



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

Monday, August 13, 2018 - 6:30 P.M.

- I. Call to order:
- II. Chairman's Remarks:
- III. Roll Call:
 - Fred Ruby
 - James Frinell
 - Shanti Villarreal
 - Joann Linville
 - Jennifer Willard
- IV. Citizens' Input:
- V. Consent Agenda:
 - A. Approval of minutes of May 14, 2018 DRB Panel A meeting
 - B. Approval of minutes of June 11, 2018 DRB Panel A meeting

Note: Due to a lack of quorum to approve minutes from the June 11, 2018 minutes in the normal fashion, staff has attained signatures of approval from all attendees. The board is asked to recognize those signatures as valid and therefore adopt those minutes as approved.

- VI. Public Hearing:
 - A. **Resolution No. 356. Family Fun Center Expansion and Renovation: Darren Harmon, General Manager – Applicant for Wilsonville Land Partnership – Owner.**
The applicant is requesting approval of a Stage I Master Plan Modification, Stage II Final Plan Modification, Site Design Review, Type C Tree Plan and Class 3 Sign Permit for expansion and remodel of the Family Fun Center. The site is located at 29111 SW Town Center Loop West on Tax Lot 100 of Section 14D, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Jennifer Scola. Presented by Daniel Pauly
- Case Files: DB18-0034 Stage I Master Plan Modification
DB18-0035 Stage II Final Plan Modification

DB18-0036 Site Design Review
DB18-0037 Type C Tree Plan
DB18-0038 Class 3 Sign Permit

VII. Board Member Communications:

- A. Results of the June 25, 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, AUGUST 13, 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 signalizing 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 MEETING

MONDAY, AUGUST 13, 2018

6:30 PM

V. Consent Agenda:

- B. Approval of minutes of June 11, 2018 DRB Panel A meeting

Note: Due to a lack of quorum to approve minutes from the June 11, 2018 minutes in the normal fashion, staff has attained signatures of approval from all attendees. The board is asked to recognize those signatures as valid and therefore adopt those minutes as approved.

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

**Development Review Board – Panel A
Minutes–June 11, 2018 6:30 PM**

I. Call to Order

Chair Fred Ruby called the meeting to order at 6:32 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 and James Frinell. Joann Linville, Jennifer Willard, and Shanti Villarreal were absent.

DRB-Panel B Members: Shawn O’Neil, Aaron Woods, and Samy Nada

Staff present: Daniel Pauly, Barbara Jacobson, Zach Weigel, and Jennifer Scola

IV. Citizen 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 May 14, 2018 DRB Panel A meeting

Approval of the May 14, 2018 DRB Panel A meeting minutes was postponed due to the lack of a quorum.

VI. Public Hearings:

B. 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

Chair Ruby called the public hearing to order at 6:36 p.m. and read the conduct of hearing format into the record. All Board members declared for the record that they had visited the site. 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.

Jennifer Scola, Associate 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.

Ms. Scola presented the Staff report via PowerPoint, noting the site's location and background, and describing the purpose and key details of the proposed applications, as well as the public comments received with these additional comments:

- The subject property was in the Old Town neighborhood and currently had one single-family home that was originally built as a farm implement and repair structure. In 2007, the City granted approval for a 10-unit subdivision with 10 accessory dwelling units (ADUs) and a zone change from Residential Agricultural Holding (RA-H) to Planned Development Residential 4 (PDR4); however, the applicant had not carried out the project prior to the expiration of the approval.
 - In 2016, the City received an application for a 9-lot subdivision, but the application expired before going before the DRB, so the site remained zoned PDR4 with a Comprehensive Plan designation density of 6 to 7 units per acre. The existing single-family dwelling was currently unoccupied.
 - As far as site conditions, the land was generally flat with some vegetation primarily on the east side and the northwest corner. The current applicant proposed preserving a sizable grove of mature trees on the east side of the site along the ODOT right-of-way.
- There had been many proposals and ideas for the site, and even the current application had gone through a number of iterations that were informed by the preapplication meeting with Staff, as well as the Applicant's elective neighborhood meeting, which had triggered the noticing. Other noticing included the standard mailing to property owners who lived within 250 ft; publication in the newspaper; a site posting with an A-frame sign that included a flyer with information on the project; and the information posted on the City's website.
- The Stage I Master Plan looked at the project at a high level, establishing the general use of the site, locations of large elements, such as buildings, major open space areas, and drive aisles. Because the 1.48 acre site was zoned PDR4 with an underlying density of 6 to 7 dwelling units per acre, a proposal of 8 to 10 units would be expected and the Applicant had proposed 10 units. Overall the proposed use, number of units, open space, and general layout were consistent with the standards applicable for a Stage I Master Plan.
- A Stage II Final Plan was more specific, providing further details such as the land allocation percentages and parking ratios. The specifics of the proposed Stage II Final Plan would be discussed with the Development Design. (Slide 17)
- Site Design Review ensured that development plans design properly functioning sites and also maintain a high quality, visual environment. With this project, the scope of the site design review stretched over the design of the common or open space areas and landscaping, as well as the architectural compatibility with the surrounding neighborhood.
- The Type C Tree Plan looked at the trees on site, the request for tree removal, and the plans for mitigation. The Applicant proposed to preserve the grove of trees along the eastern side of the site, and Staff worked with the Applicant's team to ensure that where practical, trees were preserved elsewhere on site. In the end, 16 trees were requested for removal due either to condition or construction impacts; however, the Landscape Plan proposed more than 16 trees for mitigation, so the proposal met the minimum 1:1 requirement.
- The Class 3 Sign Permit looked at the area, materials, height, and general location of the proposed sign. The Applicant proposed one, small free-standing sign along Fir Ave to identify the complex. The proposed 3-ft high, 7 sq ft area sign fell under the maximum 6-ft height and 15 sq ft area requirements for a sign in that zone.
- Because no land divisions were proposed, the Preliminary Condominium Plat was effectively just a replat to designate certain areas as private or common open space and to

identify any easements. The proposed plat met all technical platting requirements and demonstrated consistency with the Stage I Master and Stage II Final Plans. The plat itself did not create any barriers to adjacent neighborhoods or sites.

- Development Design.
 - A basic overview of the site layout and the general land allocation breakdown was displayed. (Slide 18) The project proposed 10 modestly-sized, single-family-like detached units approximately 1,800 sq ft each. There were three, 1½ story homes on both Fir Ave and 4th Ave, and four, 2-story homes along a northern proposed private drive adjacent to the church site. Because home height facing the rest of the neighborhood had been brought up at the neighborhood meeting by the Applicant, 1½ story homes were proposed along Fir and 4th Ave to mesh more seamlessly with the surrounding neighborhood.
 - Site features included a shared green space in the center of the property and small, private backyards with garden fences and shared patios.
 - The project included landscaping over 50 percent of the site, coupled with components like shared patios and usable recreation areas, to provide approximately 75 percent open space. The building coverage was approximately 25 percent.
 - The proposal met all required setbacks, height requirements, and lot coverage. Being on only one tax lot, no minimum setback was required between the units, only a setback on the perimeter property lines. The setbacks between units were 8½ ft to 15 ft, roughly comparable to what would be seen in a detached single-family subdivision. The proposed 25 percent lot coverage fell well below the 75 percent maximum.
 - All utilities and services were readily available for the denser development. A condition of approval ensured that all of the utilities would be undergrounded; currently, there were a few overhead lines along 4th St. The proposed utilities would connect to existing water and sanitary lines as shown on the Utility Plan. (Slide 20)
 - Vehicular access would be via Fir Ave, 4th St, which was a private roadway easement, and the private drive aisle proposed along the northern edge of the property. Sidewalks were shown in the Applicant's plan extended throughout the development and along all street and drive frontages. The design assured pedestrian connectivity to the front of each home and the loop in the center of the property allowed complete access to the common space areas.
 - The subject property was located in Lighting Zone II, which was intended for low density suburban neighborhoods and the default for the majority of the city. The Applicant proposed using and conforming to the prescriptive option. Because this was a multi-family development, lighting was being reviewed, whereas typically, it would not be for single-family home development. The lamps all conformed to wattage, shielding, and mounting heights as outlined in the Outdoor Lighting Ordinance.
 - The Code required 25 percent of the residential development to be open space as well as a quarter-acre of the site to be usable open space. A minimum of 15 percent landscaping was also required. The proposed project exceeded all requirements with approximately 75 percent open space total, as well as 50 percent landscaping. For the usable open space area, the Applicant proposed approximately 4,700 sq ft of grassy area and 1,100 sq ft of patio and seating area, so the proposal met the quarter-acre requirement.
 - The Landscape Plan included the tree preservation on the eastern side of the property. That vegetation also provided additional screening and extra greenery to the site.
- A traffic memo was completed in 2016 for the previous 9-lot project and had anticipated a total of nine PM Peak Hour trips. The addition of one unit was seen as relatively minor, so the proposal did not necessitate a new traffic study. Instead, one additional PM Peak Hour

trip was assumed for a total of ten for the site. The DKS traffic memo did not identify any traffic or capacity concerns with the subject project.

- The Applicant took the neighborhood's concerns regarding off street parking seriously and would provide over 50 percent of what was required for the site. The Applicant opted to use the parking calculation for a three-bedroom apartment, which was 1.75 per unit rather than what actually applied, which was one space per unit. The minimum number of off street parking spaces for the complex was 10, and the Applicant was providing 27. Parking along Fir Ave was not taken into consideration in the calculation of off street parking.
- The Applicant proposed maintaining a minimum of 10-ft travel lanes, typical of residential streets in Old Town. The proposed on-street parking would be gravel, consistent with on-street parking throughout Old Town. Five foot sidewalks would be provided and LID swales were proposed, which were in line with standards for Old Town.
 - She understood that there were mixed feelings from nearby residents about the design of the LID swales, specifically with regard to their height above ground; however, the height above ground was deemed necessary to act as a bumper guard to prevent vehicles from running into or damaging the swales. Granite was chosen as the material for those swales because it looked sophisticated and was era-appropriate as opposed to standard concrete.
- The home exteriors were intended to represent the architectural styles of the Willamette Valley between 1880 and 1930. The homes were designed to meet the Old Town requirements while also meshing well with the surrounding neighborhood. The homes that bordered Fir Ave and 4th St were intentionally 1½ stories to fit the scale of the adjacent buildings. Two-story homes would front the drive aisle on the north end of the site. Common elements found in neighboring homes included siding and trim, architectural style, colors, garage, front door location, roofing types, street-facing entries and garage doors, light-toned siding colors with white trim, large front windows, and traditional siding materials. The Applicant had adopted many of those elements to fit in with the neighbors.
- Throughout the project as a whole, traditional architectural features were used that were consistent with the Willamette Valley in the early 1900s included covered porches, exposed rafter tails, deep eaves and steep roof slopes, era-appropriate siding, window and trim styles, decorative columns, corbels, and carriage-style garage doors. The facades of the homes were articulated to provide visual interest, and the mix of white colors allowed for some individuality between the different units while still maintaining a cohesive look consistent with the rest of the complex.
- She entered Exhibit D2 into the record, which was additional public comment from Mark Britcliffe and Staff's response memorandum dated June 7, 2018. The exhibit was also emailed to the Commission on June 8, 2018.
 - Several comments were received from Mark Britcliffe which included a suggestion to dedicate 4th St to the City as right-of-way, have the length of it paved, and eliminate the storm facilities proposed along the frontage of Units 4 through 6.
- The Applicant did propose paving half of 4th St, up to the project boundary. The Applicant's property line ended around the center line of the existing gravel road.
 - There was no need for 4th St to be dedicated as it abutted ODOT right-of-way, which precluded it from further extension. It was also currently in an easement and the current owners were not interested in making a dedication. In the Transportation Systems Plan (TSP) 5th St had been identified as the alternative route out of Old Town. The other segment of 4th St to the west of Fir Ave was currently the Sue Geiten Tree Grove; therefore that section included in the application did not serve as a critical component for connectivity in the city.
- Many stormwater facilities were located on private land throughout Wilsonville. For Old Town streets, those included LID swales adjacent to sidewalks and in the right-of-way.

Therefore, the inclusion of those facilities as part of the roadway and street improvements was considered routine and in line with the Public Works Standards.

- She displayed an aerial photo of the 4th Street Improvements (Slide 32), noting the proposed 10-ft drive aisle pavement width from that property line was shown roughly using Wilsonville Maps to indicate where the end of the pavement would fall.
- Staff had not received additional comments regarding onsite soil hazards until today, although Staff was made aware that some concern had existed prior to the hearing. Soil contamination was overseen by the Oregon State Department of Environmental Quality (DEQ), which maintained strict regulations regarding soil quality. Per state law, construction professionals who encountered any kind of contamination while moving were required to report it to DEQ immediately. DEQ would then oversee it until it was remedied.
 - Staff had checked DEQ's databases regarding sites within the city that had contaminated underground storage tanks, or other known contaminants, and the Fir Ave site was not included in any, nor had Staff received any evidence that indicated soil contamination was present. Because Staff wanted to address the concern, a condition of approval was added requiring that a site-specific soil study be performed prior to any grading onsite to ensure no hazards were present.
- Staff recommended that the DRB approve the subject applications with conditions.

Samy Nada confirmed that for single or attached residential units, City Code mandated only one parking space per unit and 1.75 parking spaces for three-bedroom apartments.

Shawn O'Neil asked if the Applicant and City were open to letting community members identify locations of concern regarding soil contamination to ensure in-depth, meaningful studies were done as he was skeptical about promises made by large companies regarding soil contamination. He also had doubts about the resources available for DEQ and wanted to know how thorough the Applicant had indicated the tests would be and how cooperative they would be with the residents as serious concerns had been raised. He did not want to be party to homes built on environmentally dangerous areas.

Ms. Scola confirmed the Applicant was amenable to having the soil test done on the site and had already begun the process.

Daniel Pauly, Senior Planner, noted the Applicant should respond to whether or not they would test specific suggested areas.

Mr. O'Neil responded that even if due diligence had been exercised, he did not trust the DEQ database, adding that things can get overlooked. He wanted the community to feel safe, and if residents had concerns, he wanted to be sure the soils were thoroughly looked at.

Barbara Jacobson, City Attorney, added the land owner also had significant liability if they built on contaminated soil, so it was in their best interest to test it if there was reasonable belief that there was a problem.

The following additional exhibits were entered into the record:

- Exhibit D3: Two-page letter from Barbara Bergmans dated June 11, 2018.
- Exhibit D4: Email from Kristin Sanabria dated June 11, 2018.
- Exhibit D5: Letter submitted at the meeting from Mark Britcliffe.

Chair Ruby asked if there was anything in the Code that triggered noise mitigation requirements for developments near the freeway.

Ms. Scola responded there were no requirements regarding noise mitigation, but there had been a discussion about using trees to buffer the ODOT right-of-way and the interstate. There was no mitigation for noise beyond that.

Chair Ruby called for the Applicant's presentation.

Eugene Labunsky, West Coast Home Solutions, introduced himself as the owner of the property and a local builder who had done quite a few projects in Wilsonville.

Scott Furrow, Icon Architecture, stated the Applicant had wanted the subject development to be a pocket neighborhood community with a cluster of homes that formed its own micro community around a number of shared features to create a sense of cohesion, both within the site development and the larger neighborhood.

- The Applicant had wanted large shared areas and a central area onto which the homes would look to create a sense of community and interconnection. To that end, the buildings were kept to a minimum to maximize the exterior space. The center green area was critical to the design, and the Applicant focused on how to preserve it, make it an amenity, and a place where people would want to gather, meet their neighbors, and share experiences. It was a central feature of the design along with the two patio areas on either side of it that would create other types of shared outdoor activities.
- The stormwater facility was seen as an opportunity to bring landscaping into the center of the design and make it an amenity, a green, focal point area to help make the interior site visually attractive and screen the homes from each other a bit.
- The buildings were designed to feel like new homes, but with historical character to fit into the neighborhood without being jarringly different from what was already present. The design chosen was the arts and crafts style, which was prevalent throughout the Pacific Northwest. The homes were 1½ and 2-stories tall and had a friendly scale. They were pleasant to look at with many architectural features that made them interesting, domestic, and street-friendly. The homes had lots of windows, elegant front doors, carriage-style garage doors, and front and back porches to facilitate engagement with the neighborhood. The goal had been to design a community that focused outward, not inward.
- Per the City's request, the scale of the homes was suitable with the neighborhood which resulted in the 1½ story buildings along the street. Many newer 2,500 sq ft to 3,000 sq ft homes towered over the street, as developers did not pay attention to what had been built around them. The Applicant wanted to blend in, so the scale was brought down as much as possible. However, the homes still had what the market was looking for at 1,800 sq ft to 2,000 sq ft with 300 sq ft garages. The 3 bedroom, 2.5 bathroom bedroom homes should fit the needs of today's families.
- To facilitate a sense of cohesion, the homes were similar to each other in design, but with a fair amount of variety in the facades using slightly different materials and different front porch designs so the homes were not identical.

Tony Weller, Project Engineer, CES NW, Inc. explained that the site was fairly flat and grading was not a challenge. Fitting all of the stormwater requirements, however, was a challenge because the City recently adopted new requirements that put a preference towards the LIDA facilities, which in many ways replicated the natural environment of putting rain water back into the ground. It was designed to minimize the amount of runoff from a property rather than collecting it and pushing it into smaller creeks and rivers and creating erosion.

- The proposed design made the stormwater facilities an amenity with most of the facility out in the middle of the shared open space. It would be maintained and attractive, not fenced off or allowed to become unwieldy.
- Another goal was to save the grove of trees on the east side because they were important to the community. Several trees in the front had been impacted by the sidewalks and driveways on Fir Ave, so the Applicant tried to maximize what could be saved in the back to create more open space to be planted within the development.
- All of the utilities already existed in the street, so there was no real challenge, except for the storm drainage, which was likely for overflow purposes as most of the water was managed onsite.
- From a planning perspective, the project had begun as a two-building townhome cluster, but as the Applicant received input from Staff and the neighborhood, they broke it down to make it smaller and more compatible with the neighborhood in an effort to reflect that feedback.

Mr. Labunsky added that they had tried to fit into the neighborhood as best they could with what they had to work with. The plans had been redesigned three or four times based on the neighbors' feedback, and the proposal went above and beyond the parking requirement. The Applicant believed the 1½ story homes were appropriate for the neighborhood to blend in and create a pocket neighborhood look.

