



**PLANNING COMMISSION  
WEDNESDAY, FEBRUARY 8, 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 City Council Liaison Charlotte Lehan

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.

CITY COUNCIL LIAISON REPORT

CONSIDERATION OF THE MINUTES

I.A. Consideration Of The January 18, 2017 Planning Commission Minutes

Documents:

[I. A. CONSIDERATION OF THE MINUTES.pdf](#)

**II. 6:15 PM INFORMATIONAL**

II.A. Water Treatment Plant Master Plan Hearing Cancellation (Mende)(5 Minutes)

Documents:

[II. A. WATER TREATMENT PLANT MASTER PLAN HEARING CANCELLATION.pdf](#)

II.B. Traffic Improvements (Mende)(5 Minutes)

Documents:

## II. B. TRAFFIC IMPROVEMENTS.pdf

### III. 6:25 PM WORK SESSION

III.A. Frog Pond Master Plan (Neamtzu) (75 Minutes)

Documents:

[III. A. FROG POND MASTER PLAN.pdf](#)

III.A. Frog Pond Attachment A - Communication

Documents:

[III.A. Attachments-PC MTG FP COMMENTS - Altman Jeck Hanson.pdf](#)

### IV. 7:40 PM OTHER BUSINESS

IV.A. Town Center Plan Update (Bateschell)(10 Minutes)

Documents:

[IV. A. TOWN CENTER PLAN UPDATE.pdf](#)

IV.B. 2017 Planning Commission Work Program

Documents:

[IV. B. 2017 PLANNING COMMISSION WORK PROGRAM.pdf](#)

### V. 7:55 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](mailto: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, FEBRUARY 8, 2017**

### **CONSIDERATION OF THE MINUTES**

- A. Consideration of the January 18, 2017 Planning Commission minutes.

**PLANNING COMMISSION  
WEDNESDAY, JANUARY 18, 2017  
6:00 P.M.**

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

Draft  
for review at the  
February 8, 2017  
Planning Commission Meeting

**Minutes**

---

**I. CALL TO ORDER - ROLL CALL**

Chair Greenfield called the meeting to order at 8:10 p.m. Those present:

Planning Commission: Jerry Greenfield, Eric Postma, Peter Hurley, Al Levit, Kamran Mesbah, Phyllis Millan, and Simon Springall. City Councilor Charlotte Lehan was not present.

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**CITIZEN'S INPUT –**

This is an opportunity for visitors to address the Planning Commission on items not on the agenda. There was none.

**CITY COUNCIL LIAISON REPORT**

No City Council Liaison Report was given due to Councilor Lehan's absence.

**CONSIDERATION OF THE MINUTES**

A. Consideration of the December 22, 2016 Planning Commission minutes  
The December 22, 2016 Planning Commission minutes were accepted as presented.

**II. INFORMATIONAL**

A. Planning Commission Chair & Vice-Chair Nomination

Commissioner Springall nominated Jerry Greenfield as the 2017 Planning Commission Chair.  
Commissioner Levit seconded.

Jerry Greenfield was unanimously elected 2017 Planning Commission Chair.

Commissioner Millan nominated Simon Springall as the 2017 Planning Commission Vice-Chair.  
Commissioner Levit seconded.

Commissioner Hurley nominated Eric Postma as the 2017 Planning Commission Vice-Chair.  
Commissioner Mesbah seconded.

Following an informal written vote, Eric Postma was re-elected as Planning Commission Vice-Chair for 2017.

**III. WORK SESSIONS**

A. ~~Water Treatment Plant Master Plan (Mende)~~

This item was removed from the agenda.

## B. Frog Pond Master Plan (Neamtzu)

Chris Neamtzu, Planning Director, stated the Planning Commission had been discussing and providing direction about the topics contained in the Frog Pond West Master Plan throughout 2016. The City had also been working closely with landowners, the development community, and citizens to shape the Master Plan, which was significant accomplishment. He noted the artwork on the cover was a rendering of what the neighborhood could feel like as a logical and thoughtful extension of the existing city.

- Referencing the work session agenda (Page 1 of 5 of the Staff report), he invited Tim Woodley to discuss the School District's plans announced last month for their 10-acres fronting on Boeckman Rd and to categorize an additional 15-acres in a 'land bank.' He and Mr. Woodley had been working closely for a long time and he was excited to see the School District's plans and willingness to work with the City on a park site.
- He noted that while Staff revised the street grid and Master Plan text related to the School District's plans in time for tonight's work session, the Code revisions, along with some additional modifications, would return before the Commission next month for another work session.

Tim Woodley, Director of Operations, West Linn-Wilsonville School District, noted the City had invited the School District early on to participate on the Frog Pond Task Force and other groups that have worked on the project over time. He provided an update on the School District's properties and addressed questions from the Planning Commission as follows:

- The District purchased the 25 acres of parcels in Frog Pond more than 15 years ago, before it came into the Urban Growth Boundary (UGB), through the work of the District's Long Range Planning Committee. The District continued to be a fast growing district with enrollment growing from 4,000 students 20 years ago to 11,000 plus students in 2021, according to the last five-year projection. The City had always been very helpful to the District in its planning to meet its future needs, as evidenced in Wilsonville having the newest fleet of schools in the School District. The partnerships created between the District and City over the years have allowed both students and Wilsonville citizens to use the District's great system of buildings and facilities, a situation that they wished to continue into the future.
- Having owned the Frog Pond property for so long, the District knew development would eventually occur; however, the City, not the District, drove the timing of the Frog Pond conversation, along with the interest in Wilsonville.
- The property purchased by the District was in what was called a 'land bank', being purchased when it was affordable with the intention of either building a school on it or selling it at current market prices to purchase a more suitably situated property for a school.
- The School Board recently determined that the 10-acre parcel on Boeckman Rd was a viable future school site, but the other two parcels would remain in the land bank having no immediate future purpose. While developers have occasionally expressed interest in the District's properties, only the School Board could buy and sell District property; therefore, it was up to the Board to decide what to do with the 15 acres of properties in the land bank.
- He expressed his appreciation to City staff and the Planning Commission for the opportunities they had given the District to partner with the City on Frog Pond. He especially appreciated Mr. Neamtzu helping the District understand the timing, so the District's actions could work in the best interests of the planning for Frog Pond.
- He clarified that of the 40-acre parcel at the Meridian Creek School site, 20 acres would be used for the middle school the District was currently building and 10 acres would go to the City for a park, resulting in 10 unassigned acres. In the past, the District discussed putting a primary school at the 2-acre parcel purchased from the Lowrie Family that inset into the District's property but was still in the county.
  - The District's best option was to place primary schools right in neighborhoods, as stated in the District's Long Range Plan. Clearly, Frog Pond West was the first, large residential area and embedding a school there might be the best use of a District property since the Advance Rd site, leaving the 10 unassigned acres at the Meridian Middle School site for some other purpose.

- He explained that the three School District properties were all adjoining, distinct, rectangular properties, a 10-acre parcel fronting on Stafford Rd and the 10-acre parcel fronting on Boeckman Rd with the adjoining 5-acre parcel. The parcel on Stafford Rd was the old Buzz Russell place.
- He was uncertain when construction would begin on the school in Frog Pond West. The Long Range Planning Committee recently updated the District's demographics, but the numbers had not been reviewed internally. However, construction was nearing and the school would most likely be a primary school.

**Joe Dills, Angelo Planning Group (APG)**, stated that the project team had incorporated the School District's future school in the finishing stages of preparing the Frog Pond West Master Plan. The District's 10-acre parcel fronting Boeckman Rd and the adjoining 5-acre parcel would receive a Public Facilities designation instead of a Residential Neighborhood designation.

- The Master Plan served a regulatory role in capturing and enabling the policy and intent for the Code standards and issues discussed by the Commission and would be adopted as a supporting document of the Comprehensive Plan. The Master Plan also served an illustrative role by reflecting the goals and intent of the Residential Design Standards or frontages along Boeckman Rd.

**Mr. Dills** highlighted key elements in the Draft Frog Pond West Master Plan, which was distributed to the Planning Commission, noting items impacted by the new school site, areas where the Commission's feedback from the last work session had been incorporated and items on which the project team sought further input.

Discussion and comments regarding the Draft Frog Pond West Master Plan were as follows:

- Vision, Principles, and Intent.
  - Consider emphasizing detached homes in the second sentence of the "Provide for Wilsonville housing needs" section on Page 10 given the amount of discussion about the importance of detached homes, especially in the West Neighborhood.
- Land Use. With the redesignation of the two parcels to Public Facilities, the maximum number of dwelling units for Frog Pond West had been reduced from 610 to 571 units, resulting in fewer homes to pay for infrastructure, although the school facilities would contribute system development charges (SDC).
  - Including the net square feet for lot sizes, shown under "Maximum densities" on Page 21, in Table 1 (Page 22) and Figure 4 Frog Pond West Land Use and Subdistricts on Page 23 was suggested to help the public more easily identify the average lot sizes in each residential designation.
  - Mr. Dills noted the 5-acre land-banked parcel adjacent to the 10-acre school site along Boeckman Rd was officially for optional uses, but it would certainly be an excellent candidate for the neighborhood park site.
  - A Significant Resource Overlay Zone (SROZ) overlay would be added to Figure 4 Frog Pond West Land Use and Subdistricts on Page 23.
- Residential and Community Design.
  - Open Space in Small lot Subdistricts (Page 36). This requirement would be influenced by the school on the 10-acre parcel. Comments about the 10 percent open space requirement now that a civic use would be adjacent to one of the subdistricts were as follows:
    - The addition of the civic use did not remove the reason why small spaces were wanted in the subdistricts in the first place. The intent was to provide greenspaces for active uses and to encourage a community feel, as well as a relief from the high-density feeling in lieu of lawns.
  - Given the parking problems in Villebois, concern was expressed about the apparent absence of guest parking and access, particularly in the cluster housing around the common green and the two blocks of rear garage alley access with a green space pedestrian way in front shown on Page 35. Where would the guests of those residents park within walking distance of the front door?
    - To provide more certainty for guest parking, the project team could explore including a Code standard requiring guest parking within X feet.
    - In the illustration, the cluster housing had guest parking bays close to the homes. On street parking was intended to accommodate guest parking for the homes clustered along the pedestrian way.

