of Section 4.035, the following:*

A. *A site plan, drawn to scale...*

B. *A Landscape Plan...*

C. *Architectural drawings or sketches...*

D. *A Color Board displaying specifications as to type, color, and texture of exterior surfaces of proposed structures. Also, a phased development schedule if the development is constructed in stages.*

E. *A sign Plan...*

F. *The required application fee.*

Response: The applicable items are included with the application package.

(.02) *As soon as possible after the preparation of a staff report, a public hearing shall be scheduled before the Development Review Board...*

Response: The applicant has been advised of the process.

Section 4.450. *Installation of Landscaping.*

(.01) *All landscaping required by this section and approved by the Board shall be installed prior to issuance of occupancy permits...*

(.02) *Action by the City approving a proposed landscape plan shall be binding upon the applicant...*

(.03) *All landscaping shall be continually maintained...*

Response: Proposed landscaping of approximately 56% of the site is shown in the plan set. Landscape maintenance will be the responsibility of the HOA, and will be so specified in the HOA documents.

Section 4.600 *Tree Removal*

Section 4.610.10. *Standards For Tree Removal, Relocation Or Replacement*

(.01) *Except where an application is exempt, or where otherwise noted, the following standards shall govern the review of an application for a Type A, B, C or D Tree Removal Permit:*

A. *Standard for the Significant Resource Overlay Zone. The standard for tree removal in the Significant Resource Overlay Zone shall be that removal or transplanting of any tree is not inconsistent with the purposes of this Chapter.*

- B. *Preservation and Conservation.* No development application shall be denied solely because trees grow on the site. Nevertheless, tree preservation and conservation as a design principle shall be equal in concern and importance to other design principles.
- C. *Developmental Alternatives.* Preservation and conservation of wooded areas and trees shall be given careful consideration when there are feasible and reasonable location alternatives and design options on-site for proposed buildings, structures or other site improvements.
- D. *Land Clearing.* Where the proposed activity requires land clearing, the clearing shall be limited to designated street rights-of-way and areas necessary for the construction of buildings, structures or other site improvements.
- E. *Residential Development.* Where the proposed activity involves residential development, residential units shall, to the extent reasonably feasible, be designed and constructed to blend into the natural setting of the landscape.
- F. *Compliance With Statutes and Ordinances.* The proposed activity shall comply with all applicable statutes and ordinances.
- G. *Relocation or Replacement.* The proposed activity shall include necessary provisions for tree relocation or replacement, in accordance with WC 4.620.00, and the protection of those trees that are not to be removed, in accordance with WC 4.620.10.
- H. *Limitation.* Tree removal or transplanting shall be limited to instances where the applicant has provided completed information as required by this Chapter and the reviewing authority determines that removal or transplanting is necessary based on the criteria of this subsection.
 - 1. *Necessary For Construction.* Where the applicant has shown to the satisfaction of the reviewing authority that removal or transplanting is necessary for the construction of a building, structure or other site improvement, and that there is no feasible and reasonable location alternative or design option on-site for a proposed building, structure or other site improvement; or a tree is located too close to existing or proposed buildings or structures, or creates unsafe vision clearance.
 - 2. *Disease, Damage, or Nuisance, or Hazard.* Where the tree is diseased, damaged, or in danger of falling, or presents a hazard as defined in WC 6.208, or is a nuisance as defined in WC 6.200 et seq., or creates unsafe vision clearance as defined in this Code.
 - (a) As a condition of approval of Stage II development, filbert trees must be removed if they are no longer commercially grown or maintained.
 - 3. *Interference.* Where the tree interferes with the healthy growth of other trees, existing utility service or drainage, or utility work in a previously dedicated right-of-way, and it is not feasible to preserve the tree on site.
 - 4. *Other.* Where the applicant shows that tree removal or transplanting is reasonable under the circumstances.
- I. *Additional Standards for Type C Permits.*
 - 1. *Tree survey.* For all site development applications reviewed under the provisions of Chapter 4 Planning and Zoning, the developer shall provide a Tree Survey before site development as required by WC 4.610.40, and provide a Tree Maintenance and Protection plan, unless specifically exempted by the Planning Director or DRB, prior to initiating site development.
 - 2. *Platted Subdivisions.* The recording of a final subdivision plat whose preliminary plat has been reviewed and approved after the effective date of Ordinance 464 by the City and that conforms with this subchapter shall include a Tree Survey and Maintenance and Protection Plan, as required by this subchapter, along with all other conditions of approval.

3. *Utilities. The City Engineer shall cause utilities to be located and placed wherever reasonably possible to avoid adverse environmental consequences given the circumstances of existing locations, costs of placement and extensions, the public welfare, terrain, and preservation of natural resources. Mitigation and/or replacement of any removed trees shall be in accordance with the standards of this subchapter.*

Response: The trees proposed for removal were either determined to have viability issues determined by the Arborist or in conflict with proposed development. Trees 1-3 are not in direct conflict with the proposed onsite development, however the 5th street parking area and sidewalk improvements significantly impact their root zone. There is no practical alternative for the placement of these public improvements. Tree 7 is located within a storm water facility which located to provide required treatment.

The onsite buildings are detached with reduced heights to provide for neighborhood compatibility, therefore building relocation would not result in the preservation of additional trees and would likely result in reduced open space for the additional access requirements.

Section 4.610.40. Type C Permit

- (.01) Approval to remove any trees on property as part of a site development application may be granted in a Type C permit...*
- (.02) The applicant must provide ten copies of a Tree Maintenance and Protection Plan completed by an arborist that contains the following information:*
 - A. A plan, including a topographical survey bearing the stamp and signature of a qualified, registered professional containing all the following information:*
 - 1. Property Dimensions. The shape and dimensions of the property, and the location of any existing and proposed structure or improvement.*
 - 2. Tree survey. The survey must include:*
 - a. An accurate drawing of the site based on accurate survey techniques at a minimum scale of one inch (1") equals one hundred feet (100') and which provides a) the location of all trees having six inches (6") or greater d.b.h. likely to be impacted, b) the spread of canopy of those trees, (c) the common and botanical name of those trees, and d) the approximate location and name of any other trees on the property.*

Response: The Existing Conditions plan includes surveyed tree locations, the Tree Table lists the trees as identified by the arborist.

- b. A description of the health and condition of all trees likely to be impacted on the site property...*
- c. Where a stand of twenty (20) or more contiguous trees exist on a site and the applicant does not propose to remove any of those trees...*
- d. All Oregon white oaks, native yews, and any species listed by either the state or federal government as rare or endangered shall be shown in the tree survey.*

Response: The Tree Table prepared by the arborist describes the trees. No white oaks, native yews or endangered species are present on the site.

3. *Tree Protection. A statement describing how trees intended to remain will be protected during development, and where protective barriers are necessary, that they will be erected before work starts. Barriers shall be sufficiently substantial to withstand nearby construction activities. Plastic tape or similar forms of markers do not constitute "barriers."*

Response: The Tree Plan describes tree protection measures, which include fencing root protection zones and limiting access to the protection area.

4. *Easements and Setbacks. Location and dimension of existing and proposed easements, as well as all setbacks required by existing zoning requirements.*

Response: Easements and setbacks are shown on the plans.

5. *Grade Changes. Designation of grade changes proposed for the property that may impact trees.*
6. *Cost of Replacement. A cost estimate for the proposed tree replacement program with a detailed explanation including the number, size and species.*
7. *Tree Identification. A statement that all trees being retained will be identified by numbered metal tags, as specified in subsection "A," above in addition to clear identification on construction documents.*

Response: According to the Tree Plan, the trees to remain have been tagged with metal tags. Replacement trees will be 2" caliper trees chosen from an approved tree species list supplied by the City. Specific species and location will be determined by the landscape designer.

Section 4.620.00. Tree Relocation, Mitigation, Or Replacement

- (.01) Requirement Established. A Type B or C Tree Removal Permit grantee shall replace or relocate each removed tree having six (6) inches or greater d.b.h. within one year of removal.*
- (.02) Basis For Determining Replacement...*
- (.03) Replacement Tree Requirements...*
- (.04) All trees to be planted shall consist of nursery stock that meets requirements of the American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade.*
- (.05) Replacement Tree Location...*

Response: Replacement trees will be planted within one year of removal, and will include 2" caliper trees chosen from an approved tree species list supplied by the City. Specific species and locations are shown on the landscape plan.

Section 4.620.10. Tree Protection During Construction

- (.01) Where tree protection is required by a condition of development under Chapter 4 or by a Tree Maintenance and Protection Plan approved under this subchapter, the following standards apply:*
 - A. All trees required to be protected must be clearly labeled as such.*
 - B. Placing Construction Materials Near Tree. No person may conduct any construction activity likely to be injurious to a tree designated to remain, including, but not limited to, placing solvents, building material, construction equipment, or depositing soil, or placing irrigated landscaping, within the drip line, unless a plan for such construction activity has been approved by the Planning Director or Development Review Board based upon the recommendations of an arborist.*
 - C. Attachments to Trees During Construction. Notwithstanding the requirement of WC 4.620.10(1)(A), no person shall attach any device or wire to any protected tree unless needed for tree protection.*

Response: Trees being preserved will be protected as described in the Tree Plan prepared by Multnomah Tree Experts, Ltd.

- D. Protective Barrier...*

Response: Six-foot high fencing will be installed at the edge of root protection zones, as described in the Tree Plan prepared by Multnomah Tree Experts, Ltd.

Section 4.620.20. Maintenance And Protection Standards

(.01) The following standards apply to all activities affecting trees, including, but not limited to, tree protection as required by a condition of approval on a site development application brought under this Chapter or as required by an approved Tree Maintenance and Protection Plan.

- A. Pruning activities shall be guided by the most recent version of the ANSI 300 Standards for Tree, Shrub, and Other Woody Plant Maintenance. Information on these standards shall be available upon request from the Planning Department.*
- B. Topping is prohibited.*
 - 1. Exception from this section may be granted under a Tree Removal Permit if necessary for utility work or public safety.*

Response: Trees will be protected as described in the Tree Plan prepared by Multnomah Tree Experts, Ltd. Trees onsite will either be protected or removed. No topping is proposed.

Conclusion: The proposed PUD meets the standards for zoning and development and can be approved.

April 16, 2018

Ms. Jennifer Scola
Associate Planner
City of Wilsonville
29799 SW Town Center Loop East
Wilsonville, OR 97070

RE: Fir Avenue Commons DB18-0003-DB18-007

Dear Ms Scola:

Enclosed please find our submittal addressing the March 6th, letter of incomplete items. We have addressed the following items:

Parking, Access, and Circulation

1. The plan inconsistencies between the civil and architectural plans have been addressed and are reflected in the new plan sets provided herein.
2. The south access drive (4th Street) is shown as paved within the project boundary. There is existing gravel road section within the roadway easement that together exceeds the required access width.

Architectural and Site Planning

3. The building elevations have been modified and additional findings addressing the codes sections for "excessive uniformity". The colored perspective drawings on Sheets A1.07 & A1.08 reflect these changes.

Landscape Plans

4. Additional details have been provided on the landscape plan addressing screening and selected plant materials.
5. Bench cut sheets are included in the submittal materials.
6. Privacy Fence details are included in the submittal materials.
7. Additional findings have been provided addressing tree removal. Specifically, trees 1-3, we have shown approximate root protection zones that show significant portions of the critical roots zones to be within the public sidewalk and parking areas in the road section. Some of the onsite driveways, walkways and buildings also impact these critical root zones. Tree 7 is located within a storm water treatment facility. There is no practicable alternative for the site plan that would allow these trees to remain.

Signs

8. The duplicate sign has been removed from modeling.

Storm water

9. Storm water facility plantings are shown on the landscape plan for the LIDA swales and planters.
10. The revised storm report reflects the City's BMP sizing tool.
11. A drainage basin map is included in the storm report. The basin map depicts what area drains to each storm water facility.

Condominium Plat

12. A preliminary plat drawing (Sheet C6) has been added to reflect the condominium plat. We have also included a revised application and additional fee to reflect the condominium plat.

We are including the revised application form, additional fee and 3 sets of revised narrative, plans (both 11x17 and full size) and exhibits with this resubmittal. If you have any questions or require anything else please let us know.

Sincerely,
CESNW, Inc.



Anthony R. Weller, P.E., P.L.S.
President

\\3269_Resubmittal_ltr_180410.docx



117 Commercial Street NE
 Suite 310
 Salem, OR 97301
 503.391.8773
 www.dksassociates.com

MEMORANDUM

DATE: April 7, 2016
TO: Steve Adams, P.E., City of Wilsonville
FROM: Scott Mansur, P.E., PTOE *Sm*
 Jordin Ketelsen, EIT



SUBJECT: SW Fir Avenue and 4th Street 9-Lot Subdivision Transportation Study

This memorandum documents trip generation estimate for the proposed nine single family units located on the northeast corner of SW Fir Avenue and SW 4th Street in Wilsonville, Oregon. The development would use SW Fir Avenue and SW 4th Street in addition to a proposed 25-foot wide private road parallel to SW Fir Avenue from SW 4th Street.

The purpose of this memorandum is to determine the proposed number of trips the proposed subdivision will generate during the p.m. peak hour and evaluate site access, internal circulation, bicycle and pedestrian needs (including multi-use trails), and parking. The sections of this memorandum include the project trip generation, site plan review, and summary of findings.

Project Trip Generation

Trip generation is the method used to estimate the number of vehicles that are added to the roadway network by the proposed project during a specified period (i.e., p.m. peak hour). Trip generation estimates for the proposed nine single family houses during the p.m. peak period were performed using the trip rates provided by the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 9th Edition*,¹ and are shown below in Table 1. The trip generation analysis used the ITE's Single-Family Detached Housing (Land Use Code 210) trip rate. The analysis indicates that the proposed houses are expected to generate 9 p.m. peak hour trips (6 in, 3 out).

Table 1: Trip Generation for Proposed Subdivision

Land Use (ITE Code)	Dwelling Units	P.M. Peak Hour Trip Rate	P.M. Peak Hour Trips		
			In	Out	Total
Single-Family Detached Housing (210)	9	1.00 trips/DU*	6	3	9

*DU = Dwelling Units

¹ *Trip Generation, 9th Edition*, Institute of Transportation Engineers, 2012.



Project Trips through I-5 Interchange Area

It is expected that the majority of p.m. peak trips for the proposed subdivision would be vehicles traveling home from work. Therefore, 90% of the project traffic (approximately 8 p.m. peak hour trips) is estimated to travel through the I-5/SW Wilsonville Road interchange area. The remaining 10% would be considered traffic traveling to and from commercial uses along SW Boones Ferry Road south of SW Wilsonville Road.

Site Plan Review

The applicant's preliminary site plan and improvement email narrative was provided with the Traffic Study Request letter and is attached to the appendix.² It was reviewed to evaluate site access, internal circulation, bicycle and pedestrian needs, and parking.

Site Access

The proposed subdivision would utilize the existing SW Fir Avenue and SW 4th Street in addition to a proposed private road that will run parallel to SW Fir Avenue off SW 4th Street. It is important to note that SW 4th Street is not located in the City's right-of-way but instead is covered by a roadway easement and may be subject to the conditions listed in the easement document.³ Three lots will have driveways on SW Fir Avenue, two lots will have driveways on SW 4th Street, and the remaining four lots will have driveways on the proposed private road. The proposed site plan also includes a park area that is approximately 13,000 square feet. As applicable, the proposed site driveways will need to meet American Association of State Highway and Transportation Officials (AASHTO) sight distance requirements.⁴ This includes providing adequate sight triangles at driveway that are clear of objects (large signs, landscaping, parked cars, etc.) that could potentially limit vehicle sight distance. Prior to occupancy, sight distance at the access points will need to be verified, documented, and stamped by a registered professional Civil or Traffic Engineer licensed in the State of Oregon.

Internal Circulation

Based on the site plan, the proposed subdivision's internal roadway network appears to provide adequate turning radii to allow safe entrance and exit maneuvers in the subdivision and space to allow parking maneuvers.

Bicycle and Pedestrian Facilities

The site does not currently have any sidewalks along SW Fir Avenue and SW 4th Street. The proposed development should provide street frontage improvements to both SW Fir Avenue and SW 4th Street. Sidewalks should be built along all street frontages. These improvements will provide adequate pedestrian facilities for the subdivision.

The site does not currently have any multi-use trails. South of the project site is a bicycle path that crosses under I-5 and provides access to the residential area east of I-5.

² Site plan provided in email from Steve Adams, City of Wilsonville, March 22, 2016.

³ Roadway Easement Document Number 84-28734

⁴ *Geometric Design of Highways and Streets*, AASHTO, 2004; Case B1, p. 661.



Parking

The City of Wilsonville Code requires a minimum of one parking space per dwelling unit of single family housing. These parking spaces are assumed to be included in the designated garage and/or driveway of each of the nine single family housing units. There is no bicycle parking minimum for single family units. Thus, the proposed subdivision meets the City of Wilsonville parking standards.

Summary

Key findings for the proposed nine lot subdivision in Wilsonville, Oregon are as follows:

- The proposed houses are expected to generate 9 p.m. peak hour trips (6 in, 3 out).
- It is expected that 90% of the project traffic (or 8 p.m. peak hour trips) are estimated to travel through the I-5/SW Wilsonville Road interchange area.
- The proposed site plan provides adequate site access and internal circulation.
- The proposed street frontage improvements on SW Fir Avenue and SW 4th Street as well as the proposed private road should provide adequate pedestrian facilities.
- As applicable, the proposed site driveways will need to meet American Association of State Highway and Transportation Officials (AASHTO) sight distance requirements.⁵ This includes providing adequate sight triangles at driveway that are clear of objects (large signs, landscaping, parked cars, etc.) that could potentially limit vehicle sight distance. Prior to occupancy, sight distance at the access points will need to be verified, documented, and stamped by a registered professional Civil or Traffic Engineer licensed in the State of Oregon.
- The proposed subdivision meets the City of Wilsonville parking standards.

Please let us know if you have any questions.

⁵ *Geometric Design of Highways and Streets*, AASHTO, 2004; Case B1, p. 661.

FIR AVENUE COMMONS

Preliminary Storm Drainage Report



RENEWAL DATE: 6/30/19

Applicant:

West Coast Home Solutions, LLC
P.O. Box 1969
Lake Oswego, OR 97035
503.989.1613

Engineer:

CESNW, Inc.
13190 SW 68th Parkway, Suite 150
Tigard, OR 97223
503.968.6655

January 30, 2018

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Vicinity Map

Project Description

The project site is located at 30820 SW Fir Avenue, tax map 31W23AC Tax Lot 400 and consists of 1.48 Acres. The site is zoned PDR-4, and the project will consist of a 10-Unit Planned Development. The proposed project will consist of 10 detached single-family condominium homes on a single tax lot. A total of 6 will be located along SW Fir Ave. and SW 4th street and 4 behind those at the northeastern side of the property. The 4 condominiums located at the north eastern side of the property will be accessed by a private drive aisle located off SW Fir Ave. along the northern edge of the property. Site features include a shared green space at the center of the property, small private backyards with garden fences, landscaped pedestrian paths, paved community patios, ornamental trees and bushes, and a preserved grove of large trees along the eastern edge of the property as a screen to Interstate 5.

Existing Conditions

The site slopes range from 2% to 5% from the southeast to the northwest. The existing improvements consist of a single family home and driveway access. Site vegetation varies with grass covering most of the lot and trees located on the north side of the existing house on the west side of the lot and along the far east side of the property. Site drainage flows from the southeast to the northwest direction towards Fir Street following the contours of the site. No sensitive lands, wetlands, floodplains, or tree protection zones are listed for the site.

The lot to the east is vacant with a gravel access road leading south of the property. The east lot slopes away from the project site and will not provide any flows into the site. The south side of the project abuts an unimproved gravel extension of 4th street leading to two single family residential lots adjacent to the southeast corner of the lot. Both lots drain to the south away from the project site. Further to the south are additional lots that front the unimproved 4th street. The lots to the south as well as fir street slope away from the project site and do not provide additional storm water flows into the site. North of the project site is a church that slopes away from the project site to the north.

Existing runoff from the project site travels north along Fir Street where it enters the public storm sewer main in 5th Street. From there, stormwater travels west to Boones Ferry Road where it flows south and into the Wilamette River.

According to the Soils Survey of Clackamas County there are Salem Silt Loams on site which are classified as hydrologic soil group 'B'. Attached to this report is a copy of the infiltration report.

Developed Conditions

The proposed project will use both pervious and impervious features as part of the development. A preliminary impervious area threshold determination form is attached to this report. The private access drive and condominium driveways along the north of the property will be constructed using pervious pavement with enough stormwater storage in the rock underneath to detain the 100-year storm event. All the interior walkways will also be constructed with pervious pavement and provide stormwater storage for up to the 100-year event. The new sidewalk constructed along Fir Street and 4th Avenue as well as the driveways for the 6 units fronting those two roads will be treated and detained in stormwater planters adjacent to the public sidewalk. The roof drains and common open space patios in the interior of the project will be treated and stormwater will be detained within to proposed rain gardens located either centrally within the project or at the northwest corner of the project site. Emergency overflow drains are provided in the planters and rain gardens for events greater than the 100-year storm.

	Storm Event	Pre-Developed Flow(cfs)	Post-Developed Flow (Unrestricted) (cfs)	Storage Volume(cf)	Depth of Storage(ft)	Post-Developed Flow (Leaving Site) (cfs)
Rain Garden 'A'	WQ	0.005	0.027	452	0.00	0.00
	2-year	0.018	0.078	527	0.20	0.00
	5-year	0.030	0.098	577	0.30	0.00
	10-year	0.044	0.117	656	0.50	0.00
	25-year	0.060	0.137	746	0.70	0.00
	100-year	0.082	0.165	873	0.95	0.00

	Storm Event	Pre-Developed Flow(cfs)	Post-Developed Flow (Unrestricted) (cfs)	Storage Volume(cf)	Depth of Storage(ft)	Post-Developed Flow (Leaving Site) (cfs)
Rain Garden 'B'	WQ	0.001	0.044	681	0.00	0.00
	2-year	0.021	0.131	1219	0.10	0.00
	5-year	0.045	0.178	1232	0.10	0.00
	10-year	0.081	0.225	1271	0.20	0.00
	25-year	0.123	0.276	1561	0.50	0.00
	100-year	0.185	0.347	2115	1.10	0.00

	Storm Event	Pre-Developed Flow(cfs)	Post-Developed Flow (Unrestricted) (cfs)	Storage Volume(cf)	Depth of Storage(ft)	Post-Developed Flow (Leaving Site) (cfs)
Planter 1	WQ	0.010	0.013	151	0.04	0.00
	2-year	0.032	0.038	177	0.22	0.00
	5-year	0.044	0.052	228	0.56	0.00
	10-year	0.057	0.065	284	0.94	0.00
	25-year	0.071	0.079	309	1.10	0.03
	100-year	0.090	0.099	330	1.20	0.06

Tree Plan for 30820 SW Fir Ave.

This Tree Plan is required by Section 4.610.40. Type C Permit as part of the site development application for the 30820 SW Fir Ave. in Wilsonville, Oregon. Trees were inventoried by an ISA Certified Arborist. The attached Tree Table includes all trees that are 6 inches in diameter (d.b.h.) and larger. There are twenty-six trees and the Tree Table delineates which will be protected and which will be removed. Root protection zones (RPZs) have been listed in the Tree Table. All trees to remain on the site have been tagged with metal tags that are to remain in place throughout the development. Tag numbers are keyed to the tree survey map and the attached Tree Table.

The nine trees being preserved during development will be cordoned off with fencing built at the edge of root protection zones before construction activity begins. Fencing will consist of 6-foot high metal chain link secured with 8-foot metal posts. Without supervision by an arborist a root protection zone may be entered only for tasks like surveying, measuring and sampling. Upon completion of the task the fence must be closed. Without authorization, none of the following is allowed within a root protection zone:

1. New buildings;
2. Grade change or cut and fill, during or after construction;
3. New impervious surfaces;
4. Utility or drainage field placement;
5. Staging or storage of materials and equipment during construction;
6. Vehicle maneuvering during construction.

Construction will take place within the root protection zone radii of trees 21 and 22 (T21 and T22). The RPZ will initially be laid out as a modified 30-ft. radius for each tree. These RPZs will merge with those of the protected trees to the north and east, yielding a very large protected area as the trees will be preserved along with others, as a stand.

- To the west the RPZ for T21 will be truncated at 20 ft. for building construction. At this distance arborist supervision will not be needed.
- The RPZ for T22 will be truncated at 15 ft. to the west for construction of a walkway that will follow the grade. The only excavation allowed within 20 ft. of the tree is scraping off the loose organic top layer. If any additional excavation is needed then an arborist must be on site for supervision.

Sixteen trees will be removed and Section 4.620.00. requires that each removed tree be replaced with a 2-inch caliper tree within one year of removal. Replacement trees shall be chosen for the site from an approved tree species list supplied by the City, and shall be state Department of Agriculture Nursery Grade No. 1 or better. The trees must be staked, fertilized and mulched, and shall be guaranteed by the permit grantee for two years after the planting date. The particular species and locations will be determined by the landscape designer.



The goal of this Tree Plan is to meet the requirements of the tree preservation code and to observe all laws, rules, and regulations. All trees to be removed should be verified and marked and all tree protection measures should be inspected and approved before any clearing or grading work begins. It is the owner's responsibility to implement this tree plan and to monitor the construction process to its conclusion. Deviations can result in tree damage, liability, and violations of the City Code.