- The Applicant was conducting a Phase I Environmental Study as required by the bank. A thorough investigation would be done of the entire site. They went back and looked at the entire history of the property. At one point, it was a lumber yard and, possibly, a tractor repair shop. He would provide that information to the company conducting the Phase I Environmental, who would knock down the home and do an thorough environmental study to ensure no asbestos was in the home. Any asbestos found would be abated properly and reported to the DEQ. The study would be conducted by a local, reputable company, IRS Environmental. The Applicant had taken those concerns to heart and would make sure they were properly addressed.

Aaron Woods stated the Applicant had done a good job aesthetically of designing the site. He asked where the four, ~~-story~~ and 2-story homes would place their trash bins for pickup.

Mr. Labunsky replied the Applicant had done everything to meet the requirements of Republic Services, which looked at the site and made sure it met their truck turnaround requirements.

Mr. Weller added Republic Services did not want to drive down the access way and wanted the trash bins brought out to the street. He indicated an area the Applicant created for the trash bins near the entrance to the shared alleyway, property line and sidewalk on Fir Ave.

Mr. Woods confirmed that if he owned Lot 10, he would need to roll his trash bins all the way out to Fir Ave.

Mr. Furrow stated it was similar to a single-family home owner rolling the trash bins down to the end of a driveway. Rolling the trash bins out to Fir Ave was a bit longer, but not unreasonably far.

Mr. Labunsky elaborated that in many of their pocket neighborhood developments, everybody rolled their trash to the front of the property. In this case, it would only be three homes.

Mr. Weller said it was similar to a flag lot situation, as it was a private driveway going back to those three houses.

Mr. Nada asked if garbage trucks could access the road where the park was.

Mr. Labunsky replied that Republic Services could access the road if they chose to, but did not want to. They required that all of the trash be picked up from Fir Ave.

Mr. Weller clarified the manager for Republic Services contacted them and explained that they did not want to go down the access way. Their choice was to have the trash bins brought down to Fir Ave. That might not end up being the method ultimately, but that was what the manager had conveyed.

Mr. Nada confirmed that the width of the road was big enough to accommodate garbage trucks.

Mr. Pauly elaborated that it was required to be built to a structural standard that could support emergency vehicles.

Mr. Weller stated that it was required to meet the same standard as a public street.

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

Mark Britcliffe, 9155 SW 4th St, Wilsonville, OR stated that his interest currently were the swales on the private, 50 to 60-year-old right-of-way. He stated the Applicant had no right to put them there. On the City-owned part, where the swales were narrower, they had left several spots open for parking. The part on 4th St left no parking, but the swales were wider, and the wider swale ultimately determined the road width, which was his issue. He wanted to see a wider paved width at that point. He would not concede that the City had any right to build any structures in that right-of-way without approval from everyone that had an interest in that existing document. He believed the very least they could do is narrow those swales and widen the paved area that was proposed. During trash day that would still leave a passable width for one car. There was no consensus for the other side of the street, but what could be done would already be dictated by this application. It dictated the width, the trees that could be saved in the future, traditional parking, and anything else that might come up in the future if the neighbors came to a consensus regarding the other side of the road.

- When the City had responded to him, they stated that they had no jurisdiction over this and could not determine what went into their right-of-way. The City also informed him that the owner wanted to use up the entire area and that the Applicant had chosen the width that they wanted to use in an area that had been an easement for approximately 70 years. The City had no right to block it, as would happen with this development with the proposed granite structures protruding 60 percent into the width of the easement, which was owned by the Applicant, but the rights for the land were given up 70 years ago. The Applicant could not suddenly determine where the easement boundaries were because the area was governed by existing rules and documents.
- Nevertheless, the paved portion was way too wide. He suggested a 12-ft-wide paved portion all within the Applicant's half of the right-of-way, so if there was a future resolution to pave the other side of the street, the 20-ft width would not be set in stone. Fir St had a 24-ft width, but only 20 ft was proposed for 4th St, even though traffic conditions were similar.

Mr. Woods asked if Mr. Britcliffe was proposing that the easement be narrowed.

Mr. Britcliffe replied that he did not want the Applicant to encroach any farther into the other side of the easement than they were already. He wanted them to end on their property, widen

the roadway, narrow their swales, and not change the scope of the outside perimeter of their project. The Applicant had been accommodating, but he thought they should add another façade rather than having six identical houses.

Mr. Nada asked Mr. Britcliffe if he was the owner of the easement.

Mr. Britcliffe indicated the location of his properties adjacent to the proposed project on 4th St next to House #6. When he had stated he was the owner of the easement, he meant the easement allowed him to access his property.

Rose Case, 9150 SW 4th St, Wilsonville, OR stated she had no property easement, but she was aware there had been an ongoing exchange back and forth regarding both sides of the easement. Currently, the people on the south side wanted the road to remain as is, gravel, potholes and all. Her neighbor, Karen, who was directly across, did not want her easement. She loved the Applicant's proposal and thought it was the best project she had seen for that spot. It was beautiful and well laid out. She had no qualms with the way it was put together.

- However, she had spoken to the children of the land's previous owner who had told her there had been creosote processing at the far east end of the property, but the creosote had just been dumped into the soil. That should be addressed.
- She was curious about the granite swales and was concerned because 4th St was very water-absorbant and the installation of a curb could cause the water to run farther and mess with the drainage as opposed to the water being quickly soaked into the ground. Testing had been done on that and she suggested the Applicant look into it.
- There should be no sidewalk curbs in Old Town. It represented a historical time period during which curbs did not exist. In Independence, OR, all of the historic neighborhoods functioned perfectly well with curb-less sidewalks. Her background was in archeology and history, and she was happy to answer questions about the history of the area.

Barbara Bergmans, Wilsonville, OR, stated that she lived on the corner of 4th St and Fir Ave, directly across from where the three homes would face. A study had been conducted for a previous proposal and had concluded that paving would negatively affect the drainage. Currently after rainfall, the area in front of her garage would look like a pond but it would seep into the ground within a few hours.

- Despite the Applicant's claim that the homes would fit in with the surrounding homes, there were no two-story homes on Fir Ave or on 4th St. There were only one-story, single-family homes.
- When Nissan was built, they had removed a lot of trees and the noise level from the freeway had substantially increased. She had always been told that the City of Wilsonville was concerned about keeping old growth trees, but if the Applicant was going to remove 16 more trees, the noise from the freeway would increase to a very high level.
- She urged the owners to mow the site, which looked terrible.

Douglas Muench, 30950 SW Fir Ave, Wilsonville, OR stated that the proposal was wonderful and he appreciated that the architects had listened to the neighbors at last summer's meeting. However, he was concerned about parking. The Applicant had committed to two, off-street parking spaces per home. At present, Fir Ave looked like a used car lot with every available space occupied. It was going to be tight and he wanted to avoid that if possible. A modification to two parking spaces per home would be good.

Mr. O'Neil understood that the Catholic Church had a lack of parking during services and wondered if that reached down to the proposed site.

Mr. Muench replied there was ample parking, but churchgoers did not want to walk from the far end of the lot, so they parked in the neighborhood instead. They needed to be encouraged to use their own lot. He confirmed the proposed development would exacerbate those parking issues.

Chair Ruby called for the Applicant's rebuttal.

Mr. Weller displayed the Utilities diagram (Slide 20) and explained that the proposed curb was actually further into the Applicant's property than the existing edge of gravel. On the easterly side, it would be right on the edge so the street would not become narrower than what currently existed. It would be paved to the edge of the Applicant's property line, but because it would stay just a bit on their side of the property, it would widen the travelway a bit.

- Part of the sizing of the swale was to treat the asphalt. No new asphalt was being added on Fir St; it basically followed the existing width of the road. Because 4th St was not paved, the Applicant had to treat more pavement area, which dictated the size of the swales.
- Granite curbs would line the front edge of the planters to keep cars from drifting into the soil and gaps could be put into those curbs to allow water to get around the curb and into the facility so that the curbs would not block any drainage.
- The developer was interested in a quiet development. He explained one or two trees were diseased. The Applicant had attempted to save every tree in the back. Per the arborist's report, one tree that was removed was topped and in decline and the remaining trees had root rot.

Mr. Labunsky added he was upset that the trees had to be removed, but the arborist's report stated they were hazardous trees, and the Applicant had no choice but to remove them.

Mr. Weller stated that most of the homes had two parking spaces in front of them, as well as the potential to park in the garage. The parking plan showed almost three parking spaces per unit. All of the homes had at least two parking spaces, counting the garage, and although a lot of people did not count garages, the City allowed it. There was also off-street parking along Fir Ave, and although it did not count towards the parking total, there was some parking in front of the units.

Mr. Furrow confirmed there was no on-street parking on 4th Ave.

Mr. Weller added that to keep it safe and to keep vehicles from being too close to the intersection, no parking was allowed in this area. He indicated the stormwater planters in the area that were required to treat the pavement, as well as some of the runoff coming from the houses to the east. Those facilities were all connected together to operate as one facility, which was done to treat the pavement and paved areas above the project. There was not enough room to provide off-street parking, but there was no graveled off-street parking there now anyway. The Applicant's work was on their property and they were not removing any of the existing gravel travel way. The majority of the gravel road was off of the Applicant's property. As the road got closer to Mr. Britcliffe's home, it swings over and widened in front of his home.

Mr. Nada asked what the final width of the paved area would be on 4th St.

Mr. Weller replied 10-ft, which was the minimum public standard in Old Town for Applicant's side of the road, and Fir Ave was 12-ft wide.

James Frinell asked if no curbs on the sidewalk was an issue with the Applicant's sidewalk.

Mr. Weller explained that he had misspoken earlier; the only curbs were around the LIDA swales in the public right-of-way, which was required from the City's Engineering standards. He confirmed there were no curbs on Fir Ave except around the swales.

Mr. Labunsky added it was a safety issue too.

Mr. Furrow added the swales were designed to take in quite a bit of water and would actually increase the drainage.

Mr. Weller stated they would function better than the gravel road because they had a soil medium ~~minimum~~ that allowed a lot of water to transfer through it and connect to a lower soil regime.

Chair Ruby believed that there was always a tendency to not fix something that worked, but that was the technology the Applicant was applying.

Mr. Weller agreed, adding it was very appropriate for the site. It was partly the City's hierarchy that this type of drainage was first priority and the soils on the site accommodated that very well.

Mr. Furrow added that it also filtered the stormwater. The sheer volume entering the quality swales helped decontaminate the runoff with the type of plants being used.

Mr. Nada said it looked odd that the Code required only one parking space for a single home, regardless of its size, but 1.75 spaces for a three bedroom apartment. There seemed to be a disconnect and he believed the Code should be changed.

Mr. Pauly responded that he understood Mr. Nada's sentiment and explained that the Code requirement went back historically to a time when homes typically had more on street parking.

Mr. Nada noted that did not look like what was happening currently. He asked what steps were needed to change the Code.

Mr. Pauly advised that it involved a lot of notice and process. Staff had not looked at the Parking Standards and it was not currently on the Work Program, but he would note it and forward it to the appropriate people.

Chair Ruby closed the public hearing at 7:46 pm.

James Frinell moved to approve Resolution No. 353 with the terms and conditions contained in the Staff report and the addition of Exhibits D2, D3, D4, and D5. Aaron Woods seconded the motion, which passed unanimously.

Chair Ruby read the rules of appeal into the record.

- C. 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

Chair Ruby called the public hearing to order at 7:48 pm and read the conduct of hearing format into the record. Shawn O'Neil, Aaron Woods, Fred Ruby, and Samy Nada 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, noting the project's location and surrounding features, and describing the proposed applications with these key comments:

- Although the proposed project was located in the Town Center, and the City was currently working on a Town Center Plan, however, the City had not yet adopted any new standards, so the standards applicable at the time the application was received, which was in February, would be applied.
 - The site was originally approved as a drive-thru fast food restaurant as a part of the Master Plan, so traffic trips were already reserved in the Wilsonville system for this site. The Applicant now wanted to change from the early 2000 approval to the current proposed use. The property across the drive had also been approved for a drive-thru fast food restaurant, but was ultimately changed to a medical office and later constructed.
- The standard land use notice was sent out in addition to posting at the site and on the City's website. No comments from the public had been received.
- The Stage I Master Plan Revision from fast food restaurant to medical office was fairly simple. There were no issues with the change with regards to zoning and conformance with Planned Development Commercial Town Center Zone (PD-CTC) as both were suggested and allowed uses in the Town Center.
- The Stage II Final Plan Revision changed the site layout from a fast food to medical office type use. All services were available on the site and all the parking, circulation areas, pedestrian connections, and landscaping met or exceeded City requirements. Standard parking spaces and 24-ft-wide drive aisles were proposed, as well as a lot of landscaping. Given the clientele expected, the Applicant wanted a strong demarcation of pedestrian paths to guide people from the parking lot into the main entrance of the building.
 - The site being located on a curve presented a significant restraint with regard to the required vision clearance area for the driveway. As noted in Exhibits C2 and C3, the issue had been thoroughly discussed between the Applicant and the City Engineering Staff, and it was determined that the building's placement was outside the vision clearance area ~~was appropriate~~ at the minimum required to meet the City's standards, which included keeping certain landscaping, buildings, and other impediments out of the vision clearance area to allow cars to safely pull out of the driveway.

- Site Design Review. The building was professionally designed with quality materials that would bring out the natural wood look as well as the feel of brick already present in Town Center. The design would allow abundant light and space in the interior of the building. There were no architectural concerns and Staff recommended approval of the building design.
- Class 3 Sign Permit. The Applicant proposed three, channel letter wall signs, one each on the north, west, and east building elevations. The area requested on each of the elevations was below the Code allowance for the elevation, and the signs' placement was within the definable sign band that blended with the architecture consistent with City standards. The landscaping had been designed so as to not conflict with the signs.
- He noted language in the Findings on page 38 of 40 of the Staff report was mistakenly carried over from a Staff report template that regarded electronic readerboards. He read the corrected Findings into the record as follows:
(*Note: deleted text struck through; additional language in bold, italic text*)
 - Finding D5. The proposed sign is typical of, proportional to, and compatible with ~~school sites~~ **commercial uses** within the PF **PDC-TC** 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.~~ **channel letters reflecting tenant identity**. No evidence exists nor has testimony been received that the subject signs would detract from the visual appearance of the surrounding development.
 - Finding 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.~~
 - Finding 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~~ **is appropriate. (See also Findings D12 and D14)**. ~~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.~~
- He noted Findings D12 and D14 discussed more about the interaction with the sign between the building and the landscaping. Staff would make the changes in the Staff report published for the record.

Shawn O'Neil asked if anyone could write out what the new language should read. He was uncomfortable with an oral reading of the changes to the Staff report and preferred to see something more visual.

Mr. Pauly said he would provide a copy of the page, which could be added as Exhibit A3 to the record. He continued his presentation with the following key comments:

- Traffic Impacts and Public Improvements. There was a reduction in traffic trips as the Peak Hour use of an optical clinic was less than that of a fast food restaurant. The additional 32 trips projected for the previous application could be used for other projects in the city.
 - As required, the existing 5-ft sidewalk would be widened to 10-ft as required in the Bicycle and Pedestrian Master Plan and referenced in the Transportation System Plan to bring it into conformance and to match ~~with~~ other nearby sidewalks.
- Staff's recommendation was to approve the proposal with conditions and the changes noted.

Aaron Woods stated Page 4 of the Staff report under Traffic and Parking, the next to the last sentence in the very last paragraph said that the Applicant had proposed 32 out of a possible 46 parking spaces. However, Exhibit B2, under the Proposed Overview, stated 42 parking spaces. He asked which number was correct.

Mr. Pauly confirmed with the Applicant that 32 parking spaces was correct. An earlier rendition had additional parking; however, parking was reduced as no parking was allowed the sight vision clearance area, but the parking still met the minimum. He confirmed the Staff report reflected the correct number. Exhibit B2 did not, but could be amended in the approval plan set.

Mr. Nada asked if cars coming out of the parking lot onto Town Center Loop would be able to turn both right and left.

Mr. Pauly confirmed that there was full access to turn left, right, or go straight into the parking lot of the Family Fun Center across the street when exiting the parking lot off Town Center Loop.

Mr. Nada asked if the proposal conformed with the Town Center Plan as is or if it took into account possible changes to the Town Center Master Plan.

Mr. Pauly explained that by law, the Board was required to review any proposal by the current standards at the time of submittal. They could not consider possible future regulations. The Applicant was entitled to have their application reviewed based on the current standards.

Chair Ruby called for the Applicant's testimony.

John Anderson, Owner/Architect, Anderson Dabrowski Architects, 1430 SE 3rd Ave, Suite 200, Portland, OR introduced himself.

Brady Davidson, Anderson Dabrowski Architects, 1430 SE 3rd Ave, Suite 200, Portland, OR introduced himself.

Jesse Winterowd, Winterbrook Planning, 810 SW Alder, Suite 610, Portland, OR thanked DRB Panel B for making this happen and thanked Mr. Pauly for his Staff report. He believed they had a good project that met all of the standards and was happy to answer any questions.

Mr. Woods noted Page 43 of Exhibit B2 discussed electric vehicle (EV) charging stations, and asked why the Applicant had not included any such stations.

Mr. Anderson replied that was the owner's request. The topic had come up, and the owner had said no.

Mr. Woods asked if Mr. Anderson thought the owner would change that.

Mr. Anderson replied, perhaps if the City would pay to install one as they were not cheap.

Mr. Woods replied that the City was not putting in the development.

Mr. Anderson asked if it was a requirement.

Mr. Woods explained that Wilsonville was a progressive city. A number of people in the city drove electric vehicles, and there would be more in the future. He suggested the owner think about the City of Wilsonville and think about adding a charging station. He believed the developer could afford one EV charging station.

Mr. Anderson replied okay.

Mr. O'Neil believed that the plan and design were excellent. He was surprised that a charging unit was not included as most new developments included them. He believed the development was excellent, but strongly suggested that the owner reconsider.

Mr. Anderson confirmed the owner was present.

Mr. O'Neil wondered if the developer and owner wanted to discuss the issue because the DRB had approved a number of new developments where those charging units were installed. It was almost a standard in the community and he was surprised it was not included. He believed it would be a perfect addition. He asked the owner to reconsider before the Board voted.

