



**PLANNING COMMISSION
WEDNESDAY, SEPTEMBER 13, 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

I. A. Consideration Of Minutes - July 12, 2017

Documents:

[I. A. Consideration Of The Minutes.pdf](#)

II. 6:15 PM WORK SESSION

II. A. Old Town Development Code

Documents:

[II. A. Old Town Development Code.pdf](#)

Old Town Development Code Presentation

Documents:

[PC WS Old Town Dev. Code Presentation 9.13.Pdf](#)

Attachment 2 Section 4.138

Documents:

[PC WS 9.13 Attachment 2 Section 4.138 Old Town Draft Code Changes.pdf](#)

III. 7:45 PM INFORMATIONAL

III. A. Town Center Update

Place holder only. Presentation will be verbal.

III. B. French Prairie Bridge

Documents:

[III. B. French Prairie Bridge.pdf](#)

III. C. City Council Action Minutes

Documents:

[III. C. City Council Action Minutes.pdf](#)

III. D. 2017 Planning Commission Work Program

Documents:

[III. D. 2017 Planning Commission Work Program.pdf](#)

IV. 8:15 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, SEPTEMBER 13, 2017

I. CONSIDERATION OF THE MINUTES

A. Consideration of the July 12, 2017 Planning Commission minutes.

**PLANNING COMMISSION
WEDNESDAY, JULY 12, 2017
6:00 P.M.**

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

*Draft Minutes
For approval at
9.13.2017 PC
Meeting*

Minutes

I. CALL TO ORDER - ROLL CALL

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

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

City Staff: Chris Neamtzu, Amanda Guile-Hinman, Miranda Bateschell, Daniel Pauly, Jordan Vance, and Kim Rybold.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITIZEN'S INPUT

There was none.

CONSIDERATION OF THE MINUTES

A. Consideration of the May 10, 2017 Planning Commission minutes
The May 10, 2017 Planning Commission minutes were accepted as presented.

II. WORK SESSIONS

A. Old Town Development Code and Architectural Pattern Book (Pauly)

Dan Pauly, Senior Planner, explained that a lot of work went into the Old Town Neighborhood Plan and included an Architectural Pattern Book. The project team was tasked with developing and integrating objective standards into the Development Code in order to make the Neighborhood Plan operational and to review single-family homes in Old Town. He introduced the consultant team.

Zoe Anton, Project Manager, Urban Collaborative, and Steve Coyle, Architect and Planner of Town-Green, presented the Wilsonville Old Town Single-Family Architectural Standards. The PowerPoint presentation included a review of the six residential architectural styles proposed for Old Town, suggested guidelines for formatting clear, objective and useable standards, and the key issues for the Commission to consider when establishing appropriate architectural styles for Old Town in the Code.

- Some houses along the north side of Boones Ferry Rd were outside of the project's scope because they faced Boones Ferry Rd. Different standards would apply to those homes because Boones Ferry Rd would be turned into a mixed-use main street. The homes were included in the audit because they still contributed to the architectural style and especially because they included some beautiful historic styles.
- Most of the architectural examples were in Old Town, but some were in greater Wilsonville; however, all of the ranch-style homes shown were in Old Town.

Initial discussion and feedback from the Planning Commission was as follows:

- Farmhouse, bungalow, and ranch style homes only made up about a third of the homes in Old Town, yet these three styles seemed to be driving the architectural style of the neighborhood. Was the intention to drive the future development of those specific designs as opposed to the entire neighborhood? How many existing homes would not fit architectural proposals?
 - According to feedback received, the neighborhood wanted to maintain the specific historic character defined in the years 1880 to 1930, which would not include ranch or modern mix. The three styles represented a small part of the area, and the recommendation was to at least include ranch style homes dating from 1950 and forward and was currently the majority of the style in Old Town. The modern mix did include some ranch homes that had been altered, resulting in them no longer being identified as historic ranch. The question was whether to expand the time period beyond 1930 to show the real character of the neighborhood, so perhaps further input was needed from the community.
- Unlike Frog Pond, most of what was being discussed was concerning what the current ownership wanted their neighborhood to look like, so hearing from current residents was preferable as their input should be more of a driving force than what the Commission believed the neighborhood should look like.
- A key question was whether the massing and size, regardless of style, were more important or the actual architectural style versus the actual massing and setbacks.
- There were four undeveloped properties in Old Town, two were nearing completion and two had just started construction.
- The largest portion was at Fir Ave and 4th St, identified as Building 79, where the home had been demolished. The developers held a neighborhood meeting recently to discuss development of the property.

Chair Greenfield called for public comment.

Monica Keenan stated she had attended all the planning sessions for the development of the Old Town Plan and was on the Steering Committee for the Architectural Pattern Book to pull together some missing elements that needed to get into the Plan's text. She explained that the original Old Town Overlay called for the area to retain the historic feeling of the time period from 1880 to 1930. In the text of the Old Town Plan, the neighborhood wanted to move beyond that and include all of the ranch homes, which was why they were included in the Pattern Book to help support the continued growth of Old Town and acknowledge each step of growth in the neighborhood, depicting the very specific stages of growth there. She wanted to clarify that the 1880 to 1930 character was not expected to continue as that was the old overlay.

- In developing the subject standards, the goal was for the new standards to supersede what used to be the catch-all of the 1880s to 1930s character. If the owner of a ranch house wanted to do some renovations, for example, the owner was directed to make their ranch house look like something prior to 1930, which was the catalyst for developing the Pattern Book.

Commissioner Levit noted that even with the ranch homes included only about one third of the existing homes currently fit the historic category.

- Ms. Keenan adding noted that the Pattern Book included seven standards that allowed manufactured homes to be replaced with or new homes to be built as farmhouse, bungalow, colonial, or ranch style homes.
- The consultants discouraged the modern mix as a new housing style, but in developing the Plan 12 years ago, the intent was to protect existing homes so an existing modern mix owner could make some basic renovations without having to make it look like something it wasn't, which was why the Steering Committee tried to capture all of those elements. So, moving forward, developing ranch houses were fine. In total, 83 percent of the homes were covered by the standard styles recommended in the Pattern Book.

Commissioner Springall asked if she was suggesting a different treatment for remodeled versus new development; perhaps remodel standards would be slightly more flexible to keep with the current style of the house, particularly with regard to the modern mix, and not veer away from that style for new development, while allowing any existing buildings of that style to be remodeled consistent with their current style.

- Ms. Keenan agreed and cited the Butterfly House as an example, noting the idea was not to make it more difficult for that house to be remodeled into something it was not. Codifying that concept and making it specific was difficult. However, she did not believe it should be classified as a modern mix, which could then be submitted as a three-story, international style. The language needed to be careful with remodels, which was difficult given the broad mix of styles.

Commissioner Postma understood the mindset was that if renovations fell outside the recommended pattern styles, such as the ranch style, the modern mix should not be exacerbated when making renovations.

Ms. Anton summarized the understanding that remodels could stay within their current style and the scale and massing of the overall context of the neighborhood, but new homes must fit into the 1880s to 1930s styles.

Ms. Keenan responded no; the defined housing types were determined to go into the next stage of the Pattern Book. She clarified the architectural styles should include everything included in the Pattern Book, except for the modern mix. She confirmed that included western farmhouse, craftsmen, bungalow, colonial revival, ranch but not modern mix for new construction.

Doug Muench, citizen residing at Fir Ave, stated he had worked closely with Ms. Keenan and Marta on the Pattern Book. In their discussions, he did not recall talking about new construction being allowed to do modern mix at all. Remodels were discussed, but specifically, modern mix did not fit the neighborhood at all. While any existing remodel was okay within the styles discussed, including modern mix, any new construction needed to be the 1880s to 1930s plus the other two styles, but not modern mix.

Commissioner Postma understood new construction would be western farmhouse, craftsmen, bungalow, and ranch. The modern mix could be remodeled as long as the remodel did not significantly increase the massing or exacerbating the modern style.

Commissioner Millan noted the issue was to not preclude someone from being able to upgrade their modern mix.

Mr. Muench noted a section of Villebois included some modern mix, and many people were opposed to it because it did not fit. Old Town did not want to see that.

Commissioner Levit inquired about manufactured homes.

- Mr. Muench stated manufactured homes existed, and he did not believe any new ones would come in.
- Ms. Keenan noted the original Pattern Book includes a page for manufactured homes, but those styles had been pulled out and replaced with the styles set forth in the new Pattern Book.
- Ms. Anton stated manufactured homes could meet all style guidelines. If standards were set for materials, color, height, etc. and if the homes met those standards, whatever manufactured or not, it should be approved. She did not believe manufactured homes could be prohibited if all the standards were met.

Commissioner Hurley clarified a manufactured home did not simply mean double-wide trailer. Moving forward, 3,000 sq ft, factory-built manufactured homes would be built that looked like Renaissance homes.

Ms. Keenan stated it was a concern for residents who might want to replace their manufactured homes with another and not build a stick home.

- She noted a page in the Pattern Book needed clarification. The five contributing styles they wanted reflected in new homes were western farmhouse, bungalow, craftsman, colonial revival, and modern mix, which encapsulated everything from 1935 to 1990 and included ranch-style homes.

Commissioner Springall suggested that the definition of modern mix might be too broad as it included a variety of homes, and clearly, the international style that did not fit Old Town's character.

- Ms. Keenan stated the Old Town Neighborhood Plan was a neighborhood effort and that was the nomenclature at the time.
- Ms. Anton agreed the Plan was a great document. She recommended removing the ranch style from the modern mix, which she agreed was too broad. It was a recognized historic style and a large part of Old Town's current character. She clarified Craftsman was actually the style and bungalow was a subcategory, and actually a small craftsman.

Commissioner Mesbah:

- Asked if the style book was for those who wanted approval through Staff; if someone wanted to do a modern structure that harmonized with adjacent structures, the discretionary approval process was still available. Modern design could articulate different massing and elements very well, and be perfectly compatible with older, adjacent buildings.
 - Mr. Pauly added that as currently proposed, a project not meeting the Pattern Book or Design Guidelines would go back to the current process, which required an 1880 to 1930 style. The Code might need to be adjusted to better define the architectural styles or that era for single-family homes.
- Confirmed that as currently drafted, modern mix would be out if the standards in the design book were not met, though the planning appeals process was still available.

Commissioner Levit asked what the largest historical house was in Old Town, currently.

- Ms. Keenan replied the average was 1.5 stories, but there were a couple two-story homes. In the subject process, the neighborhood wanted to address the scale and massing on the lots to help minimize large ranches. The architectural standards were supposed to support the scale and massing of the existing Old Town neighborhood where the maximum was two stories.
- Mr. Pauly added the historical size was 1,200 to 1,300 sq ft, but nothing over 2,000 sq ft.

Mr. Coyle understood one fundamental issue was if a remodel, addition, or a new house did not fit the proposed standards for either a ranch or earlier, it would have to go through some kind of design review or discretionary process.

- Mr. Pauly responded presently, there was similar language in the Old Town Overlay stating the proposal much match the historical or the style of the existing house. Simple remodels were currently handled administratively. However, there was a need to define how far someone could go with the existing style before conformance was triggered.
- Ms. Anton stated getting further clarification through this planning session would help them provide further details for the next work session; for example, remodels over 400 sq ft must go through the process. More specific proposals would be presented at the next work session after the project team received direction on the key issues.

Ms. Keenan continued her testimony, stating that while the page with the small duplex example was appreciated, the text of the Plan stated no duplexes, which was why there was an issue with accessory dwelling units (ADUs). The Steering Committee had wanted to find a way to limit ADUs, which result in high-density in the neighborhood comprised of many dead-ends. ADUs had already been used as a mechanism for duplexes. Even the old Overlay stated no duplexes in the Old Town residential area.

- Although the current Overlay did allow duplexes, the whole point of the Old Town Plan was to change and clean up that old Overlay. She noted the single-family standards were being reviewed for the neighborhood.

Ms. Anton stated the Planning Commission needed to decide whether architectural standards should be included for duplexes, which would affect the Code.

Ms. Keenan responded it was the Code changes that had taken such a long time. She stated one of the five goals for the Old Town Plan was no ADUs. The Steering Committee focused on ADUs because the goal was to have no duplexes or multi-family in the single-family portion of the neighborhood, which was bordered by multi-family on the north and south.

Commissioner Postma noted a state statute required that ADUs be allowed.

- Ms. Keenan replied addressing that statute would come through defining ADUs in the neighborhood so they could not necessarily be used as a mechanism for duplexes or triplexes.

Commissioner Springall confirmed the existing multi-family was not included in the study area.

- Ms. Anton added there were a few duplexes along the park, which were included within the scope because they were in the Old Town Overlay Zone. The Commission needed to determine whether to continue to include duplexes.

Michelle Dempsey said she lived at the end of Boones Ferry Rd and wanted to talk about the four new homes built that she believed were considered condos. There used to be a trailer on that lot, and when the pictures came to the neighborhood, it looked like a house. The pictures showed it at the back of the lot with room in front of the building. However, the building was built directly on the street with no setback and a garage right in the front, so the massive house just dominated the tiny manufactured home next to it. There were actually two enormous homes being built on that one lot that used to have a trailer on it. She did not know what type of homes they were, but they did not look like Old Town.

Ms. Keenan believed she was talking about Lot 50. One reason scale and massing was such concern was because of the larger lots which currently had pretty nice homes on them that would be ripe for redevelopment if the Code was not changed since the scale and massing restrictions were not in place.

- She clarified with Staff that that lot in question was either Lot 50 or 51. A new home was proposed on the lot, but changes were made after Development Review Board (DRB) approval. It had virtually no setback and was not at all within the scale and massing of the neighborhood. There was hardly any setback on the roof line, either. There were just two large boxes with no parking and no setbacks, so it was very invasive. Those changes were a surprise.

Ms. Dempsey added nearby residents received a card in the mail describing the changes being proposed, and a few neighbors wrote in that they did not like it, but it did not matter. One could not tell the building had been brought up to the street; it still looked like the structure sat at the back of the lot.

Ms. Keenan added that was why the neighbors were anxious to get through this Code adoption process

Chris Neamtzu, Planning Director stated he did not know what happened with the changes, but he would find out.

Ms. Dempsey noted the two that were built across from Tim Knapp's property were set back, and she was told the new buildings would be the same.

Ms. Keenan noted those on Boones Ferry Rd looked like they were set back to allow for the widening of the road. She continued her testimony, stating she did not believe the Plan should be so prescriptive as to define absolute details on doors and windows or the intent of the style. The right scale and massing and architectural style were important, but things like a new door should not create issues.

- She did not believe there should be any fake facades on the homes and noted some commercial buildings had those; having an entire home look consistent was reasonable.
- As far as compatible ADUs, Senate Bill 1051 was a disappointment, and if possible, the neighborhood would still like to work around that. City Council had asked the Steering Committee to define some

language to help minimize ADUs in Old Town, and it appeared the only means to do that was through the architectural standards, and the scale and massing.

- The proposed standards were important because of the many developable lots that still have homes on them today. The proposed Plan was trying to take the future into account and minimize density in Old Town.

Chair Greenfield confirmed there was no further public input.

Ms. Anton noted the discussion had involved all of the questions the project team sought input on (Slide 60) and asked for further input from the Commission. She explained the goal was to create clear and objective architectural standards for single family homes in the Old Town neighborhood.

Chair Greenfield said he was unsure how that goal related to what existed; Old Town was a tremendously eclectic place architecturally, and he understood it would remain eclectic, perhaps with a little trimming on the modern end. But, how would Old Town look any different in 10 or 20 years?

- Mr. Pauly responded there was the property at Fir and 4th Ave, but there were also a number of manufactured homes; and as property values rose, their removal and redevelopment on those lots was expected. While homes have grown bigger over time, the idea was that Old Town would continue to look like it did now and would not have larger homes or different styles that would change the neighborhood.
- Mr. Coyle stated that in Wilsonville and other areas, property values were escalating, not declining. There might be speculation in Old Town where some of the smaller, 1,200 sq ft ranch homes were purchased and replaced with a 2,400 sq ft home. It was easier to scrape a home than remodel it, particularly because of new energy codes, and structurally, older homes were not designed for a seismic zone. Having a set of standards for this eventuality was important so that the replacement buildings had some consistency with what the neighborhood desired.
 - He noted the region was overdue for a subduction zone earthquake. If a large earthquake occurred that caused a lot of damage, a lot of homes would be replaced.
 - With regard to remodeling and additions, there might be a need to figure out how to provide some consistency for homes being expanded and remodeled, since many of the existing homes might be considered undersized by today's standards. Perhaps the simplest thing would be to have expansions towards the back and not the front, which might be a chance to create more consistency. Maybe a condition of an enlargement would be the addition of some feature that added some consistency to the neighborhood.
 - These were three ways to use the standards to begin to add design value, as well as property value, to the neighborhood.

Commissioner Levit said he was concerned that making the Pattern Book too constraining would hurt property values.

- Mr. Coyle replied he and Architect Marcy McInelly had seen the opposite in projects around the country. Setting high architectural standards tended to eliminate people who were not interested in that level of design quality. If someone was really serious about doing a modern structure or an international style and they wanted to go through the design process that might be acceptable to Old Town and to the City.

Chair Greenfield:

- Read the Purpose Statement of the Old Town Neighborhood Plan, emphasizing the unique character of Old Town, and said he could not easily put his finger on what made Old Town unique.
 - Ms. Keenan responded what was unique about Old Town was it was the only neighborhood in town that was not part of a planned development community. It had evolved over time from the very first days of Wilsonville. The neighborhood wanted to maintain the single-family home structure where people had yards. They did not want the infrastructure of curbs and sidewalks or stormwater planters. They wanted to maintain the rural feel in that six-block area, similar to what used to be seen in the old

town area of Lake Oswego and some areas in Lake Grove. The intent was to protect the neighborhood.

- This whole process started around the time of the Fred Meyer's development when a proposal came in for the lot that is being developed right now that had something like 25 units and 20 ADUs hidden in the development with no parking. The standards and the Old Town Plan first began because of that particular application, which shook up the neighborhood. A speculator wanted to put high density development on the lot without taking into account the neighborhood, parking, access, or anything else, and it would change the entire complexion of the entire neighborhood. That provided the opportunity for City Staff to start working with the neighborhood to define the neighborhood and develop standards to help protect it far into the future, so the DRB did not have to be burdened with it.
- She clarified the neighborhood did not want to create an historical replica or look like a theme park. They wanted to maintain the authenticity of the neighborhood, allow it to grow and gentrify, but not allow it to be speculated on and filled with high-density development that did not fit. There were some undervalued historic structures and it was important to everyone that lived there. It was the original, affordable neighborhood in Wilsonville with smaller homes that people could afford. The neighborhood wanted to remain eclectic and keep the small-town feel it had today with smaller places, nice yards, and no traffic. They did not want modern standards, like streetscapes in Old Town. The residents did not want to be like Frog Pond or Villebois.
- Did not believe this was an architectural or historic issue, but a lifestyle issue being overlaid on the community.
 - Ms. Keenan stated that was why they went through a public process and vetted the Plan for multiple years with the City. To support the lifestyle and feel in Old Town, the Code needed to be modified to support the architectural standards needed to maintain the scale and massing in the single-family area of the neighborhood. This structure was needed to help maintain the neighborhood so that every time a speculator came in, the neighborhood did not have to spend even more time at City Hall to protect the neighborhood. The neighborhood wanted some rules to back up Staff's rejection of an application for a five-story townhouse unit, for example, because Wilsonville was invested in protecting the only remaining original neighborhood.
- Noted there probably was broad concurrence within the Commission about what they did not want to happen in Old Town, though the reasons might not be the same as the neighborhoods. Generally, the Commission would not like to see a four- or five-story building in Old Town.
- Asked if any historic certification process applied to any structures in Old Town.
 - Ms. Keenan replied the neighborhood went through the State Historic Preservation Office (SHPO) process and tried to go through the historic inventory with the State of Oregon. Although there were several historic structures in Old Town, it was not a typical historic-type neighborhood due to the broad cross-section and eclectic mix of homes.
 - Mr. Coyle explained individual buildings could be certified, but understood the three objectives were simple homes of smaller scale and had a distinct character. Those could be coded, but serious decisions needed to be made. What could be seen from the street, not the actual size, might be the single most important issue in terms of scale. Hopefully, it could be made simpler for Staff to review and satisfy the neighborhood intentions, but he agreed veering into lifestyle issues would undermine the efforts of the project. What could legally be codified should be kept as clear and objective as possible, such as the issue with ADUs. Otherwise, he believed the project team had what it needed to move forward.
 - Ms. Anton confirmed the next work session would be September 13, 2017 and more detailed recommendations would be provided for the Commissioners to review by September 1.

Commissioner Springall noted with one major issue being what could be seen from the road and the testimony regarding concern about the lack of setbacks, he suggested including a large setback of 15 or 20 ft for new builds, if possible. This would keep the size of the house smaller while still preserving space.

Chair Greenfield believed the massing issue could be addressed by setbacks and lot coverage. It did not seem like the Commission was dealing with the appeal to historical styles very well. It was complicated and he did not see a way to do it very well.

- Ms. Keenan noted the reason the architectural standards were being discussed was because the previous 1880 to 1930 overlay created issues for the neighborhood. The proposed document would help alleviate those issues from the existing overlay for new development and remodeling existing homes. The proposed Code work was the last major hang up in the Plan and was important because of the existing overlay requirements.

Discussion regarding the questions on Slide 60 continued as follows.

Commissioner Levit did not believe style should be nitpicked since the neighborhood was already so eclectic. He preferred garages to be in the back. Regarding materials and colors, he did not believe uniformity of color, shutters, roofs, etc. was wanted. Some restored farmhouses had interesting colors, and he wondered if those were the original colors or a modern interpretation. Some colors looked very good, but no one would want a purple home. He was unsure how color would be addressed in the Code.

Mr. Coyle added context was important. If there were three ranch houses in a row, would it be acceptable to add a craftsman? A purple house might be acceptable sitting by itself and screened by trees. The Commission needed to discuss the contextual at the next work session, and it would be helpful to look at actual examples to understand how much context mattered in decision-making.

Commissioner Hurley asked if forming a homeowners association (HOA) was possible and if an HOA might address these issues. Some HOAs limit colors and many other things than the City could.

Ms. Keenan said she did not believe an HOA could be established retroactively and noted that governing color had never been a concern in any conversations.

Commissioner Postma believed many people would agree with not constraining things too much; however, he was wary of too much flexibility and wanted as much objectivity as possible. He liked what was done in Frog Pond where the owner/developer had to include seven or eight elements from a list of fifteen. That approach provided the objectivity of checking off boxes, but also the flexibility owners or architects wanted. He did not want any unclear language.

- He noted that he and Commissioners Levit and Hurley were on the DRB Panel that reviewed the project Ms. Keenan mentioned, and he was very sensitive to the issue. That high-density project was cloaked in the notion of using ADUs to achieve a desired number of units. He knew ADUs were required by statute, but he was wary of them because of the potential. He asked to see some options from other cities about limiting what could be done with ADUs to make sure they were not used in a way that conflicted with the neighborhood.
- He confirmed the requirement was simply one ADU per single family home, but the project did that with attached structures, which made it odd. There were a lot of homes with ADUs above garages which looked more like an apartment than what was intended by the ADU statute, which was a home with the opportunity to have an ADU. It was really a masqueraded multi-family development.

Ms. Keenan added when the Old Town Plan was brought to Council for approval, language was included, as requested by Council, to help minimize the amount of ADUs in the neighborhood, which was a challenge to define.

