



**PLANNING COMMISSION
WEDNESDAY, OCTOBER 11, 2017
6:00 PM**

AGENDA

I. 6:00 PM CALL TO ORDER - ROLL CALL

Jerry Greenfield, Chair Eric Postma, Vice Chair Peter Hurley
Al Levit Kamran Mesbah Phyllis Millan
Simon Springall

PLEDGE OF ALLEGIANCE

CITIZEN'S INPUT

This is the time that citizens have the opportunity to address the Planning Commission regarding any item that is not already scheduled for a formal Public Hearing tonight. Therefore, if any member of the audience would like to speak about any Work Session item or any other matter of concern, please raise your hand so that we may hear from you now.

CONSIDERATION OF THE MINUTES

A. Consideration Of The September 13, 2017 Planning Commission Minutes

Documents:

[I. A. Consideration Of The Septembe 13, 2017 PC Minutes.pdf](#)

II. 6:15 PM LEGISLATIVE HEARING

A. Old Town Single-Family Design Standards (Pauly)

Documents:

[II. A. Old Town Single-Family Design Standards.pdf](#)

III. 8:15 PM INFORMATIONAL

A. City Council Action Minutes (09.07.2017 And 09.18.2017)

Documents:

[III. A. City Council Action Minutes \(09.07.2017 And 09.18.2017\).Pdf](#)

B. 2017 PC Work Program

Documents:

[III. B. 2017 PC Work Program.pdf](#)

IV. 8:30 PM ADJOURNMENT

Time frames for agenda items are not time certain.

Public Testimony

The Commission places great value on testimony from the public. People who want to testify are encouraged to:

- *Provide written summaries of their testimony*
- *Recognize that substance, not length, determines the value of testimony*
- *Endorse rather than repeat testimony of others*

Thank you for taking the time to present your views.

For further information on Agenda items, call Tami Bergeron, Planning Administrative Assistant, at (503) 570-1571 or e-mail her at bergeron@ci.wilsonville.or.us.

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 services, please call the Planning Administrative Assistant at (503) 682-4960



PLANNING COMMISSION

WEDNESDAY, OCTOBER 11, 2017

- I. **CONSIDERATION OF THE MINUTES**
 - A. Consideration of the September 13, 2017 Planning Commission minutes.

PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 13, 2017
6:00 PM

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

Draft minutes
presented for
review/approval at
the Oct. 11, 2017 PC
Meeting

Minutes

I. CALL TO ORDER - ROLL CALL

Chair Jerry Greenfield called the meeting to order at 6:01 p.m. Those present:

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

City Staff: Chris Neamtzu, Miranda Bateschell, Amanda Guile-Hinman, and Daniel Pauly

PLEDGE OF ALLEGIANCE

CITIZEN'S INPUT

This is the time that citizens have the opportunity to address the Planning Commission regarding any item that is not already scheduled for a formal Public Hearing tonight. Therefore, if any member of the audience would like to speak about any Work Session item or any other matter of concern, please raise your hand so that we may hear from you now.

CONSIDERATION OF THE MINUTES

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

II. WORK SESSION

A. Old Town Development Code (Pauly)

Dan Pauly, Senior Planner, presented the Staff report on the recommended text Code changes applicable to the design standards for residential properties in Old Town. He also highlighted an additional handout that described the option for remodels and additions on homes that do not fit any of the architectural types described in the design guidelines to either comply with the design standards or match the existing design. He responded to questions and comments as follows:

- The 1880 to 1930 designation noted in Section 4.138 (.01)B would remain in effect for commercial, industrial, and multifamily properties that require a design review. Staff recommended that single-family properties remain consistent and enhance the existing character of the neighborhood. This would allow the new ranch style recommended in the design guidelines.
 - There was no direction from Council or any of the master plans to extend the time period. However, a date range for single-family properties could be specified.
- State Statutes allow for accessory dwelling unit (ADU) standards so ADUs could not be prohibited. Detached ADUs would ensure that the historic scale of properties was maintained, whereas attached ADUs would increase the bulk of the main building.
 - Language in the Pattern Book would be reviewed to ensure consistency with the recommended Code language, including references to the maximum ADU size standard.
- Should these recommendations be adopted, existing ADUs would be considered conforming and new ADUs would be required to comply with the new Codes.

- Commissioners were concerned that the language in the Purpose Statement used for single-family properties would provide a loophole for a property owner to argue that previous ADU Codes set a precedent. Staff confirmed that Purpose Statements were not adopted as standards.
- Variances for ADUs could be approved through standard practices.
- Staff confirmed standard rules for on-street parking were recommended for ADUs. Cars could park on shoulders or in alleyways that were gravel. Or, property owners could provide designated onsite parking, which could be paved or gravel.
- Street access to Boones Ferry Rd from driveways would be aligned on both sides of the street to prevent any offsets.
 - Commissioners recommended more precise Code language regarding the coordination of accesses to this street and the addition of references to Public Works standards.

Zoe Anton, The Urban Collaborative, presented recommended single-family residential design standards for Old Town via PowerPoint, which was included in the agenda packet. A glossary that included diagrams was handed out at the dais. During the presentation, she and Staff responded to questions and comments from the Commission as follows:

- The recommended height limits for Craftsman and Farmhouse style homes were intended to simplify the design standards because the styles were so similar. Alternative heights would still be possible through a regular review.
- About 85 percent of the homes in the area would be covered by the proposed design standards. Most of the existing homes were one-story ranches that already complied with the recommended design guidelines, except for most ranches did not have porches. However, all new ranches would need to be built in compliance with the new design standards.
- Ms. Anton confirmed that new ADUs would be detached only.
 - Commissioners briefly discussed the benefits of limiting ADUs to detached units with respect to density and massing. They also talked about how to define a detached ADU in a way that would allow a covered walkway or breezeway between the main dwelling and ADU. A walkway would impact massing and lot coverage. Ms. Anton said she would work with Staff to suggest recommendations for allowing walkways.
- The recommendation for 35 percent lot coverage was taken from the Boones Ferry Historic District Architectural Standards in the 2011 Old Town Neighborhood Plan. However, there were currently many existing lots with more than 35 percent coverage.
- Driveway length should be measured from the property line, not the street edge, because the full rights-of-ways were unimproved.
- The rear yard requirements were part of the original Old Town Overlay Zone.
- The schematics showed what 35 percent lot coverage would look like, but Ms. Anton confirmed she would check that the correct footprint measurements were used.
 - Permeable surface standards could be added.
- Many of the alleys in the neighborhood extended across property lines. Ms. Anton confirmed she would work with Mr. Pauly to ensure the recommendations for setbacks were appropriate.
- The recommended lot coverage should remain consistent with the current average lot coverage in the neighborhood to maintain character.
- The building on the parcel labeled 79 had been torn down. A developer met with neighbors in July and was waiting on their civil engineer to submit a development proposal to the City. About 10 stand-alone structures with condominium type ownership would be built on a single lot. Existing requirements prevented previously proposed lot divisions from being approved.

Commissioner Postma discussed how the Commission's decisions impact the Development Review Board (DRB) and expressed concerns about limiting the DRB's ability to thoroughly vet building projects.

Staff confirmed the setbacks, particularly along alleys, would be reconsidered.

- Smaller accessory buildings like a garden shed would not need to meet any standards, but larger buildings like a shop would. The Code would define what size accessory structure would trigger a review.

- A two-story detached garage with an ADU in the top would not be allowed.
 - The Commission discussed their vision for these Code changes to have an overall effect by allowing alternate processes. The obligation to adhere to the look and feel of the neighborhood would not be defined exactly, but would emerge from the Code. Some Commissioners believed the details would be prescribed by the DRB, while others feared the DRB would default to the Code.

Chair Greenfield called for public comments.

Monica Keenan stated that in prior years she had been on the Steering Committee for the Old Town Plan. The Committee did not have comments on the Code at that time because there was a lot they needed to digest, so they would get together with the team to give comments. ADU parking should be off-street on some streets, not necessarily on a driveway. Some of the streets have pull off areas where yards are narrow. The Committee's pattern book established the maximum height for structures at 28 feet, which should be discussed. Lot coverage and setbacks should also be discussed. She confirmed the Steering Committee recommended that height be based on the height of older historic large structures, like the buildings on 5th Street and Boones Ferry Rd. Throughout the development of the Old Town Plan, and at every public hearing, the Committee had stated no duplexes in a single-family area. Therefore, duplexes should not be listed as style. One of the leading goals in the Plan was not to use ADUs as duplexes and not to have duplexes. The language of the old overlay zone stated no duplexes in Old Town. The Committee would like this worked through before the public hearing and would submit their official comments as soon as possible.

Commissioner Springall noted that one of the duplexes shown, and many duplexes in Charbonneau, did not look like duplexes.

Ms. Keenan stated the intent was not to have duplexes or ADUs used as duplexes in a single-family area, adding the concern was density and massing.

Commissioner Mesbah said massing could not be the issue if the duplex looked like a single-family dwelling.

Ms. Keenan responded massing was an issue with the new units that were recently built in the neighborhood. The ADUs were essentially duplexes that exceed the density and massing desired in the neighborhood.

Commissioner Mesbah believed the Code would take care of the massing. He was concerned about excluding affordable housing. As long as the massing was the same as a single-family dwelling, duplexes should be all right.

Commissioner Springall agreed. The duplex design in the slides could fit in Old Town. He was concerned about equity and access by a variety of people from different backgrounds. Old Town has traditionally offered affordable homes to a mix of people and he believed it should continue.

Ms. Keenan said Old Town was one of the most affordable neighborhoods and she was speaking to the desires and goals of the Old Town Plan as it was developed. The request was to not allow duplexes in the single-family area. There are apartments on the borders at the north and south ends and areas along the park were allocated for denser development. She did not want it listed as a goal to have duplexes or as a separate identity in the housing styles.

Commissioner Springall said it made sense to have guidelines for what was permitted. Massing requirements and the goal for the feel of the neighborhood was established by the requirement that duplexes should appear indistinguishable.

Commissioners shared their opinions on the two types of duplexes shown, noting which they each believed would be appropriate in the neighborhood. They also shared ideas about how to encourage

designs that would retain the style of the neighborhood. Staff recommended Code language and expressed concerns about how quickly duplexes could change the character of the neighborhood.

Commissioner Postma noted the neighborhood plan, and the resolution directing Staff, did not mention duplexes. However, duplexes were allowed in the underlying zoning. He asked if it was possible that a duplex could be allowed with a variance or conditional use permit. Staff agreed to check with the city attorney on whether the City was required to provide clear and objective standards for duplexes.

Doug Muench, citizen residing in Old Town, said the issue was not whether a duplex looked like a duplex. Old Town blocks were narrow and Old Town did not have a lot of parking. He did not want the neighborhood to end up with no parking. Even if the structure did not look like a duplex, there would be garbage cans and parking, which would destroy the feel of the neighborhood.

Carol Dickey is a property owner of a small rental house in the neighborhood. She did not believe a 600 sq ft ADU would increase density enough to impact the neighborhood more than a single-family house of the same square footage as a house with ADU would be combined. Two new houses with ADUs on Boones Ferry Rd were quite charming and added a lot of character to the street. The Planning Department had planned access and parking well. A 600 square foot unit would not have ten people and proximity to retail services is very much in demand for single people. The Commission would be doing the neighborhood a good service by allowing ADUs to continue in the neighborhood. She had rentals that were 525 sq ft in other areas and they were in high demand. Many people were desperate for small units. ADUs did not have to be detached.

Commissioner Mesbah said neighborhood design standards should be aspirational, but these were minimum standards as a default. He did not believe the Code clearly identified what the design future of this neighborhood could be for other committees.

Commissioner Millan recommended additional language be added to the Old Town Overlay Zone that would get to the sense of what the Commission wanted to achieve without being prescriptive. Exceptions should be left to the DRB. The Purpose Statement could give more clarity. Commissioner Springall agreed, but noted the recommended language did not address density or affordability.

Commissioners discussed elements of the neighborhood that made its character difficult to define. They also discussed concerns about codifying gentrification, which would change the neighborhood's character.

Rose Case is a resident in Old Town and a former social studies teacher and archeologist. She went to the State Historic Preservation Office (SHPO), where a staff member walked through Old Town and came to a City Council meeting to say that the neighborhood was the best example of historic buildings and architecture that demonstrated the development of the river cities until 1960, when the bridge was built. Old Town was the history of commerce in Oregon. The neighborhood had unique buildings not found anywhere else in Oregon and it would be a loss to our heritage if those disappeared. Some houses were already labeled. The neighborhood was never dense. The West Side Planning Task Force addressed density, but no one looked at that. Density was supposed to be kept on the top level of two-story commerce buildings, and it was supposed to be affordable. However, the cheapest unit was now \$1,000 per month for a one-bedroom dwelling. Her children were looking for affordable places to live, but they could not afford that. She asked that the Commission not use the word affordable because it meant absolutely nothing. Affordable was whatever the property owner wanted it to be. If the Commission wanted a purpose or reason for Old Town, the neighborhood was the history of Oregon and the people coming here to live. Governors and Senators have come from Wilsonville, including the first female Senator. There was a great and rich history here and that was what people in Old Town were trying to keep. History did not stand up to density, so the Commission must choose. Several past administrations wanted to bulldoze the neighborhood and she asked if this administration would do the same or preserve the neighborhood. She did not want to keep certain people out, just preserve something.