Mr. Anderson replied absolutely.

Chair Ruby understood there was no City criterion to require the addition of an EV charging station. He asked if any criterion was triggered by a certain number of parking spaces or type of design.

Mr. Pauly replied it was not required for this site, and the Board could not base its vote on the unwillingness of the Applicant to install an electric charging station because it was not required.

Chair Ruby asked if encouragement to add charging stations was a part of the normal discussion that took place during the predevelopment process with the City.

Mr. Pauly replied they did not have that conversation on this project, but he would note that the DRB would prefer that discussion be had with future applicants. The City could have communicated that desire better and earlier in this case.

Chair Ruby called for a brief recess to allow the Applicant time to discuss installing an electric charging station. He reconvened the meeting at 8:24 pm and called for the Applicant's comments.

Mr. Winterowd stated that they had spoken with the owner and the Applicant's planner. They liked the idea of a charging station and were not against it in principle. The site had started with 42 parking spaces, which was reduced to 32 spaces; they did not have a lot of opportunity to put an electric station near the front of the building so the charging station would have to be on the opposite side of the parking lot if one was included. The owner would agree to install an EV charging station if there proved to be demand for one later.

Chair Ruby assured the Board was not trying to brow-beat the Applicant, but the proposed project was a modern, up-to-date, optometry/ophthalmology clinic with a full range of eye care services. When thinking about the professionals who would occupy the premises and the clientele, it seemed intuitive to include an EV charging station. The Board had the strong impression that the charging station would be utilized and fit the splendid design features and contribution that the developer was making to the community.

Mr. Winterowd said he did not disagree. This was the first time it had been discussed. If they had thought more about it, perhaps they might have implemented one into the design. However, the project was already tight on parking spaces and there was some concern that spot would be lost. He appreciated that the DRB had planted that seed of thought, the Applicant just had not had that thought before.

Chair Ruby noted Staff was candid that they had not pressed that issue. He asked if there was still time on the land use clock for the Applicant to address the possibility of adding a charging station before forcing a vote.

Mr. Pauly replied he did not believe that it needed to be addressed now. It was also important to consider that the project was a part of a master plan. The project had 32 parking spaces out of hundreds and hundreds of spaces in the larger complex. If an EV charging station was put in, the concern was that it might be used by an adjacent tenant. It might be more appropriate to work with the adjacent land owners in the larger parking lot for the office building and movie theater to put in some EV charging stations that could be utilized by a variety of tenants.

Mr. Woods understood the Applicant's team did not live in Wilsonville or know that quite a few residents owned electric vehicles and more were moving in, so he understood the Applicant's position. He hoped, however, that if someone approached the owner in the future and brought it up, the owner would consider it.

Mr. Winterowd replied absolutely, as they had discussed exactly that. He liked the idea and wanted an electric vehicle himself one day.

Mr. Pauly stated technically, they were up against the 120-day land use clock. The Applicant had anticipated a hearing in March, but due to the vision clearance issue had to do a redesign. The Applicant already had doctors hired and ready to start, so time was of the essence.

Mr. O'Neil commented that he did not want to put the Applicant on the spot. He felt this was a kind of ambush and he did not like ambushes. He hated to bring this up with Staff, but this was an example of something that had been pretty routine in past discussions, at least in DRB B settings, so Staff should have known, especially with two visiting members of DRB B, that the issue would be raised. He appreciated the change in Staff's presentation, especially with regard to the public notice, which was very important to him and would answer some of his concerns, but the EV charging station issue should not have been raised for the first time with the Applicant tonight. He was concerned that the Board was forced to sidestep the issue because the Applicant was ambushed and Staff did not properly educate them. As a citizen member, he recommended that Staff prepare an outline of what they anticipated the Board would ask future applicants because there was a pretty consistent pattern of items that the Board had concerns with for the community when reviewing these applications. Then, it could be addressed with an applicant, the applicant would not be ambushed, and there would be more effective communication.

Mr. Pauly agreed and apologized. He believed that because most past applicants had included or expressed a willingness to include EV charging stations, Staff had not noted it as an issue that always had to be brought up. However, it would now be added to their short list of items discussed at pre-application meetings and initial discussions with applicants

Mr. O'Neil said he loved the presentation, and felt awkward that he had to join with his colleague on this legitimate concern. The proposed project looked very well done, but he believed an EV charging station was an added advantage and he encouraged the Applicant to think about it as the community really used them.

Chair Ruby called for public testimony in favor of, opposed, and neutral to the application. Seeing none, he noted there was no need for rebuttal from the Applicant. He closed the public hearing at 8:33 pm.

Shawn O'Neil moved to approve Resolution No. 354 with the terms and conditions contained in the Staff report dated June 4, 2018, including the modifications to Findings D5, D6, and D7, as read into the record by Mr. Pauly, and correcting Exhibit B3 to reflect that 32 parking spaces would be provided.

- The following Findings (page 38 of 40 of the Staff report) were corrected and read into the record as follows:
(Note: deleted text struck through; additional language in bold, italic text)
 - Finding D5. The proposed sign is typical of, proportional to, and compatible with ~~school sites~~ **commercial uses** within the PF **PDC-TC** 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.~~ **channel letters reflecting tenant identity**. No evidence exists nor has testimony been received that the subject signs would detract from the visual appearance of the surrounding development.
 - Finding 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.~~
 - Finding 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 is~~ **appropriate. (See also Findings D12 and D14)** ~~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.~~

Samy Nada seconded the motion, which passed unanimously.

Chair Ruby read the rules of appeal into the record.

VII. Board Member Communications

A. Results of the May 31, 2018 DRB Panel B meeting

Dan Pauly, Senior Planner, stated that with two Frog Pond applications, both Development Review Boards had an opportunity to look at Frog Pond subdivisions this last month.

B. Recent City Council Action Minutes

There were no comments regarding the action minutes.

VIII. Staff Communications

Dan Pauly, Senior Planner, thanked the DRB Panel B board members who had stepped up to take another hearing after a couple of weeks of long hearings.

Barbara Jacobson, City Attorney, thanked the Board members for their careful reading and finding the small glitches in the Staff report. It did not happen often, but it was very helpful.

IX. Adjournment

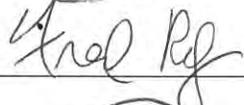
The meeting adjourned at 8:36 p.m.

Respectfully submitted,

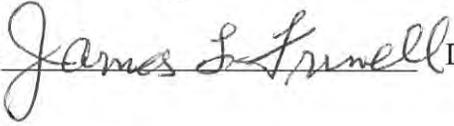
Paula Pinyerd, ABC Transcription Services, Inc. for
Shelley White, Planning Administrative Assistant

DRB Panel A Board Members in Attendance:

Fred Ruby (Please circle one) Approve Deny

Signature:  Date: 07/19/18

James Frinell (Please circle one) Approve Deny

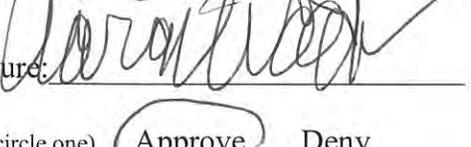
Signature:  Date: 07/27/18

DRB Panel B Board Members in Attendance:

Shawn O'Neil (Please circle one) Approve Deny

Signature:  Date: 7/30/2018

Aaron Woods (Please circle one) Approve Deny

Signature:  Date: 8/4/2018

Samy Nada (Please circle one) Approve Deny

Signature:  Date: 07/28/18

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, AUGUST 13, 2018

6:30 PM

VI. Public Hearing:

A. Resolution No. 356. Family Fun Center Expansion and Renovation: Darren Harmon, General Manager – Applicant for Wilsonville Land Partnership – Owner.

The applicant is requesting approval of a Stage I Master Plan Modification, Stage II Final Plan Modification, Site Design Review, Type C Tree Plan and Class 3 Sign Permit for expansion and remodel of the Family Fun Center. The site is located at 29111 SW Town Center Loop West on Tax Lot 100 of Section 14D, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Jennifer Scola.

Case Files:

DB18-0034 Stage I Master Plan Modification

DB18-0035 Stage II Final Plan Modification

DB18-0036 Site Design Review

DB18-0037 Type C Tree Plan

DB18-0038 Class 3 Sign Permit

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 356**

A RESOLUTION ADOPTING FINDINGS AND CONDITIONS APPROVING A STAGE I MASTER PLAN MODIFICATION, STAGE II FINAL PLAN MODIFICATION, SITE DESIGN REVIEW, TYPE C TREE PLAN, AND CLASS 3 SIGN PERMIT FOR EXPANSION AND REMODEL OF THE FAMILY FUN CENTER. THE SUBJECT PROPERTY IS LOCATED AT 29111 SW TOWN CENTER LOOP WEST ON TAX LOT 100 OF SECTION 14D, T3S, R1W, CLACKAMAS COUNTY, OREGON. DARREN HARMON, GENERAL MANAGER – APPLICANT FOR WILSONVILLE LAND PARTNERSHIP – 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 August 6, 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 August 13, 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 August 6, 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:

DB18-0034 through DB18-0038; Stage I Master Plan Modification, Stage II Final Plan Modification, Site Design Review, Type C Tree Plan, and Class 3 Sign Permit.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 13th day of August, 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
Wilsonville Family Fun Center Expansion

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

Hearing Date:	August 13, 2018
Date of Report:	August 6, 2018
Application No.:	DB18-0034 Stage I Master Plan Modification DB18-0035 Stage II Final Plan Modification DB18-0036 Site Design Review DB18-0037 Type C Tree Removal Plan DB18-0038 Class III Sign Permit

Request/Summary: The requests before the Development Review Board include a Class 3 Stage I Master Plan Modification and Stage II Final Plan Modification, Site Design Review, Class 3 Sign Permit, and Type C Tree Removal Plan for the expansion of the Wilsonville Family Fun Center and associated improvements.

Location: 29111 SW Town Center Loop W. The property is specifically known as Tax Lot 00100, Section 14D, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon

Owner: Wilsonville Land Partnership

Applicant: Darren Harmon, General Manager – Wilsonville Family Fun Center

Comprehensive Plan Designation: Commercial

Zone Map Classification: PDC – TC (Planned Development Commercial – Town Center)

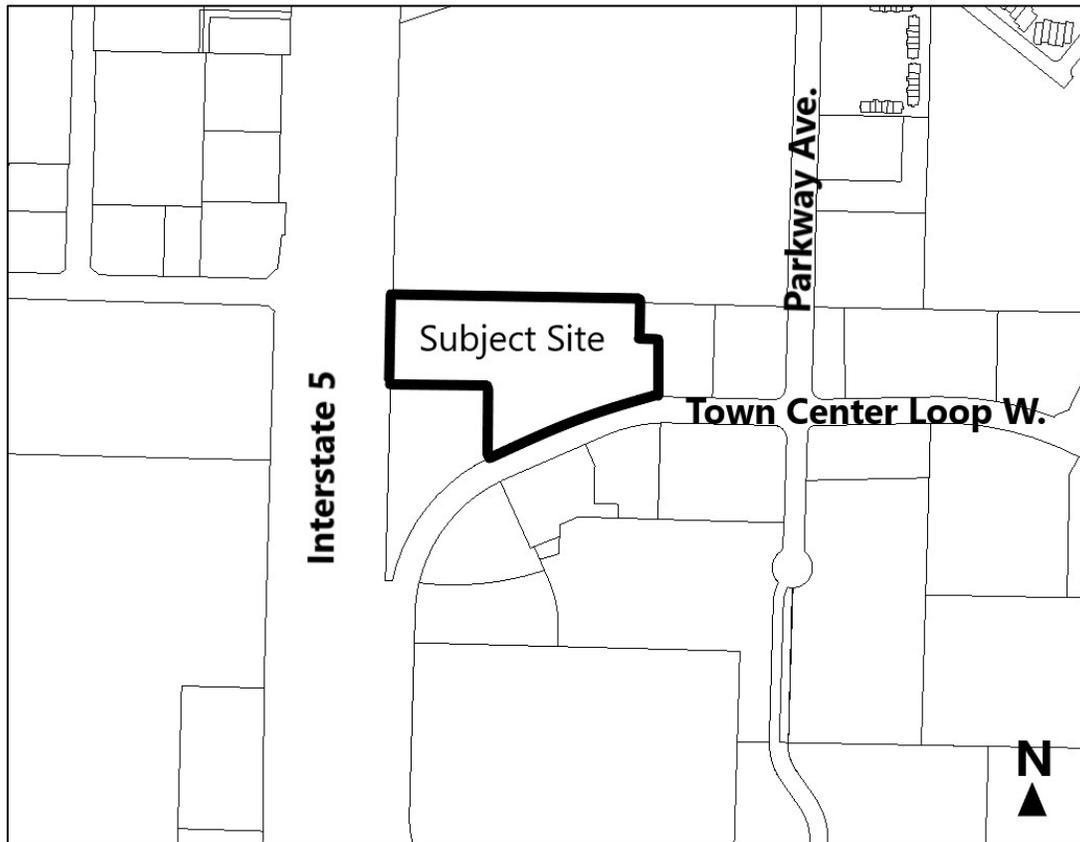
Staff Reviewer: Jennifer Scola, Associate Planner

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

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 4.116	Standards Applying to Commercial Development in All Zones
Section 4.118	Standards Applying to Planned Development Zones
Section 4.131.05	Planned Development Commercial - 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
Sections 4.156.01 through 4.156.11	Sign Regulations
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 4.179	Mixed Solid Waste and Recyclables Storage
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
Sections 4.600-4.640.20	Tree Preservation and Protection
<u>Other Planning Documents:</u>	
Wilsonville Comprehensive Plan	

Vicinity Map



Background:

The Family Fun Center obtained land use approval under Case Files 92PC05, 92PC14, 94DR14, 95DR07, Res. 984, and Res. 929. The facility opened in December of 1994, and has undergone subsequent site modifications that include a building expansion as well as the addition of additional outside attractions. Current attraction features include electronic games (entertainment building), a restaurant and event center (included in the aforementioned building addition), batting cages, a miniature golf course, bumper boats, Autotopia racecar track, zip line and a climbing wall.

With changes in the family entertainment industry shifting towards larger features/attractions, the Family Fun Center has run out of space in its current building configuration to accommodate these new trends and the amount of guests they serve. Therefore, the Family Fun Center is proposing a major architectural expansion and renovation of the existing entertainment building that includes the removal of the batting cages, the addition of new parking areas and storm facilities, and a major redesign of the exterior facades, including a new entry plaza. The building expansion will include an additional 16,018 square feet, one story, with an interior remodel consisting of new games, remodeling and reducing the existing restaurant by 1,772 square feet and seating by 75, and adding a 16-lane bowling alley.

Summary:

Stage I Master Plan Modification (DB18-0034)

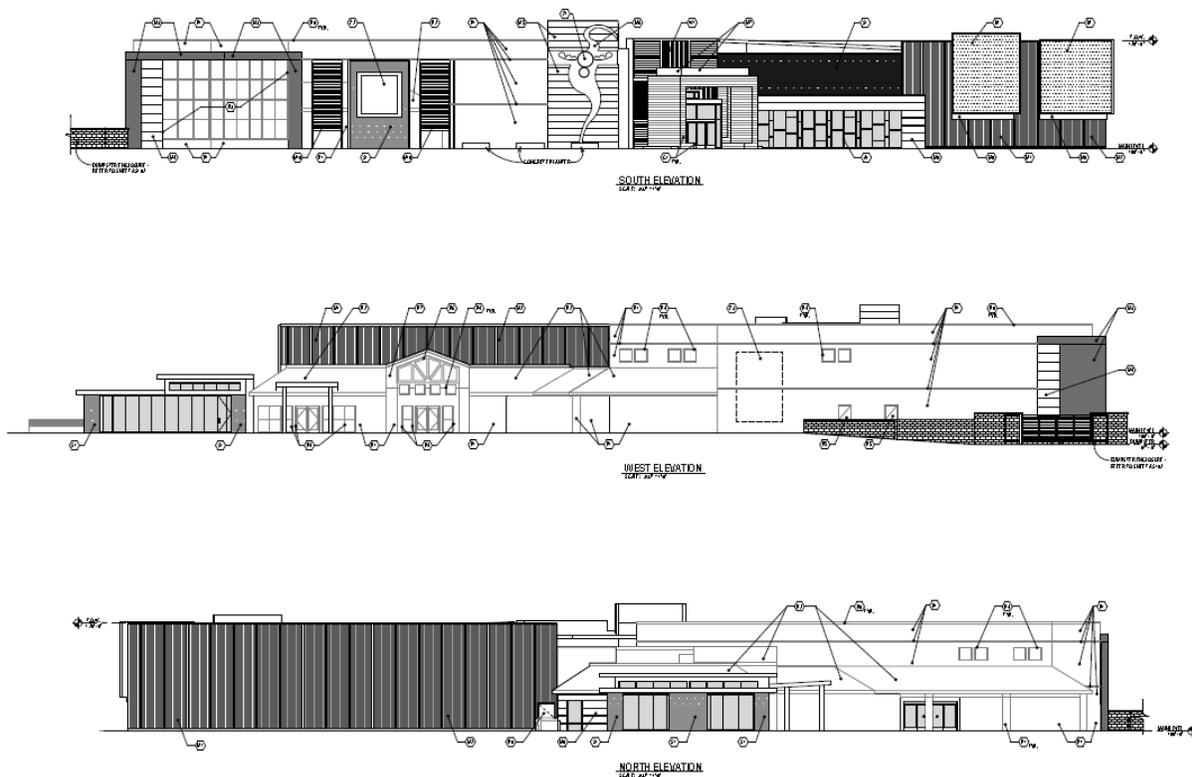
In 2012, concurrent with an application to add the zip line attraction, the property owner submitted an application for the modification of the site's Stage I Master Plan to identify planned future phase improvements over the following 3-7 years. Per the applicant, these improvements are necessary in order to stay current with customer interests and adapt to changes in the industry. Several of these referenced phased improvements are the subject of this current land use application. The proposed Stage I Master Plan Modification simply modifies a portion of the site previously allocated to parking to accommodate the building expansion, primarily the bowling alley. The applicant proposes to add parking at the location of the current batting cages.

Stage II Final Plan Modification (DB18-0035)

The Stage II Final Plan Modification changes the site layout by expanding the main building eastward into the existing parking area, and includes the removal of the batting cages to accommodate additional parking and landscape areas. All services are available for the site. The traffic study shows a minimal estimated traffic increase from the previously approved uses due to the removal of some existing uses. The site includes parking, circulation areas, pedestrian connection, and landscaping meeting or exceeding City standards.