Commissioner Postma confirmed the state law could be challenged, but he assumed there were ways to get around it.

Mr. Pauly confirmed Lot 79, the subject of the multi-unit issue, was subdivided last year. One idea was to have 1.5-story craftsman bungalows that were condo-ized as separate, detached units. A subdivision could be built on the lot, but that would involve additional requirements, such as public streets, which made it difficult to achieve the required density given the shape of the lot. The lot could have ten, stand-alone units with a common space. The application had not been submitted to the City yet, but a neighborhood meeting had been held.

Ms. Keenan added the lot had been discussed when developing the Old Town Plan, and the neighborhood did not want the green space requirement so people could put in homes with larger yards to be able to maintain the feel of the neighborhood. However, that topic had not been discussed yet in the current process.

Mr. Pauly clarified that while a lot of the existing Code language regarded the Boones Ferry Road frontage and how buildings related to Boones Ferry Rd, none of that fell within the scope of the subject proposal because it related to the mixed-use, commercial component. The idea was to have a separate process for ministerial review of single family homes in Old Town, using the Pattern Book or design guidelines, and to address some specific things on ADUs, including making the allowed size smaller, and potentially requiring ADUs to be detached.

- He clarified the Commission's Work Program had been adjusted: another work session would be held in September, and the public hearing on the Old Town Development Code would be in October.

Chair Greenfield called for a brief recess and reconvened the meeting at 8:01 pm.

B. Coffee Creek Industrial Form-based Code (Rybold/Vance)

Chris Neamtzu, Planning Director, noted the Form-based Code project originally started in 2015, but had been delayed partly due to staffing shortages. Those issues had been resolved and the Code project had been budgeted and the finishing steps re-scoped in order to bring the project to fruition. He introduced the project team, who would reintroduce the project and discuss some specific high-level policy questions and ideas to help resolve earlier issues so the project could move forward.

Jordan Vance, Economic Development Manager, noted his role was to be part of the management team so he could articulate the Form-based Code to prospective developers, as he would be helping recruit developers and users in the Coffee Creek area.

Kim Rybold, Associate Planner, said she would be serving as a liaison between the consultant team and Staff, ensuring everyone was current on the Code and the best policy and procedural options available. It had been several years since this project was worked on and there had been no updates on any of the drafts due to outstanding policy questions. The goal of the presentation was to revisit those questions and get feedback from the Commission on updating the drafts and how to implement Form-based Code.

Marcy McInnelly of Urbsworks, Inc. and Keith Liden of Bainbridge, presented the Coffee Creek Industrial Form-based Code and Pattern Book via PowerPoint, reviewing the purpose, background, paths to adoption and policy options, and questions to consider, as well as some of the existing Form-based code language and graphics, which were subject to change.

Discussion regarding the Form-based Code and responses to Commissioner questions by the project team were as follows:

- Streamlining the review process was initially proposed to minimize the number of steps involved in development review. The goal was for Coffee Creek to become a center for job growth in the city. Clear and objective standards would create greater certainty for developers and as an administrative review, the process should go more quickly, which would help the City attract tenants and industrial development to the

area. Wilsonville would be more competitive and could provide a better customer experience to achieve the City's goal of creating a robust employment district in Coffee Creek.

- Cost and timing were important considerations in the development process for commercial development. There had been concerns about Wilsonville's review process being slower than it should, which also added costs.
- The Pattern Book did not necessarily address zone map amendment, Comprehensive Plan, or annexation issues that might arise during a review, so why take the DRB out of the process for those changes?
 - The ability to be competitive was the main reason for removing the DRB from the process. For years, the notion was that Wilsonville's process took a long time and a lot of money to get through, which hurt Wilsonville's competitiveness for new commercial development.
 - There was not skimping on the design intention. The entire area had been somewhat predesigned, which was then reduced to a set of clear and objective standards that could be applied. Form-based code tried to do much of the design work upfront, distill the design into its essential pieces, and then put it into the Code. Although Form-based Code took longer to develop, the goal was to have a shorter approval process for the applicant.
 - Coffee Creek was somewhat unique in that it was master planned to be an industrial area, so the City knew the Comprehensive Plan designation would be industrial. The area was brought into the urban growth boundary (UGB) with the understanding it was a regionally significant industrial area, so the zoning would be the PDI-RSIA district.
 - In adopting the Form-based Code for Coffee Creek, the intent was that any development would be planned industrial and zoned PDI-RSIA, so the proposal would have to meet the performance standards of that district as part of the administrative review. If there was a question about whether a proposed development could meet the performance standards, the application could still be called-up if needed.
- In the administrative review process, a Staff member would be assigned to an application and work with the applicant to ensure all the appropriate findings were made, similar to the existing procedure used when a project came to DRB. A Staff report would still be provided showing that all the standards and performance criteria of the Form-based Code were being met.
 - What would be different would the use of clear and objective standards to see if the proposal met the Code, yes or no; it would be much more black-and-white as to whether something met the Form-based Code. Also, an administrative review had a 10-day public notice period and the same radius of property owners were notified, however, instead of testifying at a public hearing, people could submit comments which would be taken into account to determine the next steps.
- While an application might meet the Form-based code, enhancing certain details might not be considered, such as the best location for bicycle parking or the appropriate placement of the arches by Walgreens. Having the DRB review put more eyes on the details of an application and provided another chance to catch potential issues or offer better solutions. Developing a more substantial checklist for the applicant to meet might address concerns about missing any elements.
 - Staff confirmed Administrative II Reviews were subject to call up, or additional review, by the DRB, even though the application did not go through the DRB.
 - Some of the feedback on the Form-based Code in 2015 included questions of how that call up would work and which review body would be appropriate. If this approach was used, it would remove the responsibility of implementing the Form-based code from the DRB. However, there would definitely be a call-up provision whether the review body was the DRB or City Council.
 - The Form-based code was unique in that it was not completely separate from the existing Development Code. There were many inter-relationships between things like the City's bicycle parking standards. The Form-based Code was not a whole new set of standards for Coffee Creek.
 - While the Development Code included some robust and specific bicycle parking standards, for example, someone had to pay attention to those details, which could be overlooked if not in the checklist.
- Staff confirmed there would be a public notice period for all applications, except for annexations, zone map and Comprehensive Plan map amendments.

- A lot of work had been done to improve the obscurity of the public notices, including the use of common language in the description of legislative notices. Creating a templated map with a thorough description of the proposal in plain language would be pretty easy.
- The administrative public notification area was the same as for a public hearing. While ten days was the minimum time frame, rendering a decision usually took more than 10 days in most circumstances. The site would be posted consistent with the City's current posting practices. Although a map was a useful tool, it was expensive to put maps in the newspaper. Including a link to a map was suggested. Staff would return with some ideas for public notification.
- Currently, 120 days was the maximum timeframe allowed by State law for annexations, Comprehensive Plan Map amendments and zone changes to get through the process, but that did not include the 30 days after the Council decision. Staff tracked the timeframes and with just a DRB review, the process had been about 70 to 75 days, but when the Council was involved, an extra two weeks was required, so it took about 100 days.
 - Slide 13 illustrated the current and proposed review processes. Currently, the process was very linear and the proposal would include some parallel paths in the process.
 - An alternative would be to annex everything into the city, but there was no interest from current property owners in forcing annexation. The proposed review process was a compromise so as to not rock the boat too much with private property issues.
 - Specific timeframes attributed to DRB review had not been mapped because a lot of what affected timeframes was how much information the City received and how long it took to get an application to completeness. The timelines for applications under the Form-based code also depended on how many applications were received at any one time. Staff believed about 30 days could be cut from the process, although that could vary project-to-project.
 - Having more certainty about the trees and traffic took a lot of the applicant's time because the applicant had to have the traffic study done before the application process could even begin, which was before the land use clock started. Simplifying those processes was more valuable than shortening the process once the land-use clock started.
- What other things that took time, such as the creation of the Staff report, were not reflected in the process diagram? (Slide 13) Would there be more pressure on City Council to do a more in-depth analysis on annexations, Comprehensive Plan Map and zone map amendments since the DRB would not review those applications?
 - The full report would be provided to the DRB and if there were any issues, the Board would have the ability to call it to a public hearing for a full public review process where no time would be saved. The City was trying to preserve the ability to have public engagement; however, on straight-forward, industrial building applications, there was not a lot of citizen engagement. Property owners in the area might want an opportunity to have a hearing, and if a development was proposed right next to a resident, Staff might put it in a public hearing setting.
 - The intent was to build a beautiful and successful industrial zone and greenlight projects that met the performance standards developed for Coffee Creek, in which the City was heavily invested. Projects that fell outside the clear and objective standards of the pattern book, involved significant natural resources issues, or included items that the applicant pushed back on would go before the DRB.
- The difference was putting the scrutiny at the front end rather than on a project-by-project basis. City Council and the Planning Commission were being asked to be very diligent in creating the pattern books and checklists. While good ideas were generated from the current process, the burden was being shifted from individual applications and doing it now.
 - Staff reports and all the documents took significant time for the planners and developers to prepare, and often the documents were overkill or needed to be reproduced due to changes discussed at DRB. Doing the scrutiny now would save time in not having to address projects piece by piece later.
- Being an isolated area of the community, Coffee Creek was chosen as a test case for Form-based Code so it should be thought about as an experiment. It could be reevaluated later if it did not work well, satisfy community expectations, or bring quality development to the community. Everyone amended zoning ordinances because cities were always trying to see if things could be done better.

- Thousands of hours were wasted at DRB considering everyone's time which resulted in little-to-zero benefit at the public hearings.
 - The community should look at the Form-based code and decide if they liked it; then builders could do what was required. Industrial development was not complicated. The City was developing industrial land that would look decent and accomplish commerce and the safety of the employees.
- The Form-based code provided a template for simple, light industrial development, allowing someone to check through a simplified list to meet the code. The pattern book went further in spelling out the requirements. Even if one small checkbox was missed, how negative would that be in this environment?
 - There would still be a building inspector to catch mistakes, and the process would be evaluated to see if changes needed to be made in the future.
 - The City should commit to tracking how much faster the review process was and show the Planning Commission and DRB members what was being built to see if it was what everyone intended and to know whether the Form-based code would work. This would help identify if something in the code needed to be modified.
 - The project team would present the same information to both panels of the DRB on July 24th in a joint work session. City Council would also see the presentation to help inform the process. Both meetings would provide direction about the five outstanding issues shown on Slide 23.
- Input was requested on having a district wide traffic study done in advance and then every applicant would only have to prove whether the trips generated by their project exceeded or stayed below threshold. If it was below the threshold, the project would be greenlighted.
 - How could a district wide traffic study be done with public approval? How would the public input be accommodated?
 - Scott Mansur at DKS advised that the levels of service (LOS) could be analyzed. In light of the recent Transportation Performance Report, a lot was known about the transportation system and criteria already existed in the Code about LOS requirements. Intersection capacity and trips available through any given intersection could be easily documented.
 - A threshold-type approach could be used where the LOS levels were analyzed and documented so true LOS challenges could be identified. All the analysis would be in a district wide report, which would become available to the public at that time. Any deficiencies would then be chipped away at project by project.
 - It was uncertain how a district wide traffic study that included public input could be approved, and there were similarities between approving the traffic study and tree plans.
 - First, the roadmap to formally adopting this entire process needed to be considered. Many had stated they wanted to see what public input would look like as part of the final approval package. Logistically, they needed to think about how to roll all this together as part of implementing the Form-based code or if it could be tacked on at a later time.
 - Transportation impact was best analyzed at a larger and not a small scale: however, a Transportation Impact Assessment (TIA) was quite technical and the public being able to make sense of it was questioned. Typically, the purpose behind the Form-based approach was to become more performance-oriented. The public approached transportation based on performance in their own minds, so that any level of congestion was no good. It would be difficult to have public input that was meaningful.
 - However, having district wide information was a much better approach for the City and would give an idea about the overall shape of transportation through the city. The same applied to the trees.
 - The focus had to be on performance. While meeting numbers and checking boxes felt good, it was important that it worked. In planning, post occupancy evaluations were not usually done until someone complained, which did not give the City the tools to correct the assumptions and models.
 - How would performance be allocated amongst various parcels and potential building? Projects early on could front end load all the trips and potentially constrain later development.
 - Rather than an overall threshold, a traffic engineer could make assumptions based on the known zoning on how many trips would be generated per acre. The trips generated per acre could be

used to review each project individually to see whether that project was above or below those assumptions. The burden of proof would be on a developer whose trips were above the threshold, and the last developers of projects would not be in trouble.

- If the design sent traffic in one particular direction, the approach seemed to have a hole in it.
 - A district wide transportation analysis specified design of the roads in the district, including all turn lanes, etc., all of which would be part of the assumptions going into the model and would dictate what each lot could do. The modeling would get quite close to what was needed.
 - Freight would also go into the assumptions based on the land use. Something like a large warehouse would clearly not be what the modeler had assumed and Staff would know what the assumptions were. Even more numerous, smaller warehouses would be all right as long as they were under the assumption line based on the street design by the transportation planners.
- The threshold approach was currently being used in Villebois. Ultimately, the trips were vested, which allowed Villebois developers to buy capacity in advance of actually needing it, which gave them certainty, even if they waited several years to develop.

Commissioner Hurley left the meeting at 9:02 pm.

- At the master plan level in Villebois, the City knew there would be 2700 dwelling units and what roads needed to be built. Everything in the SAPs and PDPs were linked together and checked against the master plan and resulted in smaller reports in shorter timeframes, so there was some precedent for a district wide approach for transportation.
- The traffic model would include all the development occurring in the cities and all of the pass through and regional traffic trips, so both the north and south sides of Day Rd would be included. As models were updated and new models were produced, it was all being plugged into the models used by the transportation consultants. Since regional traffic would be accounted for, Tualatin would be included. Metro puts assumptions into the regional transportation model. A normal traffic report included existing conditions, existing conditions plus previously approved Stage II projects and then, existing conditions plus Stage II plus proposed projects. These three conditions were all analyzed in a full traffic analysis. Because development in other cities was more difficult to capture, there could be a lag in getting the information.
- As congestion builds and people might try to maximize first-come, first-serve models, it was a no-win situation for everybody. Dealing with traffic as a free resource would result in it being taking advantage of.
 - Perhaps the City could be proactive with industry; for example, requiring traffic management plans that staggered work shifts and so on to preserve capacity and avoid the PM Peak Hour. While not presently in the Code, this idea came up during the discussions about Basalt Creek. It was important to ensure capacity was available long term in the new multimillion road network.
 - Avoiding massive impacts of future traffic needed to be addressed upfront and industry should have to come forward with creative approaches. Many businesses liked the idea of staggering work shifts, for example. They did not want to sit on Tualatin-Sherwood Rd at 5:00 pm so some sent freight out in the middle of the night.
- Input was requested on having a similar approach to trees, with a district wide tree inventory in which significant trees were identified. If all significant trees were preserved or no significant trees were on a developer's property, the project would automatically be green lighted. Any trees that had to be dealt with would go through an administrative process presumed by the district wide tree plan.
 - The Commission generally agreed looking at the trees on a larger scale made sense and would result in a better plan.
- Signage could also be addressed with a master sign plan. Signs would either fit within the plan or not. With clearly defined standards, there would not be problems with bad signage.
- All of the proposals unified the design and approach to the entire district. The only concern was around annexation, Comprehensive Plan Map and zone map amendments.

- The process of approval was a courtship between the community and its new industrial, commercial, or residential residents. Even if no one attended public meetings, community consent was meaningful. Informing the DRB so they had a way of consenting was positive, even if there was no formal public hearing.
- Lighting was another issue. The master plan should include a standard for lighting because each project could be modified to the detriment of the community.
 - The City currently had citywide lighting standards, but it had not been applied consistently. There prescriptive and performance paths for compliance, and big differences in technology and fixtures sometimes resulted in different outcomes, even though there were basic tenets for all applications.

Ms. Rybold stated the work session was very helpful and the Commission's feedback would further define the path going forward so when Form-based Code returned for public hearings, there would be clear consensus from the City's boards and commissions.

III. INFORMATIONAL

A. Town Center Update (Bateschell)

Miranda Bateschell, Planning Manager, updated the Commission on the design workshop for the Town Center Plan held on June 26th, which included a visual preference survey with instant polling results. Many different street designs and options for bike lanes were shared, along with various options for open spaces, parks and gathering spaces. Different types of uses, heights and scales of buildings were also reviewed. About 35 people attended the event, but they were very engaged and provided Staff with additional context. A report on the event would be provided at a future time.

- Due to the small attendance at this event, an online survey regarding these same issues would be available from July 26th until August 20th. It would be the visual preference survey that was condensed down to land use and buildings, as there was already a lot of consensus around open space, bike lanes, etc. Additional responses were desired from a broader base of the community. Staff would also be at Rotary concerts, Fun in the Park, the Fun Run and BrewFest seeking additional input on some visual preference based materials. Bookmarks advertising Staff's events and how people could take the online survey were created.
- Currently, an Instagram photo contest was happening. People were asked to take pictures of their favorite things about living, working, and playing in the Town Center and post them on Instagram #myWilsonville. The photos would be judged by the Task Force for some prizes. There would probably be some pictures that were not specifically of Town Center.
- Staff was also holding a number of trivia events at three different pubs/breweries over the next month to try to engage the younger population. The surveys at these events would be different than the one online.
- The culminating event would be the block party on August 16. She described the setup and activities that would be available at this event to engage the citizens of Wilsonville.

Comments from Commissioners who attended the event were as follows:

- There was considerable support for multi-use and particularly, multi-story buildings, which was surprising.
- It was surprising that people felt similar about things. There was not a huge divergence on what should happen. There seemed to be a sense of what Wilsonville was like or what people wanted it to be like.
 - Ms. Bateschell agreed, noting people definitely gravitated toward the open space images that had a lot of naturescaping and more greenery, rather than images with more hardscaping.
 - The instant polling system would be great to have at public outreach events, but it was very expensive to use.

B. City Council Action Minutes: (05.01.2017, 05.15.2017, 06.05.2017, and 06.19.2017)

There were no comments.

C. 2017 Planning Commission Work Program

The updated Work Program was distributed and reflected the new hearing date in October for the Old Town Development Code.

IV. ADJOURNMENT

Chair Greenfield adjourned the regular meeting of the Wilsonville Planning Commission at 9:29 p.m.

Respectfully submitted,

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



PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 13, 2017

II. WORK SESSION

- A. Old Town Development Code and Architectural Pattern Book (Pauly)
(90 minutes)



PLANNING COMMISSION STAFF REPORT

Meeting Date: September 13, 2017		Subject: Old Town Single-family Design Standards Work Session	
		Staff Member: Daniel Pauly, Senior Planner Department: Community Development, Planning	
Action Required		Advisory Board/Commission Recommendation	
<input 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 type="checkbox"/> Resolution <input checked="" 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: The Commission's feedback and discussion will inform the continued refinement of the design guidelines and code changes coming before the Commission for a public hearing in October.	
Staff Recommendation: Staff recommends the Planning Commission provide the requested feedback to inform the project.			
Recommended Language for Motion: NA			
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 process efficiencies for single-family development in Old Town. The Resolution also gave direction on addressing Accessory Dwelling Units (ADU). Draft Code language has been prepared in response to this direction.

The currently adopted Old Town Overlay Zone language requires discretionary review of new single-family homes and substantial remodels by the Development Review Board. The project consultant team of The Urban Collaborative and Town Green has taken the feedback received to date and developed draft design guidelines. The Commission is requested to provide feedback on the draft design guidelines as well as the code language planning staff is developing to allow ministerial staff review of new single-family homes (including duplexes), and accessory buildings. The design guidelines and code language is scheduled to come back to the Commission for a public hearing in October.

EXECUTIVE SUMMARY: The project aims to develop clear and objective architectural standards for use 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 use 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. At the work session, staff will first ask for the Planning Commission’s feedback on the draft design guidelines. The second part of the work session will focus on the draft Development Code changes.

EXPECTED RESULTS: Guidance for consultants and staff as they move forward with the project.

TIMELINE: The design standards and code changes will be brought back to the Planning Commission in October for a public hearing and recommendation to City Council.

CURRENT YEAR BUDGET IMPACTS: The project is funded through available Planning Division professional services budget.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: Date:

LEGAL REVIEW / COMMENT:

Reviewed by: Date:

COMMUNITY INVOLVEMENT PROCESS: Much public involvement previously occurred in the development of the Old Town Neighborhood Plan. For the current project to implement 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 work session in August and provided input. Post cards advertising the September work session 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 (businesses, neighborhoods, protected and other groups): 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 design standards. The consultants will provide their recommendations and reasoning. Feedback on other alternatives from the Planning Commission and public are welcome.

CITY MANAGER COMMENT: NA

ATTACHMENTS:

Attachment 1: Draft Wilsonville Old Town Architectural Standards

Attachment 2: Draft Old Town Overlay Zone code language update

WILSONVILLE OLD TOWN SINGLE-FAMILY DESIGN STANDARDS

DRAFT

6 September 2017





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INTRODUCTION AND HISTORY

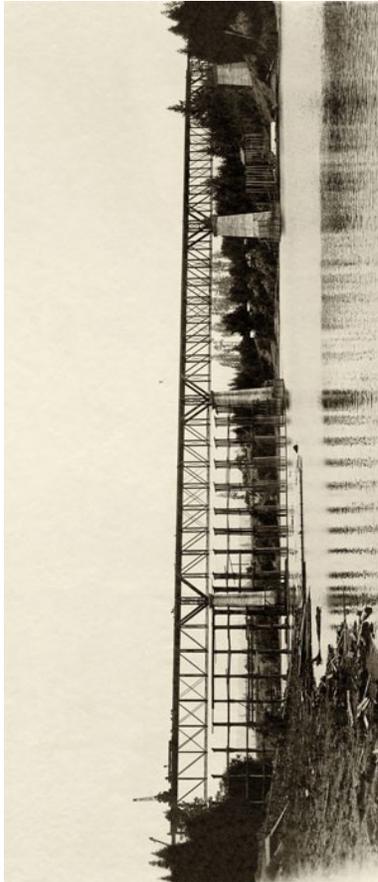
The city of Wilsonville, Oregon was first developed in the mid-19th century around the Boone's Ferry landing on the Willamette River. The landing served as the starting point for a new community to spring up, initially consisting of stores, hotels, shops, offices, and banks-- many of which were later 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.

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.