- Nothing would preclude others from parking in the bays, but they would free up on street parking spaces for guests. The idea was to supplement the on street parking with additional bays, resulting in more total parking
  - Guest parking was designated in Charbonneau, although whether it was adequate for that development was uncertain.
- The illustration on Page 35 seemed inconsistent with the Principle on Page 28 about front doors and walkways facing streets, and the Master Plan Intent to ensure the pedestrian entrance was visible or clearly identifiable from the street.
  - Mr. Dills responded the Main Entrances Section was not complete. While the grouping of front entrances around a common green space had been done successfully in many places, it was not a requirement, but rather one of multiple options available in small lot projects.
- While the parking bays in other existing neighborhoods were wide enough for parallel parking, some people parked perpendicular to the curb in the bays, leaving their cars sticking out into the street.
  - The ability of the project team to address the problem of providing enough parking was questionable, so leaving the parking as proposed was suggested; though concerns about street-facing entrances should be addressed.
  - Mr. Neamtzu noted Staff could not imagine the parking situation in Villebois manifesting itself in the West Neighborhood because the two developments had such different dimension standards and number of units on the street frontages. The smallest lot allowed in the West Neighborhood was 4,000 sq ft, which meant a 40-ft frontage in contrast to the 22-ft frontages in Villebois.
  - In Villebois, the Code intentionally permitted multi-family projects to use the street for half of their offsite parking, which was exacerbated by the garage situation.
- At the start of the planning process, the citizens had strongly requested prohibition of any alleys whatsoever, so how had the plan ended up with alleys.
  - **Mr. Neamtzu** responded that he recalled hearing testimony from people who did not prefer alleys, but whether the Planning Commission provided direction to ban alleys in the West Neighborhood was a different conversation. Alleys had been an option provided in the Code throughout the revisions. While the rendering on Page 35 was illustrative, the project team wanted to retain alleys as an option because sometimes they worked well to enhance the architecture and frame the public realm better, but alleys were not being mandated as a requirement.
- **Mr. Dills** confirmed the project team would return with options regarding guest parking.
- The brick wall with ornamental treatments along the Boeckman and Stafford Rd frontages were intended for the edges of private yards and would not necessarily apply to the school frontage.
- The use of “should” in Item 1 on Page 41 was not strong enough to prohibit the SROZ from being walled off or privatized by development; “shall” needed to replace “should”.
  - Discussion regarded changing the language in the statement of intent as opposed to being more explicit in the Code. Mr. Dills suggested that the Master Plan Intent language should be consistent with the adopted Code standard.
    - The Commission consented to the use of “shall” in both the Master Plan Intent and Code standard.
- The City did not intend to design all the accesses for the school but rather identify appropriate accesses that met certain spacing requirements and provided flexibility for the District’s need for multiple access points to serve bus and vehicular traffic, which were often separate. The school site access on Boeckman Rd could provide full access or a bus only access. The School District would determine such design details and let the City know about any objections to anything on the plans.
  - Depending on how the districting was done, bringing cars into the neighborhood would cause impacts. The assumption was that Frog Pond West would be a walkable neighborhood to the future school site.
  - Mr. Dills reviewed two adjustments made to the street plan in light of the future school site using Figure 7 Boeckman Road Frontage (Page 39):

- The access point on the Boeckman Rd frontage was the optimal location because it would result in a squared-up intersection with the road going into the Arbor Development to the south and provide the safest turning movements.
- The street accessing into the West Neighborhood was now along the west boundary of the school property, which provided many options for both a public face to the street and an access to the school's front door.
- The north boundary connection seemed to provide a more reasonable vehicular access to the school site given the amount of morning traffic typically seen at schools.
  - Having a drop-off at the school's front door and entrance to the north with a bus only access off Boeckman Rd was one of several ways the vehicular circulation could be configured.
  - Mr. Neamtzu confirmed that the school's development application, which would include the details of the school site's access points, would be reviewed by the Development Review Board. The final design would be part of the land use application
- Transportation. Mr. Dills clarified that the two stop signs along Boeckman Rd, shown in Figure 13 on Page 50, were not along Boeckman Rd but rather on the side streets at Willow Creek and the entrance into the Arbor project.
  - Woonerf was listed as a street cross section option on Page 53, but it was not described in the Master Plan.
    - **Mr. Dills** replied more explanations and cross sections or illustrations were needed in this section of the document. The closest example of a Woonerf in the Northwest was the low impact, stormwater management streets increasingly appearing in Portland and Seattle.
      - He recalled Mrs. Thurman's interest in exploring a co-housing project and the street connection shown across their property would complete the Master Plan's street network. That conversation led to the idea of including flexibility in specific cases for a small, special cross section for a pedestrian-oriented street.
    - Cross sections would be considered on a case-by-case basis; the project team did not want to mandate a particular cross section but rather describe the option and the intent to allow Woonerfs where there were low traffic volumes and where stormwater management might be incorporated.
    - A couple of 200-ft street block cross sections would be good candidates for Woonerfs. Figure 16 Street Types Plan indicated the potential location of a Woonerf, which was a short street section not in the framework of key through streets. In places with tree groves, a Woonerf would provide an opportunity to save resources in balance with connectivity.
  - The 10-ft walkway/multi-use path in Figure 22 on Page 57 was wide enough for both walking and biking. These multi-use paths would be discontinuous, as shown in Figure 25 Street Demonstration Plan on Page 59, and would be site specific. A couple of the pathways would span three blocks, crossing streets, and some would be more appropriate for pedestrian connectivity in potential wetland areas. The multi-use paths along Boeckman Rd served a permeability function into the neighborhood from Boeckman Rd.
    - Concern was expressed about the potential for disaster with kids riding their bikes along pathways and crossing the streets with no curbs installed.
      - A narrow path that ended in a ramp on Camelot St near a park and leading to the school site was redesigned with a curb installed at the end of the path and the ramp moved off to the side due to the neighborhood's concerns about kids riding their bikes and crossing the street. The street was eventually redesigned to have more of a crosswalk at that location.
      - The wide pathways would be an ideal way for families and kids to access the trails going into the development, but how they should be designed was uncertain.
      - The vehicular, pedestrian, and bike traffic calming measures used at the Memorial Park crossing, such as a walk-through barricade, street markings, and signage for the pedestrian crossing, could be used in Frog Pond.
      - The project team would work on including some notice of this need at a minimum, or specifying the need for such measures in the Code.

- Willow Creek and Frog Pond Lane would be the main streets of concern.
- Mr. Woodley noted each primary school had an overlay of Safe Routes to Schools maps, which utilized the City's designed grid and showed the traffic engineers' recommendations for street crossings and signage. Many of these paths would become part of the Safe Route to Schools mapping, which was required by the State. The City's final design would be used to create a Safe Routes to School map, which would indicate designated routes to the school and address signage and issues regarding ramps and safety barriers. The plans would be reviewed again from the School District's point of view as the design moved forward.
- Parks and Open Space
  - **Mr. Dills** clarified the Master Plan document would not have a site-specific design for the Boeckman Creek Trailhead Park (Page 69) or the trailhead at the bridge to access the park until later in the process because it was dependent on the new bridge and Boeckman Rd improvements. However, any input from the Commission on specific principles and guidance were welcome.
    - Referencing Figure 30 Boeckman Trail in Frog Pond West on Page 62, he explained the intended location of the linear or Trailhead Park was not at the sloped area by the bridge, but rather up at the edge of the neighborhood, preferably as the end of one of the east-west streets, subject to land acquisition, etc.
    - The project team would include concerns about the need to consider parking in the planning stage specifically in the description of the linear park where parking would be needed. It would be difficult to accommodate parking along Boeckman Rd for those wanting to access the trail at the bridge. Formalized parking areas at the linear park would be better.
      - The Boeckman Trail would be well below grade at the bridge as its intended route went under the bridge.
      - No ADA access to the trail was anticipated at the bridge, but at the trailhead where switchbacks were shown on the map. It was impossible for the project team to design the trail at this level of planning.
    - The language on Page 65 regarding the 2.5-acre neighborhood park being centrally located within the neighborhood would not fit the situation if the park ended up being down by the school. The language should be amended for consistency.
    - Some wetlands and existing tree groves being considered for preservation were on some of the medium lots. Were only two spots protected wetlands?
      - Mr. Dills explained that the bottom of the Willow Creek channel qualified as wetland. An early reconnaissance of the area identified wetlands in the southwest area of the plan as non-significant. However, if those areas met the State's requirements for wetlands, they would be subject to fill and removal permitting within the State's process. The Master Plan spoke of site planning carefully in those areas, clustering uses, for example, to reduce the impact.
    - The second paragraph on Page 67 strongly implied that the school property would be used for the neighborhood park, which was too strong at this stage, and should not be in the Master Plan, perhaps, if the situation did not turn out that way.
      - Mr. Dills responded the emphasis was on "intent". The project team believed the current language struck the appropriate balance between intent and options. He added changing the wording to future tense would be better phrasing.
      - Chair Greenfield noted the Commission had changed "are" to "would be."
      - If that was the City's intent, then it should be in the Master Plan. If it did not happen, an alternative would need to be found.
  - Street Trees, Gateways, & Signage.
    - Mr. Neamtzu agreed the Master Plan did not address the Commission's concern about the power lines on Boeckman Rd influencing the street tree choice. He noted the powerlines would be moved back into the common area tract, but including a list of power line friendly trees was appropriate and easily accommodated.

Mr. Neamtzu confirmed he would use the new City logo in the Master Plan document when it became available.

Commissioner Springall commented that he liked the branding with the circular Frog Pond badge on every page, adding it was indicated that the badge might possibly be used as a sign cap and on street signage.

Mr. Neamtzu confirmed the illegibility of some of the Master Plan pages was due to low printer ink and not the ink color selection. He noted the draft Master Plan would return with the identified revisions for another work session in February in preparation for a public hearing in March.

**Chair Greenfield** called for public comment.

**Doris Wehler, 6855 Boeckman Rd**, recalled several things that the neighbors had brought forward at the first neighborhood meeting held at the Lutheran church regarding Frog Pond. Those attending did not want all the houses to look alike, they wanted varied lot sizes, and they did not want any alleys. She could not tell whether the alleys on the demonstration plan were single- or double-car garages, but noted everyone knew parking continued to be an ongoing problem. Residents in Meadows were besieged by apartment dwellers parking on the streets. A 4,000 sq ft lot was not needed in a small lot development; the range was 4,000 to 6,000 sq ft lots, which was sufficient so alleys were not needed. Garbage people and the fire department did not like alleys. She asked the Commission to consider whether to include alleys.