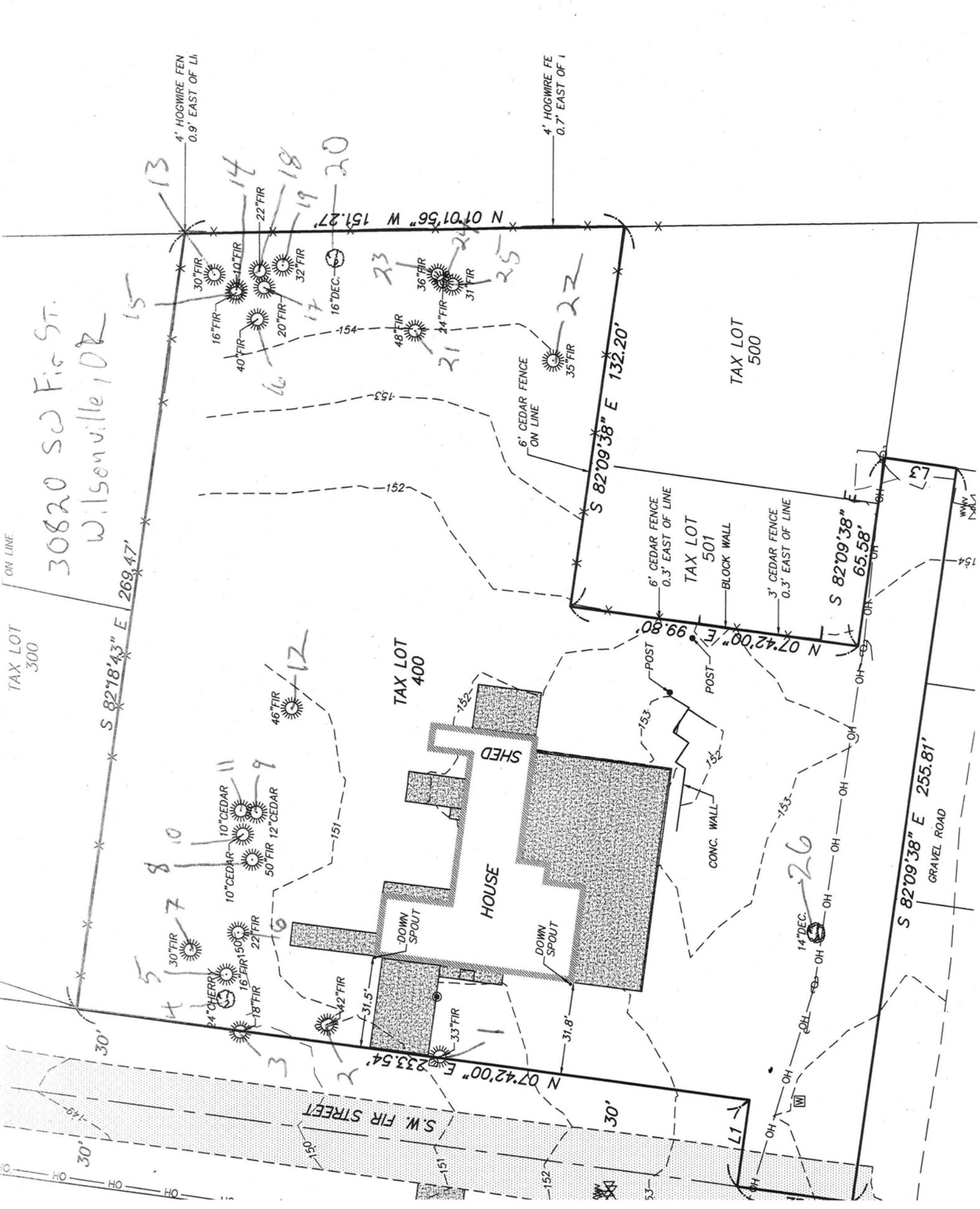
No.	Species	DBH	Rating	Height	Remarks	RPZ	Action
1	Douglas fir	32	2	80	remove for improvements	0	remove
2	Douglas fir	39	2	90	remove for improvements	0	remove
3	Douglas fir	20	2	90	remove for improvements	0	remove
4	bird cherry	25	2	70	multiple stems; inclusions	0	remove
5	Douglas fir	17	2	85	invasive	0	remove
6	Douglas fir	23	2	90	native	0	remove
7	Douglas fir	33	2	100	remove for improvements	0	remove
8	Douglas fir	50	2	130	remove for improvements	0	remove
9	western red cedar	14	2	40	native	0	remove
10	western red cedar	11	2	50	native	0	remove
11	western red cedar	12	2	50	native	0	remove
12	Douglas fir	48	2	130	native	0	remove
13	Douglas fir	34	2	90	native	24	protect
14	Douglas fir	13	0	30	boken top; terminal decline	0	remove
15	Douglas fir	18	1	80	red-ring rot	0	remove
16	Douglas fir	41	1	140	red-ring rot	0	remove
17	Douglas fir	24	2	130	native	16	protect
18	Douglas fir	22	2	90	native	14	protect
19	Douglas fir	36	2	120	native	26	protect
20	big leaf maple	17	2	60	native	12	protect
21	Douglas fir	46	2	140	dead branches	30	protect
22	Douglas fir	46	2	150	hangers	30	protect
23	Douglas fir	27	2	140	shares stump with T24; trunk swoop	18	protect
24	Douglas fir	30	2	150	shares stump with T23	20	protect
25	Douglas fir	36	2	140	native	24	protect
26	lavalle hawthorn	21	2	35	remove for ROW improvements	0	remove
		735					

Rating: 0/dead or hazard; 1/disease or decline; 2/average; 3/excellent

Heights are estimated.

RPZ means Root Protection Zone, a radius around the tree measured in feet.

T21 and T22 will have a modified RPZ. Please see the narrative.



30820 S.W. Fir St.
Wilsonville, OR

TAX LOT 300

S 82°18'43" E 269.47'

TAX LOT 400

TAX LOT 500

S.W. FIR STREET

S 82°09'38" E 255.81'
GRAVEL ROAD

Assumptions and Limiting Conditions

Portland Tree Consulting PO Box 19042 Portland, OR 97280
(503) 452-8160 peter@pdxtreeconsulting.com

1. Client warrants any legal description provided to the Consultant is correct and titles and ownerships to property are good and marketable. Consultant shall not be responsible for incorrect information provided by Client. Client agrees to defend, indemnify, and hold Consultant, its officers, directors, employees, and agents harmless from any claims or damages, including attorney fees, arising out of acts or omissions of Client in connection with work performed pursuant to this Agreement.
2. All data will be verified insofar as feasible; however, the Consultant can neither guarantee nor be responsible for the accuracy of information provided by others.
3. The Consultant shall not be required to give testimony or attend court or hearings by reason of this report unless subsequent contractual arrangements are made, including additional fees.
4. The report and any values expressed therein represent the opinion of the Consultant, and the Consultant's fee is in no way contingent upon the reporting of a specified value, a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.
5. Sketches, drawings and photographs in the report are intended as visual aids and may not be to scale. The reproduction of information generated by others will be for coordination and ease of reference. Inclusion of such information does not constitute a representation by the consulting arborist, or by Multnomah Tree Experts, Ltd., as to the sufficiency or accuracy of the information.
6. Unless expressed otherwise, information in the report covers only items that were examined, and reflects the condition of those items at the time of inspection. The inspection is limited to visual examination of accessible items without laboratory analysis, dissection, excavation, probing, or coring, unless otherwise stated.
7. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the plants or property in question may not arise in the future.
8. The report is the completed work product. Any additional work, including production of a site plan, addenda and revisions, construction of tree protection measures, tree work, or inspection of tree protection measures, for example, must be contracted separately.
9. Loss or alteration of any part of the report invalidates the entire report. Ownership of any documents produced passes to the Client only when all fees have been paid.



Peter Torres, M.F.

CCB# 154349

ASCA RCA #372

ISA Certified Arborist PN-0650B

Multnomah Tree Experts, Ltd.

CES|NW

June 2017

RE: Proposed Development

Dear Neighbor:

CESNW, Inc. is representing the owner of property located at 30820 SW Fir Avenue, also known as 31W23AC Tax Lot 400. The proposed project consists of 10 detached homes developed as a condominium style of ownership at this location. Prior to applying to the City of Wilsonville for the necessary permits, We would like to discuss the proposal in more detail with surrounding property owners and residents. You are invited to attend a meeting on:

Thursday, June 29, 2017
6:00 pm
Wilsonville Water Treatment Plant Conference Room
10350 SW Arrowhead Creek Lane

Please note that this will be an informational meeting on preliminary development plans. These plans may be altered prior to submittal of the application to the City.

I look forward to more specifically discussing the proposal with you. Please call me at 503-968-6655 if you have any questions.

Sincerely,



Tony Weller, P.E., P.L.S.
President



City of Wilsonville
Exhibit B1.G DB18-0003 et al

CESNW, INC.

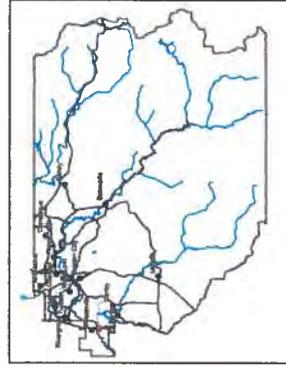
13190 SW 68TH PARKWAY, STE. 150 TIGARD, OR 97223
503.968.6655 TEL 503.968.2595 FAX www.cesnw.com

3 1 W 23AC
 WILSONVILLE
 S.W.1/4 N.E.1/4 SEC.23 T.3S. R.1W. W.M.
 CLACKAMAS COUNTY
 1" = 100'

D.L.C.
 THOMAS BAILEY NO. 45

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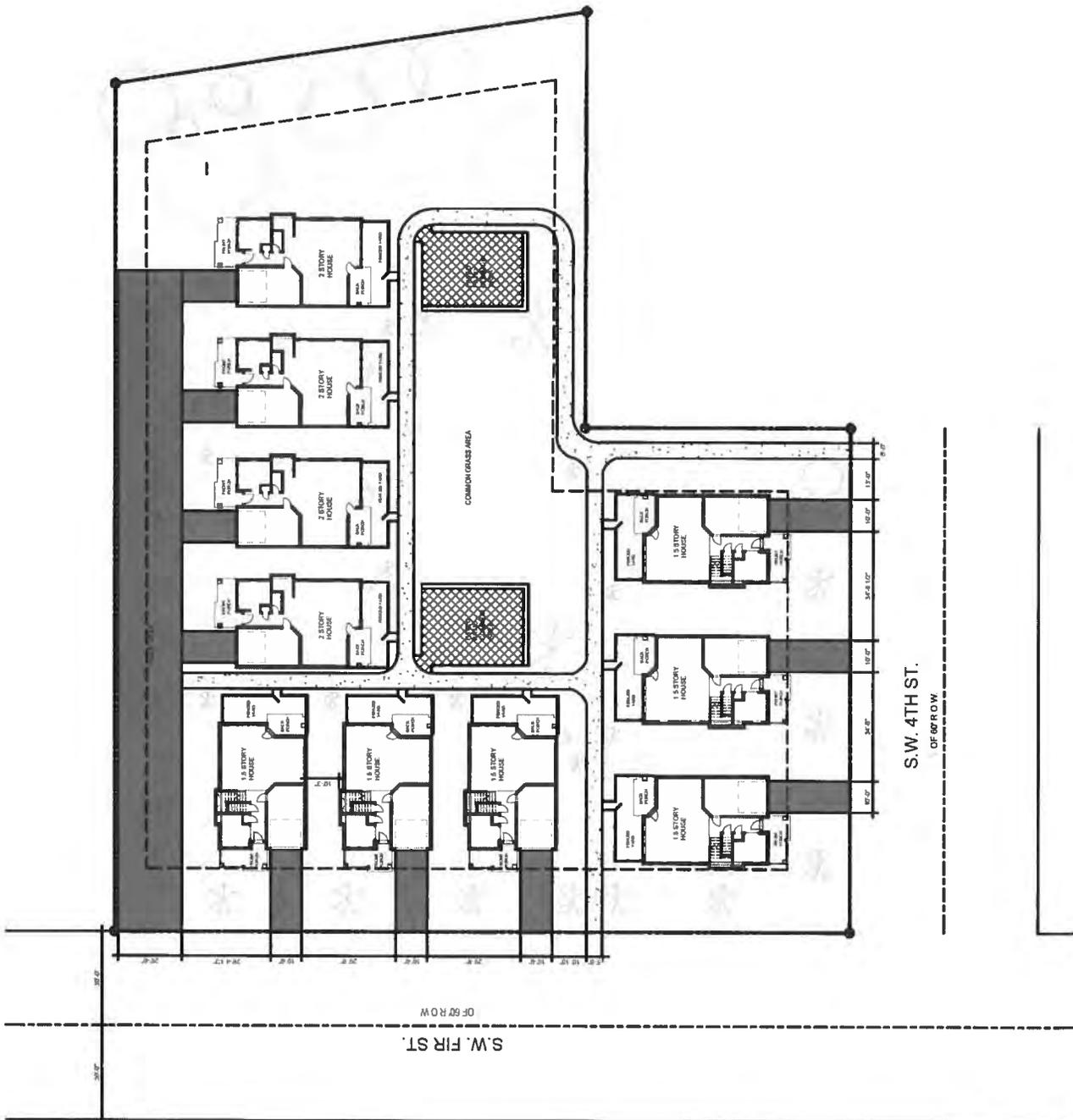
- Parcel Boundary
- Private Road ROW
- Historical Boundary
- Railroad Centerline
- Tax Code Lines
- Map Index
- Water Line
- Land Use Zoning
- Pits
- Water
- Corner
- Section Corner
- 1718th Line
- Govt Lot Line
- D.C. Line
- Meander Line
- PLSS Section Line
- Historic Corridor 40'
- Historic Corridor 20'



THIS MAP IS FOR ASSESSMENT
 PURPOSES ONLY

3 1 W 23AC
 WILSONVILLE





S.W. FIR ST.

S.W. 4TH ST.
OF 60' ROW

BL & DJ LLC
9155 BOECKMAN RD
WILSONVILLE OR 97070-8208

ST CYRIL CATHOLIC CHURCH
9205 SW 5TH ST
WILSONVILLE OR 97070-9744

ST CYRIL CATHOLIC CHURCH
9205 SW 5TH ST
WILSONVILLE OR 97070-9744

ST CYRIL CATHOLIC CHURCH
9205 SW 5TH ST
WILSONVILLE OR 97070-9744

ST CYRIL CATHOLIC CHURCH
9205 SW 5TH ST
WILSONVILLE OR 97070-9744

FOSTER AMY SUZANNE
10100 SW EVERGREEN CT
WILSONVILLE OR 97070-8554

BRITCLIFFE MARK & DARLA
27485 SW XANTHUS CT
SHERWOOD OR 97140-7211

BRITCLIFFE MARK & DARLA
27485 SW XANTHUS CT
SHERWOOD OR 97140-7211

CASE THOMAS L & ROSANNE C
9150 SW 4TH ST
WILSONVILLE OR 97070-9742

DOWNS KAREN L
9180 SW 4TH ST
WILSONVILLE OR 97070-9742

DOTY JAMES A & JUDY S
9210 SW 4TH ST
WILSONVILLE OR 97070-6758

BERGMANS HUBERT E &
BARBARA J
9250 SW 4TH ST
WILSONVILLE OR 97070-6758

MUENCH DOUGLAS E & GRACE
N
30950 SW FIR AVE
WILSONVILLE OR 97070-6765

MALLERY RICHARD L
PO BOX 471
WILSONVILLE OR 97070-0471

PILEGGI ANTHONY W & JOYCE
N
29351 SW MEADOWS LOOP
UNIT 290
WILSONVILLE OR 97070-5747

IRELAN LOUISE J
30955 SW FIR AVE
WILSONVILLE OR 97070-6765

DEPRATER FRANCES M
30930 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9748

ARMITAGE AMANDA
30950 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9748

FULLER MARIE TRUSTEE
30900 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9748

HUDDLESTON JACKIE E
TRUSTEE
30870 SW MAGNOLIA AVE
WILSONVILLE OR 97070-6763

AGUIAR ARTURO
30845 SW FIR AVE
WILSONVILLE OR 97070-9769

ZIELINSKI COLLEEN M
30825 SW FIR AVE
WILSONVILLE OR 97070-9769

TWOHAWKS DAVID
PO BOX 806
WILSONVILLE OR 97070-0806

SCHULHERR DAVID TRUSTEE
0541 SW FLORIDA ST
PORTLAND OR 97219-2359

LOCHMANN MARIA LUISE A
30550 SW BOONES FERRY RD
WILSONVILLE OR 97070-7745

SMITH HARLAN H & MICHELLE
R
30775 SW FIR AVE
WILSONVILLE OR 97070-9743

SCHAFFER DAVID G &
MARGARET A
30755 SW FIR AVE
WILSONVILLE OR 97070-9743

ALBERTS RICHARD S & HALEY
D
30740 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9745

HILL JUDY A
32445 CHURCH RD
WARREN OR 97053-9781

VANWECHEL STEVEN L & MARY
J
PO BOX 652
WILSONVILLE OR 97070-0652

MCVAY KRISTIN L
30710 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9745

CLENDENIN MARY J & PATRICK
J
9270 SW 5TH ST
WILSONVILLE OR 97070-9744

PELLETIER MICHELLE
30640 SW MAGNOLIA AVE
WILSONVILLE OR 97070-6757

CONNIRY MATTHEW J &
ASHLEY M
30590 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9739

MORRIS KIMBERLY
9350 SW 5TH ST
WILSONVILLE OR 97070-7721

COWGER TY R
30765 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9745

SNYDER JEFFREY L & TERRY L
DOSEK
PO BOX 1704
WILSONVILLE OR 97070-1704

ALLEN DAVID & HOLLY
30895 SW MAGNOLIA AVE
WILSONVILLE OR 97070-6764

LATHROP RUSSELL L
30955 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9748

LINDQUIST JEREMY & SHELSI
30995 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9748

WAGNER MARK A CO-TRUSTEE
30720 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9745

BACHOFNER JOHN S 1/2
9265 SW 5TH ST
WILSONVILLE OR 97070-9744

DAVIS RICHARD D
30670 SW MAGNOLIA AVE
WILSONVILLE OR 97070-6757

HORNER JOSEPH R & BRITTANY
S
30645 SW MAGNOLIA AVE
WILSONVILLE OR 97070-6757

BROWN DANIEL E & MARY F
30725 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9745

SMITH BILLY J JR
9459 SW TAUCHMAN ST
WILSONVILLE OR 97070-9747

KEENAN MONICA K
9460 SW 4TH ST
WILSONVILLE OR 97070-9768

TESSLER DEAN
30900 SW BOONES FERRY RD
WILSONVILLE OR 97070-9746

CITY OF WILSONVILLE
29799 SW TOWN CENTER LOOP
E
WILSONVILLE OR 97070-9454

KENNEY JAMES A &
CONSTANCE B
30965 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9748

HARVEY TIMOTHY K & LUCILLE
L
30705 SW FIR AVE
WILSONVILLE OR 97070-9743

MEACHAM RICK
23735 SW LADD HILL RD
SHERWOOD OR 97140-5024

OLSON JAMES A & SHARON L D
30610 SW MAGNOLIA AVE
WILSONVILLE OR 97070-6757

WELSH ROBERT W & MARY L
9355 SW 5TH ST
WILSONVILLE OR 97070-7721

TUSSING DAVID R & CARICE N
30745 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9745

BRADLEY SUSAN C TRUSTEE
617 MOJAVE AVE
LIVERMORE CA 94550-5334

HAASE DANA L
30870 SW BOONES FERRY RD
WILSONVILLE OR 97070-6762

ROGERS ALLAN L & DOROTHY
D
30935 SW MAGNOLIA AVE
WILSONVILLE OR 97070-9748

CITY OF WILSONVILLE
29799 SW TOWN CENTER LOOP
E
WILSONVILLE OR 97070-9454

Neighborhood Meeting Notes
4Th & Fir Street Condo Project
6/29/2017

The meeting was held at the Water Treatment Plant Conference Room, Tony Weller of CESNW, Inc. and Scott Furrow of Icon Architecture described the process and project. Questions, comments and concerns include:

- Don't count the garages as parking, people will only use it for storage.
- The neighborhood has many cars - not enough parking already.
- Parking is VERY limited. (*Design intent is to balance green with parking. 18 spaces are required, 27 off-street parking spaces are proposed.*)
- Why can't the 1/5 story units be 1 story? They'll be able to look right into our windows across the street. (*Front setback combined with the 60' right-of-way, puts the new dwellings at least 80' from her front property line.*)
- What is the front setback requirement? (20')
- Can the front facades be varied so it not so uniform? (*Yes, as the project continues to evolve, facade variations will be part of the final design.*)
- The green space in the center - can you minimize the common open space and make more private green space - is there room to adjust that and provide more parking? (*if its smaller, it's not as usable.*)
- The neighborhood doesn't want that - no other property in the neighborhood has common green space.
- As pre the Old Town Plan - the neighborhood requests that there be no sidewalks or curbs.
- The 5 goals of the OTP include no sidewalks.
- No storm water things with curbs are wanted. (*Ours will look older and more natural*).
- Neighborhood wants none of those boxy storm facilities.
- What street improvements will occur? (*Mostly utility installation and repair of existing road*)
- The neighborhood wants the feel to stay the same.
- Will the tree grove stay? (*The grove on the eastern portion of the site will be preserved*)
- What will be the pavement width on 4th? (*its a private street, the City doesn't want it dedicated*)
- Your side will be public! (*No, the City doesn't want 4th Street right of way dedicated.*)
- How many fir trees going? (*None in the back, within the development area, an arborist will help determine which trees can be preserved.*)
- What kind of trees will be replanted? (*Ones appropriate for their location and space*)
- You're not going to dedicate the road to the City? (*No, City is not requiring it to be dedicated.*)
- Is it a private developer? (*Yes, and a local one*)
- Will there be a condo association? (*Yes*)

Neighborhood Meeting Notes
4Th & Fir Street Condo Project
6/29/2017

- Why do you have to cram 10 units in there instead of 8? (*The price of the land drives what the developer needs to make the project financially viable*)
- Has a traffic study been done? (Yes, the City did one associated with a prior project)
- This is a smaller development than the previous one.
- The neighborhood is one-story houses - that's what should be facing existing homes. (*The neighborhood is mostly single story, however both 5th Street and Magnolia Avenue have two story homes.*)
- When traffic study was done, was the dealership there?
- Fred Meyer and previous development was done, that was catalyst for the Old Town Plan.
- What is the maximum height? (*35' allowed, 32' proposed.*)
- 1.5-story facing the street is much better than 2-story.

Neighborhood Meeting
 June 29, 2017
 4th & Fir St.

Name	Address	Phone / email
Scott & Julie Hedtke	9205 SW 5 th St. 97070	503-682-2332 bizmgr@steyrilparish.org
Colleen! Bob Coffin	30825 SW Fir Ave 97070	503-936-7587 Coffin12379@gmail.com
Beverly Bergmans	9250 SW Fir 97070	503-730-7903 b.bergmans1938@gmail.com
Karen Downs	9180 SW 4 th St. Wilsonville, OR 97070	downsk5@yahoo.com
Monica Keenan	9460 SW 4 th St Wilsonville, OR 97070	mckeenan@gmail.com
Steve VanWeel Mary Joyce VanWeel	30730 SW Margolis	steveww.55@gmail.com
Douglas Menden	30950 SW Fir	dynamicgardener@gmail.com
TIM KNAPP c/o Z Products	30625-B SW. Boones Ferry	TimkoTV@frontier.com

Neighborhood Meeting
 June 29, 2017
 4th & Fir St.

Name	Address	Phone / email
Mark BriceLife	9155 SE 4th	503-516-7700
SCOTT FURCH DAN GOODRICH	IRON 16325 BOONES FERRY # 207 CO. 97035	503-534-0337



RUSTY SQUARE 40 / 70 Design by CDC

120VAC

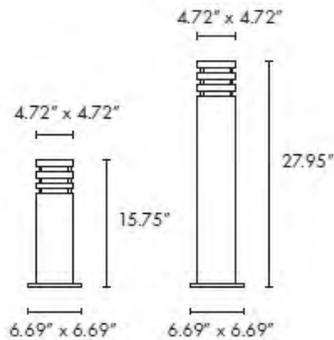


Socket/Bulb:
E26 (excl.)
11W max.
up to max. Ø/L: 1.89/5.31 in.

Versions:	Art. No.:
iron rusted	
Rusty Square 40	4229420U
Rusty Square 70	4229421U

Material:
FeCSi-steel/PC

Note:
Each lamp is unique!



Optional accessory:
Earth spike, stainless steel
Product#: 197 in.
229422U



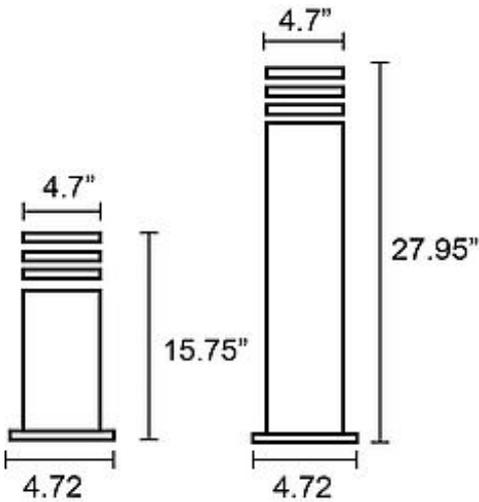
SLV Lighting North America, Inc.



City of Wilsonville
Exhibit B1.H DB18-0003 et al

RUSTY SQUARE 40

rectangular, bollard light, steel rusted, ETL listed, E26



Item number	229420U
Family	RUSTY
Lamp	LED E26
Lampholder / Socket	E26
Number of lamps	1
Lamp Included	No
Length	4.72 in
Width	4.72 in
Height	15.8 in
Net Weight	30.9 lbs
Gross Weight	31.5 lbs
Voltage	120 Volts
Material	FeCSi-Steel/PC
Color	Steel Rusted
Installation	Floor Surface
Remark 1	Corten steel
Remark 2	Unique natural patina
Remark 3	Modern energy saving technology
Remark 4	Each luminaire is unique
Light distribution type 1	Direct-indirect
Light distribution type 3	Asymmetric
Format	Rectangular
Lamps Required	1
Outdoor	Yes
Dry Installation	No
Damp Installation	No
Wet Installation	Yes
Drive Over	No
ETL Listed	Yes
UL Listed	No
ETL Listed Damp	No
ETL Listed Wet	Yes
Light Output	Direct-indirect, asymmetrical
articleDescription2	RUSTY

RUSTY SQUARE 40/70

Outdoor Path and Garden Bollard



Rusty Square 40/70 innovative and attractive pathway and walkway lighting options. Excellent light performance during hours of darkness with outstanding aesthetics during the day. Rich surface patina of the Corten steel makes this bollard unique.

Catalog#		Type
Project		
Comments		Date

SPECIFICATION FEATURES

MATERIAL

304 grade stainless steel with natural patina.

LENS

Clear polycarbonate light shield with louvered exterior cap.

ELECTRICAL

Universal voltage from 120V and 11 watts.

WARRANTY

Covered by SLV's 5 Year Limited Warranty. See SLVLighting.com for additional details.

LABELS

ETL listed for wet locations.

INSTALLATION

Outdoor ground installation bolted to a foundation with the supplied mounting plate or to optional earthspike (229423U) made of galvanized steel, sold separately.

ACCESSORIES

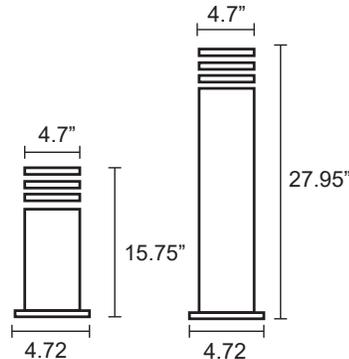
Galvanized steel earthspike (229423U) sold separately.



RUSTY SQUARE 40/70

Outdoor Path and Garden Bollard

INSIDE



ORDERING INFORMATION

ITEM NUMBER

229420U
229421U

DESCRIPTION

Rusty Square 40
Rusty Square 70

COMPANION PRODUCTS

227422U

Wetsy, Square



227374U

Big Plot, Silver/Gray



707368U

Shenandoah R2



707388U

Shenandoah R5





The direct radiating floor lamps of the RUSTY SQUARE series are convincing thanks to their exceptional grate optics. Due to the FeCSi steel used, the weather conditions create a controlled rusting layer on the surface which protects the actual substance from further corrosion. This makes the luminaires unique and unique in every installation. With protection class IP55, they are suitable for outdoor use. Optionally a ground spike as well as a connection box for safe, electrical connection in the light shaft is available. The electrical connections of the available versions are made at 120 power supply.

Phone: (800) 446-9092



4639

RUSTIC CRAFTSMAN 16" POST TOP

SPECIFICATIONS:

Width (in)	Height (in)	Depth (in)	Weight (lbs)
8.5	16	8.5	9



Finish Shown: BLACK

Finish Options:

BLACK (BK),
WEATHERED BRONZE (WB)

Product Line: POST TOP

Glass: SEEDED

Material: CAST ALUMINUM, GLASS

Bulbs, Wattage: 60

Bulbs, Base: CANDELABRA

Bulbs, Quantity: 2

Country of Origin: CHINA

Certification: C-UL-US WET

UPC: 736916203920 BK

UPC: 736916203937 WB

Additional Information:

Warranty: 1 year parts repair or replacement.