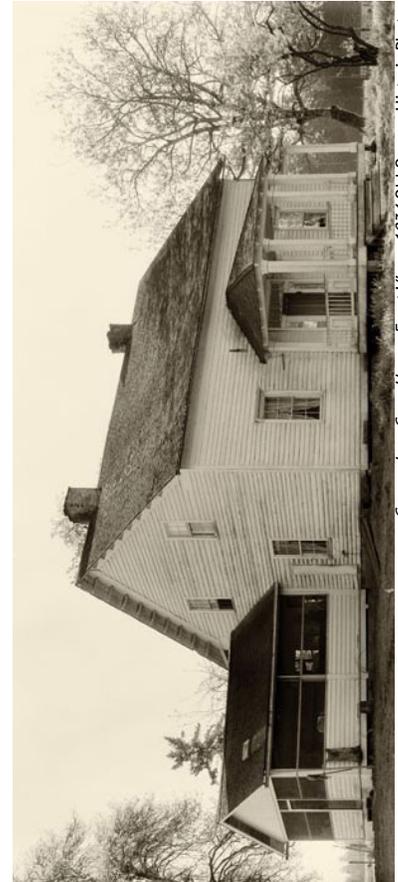
The following design standards reflect the cultural characteristics of the Boone's Ferry neighborhood as it has developed over the past 160 years while integrating the current community's goals for the future. It provides a clear and straightforward set of architectural and planning guidelines to preserve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



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



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



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





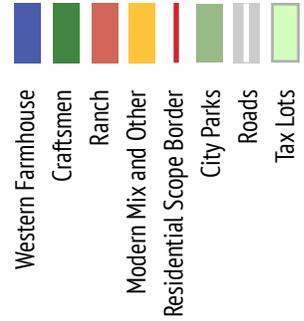
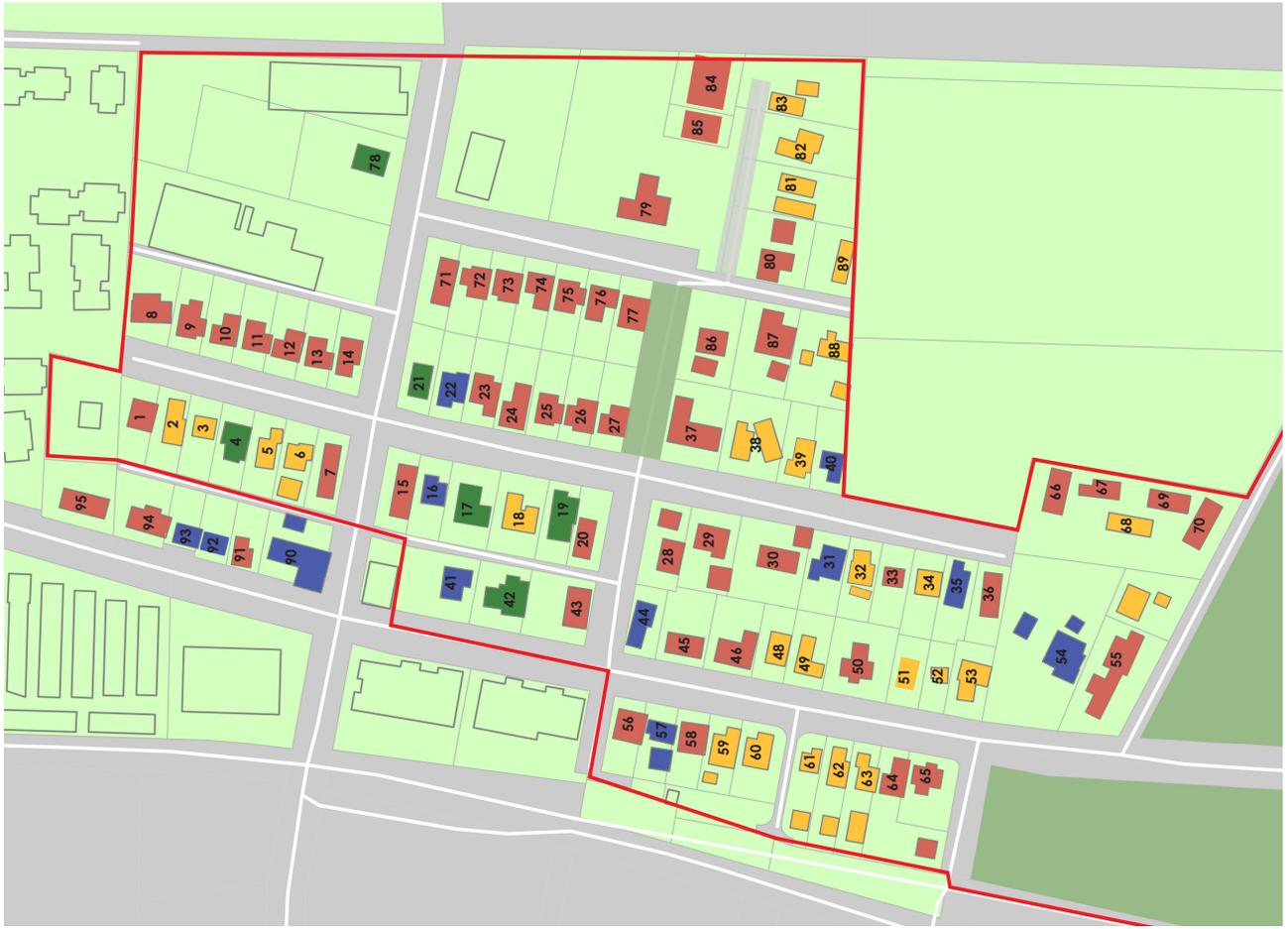
PURPOSE AND OVERVIEW

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.



OLD TOWN HISTORICAL RESIDENTIAL TYPES

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.

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.

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.



Existing Farmhouse Styles



Existing Craftsman Styles



Existing Ranch Styles





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
 - b. If immediate context is mixed, stay within 2
- 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?

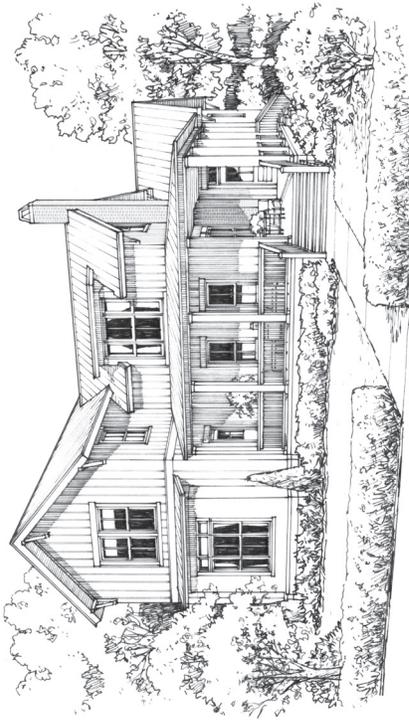
INTRODUCTION TO STYLES

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 one and a half or two stories, featuring an entry porch and pitched or hipped roofs.



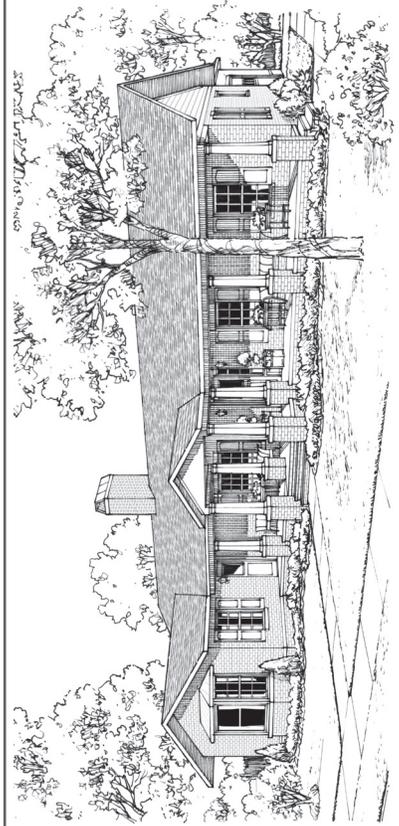
Craftsman

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



New Ranch

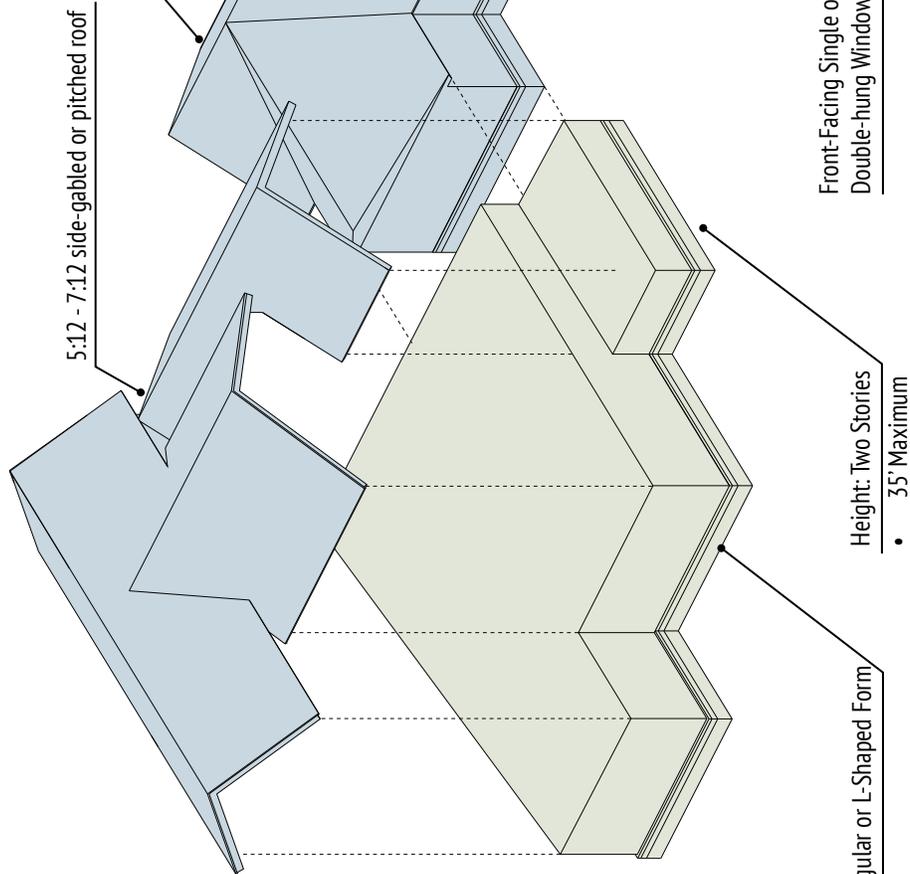
This style is often a long rectangular shape or "L" plan. It is typically one story with an attached garage, adorned with a large street-facing picture window.



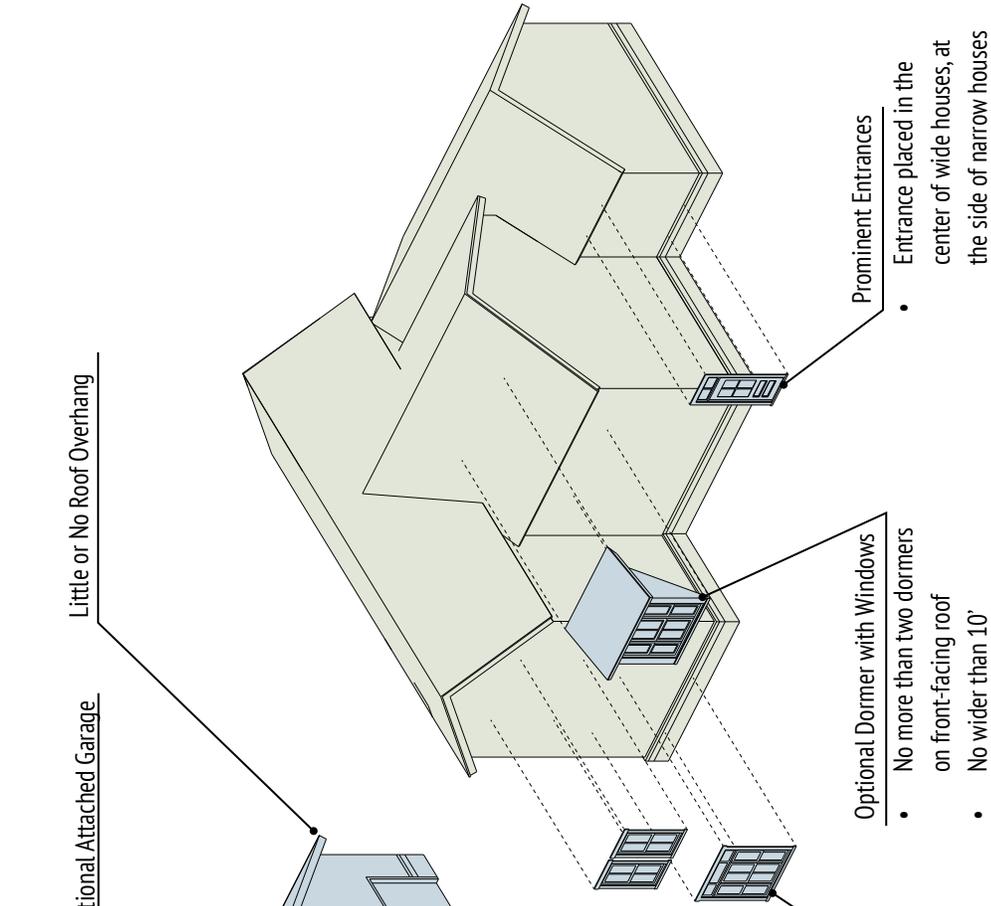


WESTERN FARMHOUSE STYLE

MASSING AND ROOFS

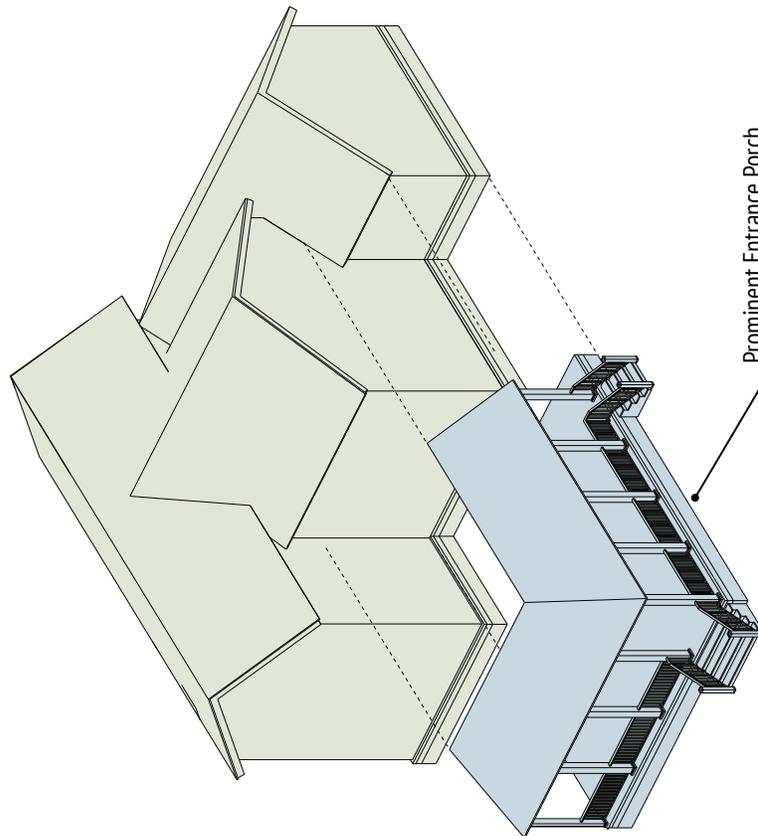
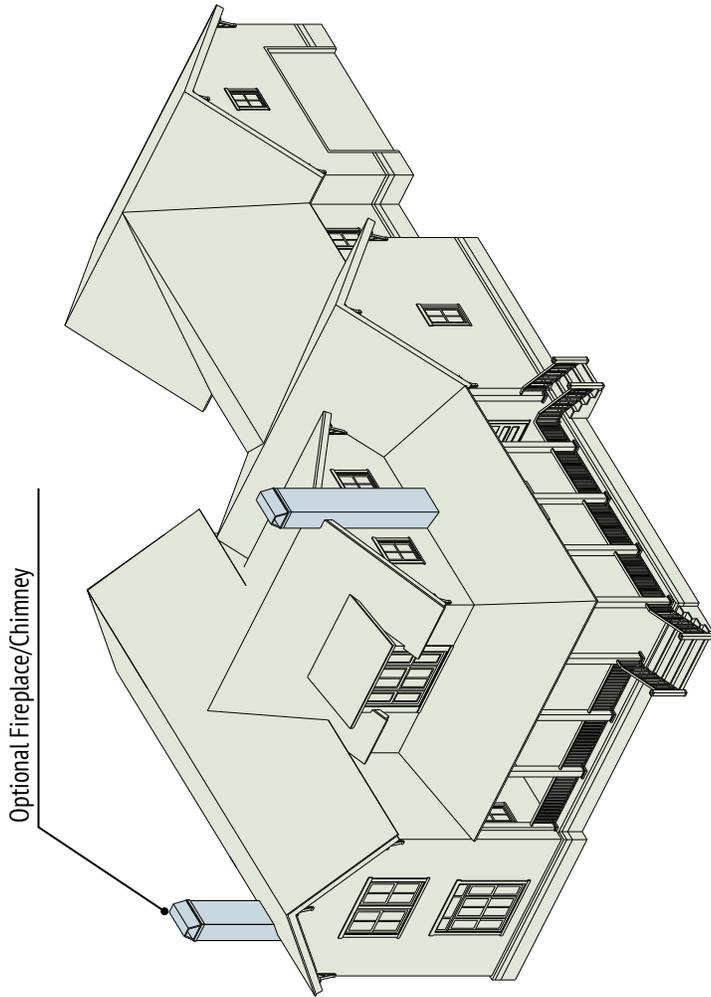


WINDOWS AND DOORS



PORCHES

OTHER ELEMENTS



- 6' wide by 6' deep or larger
- Porch can be inset, integral, or gabled
- Can be linear or wrapping



WESTERN FARMHOUSE DUPLEX

Duplexes shall appear indistinguishable from single family houses except for the two entries. If new, the Duplex shall reflect one of the three styles described and meet all other applicable design standards.

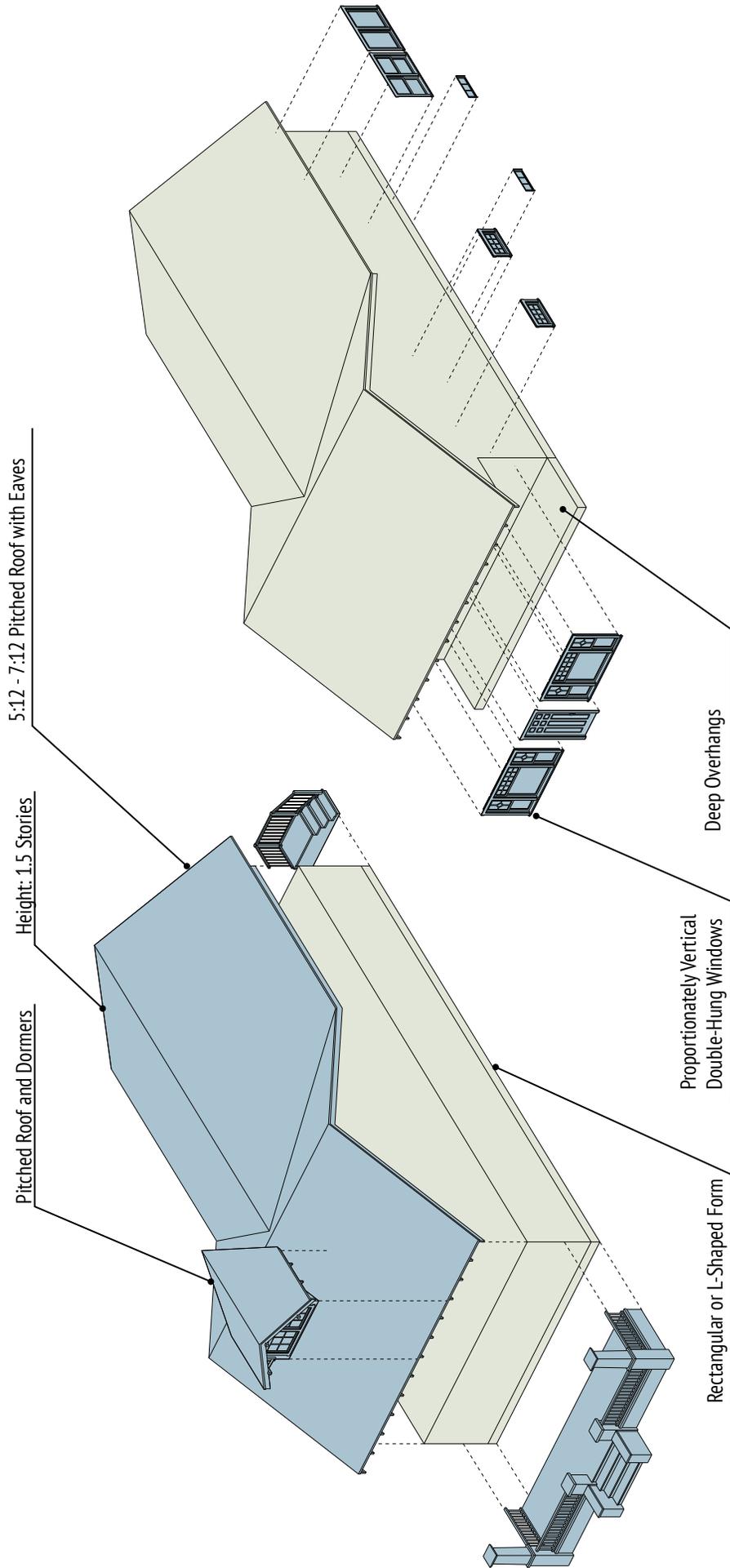
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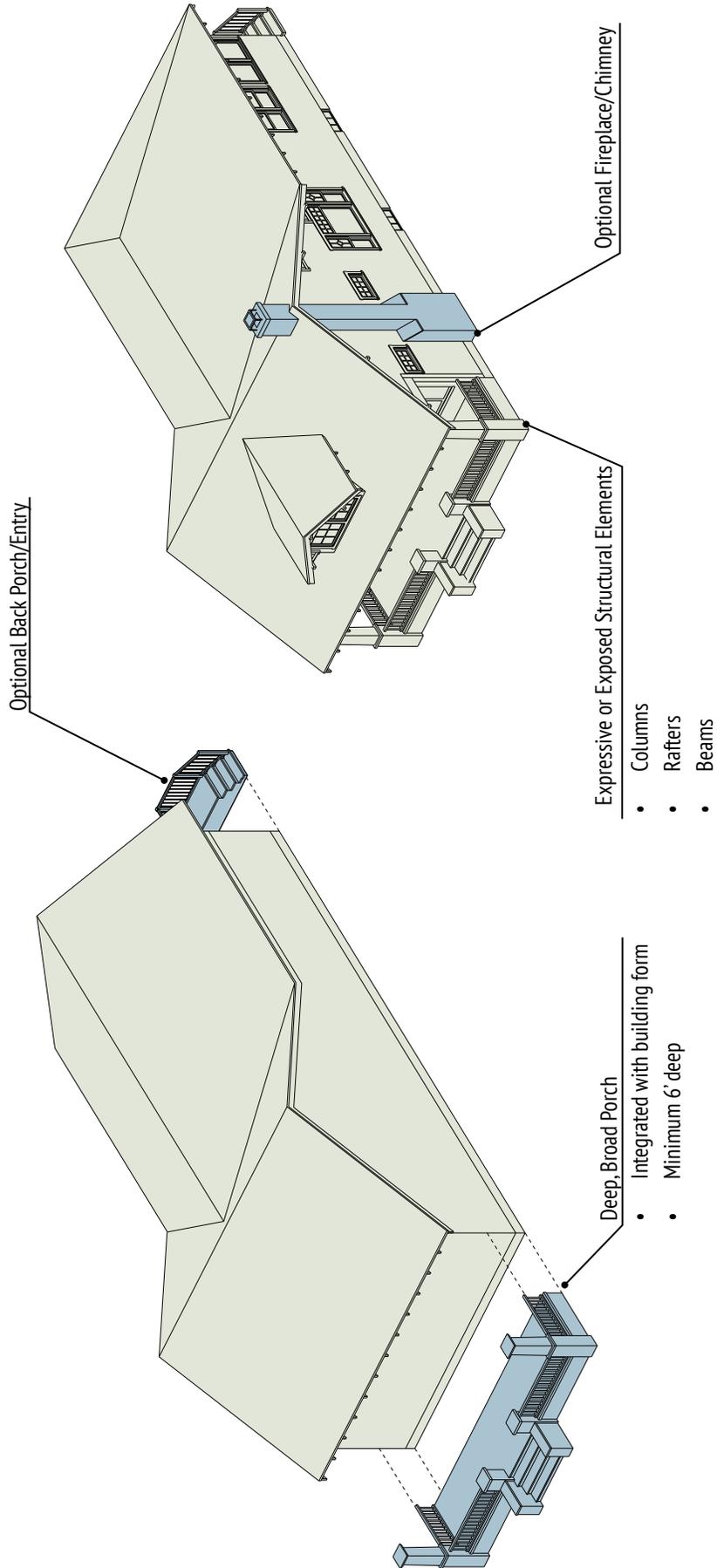