**Don Hanson, Otak**, noted Dan Grimberg of West Hills Development was also present. He stated the Master Plan was an excellent draft and shaping up well in creating a great neighborhood. He noted the following concerns:

- Preservation of tree groves. Some of the tree groves were overgrown Christmas tree lots. Mr. Neamtzu also had thorough knowledge of the site conditions and he was confident they could work this out to preserve the right tree groves moving forward. He noted Otak had an arborist look at the tree groves and do some tree survey work. The current Master Plan language referred to the City's Tree Code, which provided clear and objective standards for making decisions about tree grove preservation.
- He understood issues regarding garage doors and garage widths involved the Code and would be discussed at the next work session. He reiterated that the developers would like half of the front façade to be the garage door measurement and not the garage width, especially on the 40-ft wide lots. Many people use their garage for storage and some space inside the garage could have windows and look like the rest of the house. The developers preferred using the garage door as the basis for measurement.
- The 10 percent open space requirement in the small lot areas was still a concern as well as how all the small spaces would be knit together. They were open to discussing how having the school park might influence the 10 percent open space requirement.
- He was glad the School District committed to building a school in Frog Pond West, adding it would be a great asset for the neighborhood and provide the ability for young students to walk to school.
- He did not believe there would be a parking problem because the solid grid of public streets would provide plenty of on street parking to serve the neighborhood. Proposing parking lots and parking bays created a slippery slope regarding where to stop adding them. At this density, he emphasized relying on the on street parking proposed in the street grids.
  - There were ways to motivate people to park in their garages. In the West Hills' neighborhoods, CC&Rs actually directed residents to park in their garages instead of using garages for storage and parking on the driveway or street.
- He concluded that the developers were keenly interested in the finance plan discussion that was starting up next week.

**Ben Altman, Pioneer Design Group, 920 SW Washington Square Dr, Suite 170, Portland, OR, 97223**, agreed with the comments made about parking, noting the street grid design was quite different and much better than the Villebois design. Even with some alleys included, there would still be plenty of street parking. He like that

alleys were not required, but supported keeping alleys as an option because they could work well in some locations.

- He reiterated his concerns from last month about the requirement to add more open space, particularly in the southwest area, where the small lots were already sandwiched between Boeckman Creek and the school. While there might be logical opportunities to provide open space areas, such as at the trailhead links, forcing open space into an area already sandwiched by significant open space was too much.

#### **IV. OTHER BUSINESS**

##### **A. 2017 Planning Commission Work Program**

Chris Neamtzu, Planning Director, noted the revised Work Program had been distributed to the Commission. He noted the Water Master Plan public hearing had already been noticed for February, but Staff had to cancel the Commission's work session this evening because Mr. Mende was unable to attend the rescheduled meeting. He was uncomfortable not having a detailed work session on a master plan prior to public hearing and sought the Commission's direction on the following two suggestions:

- Maintain the February date for the public hearing. The Planning Commission could review the Master Plan documents before then and discuss any questions with Mr. Mende. If there were still issues at the February hearing, the hearing could be continued to another date to continue that dialogue.
- Cancel the notices for a February public hearing, hold a work session, and then renotice for a public hearing at a later date. With two significant and important public hearings already scheduled for March, the Water Master Plan public hearing would be pushed out to April.
- He noted City Council had two work sessions with Mr. Mende on the Water Master Plan. While the Water Master Plan was quite large, only certain pieces would apply to Wilsonville. The public hearing would need to be scheduled in light of the City Council's enormous workload.

Chair Greenfield noted the Water Master Plan was a highly technical report and having another month for review did not mean he would understand it any better. He preferred to see the issues and what options were within the Planning Commission's purview.

Mr. Neamtzu clarified the Commission recently worked on the water distribution system, the pipe network in the streets. The Water Master Plan dealt with the physical plant, which involved partners and the distribution of water beyond the City's borders.

Amanda Guile-Hinman, Assistant City Attorney, said she heard from City Staff that there had been some development in narrowing down the grid of nine potential alternatives for standards, so there might have been some updates since the Planning Commission last received the Master Plan.

Mr. Neamtzu saw no reason to schedule the work session and public hearing on the same night. He suggested taking the usual path of holding a work session to get all of the questions on the table so the Commission could feel good about making a recommendation to City Council.

- He confirmed he would communicate with the Commissioners if the delay in schedule conflicted with any State requirements or impeded the water partners. Otherwise, he would schedule a work session on the Water Master Plan in February and move the public hearing to April.

Commissioner Levit reiterated the Commission's previous instructions that Mr. Mende provide a user-friendly introduction to the Master Plan that did not use so many acronyms.

Mr. Neamtzu explained that while he has scheduled special work sessions in the past, he tried not to do so because the Commissioners already gave so much of their time to the community. He noted the Commission's busy schedule in February, adding that if it was urgent, he might request a special session in March.

Commissioner Mesbah noted he had a number of questions and looked forward to seeing the revised Master Plan.

Ms. Guile-Hinman clarified she did not know if a revised Master Plan was coming out. While the City provided comments and revisions for feedback, a number of entities were involved and the City was not the direct author of the document.

Miranda Bateschell, Long-Range Planning Manager, reviewed the upcoming schedule related to the Town Center Plan. Staff had developed a scope of work and the Commission had reviewed the Public Engagement Plan.

- The Public Kick-Off Event, scheduled for February 28<sup>th</sup> at City Hall, would engage the community for the first time in conversations around what they wanted the Town Center to look like in 5 to 15 years. The Open House would be from 5:30 pm to 6:00 pm, and the activities and presentations would run to 8:00 pm. An activity corner would also be used for kids to engage in activities around the Town Center Plan as well.
- National retail expert Bob Gibbs, who was on the project team, would arrive in Wilsonville Monday, February 6<sup>th</sup> and stay until Wednesday morning. The Commissioners were invited to attend Mr. Gibbs' presentation to the City Council on Monday, February 6<sup>th</sup>, as well as the Happy Hour hosted in partnership with the Chamber of Commerce on February 7<sup>th</sup> where Mr. Gibbs would give a short presentation on town center trends across the country and discuss his initial observations from his Wilsonville tour that day. The Happy Hour would also be an opportunity for City board and commission members, key Wilsonville businesses, interested parties, and key stakeholders to talk to Mr. Gibbs and get his ideas and thoughts so far. Mr. Gibbs would return later in the process, after the City's initial visioning and outreach work with the community and businesses, to discuss how to tie everything together and what else needed to be considered as the project moved forward.

**Mr. Neamtzu** added a February 22<sup>nd</sup> meeting date to the Work Program, noting the Commission was asked to host the French Prairie Bridge Public Open House as the Committee for Citizen Involvement (CCI). The project was moving forward in earnest with technical memos, the website launching, and the assembly of the Task Force. He noted the City recently lost its primary person who worked on public involvement for the project and were now searching for a replacement. He believed the Technical Committee was meeting next week and the Task Force's first meeting was scheduled for January 31<sup>st</sup>.

**Ms. Bateschell** confirmed the Commission's regular meeting would be April 12<sup>th</sup>, when Water Master Plan public hearing would be held, and the Planning Commission/City Council joint session was scheduled at the City Council's normal work session time on April 17<sup>th</sup> from 5:00 pm to 7:00 pm. The work session would involve reviewing the existing conditions and initial results of the Town Center Kick-Off and public input from the survey and initial events.

#### B. Dec. 22, 2016 PC Meeting Follow-up: Traffic

**Mr. Neamtzu** noted the Staff report from the City Council's work session was included in the meeting packet as background. He recently learned that State law did not allow ticketing for intersection blockages based on red light camera photos, so the intersection blockages at Boones Ferry Rd could not be enforced via camera ticketing.

**Ms. Guile-Hinman** reported on her research into the issue and her conversations with Chief Phillips and Officer Toupes, Wilsonville's traffic officer with these comments:

- Officer Toupes patrols the area the same as any other area in Wilsonville. One issue he had was getting on the freeway and circling back to patrol after pulling someone over on the freeway ramp to ticket them. He would use a motorcycle once the weather improved, which would help with his enforcement of the problem areas during rush hour.

- Chief Phillips and Officer Toupes did not really favor using a red light camera to address this rush hour problem because the camera could not ticket for blocking the intersection. There was also a big increase in not guilty pleas when camera tickets were issued.
- Her main issue was whether this was something Officer Toupes could do or would the City need to contract another officer with Clackamas County Sheriff's Department to take on the responsibility.
  - Chief Phillips and Officer Toupes contacted Tualatin and Sherwood, where red light cameras were used, and each city had five to six police officers who check the photos to issue the citations. Processing 50 to 60 photographs took a couple hours, and those cities averaged about 250 to 300 tickets a month.
- Since it would take Officer Toupes an additional 10 to 12 hours to review red light camera photos, Council believed Officer Toupes' time was better used out patrolling the roads. Not only would Officer Toupes be enforcing the law, but seeing an officer in the area often resulted in better-behaved driving. Given this information, Council was generally not in favor of using red light cameras to address the intersection blocking issue.
- She confirmed an update on this issue was coming before City Council at its February work session. She confirmed it was illegal to block an intersection.

Commissioner Millan asked if there was any discussion about Officer Toupes being available more frequently in that area during rush hour.

- Ms. Guile-Hinman indicated that, although Officer Toupes was relatively new as the traffic officer, he was aware of the City Council and Commission's concerns and the need to monitor this situation more closely.
- She added that the City Staff person in charge of the I-5 ramps issue was looking at long-term plans, such as adding another stacking lane, to help alleviate some of the traffic getting stuck in the intersection.

Commission Springall asked about the specific action items City Council identified and approved as improvements at the Boones Ferry/Wilsonville Rd intersection. The implementation timeline seemed to be taking longer than he had expected.

- Mr. Neamtzu replied that Council had recently approved the improvements. The next steps involved acquiring financing for the project, designing it, and dealing with ODOT, which had jurisdiction over the interchange area. Staff was trying to avoid anything that would trigger a design exception because that could take months to get through ODOT. He would include that memo and the timeline in the next Commission packet.

Commissioner Hurley recalled the Commission's discussions with Nancy Kraushaar about bad traffic, namely due to I-5, and complaints about Wilsonville Rd being used as a bypass when I-5 was backed up. Everyone knew traffic on I-5 between downtown Portland and Salem was horrendous. Eugene had a bypass because its Congressman Pete DeFazio got it for them. The Congressional representatives in the northern valley were only interested in light rail trains. He asked if any conversations had occurred amongst the jurisdictions along I-5 about holding their Congressional representatives' feet to the fire to find federal funding to widen I-5 to five lanes between Portland and Wilsonville, four lanes to Salem, and three lanes to Eugene, which was what the State needed to move commerce. He posited that Wilsonville did not have a Nike distribution center because trucks could not get out of the city.