Site Design Review (DB18-0036)

The applicant used appropriate professional services to design unique and visually exciting, yet appropriate exterior building modifications on the site using quality materials and design. The architect's description of the design further illustrates the appropriateness and quality of design: "Architectural façade design changes to Wilsonville Family Fun Center and Restaurant will integrate a 16-lane bowling alley addition to an existing multi-venue family centered facility. Design finish materials will include use of insulated metal cladding (vertical and horizontal orientation) at the addition with accents of cultured stone veneer, flush metal panel, wood timber, and kinetic wall (wind driven movement) panels. The color scheme will be neutral in application with the use of beige, warm greys and tonal brown hues in the material types previously specified. A freshening of the existing building will include new paint at existing fractured face and fluted concrete block facades along with an updated paint finish to existing standing seam metal roofing. Additional coordinating accents of flush metal panel fascia and cultured stone veneers will also be applied to the existing building façade to create a cohesive contemporary look between the building addition and existing building exterior facades." Furthermore, landscaping materials meet or exceed City standards.



Type C Tree Plan (DB18-0037)

The landscape 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 28 trees are marked for removal due to condition and construction impacts. Twenty-eight trees are in the landscape plan as mitigation.

Class III Sign Permit (DB18-0038)

The applicant proposes one channel-letter wall sign above the main entrance, facing Town Center Loop. While the copy of the sign may change, the applicant has designed the style of signage and sign band area, which meets the code allowance for the subject elevation. The sign placement blends appropriately with the architecture and is consistent with City standards. The landscape design avoids conflicts between trees and signs. There are no proposed changes to the existing freestanding sign in this application.

Traffic

With the proposed building expansion, including a modified dining space, new entrance, and 16 lanes of bowling, coupled with the removal of the existing batting cages, the proposal involves a net total three new PM peak hour trips. Since the Family Fun Center is a regional draw, the majority of PM peak trips for the proposed expansion will likely come from I-5. Therefore, an

estimated 75% of the project traffic (approximately two PM peak hour trips) would travel through the I-5/SW Wilsonville Road interchange area. There are no anticipated trips through the I-5/SW Elligsen Road interchange. The anticipated PM peak hour trips are minor, and there is no indication they will cause nearby intersections to experience congestion in excess of Level of Service D.

Public Comments and Responses:

None Received

Discussion Points:

Parking Requirements

Historically, there has not been a straightforward basis for calculating this site's required parking. The Code explicitly covers only three of the component uses involved with the Family Fun Center, specifically regarding bowling alley, restaurant, and office space uses. Other uses, such as arcade/games, go-cart racing, or zip lines, are not specifically identified in Wilsonville's parking standards, and the City does not have code language pertaining to this unique multi-faceted entertainment center. Throughout prior development review approvals a combination of previously established Code minimums, the 1997 Uniform Building Code, and the applicant's own assessment of parking needs determined an appropriate minimum for the site. All subsequent land use modifications and approvals for the Fun Center have utilized the aforementioned methodology and initial parking calculations as the basis for determining required parking for the site.

For consistency, the applicant is requesting to use the previously established parking ratios specific to the Family Fun Center site for the proposed modifications/uses not covered in Section 4.155. For uses currently identified in the Code the standards in Table 5 of Section 4.155 have been applied.

The original 1992 site approval established a parking minimum of 105 spaces. Through later applications, the applicant revised the site plan and provided 275 spaces, all reflected in the current site configuration. The applicant recalculated the overall parking for the site through the subject application in order to accommodate for the changes in uses, including the removal of existing batting cages, a reduction of restaurant size, and the introduction of new gaming attractions. Based on historical parking requirements for this unique family entertainment facility, coupled with applicable current standards, the proposed modifications require a minimum of 222 parking spaces. The applicant is proposing a total of 277, thus meeting the minimum parking required. Please see the below table for a detailed breakdown of the parking analysis:

Use (and area)	Required Ratio (per Table 5)	Required per Previous Approvals (03DB32 / 12DB70)	Min.	Proposed
Entertainment Building:				
Office - Upstairs (1,750 SF)	2.7 per 1,000 SF	1 per 250 SF	5	5
Restaurant (2,400 – 4,727 SF)	15.3 per 1,000 SF	1 per 200 SF	37 - 72	72
Indoor Games (10,940 SF)	N/A	1 per 200 SF	55	55
Bowling (16 lanes)	4 per lane	N/A	64	64
Common Areas and Storage (4,800 SF)	N/A	0	0	0
Outdoor Attractions:				
Batting Cages – to be removed (9)	N/A	(9)	0	0
Mini Golf (36 holes / 26,440 SF)	N/A	1 per Hole	36	36
Bumper Boats (4,500 SF)	N/A	1 per 750 SF	6	6
Autotopia (27,870 SF)	N/A	1 per 5,000 SF	6	6
Misc. Attractions (2,596)	N/A	N/A	0	33
Total:		222	209 - 244	277

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 April 2018 apply.

Unique Architectural Features

Typically, family entertainment centers with outdoor activities are visually interesting and attention grabbing. While the proposed exterior modifications are lively enough to advertise the complex as an entertainment center, the architecture and materials are appropriate in the context of the existing commercial buildings in Town Center. In order to accomplish architectural balance with the surrounding context, the architect has specified compatible external building materials and colors. The color scheme is neutral and includes beige, warm greys, and brown hues, with subtle pops of blue and pink to add dimension and personality. Materials include metal cladding, stone veneer, and wood timber. The application of varied materials and colors help reduce the scale of the building on all elevations, and gives the appearance of high detail. This variation also creates a custom and unique look complimentary to the building's use of an entertainment center. Further promoting the site's entertainment function, the applicant proposes artistic components such as a "kinetic wall," which is a wall mounted sculpture-like art piece activated by wind movement. This sculpture, located adjacent to the main entrance, gives the façade a playful element of design unique to the Fun Center and completely new to Town Center.

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 applications (DB18-0034 through DB18-0038) with the following conditions:

Planning Division Conditions:

Request A: DB18-0034 Stage I Preliminary Plan Modification

No conditions for this request

Request B: DB18-0035 Stage II Final Plan Modification

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 B59.

Request C: DB18-0036 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 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 C12.

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 C15.
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 C30.
PDC 5.	<p>The following requirements for planting of shrubs and ground cover shall be met:</p> <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 C23.
PDC 6.	All trees shall be balled and burlapped and conform in grade to “American Standards for Nursery Stock” current edition. Tree size shall be a minimum of 1 ¾ inch caliper. See Finding C24.
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 C30.
PDC 8.	Final review of the proposed building lighting’s conformance with the Outdoor Lighting Ordinance will be determined at the time of Building Permit issuance.
PDC 9.	Lighting shall be reduced one hour after close, but in no case later than 10 p.m., to 50% of the requirements set forth in the Oregon Energy Efficiency Specialty Code. See Finding C41.

PDC 10. Any use of lighting beyond the curfew hours approved by this action require specific written approval from the City such as through a temporary use permit. See Finding C41.

Request D: DB18-0037 Type C Tree Plan

- PDD 1.** This approval for removal applies only to the 28 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 28 mitigation trees, as shown in the Applicant’s sheets LC1 and LC2 of Exhibit B2, per Section 4.620 WC.
- 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: DB18-0038 Class III 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.** The Applicant/Owner of the property shall obtain all necessary building and electrical permits for the approved sign, prior to their installation, and shall ensure that the sign is maintained in a commonly accepted, professional manner.

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:

Request B: DB18-0035 Stage II Final Plan Modification

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.	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.
PF 3.	The site shall obtain access to Town Center Loop West via the existing driveways; no other driveway connections are allowed.

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 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 DB18-0034 through DB18-0038. 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 Drawing RD-1230 on Tree Protection Fencing

Materials from Applicant

- B1.** Project Narrative and Supplemental Materials
 - A. Application Form
 - B. Narrative
 - C. Resubmittal Letter
 - D. Geotechnical Report
 - E. Stormwater Site Assessment and Calculations

- F. Best Management Practices Map
- G. BMP Sizing Calculations
- H. WES BMP Sizing Report
- I. Tree Survey and Report – Map Corrected to Reflect 28 Proposed Removals
- J. Lighting Cut Sheets
- K. Sign Detail
- L. DKS Traffic Memorandum
- M. Republic Services Letter
- N. Brunswick Memorandum
- O. Bus Routing Map
- P. Road Easement Documentation with Les Schwab Site
- B2.** Drawings and Plans
 - G-001 Cover Sheet
 - A-101 Architectural First Floor Keynote Plan
 - A-102 Architectural Second Floor Keynote Plan
 - AS102 Architectural Dumpster Screen Plan and Details
 - A-201 Architectural Exterior Elevations
 - C-102 Civil Layout and Utility Plan
 - C-103 Civil Grading and SESC Plan
 - C-501 Civil Details
 - C-502 Civil Details
 - E-101 Photometric Site Plan
 - LC1 Conceptual Landscape Plan (Sheet 1 of 2)
 - LC2 Conceptual Landscape Plan (Sheet 2 of 2)
- B3.** Materials Board (available at the Public Hearing or available for viewing at City Hall during normal business hours)

Development Review Team Correspondence

- C1.** Engineering Conditions and Requirements
- C2.** Email from Joshua Brooking, ODOT
- C3.** Natural Resources Findings, Conditions, and Requirements
- C4.** TVF&R Comments and Conditions

Other Correspondence

N/A

Procedural Statements and Background Information:

1. The statutory 120-day time limit applies to this application. The applicant first submitted the application on April 11, 2018. Staff conducted a completeness review within the statutorily allowed 30-day review period and found the application to be incomplete on May 3, 2018. The applicant submitted additional materials on May 29, 2018. Planning Staff deemed the application complete on June 22, 2018. The City must render a final decision for the request, including any appeals, by October 20, 2018.
2. Surrounding land uses are as follows:

Compass Direction	Zone:	Existing Use:
North:	PDR-5	Multi-Family Residential (Jory Trail)
East:	PDC-TC	Retail (NAPA Auto Parts)
South:	PDC-TC	Commercial (Bank, Office, Theater)
West:	--	Interstate 5

3. Previous Planning Approvals:

92DR32	Architectural, Sign & Landscape Variance	Approved with conditions See 92PC05, 92PC14, 94DR14, 95DR07, Res. 984, Res. 929
92PC05	Modify Stage I to include recreation center, Stage II	Approved with conditions See 92DR32, 92PC14
94DR14	Arch. revisions / expansion / deletion of Condition No. 18 of Resolution 92DR32	Approved w/ conditions See 92DR32
95DR07	Pave Parking Lot, Landscaping & Wall	Approved w/ conditions See 92DR32, 92PC14
98DB10	TUP for a tent in patio area	Denied See 92PC05, 98DB10A
98DB10A	Appeal tent TUP decision	Approved with conditions See 92PC05, 98DB10
99DB19	Renewal of a 1 year TUP for a tent in the patio area	Approved w/ conditions See 98DB10
00DB27	Renewal of a one-year TUP for a tent in the patio area	Approved w/conditions See 98DB10, 99DB19
01DB21	One-year extension to allow continued use of tent for group activities and seating	Approved w/conditions See 98DB10

02DB17	One-year extension to allow continued use of tent on site for group activities and seating	Approved w/conditions See 98DB10, 01DB21
03DB15	1 Yr. TUP Extension Family Fun Center (02DB17)	Approved 90-day See 98DB10, 01DB21, 02DB17
03DB32	Stage I Mod., Stage II Final, Site Design Review for bldg. addition	Approved with conditions See 92PC05, 92DR32
DB09-0023	Master Sign Plan, with Waiver for freestanding sign height	Approved with conditions
DB12-0070- DB12-0073	Stage I Mod., Stage II Final, Site Design Review for Zip Line	Approved with conditions

- The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The City sent the required public notices 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 City's processing of the application is in accordance with the applicable general procedures of this Section.

Initiating Application Section 4.009

The application includes the signature of Darren Harmon, an authorized signer for the property owner Wilsonville Land Partnership, doing business as Wilsonville Family Fun Center.

Pre-Application Conference Subsection 4.010 (.02)

The City held a pre-application conference on November 2, 2017.

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, applied in accordance with this Section.

Request A: DB18-0034 Stage I Master Plan Modification

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval

Planned Development Regulations

Planned Development Purpose
Subsection 4.140 (.01)

A1. The subject application involves the proposal to modify an existing development previously approved as a planned development. The Stage I Master Plan is consistent with the Planned Development Regulations purpose statement, and encourages comprehensive master planning and flexibility in the application of certain regulations in a manner that is consistent with the intent of both the Comprehensive Plan and applicable zoning regulations.

Planned Development Lot Qualifications
Subsection 4.140 (.02)

A2. The property's size and manner of development is consistent with the purposes and objectives of Section 4.140. The site is approximately 4.9 acres, is designated for commercial development in the Comprehensive Plan, and is zoned Planned Development Commercial – Town Center. The property has and continues to be a planned development in accordance with this subsection.

Ownership Requirements

Subsection 4.140 (.03)

- A3. The subject property is under one ownership, an authorized representative of which has signed the land development 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. The design team includes architecture and engineering professionals with Paradigm Design and Pioneer Design Group as the project's planning consultants.

Planned Development Permit Process

Subsection 4.140 (.05)

- A5. The site is approximately 4.9 acres, is designated for commercial development in the Comprehensive Plan, and is zoned Planned Development Commercial – Town Center. The property continues to be a planned development in accordance with this subsection.

Comprehensive Plan Consistency

Subsection 4.140 (.06)

- A6. The proposed project, as evaluated through this report, complies with the Planned Development Commercial – Town Center zoning designation, which implements the Comprehensive Plan designation of "Commercial" for this property. The entire property retains previous approval of the land use as the Wilsonville Family Fun Center; the current request is to expand the entertainment building and provide associated site improvements such as additional parking, exterior façade modernization, landscape enhancements, and modifications to current attractions.

Application Requirements

Subsection 4.140 (.07)

- A7. Review of the proposed Stage I Master Plan Modification 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 Wilsonville Land Partnership, doing business as Wilsonville Family Fun Center, and an authorized representative, Darren Harmon, signed the application.
 - The Stage I Master Plan application submittal includes the required form, as prescribed by the City.
 - The applicant identifies the project's professional design team and coordinator in the submitted narrative. See Finding A4.
 - The applicant has stated the various uses involved in the Master Plan and their locations.

- The applicant’s submittal includes sufficient topographic information.
- The applicant’s submittal materials include a tabulation of the land area and its allocation to specific uses.
- The construction of the proposed development is in a single phase.
- Any necessary performance bonds will be required.
- The applicant is not requesting any waivers.

Planned Development Commercial-Town Center (PDC-TC) Zone

Typically Permitted Uses
 Subsection 4.131.05 (.02)-(.03)

A8. The proposal is to expand the existing land use of family entertainment, which is a permitted use through previous land use approvals, and is consistent with the zoning.

Prohibited Uses
 Subsection 4.131 (.02) C.

A9. This subject use is not a prohibited use as identified by this Subsection.

Block and Access Standards
 Subsections 4.131.05 (.07) and 4.131 (.03)

A10. To changes to blocks or access spacing are proposed.

Request B: DB18-004235 Stage II Final Plan Modification

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
 Subsection 4.140 (.01)

B1. The proposed changes are for an existing family entertainment complex over approximately 4.9 acres, which has evolved over the years allowing flexibility. The proposed site modifications are consistent with the Planned Development Purpose Statement.

Planned Developments Lot Qualifications
 Subsection 4.140 (.02)

B2. 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.

B3. The development site is greater than 2 acres, is designated for commercial development in the Comprehensive Plan, and is zoned Planned Development Commercial. The property is a planned development, in accordance with this subsection.

Ownership Requirements

Subsection 4.140 (.03)

- B4.** The land included in the proposed Stage II Final Plan is under the single ownership of Wilsonville Land Partnership (DBA: Wilsonville Family Fun Center) and the General Manager, Darren Harmon, has signed the application.

Professional Design Team

Subsection 4.140 (.04)

- B5.** The appropriate professionals have been involved in the planning and permitting process. See Finding A4.

Planned Development Permit Process

Subsection 4.140 (.05)

- B6.** The subject property is greater than 2 acres, is designated for commercial development in the Comprehensive Plan, and is zoned Planned Development Commercial – Town Center. The property will continue to be a planned development, in accordance with this subsection.

Stage II Final Plan Submission Requirements and Process

Stage II Submission within 2 Years of Stage I

Subsection 4.140 (.09) A.

- B7.** The applicant is submitting a revised Stage II Plan concurrently with a revised Stage I Master Plan.

Development Review Board Role

Subsection 4.140 (.09) B.

- B8.** 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.

- B9.** The Stage II plans substantially conforms to the proposed modified Stage I Master plan, as concurrently submitted. 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.

- B10.** 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.

- B11.** 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

- B12.** The Stage II Approval, along 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.

- B13.** The subject property has previously been zoned Planned Development Commercial – Town Center consistent with the Commercial 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.

- B14.** With the proposed building expansion, including a modified dining space, new entrance, and 16 lanes of bowling, coupled with the removal of the existing batting cages, the proposal involves a net total three new PM peak hour trips. Since the Family Fun Center is a regional draw, the majority of PM peak trips for the proposed expansion will likely come from I-5. Therefore, an estimated 75% of the project traffic (approximately two PM peak hour trips) would travel through the I-5/SW Wilsonville Road interchange area. There are no anticipated trips through the I-5/SW Elligsen Road interchange. The anticipated PM peak hour trips are minor, and there is no indication they will cause nearby intersections to experience congestion in excess of Level of Service D.

Facilities and Services Concurrency

Subsection 4.140 (.09) J. 3.

- B15.** Facilities and services, including utilities, are available and sufficient to serve the proposed development.

Adherence to Approved Plans

Subsection 4.140 (.09) L.

- B16.** 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

Additional Height Guidelines

Subsection 4.118 (.01)

- B17.** Staff does not recommend the Development Review Board require a height less than the applicant proposes as the proposed height provides for fire protection access, does not impact scenic views of Mt. Hood or the Willamette River, and the building is sufficiently set back and screened from the adjacent multi-family residential complex to the north.