CRAFTSMAN STYLE

MASSING AND ROOFS

WINDOWS AND DOORS





CRAFTSMAN DUPLEX

To be completed in next Draft







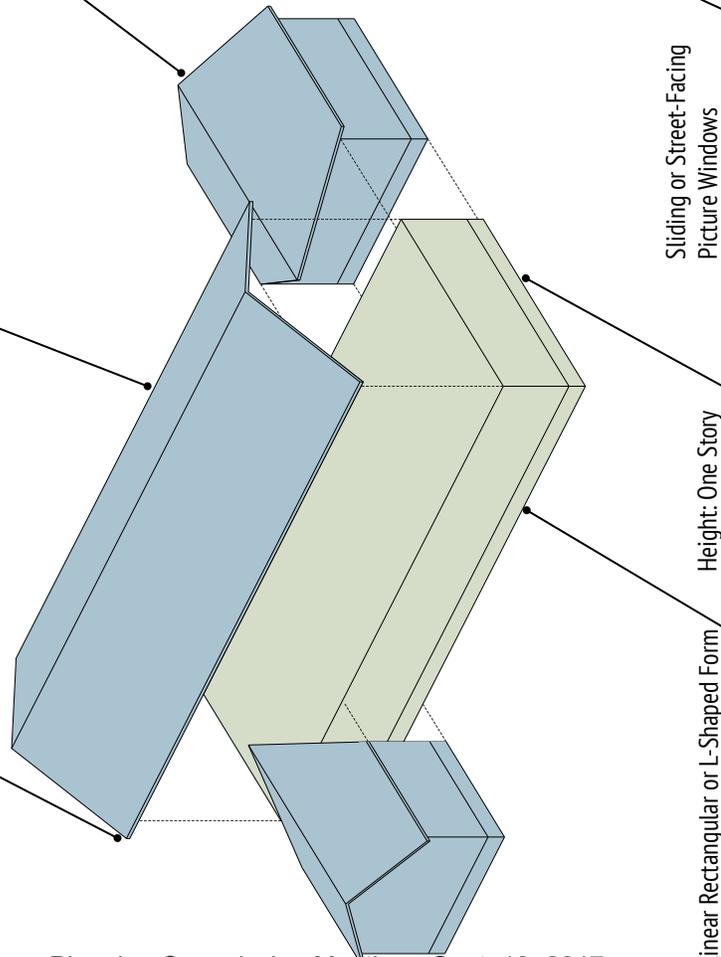
NEW RANCH STYLE

MASSING AND ROOFS

Moderate or Wide-Eave Overhang

4:12 Low-Pitched or Hipped Roof

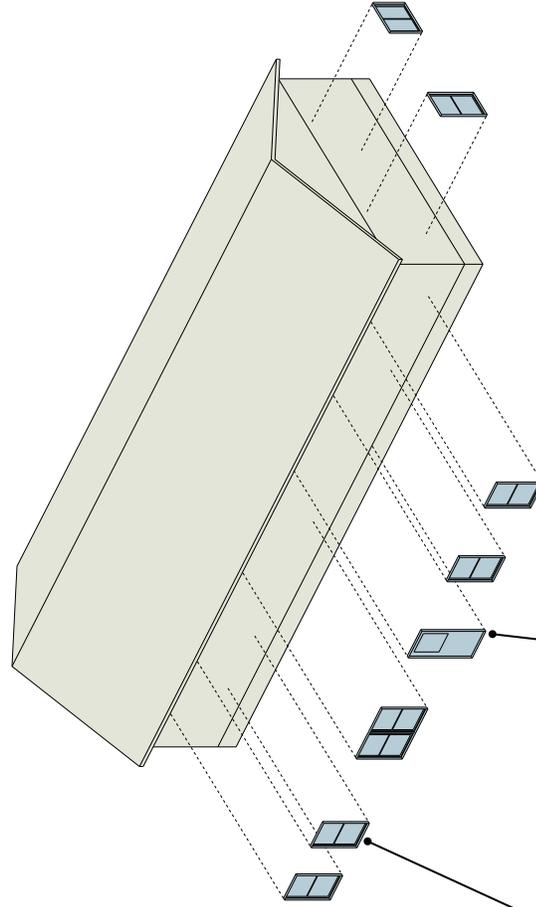
Attached Garage



Height: One Story

Linear Rectangular or L-Shaped Form
• Form runs parallel to street

WINDOWS AND DOORS

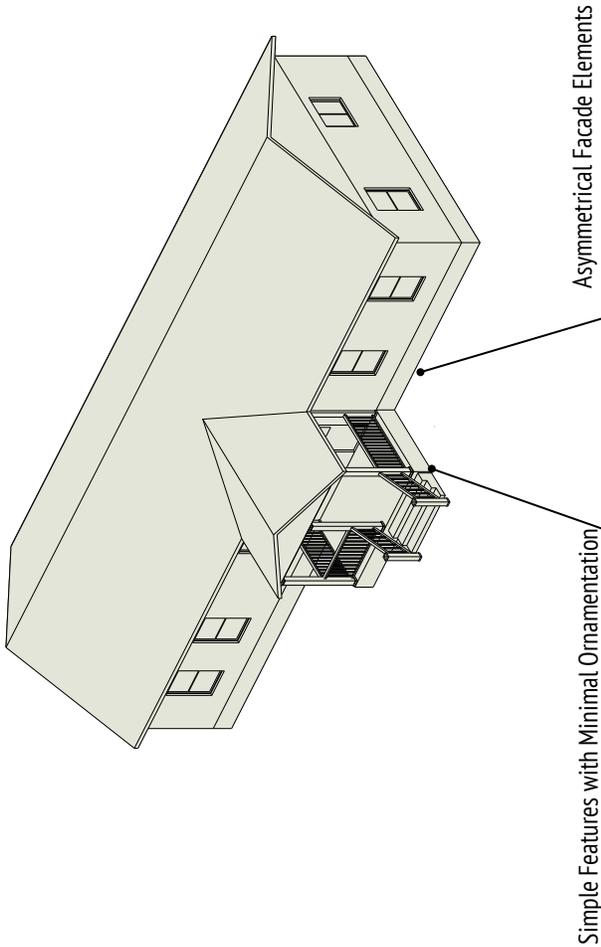
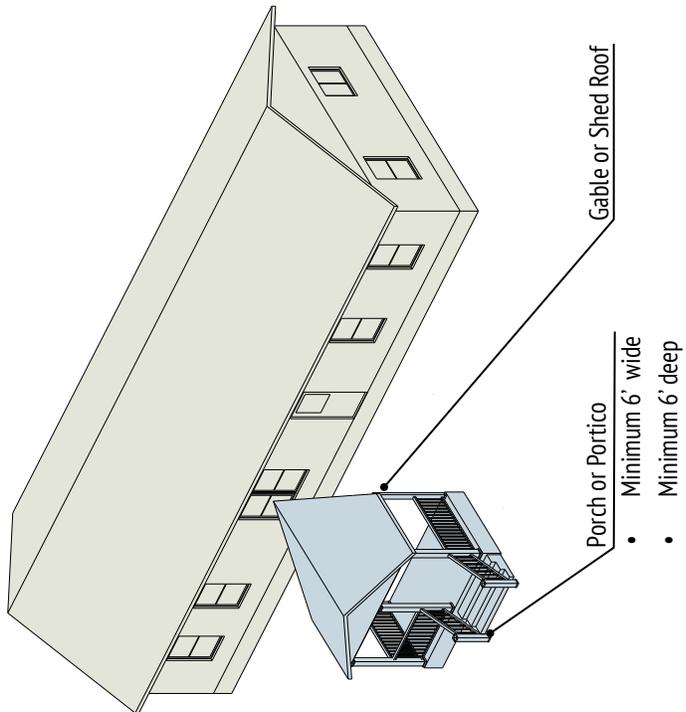


Sliding or Street-Facing Picture Windows

Simply-Designed Entry
• With or without inset

PORCHES

OTHER ELEMENTS



NEW RANCH DUPLEX

To be completed in next Draft





ACCESSORY DWELLING UNIT GUIDELINES

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 ADU 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.

SIZE

An ADU on the same lot as a primary residence can be attached or detached, as long as total massing requirements are met. It shall be no greater than one story and no larger than 600 square feet, with no more than two bedrooms.

REQUIREMENTS

Each ADU needs complete, independent, and permanent facilities for living, sleeping, eating, cooking, bathing, and sanitation purposes, and will have its own separate and secure entrance.

The ADU must have at least one off-street parking space, and must be accessible by street or driveway to fire and emergency vehicles, and for trash pick-up.

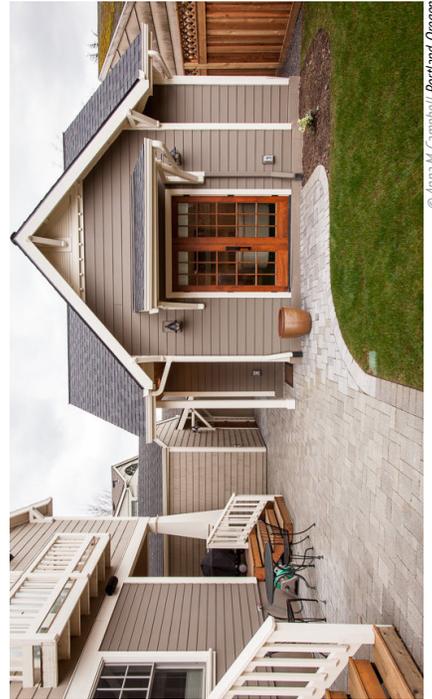
ADUs are subject to all zone standards for setbacks, height, and lot coverage, unless those requirements are specifically waived through a Planned Development waiver or variance approval processes.



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© Candace Krainer, Portland, Oregon



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GARAGES AND CARPORTS

Garages in Old Town can be detached or attached. Garage design must be visually consistent with the architectural type of the primary residence. Design standards apply to any building elements visible from any public right-of-way or public parcel, in any direction, and regardless of any existing or proposed landscaped or natural visual barriers or obstructions between the public view shed.

SETBACKS

Minimum front setback for any and all garages and/or secondary dwellings, measured from their exterior front wall to the front of the primary dwelling shall be no less than 15 feet.

Where access is taken from an alley, garages or carports may be located no less than five feet from the property line adjoining the alley.

Garages and carports are subject to all other standards for setbacks, height, and lot coverage, unless those requirements are specifically waived through a Planned Development waiver or variance approval processes.



RENOVATION GUIDELINES

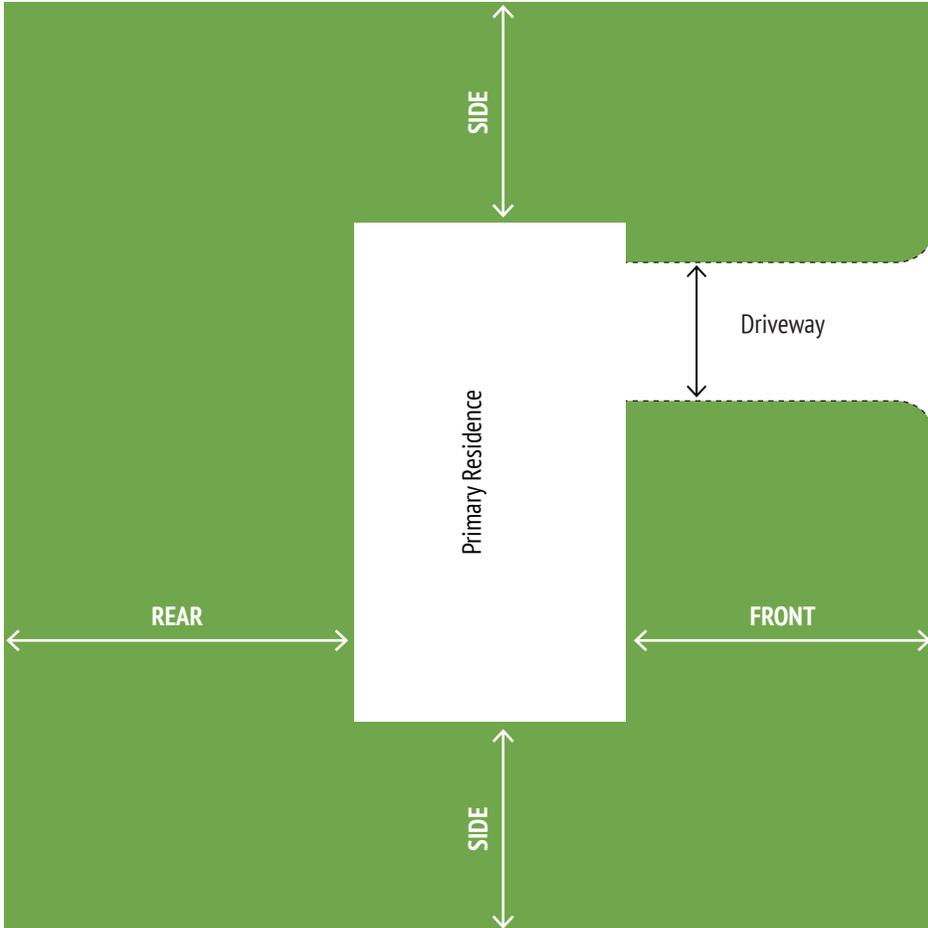
Variations will be shown pending approval of styles







EDGES AND SETBACKS: PRIMARY RESIDENCES



FRONT SETBACKS

Min street-facing: 15' from street edge to front or side of the house
 Garage: Minimum 15' from the front of the house to the front facing wall of the garage

SIDE AND REAR SETBACKS

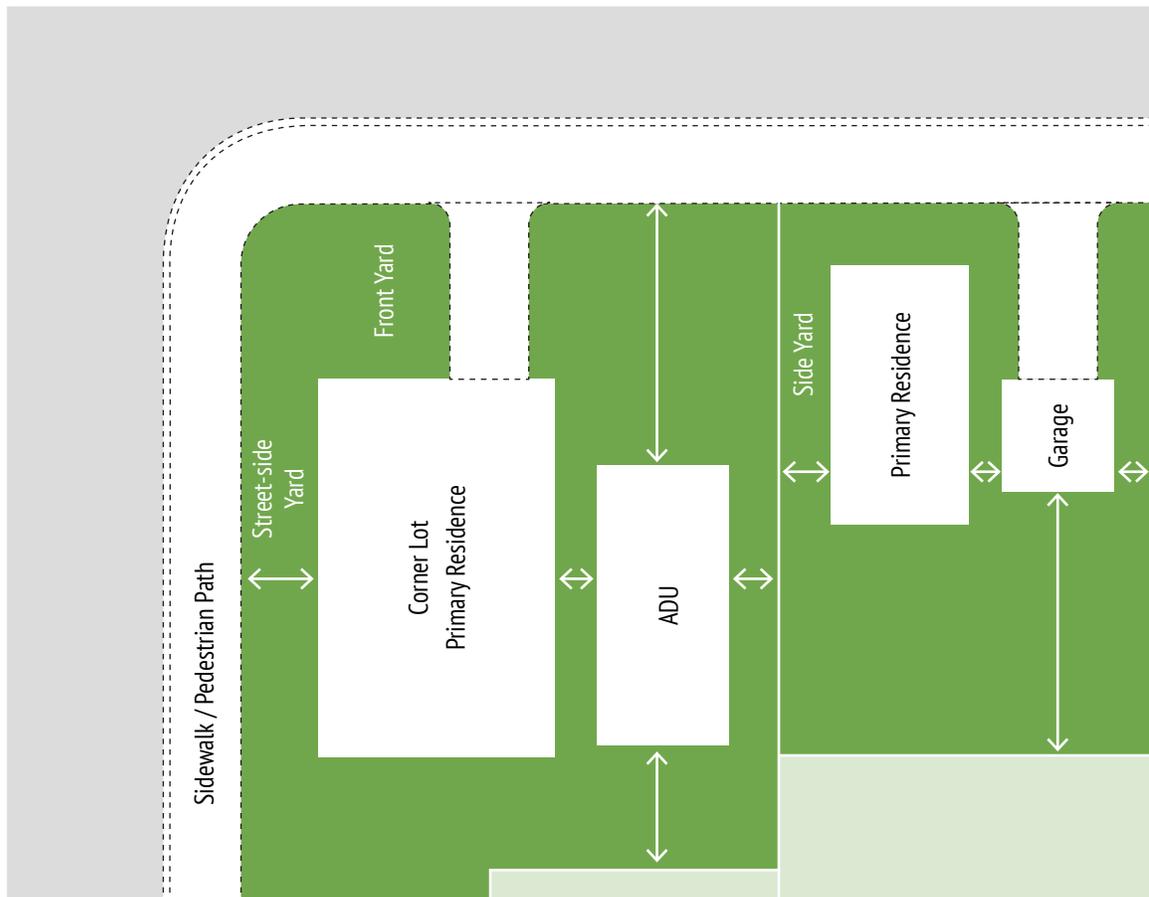
Minimum side yard: 5'
 Minimum rear yard: 15'

DRIVEWAYS

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

Diagrams to be added

Sidewalk / Pedestrian Path



Diagrams to be updated / added





LOT COVERAGE

LOT SIZE

The residential area of Old Town was originally platted with of 50'x100' (5,000 square feet) or 50'x120' (6,000 square feet) single-family lot sizes. The development pattern of this neighborhood has honored the original sizes, and maintains the historic context of the community. Lot sizes shall be maintained at a recommended 5,000 square foot minimum to 6,500 square foot maximum.

Minimum lot size: 5,000sf

Minimum lot width: 50'

Minimum lot depth 100'

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 35% lot coverage.

BUILDING HEIGHT

Ranch (one story): 20'

Craftsman (two story): 25'

Farmhouse (two story): 35'

Diagrams to be added

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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 existing 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 Dlvision 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 for conformance with the standards in Subsections (.05) through (.17) as well the Site Design Review standards (Sections 4.421) and other applicable standards:
 - 1. New commercial, industrial, public facility, multi-family residential, and mixed use building construction and the substantial redevelopment of existing buildings, ; and

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Deleted: including the construction of new single family dwellings

2. Any 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).

B. The following (except as noted in 1.a. below) shall require review for conformance with the Old Town Residential Pattern Book as a Class I administrative review concurrent with building plan review.

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.

a. Except, however, 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 Residential Pattern Book but otherwise can be found to conform with the standards of the "O" Overlay Zone.

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.

(.04) Development standards.

A. Single-family development (including duplexes and accessory buildings). These standards 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 shall apply. For PDR Zones, the setback and lot coverage standards are subject to the waiver provisions of Section 4.118.

1. The setback and lot coverage standards in the Old Town Residential Pattern Book shall apply to single-family development in the "O" Overlay Zone.

2. The following standards shall apply to ADU's within the "O" Overlay Zone. Review of ADU's is through a Class I administrative review process as identified in Subsection 4.113 (.11) B. 4.:

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

b. Design: ADU's shall be detached from the primary dwelling, be single-story, and be of 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.

c. Parking: Each ADU shall have one standard sized paved parking space on the same lot. On-street parking may be considered to satisfy this requirement if on-street parking exists along the frontage of the lot..

Deleted: 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. All other development:

1. 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

Deleted: <#>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.¶
B. -

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.

2. 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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3. Building height - As specified in the underlying base zone.

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4. 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 of the road shall coordinate with access points on the other side of the road. 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.

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(.05) Pedestrian environment. In order to enhance the pedestrian scale of the neighborhood:

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- A. Special attention shall be given to the primary building entrances, assuring that they are both attractive and functional.
- B. 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.
- C. 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.]
 1. North of Bailey Street, where the most intense commercial development is anticipated, the widest sidewalks and most mature landscaping are required.
 2. In situations where existing buildings are located at the right-of-way line, special sidewalk designs may be necessary to assure pedestrian access.
- D. 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.

(.06) Building compatibility.

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- A. The design and materials of proposed buildings shall reflect the architectural styles of the Willamette Valley during the period from 1880 to 1930.
- B. 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 buildings or distinctive store fronts, and/or multi-storied structures with, at least, the appearance of second stories.
- C. 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.
- D. 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.

(.07) Building materials.

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- A. 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.
- B. 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.
- C. Where masonry is to be used for exterior finish, varied patterns are to be incorporated to break up the appearance of larger surfaces.
- D. 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.
- E. Exterior materials and colors are to match the architecture of the period.

(.08) Roof materials, roof design and parapets.

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- A. Pitched roof structures shall have a minimum pitch of 4:12.
- B. Roofs with a pitch of less than 4:12 are permitted, provided that they have detailed, stepped parapets or detailed masonry coursing.
- C. Parapet corners are to be stepped. Parapets are to be designed to emphasize the center entrance or primary entrance(s).

- D. Sloped roofs that will be visible from the adjoining street right-of-way shall be of a dark, non-ornamental color.
- E. 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.
- F. All roof and wall-mounted mechanical, electrical, communications, and service equipment, including satellite dishes, wireless communication 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.
 - 1. "Public view" is intended to mean the view from the sidewalk directly across the street from the site.
 - 2. 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

~~(.09) 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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- A. 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.
- B. Secondary building entrances may have lesser architectural standards than primary entrances.

~~(.10) Building facades.~~

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- A. 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.
- B. ~~B~~uildings 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.)
- C. Commercial and manufacturing buildings with frontage on Boones Ferry Road shall incorporate the following traditional storefront elements:
 - 1. 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.
 - 2. Upper and lower facades are to be clearly delineated.

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

3. Lower facades shall include large windows, as specified in subsection "(.10)," below, and recessed entries.
 4. Tops of facades shall have decorative cornices.
- D. Buildings are to have variations in relief, including such things as cornices, bases, fenestration, fluted masonry, and other aesthetic treatments to enhance pedestrian interest.

(.11) Windows in buildings adjacent to Boones Ferry Road.

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- A. 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.
- B. Ground-floor windows on commercial or industrial buildings shall include the following features:
 1. Windows shall be designed to allow views into interior activity areas and display areas along street frontages.
 2. Sills shall be no more than four (4) feet above grade, unless a different design is necessitated by unusual interior floor levels.
 3. 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.
- C. Upper-floor windows on commercial, industrial, or multi-family residential buildings shall include the following features:
 1. Glass dimensions shall not exceed five (5) feet wide by seven (7) feet high.
 2. Windows shall be fully trimmed with molding that is at least two (2) inches wide.
 3. Multiple-light windows or windows with grid patterns may be required by the Development Review Board when architecturally consistent with the building.