Staff and the project team confirmed they had enough direction to continue working on the Old Town Development Code.

Chair Greenfield called for a short recess at 8:08 pm and reconvened the meeting at 8:16 pm.

III. INFORMATIONAL

A. Town Center Update

Miranda Bateschell stated she wanted input from those who attended the community block party and Town Center events. Updates were emailed two weeks ago as part of the agenda packet to more than 400 people who were on the interested parties list. She noted the updates were also available on the City's project website. She updated the Commission on recent efforts to collect input from the public and next steps for the project.

Chair Greenfield said he was impressed with the project website. The information was exhaustive and the visuals were useful. He encouraged members of the public to review the website and asked if there was any significant movement among the business owners in the area towards redevelopment.

Ms. Bateschell explained that while owners of smaller businesses have been engaged, there were no concrete plans for owners of larger property owners to consider. The Commission and Staff discussed the difficulties involved with aligning the community's wants with the City's constraints and the lack of involvement by developers and business owners. The community was concerned about parking, but was open to multi-use buildings in the area.

Commissioner Mesbah directed Staff to look for additional constraints within the public's input by having frank conversations with property owners. Questions should be planned in advance. The Commission did not want any constraints to be overlooked. The market would be different in 10 or 15 years, so he was more concerned about long-term than short-term constraints. The Commission needed at least a vague idea of where the trends were going so they could create a vision of the future.

Ms. Bateschell stated the input received so far regarding timelines around tenant agreements, parking agreements, access, and circulation.

Chair Greenfield believed it would be difficult for retailers to take on the rental business in a multi-use building. Ms. Bateschell shared options for developers to build mixed-use projects.

The Commission briefly discussed options for centralized parking.

Commissioner Millan said she had heard from many people who believed the project would never go forward because there were too many constraints and the City did not have any undeveloped land in the area. She said people in her earshot wanted to know why the City was spending money on something that would never happen.

The Commission suggested Staff present the public with examples of successful redevelopment projects in other similar urban areas. They discussed growth in the city and the need to be proactive, despite the long-term residents who were opposed to change or believed the City's financial priorities should be different. The City needed to find out if developers have plans for the area. Staff noted that a market analysis was part of the Town Center project, which would provide some indication of what the private development sector could bear. The City would also consider tools necessary for making redevelopment feasible, like an urban renewal district. Commissioners agreed that redevelopment should be developer driven and the City should invest in infrastructure.

B. French Prairie Bridge

Chris Neamtzu noted the updates in the agenda packet were prepared by Zach Weigel. The two biggest issues were ODOT's position on the eastern most bridge alignment and a request by the

Confederated Tribes of the Grand Rhonde for additional archaeological investigations at multiple sites. These issues would delay the project by about a month, which was not expected to be significant.

The Commission and Staff discussed the bridge alignment, which was still part of the project despite ODOT's opposition to the plan. Staff wanted to keep their proposal in play and work through the issues so that the 30 percent design of the bridge could be completed by the end of 2018.

C. City Council Action Minutes: (07.17.2017, 08.07.2017, and 08.24.2017) No comments.

D. 2017 Planning Commission Work Program No comments.

Staff confirmed that the Form Based Code had been delayed by a month because of a variety of scheduling conflicts with consultants, and that the original timeline was overly aggressive.

IV. ADJOURNMENT

Chair Greenfield adjourned the regular meeting of the Wilsonville Planning Commission at 8:52 pm.

Respectfully submitted,

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



PLANNING COMMISSION
WEDNESDAY, OCTOBER 11, 2017

II. LEGISLATIVE HEARING

A. Old Town Single-Family Design Standards (Pauly) (120 minutes)



PLANNING COMMISSION STAFF REPORT

Meeting Date: October 11, 2017		Subject: Old Town Single-family Design Standards Staff Member: Daniel Pauly, Senior Planner Department: Community Development, Planning	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: Following work sessions in July and September the Planning Commission is now requested to hold a public hearing and make a recommendation to City Council.	
Staff Recommendation: Staff recommends the Planning Commission conduct the public hearing, and when complete, forward a recommendation to adopt the proposed Development Code changes and Design Standards to City Council.			
Recommended Language for Motion: I move to adopt Resolution LP17-0004 recommending adoption of the Old Town Single-Family Design Standards and associated Development Code updates to City Council.			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s) City Council Acceptance of Old Town Neighborhood Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COMMISSION:

In accepting the Old Town Neighborhood Plan in 2011 the City Council, among other items, directed staff to review and incorporate the architectural pattern book developed by residents into

the City's Development Code, and create clear and objective design standards for single-family development in Old Town.

The currently adopted Old Town Overlay Zone language requires discretionary review of new single-family homes and substantial remodels by the Development Review Board. Staff from the State Department of Land Conservation and Development (DLCDC) flagged this issue as part of acknowledgement of the City's Housing Needs Analysis in 2014 requiring the city to establish clear and objective standards governing the review of new homes in Old Town. City Council Resolution No. 2334 also gave direction on addressing Accessory Dwelling Units (ADU). The draft Code language has been prepared in response to this direction.

The project consultant team of The Urban Collaborative and Town Green has taken the feedback received to date through two Planning Commission work sessions, a City Council work session, as well as stakeholder interviews and developed the design standards.

EXECUTIVE SUMMARY:

The project aims to develop clear and objective architectural standards for use by staff in ministerial review of new single-family homes (including duplexes), single-family additions, remodels, accessory dwelling units, garages, and other buildings accessory to a single-family uses in the Old Town Overlay Zone consistent with the vision established in the Old Town Overlay Zone and Neighborhood Plan. The architectural standards will ensure development authentically reflects the current character of the neighborhood, which includes simply designed homes on predominantly 50 foot wide lots. The architectural standards must be easily understood by staff, residents, builders, and designers without formal architectural training. The architectural standards developed by the consultants will be a stand-alone document, building upon the significant work created by the neighborhood, referenced by the revised Development Code.

EXPECTED RESULTS:

Recommendation to the City Council to adopt the Old Town Single-Family Design Standards and related Development Code changes.

TIMELINE:

The Planning Commission is scheduled to hold the first public hearing on October 11th and a City Council public hearing has tentatively been scheduled on November 6th.

CURRENT YEAR BUDGET IMPACTS:

The project is funded through available Planning Division professional services budget.

FINANCIAL REVIEW / COMMENTS:

NA

LEGAL REVIEW / COMMENT:

NA

COMMUNITY INVOLVEMENT PROCESS:

Much public involvement previously occurred in the development of the Old Town Neighborhood Plan. For the current project, implementing components of the plan, staff and

consultants have met with a number of key community members on the project. Numerous residents from the neighborhood attended the Planning Commission work sessions in August and September and provided input. Post cards or notices advertising the August and September Planning Commission work sessions and the October and November public hearings encouraging attendance were mailed to all property owners south of Bailey Street between the railroad and I-5.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The adoption of design standards and creating process efficiencies will enable implementation of the desired design of the Old Town Neighborhood over time while providing clear expectations to residents, land owners, developers, and the community.

ALTERNATIVES:

A number of alternatives exist for the approach to the design standards. The current proposal is the one staff and consultants feel best reflects the feedback received from the neighborhood, Planning Commission, and City Council.

CITY MANAGER COMMENT: N/A

ATTACHMENTS:

- A. Draft Wilsonville Old Town Single-family Design Standards
- B: Draft Old Town Overlay Zone code language update
- C. Compliance Findings

**PLANNING COMMISSION
RESOLUTION NO. LP17-0004**

A WILSONVILLE PLANNING COMMISSION RESOLUTION RECOMMENDING THAT THE WILSONVILLE CITY COUNCIL ADOPT THE OLD TOWN SINGLE-FAMILY DESIGN STANDARDS AND RELATED DEVELOPMENT CODE CHANGES INCLUDING SPECIFIC REGULATIONS FOR ACCESSORY DWELLING UNITS IN THE OLD TOWN OVERLAY ZONE.

WHEREAS, on September 19, 2011 the Wilsonville City Council adopted Resolution No. 2324 accepting the Old Town Neighborhood Plan with Architectural Pattern Book and providing guidance to staff to implement; and

WHEREAS, Resolution No. 2324 directed staff to “review and incorporate all or parts of the Architectural Pattern Book into WC 4.138 – Old Town Overlay Zone to create process related efficiencies and a hierarchy of process types for different construction activities;” and “Amend the Code related to ADU’s (WC 4.113) to address size (no larger than 600SF), number (10% neighborhood wide) and associated parking (require 1 off-street space) in the Old Town neighborhood;” and

WHEREAS, Senate Bill 1051 prohibits cities with populations greater than 2,500 from prohibiting building accessory dwelling units in areas zoned for single-family development, effective July 1, 2018; and

WHEREAS, it is not prudent to limit the number of accessory dwelling units as directed in Resolution No. 2324 in light of the new law soon going into effect; and

WHEREAS, changes to Section 4.138 of the Wilsonville Development Code are recommended in relation to accessory dwelling units to limit the size to 600 square feet and require off-street parking among other standards within the Old Town Overlay Zone, taking precedence conflicting language in Section 4.113; and

WHEREAS, the City staff and consultants have worked with the Old Town neighborhood, Planning Commission, and City Council to draft changes to Section 4.138 to create a process for ministerial review of single-family homes, duplexes, and accessory structures within the Old Town Overlay Zone as well as Old Town Single-Family Design Guidelines book to guide review; and

WHEREAS, the Wilsonville Planning Commission has held two work sessions to discuss and take public testimony on the Old Town Single-Family Design Standards and related changes to Section 4.138 of the Wilsonville Development Code; and

WHEREAS, the Wilsonville Planning Director, taking into consideration input and suggested revisions provided by the Planning Commission members and the public, submitted the proposed Old Town Single-Family Design Standards and related changes to Section 4.138 of the Wilsonville Development Code to the Planning Commission, along with a Staff Report, in

accordance with the public hearing and notice procedures that are set forth in Sections 4.008, 4.010, 4.011 and 4.012 of the Wilsonville Code; and

WHEREAS, the Planning Commission, after Public Hearing Notices were provided to impacted residential properties within the Old Town Overlay Zone, held a Public Hearing on October 11, 2017 to review the proposed Old Town Single-Family Design Standards and related changes to Section 4.138 of the Wilsonville Development Code, and to gather additional testimony and evidence regarding the proposal; and

WHEREAS, the Commission has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of their proceeding; and

WHEREAS, the Planning Commission has duly considered the subject, including the staff recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW, THEREFORE, BE IT RESOLVED that the Wilsonville Planning Commission does hereby adopt the Planning Staff Report (attached hereto as Exhibit A) and Attachments, as presented at the October 11, 2017 public hearing, including the findings and recommendations contained therein and does hereby recommend that the Wilsonville City Council adopt the proposed Old Town Single-Family Design Standards and related changes to Section 4.138 of the Wilsonville Development Code as approved on October 11, 2017 by the Planning Commission; and

BE IT RESOLVED that this Resolution shall be effective upon adoption.

ADOPTED by the Planning Commission of the City of Wilsonville at a regular meeting thereof this 11th day of October 2017, and filed with the Planning Administrative Assistant on

_____, 2017.

Wilsonville Planning Commission

Attest:

Tami Bergeron, Administrative Assistant III

SUMMARY of Votes:

Chair Jerry Greenfield: _____
Commissioner Eric Postma: _____
Commissioner Peter Hurley: _____
Commissioner Al Levit: _____
Commissioner: Kamran Mesbah _____
Commissioner Phyllis Millan: _____
Commissioner Simon Springall: _____



WILSONVILLE OLD TOWN Single-Family Design Standards



PREFINAL

03 October 2017





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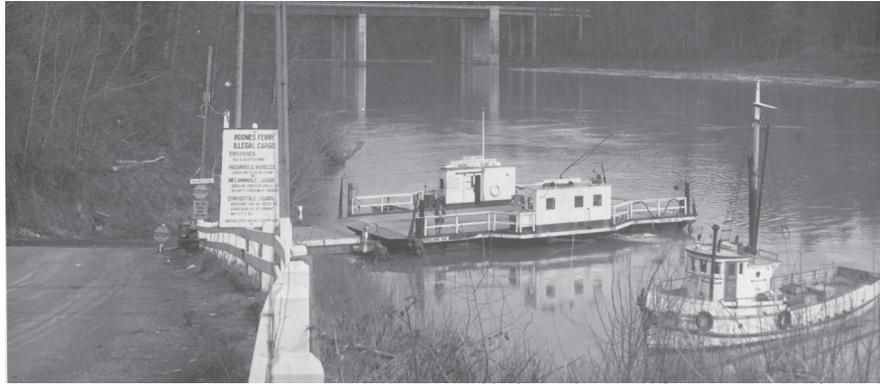
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ATTACHMENT A

INTRODUCTION AND HISTORY



Boone's Ferry on the Willamette River, OSU Special Collections: Gifford Photographic Collection

The city of Wilsonville, Oregon was first developed in the mid-19th century around the Boone's Ferry landing on the Willamette River. The landing served as the starting point for a new community to spring up, initially consisting of stores, hotels, shops, offices, and banks-- many of which were later converted into residences. The neighborhoods that first formed from this social and economic landmark are reflective of the city's historic culture and character. The modern-day result of the preservation of this historic style is a traditional neighborhood in which collections of interesting and diverse houses and sequences of small shops join together to create beautiful streets and public spaces that preserve a rural feel while in an urban setting.