SWATCH: WEATHERED BRONZE



Phone: (800) 446-9092



4635

RUSTIC
CRAFTSMAN 10" COACH

SPECIFICATIONS:

Width (in)	Height (in)	Depth (in)	Weight (lbs)
6	10	8	6

Finish Shown: BLACK

Finish Options:

BLACK (BK),
WEATHERED BRONZE (WB)

Product Line: COACH

Glass: SEEDED

Material: CAST ALUMINUM, GLASS

Bulbs, Wattage: 100

Bulbs, Base: MEDIUM

Bulbs, Quantity: 1

Country of Origin: CHINA

Certification: C-UL-US WET

UPC: 736916203845 BK

UPC: 736916203852 WB



Additional Information:

Warranty: 1 year parts repair or replacement.

SWATCH: WEATHERED BRONZE





BRONZE CAST ALUMINUM SPOT LIGHTS 1536BZ-3W27K

BRONZE

WIDTH:	2.5"
HEIGHT:	3.3"
WEIGHT:	1.0 LBS
MATERIAL:	CAST ALUMINUM
GLASS:	CLEAR LENS
SOCKET:	1-3W LED *INCLUDED
LED INFO:	
LUMENS:	260
COLOR TEMP:	2700k
CRI:	80
INCANDESCENT EQUIVALENCY:	20
DIMMABLE:	No
NOTES:	3.2VA. A WIRING KIT AND GROUND SPIKE IS SUPPLIED. OPTIONAL PERFORMANCE LENSES AVAILABLE. PHOTOMETRICS BASED OFF ENGINE PHOTOMETRICS.
LEADWIRE:	18.0"
CERTIFICATION:	C-US WET RATED
VOLTAGE:	12V
UPC:	640665154399

AT HINKLEY, WE EMBRACE THE DESIGN PHILOSOPHY THAT YOU CAN MERGE TOGETHER THE LIGHTING, FURNITURE, ART, COLORS AND ACCESSORIES YOU LOVE INTO A BEAUTIFUL ENVIRONMENT THAT DEFINES YOUR OWN PERSONAL STYLE. WE HOPE YOU WILL BE INSPIRED BY OUR COMMITMENT TO KEEP YOUR 'LIFE AGLOW.'

*life*AGLOW®

1536BZ / MZ LED Spotlight

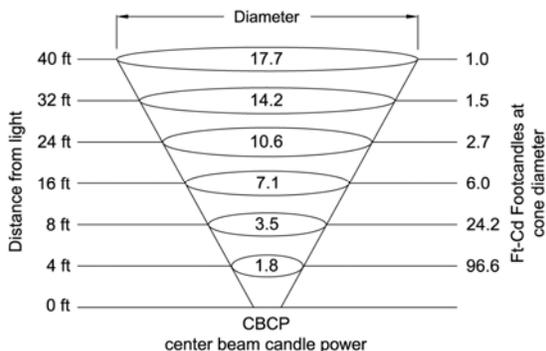


	1536xx-3WLEDSP		1536xx-3WLEDMD		1536xx-3WLEDFL	
	3W Spot		3W Medium		3W Flood	
Lumens	239		249		255	
CBCP	1546		838		541	
Distance	Ft-Cd	Diameter	Ft-Cd	Diameter	Ft-Cd	Diameter
4	96.6	1.8	52.4	3.1	33.8	4.6
8	24.2	3.5	13.1	6.1	8.5	9.2
16	6.0	7.1	3.3	12.3	2.1	18.5
24	2.7	10.6	1.5	18.4	0.9	27.7
32	1.5	14.2	0.8	24.6	0.5	36.9
40	1.0	17.7	0.5	30.7	0.3	46.2



Integrated LED module

	1536xx-5WLEDSP		1536xx-5WLEDMD		1536xx-5WLEDFL	
	5W Spot		5W Medium		5W Flood	
Lumens	356		378		385	
CBCP	2304		1276		817	
Distance	Ft-Cd	Diameter	Ft-Cd	Diameter	Ft-Cd	Diameter
4	144.0	1.8	79.8	3.1	51.1	4.6
8	36.0	3.5	19.9	6.1	12.8	9.2
16	9.0	7.1	5.0	12.3	3.2	18.5
24	4.0	10.6	2.2	18.4	1.4	27.7
32	2.3	14.2	1.2	24.6	0.8	36.9
40	1.4	17.7	0.8	30.7	0.5	46.2



	1536xx-8WLEDSP		1536xx-8WLEDMD		1536xx-8WLEDFL	
	8W Spot		8W Medium		8W Flood	
Lumens	468		493		502	
CBCP	3023		1658		1066	
Distance	Ft-Cd	Diameter	Ft-Cd	Diameter	Ft-Cd	Diameter
4	188.9	1.8	103.6	3.1	66.6	4.6
8	47.2	3.5	25.9	6.1	16.7	9.2
16	11.8	7.1	6.5	12.3	4.2	18.5
24	5.2	10.6	2.9	18.4	1.9	27.7
32	3.0	14.2	1.6	24.6	1.0	36.9
40	1.9	17.7	1.0	30.7	0.7	46.2



10295 SW River Road, Wilsonville, OR 97070
O: 503.570.0626 F: 503.992.9307 republicservices.com

November 8, 2017

Tony Weller, P.E., P.L.S.
President
CESNW, INC.
13190 SW 68th Parkway,
Suite 150
Tigard, OR 97223

Re: Fir Street Condo's
Waste & Recycling Service

Dear Tony;

Thank you, for sending us the site plans for this development in Wilsonville.

My Company: Republic Services of Clackamas & Washington Counties has the franchise agreement to service this area with the City of Wilsonville. We will provide complete commercial waste removal and recycling services as needed on a weekly basis for this location. As you stated yard debris service will not be required as the common area will be the only area needing this and will be handled by landscapers.

My drivers should be able to safely service units 1 thru 6 as the carts will be placed in front of these units; off of Fir St. and 4th St. Units 7, 8, 9, & 10 will have to bring all their carts and glass bins down to a common area on Fir St. for service. This is due to my trucks not having a safe area to turn around down the private drive in front of these units.

Thanks Tony for your help and concerns for our services prior to this project being developed.

Sincerely,

A handwritten signature in black ink that reads "Frank J. Lonergan".

Frank J. Lonergan
Operations Manager
Republic Services Inc.



City of Wilsonville
Exhibit B1.I DB18-0003 et al

GRANTOR:
Amy Suzanne Foster and Scott N Foster

GRANTEE:
West Coast Home Solutions LLC

AFTER RECORDING RETURN TO:
West Coast Home Solutions LLC
PO Box 1969
Lake Oswego, OR 97035

SEND TAX STATEMENTS TO:
Same as above

Escrow No: 472515529743DB-CT42

SPACE ABOVE THIS LINE FOR RECORDER'S USE

STATUTORY WARRANTY DEED

AMY SUZANNE FOSTER AND SCOTT N FOSTER, Grantor, conveys and warrants to

West Coast Home Solutions LLC, an Oregon limited liability comp;any, Grantee, the following described real property, free and clear of encumbrances except as specifically set forth below, situated in the County of Clackamas, State of Oregon:

Part of the Thomas Bailey Donation Land Claim No. 45, in Section 23, Township 3 South, Range 1 West, of the Willamette Meridian, in the City of Wilsonville, County of Clackamas and State of Oregon described as follows:

Beginning at an iron rod at the intersection of the centerline of Fir Avenue and the South side of Fourth Street in the platted TOWN OF WILSONVILLE; thence South 7°42' West along the extension of said center line Fir Avenue a distance of 40 feet; thence South 32°18' East a distance of 256 feet to a point in the Westerly line of that certain tract conveyed by deed to Orville L. Dunigan and Kathryn M. Dunigan, husband and wife, recorded January 10, 1968, Fee No. 68 560; thence North 7°42' East a distance of 25 feet to a point in the Southerly line of that certain tract conveyed by deed to Arthur L. Pack and Frances M. Pack, husband and wife, recorded June 12, 1968, Fee No. 68 10073; thence North 82°18' West along the Southerly line of said Pack tract a distance of 65 feet to the Southwesterly corner thereof; thence North 7°42' East along the Westerly line of said Pack tract to the Northwesterly corner thereof; thence South 82°18' East along the Northerly line of said Pack tract a distance of 132.66 feet to an iron rod; thence North 0°45' West a distance of 150.82 feet, more or less, to an iron post; thence North 82°18' West a distance of 301.4 feet, more or less, to the center line of Fir Avenue, a one-fourth inch iron pipe being 30.82 feet back on the approximate street line; thence South 7°42' West a distance of 234.6 feet to the point of beginning.

EXCEPTING rights of the public in the enclosed portion of Fir Avenue and an in access along a strip described as follows:

Beginning at the intersection of the center line of Fir Avenue and the South side of Fourth Street; thence South 7°42' West, a distance of 40 feet; thence South 82°18' East a distance of 256 feet; thence North 7°42' East a distance of 25 feet; thence North 82° 18' West a distance of 226 feet; thence North 7°42' East, a distance of 15 feet; thence North 82°18' West a distance of 30 feet to the point of beginning.

THE TRUE AND ACTUAL CONSIDERATION FOR THIS CONVEYANCE IS \$487,500.00. (See ORS 93.030)

Subject to and excepting: See attached made a part hereto

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON

472515529743DB-CT42
Deed (Warranty-Statutory)



CHICAGO TITLE 472515529743

LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

DATED: 3/14/14

Amy Suzanne Foster
Amy Suzanne Foster
Scott N Foster
Scott N Foster

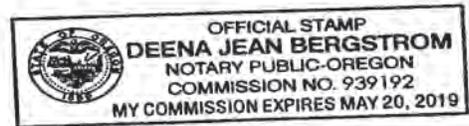
STATE OF OREGON
County of Clackamas

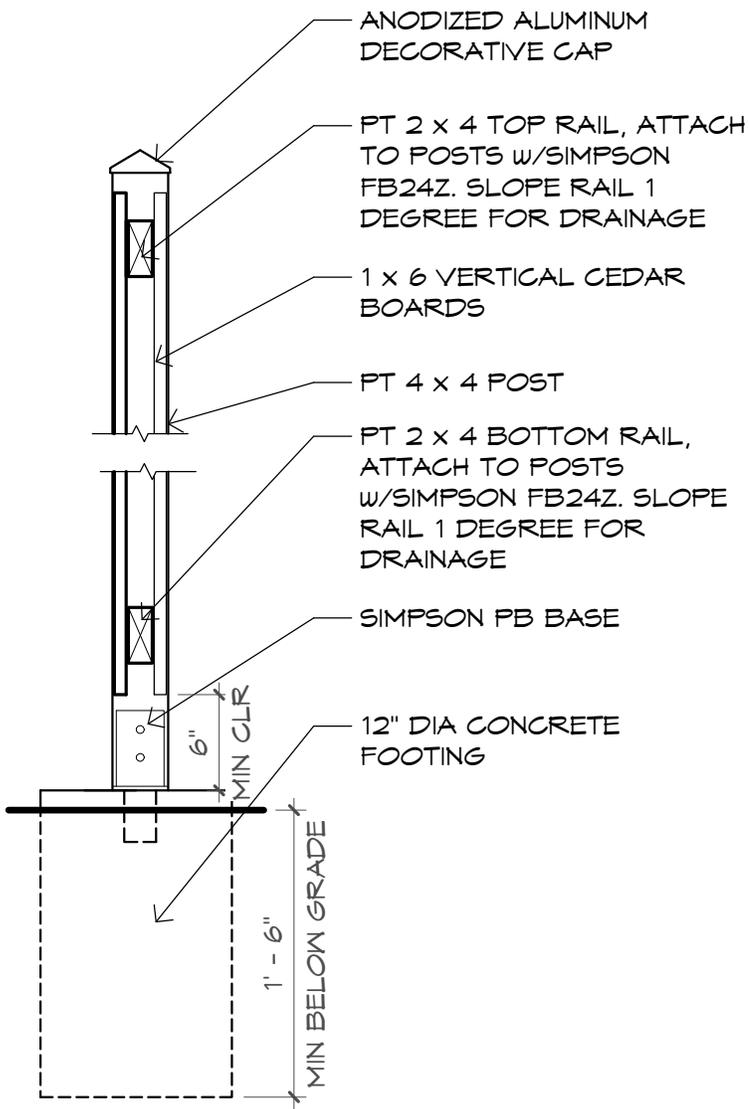
This instrument was acknowledged before me on 03/ 14 /16 by Amy Suzanne Foster and Scott N Foster.

Deena Jean Bergstrom
Notary Public for Oregon

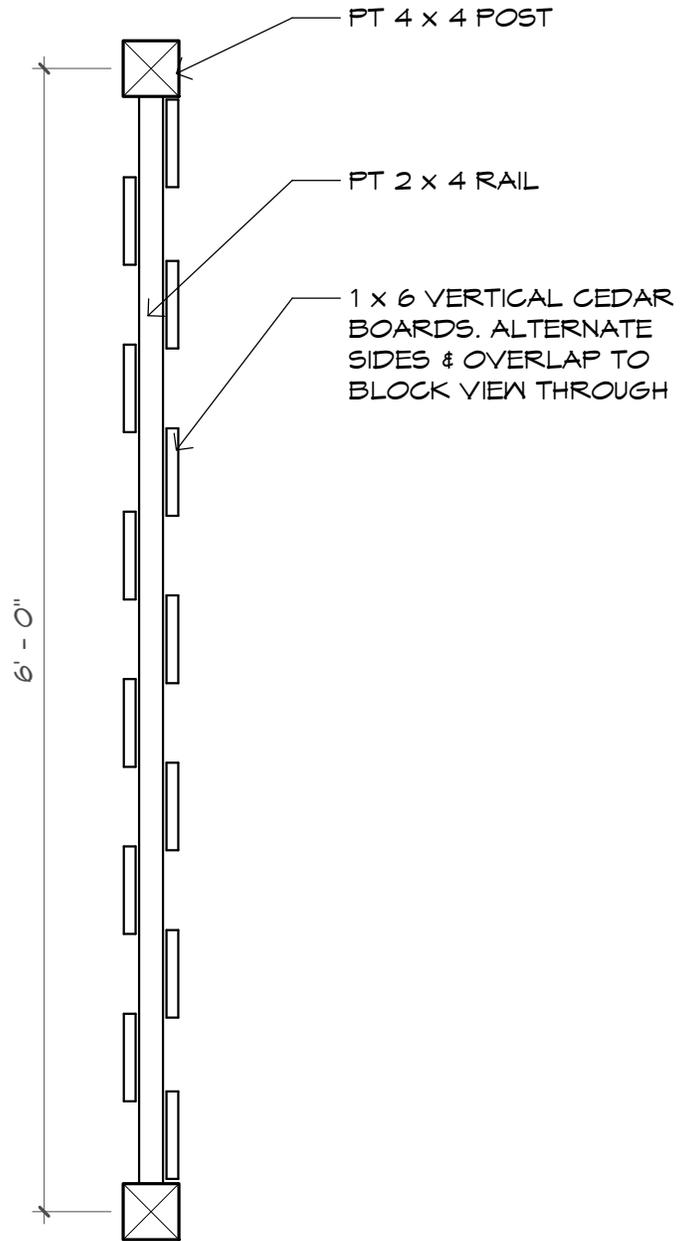
My Commission Expires: 5/20/2019

(SEAL)





SECTION VIEW



PLAN VIEW

PRIVACY FENCE DETAIL



City of Wilsonville
Exhibit B1.K DB18-0003 et al

FENCE DETAIL		ISSUED FOR:	
SCALE:	1" = 1'-0"	DESCRIPTION	DATE
ISSUE DATE:	04/06/18		
JOB NUMBER:	10114.01		
DRAWN BY:	SAF		
CHECKED BY:	DLG		
A1			
SHEETS TOTAL			

FIR AVENUE COMMONS

WEST COAST HOME SOLUTIONS
SW FIR AVE & SW 4TH ST

ICON architecture/planning llc

16325 Boones Ferry Road, Suite 207 tel 503.534.0337 American Institute of Architects
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Avondale Seating





Oregon Department of Environmental Quality

Oregon DEQ: Underground Storage Tanks Cleanup Database Search Results

Query Criteria : City = % WILSONVILLE % : County = CLACKAMAS
Query Result: 81 Records

[Click On Column Name To Re-Sort Data](#)
[Click on Site-Specific Log Number to View Details](#)

LOG NUMBER	FAC ID	SITE NAME	ADDRESS	CITY	ZIP	COUNTY
03-91-0114	10596	ANDERSON, LARRY	9280 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-06-0147	10596	ANDERSONS' SERVICE II	9280 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-93-0154	7054	BURNS BROS. TRUCK STOP	8600 SW Ellingsen RD	WILSONVILLE	97070	CLACKAMAS
03-90-0109	6354	CHARBONNEAU GOLF (WILLAMETTE FACTORS)	7251 FRENCH PRAIRIE ROAD	WILSONVILLE	97070	CLACKAMAS
03-92-0063	1019	CHEVRON U.S.A., INC. - 98107	9140 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-96-0729	1019	CHEVRON USA INC - 98107/CHEVRON 98107	9140 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-95-0116	1019	CHEVRON WILSONVILLE	9140 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-97-0723	7078	DAMMASCH STATE HOSPITAL/FORMER DAMM HOS.	28801 SW 110TH AVE	WILSONVILLE	97070	CLACKAMAS
03-90-0011	748	FORMER MOBIL 10-LNN	8605 SW ELLIGSEN RD	WILSONVILLE	97070	CLACKAMAS
03-95-0326	6819	GI JOE DISTRIBUTION CENTER	9805 BOECKMAN ROAD	WILSONVILLE	97070	CLACKAMAS
03-95-0256	5713	GTE - WILSONVILLE CENTRAL OFFICE 5620-B0	2880 SW PARKWAY	WILSONVILLE	97070	CLACKAMAS
03-09-0716	3017	Halton Rental - Wilsonville	28800 SW Boberg Rd	WILSONVILLE	97070	CLACKAMAS
03-88-0105	5033	HANDSCHY IND INC (ST. CLAIR PACKWELL)	9600 BOECKMAN ROAD	WILSONVILLE	97070	CLACKAMAS
03-99-0454	11913	HOLLYWOOD ENTERTAINMENT	9275 SW PEYTON LANE	WILSONVILLE	97070	CLACKAMAS
03-97-0739	7506	INTERSTATE DISTRIBUTOR CO	10110 SW RIDDER RD	WILSONVILLE	97070	CLACKAMAS

03-07-0289	7506	INTERSTATE DISTRIBUTOR CO II	10110 SW RIDDER RD	WILSONVILLE	97070	CLACKAMAS
03-93-0097	4002	J & A FUEL CO.	9495 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-08-0090	6819	Joe's Distribution Center	9805 SW Boeckman Road	WILSONVILLE	97070	CLACKAMAS
03-95-0315		LEE MYRTLE	9900 SW WILSONVILLE ROAD	WILSONVILLE	97070	CLACKAMAS
03-90-0110	9553	OREPAC BUILDING PRODUCTS, INC	30160 SW OREPAC AVE	WILSONVILLE	97070	CLACKAMAS
03-98-0221	163	OUR ASSOCIATES	28655 SW BOONES FERRY RD	WILSONVILLE	97070	CLACKAMAS
03-90-0278	1478	PAYLESS DRUG STORE DISTRIBUTION CENTER	29555 SW BOONES FERRY ROAD	WILSONVILLE	97070	CLACKAMAS
03-93-0212	3017	PENSKE TRUCK LEASING CO LP	28800 SW BOBERG RD	WILSONVILLE	97070	CLACKAMAS
03-90-0196	9731	PORTLAND TRACTOR, INC.	27975 SW PARKWAY	WILSONVILLE	97070	CLACKAMAS
03-95-0198	4337	ROLLINS LEASING CORP	9255 SW RIDDER RD	WILSONVILLE	97070	CLACKAMAS
03-15-0445	1001	SOUTH WILSONVILLE 76	30085 SW PARKWAY AVE	WILSONVILLE	97070	CLACKAMAS
03-93-0065	9808	THUNDERBIRD MOBILE CLUB	28035 SW PARKWAY AVENUE	WILSONVILLE	97070	CLACKAMAS
03-06-0855	11863	TRUJAX HARRIS ENERGY, LLC - SITE 332	28855 SW BOONES FERRY ROAD	WILSONVILLE	97303	CLACKAMAS
03-96-0107	1589	UNITED DISPOSAL SERVICE INC	9500 SW BOECKMAN RD	WILSONVILLE	97070	CLACKAMAS
03-94-0041	1001	UNOCAL 4580	30085 SW PARKWAY	WILSONVILLE	97070	CLACKAMAS
03-06-0210		VANLENTE PROPERTY	24025 SW NEWLAND ROAD	WILSONVILLE	97070	CLACKAMAS
03-96-0368		VERMANDE PROPERTY	10245 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-93-0178	7297	WILLIAM A. CALLAHAN CENTER	29500 SW GRAHAMS FERRY RD	WILSONVILLE	97070	CLACKAMAS
03-96-0498	7553	WILSONVILLE TEXACO/TRUJAX/HARRIS #480	9225 WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-90-0351		HEATING OIL TANK	30450 SE PARKWAY AVE	WILSONVILLE	97070	CLACKAMAS
03-04-1786		HEATING OIL TANK	28050 SW BOBERG RD	WILSONVILLE	97070	CLACKAMAS
03-00-0279		HEATING OIL TANK	24624 SW GAGE ROAD	WILSONVILLE	97070	CLACKAMAS
03-01-8260		HEATING OIL TANK	7910 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-05-1513		HEATING OIL TANK	12030 SW RIVERVIEW LN	WILSONVILLE	97070	CLACKAMAS
03-16-0902		HEATING OIL TANK	30533 SW Rose Ln	WILSONVILLE	97070	CLACKAMAS

03-13-0445	HEATING OIL TANK	13750 SW Wilsonville Rd	WILSONVILLE	97070	CLACKAMAS
03-05-0318	HEATING OIL TANK	28901 SW 60TH	WILSONVILLE	97070	CLACKAMAS
03-00-0557	HEATING OIL TANK	24040 SW NODAWAY LANE	WILSONVILLE	97070	CLACKAMAS
03-05-0022	HEATING OIL TANK	27227 SW STAFFORD RD	WILSONVILLE	97070	CLACKAMAS
03-02-0590	HEATING OIL TANK	6940 SW BOECKMAN RD	WILSONVILLE	97070	CLACKAMAS
03-98-0281	HEATING OIL TANK	7600 VLAHOS DRIVE	WILSONVILLE	97070	CLACKAMAS
03-10-0064	HEATING OIL TANK	27767 SW Stafford Rd	WILSONVILLE	97070	CLACKAMAS
03-12-0508	HEATING OIL TANK	6140 SW Briar Patch Ln	WILSONVILLE	97070	CLACKAMAS
03-09-0330	HEATING OIL TANK	9600 SW Seely Ave	WILSONVILLE	97070	CLACKAMAS
03-09-0438	HEATING OIL TANK	30310 SW Boones Ferry Rd	WILSONVILLE	97070	CLACKAMAS
03-93-5080	HEATING OIL TANK	5738 SW ADVANCE RD	WILSONVILLE	97070	CLACKAMAS
03-13-0803	HEATING OIL TANK	10475 SW Wilsonville Rd	WILSONVILLE	97070	CLACKAMAS
03-08-1061	HEATING OIL TANK	5780 SW Advance Rd	WILSONVILLE	97070	CLACKAMAS
03-90-0449	HEATING OIL TANK	6940 SW BOECKMAN ROAD	WILSONVILLE	97070	CLACKAMAS
03-16-0265	HEATING OIL TANK	5821 SE Kahle Rd	WILSONVILLE	97070	CLACKAMAS
03-18-0088	HEATING OIL TANK	10671 SW Edgewood Ct	WILSONVILLE	97070	CLACKAMAS
03-14-0466	HEATING OIL TANK	15961 SW Wilsonville Rd	WILSONVILLE	97070	CLACKAMAS
03-07-1219	HEATING OIL TANK	25700 SW Newland Rd	WILSONVILLE	97070	CLACKAMAS
03-07-1612	HEATING OIL TANK	27490 Canyon Creek Rd	WILSONVILLE	97070	CLACKAMAS
03-98-0682	HEATING OIL TANK	6970 SW MONTGOMERY WAY	WILSONVILLE	97070	CLACKAMAS
03-08-1203	HEATING OIL TANK	10890 SW Morey Ct	WILSONVILLE	97070	CLACKAMAS
03-02-0417	HEATING OIL TANK	24700 SW NODAWAY LN	WILSONVILLE	97070	CLACKAMAS
03-14-1544	HEATING OIL TANK	16096 SW Wilsonville Rd	WILSONVILLE	97070	CLACKAMAS
03-01-5481	HEATING OIL TANK	23550 SW GAGE RD	WILSONVILLE	97070	CLACKAMAS
03-16-0576	HEATING OIL TANK	25900 SW Stafford Rd	WILSONVILLE	97070	CLACKAMAS
03-16-0033	HEATING OIL TANK	23950 SW Newland Rd	WILSONVILLE	97070	CLACKAMAS
03-06-0030	HEATING OIL TANK	25440 SW NEWLAND RD	WILSONVILLE	97070	CLACKAMAS
03-00-0790	HEATING OIL TANK	12300 SW MOFFITT COURT	WILSONVILLE	97070	CLACKAMAS
03-04-1350	HEATING OIL TANK	7400 SW BOECKMAN RD	WILSONVILLE	97070	CLACKAMAS
03-13-1234	HEATING OIL TANK	16930 SW Wilsonville Rd	WILSONVILLE	97070	CLACKAMAS

03-07-0008	HEATING OIL TANK	6860 SW Boeckman Rd	WILSONVILLE	97070	CLACKAMAS
03-05-1605	HEATING OIL TANK	30710 SW MAGNOLIA AVE	WILSONVILLE	97070	CLACKAMAS
03-01-6255	HEATING OIL TANK	11265 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-16-0303	HEATING OIL TANK	10455 SW Wilsonville Rd	WILSONVILLE	97070	CLACKAMAS
03-15-0345	HEATING OIL TANK	12500 SW Riverview Ln	WILSONVILLE	97070	CLACKAMAS
03-96-0289	HEATING OIL TANK	30003 SW 35TH DRIVE	WILSONVILLE	97070	CLACKAMAS
03-00-6423	HEATING OIL TANK	7050 SW WILSONVILLE RD	WILSONVILLE	97070	CLACKAMAS
03-14-1167	HEATING OIL TANK	30820 SW Grahams Ferry Rd	WILSONVILLE	97070	CLACKAMAS
03-94-5034	HEATING OIL TANK	27767 SW STAFFORD RD	WILSONVILLE	97070	CLACKAMAS
03-01-5452	HEATING OIL TANK	26990 SW 45TH	WILSONVILLE	97070	CLACKAMAS
03-17-0852	HEATING OIL TANK	24130 SW Gage Rd	WILSONVILLE	97070	CLACKAMAS

