

**Wilsonville City Hall  
29799 SW Town Center Loop E  
Wilsonville, Oregon 97070**

**Development Review Board – Panel B  
Minutes – November 24, 2014 6:30 PM**

<p><b>Approved</b> February 23, 2015</p>
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**I. Call to Order:**

**Chair Andrew Karr** called the DRB-Panel B meeting to order at 6:30 p.m.

**Chairman's Remarks:**

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

**III. Roll Call:**

Present for roll call were: Andrew Karr, Dianne Knight, Aaron Woods, Cheryl Dorman, Jhuma Chaudhuri, and City Council Liaison Julie Fitzgerald.

Staff present were: Blaise Edmonds, Barbara Jacobson, and Michael Wheeler

**IV. Citizens' Input:** This is an opportunity for visitors to address the Development Review Board on items not on the agenda. There was none.

**V. City Council Liaison Report:** Councilor Fitzgerald thanked the Board members for the time they take to come to meetings and review all the materials. She reported that at its last meeting, City Council:

- Heard a presentation regarding risk management that was useful for all elected officials. She noted a link to the video seen by Council was available for those interested.
- Passed a number of ordinances related to updating the Public Works Standards.
- Heard about the Transit Integration Plan, which was a deep analysis of the SMART and Dial-a-Ride systems to identify whether they were being managed in the best way possible and how it integrated with TriMet because many people depend these transit options for single rides and to get to medical appointments outside the area. A good solution had been developed which would take about a year to implement. The biggest change was there would probably be fewer individual taxi-type rides, but blocks of times for rides would be available, such as for people needing to go to medical appointments, so the system would lean more toward bus use, than Dial-A-Ride single users, though single rides would still be available.
- Adopted the Urban Renewal Strategic Plan after a very long process. Council decided to move the Old Town Escape back into the nearer term for the Urban Renewal District to alleviate some traffic on the west side of I-5; however, it would take a long time to get going.
- She announced Council had several upcoming interactions, including a meeting with the Tualatin City Council on December 2, 2014 to discuss the Basalt Creek Planning; with the Frog Pond Area Technical Advisory Committee meeting on December 4; and with the West Linn/Wilsonville School District soon.

**VI. Consent Agenda:**

**A.** Approval of minutes of September 22, 2014 meeting

**Chair Karr moved to approve the DRB-Panel B September 22, 2014 meeting minutes as presented. Aaron Woods seconded the motion, which passed 3 to 0 to 2 with Chair Karr and Aaron Woods abstaining.**

## **VII. Public Hearing:**

- A. Resolution 293. Southern Wine & Spirits Warehouse Expansion: VLMK – agent for Oregon Property Partners LLC – owner.** The Applicant is seeking approval of a Site Design Review and Tree Removal Permit for an 89,000 sq. ft. industrial warehouse expansion. The site is located at 9805 SW Boeckman Road on Tax Lot 900 of Section 11C, T3S-R1W, Clackamas County; Wilsonville, Oregon. Staff: Michael Wheeler

Case Files: DB14-0063 – Site Design Review  
TR14-0153 – Type A Tree Removal

**Chair Karr** called the public hearing to order at 6:37 pm and read the conduct of hearing format into the record. All Board members except for Cheryl Dorman declared for the record that they had visited the site. No board member, however, declared a conflict of interest, bias, or conclusion from a site visit. No board member participation was challenged by any member of the audience.

**Michael Wheeler, Associate Planner**, announced that the criteria applicable to the application were stated on page 1 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room.