(.12) Landscapes and streetscapes.

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- A. The street lights to be used in the area shall be of a standardized design throughout the Old Town Overlay District.
- B. Benches, outdoor seating, and trash receptacles are to be designed to match the architecture in the area.
- C. 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.

(.13) Lighting.

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

(.14) Exterior storage.

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- A. 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.
- B. 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.

(.15) 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.

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(.16) 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]

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Old Town Single-Family Development Code Updates

Planning Commission Work Session

September 13, 2017

Presented by: Daniel Pauly AICP, Senior Planner

Impacted Properties



Create Ministerial Review Process

- New process for single-family homes:
 - Ministerial review using adopted design guidelines (pattern book)
 - Option to go through existing process
- Process for commercial, industrial, public facility, multi-family, and mixed-use development remain the same (DRB review).

Single-family Development Standards

- Design guidelines (pattern book) take precedence over underlying code requirements
- Old Town specific standards for Accessory Dwelling Units

Accessory Dwelling Units

- Smaller square footage allowance than remainder of City
- Only detached units allowed
- No limitation on number of ADU's

Remodels and Additions

- Option to comply with design standards or match existing
- Match existing includes
 - Height
 - Roof pitch
 - Materials
 - Architectural Features
- No need to establish design standards specific to additions

Questions & Comments



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 existing 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 ~~Department-Division~~ and Development Review Board in reviewing development applications within the Old Town neighborhood.

(.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 for conformance with ~~these~~ standards in Subsections (.05) through (.17) as well the Site Design Review standards (Sections 4.421) and other applicable standards:
 - 1. New commercial, industrial, public facility, multi-family residential, and mixed use building construction and the substantial redevelopment of existing buildings, ~~including the construction of new single family dwellings;~~ and

2. Any 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).
- B. ~~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.~~ The following (except as noted in 1.a. below) shall require review for conformance with the Old Town Residential Pattern Book as a Class I administrative review concurrent with building plan review.
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.
 - a. Except, however, 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 Residential Pattern Book but otherwise can be found to conform with the standards of the "O" Overlay Zone.
- 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.~~

(.0304) Development standards.

- A. Single-family development (including duplexes and accessory buildings). These standards 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 shall apply. For PDR Zones, the setback and lot coverage standards are subject to the waiver provisions of Section 4.118.
1. The setback and lot coverage standards in the Old Town Residential Pattern Book shall apply to single-family development in the "O" Overlay Zone.
 2. -The following standards shall apply to ADU's within the "O" Overlay Zone. Review of ADU's is through a Class I administrative review process as identified in Subsection 4.113 (.11) B. 4.:
 - a. Size: ADU's shall be limited to 600 square feet of living space.
 - b. Design: ADU's shall be detached from the primary dwelling, be single-story, and be of 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.

c. Parking: Each ADU shall have one standard sized paved parking space on the same lot. On-street parking may be considered to satisfy this requirement if on-street parking exists along the frontage of the lot..

~~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.~~

~~B. All other development:~~

~~1. 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.~~

~~C. 2. 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.~~

~~D. 3. Building height - As specified in the underlying base zone.~~

~~E. 4. 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 of the road shall coordinate with access points on the other side of the road. 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.~~

(.0405) Pedestrian environment. In order to enhance the pedestrian scale of the neighborhood:

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

- C. 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.]
 - 1. North of Bailey Street, where the most intense commercial development is anticipated, the widest sidewalks and most mature landscaping are required.
 - 2. In situations where existing buildings are located at the right-of-way line, special sidewalk designs may be necessary to assure pedestrian access.
- D. 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.

(.0506) Building compatibility.

- A. The design and materials of proposed buildings shall reflect the architectural styles of the Willamette Valley during the period from 1880 to 1930.
- B. 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 buildings or distinctive store fronts, and/or multi-storied structures with, at least, the appearance of second stories.
- C. 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.
- D. 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.

(.0607) Building materials.

- A. 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.
- B. 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.

- C. Where masonry is to be used for exterior finish, varied patterns are to be incorporated to break up the appearance of larger surfaces.
- D. 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.
- E. Exterior materials and colors are to match the architecture of the period.

(.0708) Roof materials, roof design and parapets.

- A. Pitched roof structures shall have a minimum pitch of 4:12.
- B. Roofs with a pitch of less than 4:12 are permitted, provided that they have detailed, stepped parapets or detailed masonry coursing.
- C. Parapet corners are to be stepped. Parapets are to be designed to emphasize the center entrance or primary entrance(s).
- D. Sloped roofs that will be visible from the adjoining street right-of-way shall be of a dark, non-ornamental color.
- E. 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.
- F. All roof and wall-mounted mechanical, electrical, communications, and service equipment, including satellite dishes, wireless communication 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.
 - 1. "Public view" is intended to mean the view from the sidewalk directly across the street from the site.
 - 2. 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

(.0809) 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.

- A. 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.
- B. Secondary building entrances may have lesser architectural standards than primary entrances.

(.0910) Building facades.

- A. 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.
- B. ~~Commercial, industrial, and multi-family residential b~~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.)
- C. Commercial and manufacturing buildings with frontage on Boones Ferry Road shall incorporate the following traditional storefront elements:
 - 1. 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.
 - 2. Upper and lower facades are to be clearly delineated.
 - 3. Lower facades shall include large windows, as specified in subsection "(.10)," below, and recessed entries.
 - 4. Tops of facades shall have decorative cornices.
- D. Buildings are to have variations in relief, including such things as cornices, bases, fenestration, fluted masonry, and other aesthetic treatments to enhance pedestrian interest.

(.1011) Windows in buildings adjacent to Boones Ferry Road.

- A. 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.
- B. Ground-floor windows on commercial or industrial buildings shall include the following features:
 - 1. Windows shall be designed to allow views into interior activity areas and display areas along street frontages.
 - 2. Sills shall be no more than four (4) feet above grade, unless a different design is necessitated by unusual interior floor levels.
 - 3. 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.
- C. Upper-floor windows on commercial, industrial, or multi-family residential buildings shall include the following features:
 - 1. Glass dimensions shall not exceed five (5) feet wide by seven (7) feet high.

2. Windows shall be fully trimmed with molding that is at least two (2) inches wide.
3. Multiple-light windows or windows with grid patterns may be required by the Development Review Board when architecturally consistent with the building.

(.4112) Landscapes and streetscapes.

- A. The street lights to be used in the area shall be of a standardized design throughout the Old Town Overlay District.
- B. Benches, outdoor seating, and trash receptacles are to be designed to match the architecture in the area.
- C. 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.

(.4213) Lighting.

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

(.4314) Exterior storage.

- A. 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.
- B. 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.

(.4415) 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.

(.4516) 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]



PLANNING COMMISSION
WEDNESDAY, SEPTEMBER 13, 2017

- III. INFORMATIONAL**
 - B. French Prairie Bridge



French Prairie Bridge Project Memorandum

Date: August 31, 2017

To: Chris Neamtzu, Wilsonville Planning Director

From: Zach Weigel, Wilsonville Civil Engineer

RE: French Prairie Bicycle-Pedestrian-Emergency
Access Bridge Project Update

Since the French Prairie Bridge project open house on February 22, the project team has been working to address the question of “Where are the preferred landing points of the bridge?” The following is an update of the work performed to date and upcoming project milestones.

Bridge Evaluation Criteria

In order to help assess the three potential bridge alignments (Exhibit 1) and inform alignment corridor selection, evaluation criteria were prepared by the project team. The draft evaluation criteria were crafted based on input from the project Technical Advisory Committee (TAC), Task Force, Wilsonville City Council, Clackamas County Board of Commissioners, public open house (Exhibit 2) and submitted public comments.

The project team, consisting of staff from Wilsonville, Clackamas County, Oregon Department of Transportation, and the project consultant team led by OBEC Consulting Engineers, presented the draft evaluation criteria to project TAC on May 10. The TAC discussion (Exhibit 3) focused primarily on how to better define environmental criteria as it relates to permitting requirements, assess long term bridge impacts on adjacent facilities, such as I-5 Boone Bridge, marina, and Railroad Bridge, and assess property acquisition costs.

The project Task Force finalized and weighted the bridge evaluation criteria at their meeting on May 22. The Task Force discussion (Exhibit 4) centered on how to better evaluate compatibility and flexibility with parks, river, and marina recreational uses and how to assess bridge cost. The final evaluation criteria and weighting recommendation by the Task Force is summarized by:

Criterion A – Connectivity & Safety	20%
Criterion B – Emergency Access	20%
Criterion C – Environmental Impacts	11.5%
Criterion D – Compatibility w/Recreational Goals	20%
Criterion E – Compatibility w/Existing Built Environment	17%
Criterion F – Cost & Economic Impact	11.5%

A more detailed description of the bridge alignment evaluation criteria is provided in Exhibit 5.

Alignment W3 Update

The south landing of proposed bridge alignment W3 (Exhibit 1) is located within a 650-foot wide property owned by the State of Oregon that includes the Interstate 5 Boone Bridge. The project consultant team anticipated that by locating the French Prairie Bridge landing on the far edge of the unutilized portion of the State of Oregon property, the project would be able to accommodate future work on the I-5 Boone Bridge.

On April 6, the Oregon Department of Transportation (ODOT) made a determination that the entirety of the State owned property is needed for future seismic upgrade and widening of the I-5 Boone Bridge. As a result, ODOT informed the project team that the French Prairie Bridge cannot be located on or impact the State of Oregon property and recommended that alignment W3 be removed from further consideration.

At the May TAC meeting, the project team presented ODOT's recommendation to remove bridge alignment W3. The TAC determined that because both the I-5 Boone Bridge widening and French Prairie Bridge are not currently scheduled and do not have funding allocated for construction, it is premature to rule out future coordination of these projects. The TAC recommended that alignment W3 be included as part of the evaluation process with the other bridge alignments. The Task Force agreed with the TAC at their subsequent meeting in May. Detailed discussion of Alignment W3 is provided in Exhibits 3 & 4.

Archaeological Field Work

In February, as part of the project's environmental permitting process, the Confederated Tribes of the Grand Ronde expressed an interest in the bridge study area. Historic records indicate the location to have been ideal for procuring resources and a providing a travel corridor and crossing for canoes. As a result, the potential for encountering archaeological material during construction is high due to the intensive use of this area since the time of Native American Kalapuyans.

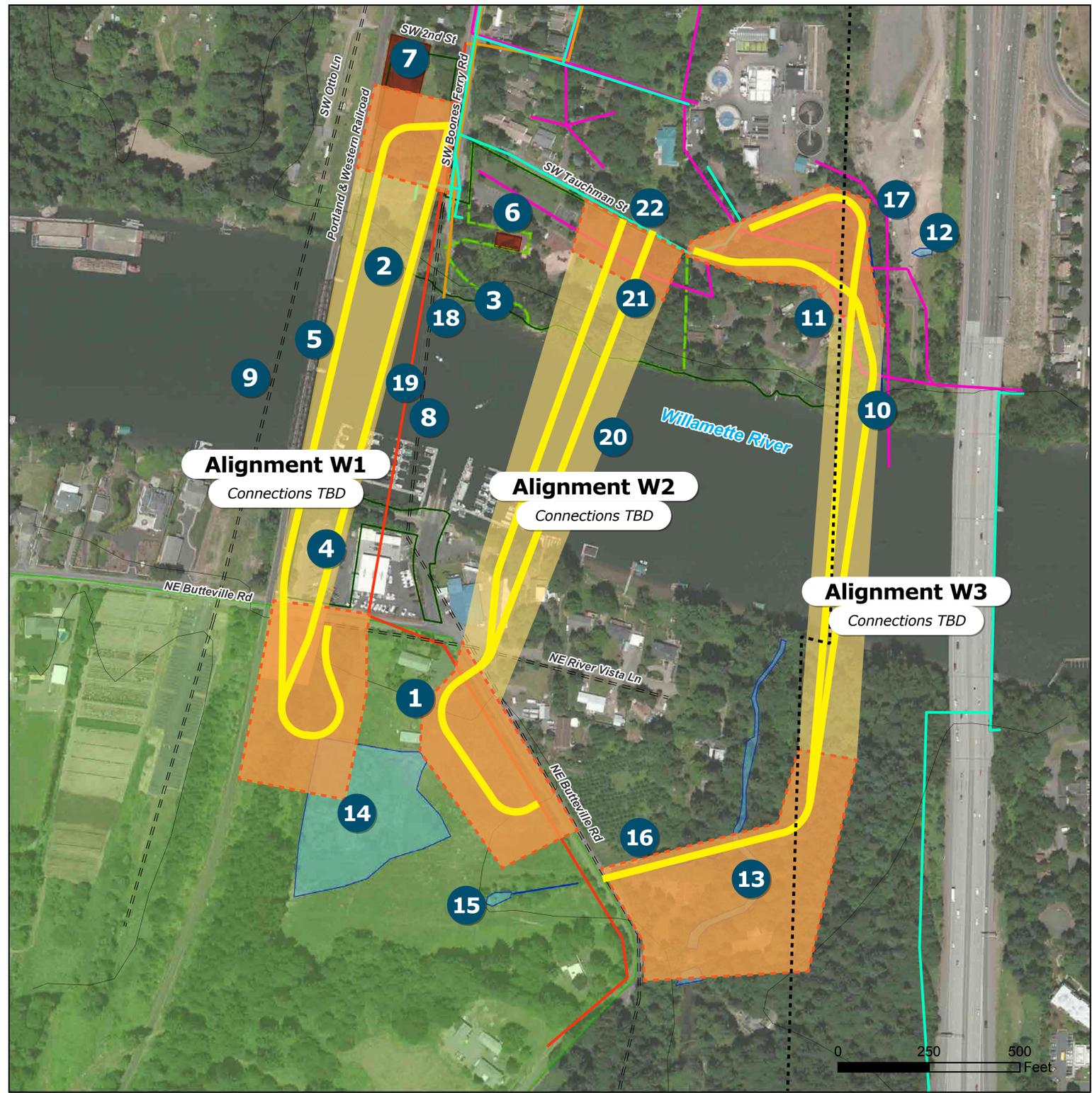
A request was made that archaeological field work be performed on at least two of the bridge locations prior to selection of the final bridge alignment. This will allow the assessment of collected archaeological materials at more than one location and help inform selection of the final bridge location.

Although the additional archaeological field work has caused some delay to the project schedule, the work is a required component of the environmental process to select the preferred bridge alignment. The project team is currently working through the permitting requirements to allow the archaeological field work to occur and is expected to be completed within the next couple of months.

Next Steps

Once the archaeological field work is completed, the project TAC and Task Force will reconvene and make a final bridge alignment recommendation to the Wilsonville City Council based on the evaluation criteria discussed previously. The project team will then begin engaging the public in the selection of a bridge type and design through spring and summer 2018.

ALIGNMENT ALTERNATIVES



- KEY**
- 1 Land zoned Exclusive Farm Use
 - 2 Boone's Ferry Park subject to Section 4(f)
 - 3 Boone's Ferry Park subject to Section 6(f)
 - 4 Boone's Ferry Boat Launch subject to Section 4(f)
 - 5 Portland & Western Railroad
 - 6 Tauchman House
 - 7 Apple orchard in Boone's Ferry Park
 - 8 PGE overhead power lines
 - 9 BPA overhead transmission lines
 - 10 Ephemeral drainage channel
 - 11 Depression left by former mobile homes
 - 12 Construction stormwater pond
 - 13 Stream channel and associated wetlands
 - 14 Possible wetland
 - 15 Stock pond
 - 16 Agricultural drainage ditch
 - 17 Wastewater treatment plant discharge pipe
 - 18 Main Old Town storm sewer outfall
 - 19 Underground gas transmission lines
 - 20 USGS navigational channel
 - 21 Sanitary sewer lines
 - 22 Domestic water mains

- LEGEND**
- === Overhead power line
 - Underground water line
 - Underground storm sewer
 - Underground sanitary sewer
 - Underground gas line
 - Stream
 - ODOT Property Line
 - Water (in addition to Willamette River) and potential wetland observable from streets and public land
 - Section 4(f) resource
 - Section 6(f) resource
 - Historic resource
 - Exclusive Farm Use zone



OVERVIEW

The City of Wilsonville, in partnership with Clackamas County, hosted an open house on Feb. 22 for the proposed French Prairie Bridge Project. More than 70 people participated in the event, weighing in on key questions at four stations around the room, and completing 35 comment forms. The City also hosted an online open house which was live from Feb. 22 to March 12. Thirty-six participants weighed in online.



With community Task Force members and staff present, City Councilor and Task Force Co-Chair Charlotte Lehan opened the event. She thanked participants for their time and interest, and gave a short overview of the history of the project, which was conceived by citizens more than two decades prior. Clackamas County Chair and Task Force Co-Chair Jim Bernard then introduced Zach Weigel, City project manager, and Bob Goodrich, consulting team manager. They gave a short presentation on key dates leading up to this study, other alternatives considered, the project schedule and the importance of the evaluation criteria in decision-making. Facilitator

Kirstin Greene encouraged participants to complete the comment form before leaving, and to share the online link with friends, family and co-workers.

Station 1: Project Overview

Station 1 presented an overview of the project, with boards displaying the project's key questions and study area, as well as a regional context map and project schedule. Participants were asked if they had any thoughts or comments on the project overview provided.

While community members had differing opinions regarding the desirability of the project, many felt that the bridge would be a valuable asset to Wilsonville, both for emergency access, active transportation connections and the tourism draw. Community members raised questions about plans for funding, parking impacts in riverside neighborhoods, as well as the lack of bicycle and pedestrian infrastructure along the narrow countryside roads on the south side of the river. In addition, many were interested in learning more about the location choice of the Study Area.



Station 2: Bridge Uses

Station 2 asked community members to describe how they would use French Prairie Bridge and what they see as the key destinations served by the bridge. A large format aerial map of the Study Area and its surroundings was provided for people to make notes about the uses and destinations.

Overall, the use of the bridge for emergency access was well supported. Short and long-haul bicycling touring around the Willamette Valley was also mentioned, in addition to short trips across the river to enjoy the waterfront, fishing opportunities and local stores in Wilsonville. Many agreed that the extent of bridge's use for recreation purposes may be limited by topography as well as infrastructure for cyclists and pedestrians on the south side of the river.

The most frequently mentioned key destinations served by the bridge included:

- Willamette Valley Bike Trails (9)
- Charbonneau (6)
- Access to shopping and Wilsonville's downtown (6)
- Champoeg State Park (5)
- Willamette River (2)
- Medical facilities (2)

EXHIBIT 2

Station 3: Bridge Alternatives

Station 3 asked for feedback on the three bridge alternatives. The Station provided a display board with an aerial image of the project study area, overlaid with a graphic of the three alignment alternatives.

While responses were varied, some community members indicated their preference for alignment W1 and W3 because they have the least impact on homes and existing businesses. W1 was noted several times as being the most direct and logical corridor in terms of connectivity and access, while W3 has ample park area around the bridge landing points for parking, restrooms and event staging. Several questions were raised for W3 about potential freeway noise and impacts from the nearby sewer plant.

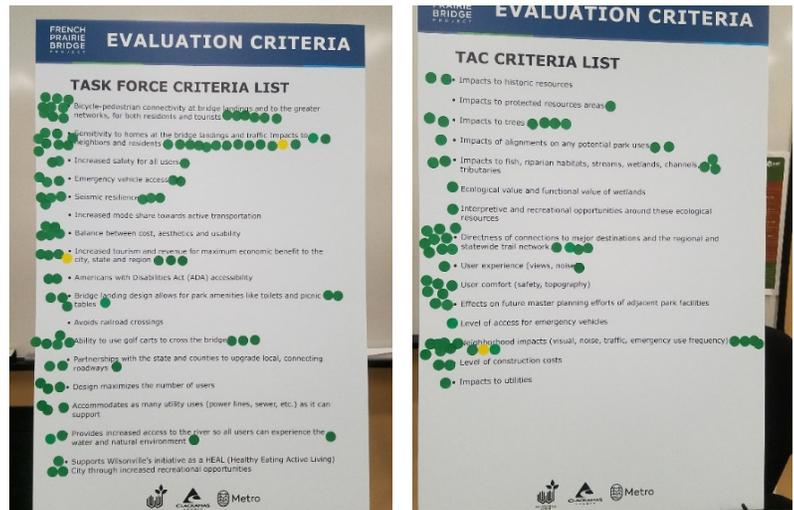
Overall, community members expressed interest in learning more about the cost of the bridge and the potential impacts it would have on homes, private property and the Boones Ferry Marina, as well as the quality and aesthetic of the bridge. Questions were raised over the lack of infrastructure for cyclists and pedestrians on the south side of the river.



Station 4: Evaluation Criteria

Station 4 asked community members two key questions: what is most important to them; and what should be considered in the selection of bridge landing points and types. A list of evaluation criteria proposed by the project Task Force and the Technical advisory Committee was displayed on two boards. Participants were asked to use a green dot sticker to identify which criteria they thought was most important. A nearby easel pad also provided the opportunity to suggest additional criteria.

Overall, community members felt that the evaluation criteria proposed by the Task Force and TAC were comprehensive. Between the Task Force and TAC lists, the following top two criteria were identified as most important:



Task Force Evaluation Criteria

- Sensitivity to homes at the bridge landings and traffic impacts to neighbors and residents (23)
- Bicycle-pedestrian connectivity at bridge landings and to the greater networks, for both residents and tourists (15)

TAC Evaluation Criteria

- Neighborhood impacts (visual, noise, traffic, emergency use frequency). (14)
- Directness of connections to major destinations and the regional and statewide trail network. (13)

EXHIBIT 2

Other thoughts/recommendations?

Community members were invited to provide any additional ideas or overall thoughts. Some of these included:

- The bridge would be a major asset to Wilsonville and connect it to the valuable regional bike network, increasing the tourism draw to the area.
- Impacts to private residences, businesses and neighborhoods should be closely monitored.
- Questions were raised about the greater traffic and transportation issues in the area.
- Questions were raised about the infrastructure for pedestrians and cyclists when they come off the bridge, especially on the south side of the river.

Next steps

At the end of the Open House, City project manager Zach Weigel thanked community members for attending and providing valuable feedback. He reviewed next steps, reminding the group that the Project Management Team and Task Force members will consider this feedback when determining the evaluation criteria and associated weights for each criteria in order to inform the decision-making process.



French Prairie Bridge Project Technical Advisory Committee Meeting #2

Draft Meeting Summary
Wednesday, May 10, 2017
9:30– 11:30 AM

Wilsonville City Hall
29799 SW Town Center Loop E, Wilsonville, OR
Willamette River Rooms I & II

Members Present

Carrie Bond, Dan Cary, Terra Lingley, Vince Hall, Scott Hoelscher, John Mermin, Tom Loynes, Tom McConnell, , Chris Neamtzu, Andrew Phelps, Kerry Rappold, Robert Tovar, , Nancy Bush, Julia Uravich

Members Unable to Attend

Rick Gruen, Anthony Buczek, Tod Blankenship, Tom Murtaugh

Project Management Team/ Staff

Karen Buehrig, Clackamas County; Bob Goodrich, OBEC Consulting Engineers; Reem Khaki, Oregon Department of Transportation (ODOT) Zach Weigel, City of Wilsonville; Kirstin Greene, Cogan Owens Greene; P. Elise Scolnick, Cogan Owens Greene

Conversation is summarized by agenda item below.