Geolocation ID	Site ID	Site Name	Address	City Name	Zip Code	County	Status Code	Status	Latitude	Longitude
8809	253	Burns Brothers Truck Plaza	8600 SW Elligsen Rd.	Wilsonville	97070	Clackamas	SUS	Site Screening recommended (EV)	45.3353	-122.7648
40877	2527	Illegal Dumping - Wilsonville	30625 SW Boones Ferry Rd.	Wilsonville	97070	Clackamas	SUS	Site Screening recommended (EV)	45.2988	-122.7743
9916	2044	Marko Foam Products	9740 SW Hillman Ct.	Wilsonville	97070	Clackamas	NFA	NO FURTHER STATE ACTION REQUIRED	45.3238	-122.7756
5351	1227	MetalCrafts Inc.	27770 SW Parkway Ave.	Wilsonville	97070	Clackamas	SUS	Preliminary Assessment Equivalent recommended (PAE)	45.319	-122.7659
119365	5450	Reinhard Petroleum Tanker Truck Spill	I-5 immediately S of southbound on-ramp at Exit 283	Wilsonville	97070	Clackamas	NFA	NO FURTHER STATE ACTION REQUIRED	45.3005	-122.7695
97209	4644	Rose Dry Cleaners	8593 SW Main St., Suite 300	Wilsonville	97070	Clackamas	NFA	NO FURTHER STATE ACTION REQUIRED	45.3017	-122.7656
8810	1234	Unocal Service Station #4580	30085 SW Parkway Ave.	Wilsonville	97070	Clackamas	LIS	State Basic Preliminary Assessment recommended (PA)	45.3022	-122.7681

Exhibit C1
Public Works Plan Submittal Requirements
and Other Engineering Requirements

1. All construction or improvements to public works facilities shall be in conformance to the City of Wilsonville Public Works Standards - 2015.
2. Applicant shall submit insurance requirements to the City of Wilsonville in the following amounts:

Coverage (<i>Aggregate, accept where noted</i>)	Limit
<u>Commercial General Liability:</u>	
▪ General Aggregate (per project)	\$3,000,000
▪ General Aggregate (per occurrence)	\$2,000,000
▪ Fire Damage (any one fire)	\$50,000
▪ Medical Expense (any one person)	\$10,000
<u>Business Automobile Liability Insurance:</u>	
▪ Each Occurrence	\$1,000,000
▪ Aggregate	\$2,000,000
<u>Workers Compensation Insurance</u>	\$500,000

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.
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.
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 printed to PDF, combined to a single file, stamped and digitally signed by a Professional Engineer registered in the State of Oregon.
 - l. All plans submitted for review shall be in sets of a digitally signed PDF and three printed sets.
6. Submit plans in the following general format and order for all public works construction to be maintained by the City:
- a. Cover sheet
 - b. City of Wilsonville construction note sheet
 - c. General construction note sheet
 - d. Existing conditions plan.
 - e. Erosion control and tree protection plan.
 - f. Site plan. Include property line boundaries, water quality pond boundaries, sidewalk improvements, right-of-way (existing/proposed), easements (existing/proposed), and sidewalk and road connections to adjoining properties.
 - g. Grading plan, with 1-foot contours.
 - h. Composite utility plan; identify storm, sanitary, and water lines; identify storm and sanitary manholes.
 - i. Detailed plans; show plan view and either profile view or provide i.e.'s at all utility crossings; include laterals in profile view or provide table with i.e.'s at crossings; vertical scale 1"= 5', horizontal scale 1"= 20' or 1"= 30'.
 - j. Street plans.
 - k. Storm sewer/drainage plans; number all lines, manholes, catch basins, and cleanouts for easier reference
 - l. Water and sanitary sewer plans; plan; number all lines, manholes, and cleanouts for easier reference.
 - m. Detailed plan for storm water detention facility (both plan and profile views), including water quality orifice diameter and manhole rim elevations. Provide detail of inlet structure and energy dissipation device. Provide details of drain inlets, structures, and piping for outfall structure. Note that although storm water detention facilities are

- typically privately maintained they will be inspected by engineering, and the plans must be part of the Public Works Permit set.
- n. Detailed plan for water quality facility (both plan and profile views). Note that although storm water quality facilities are typically privately maintained they will be inspected by Natural Resources, and the plans must be part of the Public 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.
7. Design engineer shall coordinate with the City in numbering the sanitary and stormwater sewer systems to reflect the City's numbering system. Video testing and sanitary manhole testing will refer to City's numbering system.
 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.
 9. Applicant shall work with City Engineering 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.
 10. The applicant shall be in conformance with all stormwater and flow control requirements for the proposed development per the Public Works Standards.
 11. A storm water analysis prepared by a Professional Engineer registered in the State of Oregon shall be submitted for review and approval by the City.
 12. The applicant shall be in conformance with all water quality requirements for the proposed development per the Public Works Standards. If a mechanical water quality system is used, prior to City acceptance of the project the applicant shall provide a letter from the system manufacturer stating that the system was installed per specifications and is functioning as designed.
 13. Storm water quality facilities shall have approved landscape planted and/or some other erosion control method installed and approved by the City of Wilsonville prior to streets and/or alleys being paved.
 14. The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems.

Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards.

15. 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.
16. Streetlights shall be in compliance with City dark sky, LED, and PGE Option C requirements.
17. Sidewalks, crosswalks and pedestrian linkages in the public right-of-way shall be in compliance with the requirements of the U.S. Access Board.
18. No surcharging of sanitary or storm water manholes is allowed.
19. The project shall connect to an existing manhole or install a manhole at each connection point to the public storm system and sanitary sewer system.
20. A City approved energy dissipation device shall be installed at all proposed storm system outfalls. Storm outfall facilities shall be designed and constructed in conformance with the Public Works Standards.
21. 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.
22. 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.
23. Street and traffic signs shall have a hi-intensity prismatic finish meeting ASTM 4956 Spec Type 4 standards.
24. 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.
25. The applicant shall provide adequate sight distance at all project street intersections, alley intersections and commercial driveways by properly designing intersection alignments, establishing set-backs, driveway placement and/or vegetation control. Coordinate and align

proposed streets, alleys and commercial driveways with existing streets, alleys and commercial driveways located on the opposite side of the proposed project site existing roadways. Specific designs shall be approved by a Professional Engineer registered in the State of Oregon. As part of project acceptance by the City the Applicant shall have the sight distance at all project intersections, alley intersections and commercial driveways verified and approved by a Professional Engineer registered in the State of Oregon, with the approval(s) submitted to the City (on City approved forms).

26. Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer. Landscaping plantings shall be low enough to provide adequate sight distance at all street intersections and alley/street intersections.
27. Applicant shall design interior streets and alleys to meet specifications of Tualatin Valley Fire & Rescue and Allied Waste Management (United Disposal) for access and use of their vehicles.
28. 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. Stormwater or rainwater LID facilities may be located within the public right-of-way upon approval of the City Engineer. Applicant shall maintain all LID storm water components and private conventional storm water facilities; maintenance shall transfer to the respective homeowners association when it is formed.
29. The applicant shall "loop" proposed waterlines by connecting to the existing City waterlines where applicable.
30. 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 Collectors. A 10-ft PUE shall be provided along Minor and Major Arterials.
31. For any new public easements created with the project the Applicant shall be required to produce the specific survey exhibits establishing the easement and shall provide the City with the appropriate Easement document (on City approved forms).
32. 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, and a digitally signed PDF.



May 17, 2018

Jennifer Scola
Associate Planner
City of Wilsonville
29799 SW Town Center Loop E
Wilsonville, Oregon
97070

**Re: Fir Avenue Commons, 10-unit detached condominium complex
Tax Lot I.D: 31W23AC00400**

Jennifer,

Thank you for the opportunity to review the proposed application surrounding the above named development project. These notes are provided in regards to documents received **May 10, 2018**. There may be more or less requirements needed based upon the final project design, however, Tualatin Valley Fire & Rescue will endorse this proposal predicated on the following criteria and conditions of approval.

FIRE APPARATUS ACCESS:

- FIRE APPARATUS ACCESS ROAD DISTANCE FROM BUILDINGS AND FACILITIES:** Access roads shall be within 150 feet of all portions of the exterior wall of the first story of the building as measured by an approved route around the exterior of the building or facility. An approved turnaround is required if the remaining distance to an approved intersecting roadway, as measured along the fire apparatus access road, is greater than 150 feet. (OFC 503.1.1)
- DEAD END ROADS AND TURNAROUNDS:** Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved turnaround. Diagrams can be found in the corresponding guide. <http://www.tvfr.com/DocumentCenter/View/1438> (OFC 503.2.5 & D103.1)
- NO PARKING SIGNS:** Where fire apparatus roadways are not of sufficient width to accommodate parked vehicles and 20 feet of unobstructed driving surface, "No Parking" signs shall be installed on one or both sides of the roadway and in turnarounds as needed. Signs shall read "NO PARKING - FIRE LANE" and shall be installed with a clear space above grade level of 7 feet. Signs shall be 12 inches wide by 18 inches high and shall have red letters on a white reflective background. (OFC D103.6)
- NO PARKING:** Parking on emergency access roads shall be as follows (OFC D103.6.1-2):
 - 20-26 feet road width – no parking on either side of roadway
 - 26-32 feet road width – parking is allowed on one side
 - Greater than 32 feet road width – parking is not restricted
- FIRE APPARATUS ACCESS ROADS WITH FIRE HYDRANTS:** Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet and shall extend 20 feet before and after the point of the hydrant. (OFC D103.1)

6. **ACCESS DURING CONSTRUCTION:** Approved fire apparatus access roadways shall be installed and operational prior to any combustible construction or storage of combustible materials on the site. Temporary address signage shall also be provided during construction. (OFC 3309 and 3310.1)
7. **TRAFFIC CALMING DEVICES:** Shall be prohibited on fire access routes unless approved by the Fire Marshal. (OFC 503.4.1). Traffic calming measures linked here: <http://www.tvfr.com/DocumentCenter/View/1578>

FIREFIGHTING WATER SUPPLIES:

8. **FIREFIGHTING WATER SUPPLY FOR INDIVIDUAL ONE- AND TWO-FAMILY DWELLINGS:** The minimum available fire flow for one and two-family dwellings served by a municipal water supply shall be 1,000 gallons per minute. If the structure(s) is (are) 3,600 square feet or larger, the required fire flow shall be determined according to OFC Appendix B. (OFC B105.2)
9. **FIRE FLOW WATER AVAILABILITY:** Applicants shall provide documentation of a fire hydrant flow test or flow test modeling of water availability from the local water purveyor if the project includes a new structure or increase in the floor area of an existing structure. Tests shall be conducted from a fire hydrant within 400 feet for commercial projects, or 600 feet for residential development. Flow tests will be accepted if they were performed within 5 years as long as no adverse modifications have been made to the supply system. Water availability information may not be required to be submitted for every project. (OFC Appendix B)

BUILDING ACCESS AND FIRE SERVICE FEATURES

10. **PREMISES IDENTIFICATION:** New and existing buildings shall have approved address numbers; building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property, including monument signs. These numbers shall contrast with their background. Numbers shall be a minimum of 4 inches high with a minimum stroke width of 1/2 inch. (OFC 505.1)
Provide a physical address on the new home, as well as, near the intersection of the private drive and public road visible from both approaches of [enter road intersections here]

If you have questions or need further clarification, or would like to discuss any alternate methods and/or materials, please feel free to contact me at **503-259-1510**.

Sincerely,

Jason Arn

Jason Arn
Deputy Fire Marshal II

Email jasonarn@tvfr.com

Cc: File

A full copy of the New Construction Fire Code Applications Guide for Residential Development is available at <http://www.tvfr.com/DocumentCenter/View/1438>

Exhibit C3
Natural Resources Findings & Requirements

Stormwater Management Requirements

1. Provide a drainage report, including the BMP Sizing Tool report, consistent with the requirements of the 2015 Public Works Standards.
2. Pursuant to the 2015 Public Works Standards, infiltration testing shall be conducted to determine the site's suitability for the proposed stormwater management facilities. Testing shall be conducted or observed by a qualified individual working under the supervision of a Professional Engineer, Registered Geologist, or Certified Engineering Geologist licensed in the State of Oregon.
3. Provide profiles, plan views, landscape information, and specifications for the proposed stormwater facilities consistent with the requirements of the 2015 Public Works Standards.
4. Pursuant to the 2015 Public Works Standards, the applicant shall submit a maintenance plan (including the City's stormwater maintenance and access easement) for the proposed stormwater facilities prior to approval for occupancy of the associated development.
5. Pursuant to the 2015 Public Works Standards, access shall be provided to all areas of the proposed stormwater facilities. At a minimum, at least one access shall be provided for maintenance and inspection.

Other Requirements

6. The applicant shall comply with all applicable state and federal requirements for the proposed construction activities (e.g., DEQ NPDES #1200-CN permit).

Public Works Plan Review Comment Form

Plans for Review: Fir Ave Condo's
Return All Comments To: Jenn Scola
Due Date: May 29, 2018

Name	Page No.	Comments	Engineering's Response
Jason Labrie Water/Storm/Sewer & Cross Connection		Place proposed bank of meters at the NW corner even further north to avoid aggressive roots from the big leaf maple. Move adjacent rain garden to the south and place bank of meters just north of the rain garden, running service lines along the shared driveway north of the proposed swale, if possible. Move the proposed storm main on 4 th Ave into the street and extend it as far as the existing sewer.	
Preston Langeliers Roads & Street Lights		The property owners need to be responsible for the maintenance of all the landscape in the swales and/or bio-swales. As well as the storm pipes from the two on-site ponds out to the main. The storm water crew will not have site access without causing damage.	
		The City's Stormwater Division will not be responsible for the stormwater pipes unless conditions are set so that the City can access without causing damage.	
		The property owners are responsible for all maintenance of the landscape in and out of the swales.	

From: mark britcliffe <markebrit@yahoo.com>
Sent: Tuesday, March 6, 2018 9:56 AM
To: Scola, Jennifer
Subject: fir st follow-up

Follow Up Flag: Follow up
Flag Status: Flagged

good morning

I just wanted to follow up on our meeting yesterday.

I believe the half-street should be dedicated to the city and I can see no reason why this wouldn't happen.

I don't believe any part of the right of way should be used for storm water treatment (thus blocking the right of way) unless the half street is dedicated to the city and paved.

I believe the paved area should be at least 12' wide.

I like the sidewalks.

I would like to see the whole half street paved to the end of 4th st.

I believe illegal parking on the private right-of-way by residents and visitors to the complex should be the responsibility of the condo complex's homeowners association (which must be given the power to levy fines to condo owners).

more soon

mark



From: Scola, Jennifer
Sent: Friday, March 23, 2018 4:47 PM
To: mark britcliffe
Cc: Kraushaar, Nancy; Pauly, Daniel
Subject: RE: RE: RE: 4th street improvements

Hi Mark,

I spoke with Engineering regarding your question, and found that since this segment of 4th is quite short with no future connection or extension possibilities, there is not a need for it to be dedicated as public right-of-way, especially since it lies in easements now and the current owners are not interested in making a dedication. I hope this helps provide clarification concerning your question.

On a separate note, I wanted to follow-up with you regarding your secondary email pertaining to the trailer within the access easement. Thank you for helping us understand more about your experience with parking in this area by providing additional information. I have saved a copy of your comments and added them to the file we have on this application.

If you have any follow-up questions or comments, please let me know.

Thanks,

Jennifer Scola
Associate Planner
City of Wilsonville

503.570.1572
scola@ci.wilsonville.or.us
www.ci.wilsonville.or.us



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From: mark britcliffe [<mailto:markebrit@yahoo.com>]
Sent: Thursday, March 22, 2018 12:27 PM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Cc: Kraushaar, Nancy <kraushaar@ci.wilsonville.or.us>
Subject: Re: RE: RE: 4th street improvements

Mark,

Jennifer Scola is out of the office to return Thursday, March 22. Can your questions wait until her return?

Thank you,

Tami Bergeron

Planning Administrative Assistant

bergeron@ci.wilsonville.or.us

503.570.1571

From: mark britcliffe [<mailto:markebrit@yahoo.com>]

Sent: Monday, March 19, 2018 8:28 AM

To: Scola, Jennifer <scola@ci.wilsonville.or.us>

Subject: 4th street improvements

hey

just touching base.

Is the half-street going to be dedicated to the city?

Is it going to be paved in conjunction with the new development?

thanks

mark

ok

I don't understand why the city is not requiring the half of the street which is owned now by the developer be dedicated to the city. I have seen half-street dedications when the other side has already been developed in any jurisdiction that requires half-streets.

On Thursday, March 22, 2018 08:56:32 AM, Scola, Jennifer <scola@ci.wilsonville.or.us> wrote:

Hi Mark,

Presently, the private segment of 4th is not required or proposed with the application. In my letter of incomplete application that was sent a couple weeks ago, I had requested additional information on this particular segment of 4th, including clarification on paving and how it would meet private drive standards, yet have not received information back yet. I can definitely update you once I receive a resubmittal of materials.

Thanks!

Jenn

From: mark britcliffe [<mailto:markebrit@yahoo.com>]
Sent: Monday, March 19, 2018 12:41 PM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: Re: RE: 4th street improvements

hey

thanks for getting back to me.

I can wait till Jenn gets back

mark

On Monday, March 19, 2018 11:55:58 AM, Scola, Jennifer <scola@ci.wilsonville.or.us> wrote:

From: mark britcliffe <markebrit@yahoo.com>
Sent: Monday, March 26, 2018 5:32 PM
To: Scola, Jennifer
Subject: Re: RE: RE: RE: RE: 4th street improvements

thanks

I'm not done about dedications...

:)

mb

On Monday, March 26, 2018 04:58:10 PM PDT, Scola, Jennifer <scola@ci.wilsonville.or.us> wrote:

Hi Mark,

I can definitely forward your email to the applicant as public comment.

Thanks,

Jenn

From: mark britcliffe [<mailto:markebrit@yahoo.com>]
Sent: Friday, March 23, 2018 5:03 PM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: Re: RE: RE: RE: RE: 4th street improvements

thanks

Ive had to dedicate right-of-way to cities when no further extension was planned...

Please forward my story to the developer as I'm sure he got a different story from the driver...

thanks again

mb

On Friday, March 23, 2018, 4:46:34 PM PDT, Scola, Jennifer <scola@ci.wilsonville.or.us> wrote:

Hi Mark,

I spoke with Engineering regarding your question, and found that since this segment of 4th is quite short with no future connection or extension possibilities, there is not a need for it to be dedicated as public right-of-way, especially since it lies in easements now and the current owners are not interested in making a dedication. I hope this helps provide clarification concerning your question.

On a separate note, I wanted to follow-up with you regarding your secondary email pertaining to the trailer within the access easement. Thank you for helping us understand more about your experience with parking in this area by providing additional information. I have saved a copy of your comments and added them to the file we have on this application.

If you have any follow-up questions or comments, please let me know.

Thanks,

Jennifer Scola
Associate Planner

City of Wilsonville

503.570.1572
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Sent: Thursday, March 22, 2018 12:27 PM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Cc: Kraushaar, Nancy <kraushaar@ci.wilsonville.or.us>
Subject: Re: RE: RE: 4th street improvements

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Thanks!

Jenn

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Sent: Monday, March 19, 2018 12:41 PM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: Re: RE: 4th street improvements

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Tami Bergeron

Planning Administrative Assistant

bergeron@ci.wilsonville.or.us

503.570.1571

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Sent: Monday, March 19, 2018 8:28 AM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: 4th street improvements

hey

just touching base.

Is the half-street going to be dedicated to the city?

Is it going to be paved in conjunction with the new development?

thanks

mark

From: mark britcliffe <markebrit@yahoo.com>
Sent: Friday, March 23, 2018 11:12 AM
To: Scola, Jennifer
Cc: Kraushaar, Nancy; Pauly, Daniel
Subject: rules for parking on the access easement per Wilsonville Police

Follow Up Flag: Follow up

Flag Status: Flagged

oh yeah,

About a year ago someone started parking their large unmarked commercial trailers on the easement for days at a time. After a few weeks I contacted Wilsonville Police to help me identify the owners so I could ask them what's up. An officer responded he took the plate numbers and said he would get back to me. Never did.

A few months later I caught a driver coming to pick up one of the trailers. I went over and asked why he was parking there. He only responded he was doing what his boss told him. I asked who his boss was and he wouldn't tell me. After vigorously pressing the driver for the bosses name i called the police again and an officer responded before the driver left.

After talking to me he went and talked to the driver. When he was finished there the officer came back to me. He explained that the owner of the trailers was that developer that owns the land for the new Fir st project. I had no idea. I'm sure I would have never called the police in the first place if I knew who the owner where as the trailer were not blocking anything. I just thought it was a contractor being rude. I tried to explain to the officer that they still couldn't park in the access easement even if they owned the land as I was still worked up over the drivers attitude.

The officer responded that as long as I could access my house he could park where ever he wanted on the easement.

So since theirs are the only opinion that matters as they have the badge and GUN I think you should contact them so you will know the rules as we go forward with this discussion.

more soon

mb

From: Scola, Jennifer
To: ["mark_britcliffe"](mailto:mark_britcliffe)
Subject: RE: RE: RE: dedicating 4th st
Date: Wednesday, April 25, 2018 9:47:00 AM
Attachments: [image001.png](#)
[Landscape Plan.PNG](#)

Hi Mark,

I attached a screenshot of the area designated for trash bin pick-up for units 7-10, which is just off Fir Ave. on the northern private driveway of the development. I hope this helps answer your question regarding the location. If not, and you'd still like to meet, I'm wondering if perhaps tomorrow will work for you? Today is pretty busy schedule wise.

Thanks,

Jennifer Scola
Associate Planner
City of Wilsonville

503.570.1572
scola@ci.wilsonville.or.us
www.ci.wilsonville.or.us



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From: mark britcliffe [mailto:markebrit@yahoo.com]
Sent: Tuesday, April 24, 2018 6:57 PM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: Re: RE: RE: dedicating 4th st

ok
I want to come by and go over just where a can would be placed on trash day.
any time Wednesday?
mark

On Tuesday, April 24, 2018, 03:01:06 PM PDT, Scola, Jennifer <scola@ci.wilsonville.or.us> wrote:

Hi Mark,

Presently I am unsure as to how many carts each unit will specifically receive, although I can confirm that the applicant has submitted a signed letter from the Operations Manager at Republic Services, who has reviewed the site plan. Republic Services noted that the waste and recycling collection trucks can safely access units 1-6 with their bins out front, whereas the company has stated units 7-10 will need to place their carts/bins out to a common area on Fir Street for collection each week. I've attached the letter from Republic Services, for reference.

I hope this helps provide additional clarity.

Thank you,

Jennifer Scola
Associate Planner

City of Wilsonville

503.570.1572
scola@ci.wilsonville.or.us
www.ci.wilsonville.or.us



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From: mark britcliffe [<mailto:markebrit@yahoo.com>]
Sent: Tuesday, April 24, 2018 1:11 PM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: Re: RE: dedicating 4th st

Great, thank you...and one more for the record...

I was wondering about trash service for the this project.

If each new home gets 3 cans...what would that look like on trash day?

thanks again

mark

On Tuesday, April 24, 2018, 12:32:57 PM PDT, Scola, Jennifer <scola@ci.wilsonville.or.us> wrote:

Hi Mark,

I just wanted to follow-up and let you know that I have forwarded your email to the appropriate people for consideration, and have added it to our public comment file for the project. I will ensure the applicant will receives copies of your comments as well.

Thank you,

Jenn

From: mark britcliffe [<mailto:markebrit@yahoo.com>]
Sent: Friday, April 20, 2018 10:17 AM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>; Kraushaar, Nancy <kraushaar@ci.wilsonville.or.us>; Pauly, Daniel <pauly@ci.wilsonville.or.us>
Subject: dedicating 4th st

good morning Jenn

I want to follow up on the reason(no future through access) and decision the city made not to have the half street dedicated to the city.

1. Previously the city tried to pave 4th st but couldn't because they didn't own it.
2. This section of 4th is called out in the Old Town Plan as an alternative route out of Old Town so through access could be needed in the future.
3. Future through access is not the only reason a municipality would demand dedication of a right-of-way. I have personally done development projects where there would never be future through access and the municipality still demanded I dedicate the right-of-way to them.
4. You are condoning a permanent physical structure(storm water treatment) to be placed in a private easement which you would have no right to do. If the city owned the land it could more dictate it's use...
5. You are allowing full development of 4th st without any on-street parking. If there is an issue with parking each resident must take each individual offender to court personally, this is not reasonable.
6. The city takes strong measures to control dust that can end up as sediment in the river even in area the are miles from the river. 4th st is just a few feet from the river and sediment from the dirt road quickly finds the river.

Why isn't the city concerned with these contaminants flowing into the river for eternity?

7. In most all other situations the city attempts to control right-of-ways. They should do so ESPECIALLY in this difficult situation.
8. Residents of 4th street now pay the same property taxes as those residents who live on streets serviced by city road crews and city police. I would like to receive the benefits I am paying for and I believe it's the city's responsibility to do their best to make that happen...As opposed to what they are doing right now.

Please include this in the public record concerning the development of Fir and 4th and forward this to the applicant.

thanks

mark britcliffe

9155 sw 4th st

Wilsonville,

From: Scola, Jennifer
Sent: Wednesday, May 9, 2018 2:13 PM
To: 'mark britcliffe' <markebrit@yahoo.com>
Subject: RE: paving 4th st...for the record...

Hi Mark,

Thanks for reaching out with your follow-up comments. Just wanted to confirm that I have added them to our record on this project and will indeed pass them along to the appropriate people.

Thanks!

Jenn

From: mark britcliffe <markebrit@yahoo.com>
Sent: Sunday, May 6, 2018 2:59 PM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Cc: Pauly, Daniel <pauly@ci.wilsonville.or.us>
Subject: paving 4th st...for the record...

hey Jenn

I just wanted to follow up on our meeting of a couple weeks ago.

Since our meeting I was able to discuss with Rose the idea of paving a portion of the 4th street easement not associated with the proposed new development plans. Her first comments were that the area of the right-of-way that is proposed to be developed should be dedicated to the city. That being said she had little problem with some added hard surface as long as no further stipulation was intended. She agreed with me that when the City said they would be paving 4th street a few years ago there were no objections from any neighbors then in fact most expressed excitement at the time.

At this time Barb on the corner is still not back from her winter home.

I have attached a diagram of something I think would work well. I don't see a perfect fix that is eminent but going ahead with the plan as proposed is far from perfect. Very far.

My plan would add 8 feet of hard surface to total 20 feet of paved width for most of the street. I would also like to see a paved hammerhead at the end to accommodate trash trucks, delivery vehicles, regular smart buses...

The 20 foot wide area could also be used to delineate a no parking access area for emergency vehicles, 20 feet being the standard minimum.

From: mark britcliffe <markebrit@yahoo.com>

Sent: Sunday, May 6, 2018 2:59 PM

To: Scola, Jennifer

Cc: Pauly, Daniel

Subject: paving 4th st...for the record...

Attachments: 4th street.pdf

Follow Up Flag: Follow up

Flag Status: Flagged

hey Jenn

I just wanted to follow up on our meeting of a couple weeks ago.

Since our meeting I was able to discuss with Rose the idea of paving a portion of the 4th street easement not associated with the proposed new development plans. Her first comments were that the area of the right-of-way that is proposed to be developed should be dedicated to the city. That being said she had little problem with some added hard surface as long as no further stipulation was intended. She agreed with me that when the City said they would be paving 4th street a few years ago there were no objections from any neighbors then in fact most expressed excitement at the time.

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My plan would add 8 feet of hard surface to total 20 feet of paved width for most of the street. I would also like to see a paved hammerhead at the end to accommodate trash trucks, delivery vehicles, regular smart buses...

The 20 foot wide area could also be used to delineate a no parking access area for emergency vehicles, 20 feet being the standard minimum.

From an engineering standpoint 9150 and 9155 have a lot of hard surface and very well compacted driveway that drains quickly on to 4th street. A paved hammerhead would go a long way in controlling that runoff and with that controlled and treated(which it would have to be even with or without paving the hammerhead)the small amount of runoff on the

remaining street could be handled in the gravel portion even with the road crowned on the centerline of the right-of-way.

With the proposed new development added to units developed just in the last few years 4th street has went from having 4 dwelling units to 12.

This will be the last chance to do the best we can.

