

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

**Development Review Board – Panel B
Minutes – June 23, 2014 6:30 PM**

Approved
August 25, 2014

I. Call to Order:

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

II. 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, and City Council Liaison Julie Fitzgerald. Cheryl Dorman and Jhuma Chaudhuri were absent.

Staff present were: Blaise Edmonds, Barbara Jacobson, Kerry Rappold, Delora Kerber, Stan Sherer, and Daniel Pauly

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

V. City Council Liaison Report: Councilor Fitzgerald reported that City Council:

- Adopted a budget for the coming fiscal year in the final amount of \$122,496,664 including a \$375,000 reduction.
- Heard more last week from the citizens living near the Landover neighborhood and Wilsonville Rd where the City was conducting a traffic study. One issue that has been raised several times was that the truck route down Wilsonville Rd was a problem for neighbors at certain times of the day. Many factors that made Wilsonville Rd a truck route were outside of the City's immediate control so other options were being considered including a few near-term things that could be done to slow traffic and some longer-term solutions that would take some extra work.
 - County Commissioner Martha Schrader was able to hear that issue when she attended the Council meeting to do a quarterly visit, so she was considering some other alternatives, but making a big change there would probably take a while.
- Held a second reading regarding the upcoming Villebois development called Calais, which was reviewed by DRB-Panel A, where a lot of concern was focused on one big tree. A number of nice big trees in that area had to be removed and a lot of sentiment existed about doing something to save one Giant Sequoia. After many gyrations and discussion, the tree would still be removed, but she believed everyone gave it a really good effort.

VI. Consent Agenda:

A. Approval of minutes of May 29, 2014 meeting

Chair Karr moved to approve the DRB-Panel A May 29, 2014 meeting minutes as presented. Aaron Woods seconded the motion, which passed unanimously.

VII. Public Hearing:

A. Resolution 279. Republic Services Expansion Phase 2 Improvements: SFA Design Group – representative for Republic Services –owner. The applicant is requesting a Stage II Final Plan, Site Design Review and Type C Tree Plan for phase 2 improvements

consisting of new office expansion, parking area, container storage area, and driveway from Ridder Road along with associated improvements. The site is located on Tax Lots 1400 and 1500, Section 02C; T3S-R1W; Washington County; Wilsonville, Oregon. Staff: Keith Liden and Dan Pauly

Case Files: DB14-0033 – Stage II Final Plan
DB14-0034 – Site Design Review
DB14-0035 – Type C Tree Plan

This item was continued to this date and time certain at the May 29, 2014 DRB Panel B meeting.

Chair Karr announced that the Applicant had withdrawn this application.

B. Resolution 284. Republic Services Temporary Use Permit: SFA Design Group – representative for Republic Services – owner. The applicant is requesting approval of a Temporary Use Permit for up to 2 modular office structures adjacent to the Republic Services existing offices on the east side of their property along Ridder Road. The site is located on Tax Lots 1400 and 1500, Section 02C; T3S-R1W; Washington County; Wilsonville, Oregon. Staff: Dan Pauly

Case File: DB14-0046 –Temporary Use Permit

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 declared for the record that they had visited the site. No board member, however, declared a conflict of interest, bias, or conclusion from a site visit. No board member participation was challenged by any member of the audience.

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

Mr. Pauly noted that because Phase 2 of the Republic Services expansion had been withdrawn, an immediate need existed for office space, so the Applicant requested a 2-year Temporary Use Permit for some modular buildings to fill that need until Phase 2 could be constructed. He presented the Staff report via PowerPoint, noting the site's location and features, with these key additional comments:

- He displayed an overlay of the proposed Site Plan and indicated where the two modular buildings would be located next to the existing offices, which had restroom facilities. No trees needed to be removed to place the modular buildings.
- A gravel walk, which was required to meet ADA approved Building Code, would lead from the modular buildings to an existing patio and into the building,
- Three parking stalls were proposed for the site.
- The Code allows up to a 5-year temporary use permit, but the Applicant had only requested a 2-year permit because they were working to obtain the funds to expand Phase 2 and then go through DRB approval within the next couple of years.
- He displayed a photo noting the structures were not particularly attractive, but were well screened from any public view shed by buildings, trees and landscaping along Ridder Rd.