Wilsonville Railroad Bridge Under Construction - circa 1907, Old Oregon Historic Photos

The area as a whole shares a visual richness and celebrates historic character. The historical residences in this area were constructed primarily between the 1850's and the 1930's, creating a beautiful snapshot of the era when the area was first developed. As new homes and businesses are constructed in the neighborhood, it is important to preserve Old Town's visual historical identity.

The following design standards reflect the cultural characteristics of the Boone's Ferry neighborhood as it has developed over the past 160 years while integrating the current community's goals for the future. It provides a clear and straightforward set of architectural and planning guidelines to preserve historical integrity as new homes are constructed and existing homes are renovated.



George Law Curry House, Front View - 1934, Old Oregon Historic Photos





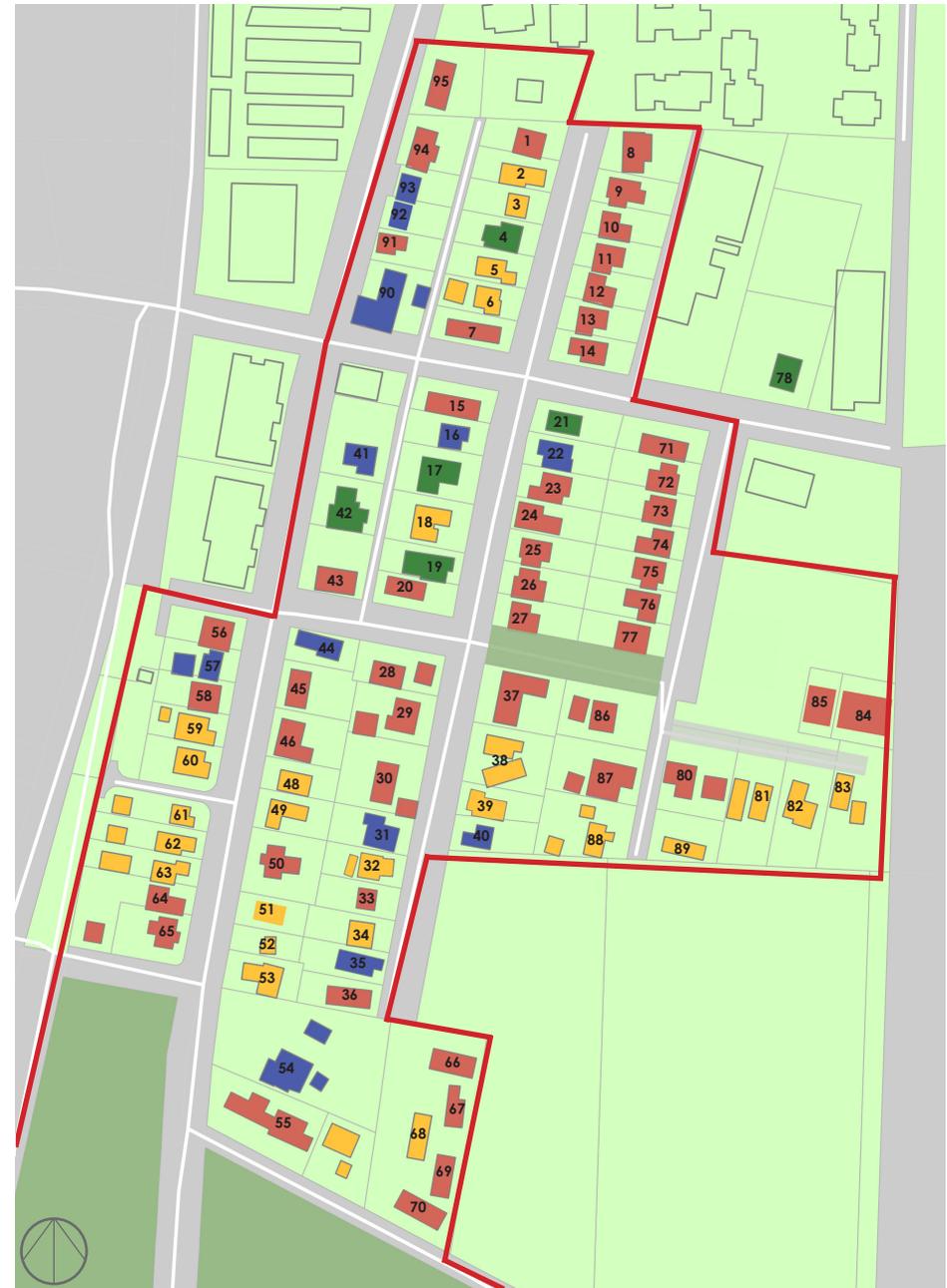
PURPOSE AND OVERVIEW

These Single-Family Design Standards are designed with the intention of preserving the unique character of Wilsonville’s Old Town neighborhood, and uniting future development projects with a shared vision of preserving local traditions. Historic architecture offers important lessons about making buildings work at both the street and pedestrian scale. The Design Standards apply to the homes within the red boundary on the neighborhood map to the right. This map shows the style of homes within Old Town and the current mix of new and historical homes.

Old Town Wilsonville maintains a unique character reflective of a period before the rest of Wilsonville existed. However, as the City of Wilsonville grows, the neighborhood has been experiencing development pressures. In order to maintain the desired scale and massing for residential buildings within Old Town, the Design Standards present clear guidelines for new build, renovations, or additions to existing buildings in the neighborhood.

The Old Town Overlay Zone, within the Wilsonville Zoning Code, refers directly to these Design Standards and the two documents should be referred to in conjunction when planning any new homes or when renovating homes in Old Town.

This document provides simple, clear, and objective standards that illustrate the patterns and elements of architectural styles in Old Town Wilsonville. The guidelines provide the City of Wilsonville and the community with tools to minimize problems regarding future development and redevelopment projects that are inconsistent with the context of Old Town. By protecting the spirit and sense of place in Old Town, the look, feel, and culture unique to the neighborhood is also preserved.



- Western Farmhouse
- Craftsmen
- Ranch
- Modern Mix and Other
- Residential Scope Border
- City Parks
- Roads
- Tax Lots

ATTACHMENT A

OLD TOWN HISTORICAL RESIDENTIAL TYPES



Existing Farmhouse Styles



The residential housing types currently present in the Boones Ferry district of Old Town Wilsonville include Farmhouses, Craftsman Style homes, and Ranch Style homes among other more modern homes. To preserve the historic character of the neighborhood, this document will focus on these three historic styles: Farmhouse, Craftsman, and Ranch, which together compose about 80% of the homes in old Town.

The Farmhouse style in Wilsonville dates back to when the neighborhood was first developed in the 19th century. This style is prevalent through the Willamette Valley and consists primarily of a simple building form with added features and forms to add character to the home. Farmhouse homes have porches and pitched roofs, and have a traditional and historic visual style such as vertical or horizontal wood siding, vertically aligned windows, and a large front porch.



Existing Craftsman Styles



The Craftsman style first appeared along the American west coast at the turn of the 20th century, featuring arts-and-crafts style elements that were popular at the time. This style uses detailed features, gabled porches, dormers, and structurally expressive elements to maintain a classic appearance with a contemporary charm.

The State Historic Preservation Office recognizes structures that are 50 years or older as historically consistent with the criteria for listing on the National Register of Historic Places. For this reason, the Ranch style home was added to the historic residential types. This addition reflects the evolving nature of Old Town.



Existing Ranch Styles



The Ranch style first appeared in the 1940's, and was popular into the 1960's. The style features a linear or shallow L-shaped form, with large front-facing windows and a pitched or hipped roof. Exterior ornamentation is limited, making these homes a versatile addition to this historic neighborhood.



STEP 1: Identify Appropriate Architectural Project Type

- 1.1 Is it single family or duplex?
- 1.2 Is there an Accessory Dwelling Unit?
- 1.3 Is it new build or renovation?
- 1.4 Is a garage or carport planned?

STEP 2: Choose an Architectural Style

- 2.1 Under which of the three architectural styles does your project fit?
 - i. How does the style define roofs, windows, porches, doors, etc?
 - ii. How many stories does it have?
- 2.2 Does your building height fit into the immediate context?
 - i. Immediate context is defined as the homes on the same block face as the project as well as the homes along the facing street.
 - a. If immediate context is 1 story, stay within 1.5 stories
 - b. If immediate context is mixed, stay within 2 stories
 - c. If project is along SW Boones Ferry Road, north of SW 4th, dwellings are encouraged to be 2 stories
- 2.3 What shape, form, and massing will the building have?

STEP 3: Identify Site and Lot Requirements

- 3.1 Are there appropriate landscaping needs to fit with immediate context?
- 3.2 How will the development meet setback standards and address edges?
- 3.3 Does your plan meet the Old Town Overlay Zoning code in areas not covered by these Design Standards?

ATTACHMENT A INTRODUCTION TO STYLES

Three distinct historical building typologies reoccur throughout the Boone's Ferry Old Town neighborhood and can be used to guide future residential construction as well as additions and renovations.

While there are modern architectural styles in Old Town, these building types represent the scale, massing, and historical precedent desired by the community.

Western Farmhouse

This style is typically two stories, in a 'T' or 'L' shape, and featuring an entry porch and gable or hipped roofs.



Craftsman

Typically one and a half stories, this style features an integrated porch with medium-pitched roofs and dormers. This historic style is often richly detailed with structurally expressive elements.



New Ranch

This style is often a long rectangular shape or 'L' plan. It is typically one story with an attached garage, adorned with a large street-facing picture window.





ATTACHMENT A

WESTERN FARMHOUSE STYLE



ATTACHMENT A

WESTERN FARMHOUSE DUPLEX

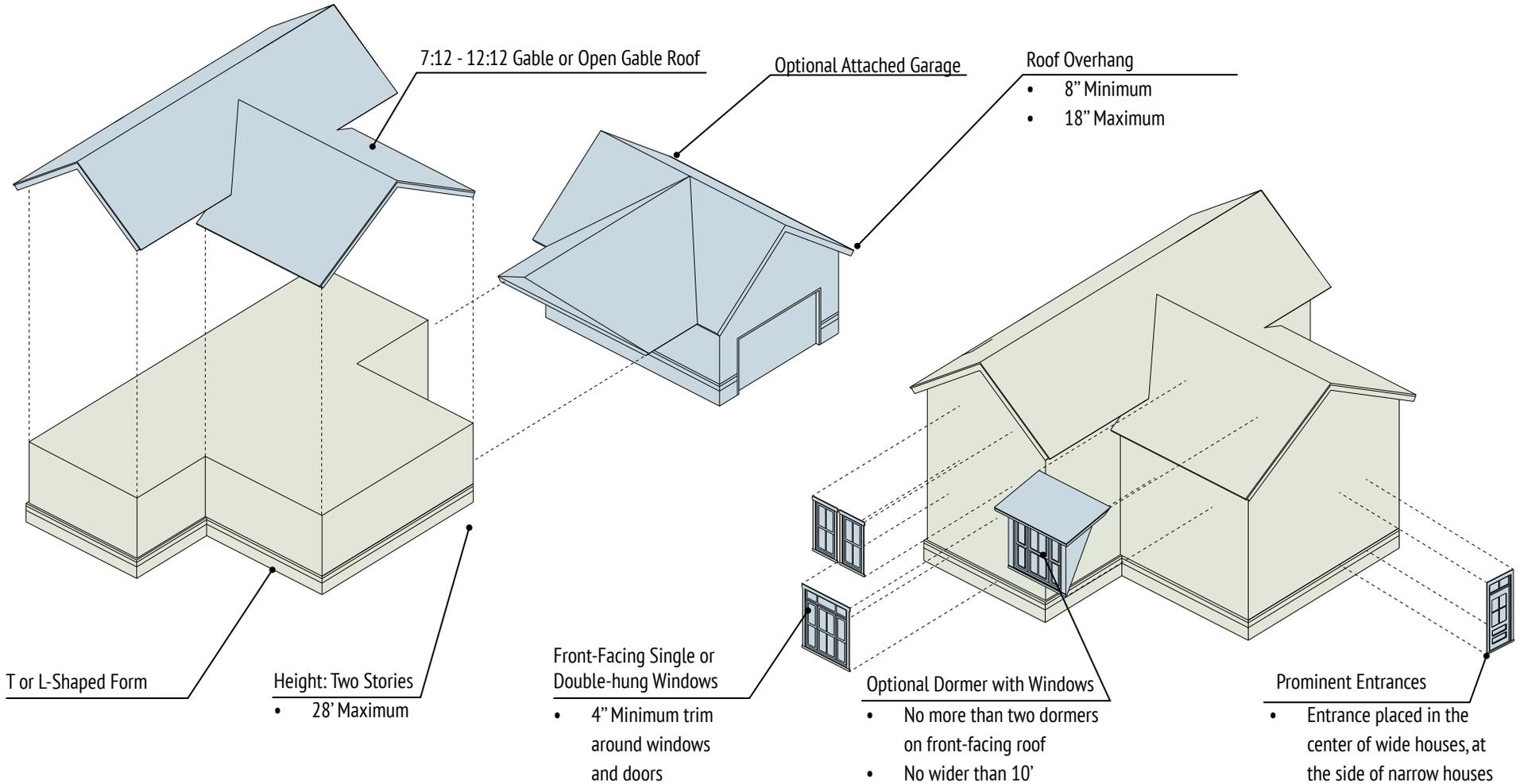
Duplexes shall appear indistinguishable from single family houses except for the two entries. If new, the duplex shall meet all Western Farmhouse design standards.