My plan would greatly reduce dust into our lungs and in the river. Reduce erosion runoff in the river.

thanks for your patience and please pass this along to everyone...

mark

From: mark britcliffe <markebrit@yahoo.com>
Sent: Sunday, May 6, 2018 3:11 PM
To: Scola, Jennifer; Pauly, Daniel
Subject: paving 4th street...for the record...part II...financing...

Follow Up Flag: Follow up

Flag Status: Flagged

hey again

Forgot this part.

At the time the City had the funds to pave all of 4th street on there own but chose not to due to other reasons.

My plan would not cost a great deal of money and would increase the value of the new development as well as reduce future headaches in maintenance for them.

I'm sure this can be figured out.

thanks again

mark

From: [mark britcliffe](#)
To: [Adams, Steve](#)
Cc: [Scola, Jennifer](#)
Subject: Re: RE: RE: RE: fir
Date: Friday, June 1, 2018 1:10:37 PM
Attachments: [image001.png](#)
[image002.png](#)

thank you
I will follow up as well
mark

On Friday, June 1, 2018 01:08:07 PM PDT, Adams, Steve <adams@ci.wilsonville.or.us> wrote:

Thank you for your comments. They will be added to the public record.

Steve R. Adams, P.E.
Development Engineering Manager

City of Wilsonville

503.682.4960
adams@ci.wilsonville.or.us
www.ci.wilsonville.or.us

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From: mark britcliffe <markebrit@yahoo.com>
Sent: Friday, June 01, 2018 1:06 PM
To: Adams, Steve <adams@ci.wilsonville.or.us>
Cc: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: Re: RE: RE: fir

so I guess your justification here is...just because want to?

more soon

mark

On Friday, June 01, 2018 01:18 PM PDT, Adams, Steve <adams@ci.wilsonville.or.us> wrote:

Mark,

Engineering considers this matter on 4th Street as done. Any further inquiries along the same line as the last several will not receive a response from engineering.

Respectfully,

Steve R. Adams, P.E.
Development Engineering Manager

City of Wilsonville

503.682.4960
adams@ci.wilsonville.or.us
www.ci.wilsonville.or.us

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From: Scola, Jennifer
Sent: Friday, June 01, 2018 12:53 PM
To: mark britcliffe <markebrit@yahoo.com>
Cc: Adams, Steve <adams@ci.wilsonville.or.us>
Subject: RE: RE: fir

Mark,

After extensive conversation with Engineering, the department has definitively determined that the recorded easement documentation for 4th Street allows for a roadway, and does not prohibit the typical improvements associated with roadways. The public right-of-way is often 50-60 feet wide on residential streets and contains a paved street width of 24-35 feet, with curbs, landscape, driveways, street trees, and street lights, restricting vehicle use on the remaining right-of-way. The improvements proposed for 4th Street are considered to be standard and consistent with roadway improvements throughout the City.

Jennifer Scola
Associate Planner

City of Wilsonville

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From: mark britcliffe <markebrit@yahoo.com>
Sent: Wednesday, May 30, 2018 6:05 PM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: Re: RE: fir

thanks Jenn

I understand everything except the one thing. You mention the development of other private right-of-ways in the city. I'm certain in every other case the development was done at the time of the easement was given.

In this case there is an existing document that governs the use of the right of way. I could

imagine....though it is not stated... paving a portion of the roadway, a side walk at street level or allowing temporary "on-street" parking would be reasonable.

My question is...and has been...where in the existing "recorded" documentation regarding the private right-of-way does the applicant point out it states they have the right to erect permeant structures that dictate and limit its use for vehicle traffic?

thanks again

mark

On Wednesday, May 30, 2018, 4:35:02 PM PDT, Scola, Jennifer <scola@ci.wilsonville.or.us> wrote:

Mark,

Based on their submitted cross sections (plans excerpt attached), the paved portion of 4th street within their project area will be 10' (up to their property line), with the remaining/existing gravel drive aisle being between 18' – 24'. The 10' you reference is likely just the paved portion, not including the rest of the gravel aisle. The immediate surface of that paved area will be 3" pavement composed of ½" dense level 2 HMAC (hot mix asphalt concrete).

Regarding the sign, I am unaware if it has been brought up separately by the owner/applicant, although the type of sign proposed is typical of planned residential developments throughout the City. The sign itself is not for the Old Town Neighborhood as a whole, but instead is solely to identify the condo complex. The proposal involves one freestanding sign, which is just under 9 square feet in size (about 8.7 SF) and less than 3' in height, to be located next to the pedestrian walkway between units 3 and 4 (along Fir Ave. – rendering attached). The sign conforms to sign regulations for ground mounted signs for residential developments, which set a maximum of 18 SF in area and 6' in height.

The applicant's submittal does not reflect a proposed modification to the existing pavement of Fir. The development will involve gravel parking/LIDA swales and a sidewalk adjacent to Fir, providing a 24' overall width for the Fir Ave. drive aisle (from one side of asphalt to the other).

In reference to the storm facilities: there are many stormwater facilities located on private land throughout the City and it is often referenced as common practice. Additionally, the Public Works Standards for Old Town Streets (Drawing Number RD-1002 – attached) include LID swales adjacent to sidewalks/in the right-of-way, therefore the inclusion of these facilities as part of a roadway is considered routine and appropriate for

street/roadway improvements.

I hope this helps answer your questions, although if you have any follow-up ones please let me know.

Thanks,

Jennifer Scola
Associate Planner

City of Wilsonville

503.570.1572
scola@ci.wilsonville.or.us
www.ci.wilsonville.or.us



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From: mark britcliffe <markebrit@yahoo.com>
Sent: Wednesday, May 30, 2018 11:12 AM
To: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: fir

hey

couple of things :)

I'm putting together something that completes all my thoughts in one doc before tomorrow afternoon.

what is the width they are leaving for driving within their half of 4th street? looks like 10 feet...

what is the proposed surface of that area? just want to be sure but I thought dan said some type of concrete?

was a sign ever discussed in prior public meetings? I thought this was Old town and we already had a sign...

looks like they are paving 12 feet of drive on fir...what will be the total paved width of fir st including existing?

what is their legal argument for using and permanently blocking my right of way for their storm water treatment? :)

thanks

mb

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, JUNE 11, 2018

6:30 PM

VI. Public Hearing:

**A. Resolution No. 354. EyeHealth Northwest:
Anderson Dabrowski Architects – applicant for
Wilsonville Investment Properties LLC – owner.**

The applicant is requesting approval of a Stage I Master Plan Revision, Stage II Final Plan Revision, Site Design Review and Class 3 Sign Permit for construction of an approximately 7,700 square foot optical health clinic and associated improvements. The subject property is located at 29250 SW Town Center Loop West on Tax Lot 227 of Section 14D, Township 3 South, Range 1 West, Willamette Meridian, City Of Wilsonville, Clackamas County, Oregon. Staff: Daniel Pauly.

Case Files: DB18-0023 Stage I Master Plan Revision
 DB18-0024 Stage II Final Plan Revision
 DB18-0025 Site Design Review
 DB18-0026 Class 3 Sign Permit

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 354**

A RESOLUTION ADOPTING FINDINGS AND CONDITIONS APPROVING A STAGE I MASTER PLAN REVISION, STAGE II FINAL PLAN REVISION, SITE DESIGN REVIEW AND CLASS 3 SIGN PERMIT FOR CONSTRUCTION OF AN APPROXIMATELY 7,700 SQUARE FOOT OPTICAL HEALTH CLINIC AND ASSOCIATED IMPROVEMENTS. THE SUBJECT PROPERTY IS LOCATED AT 29250 SW TOWN CENTER LOOP WEST ON TAX LOT 227 OF SECTION 14D, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON. ANDERSON DABROWSKI ARCHITECTS – APPLICANT FOR WILSONVILLE INVESTMENT PROPERTIES LLC – OWNER.

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

WHEREAS, the Planning Staff has prepared staff report on the above-captioned subject dated June 4, 2018, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on June 11, 2018, at which time exhibits, together with findings and public testimony were entered into the public record, and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated June 4, 2018, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations for:

DB18-0023 through DB18-0026; Stage I Master Plan Revision, Stage II Final Plan Revision, Site Design Review, and Class 3 Sign Permit.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 11th day of June, 2018 and filed with the Planning Administrative Assistant on _____. 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)*.

Fred Ruby, Chair - Panel A
Wilsonville Development Review Board

Attest:

Shelley White, Planning Administrative Assistant
RESOLUTION NO. 353



Exhibit A1
Staff Report
Wilsonville Planning Division
EyeHealth Northwest-New Optical Health Clinic

Development Review Board Panel 'A'
Quasi-Judicial Public Hearing

Hearing Date:	June 11, 2018
Date of Report:	June 4, 2018

Application Nos.:	DB18-0023 Stage I Preliminary Plan Revision DB18-0024 Stage II Final Plan Revision DB18-0025 Site Design Review DB18-0026 Class 3 Sign Permit
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Request/Summary: The review before the Development Review Board is a Class 3 Stage I Preliminary Plan Revision, Stage II Final Plan Revision, Site Design Review, and Sign Permit for the development of an optical health clinic.

Location: 29250 SW Town Center Loop West. The property is specifically known as Tax Lot 227, Section 14D, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon

Owner: Ralph House
Wilsonville Investment Properties LLC

Applicant: Jon Anderson
Anderson Dabrowski Architects

Applicant's Representative: Jesse Winterowd
Winterbrook Planning

Comprehensive Plan Designation: Commercial

Zone Map Classification: PDC-TC (Planned Development Commercial-Town Center)

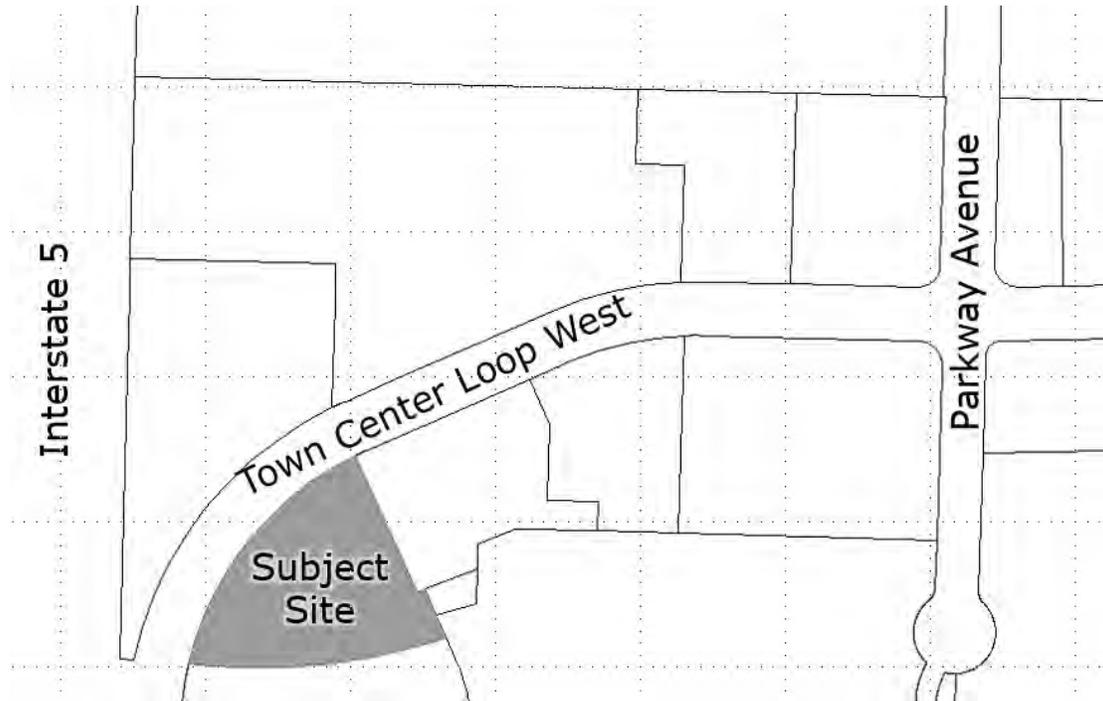
Staff Reviewers: Dan Pauly AICP, Senior Planner
Steve Adams PE, Development Engineering Manager

Staff Recommendation: Approve with conditions the requested Stage I Master Plan Revision, State II Final Plan Revision, Site Design Review request, and Sign Permit.

Applicable Review Criteria:

<u>Development Code:</u>	
Section 4.001	Definitions
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.116	Standards Applying to Commercial Development in All Zones
Section 4.118	Standards Applying to Planned Development Zones
Section 4.131.05	Planned Development Commercial Zone-Town Center Zone (PDC-TC)
Sections 4.133.00 through 4.133.05	Wilsonville Road Interchange Area Management Plan (IAMP) Overlay Zone
Section 4.140	Planned Development Regulations
Section 4.154	On-site Pedestrian Access and Circulation
Section 4.155	Parking, Loading, and Bicycle Parking
Section 4.156.01 through 4.156.11	Signs
Section 4.167	Access, Ingress, and Egress
Section 4.171	Protection of Natural Features and Other Resources
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping, Screening, and Buffering
Section 4.177	Street Improvement Standards
Sections 4.199.20 through 4.199.60	Outdoor Lighting
Sections 4.300 through 4.320	Underground Utilities
Sections 4.400 through 4.440 as applicable	Site Design Review
<u>Other Planning Documents:</u>	
Wilsonville Comprehensive Plan	
Previous Land Use Approvals	

Vicinity Map



Background:

The City originally approved the subject site for development of a 2,500 square foot drive-thru fast food restaurant (see case file #02DB29) as part of a broader master plan involving adjacent sites. In 2003, to facilitate implementation of the approved master plan, the area received subdivision approval to divide each pad into separate lots (see case file #03DB09). The 2003 approval identified the subject site as Lot 2. After a number of years enough improvements occurred to determine “significant development” occurred to vest the Stage II Final Plan approval, including traffic trips, though a number of the pads, including the subject site, remained vacant. The applicant now desires to modify the previous Stage I Master Plan and Stage II Final Plan to change from the planned fast food use to medical office.

Summary:

Stage I Master Plan Revision (DB18-0023)

The proposed Stage I Master Plan Revision simply modifies the planned use for the subject site from fast food restaurant to medical office.

Stage II Final Plan Revision (DB18-0024)

The Stage II Final Plan Revision changes the site layout from a drive-thru fast food restaurant to medical office. All services are available for the site. The traffic study shows less traffic than the

previously approved use. The site includes parking, circulation areas, pedestrian connection, and landscaping meeting or exceeding City standards.

Site Design Review (DB18-0025)

The applicant used appropriate professional services to design structures on the site using quality materials and design. The architect's description of the purpose of design further illustrates the appropriateness and quality of design: "The design of the single story structure is meant to emphasize its connection to the public, with a roof form reaching up towards Interstate 5 and town center loop development, leaving the space beneath open and amiable." "The material used throughout are meant to be purposeful and appropriate. The natural wood used brings a Pacific Northwest feel and the brick fits in naturally with the surrounding developments. The interior space allows for generous light and openness within the central core of the building lofted up to the sloped roofs." Furthermore, landscaping materials meet or exceed City standards.

Class III Sign Permit (DB18-0026)

The applicant proposes three channel-letter wall signs. One each on the north, west, and east building elevations. The signs area is below code allowance for each elevation. The sign placement is within definable sign bands blending appropriately with the architecture consistent with City standards. The landscape design avoids conflicts between trees and signs.

Traffic and Parking:

The subject site has 57 PM Peak traffic trips vested from the previous Stage II approval for a 2,500 square foot drive-thru fast food restaurant. The proposed optical clinic will generate 25 PM Peak traffic trips, reducing the traffic trips for the subject site by 32 trips and thus planned impacts on Wilsonville's streets.

For the purpose of parking standards, the proposed development falls into the use category of medical and dental office or clinic listed in Table 5 of Section 4.155. The parking minimum is 3.9 spaces per 1000 square feet. The parking maximum is 5.9 per 1000 square feet. The proposed building is 7,722 square feet. The minimum number of parking spaces is 31 (7.722×3.9 rounded up to the nearest whole space) and the maximum number of parking spaces is 46 (7.722×5.9 rounded up to the nearest whole space). The applicant proposes 32 spaces, within the allowed range. The applicant's plans show standard parking lot design with 9' by 18' spaces with minimum 24' drive aisles providing adequate access to all parking spaces.

Public Comments and Responses:

None Received

Discussion Points:

Vision Clearance

A significant restraint on the site is the required vision clearance area to retain vision clearance for vehicles exiting the existing driveway on the east side of the subject property. City Engineer Nancy Kraushaar has thoroughly reviewed the placement of the building outside the vision clearance area and confirmed it is the minimum required to meet City standards (see Exhibits C2 and C3).

Town Center Plan

Over the last couple of years the City has worked on the Town Center Plan. There is a draft Community Design Concept that proposes changes to land uses, connectivity, and open spaces that would result in significant long-term changes in the area where this site is located. However, the City has not yet adopted any new standards, anticipated late 2018 to early 2019, and the standards applicable at the time the City received the application in February 2018 apply.

Conclusion and Conditions of Approval:

Staff has reviewed the Applicant's analysis of compliance with the applicable criteria. The Staff report adopts the applicant's responses as Findings of Fact except as noted in the Findings. Based on the Findings of Fact and information included in this Staff Report, and information received from a duly advertised public hearing, Staff recommends that the Development Review Board approve the proposed application (DB18-0023 through DB18-0026) with the following conditions:

Planning Division Conditions:

Request A: DB18-0023 Stage I Preliminary Plan Revision

No conditions for this request

Request B: DB18-0024 Stage II Final Plan Revision

PDB 1. The approved final plan shall control the issuance of all building permits and shall restrict the nature, location and design of all uses. Minor changes in an approved preliminary or final development plan may be approved by the Planning Director through the Class I Administrative Review Process if such changes are consistent with the purposes and general character of the development plan. All other modifications shall be processed in the same manner as the original application and shall be subject to the same procedural requirements. See Finding B16.

PDB 2. All travel lanes shall be constructed to be capable of carrying a twenty-three (23) ton load. See Finding B47.
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Request C: DB18-0025 Site Design Review

PDC 1. Construction, site development, and landscaping shall be carried out in substantial accord with the Development Review Board approved plans, drawings, sketches,
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	and other documents. Minor revisions may be approved by the Planning Director through administrative review pursuant to Section 4.030. See Finding C15.
PDC 2.	All landscaping required and approved by the Board shall be installed prior to issuance of any occupancy permits, unless security equal to one hundred and ten percent (110%) of the cost of the landscaping as determined by the Planning Director is filed with the City assuring such installation within six (6) months of occupancy. "Security" is cash, certified check, time certificates of deposit, assignment of a savings account or such other assurance of completion as shall meet with the approval of the City Attorney. In such cases the developer shall also provide written authorization, to the satisfaction of the City Attorney, for the City or its designees to enter the property and complete the landscaping as approved. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the installation. Upon completion of the installation, any portion of the remaining security deposited with the City will be returned to the applicant. See Finding C38.
PDC 3.	The approved landscape plan is binding upon the applicant/owner. Substitution of plant materials, irrigation systems, or other aspects of an approved landscape plan shall not be made without official action of the Planning Director or Development Review Board, pursuant to the applicable sections of Wilsonville's Development Code. See Finding C39.
PDC 4.	All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Board, unless altered as allowed by Wilsonville's Development Code. See Findings C40 and C41.
PDC 5.	The following requirements for planting of shrubs and ground cover shall be met: <ul style="list-style-type: none"> • Non-horticultural plastic sheeting or other impermeable surface shall not be placed under landscaping mulch. • Native topsoil shall be preserved and reused to the extent feasible. • Surface mulch or bark dust shall be fully raked into soil of appropriate depth, sufficient to control erosion, and shall be confined to areas around plantings. • 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 containers and 10" to 12" spread. • Shrubs shall reach their designed size for screening within three (3) years of planting. • Ground cover shall be equal to or better than the following depending on the type of plant materials used: gallon containers spaced at 4 feet on center minimum, 4" pot spaced 2 feet on center minimum, 2-1/4" pots spaced at 18 inch on center minimum. • No bare root planting shall be permitted.

	<ul style="list-style-type: none"> • Ground cover shall be sufficient to cover at least 80% of the bare soil in required landscape areas within three (3) years of planting. • Appropriate plant materials shall be installed beneath the canopies of trees and large shrubs to avoid the appearance of bare ground in those locations. • Compost-amended topsoil shall be integrated in all areas to be landscaped, including lawns. See Finding C42.
PDC 6.	Plant materials shall be installed to current industry standards and be properly staked to ensure survival. Plants that die shall be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City. See Finding C45.

Request D: DB18-0026 Class III Sign Permit

PDD 1.	The approved signs shall be installed in a manner substantially similar to the plans approved by the DRB and stamped approved by the Planning Division.
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The following Conditions of Approval are provided by the Engineering, Natural Resources, or Building Divisions of the City’s Community Development Department or Tualatin Valley Fire and Rescue, all of which have authority over development approval. A number of these Conditions of Approval are not related to land use regulations under the authority of the Development Review Board or Planning Director. Only those Conditions of Approval related to criteria in Chapter 4 of Wilsonville Code and the Comprehensive Plan, including but not limited to those related to traffic level of service, site vision clearance, recording of plats, and concurrency, are subject to the Land Use review and appeal process defined in Wilsonville Code and Oregon Revised Statutes and Administrative Rules. Other Conditions of Approval are based on City Code chapters other than Chapter 4, state law, federal law, or other agency rules and regulations. Questions or requests about the applicability, appeal, exemption or non-compliance related to these other Conditions of Approval should be directed to the City Department, Division, or non-City agency with authority over the relevant portion of the development approval.

Engineering Division Conditions:

PF 1.	Public Works Plans and Public Improvements shall conform to the “Public Works Plan Submittal Requirements and Other Engineering Requirements” in Exhibit C1.
PF 2.	The site shall obtain access to Town Center Loop West via the existing network of drive aisles and driveways constructed with the Town Center Phase III project. No direct driveway connection to Town Center Loop West is allowed.
PF 3.	In the Wilsonville Bicycle and Pedestrian Master Plan, project C2 identifies a 10-foot wide shared use path planned along the south side of Town Center Loop West adjacent to this property. Applicant shall construct a 10-ft wide, public shared use path on property fronting Town Center Loop West. Applicant shall work with city staff to keep the location of the streetlight and wrap the new sidewalk around to create an attractive landscape island around the street light.
PF 4.	Applicant shall provide a public sidewalk easement for that portion of the shared use path that may lie outside of the ROW.

PF 5.	Applicant shall work with City staff in designing and installing landscaping and irrigation in the street-side landscape strip along Town Center Loop W.
PF 6.	Applicant shall provide a 10-ft PUE along frontage to Town Center Loop W. (presently there is a 6-ft PUE).
PF 7.	Site shall dispose of treated stormwater by connecting to either of the existing stormwater mains located south and east of the site.
PF 8.	Site shall obtain water for both domestic and irrigation from the existing water line stubbed to the property from Town Center Loop W.
PF 9.	Site shall obtain sanitary sewer service by connecting to the existing sanitary sewer main located in the northeast corner of the site.
PF 10.	Applicant shall provide a 15-foot wide sanitary sewer easement over the existing sanitary line that crosses the project site.
PF 11.	The applicant shall record a vision clearance easement (on City approved form) over the portion of the property necessary to be kept clear to maintain vision clearance as identified in Exhibit C2 and C3. Such easement shall ensure structures and vegetation are properly selected and placed so as to maintain the required vision clearance.

Master Exhibit List:

The entry of the following exhibits into the public record by the Development Review Board confirms its consideration of the application as submitted. The exhibit list below includes exhibits for Planning Case Files DB18-0023 through DB18-0026. The exhibit list below reflects the electronic record posted on the City's website and retained as part of the City's permanent electronic record. Any inconsistencies between printed or other electronic versions of the same Exhibits are inadvertent and the version on the City's website and retained as part of the City's permanent electronic record shall be controlling for all purposes.

Planning Staff Materials

- A1. Staff report and findings (this document)
- A2. Staff's Presentation Slides for Public Hearing (to be presented at Public Hearing)

Materials from Applicant

- B1. Signed Application From
- B2. Applicant's Narrative and Submitted Materials
 - Narrative
 - Exhibit A Executed land closing documents
 - Exhibit B Site Survey
 - Exhibit C Sign Plan
 - Exhibit D Lighting Cut Sheets
 - Exhibit E Wilsonville Town Center CC&R's (not reproduced in paper copies)
 - Exhibit F Traffic Impact Study and Appendix
 - Exhibit G Letter from Republic Services
 - Exhibit H Stormwater Report
- B3. Drawings and Plans
 - Architectural Plans
 - Sheet A1.0 Cover Sheet
 - Sheet A1.1 Perspectives
 - Sheet A2.0 Site Plan
 - Sheet A3.1 Floor Plan
 - Sheet A5.1 Elevations
 - Sheet A5.2 Elevations
 - Sheet A6.0 Exterior Lighting
 - Civil Plans
 - Sheet C050 Preliminary Demolition, Erosion and Sediment Control Plan
 - Sheet C051 Preliminary Erosion and Sediment Control Details and Notes
 - Sheet C070 Preliminary Grading, Erosion, and Sediment Control Plan
 - Sheet C300 Preliminary Composite Utility Plan
 - Landscaping Plan

Sheet L3.1 Planting Plan
 Sheet L3.1 Stormwater & Plant Details
 L1 Landscape Plans
 EX01 Lighting Analysis

Development Review Team Correspondence

- C1.** Engineering Conditions and Requirements
- C2.** Letter from Nancy Kraushaar Regarding Vision Clearance
- C3.** Email and Attachments from Nancy Kraushaar Regarding Building Placement and Vision Clearance.

Other Correspondence

Procedural Statements and Background Information:

- 1. The statutory 120-day time limit applies to this application. The applicant first submitted the application on February 22, 2018. Staff conducted a completeness review within the statutorily allowed 30-day review period and found the application to be incomplete on March 21, 2018. The applicant submitted additional material on May 4, 2018. Planning Staff deemed the application complete on May 21, 2018. The City must render a final decision for the request, including any appeals, by September 18, 2018.
- 2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	PDC-TC	Town Center Loop West/Les Schwab Tire Center
East:	PDC-TC	Commercial Office
South:	PDC-TC	Vacant
West:	PDC-TC	Town Center Loop West/Les Schwab Tire Center

- 3. Previous Planning Approvals:

The subject property is part of the Town Center Master Plan, which envisioned a variety of commercial uses. This master plan serves as the Stage I master plan per Subsection 4.140 (.07) for the proposed project. The proposed medical/professional office use is consistent with the Town Center Master Plan. In Resolution 02DB29 the DRB further modified the Town Center Master Plan to include five (5) commercial pads; two fast-food-type restaurants, one sit-down-type restaurant, one retail/bank building, and one office building. The DRB also approved Stage II Final Plans for the five pads including the subject site (Pad 2).