1. Welcome and Introductions

9:30 – 9:50 am

City Project Manager Zach Weigel welcomed committee members. Facilitator Kirstin Greene asked members to introduce themselves and briefly describe their role.

- Kirstin announced that the meeting agenda was scheduled until 11:30, but the invitation was until 11. She asked if anyone had to leave before 11:30. Three people said they would need to leave early. Kirstin said that she will manage the agenda to get through by 11.
- Kirstin asked if there were any corrections to the meeting summary of TAC Meeting #1. None were identified.
- Kirstin asked participants to review the charter and if there were any concerns. None were expressed. All in attendance agreed on adoption of the charter as presented in the meeting packet.

2. Review of Project Schedule

9:50 – 10 am

- Consulting team project manager Bob Goodrich reviewed the updated project schedule. The project team has identified a need to consult with the Confederated Tribes of the Grand Ronde and do some field work prior to alignment selection. Accordingly, the schedule has been moved out to select bridge landing points in Fall 2017. The end date for the project has not changed.
- Kirstin and Bob clarified that TAC meetings should be considered in each time the Task Force meetings are shown on the updated schedule. The next set of scheduled TAC and Task Force

EXHIBIT 3

meetings are expected in early fall, to apply the evaluation criteria to the bridge alternatives. The PMT will take a first run at applying the evaluation criteria to the alternatives for TAC consideration and adjustment, where needed, prior to Task Force consideration.

Opportunities and Constraints:

- Bob noted that the City had provided the Opportunities and Constraints (O & C) Memo for TAC review prior to the meeting. Notable issues identified include overhead wires, water treatment plant and Exclusive Farm Use (EFU) zoned lands. OBEC expects these all can be avoided, addressed or mitigated if an alternative that impact those constraints is selected.
- As these reports are background and not subject to TAC approval per se, they are foundational and worth correcting if TAC members see anything that needs correcting. Kirstin asked that TAC members who have additional questions contact Zach.
- Bob reminded participants that all the reports are included on the project web site: www.Frenchprairiebridgeproject.com. There is a library on the site with the relevant technical documents. If more information is desired, contact Zach or Bob directly.

3. Work to Date

10:00– 10:30 am

- Bob presented the evaluation criteria proposed by the TAC, Task Force and public meeting which were collected during the previous set of meetings. . The results are part of Appendix A of the Evaluation Criteria report memo.
- Tom Loynes asked if the trails would be allowed for motorized vehicles.
 - *Bob responded that allowing motorized golf carts is a concern of Charbonneau residents. Currently golf cart use is only allowed in the Charbonneau District. It is up to the City to determine whether golf carts can be used outside if the district.*
- Kirstin reviewed the public guidance received associated with the public open house and online. More than 100 people participated in these first events. A summary was included in the TAC packet.
- John Mermin asked how will the team use public input on the criteria going forward?
 - *Bob: There are six major criteria that will be used. The weighting will depend on the criteria that are finally selected at the May 22nd Task Force meeting. He reviewed the formal process for moving forward.*

4. Evaluation Criteria

10:30 – 11 am

- Bob stated that Zach has presented the evaluation criteria to City Council. Today, Task Force Members will discuss the evaluation criteria and scoring guidance.
- Scoring of Alternatives will be done by the project team and TAC. Weighting will be done by the Task Force. Bob described the Evaluation Criteria elements by category. He referred the TAC to the memo for details.
- Reem Khaki: Should there be one on feasibility?
 - *They all seem feasible; and all have some property owner concerns. Bob said that the TAC will be getting to the discussion of alignment W-3 later in the meeting.*

Category A, Connectivity & Safety

- Bob reviewed the listed criteria and asked for questions or concerns.
Questions:
- Karen Buehrig -It appears that if you connect to the regional route you get more points than to the local route. For scoring between 7-10, it should read connecting to “regional or local

2

EXHIBIT 3

planned bike/ped facilities”. Score at 4-6 for connecting to “local or regional facilities”. More points should be assigned if connecting to both. By adding these two together, you would get a better score.

- *Bob proposed that the 7-10 scoring should be “regional and local” connection.*
- Karen: Is this direct connection or more broadly defined? The word “connect” might need a little more definition.
- *Bob: Leaving some discretion may be helpful.*
- Zach Weigel: It is a range of scores.
- Reem Khaki suggested that the team add another criterion for impact on long-term planning into Category E.
 - *Bob suggested the TAC discuss this when Category E is reviewed later in the meeting.*
- Terra: There is a need to address out-of-direction travel, which may not be direct, but will get one to their destination. It is addressed for emergency traffic, but not for general bike/ped connectivity. Bob said he’d adjust the verbiage to reflect more direct connections should receive a higher score.

Category B-Emergency Access

TAC members reviewed the three proposed criteria in Category B.

- Andrew Phelps: Seismic and flood hazard should be addressed. He suggested the addition of a new B-4, mitigate against seismic/flood hazards. Clarify design criteria.
- *Bob Goodrich: The bridge will be designed to survive a Cascadia event. It is a basic design criteria for the project regardless of alternative. The Memo will be revised to reflect those considerations which are design criteria.*

Category C-Environmental Impacts

TAC members reviewed the three criteria proposed in Category C.

- Tom Loynes: Some alternatives would have more streamlined permitting than others. Some would not be permissible. There should be a comparison between easily permissible and not permissible for scoring. This may need a new scoring guidance to address Endangered Species Act (ESA), Division of State Lands (DSL), a Goal Exception, or other review.
 - *Bob Goodrich asked if there are there other issues like this?*
- Scott Hoelscher: A goal exception will be a different process for EFU lands. That would go into the permitting process. If W-3 is selected, that doesn’t involve EFU land and hence not a goal exception process. Where would that fall in the criteria? Would it be a separate category?
 - *Bob Goodrich: Programmatic or permitting-we weren’t looking at it differently. These are processes either way. This is open to discussion. If it’s not permissible that shows in the scoring. We are looking at the raw impacts on different resources. There is a lot of time to consider this.*
- Carrie Bond suggested a change in scoring criteria under 4-6, changing the wording from “minimizes adverse impact” to “minimal adverse impact”.
- Bob: Will look at adding a C-4 to catch permitting and programmatic process issues.
- Tom Loynes: Our (ODOT) scoring would be opposite of Scott Hoelscher’s agency (Clackamas County).
- Kirstin Greene: Routes with additional permitting complexity certainly will take more time. Clarify that Goal Exception in scoring criteria to allow that to feed into the score.
- Reem Khaki: The evaluation criteria have a focus on avoiding. Maybe we should add in mitigation strategies for clarity for evaluators (TAC/TF).

EXHIBIT 3

- *Bob: The scoring guidance is intended to provide what you are describing here. It's not simply "avoid" for exactly that purpose, which gets a maximum score. It is minimal impact is the medium score.*
- Kirstin asked if "minimize" would include mitigation?
- *Bob Goodrich stated that you would have to mitigate to minimize.*
- Carrie Bond: From a permitting perspective, you don't look at compensatory mitigation. You are always looking at a mitigation sequence of avoid and minimize. We prefer to look at impacts in general for the preferred alternative, then narrow down the mitigation.
- Dan Cary: Agrees with Carrie. The minimal impacts and adverse impacts, then add in substantial impacts: explain these more clearly. There would be mitigation in 4-6 as well as 0-3 scores. He compared the scoring definitions to being "a little bit pregnant".
- *Bob explained the intention. If you need less mitigation, there are less impacts to be reflected in the scoring. At 0-3 there is a lot of impact and more mitigation is needed. At 4-6, less mitigation would be needed. We could add language to this affect.*
- Dan Cary: Is the mitigation doable for something that is bigger, costlier? What if there is mitigation bank credit available for substantial impact? What about onsite mitigation for lesser impacts? What about if nothing can be done because there is no credit is available? That is something to think about.
- Carrie Bond: We don't want to choose an alternative with adverse impacts just because there is cheaper mitigation.
- *Bob suggested minimal impacts vs. minimizing impacts and removing mitigation altogether.*
- Dan Cary: It's good to know what you're talking about. If you are going to mitigate for seismic?
- Carrie Bond: If you are having adverse impacts, if there are not mitigation options...it seems hard to think about all of that.
- *Bob Goodrich: We should use "avoid", remove "minimize" and use minimal, to make the scoring cleaner.*
- Tom Loynes: Use something less than total avoidance. Not one of these avoids impacts.
- *Bob proposed that at the 7-10 range, use "avoid or minimal impacts". For a score of 4-6 use "moderate impacts" and use "adverse impacts" for a score of 0-3. Members agreed.*
- Kerry Rappold: Some categories have three, and some four, criteria. That would weight some more than others.
 - *Bob Goodrich: The intent is to use an average weighted score, not a numerically weighted one.*
 - Kirstin asked if the TAC agrees with the use of "moderate impacts" in the 4-6 scoring criteria? TAC members agreed.
- Kirstin asked for a TAC vote on adding new criteria:
 - Add new criteria C-4 related to permitting: **0 Votes.**
 - Leave proposed criteria as-is (at 3 criteria) **Vote: Unanimous approval.**
- Kirstin: The Project Management Team will consider how best to incorporate the permitting discussion and comments.

Category D: Compatibility with Recreational Goals

- John Mermin: Sub-criteria D-1 (positive user experience) impacts number of people who will use the new bridge and thus provides benefits beyond recreation. When the task is force is considering how to weight different criteria, consider that some provide greater benefits than just the category they're housed within.

EXHIBIT 3

- *Bob though this was a good idea and this guidance/recommendation will be shared with the Task Force.*

Category E – Existing Environment

- Karen: Is this is where we would add new criteria for long-term impacts on ODOT facilities, the railroad, marina, or other facilities?
 - *Bob Goodrich: Would that be an E-4?*
 - Karen Buehrig said she thinks it would. We think we would be getting at the impacts on the marina. We don't know how you'd fold in the railroad. Are we going to change Criteria E-3?
 - Bob Goodrich thought the marina is important enough to score separately. What else could be built that we'd have to consider for impacts.
 - Kirstin asked if TAC members wanted to add long-term planning for other existing or planned future infrastructure uses, e.g. railroad (in addition to the marina). The TAC agreed to add E-4 addressing long-term planning impacts on other existing facilities.

Category F: Cost of Economic Impact

- Carrie: Doesn't understand what environmental mitigation costs?
 - *Bob: Suggested a change to "environmental project costs" to clarify that the intent is to reflect total project cost for baseline comparison of the alternatives.*
 - Karen Buehrig.: On F-2, property acquisition, the difference in the amount of costs should be reflected, also easements should be considered as part of acquisition. Figure out how to differentiate costs. None of them would get 7-10 points as currently crafted.
 - Terra agreed.
 - Bob Goodrich: With F-1, the lowest cost would score highest. For F-2 should we consider the number of properties or square feet of property?
 - Terra Lingley: We need to differentiate between displacement costs and acquisition costs.
 - Dan Cary: We need real numbers to determine the actual costs.
 - *Kirstin-The project team will be taking a first look at the acquisition costs guidance in the scoring guide.*
 - Vince Hall: There will be right-of-way costs associated with public meetings, technical experts, etc. for acquisitions and displacements that should also be considered.
 - Robert Tovar: For (F-2), look at the number of properties. Stay away from square footage. Look at the intervention with the properties, including easements. Sometimes it takes as much effort to acquire easements as to acquire whole properties.
 - *Bob Goodrich Displacements will have to be addressed too. Suggests looking at the number of properties. Displacements will have to be looked at as well.*
 - Kirstin: Would these both be in F-2.
 - Bob Goodrich: Yes.
- Kirstin: This will be something for the PMT to work out and bring back to the TAC in the emailed version to be presented to the Task Force on May 22.
- Zach Weigel said that there are 6 main categories, A-F. Is there anything missing we didn't capture?
 - Terra: Environmental justice (EJ), Title VI.
 - Kirstin noted there are Latino community members present; additional outreach to reach and inform those residents is anticipated.
 - *Bob: will add it to E-1 & E-2.*
 - Terra Lingley: There could be benefits and adverse impacts to different communities.

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- *Kirstin: The PMT will work this in for scoring. She thanked Terra for bringing this up.*

5. Alternatives

11 – 11:20 am

- Bob noted that the alignments haven't changed from the last meeting. In coordination with ODOT, ODOT has communicated to the project team that there is a portion of property owned by ODOT on the south side of the river for which ODOT wants to retain access. They also would like to retain their full ROW for expected widening and improving the Boone Bridge and I-5 in the future.
 - Reem spoke about plans to widen I-5 at the Boone Bridge in the future. There is ODOT concern about the land needed for widening and for maintenance (on the north side). This is the only place to access underneath the Boone Bridge.
 - Terra: One of the priorities of the City is to widen the Boone Bridge. A new bridge wouldn't preclude it from happening, but ODOT wants to make sure this concern is addressed.
- Kirstin: Knowing that this alignment is proposed for removal by ODOT, the question is whether we should maintain or remove the W-3 alignment in the scoring criteria? Should the Task Force consider W-3?
 - Carrie: If the bridge is being widened, are there going to be planned bike/ped improvements?
 - Terra: Yes, we are considering bike facilities. There are no plans on a map yet though.
 - Robert: Don't we discourage bikes on the Interstate?
 - Terra Lingley: Bikes are allowed everywhere unless they are specifically prevented. Carrie: Can we shift bike/ped to a widened I-5 Bridge?
 - Terra Lingley: We don't have a timeline yet.
 - Robert: We have a seismic retrofit program. No plans are currently in place, but those things can change. When widening is considered, both retrofit and widening bridges at the same time would be considered. We don't want to preclude this in the future. ODOT is currently working with the Legislature on seismic improvements statewide.
 - Vince: In the last meeting, wasn't there a proposal to put a bike lane under, or attached to, the existing I-5 bridge?
 - Zach Weigel: That was considered in the previous studies. The conclusion at that time was that a stand-alone bridge is preferred.
 - Vince Hall: The experience of the I-5 bike path would be different than a stand-alone bridge.
 - John Mermin: Widening /adding a lane to the I-5 bridge is not in the adopted Regional Transportation Plan. If ODOT and the City desire this widening it should be discussed within the context of the update to the Regional Transportation Plan currently underway. A major investment like that needs public input. Karen Buehrig: We would benefit from keeping it (W-3) in the analysis. We should keep it in the analysis. If we don't, we won't have the info on that alternative.
- **Kirstin took a straw poll:** Remove W-3 from scoring: (4 yes votes). Keep W-3 in consideration (8 yes votes). Abstain (1 vote).

6. Next Steps

11:20 – 11:30 am

- The PMT will make these changes for the Task Force packet. Their meeting is May 22 at 6 pm with an optional tour prior.

Kirstin thanked members and adjourned the meeting at 11 am.



French Prairie Bridge Project Task Force Meeting #2

Draft Meeting Summary
Monday, May 22, 2017
6 PM – 9 PM

Wilsonville City Hall
29799 SW Town Center Loop E, Wilsonville, OR
Willamette River Rooms I & II

Task Force Members Present

Jeremy Appt, Heidi Bell, Steve Benson, Jim Bernard, Jenny Cavarano (Alt. for Karen Houston), Steve Chinn, Andrew Harvey, Tony Holt, Pete Ihrig, Douglas Muench, Samara Phelps, Patricia Rehberg, Michelle Ripple, Leann Scotch, Ryan Sparks, David Stead, Susie Stevens, Steven Van Wechel, Gary Wappes

Project Team (PT) Present

Bob Goodrich, OBEC Consulting Engineers; Zach Weigel, Nancy Kraushaar, Mark Ottenad, City of Wilsonville; Kirstin Greene, Elise Scolnick, Cogan Owens Greene; Karen Buehrig, Clackamas County, Barbara Jacobson, City Attorney; Reem Khaki, Terra Lingley, ODOT

Task Force and PT Members Unable to Attend

Councilor Charlotte Lehan, Blake Arnold; Brian Sherrard, Tualatin Valley Fire & Rescue, Simon Springall

Community Present

Mark Heining, Sophia Pace, Michelle Ratter, Anthony Yeznach, Ross Zimmerman

Conversation summarized by agenda item below.

1. Welcome and Introductions

6 – 6:05 pm

City Councilor Susie Stevens opened the meeting on behalf of Co-Chair Councilor Charlotte Lehan, thanking Task Force members for their participation. She summarized the tour of bridge alignments that took place during the late afternoon, just before the meeting.

Kirstin Greene, Task Force Facilitator with Cogan Owens Greene, invited members to introduce themselves. She noted the two times for public comment on the agenda and invited those who would like to make a comment to indicate that interest on the meeting sign in sheet.

Kirstin stated the goals of the meeting that evening: to finalize the charter, to review the Technical Advisory Committee (TAC)'s recommended evaluation criteria and to consider/possibly adjust the weighting of the six (6) evaluation criteria. Finally, she noted that Task Force members will receive an update regarding Alignment W3.

City of Wilsonville Project manager Zach Weigel introduced Barbara Jacobson, City Attorney, who gave an overview of conflict of interest standards. Barbara shared that committee members should state

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their conflicts of interest – meaning if they stand to personally benefit from any decision, to state that before any deliberation or decision is made. If anyone has a question about conflicts of interest, Barbara encouraged them to call and discuss it with her. For decision-making, Task Force members should recuse themselves if they can't represent the community interests at large, or state their conflict before the vote, affirming that they are voting not on behalf of that interest, but with impartiality.

One member asked about the difference between being a stakeholder and having a conflict of interest. Barbara mentioned that having a benefit or a friend or relative with a benefit/self-interest would be a conflict. Where Task Force members were appointed due to their stakeholder perspective, they should declare a) when they have a potential conflict, and b) whether or not that conflict affects their ability to cast an unbiased vote on behalf of the community at large.

Steve Chinn mentioned that his neighborhood had a community meeting on this topic. He asked if he could express the view of his community at the table. *Barbara: Yes.*

2. Agenda Review

6:05-6:10pm

Kirstin reviewed the proposed agenda. No changes were made to it.

Zach mentioned these project updates:

- Selection of bridge alignment landing points is moved from June to fall 2017 to allow for additional research requested by the Confederated Tribes of the Grand Ronde.
- There may be a need for additional Task Force meeting(s).

A community member asked when bridge selection would take place. Kirstin went over the project timeline and indicated there would be a future selection process in the fall. This evening is focused on the evaluation criteria alone; without respect to location.

3. Charter Updates and Vote

6:10-6:20 pm

- Kirstin read through the charter changes on page 30 of the meeting packet. She asked for any changes that are proposed. She asked for agreement. Members agreed unanimously to adopt the charter as amended.
- Kirstin also asked for any changes to the meeting summary; none were identified.
- Zach reviewed the W3 alignment and ODOT's request to reserve that right-of-way for future widening of the Boone Bridge. The City looked at whether there can be a shift to the west of alignment W3. Due to the location of existing homes and a natural drainage channel, alignment W3 cannot shift far enough west such that the ODOT property is not impacted. The Technical Advisory Committee (TAC) recommended keeping the W3 alignment in the scoring criteria as it is early in the planning process and funding phase is very far out into the future.
 - Tony Holt: Is the full wide area shown on the map needed?
 - Zach: ODOT wants to preserve a large amount of width for right-of-way since it is unknown on what is needed to widen/improve the Boone Bridge.
 - Steve Benson: What is the size of the right-of-way area?
 - Zach: Right-of-way area is about 270 from the west edge of the Boone Bridge to the proposed French Prairie Bridge and 400 feet to the edge of the property.
 - Terra Lingley: It is all about managing risk. ODOT has a potential future project in this area.
 - Reem Khaki: This W3 alignment is closest to I-5 and needed for staging and maintenance. It is high priority to improve Boone Bridge.

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4. Public Comment

6:20-6:30 pm

- Sophia Pace, Riverside resident, stated that Butteville Lane is too narrow. Is the project to build a bigger Boone Bridge, which is her preference? There is no infrastructure to handle tourists. The neighbors are not prepared to deal with tourists.

Kirstin noted that in addition to the public meeting where Sophia and other members contributed these perspectives, Task Force members will take Sophia's comments under advisement.

Work-to-Date-Bob Goodrich, OBEC

6:30-6:45 pm

- Opportunities and Constraints Memo
 - In his presentation, consulting team project manager Bob Goodrich, OBEC, showed a map indicating the risks/constraints shown in the Opportunities and Constraints memo. These risks include overhead power lines, Exclusive Farm Use (EFU) land and a water treatment plant discharge pipe. There are also historic and cultural resources in the area.
 - Kirstin mentioned the goal exception process for land use.
 - Tony: The two west alignments land in EFU zones on the south sides.
 - Jim Bernard: They also land in the Urban Reserves. Existing roads can be widened but not new roads under the state statute for urban reserves. The legislature may have to address this. The urban reserves don't exist yet, but they will by tomorrow when a decision is expected.
 - Bob: The Opportunities and Constraints report is multidisciplinary; geotechnical, hydraulics, etc. The report can be found on the project web site at www.Frenchprairiebridgeproject.com.
 - Steve C: Question about the Project Update map; orange sections on map indicate historic resources on the end of each alignment, according to the legend.
 - Bob: Red areas are historic resources, not the orange ones. Orange is actually bridge, retaining wall, or path to be further determined following a location decision. Yellow areas are the main bridge spans.
 - David Stead: Is this Task Force to decide the preferred alignment or recommend not to build a bridge?
 - Zach: Yes, a recommendation for one of the three alignments, which will go to City Council.
 - Kirstin: It's up to City Council to pursue. She acknowledged Sophia's question about why not widen the Boone Bridge; that option had been previously studied and not selected by the City of Wilsonville in a preceding process.
 - Steve C: How long a timeline until construction? Three, four years?
 - Kirstin: Longer than that; more like ten.
 - Susie: It's been in discussion since the 1990's. There is not yet funding for it. Many surveys have indicated public interest in a new bridge. It is a huge project.
 - Nancy Kraushaar: It could be 8-10 years from now, or longer. It will have to go through many reviews.
 - Reem: Expanding I-5 bridge is an option.
 - Heidi Bell: had a question about funding for widening I-5.
 - Reem: ODOT doesn't have funding yet.
 - Terra: The Regional Transportation Plan goes out to 2040 and it not even on that list.
 - Kirstin: Council will make ultimate decision on the preferred French Prairie bridge alignment.
 - Michelle Ripple: Asked ODOT to say when this bridge will likely be planned.
 - Jim: It will be well over \$1B. Many other bridges need to be earthquake retrofitted and updated first. The Boone Bridge is way, way off in the future.

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- Mark Ottenad: During the research on congestion that a southbound lane, bridge is not on the State Transportation Improvement Plan (STIP). Study of auxiliary lanes, WES, French Prairie Bridge is needed to see what makes the most sense.
- Steve C: Wishes this info would have come out sooner in the process. He and his neighbors didn't know that bridge construction is way off in the future. Three of his neighbors have already put their houses up for sale.
- Kirstin commented that everyone should do due diligence on properties.

5. Evaluation Criteria-Bob Goodrich, OBEC

6:45-7:15 pm

Bob described work-to-date has included feedback from the Technical Advisory Committee (TAC), Task Force (TF), public open house, City Council, and Clackamas County Board of Commissioners. In the Task Force packet, there is an Evaluation Criteria memo with listed criteria that was reviewed by the TAC at their meeting last week. He showed a slide on how the evaluation, scoring, design and weighting criteria and appendices are listed in the memo. Compliance with Americans with Disabilities Act, earthquake, environmental requirements and other federal criteria are not explicitly mentioned in the evaluation and weighting because they are basic design criteria which must be met, no matter what.