**Mr. Wheeler** noted the application regarded the expansion of the last phase of the warehouse originally used by G.I. Joe's and ultimately purchased by the Applicant. He noted two corrections to the Staff report and an exhibit added to the record as follows:

- On Page 2, the vicinity map was corrected to show Kinsman Road to the west of the project, and the feature incorrectly identified as Kinsman Road relabeled as the railroad tracks. The corrected graphic was displayed via PowerPoint.
- On Page 10 of 55, Condition NRA 4, which was a duplicate of Condition NRA 3, was deleted and Condition NRA 5 was then renumbered to NRA 4.
- Exhibit E7 Site Lighting Plan Sheet G6.0 was deleted from the exhibits list as a new Site Lighting Plan dated November 12, 2014 was received and distributed to the Board. The revised Site Lighting Plan was entered into the record as Exhibit E15.
- He presented the Staff report via PowerPoint, noting the site's location and surrounding features with these comments:
- The Applicant proposed expanding the existing warehouse facility by a little more than 89,000 sq ft on the northwest side of the building. Approval was granted for the Stage II in 2008 which included the compliance requirements of infrastructure and traffic, so the Board was only reviewing the site design. He displayed the Building and Site Area Summary which was an excerpt from one of the graphic sheets and also used in the Staff report.
- Staff found only three issues in the application which were included in the findings and addressed in the conditions of approval:
  - The requested Tree Removal Permit was for three trees, but by definition, only one was more than 6 inches in diameter. Typically, a more elaborate Tree Removal Plan would be provided; however, all of the tree removal was addressed in 2008, the least expensive and most efficient method was used for the Board's review which he hoped would be approved for the Applicant this evening.
  - The current outdoor lighting standard was not in effect at the time of the original plan; however, conditions were imposed in 2008 that required some reduction in the illumination based on the template of those standards, which was achieved on site. The new addition would not have to comply with the Outdoor Lighting Ordinance because the Applicant had been a good neighbor to the Villebois development to the west and because the proposed 38 percent increase in improvements did not meet the 50 percent threshold in the Development Code.

- The proposal indicated no replacement of the existing fencing and landscaping along the west side of the building that buffered the subject site from Villebois to the west, so Staff requested that the materials be reserved, if possible, and planted on the west side of the fencing and building similar to what currently existed, to continue softening the visual appearance of the buildings and fencing from the west.
- He displayed and reviewed several plan documents found in the packet with these key additional comments:
  - As noted, the original Site Lighting Plan, Sheet G6.0 (Slide 15) had been deleted as Exhibit E7, having been replaced by the revised Site Lighting Plan, Exhibit E15, which showed the illumination levels to be a little less than half of the original Lighting Plan.
  - The Tree Survey Plan (Exhibit E8) illustrated that one, 19-in maple would be removed to build the third tier of employee parking on the southwest corner of the property. The other two 3-in trees, which might have been planted due to the original planting plan, required no permit to be removed.
  - Landscape Plan Sheets L1.0 and L2.0 indicated the landscaping proposed for removal, but no new plantings were illustrated along the west boundary of the building addition or fencing.
  - The color materials board showed muted colors, utilizing the texture and color of the concrete and painted loading dock doors.
  - The Applicant's narrative referenced both the original 2008 Wetland Delineation and a second updated plan dated July 2013. Both documents had been reviewed by the Natural Resources Program Manager and informed his recommended conditions. The documents were not included in the packet, but were included on the disc and he welcomed any questions about the details from the Board.
  - He noted that a hard copy of the Transportation Impact Study approved in 2008 was not provided, but it was included in the record. The study aimed to accommodate all the vehicle trips being generated from the site at the time.
  - Exhibit G2 showed the Significant Resource Overlay Zone (SROZ) and companion 25-foot Impact Area to the west. Exhibit G3 indicated the nearby wetland area, which was the reason for the SROZ and related regulations.
  - Slide 31 catalogued the case files previously approved through 2007 for the site.
- The application satisfied the review criteria, and where it did not, conditions were inscribed by the various entities. He noted City Engineering Staff's memorandum stated the conditions in place for the Stage II approval were still in effect and would need to be met when any drawings were submitted for public utility permits.
- Staff recommended approval of the Applicant's warehouse expansion and Type A Tree Removal Permit for one tree, together with the conditions of approval.