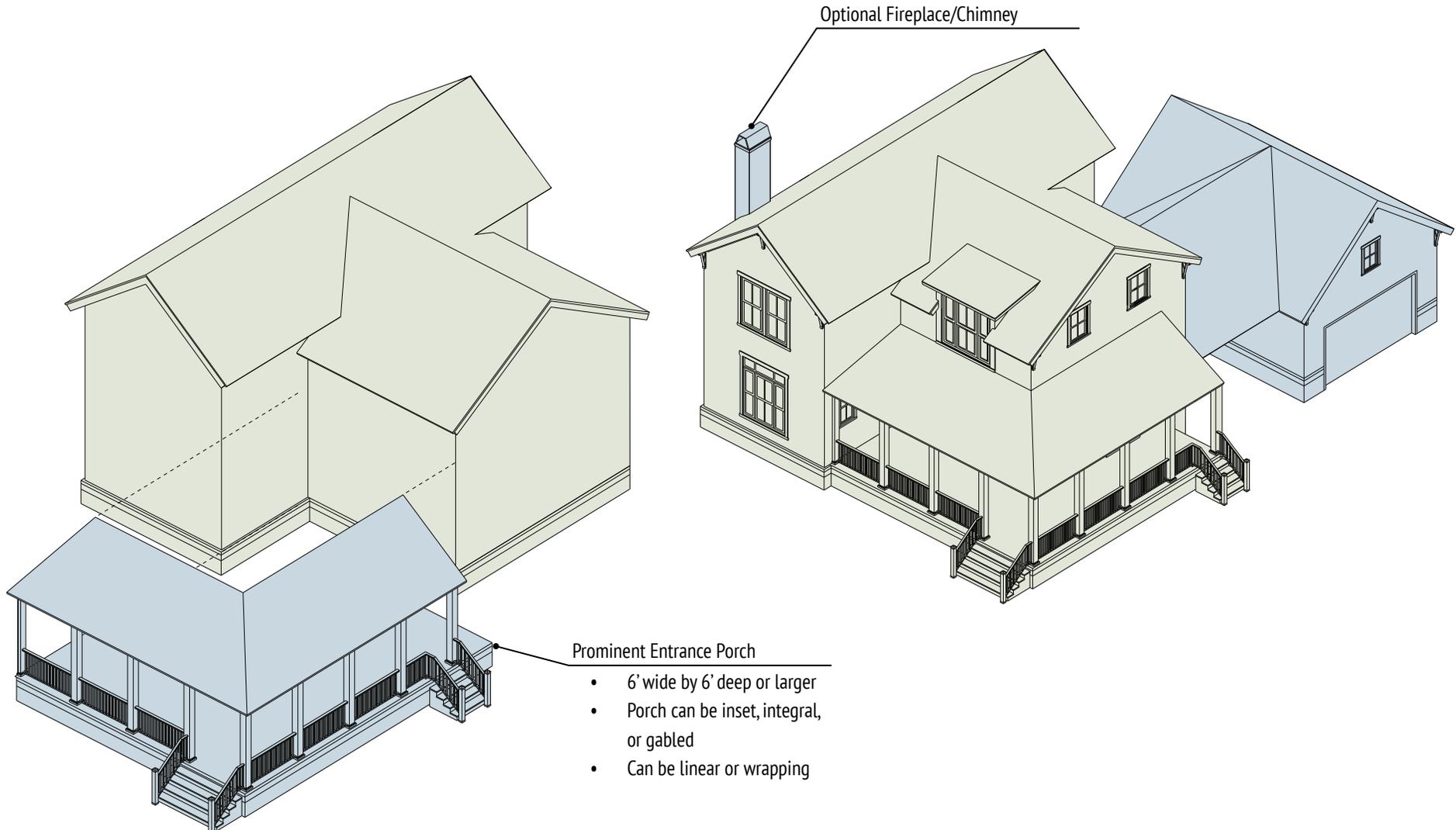
MASSING AND ROOFS

WINDOWS AND DOORS



PORCHES

OTHER ELEMENTS





ATTACHMENT A

CRAFTSMAN STYLE



ATTACHMENT A

CRAFTSMAN DUPLEX

Duplexes shall appear indistinguishable from single family houses except for the two entries. If new, the duplex shall meet all Craftsman design standards.