Underground Utilities

Subsection 4.118 (.02)

- B18.** All additional utilities on the property are required to be underground.

Waivers

Subsection 4.118 (.03)

- B19.** The applicant does not request any waivers.

Other Requirements or Restrictions

Subsection 4.118 (.03) E.

- B20.** Staff does not recommend any additional requirements or restrictions pursuant to this subsection.

Impact on Development Cost

Subsection 4.118 (.04)

- B21.** 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 or Easements for Recreation Facilities, Open Space, or Public Utilities

Subsection 4.118 (.05)

- B22.** 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.

Habitat Friendly Development Practices

Subsection 4.118 (.09)

- B23.** The grading will be limited to that needed for the proposed improvements. No significant native vegetation or other features with significant habitat value exist on site, as the property developed in the early 1990s. The City's stormwater standards will be met for new impervious surfaces and thus minimize impacts on adjacent sites and downstream water resources.

Planned Development Commercial-Town Center (PDC-TC) Zone

Typically Permitted Uses

Subsection 4.131.05 (.02)-(.03)

- B24.** The proposed use is consistent with the modified Stage I Master Plan in Request A as well as previous approvals for the commercial entertainment facility use to exist in the PDC-TC Zone.

Wilsonville Road Interchange Area Management Plan (IAMP) Overlay Zone

Where IAMP Regulations Apply

Section 4.133.02

- B25.** 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

- B26.** The proposed continued use as a family entertainment center remains consistent with the underlying PDC-TC zone. No IAMP requirements would further restrict the proposed use.

Access Management Applicability

Subsections 4.133.04 (.01) – (.03)

- B27.** 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.

- B28.** 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.

- B29.** The applicant does not propose any new access requiring ODOT and City review, although ODOT reviewed the project and had no comments. See ODOT email in Exhibit C2.

Cross Access Easements

Subsection 4.133.04 (.05)

- B30.** 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)

B31. DKS Associated performed a Traffic Impact Analysis consistent with this subsection. See Exhibit L of Exhibit B1.

Industrial Performance Standards

Industrial Performance Standards
Subsection 4.135 (.05)

B32. The proposed project meets the performance standards of this subsection as follows:

- Pursuant to standard A (enclosure of uses and activities), all new non-parking/loading activities and uses associated with the expansion will be completely enclosed. Existing outdoor attractions such as mini golf, zip line, and other associated uses previously approved will remain outdoors.
- 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 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. The Family Fun Center will maintain current operating hours, with the latest closing time of 11:00 PM on Fridays and Saturdays. All other days involve closing hours between 8:00 PM and 10:00 PM.
- Pursuant to standard F (heat and glare), no exterior operations are proposed 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 standards defined for liquid and solid waste in this subsection would be violated.
- Pursuant to standard I (noise), staff has no evidence that noise generated from the proposed operations associated with the expansion 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. The noise limitations on the zip line attraction and any other attraction continue to apply.
- Pursuant to standard J (electrical disturbances), staff has no evidence that any prohibited electrical disturbances would be produced by the proposed project's operations.
- Pursuant to standard K (discharge of air pollutants), staff has no evidence that any prohibited discharge would be produced by the proposed project.
- Pursuant to standard L (open burning), no open burning is proposed on the development site.

- Pursuant to standard M (outdoor storage), outdoor storage (trash enclosure) is proposed with the appropriate surface material and screening.
- 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.

B33. Many existing pedestrian facilities on the site will remain. As shown on the applicant's site plan in Exhibit B2, new pathways extend along the perimeter of the building expansion, which help connect parking areas to the building entrance and create a contiguous pathway along each side of the building adjacent to parking. Staff does not suggest additional pathways for the site.

Safe, Direct, and Convenient Pathways

Subsection 4.154(.01) B. 2.

B34. All proposed pathways are of a smooth and consistent surface, and no hazards are evident on the site plan. Additionally, the site design ensures pathways are separate from drive aisles, and the design accounts for pedestrian safety. All proposed pathways are straight and provide direct access around the building and to the primary building entrance. Where applicable, Building code requires pathways meet relevant ADA requirements.

Vehicle/Pathway Separation

Subsection 4.154(.01) B. 3.

B35. All proposed pathways are of a smooth and consistent surface, and no hazards are evident on the site plan. Additionally, pathways are separate from drive aisles, and are of a pedestrian safety oriented design. All proposed pathways are straight and provide direct access around the building and to the primary building entrance. Where applicable, Building code requires pathways meet relevant ADA requirements.

Crosswalks

Subsection 4.154(.01) B. 4.

B36. The pathway system includes contrasting paint or paving materials clearly marking where a pathway crosses a parking area of driveway.

Pathway Width and Surface

Subsection 4.154(.01) B. 5.

B37. The applicant proposes primary pathways at least 5' in width. Additionally, the applicant proposes concrete pathways.

Parking and Loading

Parking Design Standards
Section 4.155 (.02) and (.03)

B38. The applicable parking design standards are met as follows:

Standard	Met	Explanation
Subsection 4.155 (.02) General Standards		
B. All spaces accessible and usable for Parking	☒	The proposal involves a standard parking lot design with minimum 24' drive aisles. The applicant's plan set indicates standard parking spaces will be 9' by 18', and compact spaces will be 7.5' by 18', as required by Code. Compact spaces will not exceed 40% of overall site parking.
I. Screening required when adjacent to residential	☒	The subject site is adjacent to a residential district to the north, and the applicant's submitted plans provide appropriate sight-obscuring fencing and planting.
J. Sturdy bumper guards of at least 6 inches to prevent parked vehicles crossing property line or interfering with screening or sidewalks.	☒	The applicant proposes concrete curbs to prevent vehicles from interfering with screening or sidewalks, additionally, the design of sidewalks adjacent to parking spaces have additional width to fill the role of bumper guards.
K. Surfaced with asphalt, concrete or other approved material.	☒	Surfaced with asphalt with concrete crosswalks.
Drainage meeting City standards	☒	Drainage is professionally designed and being reviewed to meet City standards
L. Lighting will not shine into adjoining structures or into the eyes of passers-bys.	☒	The lighting proposed in the parking area is fully shielded and meet the City's Outdoor Lighting Standard
M. The DRB may determine off-street parking requirements for uses not specifically listed in the Code, if an application is pending before the Board.	☒	The Code does not specifically list several component uses involved with the Family Fun Center, therefore the applicant is requesting to apply parking standards from previous land use approvals.
N. No more than 40% of parking compact spaces.	☒	Of the 277 parking spaces provided, only 82 are compact spaces, thus not exceeding more than 40% of overall parking spaces provided.
O. Where vehicles overhand curb, planting areas at least 7 feet in depth.	☒	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 proposed loading and delivery area is isolated to the far western part of the parking area, on the south side of the complex, completely separate from major parking and pedestrian areas.
Circulation patterns clearly marked.	<input checked="" type="checkbox"/>	The design is typical of a commercial parking lot, and intuitive to a driver familiar with the layout of most 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.
B. Parking and loading or delivery areas require landscaping to minimize visual dominance.	<input checked="" type="checkbox"/>	As reflected in the submitted landscape plans, at least 10% of the parking area contains landscaping, including screening along the perimeter to soften the view from public right-of-way and adjacent properties. Additionally, the site contains an aggregate amount of trees surpassing a ratio of one tree per six parking spaces.
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 7 ADA parking spaces for 277 parking spaces, all adjacent to the main entrance.
D. Where possible, parking areas connect to adjacent sites.	<input checked="" type="checkbox"/>	The southwestern parking area connects to the existing Les Schwab parking.
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.

Parking Area Landscaping

Subsection 4.155 (.03) B. 1.-3.

B39. As demonstrated by the applicant's submitted plan set and narrative, approximately 25 percent of the site will be covered by landscaping (66,449 SF), which meets the minimum required by code. About 11 percent of the landscaping is adjacent to parking areas, which effectively buffers and minimizes the visual dominance of the parking and circulation areas from the public right-of-way off-site. The proposed landscape plan ensures the aggregate

minimum ratio of tree planting areas to parking spaces meets Code requirements, as there is at least one (1) tree for every six (6) spaces.

Parking Minimum and Maximum
Subsection 4.155 (.03) G.

B40. The applicant’s proposal meets the minimum parking requirements per Code; the required and proposed parking is as follows, in the table below. Where the current Development Code contains applicable parking standards, current ratios are applied.

Use (and area)	Required Ratio (per Table 5)	Required per Previous Approvals (03DB32 / 12DB70)	Min.	Proposed
Entertainment Building:				
Office - Upstairs (1,750 SF)	2.7 per 1,000 SF	1 per 250 SF	5	5
Restaurant (2,400 – 4,727 SF)	15.3 per 1,000 SF	1 per 200 SF	37 - 72	72
Indoor Games (10,940 SF)	N/A	1 per 200 SF	55	55
Bowling (16 lanes)	4 per lane	N/A	64	64
Common Areas and Storage (4,800 SF)	N/A	0	0	0
Outdoor Attractions:				
Batting Cages – to be removed (9)	N/A	(9)	0	0
Mini Golf (36 holes / 26,440 SF)	N/A	1 per Hole	36	36
Bumper Boats (4,500 SF)	N/A	1 per 750 SF	6	6
Autotopia (27,870 SF)	N/A	1 per 5,000 SF	6	6
Misc. Attractions (2,596)	N/A	N/A	0	33
Total:		222	209 - 244	277

The parking provided includes six (6) ADA spaces.

Electric Vehicle Charging
Subsection 4.155 (.03) H.

B41. Planning staff has discussed the addition of electric vehicle charging stations on site, especially in light of the Fun Center’s advantageous Town Center location. The applicant acknowledged the benefit to incorporating electric vehicle charging stations and noted it may be a consideration for the future, although ultimately did not propose the inclusion of charging stations at this time.

Motorcycle Parking
Subsection 4.155 (.03) I.

B42. No motorcycle parking is proposed.

Bicycle Parking

Bicycle Parking-General Provisions Subsection 4.155 (.04) A.

B43. Similar to the vehicle parking requirements, the Code does not identify bicycle-parking requirements for many of the proposed uses associated with the Family Fun Center. The 1992 land use approval required bicycle racks accommodating two bicycles, and the subsequent 2003 approval associated with the addition of a zip line increased the number to 10 bicycle parking spaces. Previous land use approvals associated with the Family Fun Center do not cite ratios in determining bicycle-parking standards. The required bicycle parking currently in the Development Code is as follows, in the table below, where applicable:

Use (and area)	Required Ratio (per Table 5)	Required per Previous Approval (03DB32 / 12DB70)	Min.	Proposed
Entertainment Building:				
Office - Upstairs (1,750 SF)	1 per 5,000 SF Min. of 2	N/A	2	2
Restaurant (2,400 – 4,727 SF)	1 per 4,000 SF Min. of 4	N/A	4	4
Indoor Games (10,940 SF)	N/A	N/A	0	0
Bowling (16 lanes)	1 per 10 lanes Min. of 2	N/A	2	2
Common Areas and Storage (4,800 SF)	N/A	N/A	0	0
Outdoor Attractions:				
Batting Cages – to be removed (9)	N/A	N/A	0	0
Mini Golf (36 holes / 26,440 SF)	N/A	N/A	0	0
Bumper Boats (4,500 SF)	N/A	N/A	0	0
Autotopia (27,870 SF)	N/A	N/A	0	0
Misc. Attractions (2,596)	N/A	N/A	0	2
Total:		10	8	10

The submitted site plans propose five bike racks, accommodating 10 bicycles. The bike racks will be located near the main entrance of the facility.

Bicycle Parking-Standards Subsection 4.155 (.04) B.

B44. The proposed site plan includes five bike racks, accommodating up to 10 bikes, which meets the minimum of eight (8) short-term bicycle parking spaces required by Code. Standard bicycle racks are to be located at the main entrance of the facility. As the project does not involve multi-family residential, retail, office, institutional development, or a park and ride transit center there is no requirement for long-term bicycle spaces.

Required Number of Loading Berths
Subsection 4.155 (.05)

B45. The proposed loading berth on the south side of the building meets the required one (1) minimum loading berth, per Code. In relation to dimensional standards, the proposed loading berth is approximately 12' in width and 35' in length, thus meeting the requirements of this Subsection.

Other Development Standards

Access, Ingress, and Egress
Section 4.167

B46. Existing access to SW Town Center Loop West will remain as-is.

Double-Frontage Lots
Section 4.169

B47. The subject property is not a double frontage lot.

Natural Features and Other Resources
Section 4.171

B48. The property is a developed site, with trees incorporated into the existing landscape plan. The applicant considered trees throughout site planning, with the only trees proposed for removal located in developed areas and in need of removal due to improvements associated with the building expansion and parking area improvements. There are no hillsides, powerline easements, etc. existing on site in need of protection.

Public Safety and Crime Prevention

Design for Public Safety
Subsection 4.175 (.01)

B49. There is no evidence or submitted testimony implying the design of the site and building would lead to crime or negatively impact public safety.

Addressing and Directional Signing
Subsection 4.175 (.02)

B50. Addressing will meet public safety standards. The building permit process will ensure conformance.

Surveillance and Access
Subsection 4.175 (.03)

B51. The development's layout creates a design that deters crime and insures public safety. The site plan reflects a layout designed to minimize areas vulnerable to crime, with building locations and parking areas designed to provide good site surveillance. The parking lot configuration allows for access by police in the course of routine patrol duties.

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 are, as well as the northern property line adjacent to the existing multi-family residential complex.

Landscape Area and Locations
Subsection 4.176 (.03)

B56. The applicant’s submitted narrative and landscape plan indicates the site will exceed the minimum 15% total site area landscaping requirement by providing approximately 25% landscape coverage. Additionally, approximately 11% of this landscaping area will be located in and around the parking area, thus meeting the minimum 10% parking area landscape standard. The site will maintain at least three separate and distinct landscape areas, including the perimeters of the parking areas, near the main entrance of the facility, as well as throughout the existing mini golf attraction to the interior of the site.

Buffering and Screening
Subsection 4.176 (.04)

B57. The subject site is not within the “S” Overlay Zone for screening and buffering, although borders a multi-family residential area to the north. The building addition height is two stories (28 feet), which is lower than the existing building height and generally consistent with the existing structure. With a 125-foot horizontal separation between the proposed

expansion and the apartment buildings to the north coupled with existing vegetative and wall screening, staff does not suggest additional screening for this application.

Landscape Plans Subsection 4.176 (.09)

B58. The applicant's submitted landscape plans contain all required information as noted in this Subsection, including locations of all existing and proposed landscape areas, type, size, number, and placement of materials, as well a plant list with common and scientific names.

Other Development Standards

Access Drives and Travel Lanes Subsection 4.177 (.01) E.

B59. As reflected in the submitted site plans, all access drives provide a clear travel lane, free from obstructions, and are asphalt. Condition of Approval PDB 2 will ensure they are capable of carrying a 23-ton load. Tualatin Valley Fire and Rescue requires emergency access lanes be a minimum of 12 feet; TVF&R reviewed the development and provided conditions ensuring compliance with their standards.

Outdoor Lighting Sections 4.199.20 through 4.199.60

B60. The proposal is required to meet the Outdoor Lighting Standards. See Request C, Findings C34 through C42.

Underground Installation Sections 4.300-4.320

B61. Existing underground utilities serve the development, with the exception of a surface-mounted transformer. The proposed modifications do not alter the demand for or installation of these utilities. Appropriate easements and transformers exist for the site.

Request C: DB18-0036 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 of Design, Etc. Subsection 4.400 (.01) and Subsection 4.421 (.03)

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

Excessive Uniformity: The building exterior design, with a custom and unique look, is complimentary to the building's use of an entertainment center. The applicant is proposing a significant mix of materials, architectural features and styles, as well as artistic components such as a "kinetic wall," which is a wall mounted sculpture-like art piece

activated by wind movement. The size and scale of the proposed renovations is different relative to the buildings in the immediate area. The proposed design modernization considerably increases diversity to the surrounding commercial uses and buildings, avoiding excessive uniformity.

Inappropriate or Poor Design of the Exterior Appearance of Structures: When discussing architecture, as noted by the applicant, it is important to set the context within which the architecture will reside. Throughout Town Center, there is a wide variety of architectural styles, and there is no specified architectural character formally established in the area. Some common themes found throughout Town Center, however, include the use of brick, neutral colors, and concrete. Additionally, many buildings throughout Town Center include architecture that reflects the function of the building's occupant. The applicant is proposing architectural modifications blending some elements of nearby buildings while still maintaining individuality and the appearance of an entertainment facility. Finish materials will include use of insulated metal cladding (vertical and horizontal orientation) along with accents of cultured stone veneer, flush metal panels, and a kinetic wall wind sculpture. The color scheme is neutral in application with beige, warm greys, and tonal brown hues, which blend appropriately with the nearby, neutral-tone retail and office spaces. A freshening of the existing building includes new paint and fluted concrete block facades, as well as updated paint finish to the existing standing seam metal roofing. The modifications include additional coordinating accents of flush metal panel fascia and cultured stone veneers the existing building exterior facades. Furthermore, the use of cement blocks and a prominent entrance facing the street is consistent with the nearby movie theater, which also promotes its function as an entertainment center via architecture, specifically with the use of a tall glass tower. While harmonious design does not necessarily mean adherence to a uniform standard or style, it does suggest harmony in design by blending variations in patterns to create a cohesive pallet, which is a main objective of the proposed architecture. Through a mix of familiar and new materials, along with a form that follows the site's function, the Fun Center's modifications result in a unique yet harmonious development for an area of Town Center marked by retail, office, and existing entertainment facilities.

Inappropriate or Poor Design of Signs: Professionally designed signs, and as found in Request E meet the standards for design in relation to architecture and landscaping on the site.

Lack of Proper Attention to Site Development: The appropriate professional services incorporated unique design features in the site, including site size and shape and available access, demonstrating appropriate attention given 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.

Purposes of Objectives of Site Design Review
Subsection 4.400 (.02) and Subsection 4.421 (.03)

C2. Staff summarizes the compliance with this subsection as follows:

Proper Functioning of the Site: The Stage II Final Plan process reviews site functionality, and site design review ensures the site details are consistent with the function shown in the Stage II plans. In this application, the site development plans are consistent with the Stage II plans, and demonstrate the overall site circulation and site uses will meet functionality and visual standards.

