

**PLANNING COMMISSION
WEDNESDAY, MAY 10, 2017
6:00 P.M.**

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

*Minutes approved
as presented at
the July 12, 2017
PC Meeting*

Minutes

I. CALL TO ORDER - ROLL CALL

Chair Jerry Greenfield called the meeting to order at 6:03 p.m. Those present:

Planning Commission: Jerry Greenfield, Eric Postma, Al Levit, Phyllis Millan, and Kamran Mesbah. Peter Hurley and Simon Springall were absent.

City Staff: Chris Neamtzu, Amanda Guile-Hinman, Jeanna Troha, Dwight Brashear, Eric Loomis, Nicole Hendrix, and Michelle Marston

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITIZEN'S INPUT - This is an opportunity for visitors to address the Planning Commission on items not on the agenda. There was none.

Chair Greenfield announced that the Basalt Creek Concept Plan agenda item would be addressed at the next Planning Commission meeting.

CONSIDERATION OF THE MINUTES

A. Consideration of the April 12, 2017 Planning Commission minutes
The April 12, 2017 Planning Commission minutes were accepted as presented.

II. LEGISLATIVE PUBLIC HEARING

A. Transit Master Plan (Brashear)

Chair Greenfield read the legislative hearing procedure into the record and opened the public hearing at 6:08 pm.

Chris Neamtzu, Planning Director, briefly highlighted the background of the Transit Master Plan review process, noting the public hearing on March 8, 2017 was continued to this evening. He introduced SMART team members, Dwight Brashear, Eric Loomis and Nicole Hendrix, the primary authors of the Master Plan. He encouraged the Commission to provide comments to the project team and forward a recommendation to City Council.

Dwight Brashear, SMART Transit Director, said he hoped the Commission could approve and support the proposed Transit Master Plan, which started back in 2015 and had been developed with a great deal of consideration and input from the public. SMART had hired consultants specifically to conduct the public involvement phase of the project. He firmly believed that transit was about serving the people who depended on it each day.

Mr. Brashear and SMART Operations Manager Eric Loomis presented the Transit Master Plan (TMP) via PowerPoint with these key additional comments:

- SMART's Vision Statement (Slide 3) was created by the TMP Task Force, and the first sentence was especially important transit was critical to vulnerable segments of the population, even more so than police or fire services because they relied on transit every day.
- Public involvement was so important that the Federal Transit Administration required public involvement whenever transit departments receiving federal grant funds changed their routes or increased fares. SMART took this obligation very seriously. The public outreach methods, which began primarily in 2016, were reviewed (Slide 5) and all the meeting notes and relevant documents were included in the exhibits attached to the TMP.
- Regarding concerns about what employers were saying and their involvement, SMART met multiple times with many Wilsonville employers, many of which were listed on Slide 6, so a great deal of business input was included in the TMP.
- SMART also received input from riders and the community-at-large through various outreach methods, such as talking with people at grocery stores, the library and the farmers market. Many public notices were emailed to more than 1,200 interested parties, and were also published in the *Spokesman*, *Boones Ferry Messenger*, and via social media.
 - In summary, more than 1,300 comments were received about the initial and revised TMP drafts. Some comments included moving away from a rush-hour service to a more all-day, all-week service, providing a balanced service that allowed ridership options throughout the day. People wanted to see more frequent bus routes in town in exchange for less coverage to outer areas, and more inter-city service to Salem or Portland rather than local service. SMART was also asked to develop more transit options.
 - An additional 36 comments were received after January 25th, when Staff requested more time for revisions. These comments requested more Charbonneau service; retaining the bus stop at Rockwell Collins on Route 6; and retaining the Barbur Transit Center service on the 2X Route.
 - The public comments were heard loud and clear, and many of them had been incorporated into the TMP.
- The routes proposed for the transit system were very similar to the ideas and input provided by the Task Force and the public. The cost-neutral proposal was developed using three factors: public input, service efficiency, and funding considerations. The changes being proposed were reviewed route-by-route and compared to the existing conditions. (Slides 11-21) Additional key comments were as follows:
 - Route 2X Tigard/Tualatin. The Task Force and public input agreed the service should switch from the Barbur to the Tigard Transit Center. Because this route mirrored the WES route, SMART would only run the 2X route at midday when WES was not running.
 - Route 3X Canby. If funding became available, a midday route would be considered. Because the Charbonneau stop would be eliminated, a pilot service (Slide 16) would service Charbonneau that would provide off route options, such as to Old Town or the post office. This Charbonneau service was anticipated to be even more successful than the Villebois shuttle.
 - 4 Crosstown Route. In response to public comment, SMART Staff and the Task Force worked to shorten the duration of the route and the areas this route served. Service hours were also extended in the morning and on Saturday and weekday evenings. The times shown on Slide 17 denoted the beginning times for the routes.
 - Route 5 95th Avenue. Shelters and sidewalks would be added in the Commerce Circle area. This route would expand as development occurred in the Basalt Creek area.
 - Route 6 Canyon Creek. In response to public comment, the bus would run more frequently, but the route up along Elligsen Rd was removed. Continuing to provide service to Rockwell Collins, Mentor Graphics, and FLIR was also requested, which was indicated by the dotted line. (Slide 19)
- The TMP considered various transportation options to bring to Wilsonville. (Slide 22) SMART would do whatever it could to convince people to give up their single-occupancy vehicles, but transit had to be attractive for that to occur.
 - The HR manager at Hartung Glass Industries on Ridder Rd recently commented that his biggest problem was that the closest bus stop was about a mile away. He was excited about the vanpool idea and would