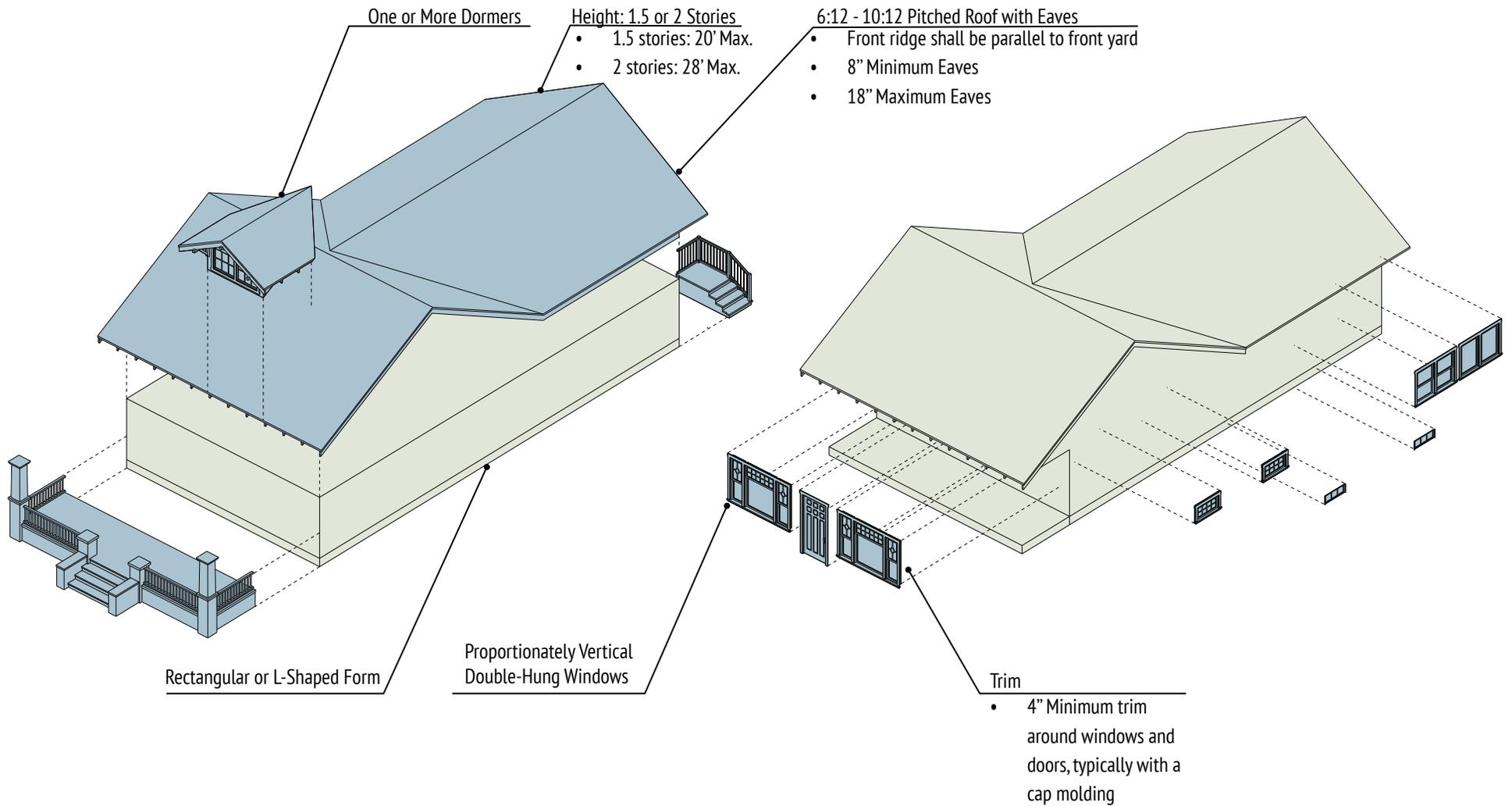




CRAFTSMAN STYLE

MASSING AND ROOFS

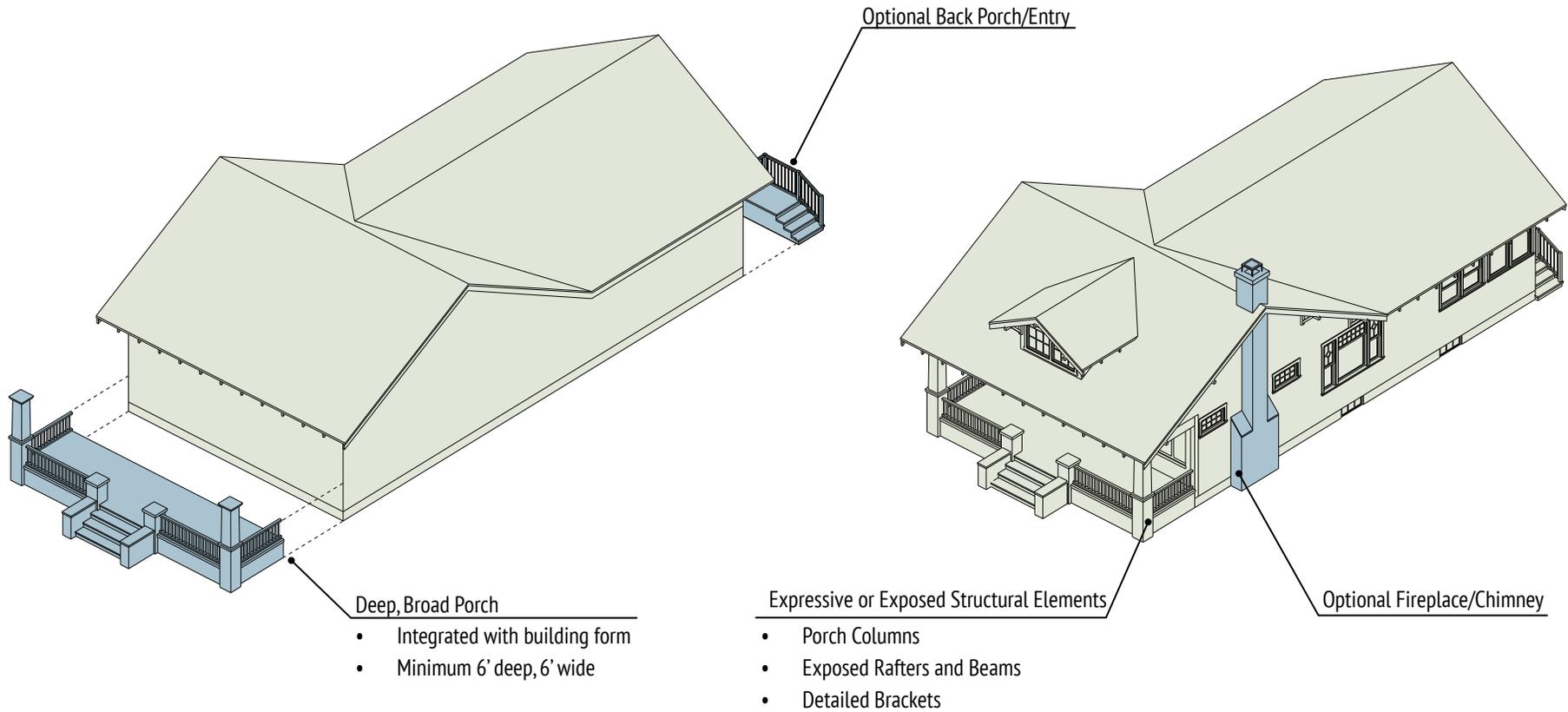
WINDOWS AND DOORS



ATTACHMENT A

PORCHES

OTHER ELEMENTS





NEW RANCH STYLE



ATTACHMENT A

NEW RANCH DUPLEX

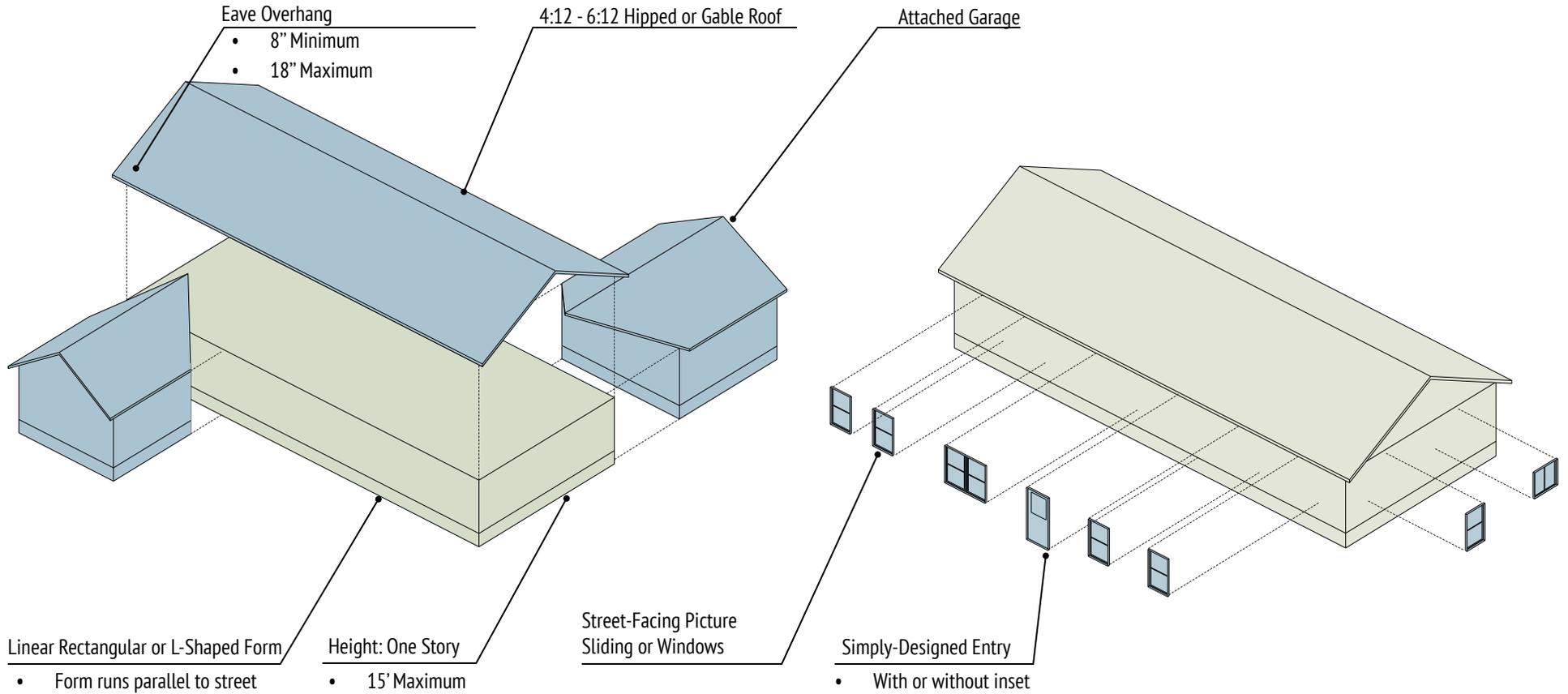
Duplexes shall appear indistinguishable from single family houses except for the two entries. If new, the duplex shall meet all New Ranch design standards.





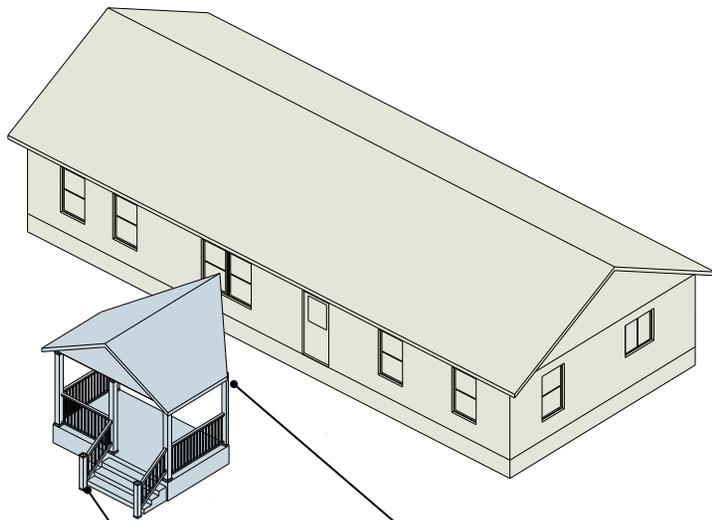
MASSING AND ROOFS

WINDOWS AND DOORS



PORCHES

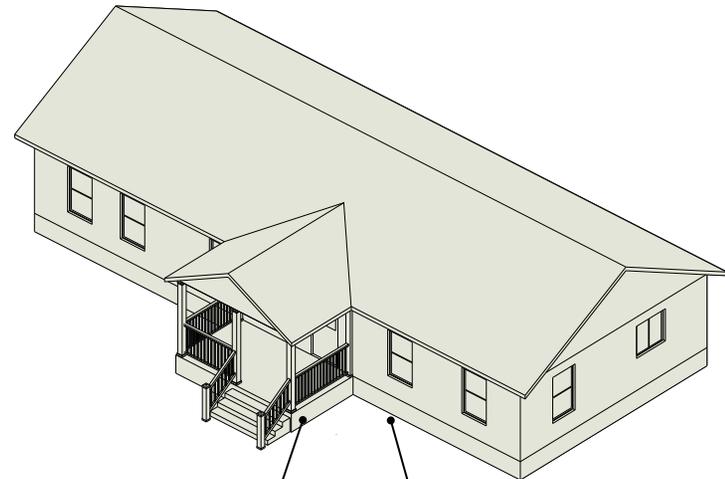
OTHER ELEMENTS



Porch or Portico

- Minimum 6' wide
- Minimum 6' deep

Gable or Shed Roof



Simple Features with Minimal Ornamentation

- Shutters are encouraged and should be sized and mounted as if operable.

Asymmetrical Facade Elements



ACCESSORY BUILDINGS, ADUs, AND GARAGES

DESIGN

Design guidelines are applicable to any and all exterior building elements visible from the public right-of-way or public parcel, in any direction, regardless of existing or proposed landscaped or natural visual barriers between the public view shed and exterior building elements.

The garage and other accessory buildings over 120sf and 10ft in height must be designed using the same exterior design and architecture (i.e. siding, windows, doors, and roofing materials) as the primary residence on the lot. Accessory buildings cannot be taller than the primary residence. If the primary residence is less than 15 feet, an accessory building can be 15 feet or less.

STYLE GUIDELINES

Western Farmhouse

Roof Style: Gable

Roof pitch: 7:12 to 12:12

Eaves: 8" minimum to 18" maximum

Craftsman

Roof Style: Gable

Roof pitch: 6:12 to 10:12

Eaves: 8" minimum to 18" maximum

New Ranch

Roof Style: Hip or Low-Pitched Gable

Roof pitch: 4:12 to 6:12

Eaves: 8" minimum to 18" maximum



© The Bungalow Company, Portland, Oregon

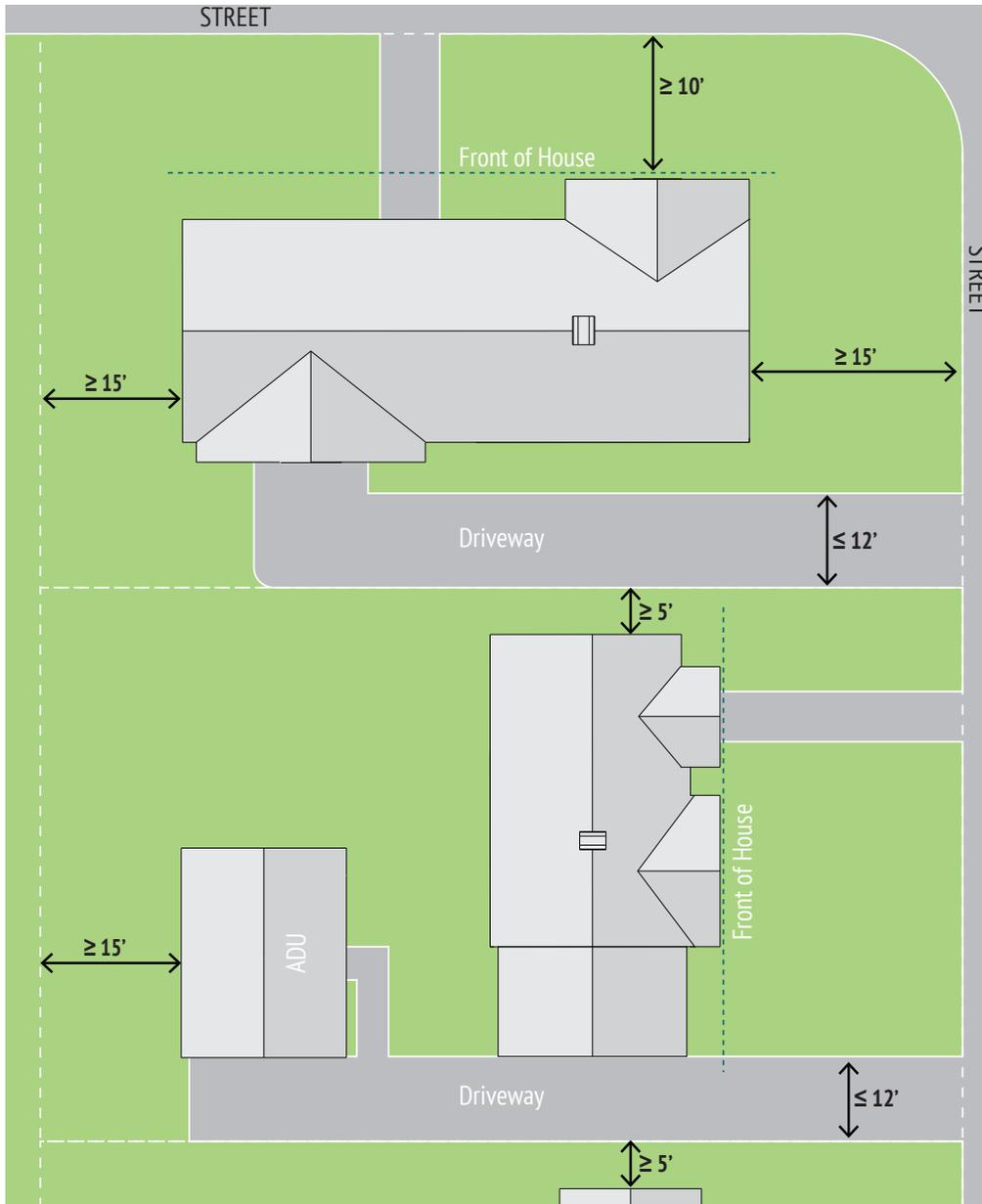


© Candace Kramer, Portland, Oregon



© E. Allen Fine Designs, San Jose, CA

MATERIALS AND LOT COVERAGE



MATERIALS

The following construction materials may not be used as an exterior finish:

1. Vinyl siding.
2. Wood fiber hardboard siding.
3. Oriented strand board siding.
4. Corrugated or ribbed metal.
5. Fiberglass panels

LOT COVERAGE

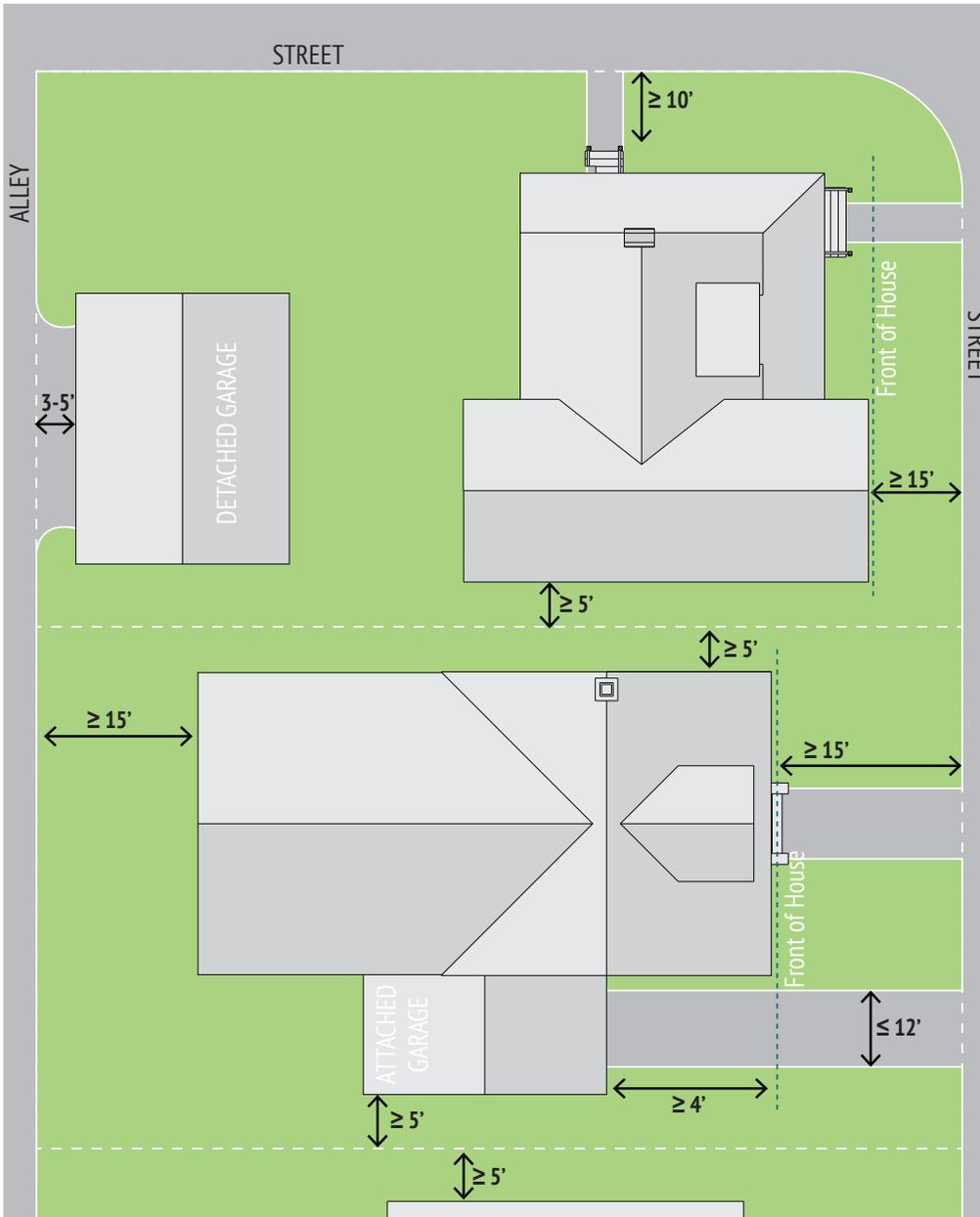
The ratio of building to lot area is a part of the old town historic character. The existing community is developed to have smaller homes on larger lots. The lot coverage ratio maintains the existing balance and openness of the neighborhood.