Maintain a High Quality Visual Environment: The early 1990's building and surrounding site improvements maintain a dated architectural style, especially in relation to the surrounding environment with newer/updated brick office buildings and commercial spaces nearby, including the nearby movie theater. The proposed exterior modifications will result in replacement of dated architectural features of the fun center with a contemporary style desired by the applicant. This modernization reflects the site and amenity updates. The Fun Center's investment in the modernization of the architecture aims to reflect their evolving corporate identity and business need to remain appealing to the entertainment industry's broadening consumer base. The new construction includes the use of insulated metal cladding, accents of cultured stone veneer, metal panels, wood timber, and a kinetic wall (wind-driven wall sculpture). The updated architecture of the site will enhance the visual environment of Wilsonville by adding varied, interesting, and exciting new façade features.

Encourage Originality, Flexibility, and Innovation: Throughout the design process, the project team applied innovation and flexibility. The applicant has carefully considered the site's opportunities and constraints, and has worked on several iterations in order to achieve a design that meets the functionality, aesthetic, and landscape preservation standards set by this Code. Furthermore, the design incorporates several unique features, such as a varied façade composed of several material types, contrasting colors for specific design features such as the bowling alley exterior walls and front entry pavement, and the inclusion of a "kinetic wall" (a type of wind sculpture) to exhibit an inimitable sense of originality.

Discourage Monotonous, Drab, Unsightly, Dreary, and Inharmonious Developments: The detailed review of the design standards as well as the applicant's proposal to maintain a high quality visual environment, as described above, prevent the proposed development from being monotonous, drab, unsightly, or dreary. Typically, family entertainment centers with outdoor activities are visually interesting and attention grabbing. While the proposed exterior modifications are lively enough to advertise the complex as an entertainment center, the architecture and materials are appropriate in the context of the existing commercial buildings in Town Center. In order to accomplish architectural balance with the surrounding context, the architect has specified compatible external building materials and colors. The color scheme is neutral and includes beige, warm greys, and brown hues. Materials include metal cladding, stone veneer, and wood timber. The application of varied materials and colors help reduce the scale of the building on all elevations, and gives the appearance of high detail.

Proper Relation to Sites: The building's relation to the site effectively remains constant; the location of the expansion is on the eastern side of the existing building. The design of entrances, windows, and other architectural features is such as to avoid site conflicts or confusion.

Proper Relation to Surrounding Sites and Structures: The building and other site features' relationship to surrounding sites and structures remain substantially the same as the existing building on site. Finding C1, above, includes a detailed analysis of compatibility with the surrounding sites

Regard to Natural Terrain and Landscaping: The landscape plan ensures proper attention given in regards to the natural terrain and landscaping; much of the landscape on site exists as part of a landscape plan. The majority of vegetation impacted as part of this project is located in and around the parking area, and the proposed landscape plan provides the required mitigation. No protected natural areas will be disturbed as part of this application.

Proper Attention Given to Exterior Appearances: The applicant used appropriate professional services to design the exterior of the building; this staff report reviews the details of exterior appearances such as to ensure the applicant paid proper attention to exterior appearances the exterior design.

Protect and Enhance City's Appeal: As described above under "Maintain a High Quality Visual Environment" the proposal improves the visual appeal of Wilsonville. In addition, the project provides added features such as new arcade games, a remodeled restaurant, and new bowling lanes, thus providing attractions considered amenities to the community and region, ultimately enhancing the City's appeal.

Stabilize and Improve Property Values, Prevent Blighted Areas: As described above under "Maintain a High Quality Visual Environment" the proposal is updating a building and site in with dated architecture. The applicant expects the remodel to stabilize and improve the value of the property and vicinity as well as prevent the prominent building and site from aging further without an update/modernization.

Adequate Public Facilities: City standards continue to be in place to ensure adequate facilities. The current review of architectural and site changes, as well as sign review, does not impact public facility capacity.

Beneficial Influence of Pleasant Environments: As described above under "Maintain a High Quality Visual Environment" the proposal is updating the entertainment site with early 1990's architecture, thus creating a more pleasant environment in Wilsonville's Town Center.

Reduce Crime through Physical Design and Site Layout: The proposed site modifications will not change physical design and site layout in relation to crime reduction. However, the new outdoor seating/guest lounge area will create more activity and additional eyes around the parking area to discourage criminal activity.

Foster Civic Pride and Community Spirit, Sustain the Comfort, Health, Tranquility, and Contentment of Residents, Attract New Residents: As described above under "Maintain a High Quality Visual Environment" and "Protect and Enhance City's Appeal" the proposal is updating a highly visible site well known to the region at large. Seeing the site updated after having been occupied by an aging 1990's entertainment center and having a more

interesting, contemporary visual environment as well as enabling additional and more current features can foster civic pride and community spirit, sustain the comfort, health, tranquility, and contentment of residents, as well as attract new residents.

Site Design Review-Jurisdiction and Power of the Board Section 4.420

- C3.** A condition of approval is 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. The City will not issue building permits prior to Development Review Board approval. The applicant does not request any variances from site development requirements.

Site Design Review-Design Standards Subsection 4.421 (.01)

- C4.** The applicant has provided sufficient information demonstrating compliance with the standards of this subsection. Among the information provided is a written response to these standards in their compliance narrative and resubmittal letter in Exhibit B1.

Applicability of Design Standards to Various Site Features Subsection 4.421 (.02)

- C5.** This review applies design standards to all structures and other site features, as required.

Objectives of Section 4.400 Serve as Additional Criteria and Standards Subsection 4.421 (.03)

- C6.** This review uses the purposes and objectives in Section 4.400 as additional criteria and standards; see Finding C2 above.

Site Design Review-Conditions of Approval Subsection 4.421 (.05)

- C7.** Staff does not recommend additional conditions of approval to ensure the proper and efficient functioning of the development.

Color or Materials Requirements Subsection 4.421 (.06)

- C8.** It is the professional opinion of staff that the proposed beige, warm gray, and neutral brown coloring palette is appropriate for the proposed development and no additional requirements are necessary. See materials information in the applicant's narrative and plan set in Exhibits B1 and B2, as well as the submitted materials board, Exhibit B3.

Design of Trash and Recycling Enclosures Section 4.430

- C9.** Sheet AS102 of Exhibit B2 shows an enclosure meeting all the standards listed in this Section. The storage area allows for the co-location of recyclables and solid waste, is not

located within any required setbacks, and is in a central and visible location adjacent to the parking area on the southwestern corner of the main building. The franchise solid waste hauler approved the proposed enclosure. See Exhibit B2.

Site Design Review-Procedures Section 4.440

C10. The applicant has submitted the required additional materials, as applicable.

Time Limit on Approval Section 4.442

C11. The Applicant indicates they will pursue development within two (2) years. The Applicant understands the approval expires after 2 years in the absence of building permit issuance or an extension granted by the Board.

Landscape Installation or Bonding Subsection 4.450 (.01)

C12. A condition of approval assures installation of landscaping or appropriate security prior to the issuance of occupancy.

Approved Landscape Plan Binding Subsection 4.450 (.02)

C13. A condition of approval shall provide ongoing assurance of the approved landscape plan being binding, ensuring the fulfillment of this criterion.

Landscape Maintenance and Watering Subsection 4.450 (.03)

C14. A condition of approval ensures landscaping be continually maintained in accordance with this subsection.

Addition and Modifications of Landscaping Subsection 4.450 (.04)

C15. A condition of approval shall provide ongoing assurance this criterion's fulfillment by preventing modification or removal without the appropriate City review.

Parking

Provision and Maintenance of Off-Street Parking Subsection 4.155 (.02)

C16. The design of the parking described and illustrated in the applicant's submitted narrative and plans in relation to these provisions is consistent with the purpose of site design review and the proposed Stage II Final Plan for the proposed project. The conditions of approval ensure the fulfillment of this provision. See Finding B40 under Request B.

Landscaping of Parking Areas

Subsection 4.155 (.03) B. 1.-3.

C17. The landscaping of parking areas is consistent with the purpose of site design review and the proposed Stage II Final Plan for the proposed project. See Finding B39 under Request B.

Protection of Natural Features and Other Resources

Section 4.171

C18. The proposed design of the site provides for protection of natural features to the greatest extent feasible 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. See Finding B53 under Request B.

Landscaping

Landscape Standards and Compliance with Code

Subsection 4.176 (.02) B.

C19. The applicant does not request any waivers or variances to landscape standards. Thus, all landscaping and screening must comply with standards of this section.

Landscape Standards-Intent and Required Materials

Subsections 4.176 (.02) C. through I.

C20. The proposed landscape plan meets the minimum or higher standard throughout different landscape areas of the site, and landscape materials meet each standard in the different areas. This application includes concurrent review of Site Design Review and the Stage II Final Plan, which includes a thorough analysis of the functional application of the landscaping standards. See Finding B55 under Request B.

Landscape Area and Locations

Subsection 4.176 (.03)

C21. Consistent with the proposed Stage II Final Plan revision for the site, the applicant's submitted materials and narrative indicate landscaping will cover approximately 25 percent of the site. The applicant proposed landscaping in a variety of different areas, as described in Finding B56. The landscape plan reflects planting areas around the building and surrounding parking areas, as well as throughout the internal area of the complex. The applicant proposes a variety of plants to achieve professional design, the species of which are appropriate for their respective locations and the site as a whole.

Buffering and Screening

Subsection 4.176 (.04)

C22. Consistent with the proposed Stage II Final Plan, adequate screening is proposed. See Finding B57 under Request B.

Plant Materials-Shrubs and Groundcover

Subsection 4.176 (.06) A.

C23. The applicant's planting plan lists shrub and groundcover sizes meeting the requirements of this subsection; all other detailed requirements of this subsection will be met by a condition of approval.

Plant Materials-Trees

Subsection 4.176 (.06) B.

C24. The plants material requirements for trees will be met as follows:

- Condition PDC6 ensures all trees be B&B (Balled and Burlapped).
- The applicant's planting plan lists tree sizes meeting requirements.
- A condition of approval ensures the applicant meet all remaining criteria of this subsection.

Plant Materials-Large Buildings

Subsection 4.176 (.06) C.

C25. The proposed expansion is over 24 feet in height. Staff has worked with the applicant to explore the possibility of adding additional, more mature plant materials along the northern façade of the proposed building expansion. The applicant revisited the site plan and found there to be no practical way to add in planting areas along this northern wall, due to space constraints. The applicant has instead opted to revise the paint along this wall and is breaking up the large wall area with various colors instead. With this design revision, staff does not recommend any additional mature trees.

Plant Materials-Street Trees

Subsection 4.176 (.06) D.

C26. As the parking lot is less than three (3) acres in size, no new street trees are proposed or required as part of this application.

Types of Plant Species

Subsection 4.176 (.06) E.

C27. The applicant has provided sufficient information in their landscape plan (sheets LC1 and LC2 of Exhibit B2) showing the proposed landscape design incorporates existing landscaping, reflects appropriate plant materials, and does not propose any prohibited vegetation, thus meeting the standards of this subsection.

Tree Credit

Subsection 4.176 (.06) F.

C28. The applicant is not requesting any tree credits as part of this application.

Exceeding Plant Material Standards

Subsection 4.176 (.06) G.

C29. The proposed landscape plan exceeds the minimum standards of this Section, and the selected landscape materials do not violate any height or visions clearance requirements.

Installation and Maintenance of Landscaping

Subsection 4.176 (.07)

C30. The installation and maintenance standards are or will be met as follows:

- The applicant shall install plant materials to current industry standards and be properly staked to ensure survival.
- The applicant shall replace any plants that die in kind, within one growing season, unless the City approves appropriate substitute species.
- Sheet LC1 of Exhibit B2 provides specific details on the plants irrigation by an automatic system with a smart controller and underground piping for proposed trees, shrubs, and groundcover.
- A condition of approval ensures the fulfillment of any remaining criteria of this subsection.

Landscape Plans

Subsection 4.176 (.09)

C31. Applicant's sheets LC1 and LC2 of Exhibit B2 provide the required information such as location of all existing or proposed landscape areas; type, installation size, number, and placement of materials; a plant material list including common and scientific names; and to-scale drawings. Additionally, the applicant's landscape plan provides estimated water use calculations and the proposal of an automatic irrigation system using a smart controller and underground piping in order to provide adequate coverage of the site and maintain plant health and survivability. The landscape designer grouped plants with similar water needs together for water efficiency.

Completion of Landscaping – Deferrals

Subsection 4.176 (.10)

C32. The applicant has not requested to defer installation of plant materials.

Mixed Solid Waste and Recyclables Storage

Section 4.179

C33. The design of the proposed trash enclosure area is consistent with the proposed Stage II Final Plan in relation to this section and the location, design, and access standards for mixed solid waste and recycling areas. See Findings B55 and C9.

Outdoor Lighting

Applicability of Outdoor Lighting Standards and Major Additions Sections 4.199.20 and 4.199.60

C34. The proposed application does not involve a new exterior lighting system or major addition/modification. There are 57 existing pole lights and eight wall mounted lights. The proposed revisions affect 14 of the existing pole lights, eight of which the applicant proposed to relocate in the same vicinity as their current locations. The net new count is 51 pole lights. The applicant does not propose changes for wall-mounted lights, thus less than 50% of the lighting that existed as of July 2, 2008 is affected. Therefore, this application does not represent a “major modification” of lighting; however, the applicant has applied the prescriptive method to any new outdoor lighting fixtures.

Outdoor Lighting Zones Section 4.199.30

C35. The project site is within LZ 3.

Performance or Prescriptive Option for Compliance Subsection 4.199.40 (.01) A.

C36. The applicant has elected to comply with the Prescriptive Option.

Wattage and Shielding Subsection 4.199.40 (.01) B. 1.

C37. The maximum luminaire lamp wattage and shielding shall comply with Table 7, below:

Table 7: Maximum Wattage And Required Shielding				
Lighting Zone	Fully Shielded	Shielded	Partly Shielded	Unshielded
LZ 3	250	100	70	Landscape and façade lighting 100 watts or less; ornamental lighting on private drives of 39 watts or less

A shown on the applicant’s lighting plans and corresponding cut sheets, all lighting proposed does not exceed the maximum allowed wattage.

Compliance with Oregon Energy Efficiency Specialty Code Subsection 4.199.40 (.01) B. 2.

C38. The applicant will demonstrate compliance with the Oregon Energy Efficiency Code, Exterior Lighting prior to construction.

Mounting Height

Subsection 4.199.40 (.01) B. 3.

C39. The maximum pole or mounting heights are consistent with Table 8:

Table 8: Maximum Lighting Mounting Height In Feet			
Lighting Zone	Lighting for private drives, driveways, parking, bus stops and other transit facilities	Lighting for walkways, bikeways, plazas and other pedestrian areas	All other lighting
LZ 3	40	18	16

All exterior mounted lighting is for pedestrian areas and parking. The applicant is not proposing any lighting mounted above 40 feet, as shown in the lighting plans. Building mounted lighting is much lower than the maximum 4 feet above the tallest part of the building.

Luminaire Setback

Subsection 4.199.40 (.01) B. 3.

C40. The subject property is bordered by the same zoning (base and lighting) on all sides, with the exception of the north property line, which abuts the Planned Development Residential – 5 zone and Lighting Zone 2. The lighting adjacent to the lower night district involves existing parking area light fixtures with backlight shielding the applicant proposes to reuse in the same or nearby locations at the same mounting height. The proposed lighting thus meets all setbacks and shielding requirements for adjacent areas.

Lighting Curfew

Subsection 4.199.40 (.02) D.

C41. As per the applicant's response findings to site lighting (Exhibit B1), the Fun Center's hours of operation do not exceed the midnight curfew as set by the Code. A condition of approval ensures each lighting area be controlled with a fully programmable time-based lighting control system that ensure appropriate dimming is accomplished prior to curfew. Staff understands the Fun Center hosts all night graduate parties in the spring each year. Condition of Approval PDC10 requires any use of lighting beyond the hours approved by this action require specific approval from the City such as through a temporary use permit.

Outdoor Lighting Standards Submittal Requirements

Sections 4.199.40 4.199.50

C42. The applicant has provided the necessary information consistent with the submittal requirements of this section.

Request D: DB18-0037 Type C Tree Removal Plan

Type C Tree Removal-General

Tree Related Site Access
Subsection 4.600.50 (.03) A.

D1. The applicant understands the City has access to the property to verify information regarding trees.

Review Authority
Subsection 4.610.00 (.03) B.

D2. As the requested removal is a component of the Family Fun Center expansion, as under review by the Development Review Board, the tree removal is thus a component application in need of review the DRB.

Conditions of Approval
Subsection 4.610.00 (.06) A.

D3. Staff does not are recommend additional conditions 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. Staff does not anticipate the need for a bond requirement ensuring 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 considered tree preservation throughout site design, and has limited tree removal to trees that are necessary to remove for development or have declining health.
- Development Alternatives: No significant wooded areas or trees exist on site; therefore, design alternatives are not applicable.

- Land Clearing: The site developed in the early 1990s, therefore additional land clearing is not proposed, and will not be a result of this development application.
- Residential Development: The proposed expansion and modernization of the Family Fun Center does not involve residential development.
- Compliance with Statutes and Ordinances: The proposed landscape plan provides the necessary tree replacement and protection, according to the requirements of tree preservation and protection ordinance.
- Relocation or Replacement: Tree removal is limited to areas necessary for construction, or in situations addressing nuisances that warrant removal.
- Limitation: The trees proposed for removal were determined to be in conflict with the proposed building expansion and revised parking lot configuration. The applicant used careful consideration during the design to protect as many existing trees as possible, and the design limits tree removal to the minimum that is feasible for the construction to go forward. Therefore, the applicant has shown the tree removal, as proposed, is reasonable under these circumstances.
- Additional Standards: A tree survey is included in the applicant's materials. All utilities presently exist on site and the applicant does not propose to relocate any because of this application; therefore, there are no anticipated tree/utility conflicts or adverse environmental consequences.

Review Process

Subsection 4.610.40 (.01)

D7. The review of this tree plan is concurrent with the Stage II Final Plan Revision.

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 submitted tree inventory, tree locations site plan, and arborist report in Exhibit B1.

Replacement and Mitigation

Tree Replacement Requirement

Subsection 4.620.00 (.01)

D9. Twenty-eight trees are proposed for removal, and the applicant's proposed landscape plan reflects twenty-eight mitigation trees, meeting the minimum one to one ratio requirement.