Bob reviewed each of the evaluation criteria with the Task Force. Comments on each section are below:

Refinements to TAC-Recommended Set

● **A-Connectivity and Safety**

- Michelle: On A2 and A4, she asked if there were any bike and pedestrian facilities planned on the south side of the bridge?
- Heidi said she had done some research on Clackamas County and Marion County Transportation System Plans (TSP). This bridge was mentioned in the Marion County TSP. [Note: the bridge and widening Butteville Road are in Clackamas County's TSP.]
 - On A-4 she wants to see folks come together to write a grant to do a feasibility study for bike paths.
- Michelle: A4 should be tied to the Clackamas County Transportation System Plan (TSP). Marion County doesn't have a plan yet.
- Bob: We are looking at regional and county plans for bike/ped facilities for connectivity.

● **B-Emergency Access**

- Heidi: B-1 (north), B-2(south) are not weighted fully. Why aren't they lumped together?
- Bob clarified how to score separately for direct connection from the north and south.
- Kirstin: The Project Management Team (PMT) will take a first crack at scoring, then make a recommendation to the TAC who will do the final scoring. This information will be presented to the TF to inform their location recommendation.
- Andrew Harvey: B-2-Emergency vehicles-do we know which alignments have better access?
- Bob reviewed the direct and indirect connections of the alignment options, and how they might be scored.
- Tony: His biggest concern is getting to the south. Is this taken into account somehow? One of the problems of Charbonneau is that emergency response time is not currently being met on the Boone Bridge. It is key to get to the south. Is it key to get to the north?
- Zach: Yes, for a variety of reasons, if the Boone Bridge is impassible.
- Michelle: The connections from the north or south is important.
- Susie: It's not just fire and ambulance. It could be the police, tow trucks, or National Guard.
- Jeremy: He's not seeing the earthquake need as being as great. Emergency services will be busy within the City, not serving north or south outside the city.

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- Nancy: We might need fuel, helicopters, water, and power generators being delivered. This bridge could serve the community not just in a seismic event, but long term.
- Jeremy: Is there consideration of going straight up to the highway for rapid access instead of through Old Town?
- Bob: That has not been considered yet. For example, W3 could consider that, but it is unlikely because the access point would be within the I-5 traffic jam.
- **C-Environmental Impacts**
 - Steven VW: Are there concerns and input from the Confederated Tribes of Grand Rhonde?
 - Bob: This is an area of historical interest, from prior to European settlement; this area was a canoe crossing. More investigation is needed. The tribes want to know more before selection of an alignment. The first priority is avoidance of cultural resources. There is potential for impact these resources. An archaeology report would be done first, before selection. The report will address potential resources that are above ground and below ground.
 - Heidi: Signage or wayfinding information would be good to have in the river area about the historical and cultural importance of the place.
- **D-Compatibility with Recreational Goals**
 - Steven VW: Is the parking issue related to recreation? The bridge and recreation would increase parking.
 - Zach: Parking is not related to the bridge criteria. It is more a design issue. All alignments will need parking.
 - Kirstin: Mentioned Metro's concern about impacts and benefits of tourism
 - Bob: Criteria for tourism are in Category F.
 - Susie: Why are we providing for exceeding design criteria?
 - Bob: Exceeding minimum design criteria can provide for a better user experience. As an example, a slope of 5% meets minimum criteria, but a less steep slope would provide a better experience, better access.
 - Gary Wappes: Asked a question about improving access to the river.
 - Zach: We wanted to capture the impact of improving access to the river.
 - Steven VW: Wants comments from Parks & Rec about the impacts to Boones Ferry Park.
 - Kirstin: The Master Plan for Parks is on hold now for completion of the bridge plan.
 - Zach: The Boones Ferry Park master plan has just kicked off and the bridge project is being coordinated with Parks & Rec.
 - Steve B: We don't have anything on the bridge that has been brought to the Parks Advisory Committee yet for the Master Plan. What will make a good park?
 - Heidi: Consider getting comments from DEQ regarding any conflicts with providing river access near the discharge pipe.
 - Michelle: Shouldn't access be measured separately for the park and for the marina. The impacts might be very different.
 - Steve VW: Agrees with the difference in impacts.
 - Kirstin: Records a suggestion to amend D-2 to separate parks and marina (New D-3) on each side of the river.
 - Michelle: The marina is on the south side of the river.
 - Steve B: New park may have docks for boats (kayaks, canoes, etc.) on the north side.
 - Zach: The intent is to capture impacts of recreational uses of the river. If you split out you may be missing other recreational uses of the river.

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- Michelle: One alignment may have good compatibility with the park on one side or the other, but another may not.
- Bob: We limited sub-criteria to 3-4 items to keep each sub-criteria meaningful. Too many in a list would dilute the importance of each one.
- There was extensive discussion on the options for rewording the criteria.
- Susie: Lack of access to the river is concern to the community.
- Michelle: Reword for each side of the river.
- Bob: **The consensus is to keep D-3, make it D-4 and revise D-2 and D-4, to be D-2 & D-3. These last two will focus on maximizing compatibility and flexibility on the north and south sides of the river. Specifically:**

D-2	Maximize compatibility with and flexibility for recreational uses including parks and the river on the north side.
D-3	Maximize compatibility with and flexibility for recreational uses, including parks, the marina and the river on the south side.
D-4	Maintain or improve river access.

- **E-Compatibility with Existing Built Environment**

- Steve C: Has the railroad expressed any concerns?
- Zach: Yes, they have concerns. We are meeting with them next week.

- **F-Cost & Economic Impact**

- Gary: How will we know how to make these judgements? How will we get enough information on total costs?
- Bob: There will be qualitative analysis of costs for each alignment. We don't yet have enough information on costs. We can provide order-of-magnitude cost estimating. The project team will use design information and come up with relative costs. The TF will only be asked about the weighting of the criteria.
- Kirstin: As a community representative, you will not be asked to score the criteria.
- Steve C: Sought to clarify Gary's question and Kirstin's response.
- Kirstin: The Task Force will only comment on and weight the criteria, not score it. The TAC will be scoring .
- Michelle: If Task Force disagrees with the TAC, can we comment on disagreements?
- Gary: He thought the Task Force would evaluate the criteria and make a recommendation for decision-making.
- Kirstin: That is not the process.
- Jim: Has someone already determined what we're going to do re: bike/ped/golf cart/emergency access, correct? Is that based on wanting to get money from ODOT, FHA?
- Kirstin: Yes.
- Zach: That decision was made years ago when applying for the grant for this bridge planning.
- Michelle: She was on the original committee when the bridge was first proposed. Bike/ped/golf cart/emergency access was desired by the community from day one. There have been years of study and input on this. It would be cheaper if it was just bike/ped.
- Steve B: As a community we are limited by I-5 and river for cross access.
- Jim: Five Eugene bridges have been built, mostly bike/pedestrian.

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- Steve C: He would feel better if the Task Force makes recommendation on the evaluation criteria, then compares it with the Project Team, and present both to the City Council.
- Kirstin: Even the TAC members have different expertise to be used for scoring and weighting. The Project Team are the technical experts. Task Force comments are relevant, but not necessarily made with technical expertise. Comments are germane to the discussion.
- Steve C suggests having both Task Force and TAC participate scoring.
- Kirstin: The Task Force will recommend changes to criteria this evening. The Task Force will consider and use the TAC scoring to facilitate Task Force bridge alignment discussion and recommendation. Ultimately, the Task Force makes the recommendation to City Council on the final alignment, which does not have to match the TAC scoring.
- No changes to economic impact piece were proposed.

6. Alternatives-Bob Goodrich, Kirstin Greene

7:15 – 8:50 pm

- Any Weighting-Should there be any difference in weighting? All criteria are currently weighted evenly (at about 17 percent).
 - Susie: What would be less
 - Patricia Rehberg: Is this weighting for the greater good or personal opinion?
 - Kirstin: Yes, for the greater good.
 - Steve B: An emergency access example given. Some criteria may be diminished. What about conflicts with other criteria? How will that be considered? If looking at the representation, all should be weighted equally.
 - Heidi said she doesn't agree. The Main reason for the bridge is emergency access. That should be weighted more. A & B are more important.
 - Steve C: None of this will be done without economic impact known. Criteria F, Economic Impact, is more important.
 - Steven VW: We should also look at economic impact that the bridge can bring to Wilsonville. If done right, it will bring in enough to pay for itself. He's conservative but is not concerned about the cost. Cost should be considered, but balanced with benefits.
 - Tony: What are the bridge project objectives? Safety, emergency access, recreation are the objectives. Can we afford it or not is the question.
 - Susie: Asked for clarification on if costs vs. benefits are even out yet? Her concern is environmental impacts (trees, wildlife, birds, water, etc.). We need to do this in way that protects them.
 - David: His initial thoughts were with the costs. We're really here because the community spoke about emergency access and connectivity. Keep perspective on these two items.
 - Steve B: How do you go about scoring something like the fact that a bridge would go through the middle of a park versus on the edges of the park?
 - Bob: Current uses compatibility and flexibility of future uses are addressed in the criteria. There are several pages of scoring guidance that will help in the scoring decisions.
 - Jeremy Appt: Criteria A & B should be weighted a little bit heavier. If there are impacts you can mitigate for them.
 - Bob: If there are options that have less impacts, they score better.
 - Kirstin: Think about what would be diminished.
 - Steve C: He understands raising A & B higher. He wants E-Compatibility with Existing Built Environment, raised an equal amount. Leave them all at 17% and go with it.
 - David: A, B & D should be more important. We weren't brought here to look after the needs of Steve C's community, we are here for connectivity, safety and recreational opportunities,

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which are A, B and D. He is still concerned with the impacts on the community, but that is not why we are here.

- Kirstin: Bob has a program to see how the pie chart changes with new inputs from the Task Force.
- Michelle: Understands the concerns of people's homes being impacted. If we weighted A & B at 20 percent, and 15 percent on the rest of the criteria, then that would reflect why we are here.
- Douglas Muench agreed with Michelle.
- Steve C: Everything said benefits the city of Wilsonville, it does nothing for the people being most impacted which are the people on the south side of the river. With that said, you guys do what you want.
- Reem: ODOT must look at the project from a variety of aspects. The original concern was emergency access. She supports Steve C in leaving the criteria evenly weighted. The Federal Highway Administration on this project and they said they will provide a permit only for environmental aspect (recreational use) because the bridge is impacting the connectivity between parks. Emergency use is not a major aspect.
- Nancy: At the Metro funding meeting, part of the application was bike/ped, emergency access.
- Jenny Cavarno: The compatibility of the recreational goals is a big piece. When talking about more weighting of A & B, we are not talking about recreation at all.
- Heidi: Her constituents don't want people to come on rural roads and get injured. Look at A-20, B-20, and 13 percent for the rest.
- Tony: Stay with the 3 objectives. Supports A, B and D.
- Steve B: Supports D being up there with A & B as well. Since cost is going to be enormous, just put \$0 for cost.
- Terra: She has no preference in weighting. This is just a tool, and gives us a perspective. Use the spreadsheet to show scenarios and see if there is a difference. There may be a wash in the end.
- Kirstin: City Council asked for weighting or not from this Task Force.
- Steven VW: All six criteria are in the discussion. What is the real difference if one is 20% or one is 15%? Are we splitting hairs that don't need to be split?
- Steve B: It could be mathematically different.
- Kirstin: If Task Force considers one element is more important than another, it could be significant to City Council.
- Steve B: You could leave them the same and express the opinions.
- Jeremy: Steve B tossed out \$0 cost, but taxpayers will want to know what they are. We could diminish C, with mitigation. Keep A, B & D, + C & F (minus).
- Steve B: We have 4 scenarios that should be proposed for a vote. *[Informal motion]*

- **Vote #1**

7 votes	Option 1. Leave criteria equal as is in 5/18/17 Evaluation Criteria Memo.
5 votes	Option 2: Elevate A, B & D (20/20/20%) [diminish, F, C @11.5%,x2; E@ 17%]
2 votes	Option 3: Elevate A & B, 20/20 > rest of criteria @15, 15, 15, 15%
2 votes	Option 4: Elevate A, B, D, E (18%) (F, C @14%)

- **Vote #2**

6 votes	Option 1. Leave as is.
10 votes	Option 2: Elevate A, B & D (20/20/20%) [diminish F, C @11.5% each; E@ 17%]

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- Other Changes: None presented.
- Public Comment
 - None
- Task Force Recommendation for City Council
Task Force members recommended this change:

D-2	Maximize compatibility with and flexibility for recreational uses including parks and the river on the north side.
D-3	Maximize compatibility with and flexibility for recreational uses, including parks, the marina and the river on the south side.
D-4	Maintain or improve river access.

Regarding weighting:

- *Elevate Criteria A, B & D to (20/20/20%); diminish F, C @11.5% each; E@ 17%.*
 - Alternative 3 (ODOT), Task Force Recommendation
 - No discussion or action was taken on this item.
- 7. Next Steps-Zach Weigel, Bob Goodrich** **8:50-8:55 pm**
- We will finalize the technical research including the archaeology report.
 - The Task Force's recommendation will be communicated to City Council.
 - The TAC will score the criteria which will be brought before the Task Force to assist with their location recommendation.
 - Considering the Task Force's recommendation, the City Council will make the ultimate decision on the alignment. .
 - Next meeting will likely be in September.
 - We will let Task Force members know of the next TAC meeting; they are welcome to be present for the scoring discussion. .
 - We expect a recommendation on the alignment to City Council in October.
- 8. Closing Comments and Adjourn-Co-chairs Bernard** **8:55-9 pm**
- Co-Chair Bernard thanked Task Force members for coming, appreciating their valuable work. He looks forward to making a decision on the bridge.

We adjourned the meeting at 8:31 PM.

EVALUATION CRITERIA MEMO



June 7, 2017

Prepared for the City of Wilsonville



Prepared By



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EXHIBIT 5

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INTRODUCTION

The City of Wilsonville is undertaking a project to develop preliminary designs for the French Prairie Bridge, a proposed bicycle/pedestrian/emergency vehicle crossing of the Willamette River between Interstate 5 and the railroad bridge. The project addresses bridge alignment, bridge type selection, 30% design, and preliminary environmental documentation.

This memo is intended to provide a decision-making framework for selection of the preferred bridge alignment corridor. Since project kickoff in August 2016, the project team and project management team (PMT) have collected a comprehensive set of information and data that informs alignment corridor selection. Sources of information include: the Opportunities and Constraints Memo, the Technical Advisory Committee (TAC), the project's Task Force (TF), and public events and comments. The Opportunities and Constraints Memo has previously been submitted under separate cover. Appendix A summarizes the lists of criteria collected from the TAC meeting, TF meeting and Open House.

This memo distinguishes between design criteria and evaluation criteria, and presents the recommended evaluation criteria, the approach to scoring of alternatives, and the weighing of each criterion.

DESIGN CRITERIA

Design criteria are those items and considerations that will be met or achieved by the project, regardless of the preferred alignment or bridge type. For each of the alternatives, the design criteria apply equally and are therefore not included as evaluation criteria. Some of the project considerations identified as part of the project meetings (Appendix A) fall into the design criteria category and are therefore not included in the evaluation criteria presented below. Project design criteria include:

- Bridge design according to ODOT's loading conditions, and seismic and hydraulic performance criteria
- Bicycle, pedestrian, roadway and emergency vehicle design standards.
- Compliance with the Americans with Disability Act (ADA)
- Compliance with all federal, state, and local laws and regulations

EVALUTION CRITERIA

Based on the lists of criteria in Appendix A, and as tabulated in Appendix B, six evaluation criteria are recommended. The six criteria capture nearly all of the criteria listed in Appendix A, but with sufficient clarity and specificity to provide meaningful comparisons of alignment corridor alternatives.

EXHIBIT 5

Each criterion has three or four sub-criteria. The purpose of the sub-criteria is to capture the variety of considerations in the input received.

The six criteria and respective sub-criteria are presented below in narrative form and are tabulated in Appendix B.

Criterion A - Connectivity and Safety

The criterion is to connect to existing or planned bike/pedestrian routes directly or using streets with sidewalks and bike lanes and meet minimum safety and design standards for bicycle and pedestrian users. The alignment corridors differ in how they connect to existing and planned local and regional bike/pedestrian routes. In addition, they differ in the ability to meet or exceed design standards for bike and pedestrian facilities. Exceeding design standards will provide users with a more functional facility. The four sub-criteria are:

- A-1 – Connect to existing bike/pedestrian routes directly or using streets with sidewalks and bike lanes on north side of the bridge
- A-2 – Connect to existing bike/pedestrian routes directly or using streets with sidewalks and bike lanes on south side of the bridge
- A-3 – Connect to planned bike/pedestrian routes on north side of the bridge
- A-4 – Connect to planned bike/pedestrian routes on south side of the bridge

Criterion B – Emergency Access

The criterion is to provide direct and rapid emergency vehicle access to the bridge while minimizing impacts to bridge users, residents, park activities, and marina operations. The alignment corridors differ in ease of bridge access by emergency vehicles. Emergency access includes emergency response to Charbonneau and areas south of the Willamette River and secondary emergency response to clear accidents and debris when the I-5 Boone Bridge is congested. Emergency access also includes the movement of equipment and materials should the I-5 Boone Bridge not be accessible after a major earthquake. The three sub-criteria are:

- B-1 – Connect to emergency routes directly, minimizing out of direction travel and response time at and near the north terminus
- B-2 – Connect to emergency routes directly, minimizing out of direction travel and response time at and near the south terminus
- B-3 – Minimize emergency response impacts on residents, park activities, and marina operations

Criterion C – Environmental Impacts

The criterion is to avoid adverse impacts on environmental resources with the goal of maximizing project eligibility for programmatic environmental permitting processes. Impacts will vary depending on alignment corridor. The three sub-criteria are:

- C-1 – Avoid or minimize adverse impacts on wildlife habitat and trees
- C-2 – Avoid or minimize adverse impacts on waters and wetlands
- C-3 – Avoid or minimize adverse impacts on cultural and historic resources

Criterion D – Compatibility with Recreational Goals

The criterion is to maximize the recreational benefits the bridge provides. There are several opportunities to improve or enhance recreational opportunities. The opportunities vary among the alignment corridor. The four sub-criteria are:

- D-1 – Provide a positive user experience (e.g. noise, aesthetics, view, comfort, security, compatible with other travel modes, exceeds minimum design standards for turns and slopes)
- D-2 – Maximize compatibility with and flexibility for recreational uses including parks and the river on the north side.
- D-3 – Maximize compatibility with and flexibility for recreational uses, including parks, the marina and the river on the south side
- D-4 – Maintain or improve river access

Criterion E - Compatibility with the Existing Built Environment

The criterion is to avoid displacement of and incompatibility with residences, businesses, marina operations, and planned infrastructure improvements and to minimize adverse effects of locating and accessing the bridge.

Consideration is given to project benefits or impacts to underrepresented populations (e.g. communities of color, limited English proficient and low-income populations, people with disabilities, seniors, and youth). The four sub-criteria are:

- E-1 – Minimize bridge location and access impacts on residences in Old Town
- E-2 – Minimize bridge location and access impacts on residences at the south terminus in Clackamas County
- E-3 – Minimize bridge location and access impacts on marina facilities

- E-4 – Minimize bridge location and access impacts to possible future infrastructure improvements (e.g. Railroad, ODOT)

Criterion F – Cost and Economic Impact

The criterion is to minimize the cost and adverse economic impacts of the project. There are temporary and permanent economic impacts which could improve or hinder local and regional economics. Those impacts vary depending on the preferred alignment corridor. The four sub-criteria are:

- F-1 – Minimize total project cost (e.g. bridge, retaining wall, on grade path, environmental mitigation). This project cost does not consider architectural features or amenities.
- F-2 – Minimize property acquisition (e.g. right-of-way, easements) and avoid displacements of residences and businesses
- F-3 – Minimize the displacement of utilities
- F-4 – Maximizes economic benefit through tourism and access to commercial and regional destinations and trail system connections

SCORING OF ALTERNATIVES

The three or four sub-criteria within each criterion will be arithmetically averaged to provide a score of 0 to 10 for each alternative. This avoids giving more weight to criteria with four sub-criteria.

For each sub-criterion three scoring ranges are recommended to provide an objective baseline. However, the scoring ultimately contains a necessary and appropriate level of subjectivity based on factors that are not readily quantified.

Scores of 0 to 3 are recommended when an alternative generally does not meet most or any of the sub-criterion's objectives. Scores of 4 to 6 are recommended where an alternative meets some of the objectives. Scores of 7 to 10 are recommended where an alternative meets most or all of the objectives. A brief description for each scoring range for each sub-criterion is provided in Appendix C.

WEIGHING CRITERIA

The TF weighted criteria at their May 22, 2017 meeting as follows:

Criterion A – 20%	Criterion D – 20%
Criterion B – 20%	Criterion E – 17%
Criterion C – 11.5%	Criterion F – 11.5%



French Prairie Bridge Project

Appendix A – Criteria Lists

Task Force Criteria List

At the first Task Force meeting, the following list of criteria to consider when evaluating bridge alignment was created by the membership:

- Bicycle-pedestrian connectivity at bridge landings and to the greater networks, for both residents and tourists
- Sensitivity to homes at the bridge landings and traffic Impacts to neighbors and residents
- Increased safety for all users
- Emergency vehicle access
- Seismic resilience
- Increased mode share towards active transportation
- Balance between cost, aesthetics and usability
- Increased tourism and revenue for maximum economic benefit to the city, state and region
- ADA accessibility
- Bridge landing design allows for park amenities like toilets and picnic tables
- Avoids railroad crossings
- Ability to use golf carts to cross the bridge
- Partnerships with the state and counties to upgrade local, connecting roadways
- Design maximizes the number of users
- Accommodates as many utility uses (power lines, sewer, etc.) as it can support
- Provides increased access to the river so all users can experience the water and natural environment
- Supports Wilsonville’s initiative as a HEAL (Healthy Eating Active Living) City through increased recreational opportunities

Technical Advisory Committee Criteria List

At the first Technical Advisory Committee meeting, the following list of criteria to consider when evaluating bridge alignment was created by the membership:

- Impacts to historic resources
- Impacts to protected resources areas
- Impacts to trees
- Impacts of alignments on any potential park uses
- Impacts to fish, riparian habitats, streams, wetlands, channels, tributaries
- Ecological value and functional value of wetlands
- Interpretive and recreational opportunities around these ecological resources
- Directness of connections to major destinations and the regional and statewide trail network
- User experience (views, noise)
- User comfort (safety, topography)
- Effects on future master planning efforts of adjacent park facilities
- Level of access for emergency vehicles
- Neighborhood impacts (visual, noise, traffic, emergency use frequency)
- Level of construction costs
- Impacts to utilities



French Prairie Bridge Project

Appendix A – Criteria Lists

Open House Criteria List

At the Open House a list of criteria proposed by the project Task Force and the Technical Advisory Committee was displayed on two boards. Participants were asked to use a green dot sticker to identify which criteria they thought were most important. A nearby easel pad also provided the opportunity to suggest additional criteria.