Case	Project	Subject	T3S R1W Tax Map(s), Tax Lot(s)
85 PC 18	Wilsonville Center (new name: The Market Place at Town Center)	Stage II Final Development	13 - 400, 401, 408
85 DR 10	Market Place at Wilsonville Town Center	Final Architectural & Site Plan	13 - 400, 401, 408
89 PC 17	Town Center Market	Stage I	13 - 500, 600, 601
89 PC 50	Wilsonville Town Center Shopping Center	Stage I	13 - 500, 600, 601 14D - 200, 300, 405
90 PC 15	Wilsonville Market Place	Stage II, Phase I	13 - 500, 600, 601 14D - 200
90 DR 13	Wilsonville Market Place Town Center	Architectural & Landscape, Master Sign Plan, Variance	13 - 500, 600, 601 14D - 200
91 PC 43	Capital Realty (Project Thunder)	Stage I Mod.; Stage II, Phase II; Mod. to 90 PC 15 condition	13 - 500, 300 14D - 101, 102, 200, 201
91 DR 29	Project Thunder	Site Design Review, Master Sign Plan for Phase II	14 - 101, 200
92 DR 21	Incredible Universe (Tandy Corp.) Now Fry's	Amend condition re: trash enclosure	13 - 101 14D - 200
95 PC 26	Act III Theaters	Stage II (portion of Phase III) approval	14A - 201
95 DR 16	Act III Theaters	Site Design Review approval of 35,000 SF theater	14A - 201

Case	Project	Subject	T3S R1W Tax Map(s), Tax Lot(s)
02DB29		*Note	
03DB09	Town Center (Phase III)	Subdivision Plat	
04AR48		Final Land Partition Plat	
DB07- 0006 et. al.	Office Building (Pad 5)	Site Design Review/Waiver	
DB08- 0015	US Bank (Pad 4)	Site Design Review	
DB08- 0034 et. al.	Office Building (Pad 3)	Stage I Revision, Stage II Revision, Site Design Review	

*Note: The subject site was approved in case file #02DB29 as Pad 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.

Findings:

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

General Information

Application Procedures-In General Section 4.008

The processing of the application is in accordance with the applicable general procedures of this Section.

Initiating Application Section 4.009

The application has the signature of Ralph House, an authorized signer for the property owner Wilsonville Investment Properties, LLC.

Pre-Application Conference Subsection 4.010 (.02)

The City held a Pre-application conference (PA17-0023) in accordance with this subsection.

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

No applicable liens exist for the subject property. The application can thus move forward.

General Submission Requirements Subsection 4.035 (.04) A.

The applicant has provided all of the applicable general submission requirements..

Zoning-Generally Section 4.110

This proposed development is in conformity with the applicable zoning district and City review uses the general development regulations listed in Sections 4.150 through 4.199.

Request A: DB18-0023 Stage I Preliminary Plan Revision

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

Planned Development Regulations

Planned Development Purpose & Lot Qualifications

Subsection 4.140 (.01) and (.02)

- A1. The proposal is to modify a development previously approved as a planned development meeting the planned development purpose and lot qualifications.

Ownership Requirements

Subsection 4.140 (.03)

- A2. The subject parcel is under the ownership of Wilsonville Investment Properties, LLC, for whom an authorized signer, Ralph House, signed the application.

Professional Design Team

Subsection 4.140 (.04)

- A3. Jesse Winterowd of Winterbrook Planning is the professional coordinator of a professional design team including an architect, engineers, a landscape architect, and a planner among other professionals.

Comprehensive Plan Consistency

Subsection 4.140 (.06)

- A4. The proposed project, as found elsewhere in this report, complies with the Planned Development Commercial-Town Center zoning designation, which implements the Comprehensive Plan designation of 'Commercial' for this property.

Application Requirements

Subsection 4.140 (.07)

- A5. The City has scheduled the proposed Stage I Master Plan revision for a public hearing before the Development Review Board in accordance with this subsection and the applicant has met all the applicable submission requirements as follows:
- The property affected by the Stage I Master Plan revision is under an application by the property owner.
 - The applicant submitted a Stage I Master Plan revision request on a form prescribed by the City.
 - The applicant identified a professional design team and coordinator. See Finding A3.
 - The applicant stated the proposed change of use for the subject site within the previously approved master plan.
 - The applicant provided the boundary information.

- The applicant has submitted sufficient topographic information.
- The applicant provided a tabulation of the land area to be devoted to various uses.
- The applicant proposes a single phase of development for the proposed revision.
- Any necessary performance bonds will be required.

Planned Development Commercial-Town Center (PDC-TC) Zone

Typically Permitted Uses

Subsection 4.131.05 (.02)-(.03)

- A6.** The proposed optical health clinic use, replacing the previous fast food designation in the master plan, falls within the typically permitted use definitions of either dentist or medical offices, office professional and general office as it will be the office for physicians and surgeons with a retail component.

Block and Access Standards

Subsections 4.131.05 (.07) and 4.131 (.03)

- A7.** No changes to blocks or access spacing are proposed.

Request B: DB18-0024 Stage II Final Plan Revision

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

Planned Development Regulations-Generally

Planned Development Purpose & Lot Qualifications

Subsection 4.140 (.01) and (.02)

- B1.** The proposal is to modify a development previously approved as a planned development meeting the planned development purpose and lot qualifications.

Ownership Requirements

Subsection 4.140 (.03)

- B2.** The subject parcel is under the ownership of Wilsonville Investment Properties, LLC, for whom an authorized signer, Ralph House, signed the application.

Professional Design Team

Subsection 4.140 (.04)

- B3.** Jesse Winterowd of Winterbrook Planning is the professional coordinator of a professional design team including an architect, engineers, a landscape architect, and a planner among other professionals.

Stage II Final Plan Submission Requirements and Process

Stage II Submission Within 2 Years of Stage I

Subsection 4.140 (.09) A.

- B4.** The submission of the revised Stage II Plan is concurrent with submission of a revised Stage I Master Plan.

Development Review Board Role

Subsection 4.140 (.09) B.

- B5.** The Development Review Board review considers all applicable permit criteria set forth in the Planning and Land Development Code and staff recommends the Development Review Board approve the application with conditions of approval.

Stage I Conformance, Submission Requirements

Subsection 4.140 (.09) C.

- B6.** The Stage II plans substantially conforms to the concurrently submitted revised Stage I Master plan. The applicant's submitted drawings and other documents show all the additional information required by this subsection.

Stage II Final Plan Detail

Subsection 4.140 (.09) D.

- B7.** The applicant's submitted materials provide sufficiently detailed information to indicate fully the ultimate operation and appearance of the development, including a detailed site plan, landscape plans, and elevation drawings.

Submission of Legal Documents

Subsection 4.140 (.09) E.

- B8.** The Development Review Board does not require any additional legal documentation for dedication or reservation of public facilities.

Expiration of Approval

Subsection 4.140 (.09) I. and Section 4.023

- B9.** The Stage II Approval, along with other associated applications, will expire two (2) years after approval, absent the granting of an extension in accordance with these subsections.

Consistency with Plans

Subsection 4.140 (.09) J. 1.

- B10.** The site's zoning, Planned Development Commercial-Town Center, is consistent with the Commercial designation in the Comprehensive Plan. The frontage improvements along the subject property, in regards to sidewalk width, do not currently meet the Transportation System Plan and Bicycle and Pedestrian Master Plan requirement for a 10-foot sidewalk along this interior section of Town Center Loop West. In describing the relationship to other

City Plans the 2013 TSP references the 2006 Bicycle and Pedestrian Master Plan and states it should be used for added clarity and direction when not in conflict with the TSP. Figure 4-4 of the TSP, Major Bicycle and Pedestrian Needs, identifies connectivity barriers within Town Center. Page 22 of the Bicycle and Pedestrian Master Plan provides additional clarity and direction relevant to the subject site. Project C2, a priority 1 project, is “Expanding the width of the current sidewalk on the interior of Town Center Loop to 10 feet would create a shared use path that would provide greater safety and accessibility to Town Center for pedestrians and bicyclists.” The applicant proposes widening the Town Center Loop sidewalk to 10 feet along the entirety of their frontage consistent with the relevant City plans to improve safety and accessibility.

Although the 2013 Transportation Systems Plan (amended 2016) indicates Town Center Loop West as a major arterial requiring 95 to 107 feet of right-of-way, roadway construction has been completed and no additional widening is planned. Sufficient right-of-way currently exists.

Traffic Concurrency

Subsection 4.140 (.09) J. 2.

B11. The proposed site has 57 PM Peak traffic trips vested from the previous Stage II approval for a 2,500 square foot drive-thru fast food restaurant. The proposed optical clinic will generate 25 PM Peak traffic trips, reducing the traffic trips for the subject site by 32 trips and thus planned impacts on Wilsonville’s streets.

Facilities and Services Concurrency

Subsection 4.140 (.09) J. 3.

B12. The site is a pad within a developed area of the City. Facilities and services, including utilities, are available and sufficient to serve the proposed development.

Adherence to Approved Plans

Subsection 4.140 (.09) L.

B13. Condition of Approval PDB 1 ensures adherence to approved plans except for minor revisions by the Planning Director.

Standards Applying in All Planned Development Zones

Underground Utilities

Subsection 4.118 (.02)

B14. The applicant’s plans show all utilities underground.

Waivers

Subsection 4.118 (.03)

B15. The applicant does not request any waivers.

Other Requirements or Restrictions

Subsection 4.118 (.03) E.

B16. Staff does not recommend any additional requirements or restrictions pursuant to this subsection.

Impact on Development Cost

Subsection 4.118 (.04)

B17. Implementation of standards and imposing conditions beyond minimum standards and requirements do not unnecessarily increase the cost of development. In particular, the City Engineer has thoroughly reviewed the placement of the building outside the vision clearance area caused by the convex curve of the site along Town Center Loop West and confirmed it is the minimum required to meet City standards (see Exhibits C2 and C3). In addition, the added width of the sidewalk along Town Center Loop is the minimum requirement for consistency with the Transportation System Plan and Bicycle and Pedestrian Master Plan. See Finding B10.

Requiring Tract Dedications or Easements for Recreation Facilities, Open Space, Public Utilities

Subsection 4.118 (.05)

B18. Staff does not recommend any additional tract dedication for recreational facilities, open space, or easements for orderly extension of public utilities consistent with this subsection. Easements required not addressed by this subsection include a sanitary sewer easement over an existing public sewer line (Condition of Approval PF 10), a 10 foot public utility easement along Town Center Loop meeting current City standards (Condition of Approval PF 6), a public sidewalk easement as necessary (Condition of Approval PF 4), and a vision clearance easement associated with the location of the property on a curve of Town Center Loop (Condition of Approval PF 11).

Habitat Friendly Development Practices

Subsection 4.118 (.09)

B19. Clearing of the subject site occurred many years ago with original development of the Town Center area. The site's current condition is a vacant field with non-native grass and noxious vegetation. No trees, significant native vegetation, or other features with significant habitat value exist on the site. A professionally designed storm water system will minimize impacts from the added impervious area on adjacent sites and downstream water resources consistent with City standards.

Planned Development Commercial-Town Center (PDC-TC) Zone

Typically Permitted Uses

Subsection 4.131.05 (.02)-(.03)

- B20.** The proposed optical health clinic use, replacing the previous fast food designation in the master plan, falls within the typically permitted use definitions of either dentist or medical offices or office professional and general office as it will be the office for physicians and surgeons with a retail component.

Wilsonville Road Interchange Area Management Plan (IAMP) Overlay Zone

Where IAMP Regulations Apply

Section 4.133.02

- B21.** The subject property is wholly within the IAMP Overlay Zone, as shown on Figure I-1, the IAMP standards are thus being applied.

IAMP Permitted Land Uses Same as Underlying Zone Subject to IAMP Restrictions

Section 4.133.03

- B22.** The applicant proposes a use consistent with the underlying PDC-TC. No IAMP requirements would further restrict the proposed use.

Access Management Applicability

Subsections 4.133.04 (.01) – (.03)

- B23.** The applicant proposes modification of a planned development, including both Stage I and Stage II, within the IAMP Overlay Zone. The access management standards and requirements thus apply. However, the applicant proposes no new accesses, and no accesses shown for closure or restriction in the IAMP exist on the site.

Access Management Plan Consistency

Subsection 4.133.04 (.04) A.

- B24.** The applicant proposes using existing access to SW Town Center Loop West consistent with the IAMP Access Management Plan.

Joint ODOT Review of Access

Subsection 4.133.04 (.04) A.

- B25.** The applicant does not propose any new accesses requiring ODOT and City review.

Cross Access Easements

Subsection 4.133.04 (.05)

- B26.** The proposal does not include any tax lots identified in the Access Management Plan requiring additional consideration of cross access easements.

Traffic Impact Analysis Required
Subsection 4.133.01 (.01)

B27. DKS Associates performed a Traffic Impact Analysis consistent with this subsection. See Exhibit F of Exhibit B2.

Industrial Performance Standards

Industrial Performance Standards
Subsection 4.135 (.05)

- B28.** The proposed project meets the performance standards of this subsection as follows:
- Pursuant to standard A (enclosure of uses and activities), all non-parking activities and uses will be completely enclosed.
 - Pursuant to standard B (vibrations), there is no indication that the proposed development will produce vibrations detectable off site without instruments.
 - Pursuant to standard C (emissions), there is no indication the proposed use would produce the odorous gas or other odorous matter.
 - Pursuant to standard D (open storage), outdoor storage of mixed solid waste and recycling will be screened from off-site view.
 - Pursuant to standard E (night operations and residential areas), the proposed use is not one customarily used for night operations.
 - Pursuant to standard F (heat and glare), the applicant proposes no exterior operations creating heat and glare.
 - Pursuant to standard G (dangerous substances), there are no prohibited dangerous substances expected on the development site.
 - Pursuant to standard H (liquid and solid wastes), staff has no evidence that the operations would violated standards defined for liquid and solid waste.
 - Pursuant to standard I (noise), staff has no evidence that noise generated from the proposed operations would violate the City’s Noise Ordinance and noises produced in violation of the Noise Ordinance would be subject to the enforcement procedures established in WC Chapter 6 for such violations.
 - Pursuant to standard J (electrical disturbances), staff has no evidence that the proposed use would have any prohibited electrical disturbances.
 - Pursuant to standard K (discharge of air pollutants), staff has no evidence that the proposed use would produce any prohibited discharge.
 - Pursuant to standard L (open burning), the applicant proposes no open burning.
 - Pursuant to standard M (outdoor storage), the applicant proposes outdoor storage of mixed solid waste and recycling with the appropriate surface material and screening consistent with City standards.
 - Pursuant to standard N (unused area landscaping), no unused areas will be bare.

On-site Pedestrian Access and Circulation

Continuous Pathway System

Subsection 4.154 (.01) B. 1.

B29. As shown on the applicant's site plan in Exhibit B3, the proposed pedestrian pathway system (sidewalks) already exists on all three sides of the site. Internal pathways provide a direct connection from all three sides of the site to the front building entrance. Pedestrians may also cross the site to reach off-site development. In other words, pedestrians have direct access to the front entrance of the building from all three sides and may traverse the site to any other side using pedestrian pathways.

Safe, Direct, Convenient Pathways

Subsection 4.154 (.01) B. 2.

B30. Proposed pedestrian pathways are flat, paved sidewalks. Where crossing the parking area, the applicant proposes elevating the sidewalk, with bollards providing additional protection near the building entrance. The pathways provide direct access to the building entrance, from all three sides of the site, and from the parking area. Pathways connect to all primary (and secondary) building entrances.

Vehicle/Pathway Separation-Vertical or Horizontal

Subsection 4.154 (.01) B. 3.

B31. The proposed design of pedestrian pathways provide for vertical separation from vehicle circulation areas.

Crosswalks Clearly Marked

Subsection 4.154 (.01) B. 4.

B32. The proposed pedestrian pathway will be elevated in locations where it crosses parking areas, clearly delineating the pedestrian pathway. The pathway includes tactile warning strips delineating areas that pass-through parking areas.

Pathways Width and Surface-5 Foot Wide, Durable Surface

Subsection 4.154 (.01) B. 5.

B33. The applicant proposes main pathways six feet wide, and the north side pathway to the side entrance five feet wide. The applicant proposes concrete pathways.

Parking and Loading

Parking Design Standards

Section 4.155 (.02) and (.03)

B34. The applicable parking designs standards are met as follows:

Standard	Met	Explanation
Subsection 4.155 (.02) General Standards		

B. All spaces accessible and usable for Parking	<input checked="" type="checkbox"/>	Standard parking lot design, 9' by 18' spaces, minimum 24' drive aisle
I. Sturdy bumper guards of at least 6 inches to prevent parked vehicles crossing property line or interfering with screening or sidewalks.	<input checked="" type="checkbox"/>	The design of sidewalks adjacent to parking spaces have additional width to fill the role of bumper guards, no other parking spaces would interfere with screening as screening areas are wider than code requirements.
J. Surfaced with asphalt, concrete or other approved material.	<input checked="" type="checkbox"/>	Surfaced with asphalt with concrete crosswalks.
Drainage meeting City standards	<input checked="" type="checkbox"/>	Drainage is professionally designed and being reviewed to meet City standards
K. Lighting won't shine into adjoining structures or into the eyes of passers-bys.	<input checked="" type="checkbox"/>	Lighting is proposed to be fully shielded and meet the City's Outdoor Lighting Standard
N. No more than 40% of parking compact spaces.	<input checked="" type="checkbox"/>	All parking spaces are proposed to be standard spaces.
O. Where vehicles overhand curb, planting areas at least 7 feet in depth.	<input checked="" type="checkbox"/>	The narrowest planting area adjacent to parking spaces is approximately 10 feet deep.
Subsection 4.155 (.03) General Standards		
A. Access and maneuvering areas adequate.	<input checked="" type="checkbox"/>	Access drive and drive aisle are 24 feet or more, providing an adequate 12 foot travel lane each direction.
A.1. Loading and delivery areas and circulation separate from customer/employee parking and pedestrian areas.	<input checked="" type="checkbox"/>	The proposal does not include any loading or delivery areas nor does the City require any.
Circulation patterns clearly marked.	<input checked="" type="checkbox"/>	Design is typical commercial parking lot design and intuitive to a driver familiar with typical commercial parking lots.
A.2. To the greatest extent possible, vehicle and pedestrian traffic separated.	<input checked="" type="checkbox"/>	The plans clearly delineate separate vehicle and pedestrian traffic areas and separate them except for crosswalks.
C. Safe and Convenient Access, meet ADA and ODOT Standards.	<input checked="" type="checkbox"/>	The proposed parking and access enable the meeting of ADA and ODOT standards.
For parking areas with more than 10 spaces, 1 ADA space for every 50 spaces.	<input checked="" type="checkbox"/>	The proposal provides 2 ADA parking spaces for 32 parking spaces, both adjacent to the main entrance.
D. Where possible, parking areas connect to adjacent sites.	<input checked="" type="checkbox"/>	The parking areas connect to existing internal private drives rather than directly to the street.
Efficient on-site parking and circulation	<input checked="" type="checkbox"/>	The careful and professional design of the parking provides for safety and efficiency and

	is a typical design with standard parking space and drive aisle size and orientation.
--	---

Minimum and Maximum Number of Parking Spaces

Subsections 4.155 (.03) G., Table 5, and 4.136 (.05)

B35. For the purpose of parking standards, the proposed development falls into the use category of medical and dental office or clinic area listed in Table 5. The parking minimum is 3.9 spaces per 1000 square feet. The parking maximum is 5.9 per 1000 square feet. The proposed building is 7,722 square feet. Thus the minimum number of parking spaces is 31 (7.722*3.9 rounded up to the nearest whole space) and the maximum number of parking spaces is 46 (7.722*5.9 rounded up to the nearest whole space). The applicant proposes 32 spaces, within the allowed range.

Parking Area Landscaping

Minimizing Visual Dominance of Parking

Subsection 4.155 (.03) B.

B36. The applicant proposes landscaping throughout the parking area helping to minimize the visual dominance of the paved parking area.

10% Parking Area Landscape Requirement

Subsection 4.155 (.03) B. 1.

B37. The parking area is 14,650 square feet, requiring 1,465 square feet of interior parking lot landscaping to meet this standard. Interior parking lot landscaping accounts for 3,071 square feet (21%). The remainder of the site contains another approximately 12,000 square feet of landscaping, well exceeding requirements while surrounding and screening the parking area.

Landscape Screening of Parking

Subsection 4.155 (.03) B. 1.

B38. The proposed design screens the parking area from adjacent properties and adjacent rights-of-way by physical distance, existing vegetation, and topography. The design does not warrant additional screening meeting a specific City screening standard.

Tree Planting Area Dimensions

Subsection 4.155 (.03) B. 2.

B39. The landscape plan shows all tree planting areas for at least 4 parking lot trees exceeding the minimum 8 foot by 8 foot requirement.

Parking Area Tree Requirement

Subsection 4.155 (.03) B. 2. and 2. a.

B40. With 32 spaces, the stated ratio of 1 tree for every 8 spaces or fraction thereof requires 4 additional trees. The landscape plan shows well in excess of 4 trees in planting areas spread throughout and adjacent to the parking area.

Parking Area Landscape Plan
Subsection 4.155 (.03) B. 2. a.

B41. The applicant's landscape plan includes the proposed parking area.

Parking Area Tree Clearance
Subsection 4.155 (.03) B. 2. b.

B42. The applicant could typically maintain all trees listed for planting in the parking area and expected to overhand the parking areas to provide a 7-foot clearance.

Bicycle Parking

Required Bicycle Parking
Section 4.155 (.04) A. 1.

B43. Medical Office uses require one bicycle parking space per 5,000 square feet, or a minimum of two bicycle parking spaces. The proposed 7,722 square foot building requires two bicycle parking spaces. The site plan shows four bicycle parking spaces.

Bicycle Parking Standards
Section 4.155 (.04) B.

B44. The applicant's plans show bicycle parking spaces at least 2'6" in width (2'6" required minimum), 7'8" in length, with over 6 feet of maneuvering space behind each space (5 feet required minimum). The plans show bicycle racks anchored to the pavement. The location of bicycle parking is approximately 10 feet from the main building entrance (30 feet required maximum).

Other Development Standards

Access, Ingress, and Egress
Section 4.167

B45. Site access is via existing private drives intersecting with SW Town Center Loop West.

Natural Features and Other Resources
Section 4.171

B46. The property is a graded pad previously prepared for development. No trees, significant native vegetation, or other resources in need of protection exist on the site.

Access Drives and Travel Lanes
Subsection 4.177 (.01) E.

B47. The design of the access drives provides clear travel lanes, free from obstructions. The design shows all travel lanes as asphalt. Condition of Approval PDB 2 requires a 23-ton carrying capacity for the pavement. Access lane width of 24-foot 2-way provides sufficient emergency access.

Outdoor Lighting

Sections 4.199.20 through 4.199.60

B48. The outdoor lighting standards apply to The proposal is required to meet the Outdoor Lighting Standards. See Request C, Findings C48 through C55.

Underground Installation of Utilities

Sections 4.300-4.320

B49. The applicant proposes only underground utilities; no existing overhead utilities exist requiring undergrounding.

Public Safety and Crime Prevention

Design for Public Safety, Surveillance and Access

Subsections 4.175 (.01) and (.03)

B50. The location of the proposed building is close to the street, providing opportunity for “eyes on the street.” Law enforcement vehicles can view the parking lot from the street and people inside the building can clearly see the parking area.

Addressing and Directional Signing

Subsection 4.175 (.02)

B51. Addressing will meet public safety standards. The building permit process will ensure conformance.

Lighting to Discourage Crime

Subsection 4.175 (.04)

B52. Lighting design is in accordance with the City’s outdoor lighting standards, which will provide sufficient lighting to discourage crime.

Landscaping Standards

Landscaping Standards Purpose

Subsection 4.176 (.01)

B53. In complying with the various landscape standards in Section 4.176 the applicant has demonstrated the Stage II Final Plan is in compliance with the landscape purpose statement.

Landscape Code Compliance

Subsection 4.176 (.02) B.

B54. The applicant requests no waivers or variances to landscape standards. All landscaping and screening must comply with standards of this section.

Intent and Required Materials

Subsections 4.176 (.02) C. through I.

- B55.** The applicant's planting plan implements the landscaping standards and integrates general and low screen landscaping throughout the site, consistent with professional landscaping and design best practices. In addition, the applicant proposes screening meeting the high wall and high screen standard to screen the outdoor mixed solid waste and recycling area.

Landscape Area and Locations

Subsection 4.176 (.03)

- B56.** The subject site is 57,543 square feet in area, requiring 8,631 square feet of landscaping to meet the 15% landscaping requirement. Proposed non-turf landscaping totals 10,141 square feet, or 18% of the site. Landscaping provides a tight ring around the proposed building, surrounding the parking area, within the parking area, screening the trash/recycling storage area, and around the proposed rain gardens. Trees ring the entire site, including 13 new street trees along the Town Center Loop West frontage. Proposed landscaping is a mix of native and non-native vegetation, determined to be most suitable for the site by Laurel Macdonald, ASLA. Materials proposed include 12 species of trees, 11 species of shrubs, 8 species of ground covers and perennials, and 3 species of grasses.

Buffering and Screening

Subsection 4.176 (.04)

- B57.** The same PDC-TC zone borders the site on every side, with comparable commercial and office uses and parking areas in every direction. The adjacent uses do not warrant any screening or buffering. The elevating roof structure from east and west completely screens roof-mounted equipment, as required by this subsection. The applicant's design clusters the roof-mounted equipment in a central location, at least 20' inward from both north and south roof edges. This allows the roof structure to block visibility from northwest, southwest, northeast, and southeast, as well as from ground level adjacent to the building from both north and south. However, from a distance, a direct north or south view of the building could show the roof-mounted equipment. As shown on Sheet L3.1, large trees proposed north and south of the building will screen views of the roof from those directions. A 6-foot masonry wall, immediately screened to the south and west by a tight hedge of Slender Hinoki Cypress, screen the mixed solid waste and recycling storage area.

Landscape Plan Requirements

Subsection 4.176 (.09)

- B58.** The applicant's submitted landscape plans are drawn to scale and show the type, installation size, number and placement of materials. Plans include a plant material list identifying plants by both their scientific and common names. A note on the landscape plan indicates the irrigation method.

Mixed Solid Waste and Recyclables Storage

DRB Review of Adequate Storage Area, Minimum Storage Area Subsections 4.179 (.01)

B59. The proposed medical office use requires provision of 10 square feet plus 4 square feet per 1000 square feet of floor area of mixed solid waste and recycling storage. At 7,722 square feet, the building requires 40.9 square feet. The applicant proposes an enclosure of 240 square feet, well in excess of the minimum.

Review by Franchise Garbage Hauler Subsection 4.179 (.07).

B60. The applicant's Exhibit G is a letter from Republic Services indicating coordination with the franchised hauler, and that the proposed storage area and site plan meets Republic Services requirements.

Request C: DB18-0025 Site Design Review

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

Site Design Review

Excessive Uniformity, Inappropriateness Design Subsection 4.400 (.01) and Subsection 4.421 (.03)

C1. Staff summarizes the compliance with this subsection as follows:

Excessive Uniformity: The proposed development is unique to the particular development context and does not create excessive uniformity.

Inappropriate or Poor Design of the Exterior Appearance of Structures: The applicant used appropriate professional services to design structures on the site using quality materials and design. The architect's description of the purpose of design further illustrates the appropriateness and quality of design: "The design of the single story structure is meant to emphasize its connection to the public, with a roof form reaching up towards Interstate 5 and town center loop development, leaving the space beneath open and amiable." The material used throughout are meant to be purposeful and appropriate. The natural wood used brings a Pacific Northwest feel and the brick fits in naturally with the surrounding developments. The interior space allows for generous light and openness within the central core of the building lofted up to the sloped roofs."

Inappropriate or Poor Design of Signs: The applicant used appropriate professionals to design signs meeting City sign standards compatible with the architecture of the building. See also Request D.

Lack of Proper Attention to Site Development: The applicant employed the skills of the appropriate professional services to design the site, demonstrating appropriate attention to site development.

Lack of Proper Attention to Landscaping: The applicant proposes landscaping exceeding the area requirements professionally designed by a landscape architect, incorporating a variety of plant materials, demonstrating appropriate attention to landscaping.