- Mr. Neamtzu said he was not aware of a concerted effort among the multiple jurisdictions along the I-5 corridor, but it was a good suggestion. He would talk with Ms. Kraushaar to learn about anything new that was happening and report back to the Commission.
  - He believed Commissioner Hurley's suggestion made more sense than the recommendations in the Washington County Transportation Futures Report, which ran several growth and modeling scenarios for Washington County. However, the study ended at that County's borders, so the recommendations did not address the problems in Wilsonville or at the Boone Bridge. Wilsonville's Staff submitted an eight-page memo of their comments on the report. It was disappointing to see there was still terrible congestion in 50 years even with building new facilities that did not exist today. He would send a copy of the draft report to the Commissioners.

**V. ADJOURNMENT**

Chair Greenfield adjourned the regular meeting of the Wilsonville Planning Commission at 7:55 p.m.

Respectfully submitted,

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



# PLANNING COMMISSION

## WEDNESDAY, FEBRUARY 8, 2017

### II. INFORMATIONAL

- A. Water Treatment Plant Master Plan Hearing Cancellation (Mende) (5 minutes)

The Water Treatment Plant Master Plan has been withdrawn. The City will be preparing a mini-master plan for consideration. Please watch for updates on the project

website [www.ci.wilsonville.or.us/WTPMPupdate](http://www.ci.wilsonville.or.us/WTPMPupdate).



# Memorandum

February 8, 2017

TO: City of Wilsonville Planning Commission

FROM: Eric Mende, Capital Projects Engineering Manager

RE: Briefing: Water Treatment Plant Master Plan and Congestion Improvement Projects

Dear Commissioners:

At tonight's meeting I will provide an update on two issues of interest to the Commission:

1. The 2015 Water Treatment Plant Master Plan Update was originally scheduled for a Work Session before you on January 11<sup>th</sup>, and a Public Hearing for adoption on February 8<sup>th</sup>. I will provide a brief overview of the project, explain why staff decided to pull it from the agenda at the present time, and what to expect going forward.
2. Commissioners have expressed an interest in what actions are being taken to address traffic congestion issues on Wilsonville Road at the I-5 interchange. I will give a status update on various projects, and answer any questions that arise.

Thank You.



# **PLANNING COMMISSION**

## **WEDNESDAY, FEBRUARY 8, 2017**

### **II. INFORMATIONAL**

B.. Traffic Improvements (Mende) (5 minutes)



# Memorandum

February 8, 2017

TO: City of Wilsonville Planning Commission

FROM: Eric Mende, Capital Projects Engineering Manager

RE: Briefing: Water Treatment Plant Master Plan and Congestion Improvement Projects

Dear Commissioners:

At tonight's meeting I will provide an update on two issues of interest to the Commission:

1. The 2015 Water Treatment Plant Master Plan Update was originally scheduled for a Work Session before you on January 11<sup>th</sup>, and a Public Hearing for adoption on February 8<sup>th</sup>. I will provide a brief overview of the project, explain why staff decided to pull it from the agenda at the present time, and what to expect going forward.
2. Commissioners have expressed an interest in what actions are being taken to address traffic congestion issues on Wilsonville Road at the I-5 interchange. I will give a status update on various projects, and answer any questions that arise.

Thank You.



# PLANNING COMMISSION

## WEDNESDAY, FEBRUARY 8, 2017

### III. WORK SESSIONS

A. Frog Pond Master Plan (Neamtzu) (90 minutes)

(Attachment: Altman Communication)



# FROG POND AREA PLAN

Creating a great community

## Frog Pond Master Plan Work Session

### Wilsonville Planning Commission

**Date:** February 8, 2017

Wilsonville City Hall  
29799 SW Town Center Loop East,  
Wilsonville, OR 97070  
Council Chambers

# Agenda

### *75-minute work session*

**Welcome, Work Session Overview, and Next Steps**

Chris Neamtzu

- Where we are in the process

**Update of Residential Neighborhood Zone**

Joe Dills

*Presentation, discussion, and direction:*

- See attached overview memo and code text

**Public Comment**

Chair Greenfield

*Input:* This is an opportunity for visitors to provide brief comments to the Planning Commission.

**Adjourn**

# Memorandum



2/1/2017

**To:** Wilsonville Planning Commission  
**Cc:** Chris Neamtzu  
**From:** Joe Dills, Angelo Planning Group  
**Re:** February 8, 2017 Frog Pond Work Session – Overview of Packet Materials

---

The February meeting will wrap up the Commission’s work sessions on Frog Pond West. This packet includes an update of Frog Pond West’s implementing code: the Residential Neighborhood Zone. The Commission’s public hearing on adoption of the Frog Pond West package is scheduled for March 8, 2017.

## Code Updates

The updated Residential Neighborhood (RN) Zone code is attached. This update addresses several refinement and issues, shown in track change underline and ~~strikeout~~ font in the attached materials, and summarized below:

1. **Amendments are included to address comments received from various parties since early December.** Staff have included copies of the correspondence received.
2. **Options for the Open Space standard for Small Lot Subdistricts are annotated in Section 4.127 (.08).** The team is bringing this issue back because several parties have commented on it, one Planning Commissioner asked for information after the last work session, and the staff believe the issue should be revisited in light of the Future School proposal.
3. **Amendments are included to make discretionary provisions more defined, as directed by the Commission.** This draft of the code includes clear language that the Residential Neighborhood (RN) Zone is a Planned Development (PD) Zone, subject to PD standards and procedures. Accordingly, applications for Planned Development approvals in Frog Pond West will be eligible for the waivers listed in Section 4.118 (.03) of the PD standards, which provides flexibility and the same discretion as applied in other residential zones of the City. There are a few necessary exceptions to this approach, such as the text in 4.127 (.06) that describes when minimum density may be reduced, which is uniquely tailored the Frog Pond planning area.

Administrative edits have also been made and are not shown in underline/strikeout. Between now and the hearing, staff will do a global code check, and draft text amendments, for changes needed to codify and incorporate the new RN Zone.



Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

<b>Section 4.127 Residential Neighborhood (RN) Zone</b>	<b>Comments</b>
<p>(.01) Purpose. The Residential Neighborhood (RN) zone applies to lands within Residential Neighborhood Comprehensive Plan Map designation. <u>The RN zone is a Planned Development zone, subject to applicable Planned Development regulations, except as superseded by this section or in legislative master plans.</u> The purposes of the RN Zone are to:</p> <ul style="list-style-type: none"> <li>A. Implement the Residential Neighborhood policies and implementation measures of the Comprehensive Plan.</li> <li>B. Implement legislative master plans for areas within the Residential Neighborhood Comprehensive Plan Map designation.</li> <li>C. Create attractive and connected neighborhoods in Wilsonville.</li> <li>D. Regulate and coordinate development to result in cohesive neighborhoods that include: walkable and active streets; a variety of housing appropriate to each neighborhood; connected paths and open spaces; parks and other non-residential uses that are focal points for the community; and, connections to and integration with the larger Wilsonville community.</li> <li>E. Encourage and require <u>high</u> quality architectural and community design <u>as defined by the Comprehensive Plan and applicable legislative master plans.</u></li> <li>F. Provide transportation choices, including active transportation options.</li> <li>G. Preserve and enhance natural resources so that they are an asset to the neighborhoods, and there is <del>appropriate</del> visual and physical access to nature.</li> </ul> <p>(.02) Permitted uses:</p> <ul style="list-style-type: none"> <li>A. Open Space.</li> <li>B. Single-Family Dwelling Unit.</li> <li>C. Attached Single-Family Dwelling Unit. In the Frog Pond West Neighborhood, a maximum of 2 dwelling units, <u>not including ADU's,</u> may be attached.</li> <li>D. Duplex</li> </ul>	<p>All section numbering and formatting is preliminary.</p> <p>C and D are from the Frog Pond Area Plan vision statement.</p> <p><u>Edits remove two discretionary terms (high and appropriate). The added language ties this overarching purpose to the Master Plan.</u></p> <p>For clarity, "Permitted Uses" is used here.</p> <p>The Code defines SF dwellings as including Attached. This provision limits them to 2 attached</p>



Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

<ul style="list-style-type: none"> <li>E. Multiple-Family Dwelling Units, except when not permitted in a legislative master plan, subject to the density standards of the zone. Multi-family dwelling units are not permitted within the Frog Pond West Master Plan area.</li> <li>F. Cohousing</li> <li>G. Cluster Housing.</li> <li>H. Public or private parks, playgrounds, recreational and community buildings and grounds, tennis courts, and similar recreational uses, all of a non-commercial nature, provided that any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot.</li> <li>I. Manufactured homes.</li> </ul> <p>(.03) Permitted accessory uses to single family dwellings:</p> <ul style="list-style-type: none"> <li>A. Accessory uses, buildings and structures customarily incidental to any of the principal permitted uses listed above, and located on the same lot.</li> <li>B. Living quarters without kitchen facilities for persons employed on the premises or for guests. Such facilities shall not be rented or otherwise used as a separate dwelling unless approved as an accessory dwelling unit or duplex.</li> <li>C. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11).</li> <li>D. Home occupations.</li> <li>E. A private garage or parking area.</li> <li>F. Keeping of not more than two (2) roomers or boarders by a resident family.</li> <li>G. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.</li> <li>H. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-</li> </ul>	<p>units. <u>ADU clarification added.</u></p> <p>No Multi-family, per the Area Plan.</p> <p>Cohousing will require a new definition. For regulatory purposes, it is treated the same as Cluster Housing.</p>
---	--



Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

<p>most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.</p> <p>I. Livestock and farm animals, subject to the provisions of Section 4.162.</p> <p>(.04) Uses permitted subject to Conditional Use Permit requirements:</p> <p>A. Public and semi-public buildings and/or structures essential to the physical and economic welfare of an area, such as fire stations, sub-stations and pump stations.</p> <p>B. Commercial Recreation, including public or private clubs, lodges or meeting halls, golf courses, driving ranges, tennis clubs, community centers and similar commercial recreational uses. Commercial Recreation will be permitted upon a finding that it is compatible with the surrounding residential uses and promotes the creation of an attractive, healthful, efficient and stable environment for living, shopping or working. All such uses except golf courses and tennis courts shall conform to the requirements of Section 4.124(.04) (Neighborhood Commercial Centers).</p> <p>C. Churches; public, private and parochial schools; public libraries and public museums.</p> <p>D. Neighborhood Commercial Centers limited to the provisions of goods and services primarily for the convenience of and supported by local residents. Neighborhood Commercial Centers are only permitted where designated on an approved legislative master plan.</p> <p>(.05) Residential Neighborhood Zone Sub-districts:</p>	<p>A previous draft had two Commercial Recreation uses that duplicated each other. They are consolidated here.</p> <p>The Frog Pond Area Plan includes a neighborhood commercial center in the East Neighborhood, with the location subject to further study. This text would preclude a neighborhood commercial center in the West Neighborhood, which is consistent with the Area Plan.</p>
---	---



Plain text – Text from previous draft (12/5/16)

Underline and strikeout – Revisions specific to this draft

A. RN Zone sub-districts may be established to provide area-specific regulations that implement legislative master plans.