Chair Karr confirmed there were no questions for Staff and called for the Applicant's presentation.

Ben Altman, SFA Design Group, 9020 SW Washington Sq Rd, Ste 505, Portland, OR, 97223, stated he was representing Republic Services and really did not have anything to add, as the application was pretty simple and he believed Staff summarized it quite well.

Chair Karr called for public testimony in favor of, opposed and neutral to the application. Seeing none, he closed the public hearing at 6:44 pm.

Dianne Knight moved to adopt Resolution 284 as presented. The motion was seconded by Aaron Woods and passed unanimously.

Chair Karr read the rules of appeal into the record.

- C. Resolution 285. City of Wilsonville 5-Year Temporary Use Permit: City of Wilsonville – applicant/owner.** The applicant is requesting approval of a five-year Temporary Use Permit for the City of Wilsonville Public Works Department to continue to allow a modular office building, to store equipment, store pod containers and to upgrade a small fueling station, on City property in Memorial Park. The site is located at 7932 SW Memorial Drive, on Tax Lot 602, Section 24, T3S-R1W, Clackamas County, Oregon. Staff: Blaise Edmonds

Case File: DB14-0045 – Temporary Use Permit

Chair Karr called the public hearing to order at 6:45 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 participation was challenged by any member of the audience.

Blaise Edmonds, Manager of Current Planning, 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. Edmonds presented the Staff report via PowerPoint, noting the application was for a 5-year temporary use permit and indicating the site's location. His additional comments were as follows:

- The Public Works Department had been using the site for a long time and had received various temporary use permits over the years. The employees needed a space with a restroom and a few offices.
 - Some storage containers and a fuel station were allowed with their last temporary use permit. A previous temporary use permit involved bigger plans to develop the southeast corner of the site with grading and the addition of more storage, as well as a lean-to facility for equipment. The department had backed off considerably from their last temporary use permit and would remove the fuel station, but still wished to have temporary use for the existing modular office building and containers located on the side of the property.
- He displayed an aerial photograph of the site, noting the existing containers, modular building, shed and sand bin, all of which were used by City crews to keep the parks beautiful and keep other facilities in the City maintained. He also indicated the fuel station that would be removed and the old 3-Bay Building that had been there for a long time. A photo taken two years ago when the 2-year temporary use permit was displayed showing the view looking south at the 3-Bay Building.
- The department needed to look for a new site, which was the reason for the 5-year temporary use permit. Additionally, the Parks and Recreation Department was considering master planning Memorial Park, including this area. Public Works needed time to work with the Parks and Recreation Department, and find a new facility as being located next to a park was probably not the best.

- An existing condition of approval stated the containers Public Works planned to store must be painted the same color so they looked tidier and three color choices were available. He noted the Aztec container was presented last time.
- The modular building was very similar to what Mr. Pauly presented for Republic Services and designed for office use to meet the Building Code. Exhibit B11 showed the existing floor plan, which was presented a few years ago and might have been changed a little bit.

Aaron Woods asking if any provisions existed for restoring the ground below it ~~land~~ back to its original condition after the fuel station was removed.

Mr. Edmonds deferred the question to Delora Kerber.

Delora Kerber, Public Works Director, 30000 SW Town Center Lp W, Wilsonville, OR, 97070, speaking as the Applicant, answered the department intended to replace the ground below to its original state. She confirmed that the department was trying to find new homes and needed more time to find and build their new home.

Chair Karr confirmed there were no further questions for Staff or the Applicant, and called for public testimony regarding the application. Seeing none, he closed 6:55 pm.

Aaron Woods moved to approve Resolution 285 as presented. Dianne Knight seconded the motion, which passed unanimously.

Chair Karr read the rules of appeal into the record.

VIII. Board Member Concerns and Communications

A. Results of the June 9, 2014 DRB Panel A meeting

IX. Staff Communications

There were none.

X. Adjournment

The meeting adjourned at 6:57 pm.

Respectfully submitted,

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