be working with Nicole Hendrix of SMART on adding four vanpools to help transport Hartung employees.

- SMART was considering adding lunchtime corporate shuttles to accommodate employees at businesses like Mentor Graphics who trying to get into Wilsonville proper for lunch.

Mr. Brashear recapped the public outreach involved in updating the TMP, which was last updated about 10 years ago. He emphasized that the proposed changes were cost-neutral and that the route changes were based on public comment, funding, and efficiency. The proposed Transit Master Plan would guide future decisions for SMART service and work to benefit Wilsonville businesses, residents, and visitors.

Chair Greenfield complimented SMART on the TMP document, adding he was impressed with its thoroughness and its multilevel relevance, from the overview to the small details.

Commissioner Postma said he appreciated the vanpools because he knew businesses were concerned about what to do for their employees that were a bit off of line or worked different hours. There were too many options not to get creative, so he appreciated all the outreach SMART had done. It was important for businesses to understand there were other options, and that SMART was about not just running busses, but finding creative solutions, and he appreciated seeing them in the Master Plan.

Commissioner Millan:

- Liked that the TMP considered options for getting from the east side of town to the transit center on the west side, and she would like to see a push in that direction. Another solution would be to a centralized station on the east side to get people to the transit center if the goal was to get people off the road. While the pedestrian access bridge over I-5 would help, it would be a long distance for many people to walk.
- Noted Page 98 of the Transit Master Plan discussed a reduced geographic area for the out-of-town medical Dial-A-Ride trips. She was surprised to see this as a priority level cut given the incomplete evaluation of the transit system, its accessibility and how that related to meeting peoples' needs for out-of-town medical.
 - Mr. Loomis referenced Page 13 of the TMP which showed all of the Dial-A-Ride service, and specifically those out-of-town. Dial-A-Ride was one of the most-costly services SMART provided, though some regional grant funding helped with that program. To decrease costs, SMART would consider decreasing or minimizing service areas to save on fuel and drivers' time, as well as to better consolidate rides and logistically schedule them better, perhaps by finding and helping riders move to medical facilities that provided needed services closer to town.
- Reiterated she had a large concern about this issue and would be looking to see what would happen.

Commissioner Levit:

- Said he liked the way the TMP was written as well.
- Asked how people using the Charbonneau Shuttle would know about the deviated route options, noting the route maps did not show any deviations.
 - Mr. Loomis replied the deviation would be advertised or marketed in the Charbonneau neighborhood, including the apartment complexes and businesses. This service would start differently than the Villebois shuttle, which came from the Dial-A-Ride program, and SMART would work to help the public understand what the deviation to the west side of town meant.
 - Mr. Brashear noted the Villebois route had turned out to be a deviated, fixed route. People knew the driver very well and would just say where they wanted to go. The driver would do his best to accommodate the requests. The Villebois shuttle did a lot more than just go to major businesses, like Safeway and Fred Meyer, which was appreciated by the riders.
- Said it seemed like Route 6 was being rerouted and confirmed the stop on Parkway next to Argyle Square was being removed. He asked if a bus stop could be added next to Target where Parkway turned sharply, as it was easily accessible and safe for the bus. The new stop would be useful.
 - Mr. Loomis replied absolutely.