1. For the Frog Pond West Neighborhood, the sub-districts are listed in Table 1 of this code and mapped on Figure \_\_ of the Frog Pond West Master Plan. The Frog Pond West Master Plan Subdistrict Map serves as the official subdistrict map for the Frog Pond West Neighborhood.

(.06) Minimum and Maximum Residential Units:

- A. The minimum and maximum number of residential units approved shall be consistent with this code and applicable provisions of an approved legislative master plan.
  1. For the Frog Pond West Neighborhood, Table 1 and Frog Pond West Master Plan Figure \_\_\_ establish the minimum and maximum number of residential units for the sub-districts.
  2. For parcels or areas that are a portion of a sub-district, the minimum and maximum number of residential units are established by determining the proportional gross acreage and applying that proportion to the minimums and maximums listed in Table 1.
- B. The City may allow a reduction in the minimum density for a sub-district when it is demonstrated that the reduction is necessary due to topography, protection of trees, wetlands and other natural resources, constraints posed by existing development, infrastructure needs, provision of non-residential uses, and similar physical conditions.

A “proportional acreage” method is used to determine the density requirements for a specific property.

Table 1. Minimum and Maximum Dwelling Units by Sub-District in the Frog Pond West Neighborhood

Area Plan Designation	Frog Pond West Sub-district	Minimum	Maximum
		Dwelling Units in Sub-district	Dwelling Units in Sub-district
	3	26	32

Table 1 reflects the revised sub-district map minimum and maximum densities exclusive



Residential Neighborhood Zone – Draft 2/1/17

Plain text – Text from previous draft (12/5/16)

Underline and strikeout – Revisions specific to this draft

R-10 Large Lot Single Family	7	24	30	of the primary school and neighborhood park sites.	
	8	43	53		
R-7 Medium Lot Single Family	2	20	25		
	4	96	120		
	5	27	33		
	9	10	13		
	11	46	58		
R-5 Small Lot Single Family	1	68	85		
	6	74	93		
	10	30	38		
Civic	12	0	7 <sup>a</sup>		No minimum development for civic area, added footnote.
Public Facilities (PF)	13	0	0		Added Subarea 13, Public Facilities

*a These metrics apply to infill housing within the Community of Hope Church property, should they choose to develop housing on the site. Housing in the Civic subdistrict is subject to the R-7 Medium Lot Single Family regulations.*

(.07) Lot Development Standards:

A. Lot development shall be consistent with this code and applicable provisions of an approved legislative master plan.

B. Lot Standards Generally. For the Frog Pond West Neighborhood, Table 2 and Frog Pond West Master Plan Figure \_\_ establish the lot development standards unless superseded or supplemented by other provisions of the Development Code.

C. Lot Standards for Small Lot Sub-districts. The purpose of these standards is to ensure that development in the Small Lot Sub-districts ~~includes: is compatible with other development in the neighborhood~~ varied design that avoids homogenous street frontages, ~~is designed with~~ active pedestrian street frontages, and ~~integrates~~ open space that is integrated into the development pattern.

Standards. Planned developments in the Small Lot Sub-districts shall include one or more of the following elements on each block:

Due to its size, Table 2 included on later page.

These standards promote livability and compatibility in the Small Lot areas. The edits removes the discretionary "compatibility" term.



Residential Neighborhood Zone – Draft 2/1/17

Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

<ol style="list-style-type: none"> <li>1. Alleys</li> <li>2. Residential main entries grouped around a common green or entry courtyard (e.g. cluster housing).</li> <li>3. Four or more residential main entries facing a pedestrian connection allowed by an applicable legislative master plan.</li> <li>4. <u>Garages recessed at least 4 feet from the front façade or 6 feet from the front of a front porch</u></li> <li>5. <del>Other designs approved by the Development Review Board as consistent with the purpose of this section.</del></li> </ol> <p>D. <u>Lot Standards Specific to the Frog Pond West Neighborhood.</u></p> <ol style="list-style-type: none"> <li>1. <u>Lots adjacent to Boeckman Road and Stafford Road shall meet the following standards:</u></li> </ol>	<p>The reference to “pedestrian connection” here is the same as used in the draft street cross-sections. <u>Standard 4 is added in response to a comment from the Al Jeck of Stonebridge Homes. The dimensions are consistent with a similar standard in the residential design menu.</u></p> <p><u>The deletion of the “Other designs approved...” is a global edit, as discussed by the Planning Commission. Staff recommends adding specific waiver options within Section 4.118(.03) of the PDR procedures.</u></p>
---	---



Plain text – Text from previous draft (12/5/16)

Underline and strikeout – Revisions specific to this draft

<p>a. <u>Rear or side yards adjacent to Boeckman Road and Stafford Road shall provide a wall and landscaping consistent with the standards in Figure _____ of the Frog Pond West Master Plan.</u></p> <p>2. Lots adjacent to the collector-designated portions of Willow Creek Drive and Frog Pond Lane shall not have driveways accessing lots from these streets, unless no practical alternative exists for access. Lots in Large Lot Sub-districts are exempt from this standard.</p> <p>(.08) Open Space:</p> <p><u>A.</u> Purpose. The purposes of these standards for the Residential Neighborhood Zone are to:</p> <ol style="list-style-type: none"> <li>1. <u>a. Provide adequate</u>-light, air, open space, and useable recreation facilities to occupants of each residential development.</li> <li>2. <u>b. Retain and incorporate natural resources and trees as part of developments.</u></li> <li>3. <u>c. Provide access and connections to trails and adjacent open space areas.</u></li> </ol> <p>For Neighborhood Zones which are subject to adopted <u>Legislative</u>-legislative master plans, the standards work in combination with, and as a supplement to, the park and open space recommendations of those <u>Legislative</u> legislative master plans. These standards supersede the Outdoor Recreational Area requirements in WC Section 4.113 (.01).</p> <p><u>A.B.</u> Within the Frog Pond West Neighborhood, the following standards apply.</p> <ol style="list-style-type: none"> <li>1. Properties within the R-10 Large Lot Single Family subdistricts and R-7 Medium Lot Single Family subdistricts are exempt from the requirements of this section. If the Development Review Board finds, based upon substantial evidence in the record, that there is a need for open space, they may waive this exemption and require open space proportional to the need.</li> </ol>	<p>This text is a simplified version of the standards in Section 4.113 (.01-.02). <u>The edits clarify and expand the purpose statement to support the standards below.</u></p> <p><u>As raised at the January work session, staff would like direction from the Planning Commission on this standard. Options are:</u></p>
---	---



Plain text – Text from previous draft (12/5/16)

Underline and strikeout – Revisions specific to this draft

<p>2. Properties within the R-5 Small Lot Single Family subdistricts, Open Space Area shall be provided in the following manner:</p> <p>a. <u>The City may require up to</u> ten percent (10%) of the net developable area <del>to shall</del> be in open space <u>if the City finds such open space is necessary, based on substantial evidence in the record, to fulfill the purpose of this section.</u> – Net developable area does not include land for non-residential uses, SROZ-regulated lands, streets and private drives, alleys and pedestrian connections. Open space must include <u>at least 50%</u> usable open space as defined by this Code and other like space that the Development Review Board finds will meet the <del>purpose</del><u>intent</u> of this section.</p> <p>b. Natural resource areas such as tree groves and/or wetlands, and unfenced low impact development storm water management facilities, may be counted toward the 10% requirement at the discretion of the Development Review Board. Fenced storm water detention facilities do not count toward the open space requirement. <u>Pedestrian connections may also be counted toward the 10% requirement.</u></p> <p>c. The minimum land area for an individual open space is <u>24,000</u> square feet, unless the Development Review Board finds, based on substantial evidence in the record, that a smaller minimum area adequately fulfills the purpose of this Open Space standard.</p> <p>d. The Development Review Board may waive the usable open space requirement <u>in accordance with Section 4.118(.03), if there is substantial evidence in the record to support a finding that the intent and purpose of the requirement will be met in alternative ways.</u> <del>A development may not use phasing to avoid the minimum usable space requirement.</del></p> <p>e. The Development Review Board may specify the method of assuring the long-term protection and</p>	<ul style="list-style-type: none"> <li>• <u>(1) Retain the 10% standard originally drafted.</u></li> <li>• <u>(2) Add flexibility (and discretion), adding provisions suggested by Ben Altman.</u></li> <li>• <u>(3) Delete the standard.</u></li> </ul> <p>Draft definition of “useable open space” is included at the end of this memorandum.</p> <p>The <u>original</u> 4,000 SF area <u>was</u> based on “Cottage Court” area of 80’ x 50’. <u>The revised 2000 SF standard is a compromise to add flexibility.</u></p> <p><u>The RN zone is subject to Planned Development procedures, so the correct waiver</u></p>
---	---



Plain text – Text from previous draft (12/5/16)