Basis for Determining Replacement
Subsection 4.620.00 (.02)

D10. The applicant proposes twenty-eight for removal, and proposes twenty-eight be planted as mitigation, meeting a one to one ratio. Trees will meet the minimum caliper requirement, which a Condition of Approval ensures.

Replacement Tree Requirements
Subsection 4.620.00 (.03)

D11. A condition ensures the applicant meet all relevant requirements of this Subsection.

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 applicant meet all applicable requirements of this Section and the requirements of RD-1230 (Exhibit A3), Public Works Standards drawing on Tree Protection Fencing.

Request E: DB18-0038 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 III Sign Permits Reviewed by DRB
Subsection 4.031 (.01) M. and Subsection 4.156.02 (.03)

E1. 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)

E2. The request involves new signage associated with redevelopment requiring DRB review.

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 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.

E4. 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.

- E5. The proposed sign is typical of a commercial entertainment complex, and is proportional to and compatible with other commercial uses within the PDC-TC zone. This includes simple channel letters on an eye-catching, colored background that will aid in reflecting the tenant's identity. There is no evidence or testimony implying the subject sign may 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. Through this review, staff determined the interaction of the sign with other site elements, landscaping, and building architecture is appropriate. See Finding C21.

Sign Measurement

Measurement of Individual Sign Elements
Subsection 4.156.03 (.01) B.

- E8. The proposed sign band area is measured consistent with the method defined by this section by measuring the area of the shape drawn around the outer dimension of the individual sign elements with no more than three shapes.

Signs on Buildings in the PDC, PDI, and PF Zones

Sign Eligible Facades
Subsection 4.156.03 (.02) A.

- E9. This subsection designates sign eligible facades as having one or more entrances to the public, frontage on a street or private drive, or adjacency to a primary parking area. The subject sign band area is located on a façade both adjacent to the main parking area and with the complex's main public entrance.

Sign Area Allowed
Subsection 4.156.03 (.02) B.

- E10. This subsection specifies that facades greater than 72 linear feet in length are allowed a sign area of 36 square feet, plus 12 square feet for each 24 linear feet or portion thereof greater than 72, up to a maximum of 200 square feet. The front façade is 267 linear feet, measured consistently with this subsection by measuring a straight line between the edges of the

stepped façade. Therefore, the allowed sign area for building signage on this façade is 133.5 square feet. The applicant has identified a sign band of no more than 133.5 square feet.

Length of Building Signs Subsection 4.156.08 (.01) D.

E11. This subsection states that sign length shall not exceed 75% of the length of the respective elevations. As proposed, the applicant's designated sign band length does not exceed 75% of the façade length.

Height of Building Signs-Definable Sign Band Subsection 4.156.08 (.01) D.

E12. The applicant is proposing a definable sign band area in a designated location on the southern façade. The copy of the sign is to be determined, and therefore the applicant is providing dimensions for the area in which a sign will be located. The sign is to be above the main entrance of the complex, and identified by a pink and gray aluminum pan face, for contrast. The proposed sign band rests above the entryway and stand out in front of the varied building materials behind it.

Allowed Building Sign Types Subsection 4.156.08 (.01) E.

E13. The proposed sign is wall flat and mounted to an aluminum face, which is an allowed type.

Site Design Review

Excessive Uniformity, Inappropriateness Design Subsection 4.400 (.01) and Subsection 4.421 (.03)

E14. Excessive Uniformity: The proposed wall sign style is an updated, modern sign, providing more diversity to the signage in the general area.

Inappropriate or Poor Design of Signs: The proposed sign is professional and compliments the design of the building.

Lack of Proper Attention to Site Development: The applicant utilized appropriate professional services to design the sign in relation to, and in harmony with, the building on site.

Lack of Proper Attention to Landscaping: This review looks at the proposed sign and modified landscape plan concurrently, which ensures the proposal avoids any landscape/sign conflicts.

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

E15. The wall sign style, materials, and area complies with the purposes and objectives of site design review, especially objective D. that specifically mentions signs. The proposed sign

is of a scale and design appropriately related to the subject site and the applicant gives an appropriate amount of attention to visual appearance.

Design Standards
Subsection 4.421 (.01)

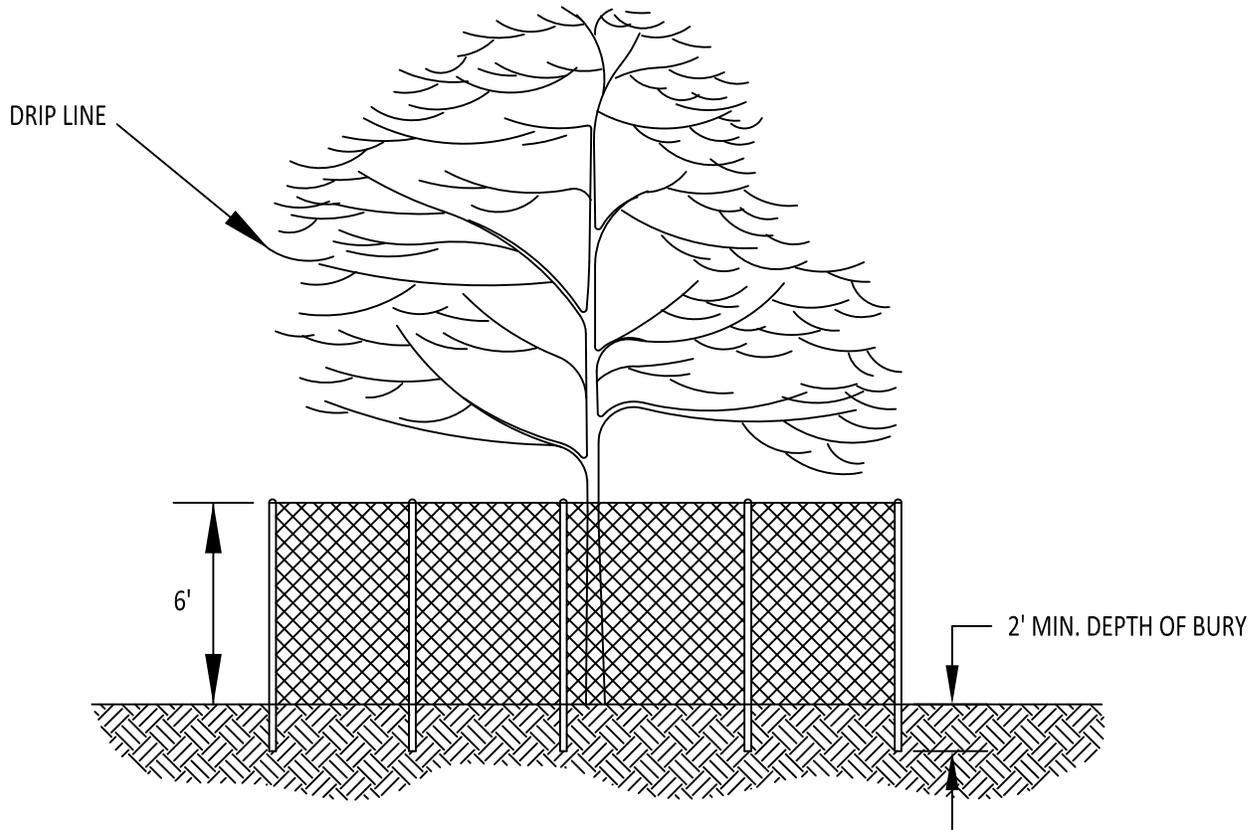
E16. The applicant has provided sufficient information demonstrating compliance with the standards of this subsection, specifically objective F. that pertains to advertising features. There is no evidence the proposed sign will detract from the nearby buildings and/or structures due to size, location, design, color, texture, lighting, or materials proposed.

Applicability of Design Standards, Including Exterior Signs
Subsection 4.421 (.02)

E17. This review applies design standards to exterior signs, as required.

Conditions of Approval to Insure Proper and Efficient Function
Subsection 4.421 (.05)

E18. Staff recommends no additional conditions of approval to ensure the proper and efficient functioning of the development in relation to the sign.



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.



City of Wilsonville
Exhibit A3 DB18-0034 et al

Tree Protection Fencing

CITY OF
WILSONVILLE



DRAWING NUMBER: RD-1230

DRAWN BY: SR

SCALE: N.T.S.

FILE NAME: RD-1230.DWG

APPROVED BY: NK

Page 48 of 61
DATE: 4/2/14

PUBLIC WORKS STANDARDS

Engineering Conditions and Requirements for Proposed Development

From: Steve Adams, PE Development Engineering Manager
To: Dan Pauly, AICP
Date:
Proposal: Wilsonville Family Fun Center Expansion

Engineering Division Conditions:

Request D: DB18-0035 Stage II Final Plan Revision

PFA 1.	Public Works Plans and Public Improvements shall conform to the "Public Works Plan Submittal Requirements and Other Engineering Requirements" in Exhibit C1.
PFA 2.	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.
PFA 3.	The site shall obtain access to Town Center Loop West via the existing driveways; no other driveway connections are allowed.



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. Stormwater LIDA facilities (Low Impact Development): provide plan and profile views of all LIDA facilities.
 - m. Water and sanitary sewer plans; plan; number all lines, manholes, and cleanouts for easier reference.
 - n. 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.
- o. 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.
 - p. Composite franchise utility plan.
 - q. City of Wilsonville detail drawings.
 - r. Illumination plan.
 - s. Striping and signage plan.
 - t. 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.

From: [BROOKING Joshua C](#)
To: [Adams, Steve](#); [Pauly, Daniel](#); [Planning](#)
Cc: [Scola, Jennifer](#); [BROOKING Joshua C](#)
Subject: RE: Wilsonville Development Review Team Mailing (DB18-0034 et seq - Family Fun Center)
Date: Tuesday, July 24, 2018 9:57:24 AM
Attachments: [image001.png](#)
[image002.png](#)
[Family Fun Center Memo_REVISED_Final 5.17.18.pdf](#)
[DB18-0034 et seq Family Fun Center DRT.pdf](#)

Thanks, Steve!

ODOT has reviewed the Wilsonville Family Fun Center Expansion Transportation Study Memorandum prepared by DKS, dated May 17, 2018, and ODOT has no comments on this land use action. Thank you for the coordination and opportunity to review.

Cheers!

Josh

Joshua Brooking
Associate Planner
Oregon Department of Transportation
503.731.3049
joshua.c.brooking@odot.state.or.us

Please note, starting May 1st my schedule will change to Monday to Thursday, with Friday out of office.

From: Adams, Steve <adams@ci.wilsonville.or.us>
Sent: Tuesday, July 24, 2018 8:34 AM
To: BROOKING Joshua C <Joshua.C.BROOKING@odot.state.or.us>; Pauly, Daniel <paul@ci.wilsonville.or.us>; Planning <planning@ci.wilsonville.or.us>
Cc: Scola, Jennifer <scola@ci.wilsonville.or.us>
Subject: RE: Wilsonville Development Review Team Mailing (DB18-0034 et seq - Family Fun Center)

Please see attachment. Estimated trip increase for pm peak hour is pretty minimal with their removal of the batting cages.

Thanks, Steve

Steve R. Adams, P.E.
Development Engineering Manager
City of Wilsonville

503.682.4960
adams@ci.wilsonville.or.us
www.ci.wilsonville.or.us
[Facebook.com/CityofWilsonville](https://www.facebook.com/CityofWilsonville)



City of Wilsonville
Exhibit C2 DB18-0034 et al

Exhibit C3
Natural Resources Findings & Requirements

Findings for SI1_-00__

(if SRIR include related findings here)

Stormwater Management Requirements

1. Submit a final drainage report and drainage plans consistent with the stormwater management system identified in Exhibits F- H. The report and plans shall demonstrate the proposed stormwater facilities satisfy the requirements of the 2015 Public Works Standards.
2. Provide profiles, plan views, landscape information, and specifications for the proposed stormwater facilities consistent with the requirements of the 2015 Public Works Standards.
3. 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.
4. 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

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





August 1, 2018

Jennifer Scola
Associate Planner
City of Wilsonville
29799 SW Town Center Loop E
Wilsonville, OR 97070

Re: Wilsonville Family Fun Center
Tax Lot I.D: 31W14D00100

Dear Jennifer,

Thank you for the opportunity to review the proposed site plan surrounding the above named development project. These notes are provided in regards to the plans received August 1, 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:

1. **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)

This requirement is met.

2. **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 that is located at <http://www.tvfr.com/DocumentCenter/View/1296>. (OFC 503.2.5 & D103.1)

This requirement is met.

3. **FIRE APPARATUS ACCESS ROAD WIDTH AND VERTICAL CLEARANCE:** Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (26 feet adjacent to fire hydrants (OFC D103.1)) and an unobstructed vertical clearance of not less than 13 feet 6 inches. (OFC 503.2.1 & D103.1)

This requirement is met.

4. **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)

This requirement is met.

5. **SURFACE AND LOAD CAPACITIES:** Fire apparatus access roads shall be of an all-weather surface that is easily distinguishable from the surrounding area and is capable of supporting not less than 12,500 pounds point load (wheel load) and 75,000 pounds live load (gross vehicle weight). Documentation from a registered engineer that the final construction is in accordance with approved plans or the requirements of the Fire Code may be requested. (OFC 503.2.3)
6. **TURNING RADIUS:** The inside turning radius and outside turning radius shall not be less than 28 feet and 48 feet respectively, measured from the same center point. (OFC 503.2.4 & D103.3)

This requirement is met.

7. **ACCESS ROAD GRADE:** Fire apparatus access roadway grades shall not exceed 15%. Alternate methods and materials may be available at the discretion of the Fire Marshal (for grade exceeding 15%).
8. **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)
9. **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:

10. **COMMERCIAL BUILDINGS – REQUIRED FIRE FLOW:** The minimum fire flow and flow duration shall be determined in accordance with OFC Table B105.2. The required fire flow for a building shall not exceed the available GPM in the water delivery system at 20 psi residual. (OFC B105.3)
Note: OFC B106, Limiting Fire-Flow is also enforced, except for the following:
 - The maximum needed fire flow shall be 3,000 GPM, measured at 20 psi residual pressure.
 - Tualatin Valley Fire & Rescue does not adopt Occupancy Hazards Modifiers in section B105.4-B105.4.1
11. **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)

Provide documentation of fire hydrant flow test or flow test modeling.

12. **WATER SUPPLY DURING CONSTRUCTION:** Approved firefighting water supplies shall be installed and operational prior to any combustible construction or storage of combustible materials on the site. (OFC 3312.1)

FIRE HYDRANTS:

13. **FIRE HYDRANTS – COMMERCIAL BUILDINGS:** Where a portion of the building is more than 400 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the building, on-site fire hydrants and mains shall be provided. (OFC 507.5.1)
- This distance may be increased to 600 feet for buildings equipped throughout with an approved automatic sprinkler system.
 - The number and distribution of fire hydrants required for commercial structure(s) is based on Table C105.1, following any fire-flow reductions allowed by section B105.3.1. Additional fire hydrants may be required due to spacing and/or section 507.5 of the Oregon Fire Code.

Determine if additional hydrants are required based upon increased square footage.

14. **FIRE HYDRANT(S) PLACEMENT:** (OFC C104)
- Existing hydrants in the area may be used to meet the required number of hydrants as approved. Hydrants that are up to 600 feet away from the nearest point of a subject building that is protected with fire sprinklers may contribute to the required number of hydrants. (OFC 507.5.1)
 - Hydrants that are separated from the subject building by railroad tracks shall not contribute to the required number of hydrants unless approved by the Fire Marshal.
 - Hydrants that are separated from the subject building by divided highways or freeways shall not contribute to the required number of hydrants. Heavily traveled collector streets may be considered when approved by the Fire Marshal.
 - Hydrants that are accessible only by a bridge shall be acceptable to contribute to the required number of hydrants only if approved by the Fire Marshal.
15. **PRIVATE FIRE HYDRANT IDENTIFICATION:** Private fire hydrants shall be painted red in color. Exception: Private fire hydrants within the City of Tualatin shall be yellow in color. (OFC 507)
16. **FIRE HYDRANT DISTANCE FROM AN ACCESS ROAD:** Fire hydrants shall be located not more than 15 feet from an approved fire apparatus access roadway unless approved by the Fire Marshal. (OFC C102.1)
17. **REFLECTIVE HYDRANT MARKERS:** Fire hydrant locations shall be identified by the installation of blue reflective markers. They shall be located adjacent and to the side of the center line of the access roadway that the fire hydrant is located on. In the case that there is no center line, then assume a center line and place the reflectors accordingly. (OFC 507)
18. **PHYSICAL PROTECTION:** Where fire hydrants are subject to impact by a motor vehicle, guard posts, bollards or other approved means of protection shall be provided. (OFC 507.5.6 & OFC 312)
19. **CLEAR SPACE AROUND FIRE HYDRANTS:** A 3 foot clear space shall be provided around the circumference of fire hydrants. (OFC 507.5.5)
20. **FIRE DEPARTMENT CONNECTION (FDC) LOCATIONS:** FDCs shall be located within 100 feet of a fire hydrant (or as approved). Hydrants and FDC's shall be located on the same side of the fire apparatus access roadway or drive aisle, fully visible, and recognizable from the street or nearest point of the fire department vehicle access or as otherwise approved. (OFC 912.2.1 & NFPA 13)
- Fire department connections (FDCs) shall normally be located remotely and outside of the fall-line of the building when required. FDCs may be mounted on the building they serve, when approved.
 - FDCs shall be plumbed on the system side of the check valve when sprinklers are served by underground lines also serving private fire hydrants.

BUILDING ACCESS AND FIRE SERVICE FEATURES

21. **FIRE PROTECTION EQUIPMENT IDENTIFICATION:** Rooms containing controls to fire suppression and detection equipment shall be identified as "Fire Control Room." Signage shall have letters with a minimum of 4 inches high with a minimum stroke width of 1/2 inch, and be plainly legible, and contrast with its background. (OFC 509.1)
22. **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)

If you have questions or need further clarification, please feel free to contact me at 503-259-1419.