**Dianne Knight** asked if the 2008 traffic study was completed with the Lowrie Primary School in its current location or when the school was supposed to be in the opposite location. She did not know if that would make a difference with traffic or trips on Boeckman Rd, but now the school was in closer proximity to the Applicant's site.

**Blaise Edmonds, Manager of Current Planning**, replied the Lowrie Primary School was after 2008, so he did not believe it was included in the original 2008 study.

- The original school location was at the north side of Villebois. DRB Panel A recently had a hearing on an annexation and zone change to change that property to the Village Zone, so it would ultimately be converted to residential homes. He confirmed that the original location of the school was at the north end, but now it was at the south end where the predominance of the school's traffic likely went east on the Barber Street Extension, which was now under construction, and south to Wilsonville Rd. Traffic could also go north to Boeckman Road using the newly constructed and opened road that used to be 110<sup>th</sup> Ave. These new routes were not originally accounted for in the traffic study for the

warehouse expansion. However, he believed most of the school's traffic would go south to the residential areas and not to the north where it was industrial.

**Mr. Wheeler** clarified that because the Applicant did their due diligence for the Stage II concurrency requirement in 2008, they were given approval for this expansion based on the facts at that time which were locked in. The scope of the traffic report would involve the most probable used intersections of the subject project, not of what the world impacts were throughout the community. The city engineer devises which intersections would be studied and those were imbedded in the 2007 report and approved in 2008 for this project.

**Chair Karr** called for the Applicant's presentation.

**Gregg Risley, Southern Wine and Spirits, 9805 SW Boeckman Road, Wilsonville, OR**, introduced himself.

**Havlin Kemp, VLMK Consulting Engineers**, representing Southern Wine and Spirits, noted Mr. Wheeler had covered the salient issues regarding the application and thanked him for his work. He stated the Applicant agreed with Staff's conditions of approval, noting they had missed adding the screening along the west fence line. The Applicant would relocate the landscaping or plant new plants depending on whether the plants would survive being replanted along the west side.

- He noted this Phase VI expansion was envisioned with the Stage II approval under the previous owners. The ability to do this expansion, to be vested under the previous traffic report, was a significant issue in the purchase of the building by Southern Wine and Spirits. The previous owners saw the need for another 88,000 sq ft of building for their uses, and so this building fit what the Applicant needed to do in this area very well.
- The original design with the storm water pond on the north side of site was sized for the expansion and any additional paving and the additional truck parking area. The utilities were already stubbed into place, so the Applicant only needed to tie into those to provide for storm water treatment.
- Using a display board illustrating the Site Plan, already included in the record as Exhibit E2, he indicated the Metro wetland located offsite on the west side of the site, as well as in the northwest corner where the building was cut back a bit to allow for the wetland, wetland buffer, and SROZ.

**Ms. Dorman** noted her only question had regarded the landscaping, which the Applicant addressed.

**Chair Karr** confirmed there were no further questions of the Applicant. He called for public testimony in favor of, opposed and neutral to the application. Seeing none, he confirmed the Applicant had no rebuttal and closed the public hearing at 7:03 pm.

**Chair Karr moved to accept the Staff report with the changes read into the record by Mr. Wheeler. The following changes were made to the Staff report:**

- On Page 2, the vicinity map was corrected to show Kinsman Road to the west of the project, and the feature incorrectly identified as Kinsman Road relabeled as the railroad tracks.
- On Page 10 of 55, Condition NRA 4, which was a duplicate of Condition NRA 3, was deleted and Condition NRA 5 was then renumbered to NRA 4.
- Exhibit E7 Site Lighting Plan Sheet G6.0 was deleted from the exhibits list and the revised Site Lighting Plan dated November 12, 2014 was entered into the record as Exhibit E15.