Underline and strikeout – Revisions specific to this draft

<p>maintenance of open space and/or recreational areas. Where such protection or maintenance are the responsibility of a private party or homeowners' association, the City Attorney shall review any pertinent bylaws, covenants, or agreements prior to recordation.</p>	<p><u>reference is cited here.</u></p>
<p>(.09) Block, access and connectivity standards:</p> <p>A. Purpose. These standards are intended to regulate and guide development to create: a cohesive and connected pattern of streets, pedestrian connections and bicycle routes; safe, direct and convenient routes to schools and other community destinations; and, neighborhoods that support active transportation and Safe Routes to Schools.</p> <p>B. Block, access and connectivity shall comply with adopted legislative master plans.</p> <p>1. Within the Frog Pond West Neighborhood, streets shall be consistent with Figure XX, Street Demonstration Plan, in the Frog Pond West Master Plan. The Street Demonstration Plan is intended to be guiding, not binding. Variations from the Street Demonstration Plan may be approved by the Development Review Board, upon finding that one or more of the following justify the variation: barriers such as existing buildings and topography; designated Significant Resource Overlay Zone areas; tree groves, wetlands, or other natural resources; existing or planned parks and other active open space that will serve as <del>high-quality</del> pedestrian connections for the public; alignment with property lines and ownerships that result in efficient use of land while <del>still</del> providing substantially equivalent connectivity <u>for the public</u>; and/or, <del>innovative</del> site design that provides substantially equivalent connectivity <u>for the public</u>.</p> <p>2. If a legislative master plan does not provide sufficient guidance for a specific development or situation, the Development Review Board shall use the block and</p>	<p>A purpose statement has been added to help guide future decision making.</p> <p><u>Deletion of discretionary terms.</u></p> <p>This provision makes the PDR standards the</p>



Residential Neighborhood Zone – Draft 2/1/17

Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

<p>access standards in Section 4.124 (.06) as the applicable standards.</p> <p>(.010) <u>Signs</u>. Per the requirements of Sections 4.156.01 through 4.156.11 and applicable provisions from adopted legislative master plans.</p> <p>(.011) <u>Parking</u>. Per the requirements of Section 4.155 and applicable provisions from adopted legislative master plans.</p> <p>(.012) <u>Corner Vision Clearance</u>. Per the requirements of Section 4.177.</p>	<p>backstop if they are needed.</p> <p><u>At the January work session, a PC member asked about parking standards for guests in Small Lot Subdistricts. Staff's opinion is: (1) Frog Pond West's "small" lots are 5000 square feet. This lot size should not experience parking problems if a well-connected street grid is provided with on-street spaces. (2) If the PC is interested in updating parking provisions in residential zones, this is best done with a more global review than is afforded through the FP Master Plan process.</u></p>
---	--



Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

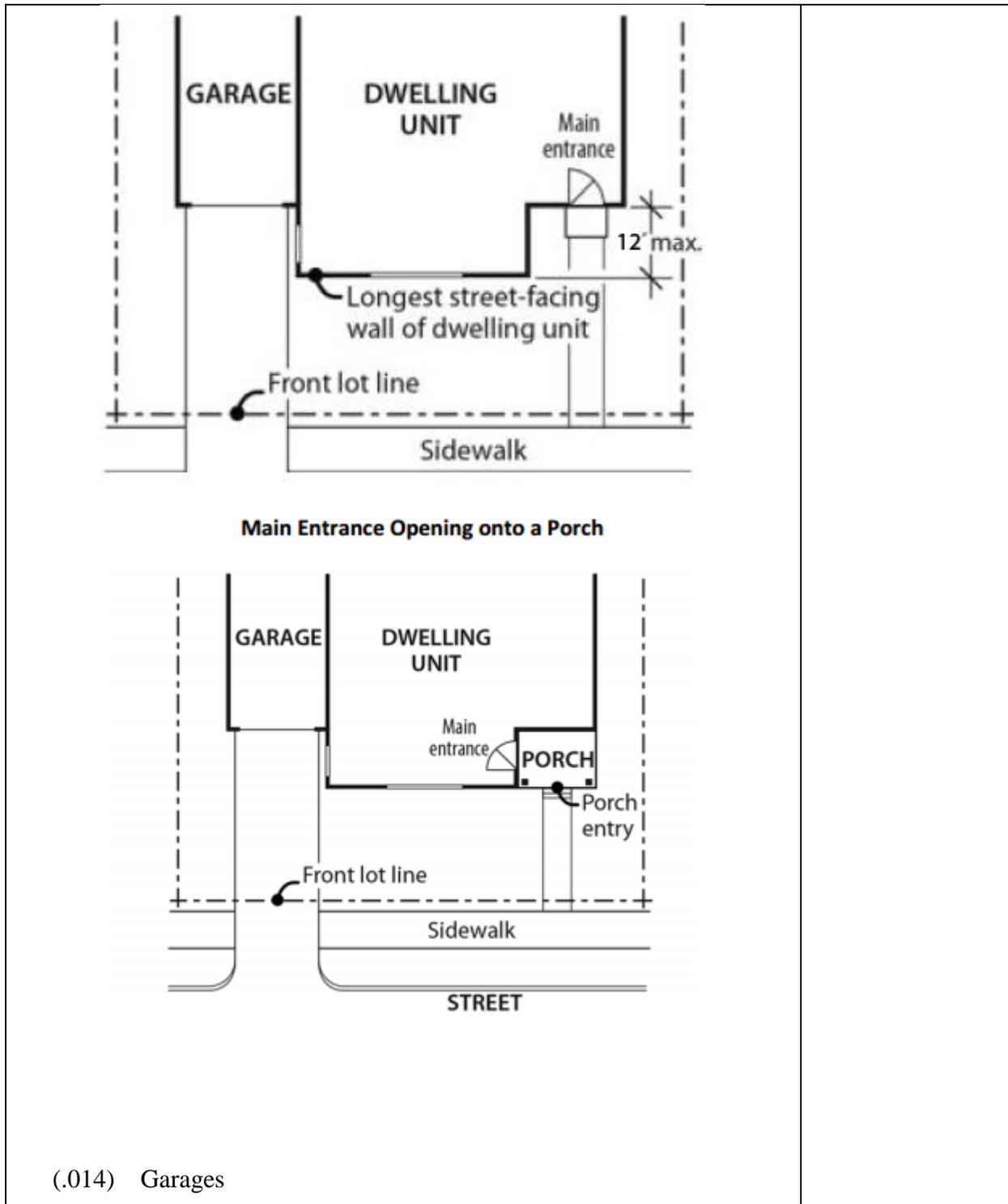
<p>(.013) Main Entrances</p> <p>A. Purpose</p> <ol style="list-style-type: none"><li>1. Support a physical and visual connection between the living area of the residence and the street;</li><li>2. Enhance public safety for residents and visitors and provide opportunities for community interaction;</li><li>3. Ensure that the pedestrian entrance is visible or clearly identifiable from the street by its orientation or articulation; and</li><li>4. Ensure a connection to the public realm for development on lots fronting both private and public streets by making the pedestrian entrance visible or clearly identifiable from the public street.</li></ol> <p>B. Location. At least one main entrance for each structure must:</p> <ol style="list-style-type: none"><li>1. Be within 12 feet of the longest street-facing front wall of the dwelling unit; and</li><li>2. Either:<ol style="list-style-type: none"><li>a. Face the street</li><li>b. Be at an angle of up to 45 degrees from the street; or</li><li>c. Open onto a porch. The porch must:<ol style="list-style-type: none"><li>(1) Be at least 6 feet deep</li><li>(2) Have at least one entrance facing the street; and</li><li>(3) Be covered with a roof or trellis</li></ol></li></ol></li></ol>	<p>Together, these standards create a strong relationship between the front door, front yard, and street.</p>
---	---



Residential Neighborhood Zone – Draft 2/1/17

Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft





Plain text – Text from previous draft (12/5/16)

Underline and strikeout – Revisions specific to this draft

A. Purpose

1. Ensure that there is a physical and visual connection between the living area of the residence and the street;
2. Ensure that the location and amount of the living area of the residence, as seen from the street, is more prominent than the garage;
3. Prevent garages from obscuring the main entrance from the street and ensure that the main entrance for pedestrians, rather than automobiles, is the prominent entrance;
4. Provide for a ~~more~~ pleasant pedestrian environment by preventing garages and vehicle areas from dominating the views of the neighborhood from the sidewalk; and
5. Enhance public safety by preventing garages from blocking views of the street from inside the residence.

B. Street-Facing Garage Walls

1. Where these regulations apply. Unless exempted, the regulations of this subsection apply to garages accessory to residential units.
2. Exemptions:
  - a. Garages on flag lots.
  - b. Development on lots which slope up or down from the street with an average slope of 20 percent or more.
3. Standards.
  - a. The length of the garage wall facing the street may be up to 50 percent of the length of the street-facing building façade. For duplexes, this standard applies to the total length of the street-facing facades. For all other lots and structures, the standards apply to the street-facing façade of each unit. For corner lots, this standard applies to only one street side of the

The Otak letter dated 12/22/16, requested: "the reference [should] be to the width of the garage doors facing streets...coupled with a 4-6 foot recess from the front wall or front porch...driveway pads could also be narrowed to 16 feet."



Plain text – Text from previous draft (12/5/16)

Underline and strikeout – Revisions specific to this draft

<p><u>lot. For lots less than 50 feet wide at the front lot line, the standard in (b) below applies.</u></p> <p><u>b. For lots less than 50 wide at the front lot line, the following standards apply:</u></p> <p><u>i. The width of the garage door may be up to 50 percent of the length of the street-facing façade.</u></p> <p><u>ii. The garage door must be recessed at least 4 feet from the front façade or 6 feet from the front of a front porch.</u></p> <p><u>iii. The maximum driveway width is 18 feet.</u></p> <p><del>a.c.</del> Where a dwelling abuts a rear or side alley, or a shared driveway, the garage shall orient to the alley or shared drive.</p> <p><del>b.d.</del> Where three or more contiguous garage parking bays are proposed facing the same street, the garage opening closest to a side property line shall be recessed at least two feet behind the adjacent opening(s) to break up the street facing elevation and diminish the appearance of the garage from the street. Side-loaded garages, i.e., where the garage openings are turned away from the street, are exempt from this requirement.</p> <p><del>e.e.</del> A garage entry that faces a street may be no closer to the street than the longest street facing wall of the dwelling unit. There must be at least 20 feet between the garage door and the sidewalk. This standard does not apply to garage entries that do not face the street.</p>	<p><u>This is reasonable flexibility and still fulfills the purpose. Text edits here limit it to lots less than 50 feet in width.</u></p> <p><u>18 feet is used here so two cars can park side by side.</u></p>
---	---



Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

<b>Length of Street-Facing Garage Wall</b>	
<p>(0.15) Residential Design Standards</p> <p>A. Purpose. These standards:</p> <ol style="list-style-type: none"><li>1. Support consistent quality standards so that each home contributes to the quality and cohesion of the larger neighborhood and community.</li><li>2. Support the creation of architecturally varied homes, blocks and neighborhoods, whether a neighborhood develops all at once or one lot at a time, avoiding homogeneous street frontages that detract from the community's appearance.</li></ol> <p>B. Applicability. These standards apply to all facades facing streets, pedestrian connections, or elsewhere as required by this Code or the Development Review Board. Exemptions from these standards include: (1) Additions or alterations adding less than 50% to the existing floor area of the</p>	<p>These standards have been updated based on testimony received at the September Planning Commission work session. In short, the requirements are: Windows – minimum 10% on street sides. Articulation – required. Detailed design – design “menu”, 5 of 15 elements.</p>



Plain text – Text from previous draft (12/5/16)

Underline and strikeout – Revisions specific to this draft

<p>structure; and, (2) Additions or alterations not facing a street.</p> <p>C. Windows. Not less than 10 percent of the surface area of all street facing elevations. Windows used to meet this standard must provide views from the building to the street. Glass block does not meet this standard. Windows in garage doors count toward this standard.</p> <p>D. Articulation. Plans for residential buildings shall incorporate design features such as varying rooflines, offsets, balconies, projections (e.g., overhangs, porches, or similar features), recessed or covered entrances, window reveals, or similar elements that break up otherwise long, uninterrupted elevations. Such elements shall occur at a minimum interval of 30 feet on facades facing streets, pedestrian connections, or elsewhere as required by this Code or the Development Review Board. <u>Where a façade governed by this standard is less than 30 feet in length, at least one of the above-cited features shall be provided.</u></p> <p>E. Residential Design Menu. Residential structures shall provide a minimum of five (5) of the design elements listed below. Where a design features includes more than one element, it is counted as only one of the five required elements.</p> <p>a. Dormers at least three (3) feet wide.</p> <p>b. Covered porch entry – minimum 48 square foot covered front porch, minimum six (6) feet deep, and minimum of a six (6) foot deep cover. <u>A covered front stoop with minimum 24 square foot area, 4 foot depth and solid perimeter hand rails meets this standard.</u></p> <p>c. Front porch railing around at least two (2) sides of the porch.</p> <p>d. Front facing second story balcony – projecting from the wall of the building a minimum of four (4) feet</p>	<p>House plan variety – required.</p> <p>The menu is sourced from the City of Sandy. Staff at Sandy report that the standards are working well and resulting in good design.</p> <p><u>A clarification for small homes.</u></p> <p><u>The Otak letter dated 12/22/16 requested: Front stoop as an option to a porch.</u></p> <p><u>This is a reasonable addition and provides variety and flexibility.</u></p>
--	--



*Residential Neighborhood Zone – Draft 2/1/17*

Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

- and enclosed by a railing or parapet wall.
- e. Roof overhang of 16 inches or greater.
- f. Columns, pillars or posts at least four (4) inches wide and containing larger base materials.
- g. Decorative gables – cross or diagonal bracing, shingles, trim, corbels, exposed rafter ends, or brackets (does not include a garage gable if garage projects beyond dwelling unit portion of street façade).
- h. Decorative molding above windows and doors.
- i. Decorative pilaster or chimneys.
- j. Shakes, shingles, brick, stone or other similar decorative materials occupying at least 60 square feet of the street façade.
- k. Bay or bow windows – extending a minimum of 12 inches outward from the main wall of a building and forming a bay or alcove in a room within the building.
- l. Sidelight and/or transom windows associated with the front door or windows in the front door.
- m. Window grids on all façade windows (excluding any windows in the garage door or front door).
- n. Maximum nine (9) foot wide garage doors or a garage door designed to resemble two (2) smaller garage doors and/or windows in the garage door (only applicable to street facing garages).
- o. Decorative base materials such as natural stone, cultured stone, or brick extending at least 36 inches above adjacent finished grade occupying a minimum of 10 % of the overall primary street facing façade.
- p. Entry courtyards which are visible from, and



Plain text – Text from previous draft (12/5/16)

Underline and strikeout – Revisions specific to this draft

connected directly to, the street. Courtyards shall have a minimum depth of 10 feet and minimum width of 80% of the non-garage/driveway building width to be counted as a design element.

~~q. Other items meeting the intent of this section as determined by the Director or Development Review Board.~~

F. House Plan Variety. No two directly adjacent or opposite dwelling units may possess the same front or street-facing elevation. This standard is met when front or street-facing elevations differ from one another due to different materials, articulation, roof type, inclusion of a porch, fenestration, and/or number of stories. Where facades repeat on the same block face, they must have at least three intervening lots between them that meet the above standard. Small Lot developments over 10 acres shall include duplexes and/or attached 2-unit single family homes comprising 10% of the homes – corner locations are preferred.

G. Prohibited Building Materials. The following construction materials may not be used as an exterior finish:

- a. Vinyl siding, wood fiber hardboard siding, oriented strand board siding, corrugated or ribbed metal, or fiberglass panels

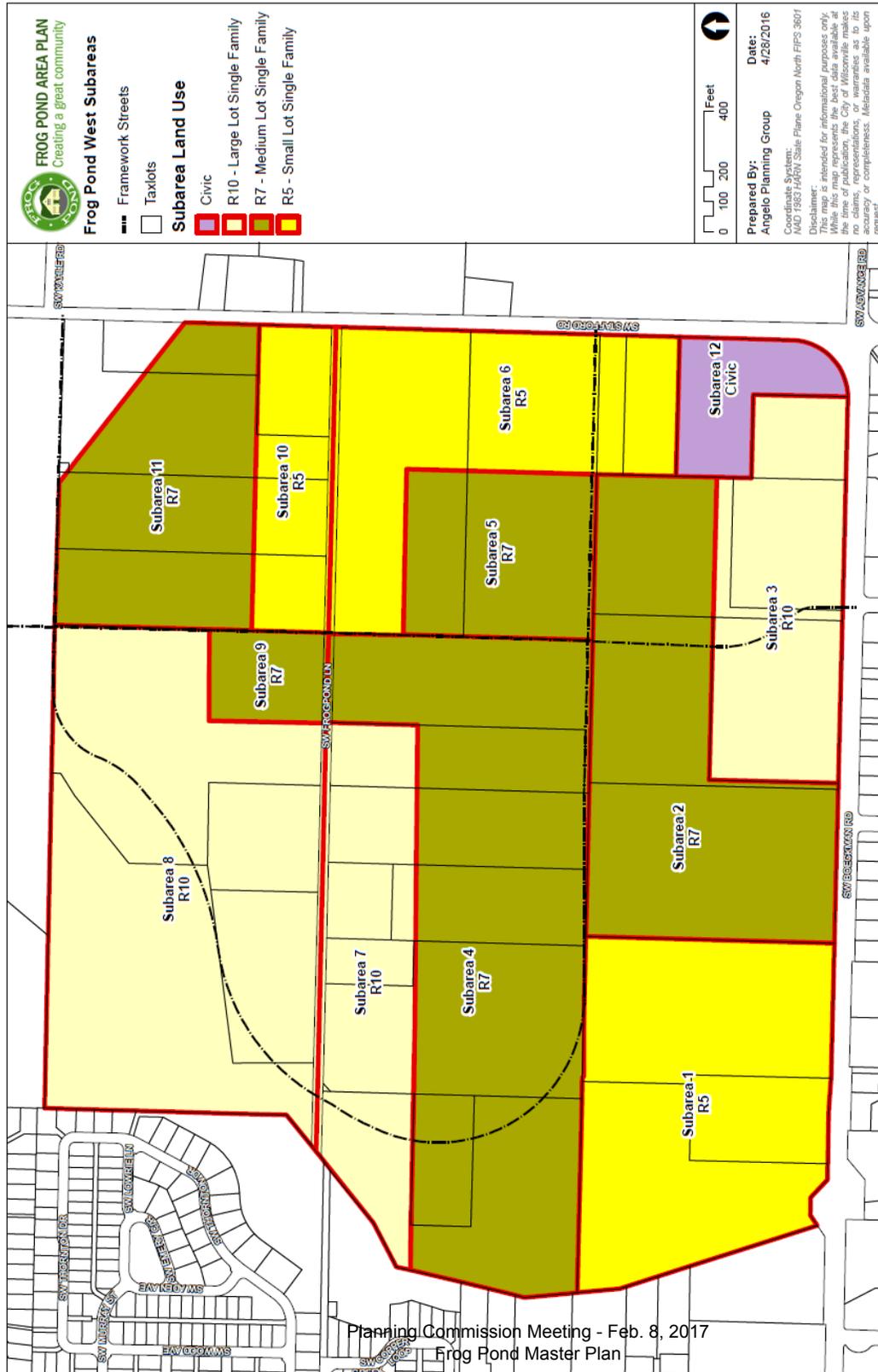
The Otak letter dates 12/2/16 requested: "...that Hardy board (brand name) is allowed. The term is cementitious siding..."

The code does not explicitly prohibit Hardy board, and staff is confident that this common material would be allowed under these provisions.



Plain text – Text from previous draft (12/5/16)

Underline and ~~strikeout~~ – Revisions specific to this draft





Residential Neighborhood Zones – Draft 12/5/16

Plain text – Text from previous draft (7/6/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

Table 2: Neighborhood Zone Lot Development Standards

Neighborhood Zone Sub-District	Min. Lot Size (sq.ft.)	Min. Lot Depth (ft.)	Max. Lot Coverage (%)	Min. Lot Width <sup>G, H, J</sup> (ft.)	Max. Bldg. Height <sup>F</sup> (ft.)	Setbacks <sup>H</sup>				
						Front Min. (ft.)	Rear Min. (ft.)	Side Min. (note)	Garage Min Setback from Alley (ft.)	Garage Min Setback from Street <sup>K</sup> (ft.)
R-10 Large Lot Single Family	8000 <sup>A</sup>	60'	40% <sup>B</sup>	40	35	20 <sup>C</sup>	20	1'	18 <sup>D</sup>	20
R-7 Medium Lot Single Family	6000 <sup>A</sup>	60'	45% <sup>B</sup>	35	35	15 <sup>C</sup>	15	1'	18 <sup>D</sup>	20
R-5 Small Lot Single Family	4000 <sup>A</sup>	60'	60% <sup>B</sup>	35	35	12 <sup>C</sup>	15	1'	18 <sup>D</sup>	20

- Notes: A May be reduced to 80% of minimum lot size where necessary to preserve natural resources (e.g. trees, wetlands) and/or provide active open space. Cluster housing may be reduced to 80% of minimum lot size.
- B On lots where detached accessory buildings are built, maximum lot coverage may be increased by 10%.
- C Front porches may extend 5 feet into the front setback.
- D The garage setback from alley shall be minimum of 18 feet to a garage door facing the alley in order to provide a parking apron. Otherwise, the rear or side setback requirements apply.
- F Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.
- G May be reduced to 24' when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive or a public pedestrian access in a cluster housing development.
- H Front Setback is measured as the offset of the front lot line or a vehicular or pedestrian access easement line. On lots with alleys, Rear Setback shall be measured from the rear lot line abutting the alley.
- I On lots greater than 10,000 SF with frontage 70 ft. or wider, the minimum combined side yard setbacks shall total 20 ft. with a minimum of 10 ft. On other lots, minimum side setback shall be 5 ft. On a corner lot, minimum side setbacks are 10 feet.
- J For cluster housing with lots arranged on a courtyard, frontage shall be measured at the front door face of the building adjacent to a public right of way or a public pedestrian access easement linking the courtyard with the Public Way.
- K Duplexes with front-loaded garages are limited to one shared standard-sized driveway/apron.