Sincerely,

Tom Mooney

Tom Mooney
Deputy Fire Marshal II

Thomas.mooney@tvfr.com

Cc: File
City of Wilsonville

A full copy of the New Construction Fire Code Applications Guide for Commercial and Multi-Family Development is available at <http://www.tvfr.com/DocumentCenter/View/1296>

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, AUGUST 13, 2018

6:30 PM

VII. Board Member Communications:

A. Results of the June 25, 2018 DRB Panel B meeting

City of Wilsonville

Development Review Board Panel B Meeting Meeting Results

DATE:	JUNE 25, 2018	
LOCATION:	29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR	
TIME START:	6:31 P.M.	TIME END: 7:18 P.M.

ATTENDANCE LOG

BOARD MEMBERS	STAFF
Richard Martens	Daniel Pauly
Tracy Meyer	Amanda Guile-Hinman
Fred Ruby (DRB Panel A)	Kimberly Rybold
	Nancy Kraushaar

AGENDA RESULTS

AGENDA	ACTIONS
CITIZENS' INPUT	None.
CONSENT AGENDA	
A. Approval of May 31, 2018 DRB-B Meeting Minutes	A. Postponed due to lack of quorum
PUBLIC HEARING	
A. Resolution No. 355. Aspen Meadows Phase II: Scott Miller, Samm-Miller, LLC–Applicant for David Kersten – Owner. The applicant is requesting approval of a Comprehensive Plan Map Amendment from Residential 0-1 Dwelling Units Per Acre to Residential 4-5 Dwelling Units Per Acre, a Zone Map Amendment from Residential Agriculture-Holding (RA-H) to Planned Development Residential 3 (PDR-3), along with a Stage I Master Plan, Stage II Final Plan, Tentative Subdivision Plat, Type C Tree Plan and Tentative Partition Plat for a 2-lot Partition and subsequent 5-lot single-family subdivision located at 28600 SW Canyon Creek Road South. The subject site is located on Tax Lot 06200 of Section 13BD, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon. Staff: Kimberly Rybold Case Files: DB18-0027 Comprehensive Plan Map Amendment DB18-0028 Zone Map Amendment DB18-0029 Stage I Master Plan DB18-0030 Stage II Final Plan DB18-0031 Tentative Subdivision Plat DB18-0032 Type C Tree Plan DB18-0033 Tentative Partition Plat <i>The DRB action on the Comprehensive Plan Map Amendment and Zone Map Amendment is a recommendation to the City Council</i>	A. Unanimously approved with the addition of Exhibit A3.
BOARD MEMBER COMMUNICATIONS	None.
A. Results of the June 11, 2018 DRB Panel A meeting B. Recent City Council Action Minutes	A. Fred Ruby reviewed the results B. No Comments
STAFF COMMUNICATIONS	Staff thanked Mr. Ruby for filling in.

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, AUGUST 13, 2018

6:30 PM

- VII. Board Member Communications:
 - B. Recent City Council Action Minutes

City Council Meeting Action Minutes
June 4, 2018

City Council members present included:

Mayor Knapp
Councilor Starr - Excused
Councilor Stevens
Councilor Lehan
Councilor Akervall

Jeanna Troha, Assistant City Manager
Delora Kerber, Public Works Director
Nancy Kraushaar, Community Develop. Director
Susan Cole, Finance Director
Angela Handran, Assistant to the City Manager
Chris Neamtzu, Planning Director
Daniel Pauly, Senior Planner, Planning
Mark Ottenad, Public/Government Affairs Director
Mike McCarty, Parks and Recreation Director
Brian Stevenson, Parks & Rec. Program Manager
Bill Evans, Communications & Marketing Manager

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Sandy King, City Recorder

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Seeking Guidance on Selection of Pro Tem Municipal Court Judge(s)	This item was postponed to a future work session.
B. Boones Ferry Park Master Plan	Staff presented the current plan to Council who provided feedback regarding steep slopes, preserving the apple orchard, number and location of restrooms, access for small water craft.
C. WWSP Ground Lease Proceeds	Staff introduced a number of options for the use of the ground lease proceeds. Council wanted to see how these funds may benefit water rates, as well as a visible project. Additional information will be brought back to Council.
D. French Prairie Bridge Location Recommendation	A brief presentation was provided; the item was considered under Public Hearings.
E. Frog Pond West Development Applications	Staff briefly provided the background on the applications, which were scheduled for a public hearing later in the meeting.
F. I-5 Wilsonville Facility Plan	Council heard a brief update on the Plan, and considered it fully under Public Hearing.

REGULAR MEETING	
<u>Mayor's Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.
<u>Public Hearing</u>	
A. <u>Resolution No. 2688</u> A Resolution Of The City Of Wilsonville To Select The Preferred Bridge Location For The French Prairie Bicycle-Pedestrian-Emergency Access Bridge: Boones Ferry Road To Butteville Road (CIP #9137).	After a public hearing was conducted, Resolution No. 2688 was adopted 4-0.
B. <u>Resolution No. 2690</u> A Resolution Of The City Of Wilsonville Recommending Adoption Of The I-5 Wilsonville Facility Plan To The Oregon Transportation Commission.	After a public hearing was conducted, Resolution No. 2690 was adopted 4-0.
C. <u>Ordinance No. 818</u> An Ordinance Of The City Of Wilsonville Amending Chapter 8 –Environment Of The Wilsonville Code To Revise WC 8.500 Through 8.536 And To Make Other Revisions And To Repeal Ordinance No. 482.	Ordinance No. 818 was continued to date certain of July 2, 218.
D. <u>Ordinance No. 819</u> An Ordinance Of The City Of Wilsonville Annexing Approximately 16 Acres On The North Side Of Boeckman Road Just West Of Stafford Road Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lots 2001, 2100, 2201, 2202 Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Thelma J. Roethe, Dale Krielkamp, Verla Krielkamp, Louie Pike, Gayla Cushman-Pike, Amy Pike, Matt Wingard, And Doris A. Wehler, Petitioners.	After a public hearing was conducted, Ordinance No. 819 was adopted on first reading by a vote of 4-0.
E. <u>Ordinance No. 820</u> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5 (Rrff5) Zone To The Residential Neighborhood (Rn) Zone On Approximately 16 Acres On The North Side Of Boeckman Road Just West Of Stafford Road; The Land Is More Particularly Described As Tax Lots 2001, 2100, 2201, 2202 Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.	After a public hearing was conducted, Ordinance No. 820 was adopted on first reading by a vote of 4-0.
<u>New Business</u>	

A. <u>Resolution No.2689</u> A Resolution Of The Wilsonville City Council Adopting The Wilsonville-Metro Community Enhancement Committee's 2018-19 Funding Recommendations.	Resolution No. 2689 was adopted 4-0.
<u>City Manager's Business</u>	No report.
<u>Legal Business</u>	No report.
ADJOURN	9:52 p.m.

City Council Meeting Action Minutes
June 18, 2018

City Council members present included:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Lehan
Councilor Akervall

Nancy Kraushaar, Community Develop. Director
Susan Cole, Finance Director
Angela Handran, Assistant to the City Manager
Cathy Rodocker, Assistant Finance Director
Chris Neamtzu, Planning Director
Daniel Pauly, Senior Planner, Planning
Keith Katko, Finance Operations Manager
Kerry Rappold, Natural Resources Manager
Kimberly Rybold, Associate Planner
Mark Ottenad, Public/Government Affairs Director
Miranda Bateschell, Planning Manager
Bill Evans, Communications & Marketing Manage

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

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Establishment of Pro Tem Municipal Court Roster	Council provided staff direction for creating a roster of pro tem judges.
B. Basalt Creek Concept Plan	Council was provided an update on the Basalt Creek Concept Plan.
C. Wilsonville Community Sharing	Staff briefed Council on Resolution No. 2694, authorizing a support grant agreement with Wilsonville Community Sharing.
URBAN RENEWAL AGENCY	
<u>Public Hearing</u>	
A. <u>URA Resolution No. 283</u> A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Adopting The Budget, Making Appropriations, And Declaring The Intent To Collect Tax Increment For Fiscal Year 2018-19.	After a public hearing was conducted, URA Resolution No. 283 was adopted 4-0.
B. <u>URA Resolution No. 284</u> A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2017-18.	After a public hearing was conducted, URA Resolution No. 284 was adopted 4-0.
<u>New Business</u>	
A. <u>URA Resolution No. 285</u> A Resolution Authorizing An Intergovernmental Agreement With The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The Year 2000 Plan District For The Purpose Of Funding The Construction Of Capital Improvement Projects By The Agency.	URA Resolution No. 285 was adopted 4-0.

<p>D. <u>Ordinance No. 821</u> - 1st Reading An Ordinance Of The City Of Wilsonville Annexing Approximately 20 Acres On The North Side Of Boeckman Road Just East Of Boeckman Creek Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lots 2400, 2600, And 2700, And Portions Of Tax Lot 2300 And Boeckman Road Right-Of-Way, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. James H. Wolfston, Jr., West Linn-Wilsonville School District, And City Of Wilsonville, Petitioners.</p> <p>E. <u>Ordinance No. 822</u> - 1st Reading An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5 (RRFF5) Zone To The Residential Neighborhood (Rn) Zone On Approximately 20 Acres On The North Side Of Boeckman Road Just East Of Boeckman Creek Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lots 2400, 2600, And 2700, And Portions Of Tax Lot 2300 And Boeckman Road Right-Of-Way, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Jim Wolfston, Owner / Applicant.</p>	<p>Ordinance No. 821 was adopted on first reading by a vote of 4-0, with the record to remain open until the second reading.</p> <p>Ordinance No. 822 was adopted on first reading by a vote of 4-0, with the record to remain open until the second reading.</p>
<p><u>New Business</u></p> <p>A. <u>Resolution No. 2694</u> A Resolution Of The City Of Wilsonville Authorizing Support Grant Agreement With Wilsonville Community Sharing.</p> <p>B. <u>Resolution No. 2695</u> A Resolution Authorizing An Intergovernmental Agreement With The Urban Renewal Agency Of The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The Year 2000 Plan District.</p>	<p>Resolution No. 2694 was adopted 4-0.</p> <p>Resolution No. 2695 was adopted 4-0.</p>
<p><u>Continuing Business</u></p> <p>A. <u>Ordinance No. 819</u> - 2nd Reading An Ordinance Of The City Of Wilsonville Annexing Approximately 16 Acres On The North Side Of Boeckman Road Just West Of Stafford Road Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lots 2001, 2100, 2201, 2202 Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Thelma J. Roethe, Dale Krielkamp, Verla Krielkamp, Louie Pike, Gayla Cushman-Pike, Amy Pike, Matt Wingard, And Doris A. Wehler, Petitioners.</p>	<p>Ordinance No.819 was adopted on second reading by a vote of 4-0.</p>

<p>B. <u>Ordinance No. 820</u> - 2nd Reading An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5 (Rrff5) Zone To The Residential Neighborhood (Rn) Zone On Approximately 16 Acres On The North Side Of Boeckman Road Just West Of Stafford Road; The Land Is More Particularly Described As Tax Lots 2001, 2100, 2201, 2202 Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.</p>	<p>Ordinance No.820 was adopted on second reading by a vote of 4-0.</p>
<p><u>City Manager's Business</u> A. Website</p>	<p>Informed that the City's redesigned website is live.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>ADJOURN</p>	<p>9:52 p.m.</p>

City Council Meeting Action Minutes
July 2, 2018

City Council members present included:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Lehan
Councilor Akervall

Chris Neamtzu, Planning Director
Daniel Pauly, Senior Planner, Planning
Keith Katko, Finance Operations Manager
Kimberly Rybold, Associate Planner
Amanda Guile-Hinman, Assistant City Attorney
Miranda Bateschell, Planning Manager
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Nicole Hendrix, Transit Management Analyst
Eric Loomis, Transit Field Supervisor
Dwight Brashear, SMART Director
Keith Katko, Finance Operations Manager
Jake Jensen, Deputy
Matt Brown, Deputy

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. ADU Code Updates	Council was briefed on the Accessory Dwelling Unit (ADU) Development Code amendments project.
B. Transit Master Plan Resolution	Council was informed of Resolution No. 2700, clarifying Appendix B – route priorities of the 2017 Transit Master Plan.
REGULAR MEETING	
<u>Mayor's Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.
<u>Consent Agenda</u>	
A. Minutes of the May 7, 2018; May 21, 2018 and June 4, 2018 Council Meetings.	The Consent Agenda was adopted 5-0 with an amendment to the May 7, 2018 Council meeting minutes.
<u>Public Hearing</u>	
A. Ordinance No. 818 An Ordinance Of The City Of Wilsonville Amending Chapter 8 –Environment Of The Wilsonville Code To Revise WC 8.500 Through 8.536 And To Make Other Revisions And To Repeal Ordinance No. 482.	Council moved to continue the public hearing for Ordinance No. 818 to August 6, 2018. 5-0
<u>New Business</u>	
A. Resolution No. 2700 A Resolution Of The City Of Wilsonville Clarifying Appendix B – Route Priorities Of The 2017 Transit Master Plan.	Resolution No. 2700 was adopted 5-0.
<u>Continuing Business</u>	

<p>A. Ordinance No. 821 - 2nd Reading An Ordinance Of The City Of Wilsonville Annexing Approximately 20 Acres On The North Side Of Boeckman Road Just East Of Boeckman Creek Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lots 2400, 2600, And 2700, And Portions Of Tax Lot 2300 And Boeckman Road Right-Of-Way, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. James H. Wolfston, Jr., West Linn-Wilsonville School District, And City Of Wilsonville, Petitioners.</p> <p>A. Ordinance No. 822 - 2nd Reading An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5 (RRFF5) Zone To The Residential Neighborhood (Rn) Zone On Approximately 20 Acres On The North Side Of Boeckman Road Just East Of Boeckman Creek Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lots 2400, 2600, And 2700, And Portions Of Tax Lot 2300 And Boeckman Road Right-Of-Way, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Jim Wolfston, Owner / Applicant.</p>	<p>Ordinance No. 821 was adopted on second reading as amended by a vote of 5-0.</p> <p>Ordinance No. 822 was adopted on second reading by a vote of 5-0.</p>
<p><u>City Manager's Business</u></p>	<p>Wished Council a safe 4th of July.</p>
<p><u>Legal Business</u></p>	<p>Reported on the recent Kinder Morgan boat tour.</p>
<p>ADJOURN</p>	<p>8:04 p.m.</p>

City Council Meeting Action Minutes
July 16, 2018

City Council members present included:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Lehan
Councilor Akervall - Excused

Daniel Pauly, Senior Planner, Planning
Nancy Kraushaar, Community Develop. Director
Susan Cole, Finance Director
Mark Ottenad, Public/Government Affairs Director
Andy Stone, IT Manager
Dwight Brashear, SMART Director
Miranda Bateschell, Planning Manager
Nicole Hendrix, Transit Management Analyst
Eric Loomis, Transit Field Supervisor
Zach Weigel, Capital Projects Engineering Manager

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder

AGENDA ITEM	ACTIONS
WORK SESSION	
A. ERP (Eden Replacement Program) Upgrade Approval	Council received an update on plans to upgrade the Enterprise Resource Planning software, also known as the Eden Replacement Program (ERP).
B. Programs Enhancement Strategy Public Comment Results	Staff reported on feedback received from a recent public survey of potential transit program enhancements to be funded by House Bill 2017.
C. Tourism Business Plan Update	Council was briefed on Resolution No. 2699, adopting the FY 2018/19 five-year action plan and annual one-year implementation plan for the Wilsonville Tourism Development Strategy.
D. LOC 2019 Legislative Priorities	Council reviewed and discussed the League of Oregon Cities 2019 legislative priorities survey.
E. Metro I-5 Bike/Pedestrian Crossing: SW Barber – SW Town Center Loop Grant Fund Exchange IGA	This item was moved from Work Session order of business due to time constraints. The item, Resolution No. 2696, was voted on during the City Council meeting.
REGULAR MEETING	
<u>Communications</u>	
A. Arts and Culture Strategic Plan Update presented by Taylor Consulting	Taylor Consulting presented the following: "Public Investment Strategy for Wilsonville Arts & Culture."

<p><u>Mayor's Business</u> A. Upcoming Meetings</p>	<p>Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.</p>
<p><u>Consent Agenda</u> A. Resolution No. 2696 A Resolution Of The City Of Wilsonville Authorizing The Mayor To Sign An Intergovernmental Agreement With Metro For A Federal Fund Exchange Associated With The I-5 Pedestrian (And Bikeway) Bridge (Capital Improvement Project #4202). B. Minutes of the June 18, 2018 and July 2, 2018, Council Meetings.</p>	<p>The Consent Agenda was adopted 3-1.</p>
<p><u>Public Hearing</u> A. Ordinance No. 823 – 1st Reading An Ordinance Of The City Of Wilsonville Approving A Comprehensive Plan Map Amendment From Residential 0-1 Dwelling Units Per Acre To Residential 4-5 Dwelling Units Per Acre On Approximately 2.22 Acres Located At 28600 SW Canyon Creek Road South; The Land Is More Particularly Described As Tax Lot 6200, Section 13BD, Township 3 South, Range 1 West, Willamette Meridian, City Of Wilsonville, Clackamas County, Oregon. Scott Miller, Samm-Miller, LLC – Applicant For David Kersten – Owner. B. Ordinance No. 824 – 1st Reading An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Residential Agriculture-Holding (Ra-H) Zone To The Planned Development Residential-3 (Pdr-3) Zone On Approximately 2.22 Acres Located At 28600 SW Canyon Creek Road South; The Land Is More Particularly Described As Tax Lot 6200, Section 13BD, Township 3 South, Range 1 West, Willamette Meridian, City Of Wilsonville, Clackamas County, Oregon. Scott Miller, Samm-Miller, LLC – Applicant For David Kersten – Owner.</p>	<p>After a public hearing was conducted, the amended redline version of Ordinance No. 823 was adopted on first reading by a vote of 4-0.</p> <p>After a public hearing was conducted, the amended redline version of Ordinance No. 824 was adopted on first reading by a vote of 4-0.</p>
<p><u>New Business</u> A. Resolution No. 2699 A Resolution Of The City Of Wilsonville City Council Adopting The FY 2018/19 Five-Year Action Plan And Annual One-Year Implementation Plan For The Wilsonville Tourism Development Strategy.</p>	<p>Resolution No. 2699 was adopted 4-0.</p>
<p><u>City Manager's Business</u></p>	<p>No report.</p>
<p><u>Legal Business</u></p>	<p>Brief discussion on process of approving items listed on the Consent Agenda.</p>
<p>ADJOURN</p>	<p>8:50 p.m.</p>