All built structures are not to exceed 40% lot coverage.
Buildings under 120sf and 10ft in height are not counted in lot coverage.





EDGES AND SETBACKS: PRIMARY RESIDENCES



FRONT SETBACKS

- Street-facing: Minimum 15' from street edge to front of the house
- Porches added as part of a remodel to an existing Ranch house can encroach 6 feet into the front setback.
- Residences along SW Boones Ferry Road, north of SW 4th Street: 5 feet minimum setback

SIDE AND REAR SETBACKS

- Minimum side yard: 5'
- Minimum rear yard: 15'
- Minimum side street setback: 10'

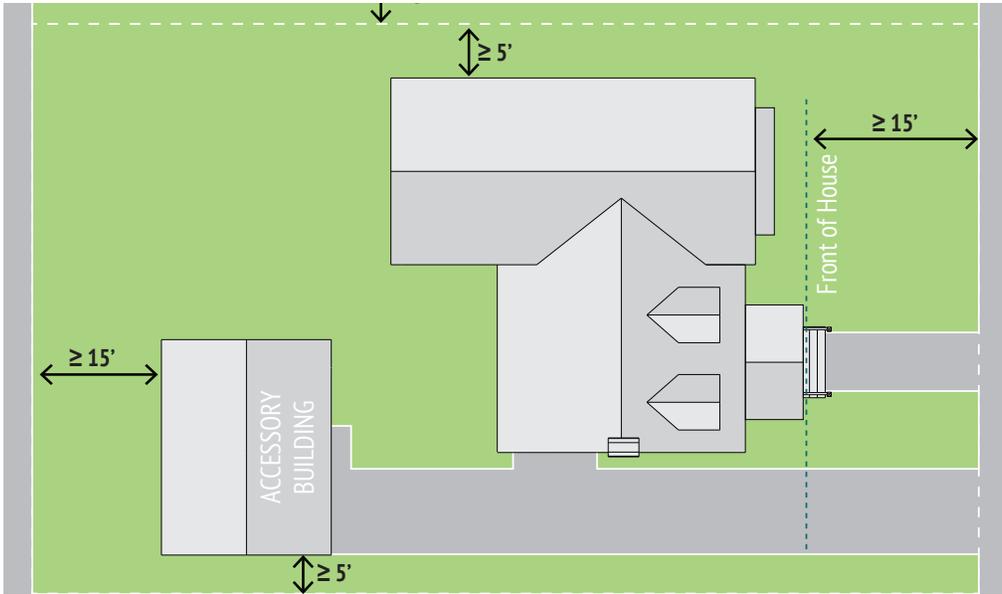
GARAGES

- Minimum front setback for any and all garages and/or accessory buildings is 4 feet from the front building line, not including the front porch.
- Where access is taken from an alley, garages or carports may be located a minimum of 3 feet and maximum of 5 feet from the property line adjoining the alley. Or a minimum of 16 feet, if an additional parking area is desired.

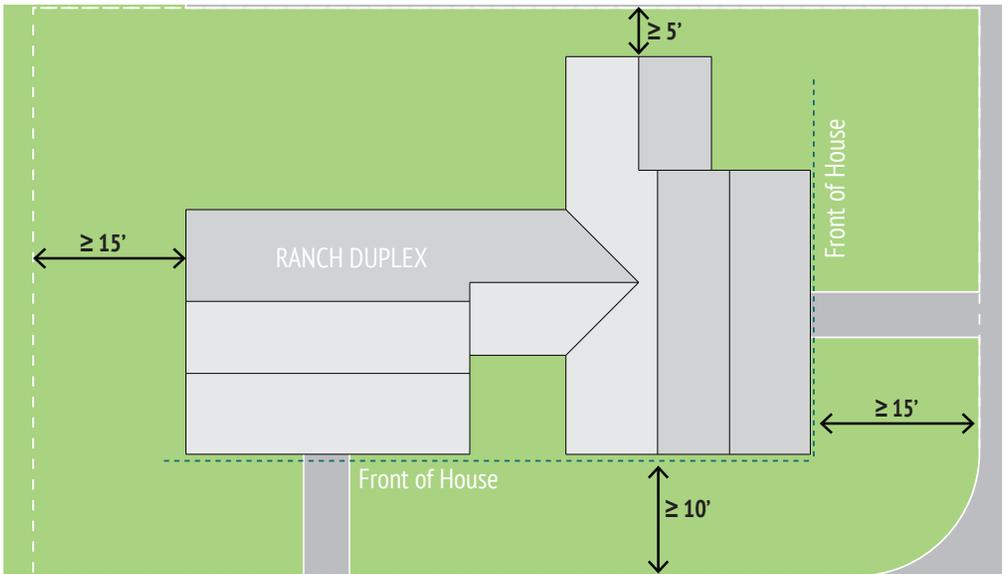
DRIVEWAYS

- Maximum driveway width at the front property line extending to the minimum required primary building setback dimension is encouraged to be no greater than 12 feet.

EDGES AND SETBACKS: ACCESSORY BUILDINGS



Accessory buildings should follow the same front, rear, and side yard setbacks as primary dwellings and fit within the 40% maximum lot coverage.



Duplexes on corners could have entrances on separate street fronts.



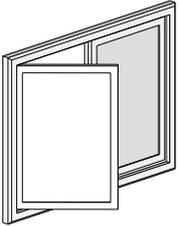


ATTACHMENT A

GLOSSARY OF TERMS

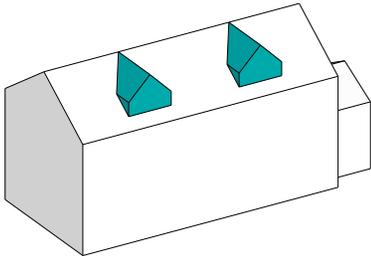
CASEMENT WINDOWS

A window that is attached to its frame by one or more hinges at the side and opens outward



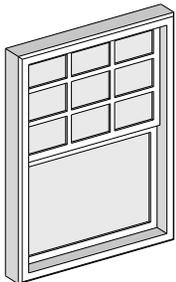
DORMER

A roofed structure, often containing a window, that projects vertically beyond the plane of a pitched roof. Dormers can have gable, hip, or flat roofs



DOUBLE-HUNG WINDOW

Vertically moving windows with two panels where both the top and bottom panels move

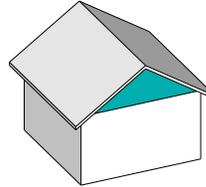


“FRONT OF THE HOUSE”

The first built element of the primary dwelling: wall, porch, etc.

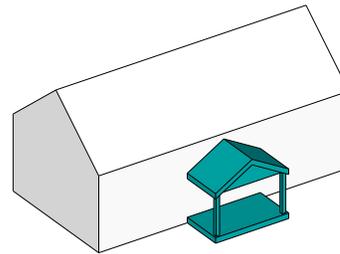
GABLE

Generally triangular portion of a wall between the edges of intersecting roof pitches



GABLE PORCH

Porch with a front facing gable

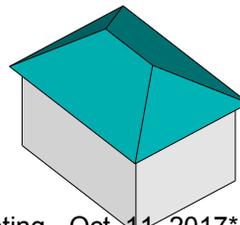


GABLE ROOF

Two roof sections sloping in opposite directions and placed such that the highest, horizontal edges meet

HIP ROOF

A roof where all sides slope downwards to the walls, usually with a fairly gentle slope. A hipped roof house has no gables or other vertical sides to the roof



ATTACHMENT B

Section 4.138. Old Town (O) Overlay Zone.

(.01) Purpose. The purpose of this overlay zone is to establish the design standards that will be applied to developments within the Old Town neighborhood, mapped as the Boones Ferry District in the City's West Side Master Plan. The following purpose statement is not intended as a set of additional permit criteria. Rather, it is a description of the desired outcome as development occurs incrementally, over time. This overlay district is intended to create a modern interpretation of a traditional old town Main Street and mixed use neighborhood. It is recognized that the Old Town neighborhood is of unique significance because of its existing pattern of mixed uses, its access to the Willamette River and because it was the original center of housing and commerce for the community.

A. The standards of the "O" overlay zone are intended to assure that, through the appropriate use of architectural details, windows, building orientation, facades, and construction materials, new structures, and major alterations of existing structures, create a pleasing and pedestrian-friendly environment.

B. It is the desire of the City to have commercial, industrial, multi-family, and mixed use buildings in the "O" overlay zone reflect a range of architectural types and styles that were popular in the Willamette Valley from approximately 1880 to 1930 and for single-family homes to be consistent with and enhance the historic small town residential character of the neighborhood. The following design standards are intended to further define those characteristics that will convey the desired architecture.

C. These standards are intended to encourage quality design, to enhance public safety, and to provide a comfortable and attractive street environment by providing features and amenities of value to pedestrians. Quality design will result in an arrangement of buildings that are in visual harmony with one-another, leading to a neighborhood that is vital, interesting, attractive, and safe. These qualities contribute to the health and vitality of the overall community.

D. These standards shall be used by the City's Planning Division and Development Review Board in reviewing development applications within the Old Town neighborhood.

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(.02) The "O" Overlay zone shall be applied in conjunction with the underlying base zones in the Old Town neighborhood.

(.03) Review Process in the "O" Overlay zone.

A. The following shall require Site Design Review before the Development Review Board for conformance with the standards in Subsection (.05) as well the Site Design Review standards (Sections 4.421) and other applicable standards:

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1. New commercial, industrial, public facility, multi-family residential, and mixed use building construction and the substantial redevelopment of existing buildings, and

Deleted: including the construction of new single family dwellings

ATTACHMENT B

2. Exterior remodeling of commercial, industrial, public facility, multi-family residential, or mixed use building that requires a building permit, when that remodeling is visible from a public street (other than an alley) and changes the existing design of the building.

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B. The following (except as noted in 1.a. below) shall be reviewed through the Class I administrative review process for conformance with the Development Standards of Subsection (.04) concurrently with building plan review:

Deleted: Except, however, that exterior remodeling of residential units other than those facing Boones Ferry Road shall be reviewed through the Class I Administrative Review procedures of Sections 4.009 through 4.012. This review will be applied only to the portions of buildings that are visible from public streets (not including alleys) and is intended to assure that the design of the portion of the building being remodeled will either match the standards of the Old Town Overlay Zone or be consistent with the existing design of the structure.

1. New single-family homes (including duplexes), single-family home additions, remodels, accessory dwelling units, garages, and other buildings accessory to a single-family use.

An applicant may elect to go through the Site Design Review process identified in A. above for approval if the project is not in conformance with the Old Town Single-family Design Standards but otherwise can be found to conform with the standards of the "O" Overlay Zone (.04) Single-Family Development Standards (including accessory buildings and duplexes).

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A. The standards of this subsection shall take precedence over setback, lot coverage, height, and accessory dwelling unit standards otherwise established in the Development Code. All other standards of the base zone and/or approved planned developments shall apply. For PDR Zones, the setback and lot coverage standards are subject to the waiver provisions of Section 4.118.

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C. Those proposing to build or remodel the exterior of any building in the area are encouraged to contact the City about the availability of funds for historic façade treatment.¶

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B. Development shall comply (except as noted in 1. and 2. below) with the standards of the Old Town Single-Family Design Standards Book including but not limited to architectural design, height, setbacks, and lot coverage.

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1. An applicant for a remodel of and/or addition to structures existing prior to December 1, 2017 may elect to match the existing design of the structure rather than comply with the Old Town Single-Family Design Standards Book if all of the following are met:

a. The height of the structure remains the same and any additions do not exceed the height of the existing structure;

b. The roof pitch on the existing portion of the structure remains the same and is matched for additions involving facades facing a street or public open space;

c. All exterior materials are substantially similar in style and texture to the existing materials on the structure;

d. For facades of the structure facing a street or public open space (does not include alleys) all architectural elements, such as windows, doors, porches, dormers, details, etc. are kept the same, or in the case of extending out a wall during an addition, reproduced; and

e. Setbacks and lot coverage requirements of the underlying zone are met.

ATTACHMENT B

2. Accessory structures less than 120 square feet and 10 feet in height are not subject to the Old Town Single-Family Design Standards but rather the standards of the underlying zone.