Overall, community members felt that the evaluation criteria proposed by the Task Force and TAC were comprehensive. Between the Task Force and TAC lists, the following top two criteria were identified as most important:

Task Force Evaluation Criteria

- Sensitivity to homes at the bridge landings and traffic impacts to neighbors and residents (23)
- Bicycle-pedestrian connectivity at bridge landings and to the greater networks, for both residents and tourists (15)

TAC Evaluation Criteria

- Neighborhood impacts (visual, noise, traffic, emergency use frequency). (14)
- Directness of connections to major destinations and the regional and statewide trail network. (13)

Community members were invited to provide any additional ideas or overall thoughts. Some of these included:

- The bridge would be a major asset to Wilsonville and connect it to the valuable regional bike network, increasing the tourism draw to the area.
- Impacts to private residences, businesses and neighborhoods should be closely monitored.
- Questions were raised about the greater traffic and transportation issues in the area.
- Questions were raised about the infrastructure for pedestrians and cyclists when they come off the bridge, especially on the south side of the river.



French Prairie Bridge Project

Appendix B - Evaluation Matrix

June 7, 2017

EXHIBIT 5

A Connectivity and Safety		W1	W2	W3	Notes
A-1	Connects to existing bike/pedestrian routes directly or using streets with sidewalks and bike lanes on north side of the bridge				
A-2	Connects to existing bike/pedestrian routes directly or using streets with sidewalks and bike lanes on south side of the bridge				
A-3	Connects to planned bike/pedestrian routes on north side of the bridge				
A-4	Connects to planned bike/pedestrian routes on south side of the bridge				
20.0% Criteria A Weighting		0	0	0	

B Emergency Access		W1	W2	W3	Notes
B-1	Connect to emergency routes directly, minimizing out of direction travel and response time at and near the north terminus				
B-2	Connect to emergency routes directly, minimizing out of direction travel and response time at and near the south terminus				
B-3	Minimize emergency response impacts on residents, park activities, and marina operations				
20.0% Criteria B Weighting		0	0	0	



French Prairie Bridge Project

Appendix B - Evaluation Matrix

June 7, 2017

EXHIBIT 5

C	Environmental Impacts	W1	W2	W3	Notes
C-1	Avoid or minimize adverse impacts on wildlife habitat and trees				
C-2	Avoid or minimize adverse impacts on waters and wetlands				
C-3	Avoid or minimize adverse impacts on cultural and historic resources				
11.5%	Criteria C Weighting	0	0	0	

D	Compatibility with Recreational Goals	W1	W2	W3	Notes
D-1	Provide a positive user experience (e.g. noise, aesthetics, view, security, compatible with other travel modes, exceeds design standards for turns and slopes)				
D-2	Maximize compatibility with and flexibility for recreational uses including parks and the river on the north side.				
D-3	Maximize compatibility with and flexibility for recreational uses, including parks, the marina and the river on the south side.				
D-4	Maintain or improve river access				
20.0%	Criteria D Weighting	0	0	0	



French Prairie Bridge Project

Appendix B - Evaluation Matrix

June 7, 2017

EXHIBIT 5

E	Compatibility with Existing Built Environment	W1	W2	W3	Notes
E-1	Minimize bridge location and access impacts on residences in Old Town				
E-2	Minimize bridge location and access impacts on residences at south terminus in Clackamas County				
E-3	Minimize bridge location and access impacts on marina facilities				
E-4	Minimize bridge location and access impacts to possible future infrastructure improvements (e.g. Railroad, ODOT)				
17.0%	Criteria E Weighting	0	0	0	

F	Cost and Economic Impact	W1	W2	W3	Notes
F-1	Minimize total project cost (e.g. bridge, retaining wall, on grade path, environmental mitigation). This project cost does not consider architectural features or amenities.				
F-2	Minimize property acquisition (e.g. right-of-way, easements) and avoid displacement of residences and businesses				
F-3	Minimize the displacement of utilities				
F-4	Maximizes economic benefit through tourism and access to commercial and regional destinations and trail system connections				
11.5%	Criteria F Weighting	0	0	0	

100%	Total, Weighted Score	0	0	0	
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French Prairie Bridge Project

Appendix C - Scoring Guidance
June 7, 2017

SCORING GUIDANCE - Blue text indicates evaluation considerations to determine the appropriate range of point value based on how well each alternative achieves the sub-criteria

Criteria
Sub-criteria

0 to 3

4 to 6

7 to 10

A Connectivity and Safety

A-1	Connects to existing bike/pedestrian routes directly or using streets with sidewalks and bike lanes on north side of the bridge	Does not connect well to existing pedestrian and bike facilities or facilities do not meet most design and safety standards	Connects to existing pedestrian and bike facilities that do not comply with all design and safety standards	Directly connects to existing pedestrian and bike facilities that meet or exceed design and safety standards
A-2	Connects to existing bike/pedestrian routes directly or using streets with sidewalks and bike lanes on south side of the bridge	Does not connect well to existing pedestrian and bike facilities or facilities do not meet most design and safety standards	Connects to existing pedestrian and bike facilities that do not comply with all design and safety standards	Directly connects to existing pedestrian and bike facilities that meet or exceed design and safety standards
A-3	Connects to planned bike/pedestrian routes on north side of the bridge	Does not connect well to planned bike and pedestrian routes	Connects to planned regional or local bike and pedestrian routes	Directly connects to planned regional and local bike and pedestrian routes
A-4	Connects to planned bike/pedestrian routes on south side of the bridge	Does not connect well to planned bike and pedestrian routes	Connects to planned regional or local bike and pedestrian routes	Directly connects to planned regional and local bike and pedestrian routes

B Emergency Access

B-1	Connect to emergency routes directly, minimizing out of direction travel and response time at and near the north terminus	Indirect route from Wilsonville Road to middle of Willamette River	Neither direct nor indirect route from Wilsonville Road to middle of Willamette River	Direct route from Wilsonville Road to middle of Willamette River
B-2	Connect to emergency routes directly, minimizing out of direction travel and response time at and near the south terminus	Indirect route from Miley Road @ I-5 to middle of Willamette River	Neither direct nor indirect route from Miley Road @ I-5 to middle of Willamette River	Direct route from Miley Road @ I-5 to middle of Willamette River
B-3	Minimize emergency response impacts on residents, park activities, and marina operations	Route for emergency responders directly adjoins residences or businesses or emergency vehicle use interrupts park activities or marina operations	Route for emergency responders avoids residences or businesses, but emergency vehicle use impacts park activities or marina operations	Route for emergency responders avoids residences, businesses, and parks and is separated from them



French Prairie Bridge Project

Appendix C - Scoring Guidance

June 7, 2017

SCORING GUIDANCE - Blue text indicates evaluation considerations to determine the appropriate range of point value based on how well each alternative achieves the sub-criteria

0 to 3

4 to 6

7 to 10

Criteria
Sub-criteria

C Environmental Impacts

C-1	Avoid or minimize adverse impacts on wildlife habitat and trees	Adverse impacts to wildlife habitat and trees	Moderate adverse impacts on wildlife habitat and trees	Avoids or has minimal adverse impacts on wildlife habitat and trees
C-2	Avoid or minimize adverse impacts on waters and wetlands	Adverse impacts to waters and wetlands	Moderate adverse impacts on waters and wetlands	Avoids or has minimal adverse impacts on existing waters and wetlands
C-3	Avoid or minimize adverse impacts on cultural and historic resources	Adverse impacts to cultural and historical resources	Moderate adverse impacts on cultural and historical resources	Avoids or has minimal adverse impacts on existing cultural and historical resources

D Compatibility with Recreational Goals

D-1	Provide a positive user experience (e.g. noise, aesthetics, view, security, compatible with other travel modes, exceeds design standards for turns and slopes)	Achieves some or few facets of a positive user experience	Achieves most facets of a positive user experience	Achieves all or nearly all facets of a positive user experience
D-2	Maximize compatibility with and flexibility for recreational uses including parks and the river on the north side.	Generally incompatible with existing uses (Permanent inconvenience or displacement) and/or precludes future improvements.	Compatible with existing uses with some temporary modifications and/or minor permanent displacement or limits flexibility for future improvements.	Compatible with existing uses with minor temporary modifications and no permanent displacement, while being flexible for future improvements.
D-3	Maximize compatibility with and flexibility for recreational uses, including parks, the marina and the river on the south side.	Generally incompatible with existing uses (Permanent inconvenience or displacement) and/or precludes future improvements.	Compatible with existing uses with some temporary modifications and/or minor permanent displacement or limits flexibility for future improvements.	Compatible with existing uses with minor temporary modifications and no permanent displacement, while being flexible for future improvements.
D-4	Maintain or improve river access	The alignment provides opportunities to view the river, but adversely impacts existing public accesses to the river bank.	Provides opportunities to view the river and maintains existing public river bank access points	Provides opportunities to view the river and allows for improved public access to the river bank



French Prairie Bridge Project

Appendix C - Scoring Guidance
June 7, 2017

SCORING GUIDANCE - Blue text indicates evaluation considerations to determine the appropriate range of point value based on how well each alternative achieves the sub-criteria

Criteria
Sub-criteria

0 to 3

4 to 6

7 to 10

E Compatibility with Existing Built Environment

E-1	Minimize bridge location and access impacts on residences in Old Town	The alignment directly impacts residences in Old Town or impacts underrepresented populations (e.g. communities of color, limited English proficient and low-income populations, people with disabilities, seniors, and youth)	The alignment or its intended accesses is in close proximity to, but does not directly impact, residences in Old Town	The alignment and its accesses are not in close proximity to residences in Old Town or benefit underrepresented populations (e.g. communities of color, limited English proficient and low-income populations, people with disabilities, seniors, and youth)
E-2	Minimize bridge location and access impacts on residences at south terminus in Clackamas County	The alignment directly impacts residences in Clackamas County or impacts underrepresented populations (e.g. communities of color, limited English proficient and low-income populations, people with disabilities, seniors, and youth)	The alignment is in close proximity to, but does not directly impact, residences in Clackamas County	The alignment is not in close proximity to residences in Clackamas County or benefit underrepresented populations (e.g. communities of color, limited English proficient and low-income populations, people with disabilities, seniors, and youth)
E-3	Minimize bridge location and access impacts on marina facilities	The alignment directly impacts Marina operations and those impacts cannot be readily mitigated	The alignment impacts Marina operations, but those impacts can be readily mitigated	The alignment does not impact Marina operations
E-4	Minimize bridge location and access impacts to possible future infrastructure improvements (e.g. Railroad, ODOT)	The alignment impacts future infrastructure improvements	The alignment does not substantially impact future infrastructure improvements	The alignment does not impact future infrastructure improvements

F Cost and Economic Impact

F-1	Minimize total project cost (e.g. bridge, retaining wall, on grade path, environmental mitigation). This project cost does not consider architectural features or amenities.	Formula based on relative project costs. Costs are not actual cost since there is insufficient information at this stage. Once each alignment has a relative cost based on the proportion of bridge, wall, path and mitigation, the least cost will receive a 10. Each of the other two alternatives will be scored lower in proportion to how much higher their cost is when compared with the lowest cost.		
F-2	Minimize property acquisition (e.g. right-of-way, easements) and avoid displacement of residences and businesses	The alignment affects more than four properties or may result in one or more displacements.	The alignment affects no more than four properties and does not result in any displacements.	The alignment affects no more than two properties and does not result in any displacements.
F-3	Minimize the displacement of utilities	The alignment directly impacts existing City or Franchise utilities which cannot be easily relocated	The alignment directly impacts existing City or Franchise utilities which can easily be relocated	The alignment does not impact existing City or Franchise utilities
F-4	Maximizes economic benefit through tourism and access to commercial and regional destinations and trail system connections	Provides limited opportunity to increase revenue for the local and regional economies through improved access and tourism	Provides some opportunity to increase revenue for the local and regional economies through improved access and tourism	Provides significant opportunity to increase revenue for the local and regional economies through improved access and tourism



PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 13, 2017

III. INFORMATIONAL

C. City Council Action Minutes: (07.17.2017, 08.07.2017, 08.24.2017)

City Council Meeting Action Minutes July 17, 2017

COUNCILORS	STAFF	STAFF
Mayor Knapp	Bryan Cosgrove	Angela Handran
Councilor Starr	Barbara Jacobson	Jon Gail
Councilor Akervall - Excused	Jeanna Troha	Eric Mende
Councilor Stevens	Kimberly Veliz	Chris Neamtzu
Councilor Lehan – Left at 8:07 p.m.	Susan Cole	Dwight Brashear
	Nancy Kraushaar	Steve Adams
	Delora Kerber	Amanda Guile-Hinman

AGENDA ITEM	ACTIONS
WORK SESSION	
<ul style="list-style-type: none"> • Public Engagement Through Social Media • Garden Acres Road PSA 	<ul style="list-style-type: none"> • Staff provided a presentation on how social media is being used to boost outreach and two-way communication with the community. • Staff presented an update on the Garden Acres Road project. Council addressed under the consent agenda.
REGULAR MEETING	
<u>Mayor's Business</u> <ul style="list-style-type: none"> • Fun In the Park Proclamation 	<ul style="list-style-type: none"> • The Mayor read the proclamation declaring August 1-7, Is 'Fun In the Park Week' and presented certificates to the Fun in the Park Committee.
<u>Communications</u> <ul style="list-style-type: none"> • 2016-17 Community Enhancement Program Project Report: Multifamily Community Waste-Reduction and Recycling Project Sponsored by Clackamas County, City, and Republic Services. 	<ul style="list-style-type: none"> • Tenille Beseda with Clackamas County Resource Conservation & Solid Waste Program and Kayla Scheafer with AmeriCorps provided a presentation on Multifamily Community Waste-Reduction and Recycling.
<u>Consent Agenda</u> <ul style="list-style-type: none"> • Resolution No. 2648 - A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With HHPR, Inc. For Design, Acquisition Support, And Construction Phase Support Services Associated With The Garden Acres Road Project (CIP No. 4201). • Minutes of the June 5, 2017 and June 19, 2017 Council Meetings. 	<ul style="list-style-type: none"> • The Consent Agenda was adopted 4-0.
<u>Continuing Business</u> <ul style="list-style-type: none"> • Ordinance No. 806 - An Ordinance Of The City Of Wilsonville Amending The Text Of The Comprehensive Plan, The Comprehensive Plan Map, The Wilsonville Development Code, And The Significant Resource Overlay Zone Map, And 	<ul style="list-style-type: none"> • Ordinance No. 806 was adopted on second reading by a vote of 3-0.

<p>Adopting The Frog Pond West Master Plan As A Sub-Element Of The Comprehensive Plan.</p>	
<p><u>New Business</u></p> <ul style="list-style-type: none"> • Resolution No. 2647 - A Resolution Of The City Of Wilsonville Authorizing The Police And Public Works Building Seismic Upgrade Project And The Execution Of The Seismic Rehabilitation Grant Program Grant Contract With Oregon Infrastructure Finance Authority Of The Business Development Department. • Subaru Appeal of Community Development Director Decision 	<ul style="list-style-type: none"> • Resolution 2647 was adopted 4-0. • Council moved to deny the appeal 3-0.
<p><u>City Manager's Business</u></p>	<ul style="list-style-type: none"> • No report.
<p><u>Legal Business</u></p>	<ul style="list-style-type: none"> • No report.
<p><u>Adjourn</u></p>	<p>9:30 p.m.</p>

COUNCILORS	STAFF	STAFF
Mayor Knapp	Bryan Cosgrove	Mark Ottenad
Councilor Starr	Barbara Jacobson	Chris Neamtzu
Councilor Akervall - Excused	Jeanna Troha	Andy Stone
Councilor Stevens	Kimberly Veliz	Jordan Vance
Councilor Lehan	Susan Cole	Kimberly Rybold
	Nancy Kraushaar	Kerry Rappold
	Delora Kerber	Tod Blankenship
	Angela Handran	Daniel Pauly
	Amanda Guile-Hinman	

AGENDA ITEM	ACTIONS
WORK SESSION	
<ul style="list-style-type: none"> Fiber Business Plan (staff – Stone) Coffee Creek Industrial Form-based Code and Pattern Book (staff-Rybold) Memorial Park Dog Park/Community Garden Parking Lot (staff – Rappold / Blankenship) Frog Pond Financing Plan (staff – Kraushaar/Cole/Guile-Hinman) 	<ul style="list-style-type: none"> Andy Stone, It Manager along with Tom Asp of Columbia Telecommunications Corporation (CTC) presented on the Fiber Business Plan. Staff requested Council direction on whether the City should move forward with Fiber Business Plan. Council directed staff to move forward. The Coffee Creek Industrial Form-based Code and Pattern Book was presented by staff and consultants. The presentation delivered a project update along with paths to adoption and policy options. Kerry Rappold, Natural Resources Manager and Tod Blankenship, Parks Supervisor gave a presentation on the Memorial Park Dog Park/Community Garden Parking Lot project. An overview of the project, additional work and next steps were provided. Staff began presentation on Frog Pond Financing Plan. Due to time constraints staff completed presentation during the Council meeting.
REGULAR MEETING	
<u>Communications</u>	
<ul style="list-style-type: none"> Metro Update 	<ul style="list-style-type: none"> Metro Councilor Craig Dirksen presented a regional snapshot.
<u>Mayor’s Business</u>	
<ul style="list-style-type: none"> Relay For Life Proclamation (Staff – Handran) 	<ul style="list-style-type: none"> The Mayor read a proclamation declaring the 17th day of August as “Wilsonville

<ul style="list-style-type: none"> • Reappointments • Upcoming Meetings 	<p>Relay For Life Day” and presented a proclamation to the Relay For Life Committee.</p> <ul style="list-style-type: none"> • Library Board Reappointment of Caroline Berry to for a second term beginning 7/1/17 to 6/30/21. <p>Tourism Promotion Committee Reappointments of Jeff Brown (Position 3) and Albert Levit (Position 4) for a second term beginning 7/1/17 to 6/30/20.</p> <ul style="list-style-type: none"> • The Mayor reported on the meetings he attended on behalf of the City. <p>Mayor Knapp announced the Monday, August 21, City Council meeting has been rescheduled for Thursday, August 24.</p>
<p><u>Public Hearing</u></p> <ul style="list-style-type: none"> • Ordinance No. 807 – 1st Reading An Ordinance Of The City Of Wilsonville Annexing Approximately 2,206 Square Feet Of Territory On The South Side Of SW Advance Road West Of SW 63rd Avenue Into The City Limits Of The City Of Wilsonville, Oregon. The Territory Is More Particularly Described As An Eastern Portion Of Tax Lot 2100 Of Section 18, T3S, R1W, Clackamas County, Oregon, West Linn-Wilsonville School District, Owner. (staff – Rybold) 	<ul style="list-style-type: none"> • Ordinance No. 807 was approved on first reading with second reading occurring at the August 24 Council meeting.
<p><u>New Business</u></p> <ul style="list-style-type: none"> • Resolution No. 2649 - A Resolution Of The City Of Wilsonville Establishing The Methodology For The Preliminary Frog Pond West Infrastructure Supplemental Fee And The Boeckman Bridge Transportation Mitigation Fee, And Establishing A Fund (staff – Kraushaar/Cole/Guile-Hinman) • Resolution No. 2650 - A Resolution Of The City Of Wilsonville Designating The City Of Wilsonville As A Bee City Usa® Affiliate (staff – Rappold) • Appeal of Planning Director’s Interpretation – Jordan Ward (staff – Neamtzu) 	<ul style="list-style-type: none"> • Resolution No. 2649 was adopted 4-0. • Resolution No. 2650 was adopted 4-0. • Rescheduled for the September 18, 2017 Council meeting.
<p><u>City Manager’s Business</u></p> <ul style="list-style-type: none"> • Work Plan Updates Quarter 2 Work Plan 2017-2018 	<ul style="list-style-type: none"> • The City Manager supplied Council with Work Plan Updates for Quarter 2 and the Work Plan for 2017-2018.

<p><u>Legal Business</u></p> <ul style="list-style-type: none"> Regulation of Panhandling and Related Constitutional Limitations 	<ul style="list-style-type: none"> The City Attorney supplied Council with a memorandum regarding Regulation of Panhandling and Related Constitutional Limitations.
<p>Adjourn</p>	<p>9:50 p.m.</p>

City Council Meeting Action Minutes August 24, 2017

COUNCILORS	STAFF	STAFF
Mayor Knapp	Bryan Cosgrove	Kimberly Rybold
Councilor Starr - Excused	Barbara Jacobson	Angela Handran
Councilor Akervall	Jeanna Troha	Miranda Bateschell
Councilor Stevens	Kimberly Veliz	Mike McCarty
Councilor Lehan	Susan Cole	

AGENDA ITEM	ACTIONS
WORK SESSION	
<ul style="list-style-type: none"> First Amendment of Parks and Recreation Master Plan with GreenPlay (McCarty) Town Center Plan / Community Block Party (Bateschell) Mayors' Compact to Combat Hate, Extremism and Bigotry 	<ul style="list-style-type: none"> Staff presented recommendations for the current Parks and Recreation Comprehensive Master Plan to be amended to include the Boones Ferry Park/Duckworth Property Master Plan. Council shared feedback heard from citizens during Community Block Partying regarding the Town Center Plan. After discussion it was decided that the Mayor would sign the Anti-Defamation League and the United States Conference of Mayors' initiative to fight extremism and bigotry and to promote the fundamental principles of justice and equality.
REGULAR MEETING	
<u>Mayor's Business</u> Upcoming Meetings	<ul style="list-style-type: none"> Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.
<u>Communications</u> <ul style="list-style-type: none"> Kiwanis Tourism Grant Safety Compass of Oregon 	<ul style="list-style-type: none"> Donna Bane thanked the City for supporting the annual Kiwanis Kids Fun Run .An overview of the event was provided along with an update of the adult 5K race. Safety Compass of Oregon Executive Director Esther Nelson spoke to Council about the issue of commercial sexual exploitation and sex trafficking.
<u>Consent Agenda</u> <ul style="list-style-type: none"> Resolution No. 2651 - First Amendment of Parks and Recreation Master Plan with GreenPlay (McCarty) 	<ul style="list-style-type: none"> The Consent Agenda was adopted 4-0.

<u>Continuing Business</u> <ul style="list-style-type: none"> Ordinance No. 807 – 2nd reading Annexing Approximately 2,206 Square Feet Of Territory On The South Side Of SW Advance Road West Of Future SW 63rd Avenue. (Rybold) 	<ul style="list-style-type: none"> Ordinance No. 807 was adopted on second reading by a vote of 4-0.
<u>City Manager's Business</u>	<ul style="list-style-type: none"> Mentioned that employee Melissa Gitt was recognized by her peers and received the Building Inspector of the Year award from Oregon Building Officials Association. Toured new middle school. Complimented staff on the work done to get the project completed.
<u>Legal Business</u>	<ul style="list-style-type: none"> No report.
Adjourn	7:47 p.m.



III. INFORMATIONAL

D. 2017 Planning Commission Work Program

2017 WORK PROGRAM Planning Commission

updated: 9/6/2017

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	<i>June 14, 2017 Planning Commission Meeting Cancelled</i>		
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	<i>August 9, 2017 Planning Commission Meeting Cancelled</i>		
August 16	City Sponsored Community Block Party		
September 13	French Prairie Bridge Town Center	Old Town Development Code (Pauly)	
October 11			Old Town Development Code (Pauly)
November 8		Water Treatment Plant Master Plan (Mende) Year 2000 URA - Boeckman Crk Bridge (Vance)	Industrial Form-based Code (Rybold / Vance)
December 4	Town Center Joint CC/PC Meeting - Work Session		
December 13			Water Treatment Plant Master Plan (Mende) Year 2000 URA - Boeckman Crk Bridge (Vance)

2017

- 1 Frog Pond Master Plan
- 2 Basalt Creek Concept Plan
- 3 Town Center Plan
- 4 Transit Master Plan
- 5 Coffee Creek 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