Objectives of Site Design Review

Proper Functioning of the Site

Subsection 4.400 (.02) A. and Subsection 4.421 (.03)

- C2.** The professionally designed site demonstrates significant thought to make the site functional and safe. A drive aisle wide enough for two-way traffic, standard size parking stalls, a complete pathway network, and access meeting City standards are among the site design features contributing to functionality and safety.

High Quality Visual Environment

Subsection 4.400 (.02) A. and Subsection 4.421 (.03)

- C3.** A professionally designed building landscaping and a professional, site specific, layout supports a quality visual environment, appropriate for the aesthetic of the Town Center Commercial area as currently exists under adopted standards.

Encourage Originality, Flexibility, and Innovation

Subsection 4.400 (.02) B. and Subsection 4.421 (.03)

- C4.** The applicant proposes a building, landscaping, and other site elements professionally designed specifically for the site. Sufficient flexibility exists to fit the planned development within the site without seeks waivers or variances.

Discourage Inharmonious Development

Subsection 4.400 (.02) C. and Subsection 4.421 (.03)

- C5.** As indicated in Finding C9 above the professional unique design of the building, landscaping, and other site elements support a high quality visual environment and thus prevent monotonous, drab, unsightly, dreary development. Use of long lasting materials as well as landscaping will make the site more harmonious with adjacent and nearby development.

Proper Relationships with Site and Surroundings

Subsection 4.400 (.02) D. and Subsection 4.421 (.03)

- C6.** The applicant prepared a professional site-specific design that carefully considers the relationship of the building, landscaping, and other improvements with other improvements on and adjacent to the site, existing and planned.

Regard to Natural Aesthetics

Subsection 4.400 (.02) D. and Subsection 4.421 (.03)

- C7. The applicant does not proposed to remove natural features of significant aesthetic value, such as trees or well-established ground cover, or significant contours. The proposed additional landscaping will enhance the natural aesthetic of the site.

Attention to Exterior Appearances

Subsection 4.400 (.02) D. and Subsection 4.421 (.03)

- C8. The applicant used appropriate professional services to design the exterior of the building. The architect's description of the purpose of design further illustrates the attention to exterior appearances: "The design of the single story structure is meant to emphasize its connection to the public, with a roof form reaching up towards Interstate 5 and town center loop development, leaving the space beneath open and amiable." "The material used throughout are meant to be purposeful and appropriate. The natural wood used brings a Pacific Northwest feel and the brick fits in naturally with the surrounding developments."

Protect and Enhance City's Appeal

Subsection 4.400 (.02) E. and Subsection 4.421 (.03)

- C9. The long vacant site is within Wilsonville's town center. Adding services and amenities with a quality design enhance the appeal of town center over a vacant pad.

Stabilize Property Values/Prevent Blight

Subsection 4.400 (.02) F. and Subsection 4.421 (.03)

- C10. The long vacant site is within Wilsonville's town center. Adding services and amenities with a quality design add value to the town center and prevent additional blight on the property.

Adequate Public Facilities

Subsection 4.400 (.02) G. and Subsection 4.421 (.03)

- C11. As found in the Stage II Final Plan review, see Request B, adequate public facilities serve the site.

Pleasing Environments and Behavior

Subsection 4.400 (.02) H. and Subsection 4.421 (.03)

- C12. The long vacant site is within Wilsonville's town center. Adding services and amenities with a quality design increase the pleasing environment of the town center and consequently contribute positively to the behavior referenced.

Civic Pride and Community Spirit

Subsection 4.400 (.02) I. and Subsection 4.421 (.03)

- C13. Wilsonville's town center commercial area contributes to civic pride and community spirit tied to being a central commercial place in the City to shop and get services, etc. Adding

services and amenities with a quality design enhances the town center’s contribution to civic pride and community spirit.

Favorable Environment for Residents

Subsection 4.400 (.02) J. and Subsection 4.421 (.03)

C14. Wilsonville’s town center commercial area contributes to a favorable environment for residents by providing central commercial place in the City to shop and get services, etc. Adding services and amenities with a quality design enhances the town center’s favorable environment.

Jurisdiction and Power of the DRB for Site Design Review

Development Must Follow DRB Approved Plans

Section 4.420

C15. Condition of Approval PDC 1 ensures construction, site development, and landscaping are carried out in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. The City will not issue any building permits prior to DRB approval.

Design Standards

Preservation of Landscaping

Subsection 4.421 (.01) A.

C16. The proposal will not affect significant existing landscaping, including trees or mature groundcover. The area is currently a grass pad.

Harmony of Proposed Buildings to Environment

Subsection 4.421 (.01) B.

C17. The applicant used appropriate professional services to design the exterior of the building to ensure harmony with the environment. The architect’s description of the purpose of design further illustrates the attention to harmony with the environment: “The design of the single story structure is meant to emphasize its connection to the public, with a roof form reaching up towards Interstate 5 and town center loop development, leaving the space beneath open and amiable.” “The material used throughout are meant to be purposeful and appropriate. The natural wood used brings a Pacific Northwest feel and the brick fits in naturally with the surrounding developments.”

Special Attention to Drives, Parking, and Circulation- Access Points

Subsection 4.421 (.01) C.

C18. The applicant has worked with a professional design team and the City to ensure the access point from the parking lot to the private drives and subsequently to the public street meets City standards. The design aligns the access at the ideal right angle to the private drives. The width is 24 feet, typical for two-way travel.

Special Attention to Drives, Parking, and Circulation- Interior Circulation
Subsection 4.421 (.01) C.

C19. The applicant has worked with a professional design team to ensure interior circulation received special attention. The circulation area provides the necessary access to the building and all parking spaces. The interior circulation is at least 24 feet wide allowing for adequate space for pulling out of the individual spaces and for two-way traffic to pass.

Special Attention to Drives, Parking, and Circulation- Pedestrian and Vehicle Separation
Subsection 4.421 (.01) C.

C20. The design separates pedestrian and vehicle circulation except at necessary cross walks.

Special Attention to Drives, Parking, and Circulation- Safe and Convenient Parking Areas
Subsection 4.421 (.01) C.

C21. The applicant has worked with a professional design team to ensure the new parking area is safe and convenient. The parking area is conveniently located for access to the building. The parking space size and drive aisle width is a typical design allowing adequate area for safe maneuvering.

Special Attention to Drives, Parking, and Circulation- Parking Detracting from Design
Subsection 4.421 (.01) C.

C22. The professional site planning fits the parking well with the design, allowing the building to have a presence from Town Center Loop and I-5..

Special Attention to Surface Water Drainage
Subsection 4.421 (.01) D.

C23. The applicant proposes a professionally design stormwater system consistent with existing City standards.

Harmonious Above Ground Utility Installations
Subsection 4.421 (.01) E.

C24. No above ground utility installations are proposed.

Indication of Sewage Disposal
Subsection 4.421 (.01) E.

C25. All sewage disposal will be via standard sewer connections to City sewer lines found to be adequate to serve the site as part of the Stage II Final Plan.

Advertising Features Do Not Detract

Subsection 4.421 (.01) F.

- C26. All advertising features fit within defined sign bands on the building and placement complements the architecture of the building consistent with the City sign standards. See also Request D.

Screening and Buffering of Special Features

Subsection 4.421 (.01) G.

- C27. The applicant does not propose any special features requiring additional screening or buffering.

Design Standards Apply to All Buildings, Structures, Signs, and Features

Subsection 4.421 (.02)

- C28. The applicant's design considers the design standards for all buildings, structures, and other features.

Conditions of Approval to Ensure Proper and Efficient Function

Subsection 4.421 (.05)

- C29. Staff does not recommend any additional conditions of approval to ensure the proper and efficient functioning of the development.

Color or Materials Requirements

Subsection 4.421 (.06)

- C30. The colors and materials proposed by the applicant are appropriate. Staff does not recommend any additional requirements or conditions related to colors and materials.

Standards for Mixed Solid Waste and Recycling Areas

Mixed Solid Waste and Recycling Areas Colocation

Subsection 4.430 (.02) A.

- C31. The proposal provides an exterior storage area for both solid waste and recyclables.

Exterior vs Interior Storage, Fire Code, Number of Locations

Subsections 4.430 (.02) C.-F.

- C32. The applicant proposes a single exterior location in a central visible location. Review of the Building Permit will ensure meeting of building and fire code. The screening enclosure is set back from the property line much more than the required 3 feet.

Collection Vehicle Access, Not Obstruct Traffic or Pedestrians
Subsections 4.430 (.02) G.

C33. The applicant's Exhibit G, a letter from Republic Services, indicates the location and arrangement is accessible to collection vehicles. The location of the storage area does impede sidewalks, parking area aisles, or public street right-of-way.

Dimensions Adequate to Accommodate Planned Containers
Subsections 4.430 (.03) A.

C34. Pursuant to a letter from Republic Services, applicant's Exhibit G, the dimensions are adequate to accommodate the planned containers.

6-Foot Screen, 10-Foot Wide Gate
Subsections 4.430 (.03) C.

C35. The applicant provides the required screening and gate width.

Site Design Review Submission Requirements

Submission Requirements
Section 4.440

C36. The applicant has provided a site plan drawn to scale and a detailed landscape plan.

Time Limit on Site Design Review Approvals

Void after 2 Years
Section 4.442

C37. The Applicant plans to develop the proposed project within two years and understands that the approval will expire after two years unless the City grants an extension.

Installation of Landscaping

Landscape Installation or Bonding
Subsection 4.450 (.01)

C38. Condition of Approval PD 2 will assure installation or appropriate security.

Approved Landscape Plan Binding
Subsection 4.450 (.02)

C39. Condition of Approval PD 3 provides ongoing assurance approved landscaping is installed and maintained.

Landscape Maintenance and Watering
Subsection 4.450 (.03)

C40. Condition of Approval PD 4 will ensure continual maintenance of landscaping in a substantially similar manner as originally approved by the Board.

Limitation to Modifications of Landscaping
Subsection 4.450 (.04)

C41. Condition of Approval PD 4 provides ongoing assurance of conformance with this criterion by preventing modification or removal without the appropriate City review.

Landscaping Standards

Shrubs and Groundcover Materials Requirements
Subsection 4.176 (.06) A.

C42. Condition of Approval PD 5 requires meeting the detailed requirements of this subsection. Of particular note, the applicant's landscape plan, shows at least 2-gallon containers for shrubs and 1-gallon containers for groundcover.

Plant Materials Requirements-Trees
Subsection 4.176 (.06) B.

C43. As stated on the applicant's landscape plans, the plant material requirements for trees will be met as follows:

- Trees are B&B (Balled and Burlapped)
- Tree are 2" caliper.

Plant Species Requirements
Subsection 4.176 (.06) E.

C44. The applicant's landscape plan provides sufficient information showing the proposed landscape design meets the standards of this subsection related to use of native vegetation and prohibited plant materials.

Landscape Installation and Maintenance Standards
Subsection 4.176 (.07)

C45. The installation and maintenance standards are met or will be met by Condition of Approval PDC 6 as follows:

- Plant materials are required to be installed to current industry standards and be properly staked to ensure survival
- Within one growing season, the applicant must replace in kind plants that die, unless the City approves appropriate substitute species.
- Notes on the applicant's landscape plans provides for an irrigation system.

Landscape Plan Requirements
Subsection 4.176 (.09)

C46. Applicant's landscape plan show all existing and proposed landscape areas. The to-scale plans show the type, installation size, number and placement of materials. Plans include a plant material list. Plants identification is by both their scientific and common names.

Completion of Landscaping
Subsection 4.176 (.10)

C47. The applicant has not requested to defer installation and thus must install landscaping prior to occupancy.

Outdoor Lighting

Applicability of Outdoor Lighting Standards
Sections 4.199.20 and 4.199.60

C48. Proposed is a new exterior lighting system for a commercial project. The outdoor lighting standards thus apply.

Outdoor Lighting Zones
Section 4.199.30

C49. The subject property is within LZ3.

Optional Lighting Compliance Methods
Subsection 4.199.40 (.01) A.

C50. The applicant has the option of the performance or prescriptive method. The applicant has selected to comply with the prescriptive method.

Maximum Lamp Wattage and Shielding
Subsection 4.199.40 (.01) B. 1. and Table 7

C51. The applicant proposes 89 watt shielded fixtures, less than the maximum 100 watts for shielded fixtures in the Lighting Zone 3.

Oregon Energy Efficiency Code Compliance
Subsection 4.199.40 (.01) B. 2.

C52. The applicant will demonstrate compliance with the Oregon Energy Efficiency Code, Exterior Lighting prior to construction.

Maximum Mounting Height
Subsection 4.199.40 (.01) B. 3.

C53. The applicant proposes a mounting height of 23 feet, less than the maximum 40 feet.

Setback from Property Line
Subsection 4.199.40 (.01) B. 4.

C54. The subject site and all surrounding properties are the same Lighting Zone 3 not requiring any setback.

Lighting Curfew
 Subsection 4.199.40 (.01) D.

C55. The applicant proposes the standard LZ 3 curfew of 12 a.m.

Request D: DB18-0026 Class III Sign Permit

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

Sign Review and Submission

Class II Sign Permits Reviewed by DRB
 Subsection 4.031 (.01) M. and Subsection 4.156.02 (.03)

D1. The application qualifies as a Class III Sign Permit and the Development Review Board is reviewing.

What Requires Class III Sign Permit Review
 Subsection 4.156.02 (.06)

D2. The request involves a single tenant in a new development subject to Site Design Review by the Development Review Board.

Class III Sign Permit Submission Requirements
 Subsection 4.156.02 (.06) A.

D3. As indicated in the table below the applicant has satisfied the submission for Class III sign permits, which includes the submission requirements for Class II sign permits:

Requirement	Submitted	Waiver Granted		Condition of Approval	Not Applicable	Additional findings/notes
		Info Already Available to City	Info Not Necessary for Review			
Completed Application Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sign Drawings or Descriptions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Documentation of Tenant Spaces Used in Calculating Max. Sign Area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Drawings of Sign Placement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Project Narrative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Information on Any Requested Waivers or Variances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Class III Sign Permit and Waiver Review Criteria

Class II Sign Permit Review Criteria: Generally and Site Design Review
 Subsection 4.156.02 (.05) E.

D4. As indicated in Findings below, the proposed sign will satisfy the sign regulations for the applicable zoning district and the relevant Site Design Review criteria.

Class II Sign Permit Review Criteria: Compatibility with Zone
 Subsection 4.156.02 (.05) E. 1.

D5. The proposed sign is typical of, proportional to, and compatible with school sites within the PF zone. This includes a simple design and neutral colors, along with a clean design for an illuminated electronic message board. The digital element is a similar design to the digital sign recently approved for Wilsonville High School. No evidence exists nor has testimony been received that the subject signs would detract from the visual appearance of the surrounding development.

Class II Sign Permit Review Criteria: Nuisance and Impact on Surrounding Properties
 Subsection 4.156.02 (.05) E. 2.

D6. There is no evidence, and no testimony has been received suggesting the subject sign would create a nuisance or negatively impact the value of surrounding properties. The proposed signage will be easier to maintain, have a cleaner appearance than the existing sign, maintain a hold-time of at least 15 minutes for messages, and will have brightness controls such to avoid nuisances with the surrounding development.

Class II Sign Permit Review Criteria: Items for Special Attention
 Subsection 4.156.02 (.05) E. 3.

D7. The interaction of the sign with other site elements, landscaping, and building architecture was reviewed and approved as part of Case File DB15-0107. The proposed changes would not impact the location of the sign, and the added height and changed design does not impact the conformance with this subsection.

Sign Measurement

Measurement of Individual Element Signs
 Subsection 4.156.03 (.01) B.

D8. The sign measurement uses a single rectangle, as allowed.

Signs on Buildings the PDC, PDI , and PF Zones

Sign Eligible Facades

Subsection 4.156.08 (.02) A.

D9. All building facades are sign eligible. The north and west facades face Town Center Loop West, a public street, the east façade has the primary entrance and faces the parking lot, and the south façade faces a private drive with a cross section similar to a public street. The applicant proposes signs on the north, west, and east elevations.

Sign Area Allowed

Subsection 4.156.08 (.02) B.

D10. With a length of 107' 8" the allowed sign area for the north elevation is 60 square feet. With a length of 82' 6" the allowed sign area for the west and east elevations is 48 square feet each. Each proposed building sign is 37.41 square feet.

Length of Building Signs

Subsection 4.156.08 (.02) C.

D11. The signs proposed by the applicant are much less than the maximum 75% of the length of the respective building elevations.

Height of Building Signs-Definable Sign Band

Subsection 4.156.08 (.01) D.

D12. The proposed signs are within a definable sign band by now overlapping different architectural features, bands, or materials, and the design leaves a noticeable gap between the signs and the upper and lower extent of the sign band.

Allowed Building Sign Types

Subsection 4.156.08 (.01) E.

D13. The proposed signs are wall flat signs, an allowed type.

Site Design Review

Excessive Uniformity, Inappropriateness Design

Subsection 4.400 (.01) and Subsection 4.421 (.03)

D14. **Excessive Uniformity:** The tenant specific design does not create excessive uniformity.

Inappropriate or Poor Design of Signs: The proposed sign is professionally design to complement the design of the building.

Lack of Proper Attention to Site Development: The sign design does not impact site development.

Lack of Proper Attention to Landscaping: The landscaping minimizes conflicts with visibility of signs by not placing trees immediately in front or in direct site vision of the proposed building signs.

Purposes and Objectives

Subsection 4.400 (.02) and Subsection 4.421 (.03)

D15. The sign complies with the purposes and objectives of site design review, especially objective D. which specifically mentions signs. The proposed sign is of a scale and design appropriately related to the subject site with the appropriate amount of attention given to visual appearance.

Design Standards

Subsection 4.421 (.01)

D16. The applicant has provided sufficient information demonstrating compliance with the standards of this subsection, specifically objective F. which pertains to advertising features. There is no evidence the proposed sign will detract from the nearby buildings and/or structures due to size, location, design, color, texture, lighting, or materials proposed.

Applicability of Design Standards, Including Exterior Signs

Subsection 4.421 (.02)

D17. This review applies design standards to exterior signs, as required.

Conditions of Approval to Insure Proper and Efficient Function

Subsection 4.421 (.05)

D18. Staff recommends no additional conditions of approval to ensure the proper and efficient functioning of the development in relation to the sign.

FEB 22 2018



29799 SW Town Center Loop E, Wilsonville, OR 97070
Phone: 503.682.4960 Fax: 503.682.7025
Web: www.ci.wilsonville.or.us

Planning Division
Development Permit Application

Final action on development application or zone change is required within 120 days in accordance with provisions of ORS 227.175

A pre application conference is normally required prior to submittal of an application. Please visit the City's website for submittal requirements

Pre-Application Meeting Date: _____

Incomplete applications will not be scheduled for public hearing until all of the required materials are submitted.

Applicant:

Name: Jon Anderson
Company: Anderson Dabrowski Architects
Mailing Address: 1430 SE 3rd Avenue, Suite 200
City, State, Zip: Portland, OR 97214
Phone: 503-239-7377 Fax: 503-239-7327
E-mail: janderson@adarchitects.com

Authorized Representative:

Name: Jesse Winterowd
Company: Winterbrook Planning
Mailing Address: 310 SW 4th Avenue, Suite 1100
City, State, Zip: Portland, OR 97204
Phone: 503-827-4422 Fax: 503-827-4350
E-mail: jesse@winterbrookplanning.com

Property Owner:

Name: Ralph House
Company: Wilsonville Investment Properties, LLC.
Mailing Address: 11086 SE Oak Street
City, State, Zip: Milwaukie, OR 97222
Phone: 503-344-5101 Fax: 503-344-5110
E-mail: houser@ehnpc.com

Property Owner's Signature:

[Signature]
Printed Name: Ralph House Date: 2-22-18

Applicant's Signature: (if different from Property Owner)

Printed Name: _____ Date: _____

Site Location and Description:

Project Address if Available: 29710 Town Center Loop West Suite/Unit
Project Location: Approximately 1.3 acre parcel located on Town Center Loop West
Tax Map #(s): Section 14D, T3S, R1W Tax Lot #(s): 227 County: Washington Clackamas

Request:

Develop approximately 7,700 square foot optical health clinic with 42 parking spaces.

Project Type: Class I Class II Class III

Residential Commercial Industrial Other:

Application Type(s):

- Annexation Appeal Comp Plan Map Amend Parks Plan Review
Final Plat Major Partition Minor Partition Request to Modify Conditions
Plan Amendment Planned Development Preliminary Plat Site Design Review
Request for Special Meeting Request for Time Extension Signs Stage II Final Plan
SROZ/SRIR Review Staff Interpretation Stage I Master Plan Variance
Type C Tree Removal Plan Tree Permit (B or C) Temporary Use
Villebois SAP Villebois PDP Villebois FDP Other (describe)
Zone Map Amendment Waiver(s) Conditional Use

Exhibit C1
Public Works Plan Submittal Requirements
and Other Engineering Requirements

1. All construction or improvements to public works facilities shall be in conformance to the City of Wilsonville Public Works Standards - 2015.
2. Applicant shall submit insurance requirements to the City of Wilsonville in the following amounts:

Coverage (<i>Aggregate, accept where noted</i>)	Limit
<u>Commercial General Liability:</u>	
▪ General Aggregate (per project)	\$3,000,000
▪ General Aggregate (per occurrence)	\$2,000,000
▪ Fire Damage (any one fire)	\$50,000
▪ Medical Expense (any one person)	\$10,000
<u>Business Automobile Liability Insurance:</u>	
▪ Each Occurrence	\$1,000,000
▪ Aggregate	\$2,000,000
<u>Workers Compensation Insurance</u>	\$500,000

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.
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.
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 printed to PDF, combined to a single file, stamped and digitally signed by a Professional Engineer registered in the State of Oregon.
 - l. All plans submitted for review shall be in sets of a digitally signed PDF and three printed sets.
6. Submit plans in the following general format and order for all public works construction to be maintained by the City:
- a. Cover sheet
 - b. City of Wilsonville construction note sheet
 - c. General construction note sheet
 - d. Existing conditions plan.
 - e. Erosion control and tree protection plan.
 - f. Site plan. Include property line boundaries, water quality pond boundaries, sidewalk improvements, right-of-way (existing/proposed), easements (existing/proposed), and sidewalk and road connections to adjoining properties.
 - g. Grading plan, with 1-foot contours.
 - h. Composite utility plan; identify storm, sanitary, and water lines; identify storm and sanitary manholes.
 - i. Detailed plans; show plan view and either profile view or provide i.e.'s at all utility crossings; include laterals in profile view or provide table with i.e.'s at crossings; vertical scale 1"= 5', horizontal scale 1"= 20' or 1"= 30'.
 - j. Street plans.
 - k. Storm sewer/drainage plans; number all lines, manholes, catch basins, and cleanouts for easier reference
 - l. Water and sanitary sewer plans; plan; number all lines, manholes, and cleanouts for easier reference.
 - m. Detailed plan for storm water detention facility (both plan and profile views), including water quality orifice diameter and manhole rim elevations. Provide detail of inlet structure and energy dissipation device. Provide details of drain inlets, structures, and piping for outfall structure. Note that although storm water detention facilities are

- typically privately maintained they will be inspected by engineering, and the plans must be part of the Public Works Permit set.
- n. Detailed plan for water quality facility (both plan and profile views). Note that although storm water quality facilities are typically privately maintained they will be inspected by Natural Resources, and the plans must be part of the Public 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.
7. Design engineer shall coordinate with the City in numbering the sanitary and stormwater sewer systems to reflect the City's numbering system. Video testing and sanitary manhole testing will refer to City's numbering system.
 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.
 9. Applicant shall work with City Engineering 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.
 10. The applicant shall be in conformance with all stormwater and flow control requirements for the proposed development per the Public Works Standards.
 11. A storm water analysis prepared by a Professional Engineer registered in the State of Oregon shall be submitted for review and approval by the City.
 12. The applicant shall be in conformance with all water quality requirements for the proposed development per the Public Works Standards. If a mechanical water quality system is used, prior to City acceptance of the project the applicant shall provide a letter from the system manufacturer stating that the system was installed per specifications and is functioning as designed.
 13. Storm water quality facilities shall have approved landscape planted and/or some other erosion control method installed and approved by the City of Wilsonville prior to streets and/or alleys being paved.
 14. The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems.

Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards.

15. 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.
16. Streetlights shall be in compliance with City dark sky, LED, and PGE Option C requirements.
17. Sidewalks, crosswalks and pedestrian linkages in the public right-of-way shall be in compliance with the requirements of the U.S. Access Board.
18. No surcharging of sanitary or storm water manholes is allowed.
19. The project shall connect to an existing manhole or install a manhole at each connection point to the public storm system and sanitary sewer system.
20. A City approved energy dissipation device shall be installed at all proposed storm system outfalls. Storm outfall facilities shall be designed and constructed in conformance with the Public Works Standards.
21. 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.
22. 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.
23. Street and traffic signs shall have a hi-intensity prismatic finish meeting ASTM 4956 Spec Type 4 standards.
24. 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.
25. The applicant shall provide adequate sight distance at all project street intersections, alley intersections and commercial driveways by properly designing intersection alignments, establishing set-backs, driveway placement and/or vegetation control. Coordinate and align

proposed streets, alleys and commercial driveways with existing streets, alleys and commercial driveways located on the opposite side of the proposed project site existing roadways. Specific designs shall be approved by a Professional Engineer registered in the State of Oregon. As part of project acceptance by the City the Applicant shall have the sight distance at all project intersections, alley intersections and commercial driveways verified and approved by a Professional Engineer registered in the State of Oregon, with the approval(s) submitted to the City (on City approved forms).

26. Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer. Landscaping plantings shall be low enough to provide adequate sight distance at all street intersections and alley/street intersections.
27. Applicant shall design interior streets and alleys to meet specifications of Tualatin Valley Fire & Rescue and Allied Waste Management (United Disposal) for access and use of their vehicles.
28. 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. Stormwater or rainwater LID facilities may be located within the public right-of-way upon approval of the City Engineer. Applicant shall maintain all LID storm water components and private conventional storm water facilities; maintenance shall transfer to the respective homeowners association when it is formed.
29. The applicant shall "loop" proposed waterlines by connecting to the existing City waterlines where applicable.
30. 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 Collectors. A 10-ft PUE shall be provided along Minor and Major Arterials.
31. For any new public easements created with the project the Applicant shall be required to produce the specific survey exhibits establishing the easement and shall provide the City with the appropriate Easement document (on City approved forms).
32. 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, and a digitally signed PDF.



April 12, 2018

Ralph W. House, CPA, CGMA
CFO/Controller, Eye Health NW
11086 SE Oak Street
Milwaukie, OR 97222

Re: Sight Distance for Town Center Loop West and Eye Health NW Clinic

Dear Ralph:

The City of Wilsonville appreciates working with you to make sure the new Eye Health NW ophthalmology clinic in Town Center is designed for safe ingress and egress from Town Center Loop West. As we have discussed, intersection sight distance must provide a sufficient line of sight along the major street to allow a driver to enter the roadway safely without impeding the flow of through traffic. The City cannot allow inadequate intersection sight distance due to the resulting safety risks for the traveling public.

I have determined the required intersection site distance is 370 feet for the curve located west of your north access driveway. I based my determination on the Sight Distance and Horizontal Alignment requirements in the 2015 Wilsonville Public Works Street Design Standards. The Sight Distance standards direct the designer to use the higher of the design speed, posted speed, or measured 85th percentile driver speed on the road to calculate minimum site distance.