C. The following standards shall apply to Accessory Dwelling Units (ADU's) within the "O" Overlay Zone. Where these standards differ from those of Subsection 4.113 (.11), including size design and parking, these standards take precedence. All other standards of Subsection 4.113 (.11), including but not limited to number of ADU's and review process, continue to apply.

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1. Size: ADU's shall be limited to 600 square feet of living space.

2. Design: ADU's shall be substantially the same exterior design and architecture (i.e. siding, windows, color, roof pitch, doors and roofing materials) as the primary dwelling unit on the property. ADU's shall be either:

a. Detached single-story structures; or

b. Over a detached garage meeting the following requirements:

i. The garage/ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and

ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.

3. Parking: Each ADU shall have one dedicated standard sized parking space on the same lot.

(.05). Development Standards for Commercial, Industrial, Public Facility, Multi-Family Residential, or Mixed Use Buildings.

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

A. Building Setbacks - Buildings fronting Boones Ferry Road shall abut the public sidewalk except where public plazas, courtyards, approved landscaping, or other public pedestrian amenities are approved. Except, however, that residential garages or carports shall be set back a minimum of twenty (20) feet from any sidewalk or traveled portion of a street across which access to the garage or carport is taken. The Development Review Board may approve other setbacks to accommodate sidewalks, landscaping, or other streetscape features located between the street right-of-way and the building.

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B. Landscaping - Not less than fifteen (15) percent of the development site shall be landscaped. In the event that a building is set back from a street side property line, along Boones Ferry Road, Bailey Street, or 5th Street, the intervening area shall be landscaped. In reviewing proposals for parking lots in locations between buildings and streets, the Development Review Board may require special landscaping treatments or designs to screen the view of the parking lot from the public right-of-way.

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

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D. Street access to Boones Ferry Road. Ingress and egress points along Boones Ferry Road shall be designed and constructed such that access points on one side

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ATTACHMENT B

of the road shall be consistent with the Public Works Standards. New developments along Boones Ferry Road and north of Bailey Street will have access points designed and constructed in a pattern that replicates the shape of Main Street blocks.

Deleted: coordinate with access points on the other side of the road

F. Pedestrian environment. In order to enhance the pedestrian scale of the neighborhood:

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

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

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

Deleted: C.

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

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b. In situations where existing buildings are located at the right-of-way line, special sidewalk designs may be necessary to assure pedestrian access.

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F. When practicable, buildings along Boones Ferry Road shall occupy 100% of the street frontage between block segments. Up to 25% of street frontage may be in public plazas, courtyards, and similar landscape or streetscape features that provide public spaces adjacent to the sidewalk. For smaller lots, which may not have functional alternatives for parking, up to 40% of lot frontage may be used for parking, provided that appropriate screening and visual enhancement is created between the parking area and the sidewalk. Appropriate pedestrian connections shall be constructed between such parking lots and sidewalks.

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G. Building compatibility.

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

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2. Commercial and manufacturing buildings shall be designed to reflect the types of masonry or wood storefront buildings that were typical in the period from 1880 to 1930. Larger modern buildings shall be designed with facades that are divided to give the appearance of a series of smaller

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ATTACHMENT B

buildings or distinctive store fronts, and/or multi-storied structures with, at least, the appearance of second stories.

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

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4. Manufactured housing units and mobile homes, if located outside of approved manufactured or mobile home parks, shall meet the design standards applied to other single family dwellings in the area.

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H. Building materials.

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

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

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

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4. Wood siding is to be bevel, shingle siding or channel siding or the equivalent. T-111 and similar sheathed siding shall not be used unless it is incorporated with batten treatment to give the appearance of boards.

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5. Exterior materials and colors are to match the architecture of the period.

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I. Roof materials, roof design and parapets.

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

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

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

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

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

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6. All roof and wall-mounted mechanical, electrical, communications, and service equipment, including satellite dishes, wireless communication

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ATTACHMENT B

equipment, and vent pipes are to be completely screened from public view by parapets, walls or other approved means; or , alternatively, may be effectively camouflaged to match the exterior of the building.

a. "Public view" is intended to mean the view from the sidewalk directly across the street from the site.

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

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

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1. The Development Review Board may establish conditions concerning any or all building entrances, especially where such entrances are adjacent to parking lots. For buildings fronting on Boones Ferry Road, at least one entrance shall be from the sidewalk.

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2. Secondary building entrances may have lesser architectural standards than primary entrances.

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k. Building facades.

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

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2. Buildings are to incorporate amenities such as alcoves, awnings, roof overhangs, porches, porticoes, and/or arcades to protect pedestrians from the rain and sun. Awnings and entrances may be designed to be shared between two adjoining structures. (See subsection (.08), above.)

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Deleted: Commercial, industrial, and multi-family residential b

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

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a. Building fronts to be located at the right-of-way line for streets, except in cases where an approved sidewalk or other streetscape features are located between the street right-of-way and the building. Intervening areas are to be attractively landscaped.

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b. Upper and lower facades are to be clearly delineated.

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c. Lower facades shall include large windows, as specified in subsection "(l.)," below, and recessed entries.

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d. Tops of facades shall have decorative cornices.

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

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ATTACHMENT B

L. Windows in buildings adjacent to Boones Ferry Road.

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1. Windows shall include amenities such as bottom sills, pediments, or awnings. Glass curtain walls, highly reflective glass, and painted or darkly tinted glass are not permitted other than stained or leaded glass.

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2. Ground-floor windows on commercial or industrial buildings shall include the following features:

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a. Windows shall be designed to allow views into interior activity areas and display areas along street frontages.

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b. Sills shall be no more than four (4) feet above grade, unless a different design is necessitated by unusual interior floor levels.

Deleted: 2.

c. At least twenty percent (20%), of ground floor wall area along Boones Ferry Road, Bailey Street, or 5th Street shall be in windows or entries. No blank walls shall be permitted abutting any street other than an alley.

Deleted: 3.

3. Upper-floor windows on commercial, industrial, or multi-family residential buildings shall include the following features:

Deleted: C.

a. Glass dimensions shall not exceed five (5) feet wide by seven (7) feet high.

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b. Windows shall be fully trimmed with molding that is at least two (2) inches wide.

Deleted: 2.

c. Multiple-light windows or windows with grid patterns may be required by the Development Review Board when architecturally consistent with the building.

Deleted: 3.

M. Landscapes and streetscapes.

Deleted: (.11)

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

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

Deleted: B.

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

Deleted: C.

N. Lighting.

Deleted: (.12)

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

Deleted: A.

ATTACHMENT B

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

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

Deleted: C.

Q. Exterior storage.

Deleted: (.13)

1. Exterior storage of merchandise or materials shall be subject to the fencing or screening standards of Section 4.176 of the Wilsonville Code. The Development Review Board may prescribe special standards for landscaping or other screening of walls or fences.

Deleted: A.

2. Temporary outdoor displays of merchandise shall be permitted, subject to the conditions of the development permit or temporary use permit for the purpose. Where pedestrian access is provided, a minimum walkway width of five (5) feet shall be maintained at all times.

Deleted: B.

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

Deleted: (.14)

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

Deleted: (.15)

ATTACHMENT C

Attachment C Planning Commission Resolution LP17-0004 Staff Report Compliance Findings

Old Town Single-Family Design Standards and Development Code Changes

Date of Findings: October 4, 2017

Request: Amend Section 4.138 Wilsonville Code to enable ministerial review of single-family homes and accessory buildings and remodels in the Old Town Overlay Zone using clear and objective standards established in a design guideline book. Adopt design guideline book. Also establish specific requirements for ADU's in the Old Town Overlay Zone.

Affected Properties: Residential land within the Old Town Overlay Zone area

Staff Reviewer: Daniel Pauly AICP, Senior Planner

Staff Recommendation: **Recommend adoption** of the requested Development Code text changes and design standards to the Wilsonville City Council.

Applicable Review Criteria:

<u>Oregon Revised Statutes:</u>	
197.303 (1)	Needed Housing Definition
197.307 (4)	Clear and Objective Standards for Needed Housing
197.307 (6)	Alternative Approval of Needed Housing
<u>Statewide Planning Goals:</u>	
Goal 1	Citizen Involvement
Goal 2	Land Use Planning
Goal 5	Natural Resources, Scenic and Historic Area, and Open Space
Goal 10	Housing
<u>Wilsonville Comprehensive Plan:</u>	
Goal 1.1 and applicable Policy and Implementation Measures	Encourage Public Involvement
Goal 1.1 and applicable Policy and Implementation Measures	Interested, Informed, and Involved Citizenry
Goal 2.1 and applicable Policy and Implementation Measures	Maintaining Community Livability During Growth
Policy 4.1.4 and applicable Implementation Measures	Wide Range of Housing Types
Areas of Special Concern F and K	
<u>Development Code:</u>	
Section 4.197	Changes and Amendments to Development Code

Vicinity Map



Compliance Findings

As described in the Findings below, the applicable criteria for this request are met.

Oregon Revised Statutes-Needed Housing Review

Needed Housing Defined
ORS 197.303 (1)

1. The housing subject to the proposed code changes and design standards is within the Urban Growth Boundary and is single-family housing and duplexes in a City with a population greater than 2,500, thus qualifying as needed housing.

Clear and Objective Standards Required for Needed Housing
ORS 197.307 (4)

2. The proposed code changes and design standards adopt clear and objective standards for ministerial review of certain needed housing on buildable lands within the Urban Growth Boundary. The proposed standards are designed such as to avoid unreasonable cost or delay in issuing permits for certain needed housing.

Optional Discretionary Review for Needed Housing
ORS 197.307 (6)

3. In addition to clear and objective standards established by the proposed design standards, applicants for the needed housing covered by the design standards will have the option to go through a discretionary review process before the Development Review Board, including the potential for requesting density waivers pursuant to Section 4.118 of Wilsonville's Development Code.

Statewide Planning Goals

Citizen Involvement
Goal 1

4. As discussed in Findings 8 through 15 below, the citizen involvement processes and requirements established in Wilsonville's Comprehensive Plan consistent with Goal 1 are being followed.

Land Use Planning
Goal 2

5. The proposed code changes and design standards support the goal of establishing processes and policy as a basis for making decisions on land use consistent with a Comprehensive Plan.

ATTACHMENT C

Natural Resources, Scenic and Historic Areas, Open Spaces

Goal 5

6. No natural resources, scenic areas, or open spaces are impacted by the proposed code changes and design standards. While the Old Town Neighborhood is not and is not anticipated to be placed upon any federal, state, or local historic inventory, the neighborhood considers itself to have a historic small town character. The proposed code changes and design standards support and have the potential to enhance the existing character of the neighborhood by requiring new building and remodels to follow styles reflective of the desired character of the neighborhood.

Housing

Goal 10

7. The proposed code changes and design standards will continue to allow the City to meet its housing goals reflected in the Comprehensive Plan. See Findings 17 through 19.

Wilsonville Comprehensive Plan-Public Involvement

Public Involvement-In General

Goal 1.1, Policy 1.1.1,

8. By following the applicable implementation measures, see Findings 9 through 13 below, opportunities were provided for a wide range of public involvement throughout the process encouraging, and providing means for, interested parties to be involved.

Early Involvement

Implementation Measure 1.1.1.a.

9. Selected stakeholders in the neighborhood were involved from the onset of the current project allowing their input to be considered throughout the project. All impacted properties were mailed notecards notifying them of the two Planning Commission work sessions during which the Planning Commission accepted testimony from interested parties, and testimony was incorporated, where appropriate, into subsequent drafts. Notices have been sent to all impacted parties to attend the public hearings before the Planning Commission and City Council. Also, a number of public involvement processes occurred previously for the Old Town Neighborhood Plan which the current project is helping implement.

ATTACHMENT C

Encourage Participation of Certain Individuals, Including Residents and Property Owners

Implementation Measure 1.1.1.e.

10. Residents and property owners impacted by the proposed code changes and design standards were encouraged to participate through the mailings and outreach described in Finding 9 above.

Procedures to Allow Interested Parties to Supply Information

Implementation Measure 1.1.1.f.

11. Interested parties have been afforded the opportunity to provide oral input at work sessions and will be allowed testimony during the public hearings. In addition, they have been afforded the opportunity to provide written input and testimony.

Types of Planning Commission Meetings, Gathering Input Prior to Public Hearings

Implementation Measure 1.1.1.g.

12. Prior to the scheduled public hearing on the proposed code changes and adoption of the design standards the Planning Commission held two work sessions, July 12, 2017 and September 13, 2017, during which the Planning Commission gathered public suggestions related to the matter which has been incorporated into the current draft.

Public Notices for Planning Commission Meetings

Implementation Measure 1.1.1.h.

13. All notices regarding the two work sessions and the public hearing clearly indicated the type of meeting.

User Friendly Information for Public

Policy 1.2.1, Implementation Measures 1.2.1.a., b., c.

14. The published notecard mailings and notice provided user friendly information about the purpose, location, and nature of the meetings. Different ways for impacted parties to participate have been widely publicized by the mailings and email outreach through the neighborhood association representatives. The information given to impacted parties gave access to the information on which the Planning Commission will base their decision.

Coordinate Planning Activities with Affected Agencies

Implementation Measure 1.3.1.b.

15. The City has notified and discussed over the phone the project with DLCD, the state agency which oversees City compliance with state land use regulations, including regulations regarding review of needed housing.