**Jhuma Chaudhuri seconded the motion, which passed unanimously.**

**Cheryl Dorman moved to approve Resolution 293. The motion was seconded by Aaron Woods.**

**Ms. Knight** reiterated her concern about traffic, noting she had difficulty entering and exiting the site when she visited during a busy time of day. She knew traffic was not related to approval, but she wanted her concern on the record. She noted that traffic on whole side of town was increasing a lot and there was a continuous line of traffic on that road in that particular area.

**Mr. Edmonds** reminded that the opening of the Barber Street Extension East would relieve a lot of the traffic going south on Brown Rd to Wilsonville Rd and even north to Boeckman Rd, creating a straight-through connection from Lowrie School to the transit station.

**Ms. Knight** clarified that general traffic was her main concern, not truck traffic, specifically.

**Aaron Woods** agreed general traffic was a problem and getting out of the site proved difficult.

**Mr. Edmonds** noted the Barber Street Extension would not open until summer as building over the wetland would take a while. Hopefully, there would be no sinking issues like on Boeckman Rd.

**Mr. Wheeler** clarified that the focus of the Board's review was the exterior paint treatment, basically. The 89,000 sq ft expansion was already considered in the 2008 traffic report and with regard to any other concurrency requirements for infrastructure. He did not know what time of day the traffic had been studied.

**Jhuma Chaudhuri** asked which intersection was specifically referred to in the study; she assumed it would be 95<sup>th</sup> Ave.

**Mr. Edmonds** responded that typically the study would go to 95<sup>th</sup> Ave, and because the site was north of Boeckman Rd, usually the traffic engineers would say most of the traffic would go to the Stafford Interchange, with a percentage going south; Staff kind of used that as their dividing line as to where the predominance of traffic went. Depending on the business, a lot of deliveries go south, but the Applicant was right in the middle, so the trips could go either way.

**Chair Karr** noted the Applicant would have truck traffic that would likely go down 95<sup>th</sup> Ave to get to I-5.

**Mr. Woods** agreed Ms. Knight raised a good point. He was not sure it was an issue now, but understood the reasons for her concern, as he had experienced the same traffic issues.

**Mr. Edmonds** noted that when new development is reviewed, a Level of Service (LOS) D must be maintained, and even with the additional traffic and the new homes in Villebois, the intersection was maintaining LOS D, which was the standard or safeguard in the Development Code. A major improvement was done to the Wilsonville Interchange that allowed for more traffic capacity, so that concurrency still existed. Once the concurrency failed, then more facilities would have to be built to maintain the LOS D concurrency.

**Chair Karr** restated the motion and called the question.

**The motion passed unanimously.**

**Chair Karr** read the rules of appeal into the record.

## **VIII. Board Member Concerns and Communications**

### **A. Results of the November 10, 2014 DRB Panel A meeting**

There were no further comments.

#### **IX. Staff Communications**

**Blaise Edmonds, Manager of Current Planning**, stated he just heard tonight that Ms. Chaudhuri was not seeking a second term. He thanked Ms. Chaudhuri and Chair Karr, on behalf of the City Council, Staff, and the community, for volunteering and serving on the Design Review Board (DRB) and their dedication to making Wilsonville a better place to live.

- He noted several projects reviewed and approved by the Board over the last six years, which included the Wilsonville Crossing, Chipotle, Portera (previously Active Adults at the Grove), Cafe Yumm, Jory Trail Apartments South, Terrene Apartments, Wilsonville 76 Station North, Piazza Park, Villebois Roadhouses, the Boone Building in Old Town Square, the wastewater treatment plant, America's Tire Store, Just Store It, the Audi dealership, and the Goodwill Store.
- He presented a certificate of appreciation to Chair Karr.
- He confirmed no December meeting would be held due to the Christmas schedule.

**Chair Karr** stated that he had filled out an application for the Budget Committee, and mentioned the *Boones Ferry Messenger* had done a write-up on him.

#### **X. Adjournment**

The meeting adjourned at 7:17 pm.

Respectfully submitted,

Paula Pinyerd, ABC Transcription for  
Shelley White, Planning Administrative Assistant