Design Speed. Lacking a pre-design report for the road, I estimated the design speed using the design speed vs. minimum centerline radius requirements for Horizontal Alignment. The estimated design speed is 37 mph for the constructed 450-foot centerline radius on Town Center Loop West (see Figure 1 – Record Drawing).

Posted Speed. The posted speed on Town Center Loop West is 35 mph.

Measured 85th percentile speed. Data from the most recent traffic study for a nearby section of Town Center Loop indicate 37 mph for the 85th percentile speed.

The highest of these speeds (37 mph) multiplied by 10 results in a minimum intersection sight distance of 370 feet.



City of Wilsonville
Exhibit C2 DB18-0023 et seq

Pauly, Daniel

From: Kraushaar, Nancy
Sent: Tuesday, April 17, 2018 5:52 PM
To: Jon Anderson; Pauly, Daniel
Cc: Ralph House; Jesse Winterowd; Brady Davidson; Adams, Steve
Subject: RE: EHNW Wilsonville
Attachments: 17149 EHNW Wilsonville SD Model - Sheet - A3-1 - FLOOR PLAN.PDF; 17149 EHNW Wilsonville DR Drawing Package.pdf

Jon: I have shared these drawings with DKS Associates who completed your Traffic Impact Study. They approve your revised plan.

Please note that you will be required to provide a sight distance easement as part of your land use approval. This assures that the area will remain protected from future tree or obstruction installations that comprise the sight distance triangle. Short vegetation or objects under 3.5 feet are ok.

Thank you for working with us to provide these safety revisions. –Nancy

Nancy Kraushaar, PE
Community Development Director
City of Wilsonville

503.570.1562
kraushaar@ci.wilsonville.or.us
www.ci.wilsonville.or.us
[Facebook.com/CityofWilsonville](https://www.facebook.com/CityofWilsonville)



29799 SW Town Center Loop East, Wilsonville, OR 97070

Disclosure Notice: Messages to and from this e-mail address may be subject to the Oregon Public Records Law.

From: Jon Anderson [mailto:janderson@adarchitects.com]
Sent: Monday, April 16, 2018 3:31 PM
To: Kraushaar, Nancy <kraushaar@ci.wilsonville.or.us>; Pauly, Daniel <pauly@ci.wilsonville.or.us>
Cc: Ralph House <houser@ehnpc.com>; Jesse Winterowd <jesse@winterbrookplanning.com>; Brady Davidson <bdavidson@adarchitects.com>
Subject: EHNW Wilsonville

Nancy,

Please find attached the revised Site Plan and a smaller detail of the corner impact of our building. This has been based on the 370 site line but our building is protruding into it as noted in the 2nd attached drawing. This issue here is the hallway corner which we have squeezed everything to the Northeast corner but our back hallway can't be moved based on interior dimensions or further compromising the function of the space already designed to the Owner's plan needs .

We want to know if this is a major issue with the City or something that can be handled by this email. We want to move swiftly into making up time here so this is an issue we felt we needed to discuss.



Thank you



Jon M. Anderson, AIA, NCARB, AIBC

Principal - Owner

P: 503.239.7377 ext. 132

janderson@ADarchitects.com

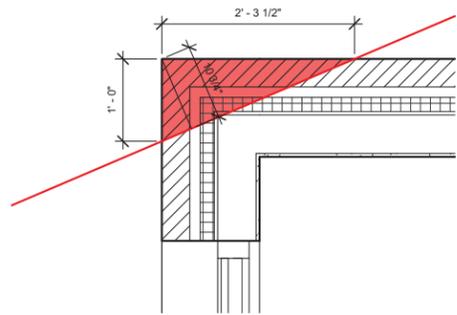
ANDERSON DABROWSKI ARCHITECTS, LLC

1430 SE 3RD Ave., Suite 200 | Portland, OR 97214

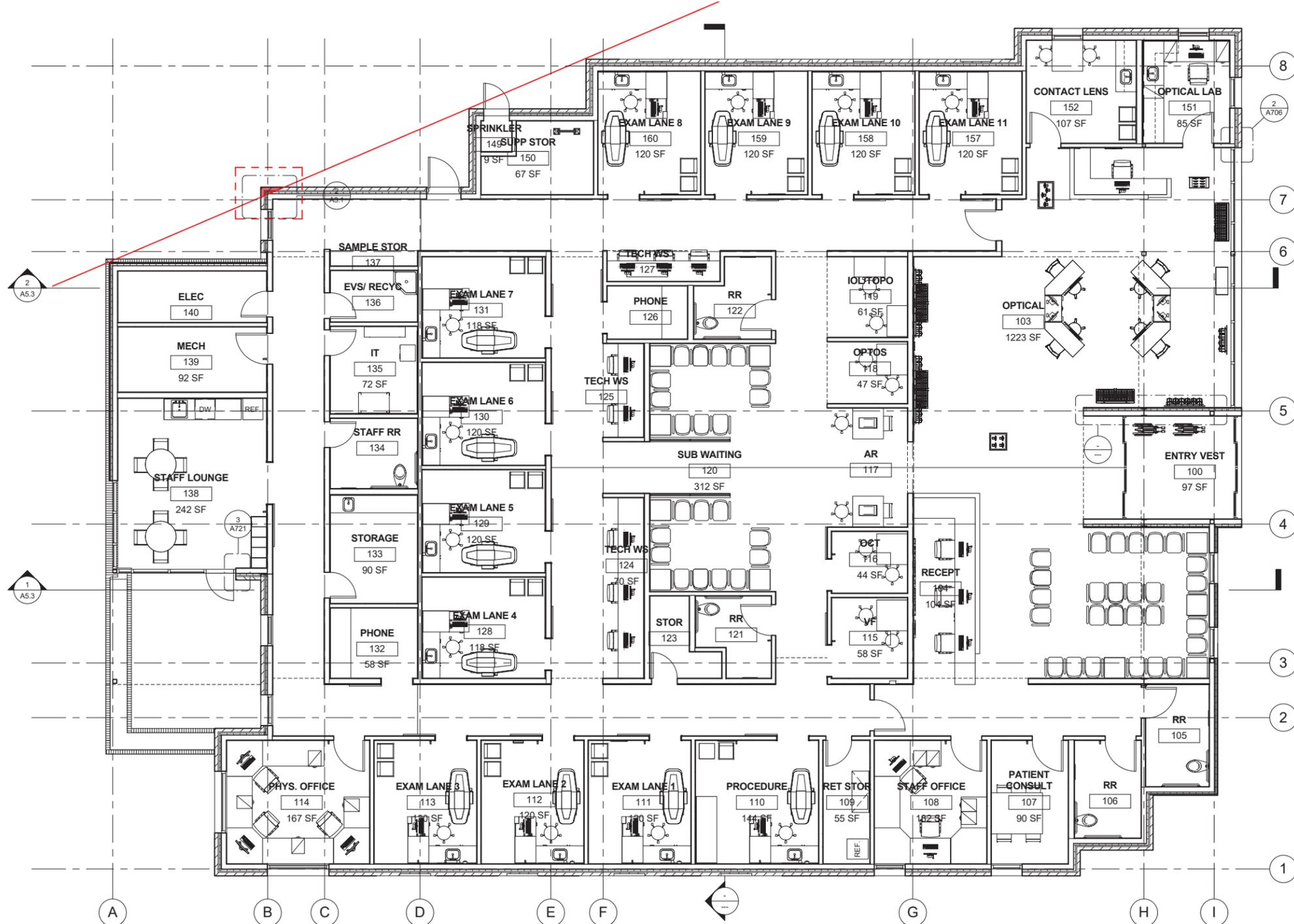
Celebrating 20 Years of Healthcare Design!

GENERAL FLOOR PLAN NOTES

- THE DRAWINGS INDICATE THE GENERAL SCOPE OF THE PROJECT IN TERMS OF ARCHITECTURAL DESIGN CONCEPT, DIMENSIONS, AND MAJOR ELEMENTS OF STRUCTURAL SYSTEM. AS SUCH, THE DRAWINGS DO NOT NECESSARILY INDICATE OR DESCRIBE ALL WORK REQUIRED FOR FULL PERFORMANCE AND COMPLETION OF THE REQUIREMENTS OF THE CONTRACT DOCUMENTS. ON THE BASIS OF THE GENERAL SCOPE INDICATED OR DESCRIBED, THE CONTRACTOR SHALL FURNISH ALL ITEMS REQUIRED FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK.
- THE CONTRACTOR AND ALL SUB-CRONTACTORS SHALL VISIT THE SITE TO BECOME FAMILIAR WITH EXISTING CONDITIONS. HE/SHE SHALL INVESTIGATE, VERIFY, AND BE RESPONSIBLE FOR ALL CONDITIONS OF THE PROJECT AND SHALL NOTIFY THE ARCHITECT OF ANY CONDITIONS REQUIRING MODIFICATION PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL COORDINATE ALL TRADES RELATED TO HIS/HER WORK.
- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH APPLICABLE CODES, REGULATIONS, AND ORDINANCES.
- ALL WORK SHALL BE PERFORMED WITH PROCEDURES SET FORTH BY PRODUCT MANUFACTURER'S STANDARD SPECIFICATIONS OR STANDARD PRACTICE PROCEDURES PUBLISHED BY TRADE ASSOCIATIONS. WHEN SEPARATELY BOUND SPECIFICATIONS ACCOMPANY THESE DRAWINGS, THEY SHALL BE CONSIDERED PART OF THESE CONSTRUCTION DOCUMENTS.
- CONTRACTOR SHALL VERIFY DIMENSIONS AND NOTIFY ARCHITECT OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION.
- ALL FIELD DIMENSIONS TAKE PRECEDENCE OVER DIMENSIONS ON DRAWINGS
- USE DIMENSIONAL INFORMATION GIVEN. DO NOT SCALE DRAWINGS. DIMENSIONS ARE FROM FACE OF GYPSUM BOARD.
- ANY DIMENSIONS NOT GIVEN ON PLANS SHALL BE AVAILABLE FROM THE ARCHITECT.
- LARGE SCALE DETAILS TAKE PRECEDENCE OVER SMALL SCALE DETAILS
- ANY DETAIL THAT APPLIES TO A PARTICULAR SITUATION SHALL APPLY TO ALL SIMILAR SITUATIONS UNLESS OTHERWISE NOTED.
- IF AN ITEM IS INDICATED ON THE DRAWINGS AS (NIC), IT IS "NOT IN CONTRACT". SUBSEQUENT DRAWINGS AND SPECIFICATIONS WILL BE SUBMITTED BY OTHERS FOR SEPERATE APPROVAL AND BUILDING PERMITS.
- CONTRACTORS SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED BUILDING PERMITS.
- "TYPICAL", AS USED IN THESE DOCUMENTS, SHALL MEAN THAT THE CONDITION IS THE SAME THROUGHOUT, UNLESS OTHERSIDE NOTED.
- ALL NEW TOILET ACCESSORIES ARE TO BE MOUNTED PER MANUFACTURER'S REQUIREMENTS TO MEET ADA STANDARDS UNLESS OTHERWISE NOTED.
- CONTRACTOR TO COORDINATE W/ TENANT AND/OR VENDOR WHEN INSTALLING ITEMS SUPPLIED BY OTHERS THAN CONTRACTOR.
- ALL WORK TO COMPLY WITH LATEST VERSION OF INTERNATIONAL BUILDING CODE, THE AMERICANS WITH DISABILITIES ACT AND ANY APPLICABLE STATE, COUNTY OR LOCAL REGULATIONS.
- FIRE SAFE/SEAL ALL FLOOR/WALL PENETRATIONS TO MEET APPLICABLE CODE REQUIREMENTS AS THEY RELATE TO FIRE RATED WALLS.
- CONTRACTOR TO PROVIDE CORNER GUARDS AT ALL EXPOSED OUTSIDE CORNERS IN HALLWAYS, CORRIDORS, WAITING AREAS, AND AS INDICATED ON FLOOR PLAN DRAWING AND INTERIOR FINISH SCHEDULE. NOTIFY ARCHITECT OF ANY DISCREPANCIES.
- ELECTRICAL CONTRACTOR TO REVIEW INTERIOR ELEVATIONS FOR ELECTRICAL AND DATA OUTLET LOCATIONS. CONTACT ARCHITECT WITH ANY DISCREPANCIES BETWEEN FLOOR PLAN AND ELEVATIONS.
- GENERAL CONTRACTOR TO NOTIFY ARCHITECT WHEN WALL LAYOUT HAS BEEN CHALKED OUT FOR REVIEW. ARCHITECT'S REVIEW OF LAYOUT DOES NOT RELIEVE THE CONTRACTOR FROM INCORRECT LAYOUTS BUT IS SIMPLY A GENERAL OVERALL CURSORY REVIEW.



2 Floor Plan - Callout 1
1" = 1'-0"



1 Floor Plan
3/16" = 1'-0"



ANDERSON
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EYEHEALTH NORTHWEST
WILSONVILLE CLINIC
29710 TOWN CENTER LOOP WEST
WILSONVILLE, OR 97170

Submission Type		

NO.	REVISION	DATE
Date:	02/19/18	
Scale:	As indicated	
Project No.:	17-149	
Drawn By:		
Checked By:		
<small>NOTICE OF EXTENDED PAYMENT PROVISION The agreement will allow the Owner to make payment within thirty-five (35) days after the date an Application for Payment is received by the Owner.</small>		
<small>NOTICE OF ALTERNATE BILLING CYCLE The Agreement will allow the Owner to require the submission of Application for Payment in billing cycles other than 30-day cycles. The period covered by each Application for Payment will be one calendar month ending on the last day of the month. Application for Payment of the Agreement will be submitted to the Owner no later than the 5th day of each month.</small>		
Jurisdiction Approval:		

Sheet Title:
FLOOR PLAN

Sheet No.: A3.1



SITE DATA

ZONE CODE : PLANNED DEVELOPMENT COMMERCIAL TOWN CENTER (PDCTC)		
TAXLOT ID : 31W14D 00227		
SITE AREA: 57,545.15 SQ. FT.	[1.32 ACRES]	SITE COVERAGE: N/A
BUILDING TOTAL SF:	7,510.58 SF	
TOTAL IMPERMEABLE AREA:	43,421.15 SF	
PARKING COVERAGE:	17,513 SF	
MIN FRONT YARD SETBACK:	[4.116.10]	NO LIMITATION
MIN REAR YARD SETBACK:	[4.116.10]	NO LIMITATION
MIN SIDE YARD SETBACK:	[4.116.10]	NO LIMITATION
MAX BUILDING HEIGHT:	[4.116.10]	35 FT.
PROPOSED BUILDING HEIGHT:		19 FT. 8 IN.
MIN STREET FRONTAGE:	[4.116.10]	NO LIMITATION
MINIMUM LANDSCAPING GROSS AREA REQUIRED:		15% (8,631.77 SF)
PROPOSED LANDSCAPING:	[4.155.03]	24% (14,124.00 SF)
MEDICAL BUILDING PARKING MIN REQUIRED:		3.9 PER 1000 SQ. FT.
MEDICAL BUILDING PARKING MAX ALLOWED:		5.9 PER 1000 SQ. FT.
PROPOSED PARKING SPACES:		32 SPACES (4.2/1000)
MEDICAL BUILDING BICYCLE MIN REQUIRED:		1 PER 5000 SQ. FT.
PROPOSED BICYCLE PARKING:	[4.155.04.5]	4 SPACES

UP TO FORTY PERCENT (40%) OF THE OFF-STREET SPACES MAY BE COMPACT CAR SPACES [4.155.02 N]

WHERE OFF-STREET PARKING AREAS ARE DESIGNED FOR MOTOR VEHICLES TO OVERHANG BEYOND CURBS, PLANTING AREAS ADJACENT TO SAID CURBS SHALL BE INCREASED TO A MINIMUM OF SEVEN (7) FEET IN DEPTH. THIS STANDARD SHALL APPLY TO A DOUBLE ROW OF PARKING. THE NET EFFECT OF WHICH SHALL BE TO CREATE A PLANTED AREA THAT IS A MINIMUM OF SEVEN (7) FEET IN DEPTH. [4.155.02 O]

LANDSCAPING OF AT LEAST TEN PERCENT (10%) OF THE PARKING AREA DESIGNED TO BE SCREENED FROM VIEW FROM THE PUBLIC RIGHT-OF-WAY AND ADJACENT PROPERTIES [4.155.03]

ALL PARKING AREAS WHICH CONTAIN TEN (10) OR MORE PARKING SPACES, SHALL FOR EVERY FIFTY (50) STANDARD SPACES, PROVIDE ONE ADA ACCESSIBLE PARKING SPACE THAT IS CONSTRUCTED TO BUILDING CODE STANDARDS, WILSONVILLE CODE 9.000. [4.155.03]



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**EYEHEALTH NORTHWEST
WILSONVILLE CLINIC**
29710 TOWN CENTER LOOP WEST
WILSONVILLE, OR 97070

Submission Type		

NO.	REVISION	DATE

NOTICE OF EXTENDED PAYMENT PROVISION
The agreement will allow the Owner to make payment within thirty-five (35) days after the date an Application for Payment is received by the Owner.

NOTICE OF ALTERNATE BILLING CYCLE
The Agreement will allow the Owner to require the submission of Application for Payment in billing cycles other than 30-day cycles. The period covered by each Application for Payment will be one calendar month ending on the last day of the month. Application for Payment of the Agreement will be submitted to the Owner no later than the 5th day of each month.

Jurisdiction Approval:

Sheet Title:
SITE PLAN

Sheet No.: **A2.0**

1 Site Plan
1/16" = 1'-0"

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, JUNE 11, 2018

6:30 PM

VII. Board Member Communications:

A. Results of the May 31, 2018 DRB Panel B meeting

City of Wilsonville

Development Review Board Panel B Meeting Meeting Results

DATE: MAY 31, 2018

LOCATION: 29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR

TIME START: 6:30 P.M.

TIME END: 8:07 P.M.

ATTENDANCE LOG

BOARD MEMBERS	STAFF
Richard Martens	Daniel Pauly
Samy Nada	Barbara Jacobson
Shawn O'Neil	Kimberly Rybold
Tracy Meyer	Steve Adams
	Chris Neamtzu

AGENDA RESULTS

AGENDA	ACTIONS
CITIZENS' INPUT	None.
CONSENT AGENDA	
A. Approval of February 26, 2018 DRB-B Meeting Minutes	A. Unanimously approved as presented
PUBLIC HEARING	
<p>A. Resolution No. 352 Morgan Farms Subdivision: Ben Altman, Pioneer Design Group - Representative for Jim Wolfston - Owner / Applicant. The applicant is requesting approval of an Annexation and Zone Map Amendment from Rural Residential Farm Forest 5-Acre (RRFF-5) to Residential Neighborhood (RN) for approximately 20 acres of property located on the north side of Boeckman Road just east of Boeckman Creek, along with approval for a Stage I Master Plan, Stage II Final Plan, Site Design Review of parks and open space, Tentative Subdivision Plat, Type C Tree Plan, SRIR Review, and SROZ Boundary Verification for an 82-lot single-family subdivision. The subject site is located on a portion of SW Boeckman Road right-of-way and Tax Lots 2300 (pt), 2400, 2600, and 2700 of Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Staff: Kimberly Rybold</p> <p>Case Files: DB18-0015 Annexation DB18-0016 Zone Map Amendment DB18-0017 Stage I Master Plan DB18-0018 Stage II Final Plan DB18-0019 Site Design Review DB18-0020 Tentative Subdivision Plat DB18-0021 Type C Tree Plan SI18-0003 SRIR Review SI18-0004 SROZ Boundary Verification</p>	A. Resolution No. 352 was unanimously approved as presented.

<p><i>The DRB action on the Annexation and Zone Map Amendment is a recommendation to the City Council.</i></p>	
<p>BOARD MEMBER COMMUNICATIONS</p>	
<ul style="list-style-type: none"> A. Results of the April 9, 2018 DRB Panel A meeting B. Results of the May 14, 2018 DRB Panel A meeting C. Recent City Council Action Minutes 	<p>Staff was commended for the thorough presentation on tonight's application.</p>
<p>STAFF COMMUNICATIONS</p>	<p>Staff thanked the Board for its work</p>

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, JUNE 11, 2018

6:30 PM

- VII. Board Member Communications:
 - B. Recent City Council Action Minutes

City Council Meeting Action Minutes
May 7, 2018

City Council members present included:

Mayor Knapp - Excused
Councilor Starr
Councilor Stevens
Councilor Lehan
Councilor Akervall

Susan Cole, Finance Director
Amanda Guile-Hinman, Assistant City Attorney
Andy Stone, IT Manager
Angela Handran, Assistant to the City Manager
Chris Neamtzu, Planning Director
Mike McCarty, Parks and Recreation Director
Miranda Bateschell, Planning Manager
Brian Stevenson, Parks & Rec. Program Manager
Bill Evans, Communications & Marketing Manager
Erica Behler, Recreation Coordinator
Zach Weigel, Capital Projects Engineering Manager
Jordan Vance, Economic Development Manager
Tod Blankenship, Parks Supervisor

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Delora Kerber, Public Works Director
Nancy Kraushaar, Community Develop. Director

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Willamette Falls Locks Commission Update	Council received an update on the proposed work plan and City partnership support for the Willamette Falls Locks Commission.
B. Solid Waste Franchise Agreement	Staff presented on the draft Solid Waste Management and Collection Franchise Agreement.
C. GreenPlay Parks Master Plan Draft	Council heard the remainder of the draft Parks and Recreation Comprehensive Master Plan presentation, held over from the prior Work Session.
D. Wastewater Treatment Plant Outfall Replacement – Phase 3 Construction Services	This item was moved from Work Session order of business due to time constraints. The item, Resolution No. 2680, was voted on during the City Council meeting.
E. Authorizing UGB Expansion Request	Staff answered Council's questions regarding the nomination of Frog Pond East and South Neighborhoods for inclusion in the Urban Growth Boundary.
F. Town Center Plan	Staff delivered info on the public feedback received on the draft Community Design Concept for the Town Center Plan.

REGULAR MEETING	
<u>Mayor's Business</u> A. Public Works Week Proclamation B. Upcoming Meetings	Council President Starr read a proclamation declaring the week of May 20 - 26, 2018 as Public Works Week. Upcoming meetings were announced by Council President Starr.
<u>Consent Agenda</u> A. <u>Resolution No. 2680</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Ch2m Hill Engineers Inc. For Phase 3 Construction Engineering Support Services For The Wastewater Treatment Plant Outfall Replacement Project (Capital Improvement Project #2095). B. <u>Resolution No. 2685</u> A Resolution Of The City Of Wilsonville Authorizing The Planning Division To Submit An Application To Metro For An Urban Growth Boundary Expansion For The Frog Pond East And South Neighborhoods. C. Minutes of the April 2, 2018 and April 16, 2018 Council Meetings.	The Consent Agenda was adopted 4-0.
<u>New Business</u> A. <u>Resolution No. 2686</u> A Resolution To Concur With Two Provisions Of The 11th Amendment To The Wilsonville Year 2000 Urban Renewal Area.	Resolution No. 2686 was adopted 4-0.
<u>Public Hearing</u> A. <u>Ordinance No. 817</u> – 1 st Reading An Ordinance Making Certain Determinations And Findings Relating To And Approving The Year 2000 Urban Renewal Plan 11 th Amendment And Directing That Notice Of Approval Be Published. B. <u>Ordinance No. 814</u> – 1 st Reading An Ordinance Of The City Of Wilsonville Creating A Franchise Agreement For Solid Waste Management And Collection Within The City And Repealing Ordinance Nos. 204, 281, 424, And 443 And Resolutions Nos. 1077 And 2566.	After a public hearing was conducted, Ordinance No. 817 was adopted on first reading by a vote of 4-0. After a public hearing was conducted, Ordinance No. 814 was adopted on first reading, to include the amendments that were read into the record by a vote of 4-0. The record is to remain open until the next Council meeting.
<u>Continuing Business</u> A. <u>Ordinance No. 815</u> – 2 nd Reading An Ordinance Of The City Of Wilsonville Adopting The 2017 Water Treatment Plant Master Plan Update As A Sub-Element Of The City's Comprehensive Plan	Ordinance No. 815 was adopted on second reading by a vote of 4-0.

And The Capital Improvement Project List For The Water Treatment Plant	
<u>City Manager's Business</u>	Informed that Clackamas County Health Housing and Human Services has a proposal to implement a county-wide tobacco retail license. Staff has requested the agency to provide a presentation at a future Council meeting.
<u>Legal Business</u>	No report.
ADJOURN	8:56 p.m.

City Council Meeting Action Minutes
May 21, 2018

City Council members present included:

Mayor Knapp
Councilor Starr - Excused
Councilor Stevens
Councilor Lehan
Councilor Akervall

Nancy Kraushaar, Community Develop. Director
Pat Duke, Library Director
Amanda Guile-Hinman, Assistant City Attorney
Andy Stone, IT Manager
Angela Handran, Assistant to the City Manager
Chris Neamtzu, Planning Director
Kerry Rappold, Natural Resources Manager
Mark Ottenad, Public/Government Affairs Director
Zach Weigel, Capital Projects Engineering Manager
Manny Ghiselline, Roads Maintenance Specialists
Sean Byrne, Roads Maintenance Specialists
Taly Cohen, Law Clerk
Mark Ottenad, Public/Government Affairs Director
Bill Evans, Communications & Marketing Manager

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Delora Kerber, Public Works Director
Dwight Brashear, SMART Director

AGENDA ITEM	ACTIONS
WORK SESSION	
A. French Prairie Bridge Location Recommendation	Staff presented that the Technical Advisory Committee and Task Force recommended W1 route as the preferred French Prairie Bicycle-Pedestrian-Emergency Access Bridge location.
B. Code Updates Regarding Enforcement of Stormwater Regulations	Staff reported on revisions to City code being written to help the City enforce stormwater management and erosion control requirements
C. Eden Replacement Program (ERP) Software Replacement Update	Council received an update on plans to upgrade the Enterprise Resource Planning software, also known as the Eden Replacement Program (ERP).
REGULAR MEETING	
<u>Communications</u>	
A. Republic Services Annual Report on Solid Waste/Recycling Collection and Disposal in Wilsonville	Therese McLain and Jason Jordan of Republic Services provided an annual report on Republic Services solid waste franchise services in Wilsonville.
B. Oregon Librarian of the Year Award	Library Director Pat Duke was honored for being named the Oregon Library Association's 2018 Librarian of the Year.
C. Recognition of Roads Scholar Certification	Roads Maintenance Specialists Sean Byrne and Manny Ghiselline were recognized for

	receiving the Oregon Road Scholar Level 1 Certification.
<u>Mayor's Business</u> A. Announcement B. Upcoming Meetings	It was announced that two of five City Council positions are nearing the end of their four year-terms. Furthermore, the filing period for those Council positions will open May 30, 2018. Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.
<u>Continuing Business</u> A. <u>Ordinance No. 814</u> An Ordinance Of The City Of Wilsonville Creating A Franchise Agreement For Solid Waste Management And Collection Within The City And Repealing Ordinance Nos. 204, 281, 424, And 443 And Resolutions Nos. 1077 And 2566. B. <u>Ordinance No. 817</u> An Ordinance Making Certain Determinations And Findings Relating To And Approving The Year 2000 Urban Renewal Plan 11th Amendment And Directing That Notice Of Approval Be Published.	Ordinance No. 814 was adopted as amended on second reading by a vote of 4-0. Ordinance No. 817 was adopted on second reading by a vote of 4-0.
<u>City Manager's Business</u>	No report.
<u>Legal Business</u>	Informed Council that Oregon's U.S. Attorney will be focusing on the black market trafficking of marijuana rather than enforcement at local retail establishments.
ADJOURN	8:17 p.m.