- Asked how the vanpools would be funded.
 - Nicole Hendrix, SMART, replied SMART had been working with Enterprise Rideshare, which supplied the vanpools for the businesses at no cost to the employer. The employees that use the service would pay a portion for the van. SMART was acting as a facilitator by setting up meetings between Enterprise and the employers, making sure the paperwork was done, etc.
 - Mr. Brashear added that as a grantee, SMART could seek out federal or state grants to help offset the costs to the employee. He added that Hartung Glass had said they were prepared to pay the entire cost for their employees due to the difficulty of recruiting, and the vanpool could be offered as a benefit. Hartung would provide the four vans and pay for the fuel.
- Encouraged everyone to keep advocating for bike lanes. He had biked recently from Tualatin to Wilsonville during rush hour and was surprised at the number of bike riders, who were obviously commuters, since Boones Ferry Rd had been improved. Prior to the improvements, this was a dangerous place to ride a bike.
- Noted Page 109 of Master Plan featured a diagram from 2010, which seemed outdated, especially since the loop through Morey's Landing had been discontinued, but was still on the map. At some point, SMART would have to redo the signage on its bus shelters, especially on Wilsonville Rd, where the route map on the outside still showed the loop through Morey's Landing.

Commissioner Mesbah stated he had made most of his comments at the last meeting. He believed this was a good plan, and hoped to see more creative approaches to make transit more streamlined, more pleasant, and more used. As congestion increased, he believed SMART would become a low-hanging fruit because people did not want to be stuck in traffic if they could help it, especially if some of the amenities discussed in the TMP were provided. A one-hour commute that included Wi-Fi access without the worry about texting while driving would become useful time, especially if more employment centers could be found, such as those who commuted to Tualatin, for example. He encouraged SMART to look for those opportunities.

Chair Greenfield:

- Asked about how often and what mechanism would be used for updating the priorities.
 - Mr. Brashear responded for SMART, the TMP was a working, living document. SMART was very excited to get to work on many of the concepts once the Plan was adopted. Because SMART would be dealing with the TMP on a daily basis, it would be updated regularly and Staff would keep the Commission and City Council updated, especially about the milestones being reached. There was no fixed update schedule, but that would be done regularly.
 - He believed the Master Plan's timeline might stretch to about seven years, but a lot of exciting changes were occurring with transit, such as electric vehicles. SMART was currently working on an application for two entirely electric vehicles that would operate in the city. Given Wilsonville's location between Salem and Portland, it was an ideal testing ground for many ideas.
- Complimented the report for providing the most succinct and helpful overview of the town, including the history, descriptions of neighborhoods, etc.
 - Mr. Brashear responded the Plan represented a lot of work. He had come in toward the end of the process, but he commended Mr. Loomis, Ms. Marston, Ms. Hendrix and others not present for working very hard and doing a great job on the TMP.

Chair Greenfield confirmed there were no audience comments and no further Commissioner questions or comments. He closed the public hearing at 6:54 pm.

Commissioner Postma moved to adopt Resolution LP17-0003 as amended on May 10, 2017, which included a recommendation for approval of the Transit Master Plan to City Council. Commissioner Millan seconded the motion, which passed unanimously.

III. INFORMATIONAL

A. City Council Action Minutes: (04.03.2017 cancelled) and 04.17.2017 (Staff)

Key discussion items and responses to Commissioner questions about Council's Action Minutes were as follows:

- The hearing date noted for the Frog Pond Infrastructure Funding was incorrect; the hearing would be on June 19th. A lot of time had been spent working on the Infrastructure Funding Plan with the City's development partners, and while progress had been made, a funding gap remained. No individual developer had enough land tied up to adequately carry any substantial public infrastructure costs for any period of time, given the uncertainty of repayment.
- Some creative ideas being considered included delaying construction of Boeckman Rd and potentially building it in two phases commensurate with the adjacent development on the east side, and then the school with a partner on the western leg.
- An idea being investigated deeply was the concept of a single fee-per-door that would be put in one bucket to be used for any projects identified as framework infrastructure projects. This would allow cash flow to come in and build up more quickly to be utilized on more short-term projects in a more timely manner.
- Many policy implications were involved with delaying road construction and allowing some homes to be built, so Council would need to provide input. The final report would be a very short, concise appendage to the back of the Master Plan document. There had been no other testimony about the Plan at this point. Staff wanted to make sure the concepts were legally defensible and that they made sense for the City and all the parties involved including developers. More meetings were scheduled in the next two weeks. Ms. Guile-Hinman had been rewriting Code and Reimbursement District Code language and working on system development charge ordinances. City Staff members Steve Adams, Nancy Kraushaar, and Susan Cole were also acknowledged for their work.
- The information presented to City Council on the Frog Pond Infrastructure Funding would be provided to the Commission and a presentation would also be given about the specifics.
- Staff, the Urban Renewal Board, and Council were in ongoing discussions about considering a substantial amendment to that urban renewal district to include the Boeckman Bridge project. The Council had shown some willingness to the point that they reconvened the Urban Renewal Task Force to discuss the feasibility of having most, all, or part of the bridge paid for by urban renewal funds. This option had been discussed previously. There had been a number that was per million of unfunded bridge project, from \$161 to \$2,650 based on the proportionate impact to the West Neighborhood in 20 years. Given the current discussions about this being an urban renewal project, there would be more conversations and subsequent discussions with the taxing entities around the feasibility. Representatives on the Task Force included the fire district and other significant entities who were the decision-makers on whether this would move forward.
 - Depending on the process, the City was not necessarily looking at Boeckman Rd being done at the same time as the Boeckman Bridge, although there was the potential for that. At this time, the City anticipated that Boeckman Rd would be done by developers and the Boeckman Bridge would probably be done by the City. It was doubtful that a developer would take on the bridge project. If the timeframes worked out, both projects could be done concurrently.
 - While there would be considerable advantages doing the projects together, Mr. Wolfston still did not have an identified home builder, so he was still independent. However, he was engaging with City Staff around these concepts and talking with a number of different individuals who were interested in his site. Until that deal was solidified, the City did not know who it would be dealing with on the west side.
 - West Hills was continuing to look for additional property, though Staff was unaware of anything happening yet. Acquiring another 20 to 25 acres of contiguous land might change their position and ability to carry a large public project; presently, with the limited holdings and relatively few lots West Hills had, it would be difficult to finance the public cost while waiting for more development to occur.
 - Frog Pond was quite a different situation than large planned developments like Villebois. Trying to protect the community and make the project a reality was a difficult challenge.

- Mr. Neamtzu confirmed he would send the actual traffic count numbers to the Commission, adding the truck count was not an insignificant number. Breaking down the traffic counts as to how many were related to construction at Meridian Creek School, pass-through, deliveries, etc. was difficult.

B. Basalt Creek Concept Plan (Bateschell)

This item was postponed to the June Planning Commission meeting due to Ms. Bateschell absence.

C. 2017 Planning Commission Work Program (Bateschell)

Chris Neamtzu, Planning Director, noted Staff was considering cancelling the August meeting in lieu of having the Commission participate in a community event in Town Center on the Town Center Plan. He highlighted the Work Program with these key additional comments:

- City Staff and the consultants were working on the Form-Based Code, which would return to the Commission for review and adoption over the next six months.
- Urban Collaborative, an architectural/planning firm, had been hired to create a clear and objective pattern book to guide single-family home construction in Old Town to wrap up the final piece of the Old Town Neighborhood Plan. The pattern book would be a highly-illustrative document based on six primary design types of the neighborhood with new graphics and a new approach.
 - The pattern book the neighborhood adopted did not address the actual implementation. The pattern book would work with the Old Town Overlay Zone, so any residential development proposed in Old Town would be able to use the Code and this clear and objective pattern book to guide the design of homes in the neighborhood. Certain clear architectural standards would have to be met for projects to be approvable for construction in Old Town.
 - As far as the number of units available, the neighborhood had some existing units that were tear-downs, some mobile homes, and a couple sites with potential infill. A pre-application meeting was held for the vacant parcel on First St that was the nexus for all the Neighborhood Plan work done since 2005. The applicant builds homes and was currently looking at designs. The Neighborhood Plan might not be adopted in time to address that particular site, but it would apply to other applications that come in from time to time.
 - The Old Town Neighborhood was very excited about this and Daniel Pauley was leading the effort. Steve Coyle, the City's third-party architect, was also involved and had also advised the City on the Villebois pattern books.

Mr. Neamtzu said he would send links to the packet for City Council's Monday night meeting to the Commission. The work session would start at 5:00 pm and the joint meeting with the Planning Commission was the only agenda item. No Executive Session would be held beforehand.

IV. ADJOURNMENT

Chair Greenfield adjourned the regular meeting of the Wilsonville Planning Commission at 7:11 pm.

Respectfully submitted,

By Paula Pinyerd of ABC Transcription Services, Inc. for
Tami Bergeron, Administrative Assistant-Planning