ATTACHMENT C

Wilsonville Comprehensive Plan-Supporting Appropriate Development of Land

Allowing Development Where Zoning and Comprehensive Plan Requirements are Met

Implementation Measure 2.1.1.a.

16. The proposed code changes and design standards support allowing development of single-family homes and duplexes and accessory buildings in areas they are allowed by Comprehensive Plan and Zoning designations by simplifying the process for approval of allowed development within the Old Town Overlay Zone.

Wilsonville Comprehensive Plan-Housing and Residential Areas

Safe, Convenient, Healthful, Attractive Residential Areas with Variety

Implementation Measures 4.1.4.c.

17. The proposed code changes and design standards are not anticipated to impact safety, convenience, or health of the Old Town Neighborhood. However, having established design standards for single-family homes, duplexes, and accessory structures will help ensure attractive development consistent with the existing character of the neighborhood while allowing an appropriate level of variety.

Diverse Housing Types

Implementation Measure 4.1.4.d.

18. The proposed code changes and design standards do not change the extent to which the City allows different housing types allowed by applicable zoning within Old Town.

Safe, Sanitary, Convenient, Sound, Energy Efficient, Attractive Housing/Renovation and Rehabilitation of Housing Stock

Implementation Measure 4.1.4.y.

19. The proposed code changes and design standards are not anticipated to impact safety, sanitation, convenience, structural quality, or energy efficiency of housing in the Old Town Neighborhood. However, having established design standards for single-family homes, duplexes, and accessory structures will help ensure attractive development consistent with the existing character of the neighborhood. Care has been taken during drafting of the updated code and design standards to appropriately provide for and allow renovation and rehabilitation of existing housing.

ATTACHMENT C

Wilsonville Comprehensive Plan - Areas of Special Concern

Old Town
Area F

20. The proposed code changes and design standards help implement the Old Town Neighborhood Plan accepted by the Wilsonville City Council in 2011 by Resolution No. 2324. By implementing directives under the adoption of the Old Town Neighborhood Plan the proposal further recognizes the special character of the area.

River Focused Development
Area K

21. A few of the impacted properties west of Boones Ferry Road are within an Area K designated in the West Side Master Plan for river-focused development. The proposed code changes and design standards do not alter the ability of the properties to be river-focused development in the future.

Wilsonville Development Code-Amendments to the Code

Planning Commission Public Hearing, Recommendation to City Council
Subsection 4.197 (.01) A.

22. The Planning Commission will conduct a public hearing and then by resolution forward findings and a recommendation to the Wilsonville City Council within the allowed 40 day timeframe.

Findings Required: Compliance with Procedures of 4.008
Subsection 4.197 (.01) B. 1., Section 4.008, Sections 4.009 through 4.024 as applicable

23. The proposed changes and design standards are a response to the direction of City Council per Resolution No. 2324 accepting the Old Town Neighborhood Plan; however this direction does not predetermine City Council approval of the proposed code changes and design standards. Notices have been mailed to affected properties consistent with established procedures for legislative actions. Written findings of fact regarding the application have been produced in this document for adoption by the Planning Commission.

Findings Required: Compliance with Goals, Policies, and Objectives of
Comprehensive Plan
Subsection 4.197 (.01) B. 2.

24. Findings 8 through 21 above provide findings related to the applicable goals, policies, objectives, and implementation measures of Wilsonville's Comprehensive Plan.

ATTACHMENT C

Findings Required: No Conflict with Over Code Provisions
Subsection 4.197 (.01) B. 3.

25. Care has been taken to ensure the proposed code changes and design standards do not conflict with or endanger other provisions of the Development Code. Language is proposed that clarifies the proposed provisions take precedence over other code provisions for applicable zoning districts, but other provisions in the zoning district continue to apply.

Findings Required: Compliance with Statewide Land Use Planning Goals, State Rules and Statutes, Federal Statutes
Subsection 4.197 (.01) B. 4.-5.

26. Findings 1 through 7 above provide findings related to compliance with the applicable Statewide Land Use Planning Goals as well as applicable state statutes regarding needed housing.

Affirmative Findings Required
Subsection 4.197 (.03)

27. Findings 1 through 26 provide the required affirmative findings on which a recommendation can be made to City Council for adoption of the requested development code text changes and design standards.



PLANNING COMMISSION

WEDNESDAY, OCTOBER 11, 2017

III. INFORMATIONAL

A. City Council Action Minutes (09.07.2017 and 09.18.2017)

City Council Meeting Action Minutes
2017

COUNCILORS	STAFF	STAFF
Mayor Knapp	Bryan Cosgrove	Mark Ottenad
Councilor Starr - Excused	Barbara Jacobson	Kerry Rappold
Councilor Akervall	Jeanna Troha	Delora Kerber
Councilor Stevens	Kimberly Veliz	Chris Neamtzu
Councilor Lehan - Absent	Susan Cole	Andrea Villagrana
	Nancy Kraushaar	Amanda Guile-Hinman

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Resolution No. 2653 - I-5 Undercrossing Trail Improvement Project, Phase I CIP 9146 – Construction Contract Award (Rappold)	This item is on the consent agenda for action as Resolution No. 2653.
B. Solid Waste Franchise Agreement Update (Guile-Hinman/Ottenad)	Staff provided an update and received direction from Council on how to proceed with the Solid Waste Franchise Agreement.
C. Letter of Support	Willamette United Football Club South Lake Park Project letter of support was discussed in Work Session.
REGULAR MEETING	
<u>Communications</u>	
A. CCSO Behavioral Health Unit	Valentina Muggia and Teal Bohrer of CCSO Behavioral Health Unit presented on the Clackamas County Sheriff's Office partnership with Clackamas County Behavioral Health.
<u>Mayor's Business</u>	
A. Upcoming Meetings	Mayor Knapp reported on upcoming meetings and past meetings, he attended on behalf of the City.
B. Willamette United Football Club South Lake Park Project - Letter of Support	Council made a motion to accept the letter as amended in the Work Session. It was approved 3-0.
C. City Manager's Contract Renewal	Council renewed the CM's contract for an additional 2 years.
<u>Consent Agenda</u>	
A. Resolution No. 2653 - A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With 3Kings Environmental, Inc. For The I-5 Undercrossing Trail Improvement Phase I Project (Capital Improvement Project #9146).	The consent agenda was adopted 3 -0.

<p><u>Public Hearing</u></p> <p>A. Ordinance No. 808 - An Ordinance Of The City Of Wilsonville Regarding Street Lighting: Types; Infill; Rates; Billing; And Fund; Amending Wilsonville Code Sections 3.200 Through 3.204; And Repealing Ordinance Nos. 41 And 304</p> <p>B. Ordinance No. 809 - An Ordinance Of The City Of Wilsonville Revising Section 201.9.01 - Roadway And Intersection Lighting Of The City Of Wilsonville Public Works Standards – 2015 And Adding Drawings To The Public Works Standard Detail Drawing - 2014</p>	<p>Ordinance No. 808 was approved on first reading with second reading occurring at the September 18 Council meeting.</p> <p>Ordinance No. 809 was approved on first reading with amendments as noted by staff, with second reading occurring at the September 18 Council meeting.</p>
<p><u>New Business</u></p> <p>A. Resolution No. 2652 - A Resolution Pertaining To Street Lighting Charges And Types; And Amending Resolutions No. 881 And No. 1473.</p>	<p>Resolution No. 2652 was adopted 3-0.</p>
<p><u>City Manager's Business</u></p>	<p>Provided an update on Basalt Creek.</p> <p>Reminded Council of the upcoming League of Oregon Cities (LOC) conference.</p> <p>Shared that the Citizens Academy is a now accepting applications.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>ADJOURN</p>	<p>8:18 p.m.</p>

City Council Meeting Action Minutes
September 18, 2017

COUNCILORS	STAFF	STAFF
Mayor Knapp	Bryan Cosgrove	Mark Ottenad
Councilor Starr	Barbara Jacobson	Angela Handran
Councilor Akervall	Kimberly Veliz	Melissa Gitt
Councilor Stevens	Dwight Brashear	Chris Neamtzu
Councilor Lehan - Absent	Susan Cole	Mike Ward
	Nancy Kraushaar	Steve Adams
	Delora Kerber	Daniel Pauly

AGENDA ITEM	ACTIONS
WORK SESSION	
A. CIP 4196 – 5th to Kinsman Extension Update (Adams)	Staff provided Council with four bridge options requesting that Council give direction on which option to move forward with in the process. At Council’s direction staff will bring back modified bridge options for review.
B. Understanding the SMART Rider (Brashear/Hendrix)	At the direction of Council staff will Staff provided a presentation which included the data from recent surveys completed by riders.
C. URA - Tooze Road Professional Services Contract (Ward)	A brief synopsis of the purpose of the resolution was presented. The item will be addressed under New Business.
REGULAR MEETING	
<u>Communications</u>	
A. TVF&R: State of the District	Michael Duyck, Chief of Tualatin Valley Fire & Rescue (TVF&R) presented on the following: objectives, incident response, medic units, specialized paramedics, verified responders, recruitment, partnership update, and a list of what is on the horizon.
B. Oregon Building Inspector of the Year Award	Building Official Director Dan Carlson honored Melissa Gitt for receiving the prestigious 2017 Building Inspector of the Year award from the Oregon Building Officials Association (OBOA).

<p><u>Mayor's Business</u></p> <p>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>Public Hearing</u></p> <p>A. Resolution No. 2654 A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2017-18.</p>	<p>After a public hearing was conducted, Resolutions No. 2654 was adopted 4-0.</p>
<p><u>Continuing Business</u></p> <p>A. Ordinance No. 808 - 2nd Reading An Ordinance Of The City Of Wilsonville Regarding Street Lighting: Types; Infill; Rates; Billing; And Fund; Amending Wilsonville Code Sections 3.200 Through 3.204; And Repealing Ordinance Nos. 41 And 304</p> <p>B. Ordinance No. 809 - 2nd Reading An Ordinance Of The City Of Wilsonville Revising Section 201.9.01 - Roadway And Intersection Lighting Of The City Of Wilsonville Public Works Standards – 2015 And Adding Drawings To The Public Works Standard Detail Drawing - 2014</p>	<p>Ordinance No. 808 was adopted on second reading by a vote of 4-0.</p> <p>Ordinance No. 809 was adopted on second reading by a vote of 4-0.</p>
<p><u>City Manager's Business</u></p> <p>A. Community Development</p> <p>B. Library</p> <p>C. Parks and Recreation</p> <p>D. Police Department</p> <p>E. Public Works</p> <p>F. SMART</p>	
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>ADJOURN</p>	<p>8:29 p.m.</p>



PLANNING COMMISSION
WEDNESDAY, OCTOBER 11, 2017

- III. INFORMATIONAL**
 - B. 2017 Planning Commission Work Program

2017 WORK PROGRAM Planning Commission

updated: 9/28/2017

DATE	AGENDA ITEMS		
	Informational	Work Sessions	Public Hearings
January 18 <small>(rescheduled from Jan. 11 - weather)</small>	PC Chair & Vice-Chair Election	Frog Pond West Master Plan (Neamtzu)	
February 8		Frog Pond West Master Plan (Neamtzu) Water Treatment Plant Master Plan (Mende)	
Feb. 22	French Prairie Bridge Open House hosted by the Committee for Citizen Involvement (CCI)		
Feb. 28	Town Center Plan Public Kick-Off Event - City Hall		
March 8			Frog Pond Master Plan (Neamtzu) Transit Master Plan (Lashbrook) Continued to May
April 12	2016 Housing Report (Scola) Basalt Creek Concept Plan Update (Bateschell)	Transit Master Plan (Brashear)	
May 10	Basalt Creek Concept Plan Update		Transit Master Plan (Brashear)
May 15	Joint Planning Commission / City Council Work Session - Town Center Plan		
June 14	June 14, 2017 Planning Commission Meeting Cancelled		
June 26	Town Center Plan Design Workshop - Clackamas Community College		
July 12	Town Center Plan	Old Town Development Code (Pauly) Industrial Form-based Code (Rybold / Vance)	
August 9	August 9, 2017 Planning Commission Meeting Cancelled		
August 16	City Sponsored Community Block Party		
September 13	French Prairie Bridge Town Center	Old Town Single-Family Design Standards (Pauly)	
October 11			Old Town Single-Family Design Standards (Pauly)
November 8		Year 2000 URA - Boeckman Crk Bridge (Vance) Town Center Plan (Bateschell)	
December 4	Town Center Joint CC/PC Meeting - Work Session		
December 13		Industrial Form-based Code (Rybold/Vance) Water Treatment Plant Master Plan (Mende)	Year 2000 URA - Boeckman Crk Bridge (Vance)
January 10			Industrial Form-based Code (Rybold/Vance) Water Treatment Plant Master Plan (Mende)

2017

- 1 Frog Pond Master Plan
- 2 Basalt Creek Concept Plan
- 3 Town Center Plan
- 4 Transit Master Plan
- 5 CC Industrial Area Form-Based Code
- 6 French Prairie Bike/Ped Bridge

- 7 Parks & Rec MP Update
- 8 Old Town Code Amendments
- 9 Parking Code Update
- 10 Water Treatment Plant Master Plan
- 11 Solid Waste Code Amendments
- 12 Wayfinding