*Residential Neighborhood Zones – Draft 12/5/16*

Plain text – Text from previous draft (7/6/16)

Underline and ~~strikeout~~ – Revisions specific to this draft

## Amendments to Definitions needed to support the Frog Pond West Master Plan and Residential Neighborhood Zone

The following amendments to definitions address issues discussed to date for the Neighborhood Zone. As part of preparing the hearings-ready code amendments, the team will go through the entire code to identify amendments required to fully integrate the Neighborhood Zone.

### **Definition 53A - Cohousing**

Cohousing: Cohousing is an intentional community of private homes clustered around a shared space, with design features to promote frequent interaction and close relationships. Cohousing can be comprised of a single housing type or a variety of housing types, as permitted by the base zone. Applicable regulations are determined by the base zone, specific housing types involved, and applicable regulations such as master plans.

### **Definition 175 – Neighborhood**

Neighborhood: An urban sector of residential or multiple uses served by a network of pedestrian-friendly streets and alleys within approximately ¼ mile in radius. Neighborhoods are generally defined by arterial or collector streets and/or open space at their edges and may include a park or Neighborhood Commons at their center.

### **Definition 196A – Usable Open Space**

Usable Open Space: Open Space that serves a planned recreational, active transportation, environmental education or relaxation purpose and is of sufficient size and shape for the intended purpose. Usable open space does not include land that is an apparently remnant tract or otherwise unusable or oddly shaped area.



CIVIL LAND USE PLANNING SURVEY  
P 503.643.8286 F 844.715.4743 www.pd-grp.com  
9020 SW Washington Square Rd Suite 170  
Portland, Oregon 97223

January 19, 2017

Wilsonville Planning Commission  
Client Address  
City, State, Zip

RE: Comments on Draft Frog Pond Master Plan (1-4-17)  
Pioneer Project No.: 338-001

Chair Greenfield and Commissioners:

Small Lot Open Space

Among other issues, I have been pondering the Small Lot Open Space provisions in the Plan, and have raised concerns about the 10% requirement, particularly given that the School District is now planning a primary school on the 10 acres fronting on Boeckman Road. After further evaluation I have the following thoughts for your consideration.

1. On page 36, I understand and agree with the general intent, including the 3 bullet items, to ensure that the higher density areas have adequate open space.

However, I believe this general intent needs to be considered and applied in the context of specific localized circumstances, rather than broadly applied at a straight 10% minimum requirement. I would be more comfortable if the Plan provision called for up to 10%, as determined appropriate. Then provide more detail in the Code on meeting this intent.

For example: The Wolfston property we are representing is located at the southwest corner of the Frog Pond area adjacent to Boeckman Road and the Creek (Subarea 1, page 23). The SROZ will cover in the range of 50% of the site. Given the School District's intent this property will be sandwiched between the future school site (primary) and the SROZ along the Creek. The distance between the west school line and the farthest homes near top of bank will be less than 1200 feet.

In addition, this property includes the area designated for a trailhead. It will also have required north/south pedestrian links out to Boeckman Road. We would also expect east/west links between the school and the SROZ or Trailhead.

So it would seem that this particular neighborhood will have plenty of open space, without requiring an additional 10%.

2. However, if the Code gives allowance for pedestrian corridors to count towards meeting the 10% requirement than I am less concerned, except for the minimum 4,000 square foot standard. It seems to me that this specific standard should be in the Code rather than the Plan document, along with the provision to consider smaller spaces on a case-by-case basis.

The second paragraph on page 36 currently doesn't allow consideration of pedestrian connections to meet the 10% standard. In fact, in the first paragraph, pedestrian connections are listed as part of the "take-outs" for net area, before the 10% is applied.

Depending on the length and design, it seems to me that in some cases pedestrian connections could serve well as functional open space. For Subarea 1, I could see a pedestrian corridor linking the school to the trailhead.

### Parking

Also in regards to parking, as I noted at the work session I don't believe that general neighborhood parking will be a problem, given the typical lot sizes and amount of on-street parking that will be available.

Villebois is very different than the street grid planned for Frog Pond. I don't know the CCR's provisions for Villebois, but apparently homeowners are not required to use their garages, as I see a lot of cars parked at the curb. With the alley loading, this leaves limited on-street parking available for guests.

Charbonneau is also different, in that it has very narrow streets, with guest parking bays. However, the HOA requires homeowners to park in the garage and not in the driveways or guest parking bays. This HOA restriction retains driveways and the parking bays for guest parking. I have attended several local parties at various neighborhoods over the years in Charbonneau and have never experienced a parking problem.

However, where there could be problems is with non-neighborhood visitors seeking to experience the creek trails. There will need to be guest parking provided for trailheads.

### Residential Design Standards

I share the Commission's concerns about unintended uniformity. One of the basic intents of the City's Design Review process is to avoid uniformity, yet Code provisions often force uniformity by limiting alternatives. In this regard I support the menu approach for architectural variety. But I caution you on limiting alternatives, given that the draft code currently only provides 15 architectural characteristics and requires meeting at least 5 of them, with limits on repetitive designs within the same block. This factor alone, while allowing for some variety, is self-limiting and will likely lead to more uniformity than desired.

I also caution you on requiring all doors to face the street. I firmly believe porches and windows are far more important than doors in terms of creating pedestrian friendly environments.

Thank you for your consideration.

Sincerely,  
**Pioneer Design Group, Inc.**

A handwritten signature in cursive script that reads "Ben Altman".

Ben Altman  
Senior Planner

Cc: Jim Wolfston

ATTACHMENT A

**From:** [Neamtzu, Chris](#)  
**To:** [Bergeron, Tami](#); [Joe Dills \(jdills@angeloplanning.com\)](mailto:jdills@angeloplanning.com); [Andrew Parish \(aparish@angeloplanning.com\)](mailto:aparish@angeloplanning.com)  
**Subject:** FW: Frog Pond - Code and Residential Design Stds and Infrastructure Finance  
**Date:** Thursday, December 22, 2016 5:24:57 PM

---

More comments.

**Chris Neamtzu, AICP**

Planning Director

City of Wilsonville | Community Development Department

503-570-1574 | [neamtzu@ci.wilsonville.or.us](mailto:neamtzu@ci.wilsonville.or.us)

DISCLOSURE NOTICE: Messages to and from this Email address may be subject to the Oregon Public Records Law.

---

**From:** Al Jeck [mailto:[al@ventureprop.com](mailto:al@ventureprop.com)]  
**Sent:** Thursday, December 22, 2016 5:06 PM  
**To:** Neamtzu, Chris  
**Subject:** Frog Pond - Code and Residential Design Stds and Infrastructure Finance

Chris,

Kelly and I reviewed the work session materials. One comment:

Section .07 Lot Standards, Item C. Lot Standards for Small Lot Sub-districts:

With regard to the required element on each block (alleys, common green, etc), is this intended to prohibit any front-loaded garages? Seems overly restrictive.

When do you expect we could discuss latest evolution of the infrastructure finance?

Thanks. Enjoy the holidays and best wishes for the new year.

**Al Jeck**

Venture Properties, Inc.

[al@ventureprop.com](mailto:al@ventureprop.com)

503-387-7557 office

503-444-1950 cell

# Memorandum



808 SW 3<sup>rd</sup> Avenue  
Suite 300  
Portland, OR 97204  
Phone (503) 287-6825  
Fax (503) 415-2304

**To:** Chris Neamtzu  
**From:** Don Hanson  
**Copies:** Joe Dills, Dan Grimberg, Brad Hosmer  
**Date:** December 22, 2016  
**Subject:** Frog Pond - Comments on December 5, 2016  
Residential Neighborhood Zone Language Draft  
**Project No.:** 17868

The following summarizes our comments on the latest draft of Residential Neighborhood Zone Language dated December 5, 2016. Please provide this memorandum to the planning commission and also include in the public record.

## **I. Attached single-family units. Page I. 4.127 (.02)c.**

*The language stipulates a maximum of two (2) attached units. We request that the maximum number be increased to four to five (4-5) units. The proposed demonstration street plan shows an excellent grid system that results in a series of 200 foot wide sites at the end of blocks. Four to five (4-5) unit attached buildings would fit perfectly on these end of block sites and provide visual interest and variety in the neighborhood. This approach has proven very successful in the Villbois neighborhood in Wilsonville, Oregon. It is assumed that the buildings would have alley access garages.*

## **2. Garage widths facing streets. Page 13. (0.15).**

*The language stipulates a 50 percent (50%) limit on garage space facing the streets. We have concerns about some of the narrower lots proposed in the neighborhood. We request that the reference be to the width of the garage doors facing streets. This would be coupled with a 4-6 foot recess from the front house wall or front porch. The driveway pads could also be narrowed to 16 feet preserving more front yard landscape space. This basic approach has been used in the transit overlay district areas of North Bethany with success. The streetscapes look great.*

## **3. Siding. Page 16 (g)**

*We just want to make sure that Hardy board (a brand name) is allowed. The term is wood cementitious siding. It has been the most successful and durable product for over 15 years. You see it throughout Villbois and other Wilsonville neighborhoods.*

## **4. Residential design menu. Page 14. E(b). Covered porches.**

*The residential design menu is excellent. We would like to add one item for consideration. The covered porch entries are large (48 square foot [sf]) and well suited to traditional craftsman styled homes. We would like to introduce an*

**Chris Neamtzu**

Frog Pond - Comments on December 5, 2016 Residential Neighborhood  
Zone Language Draft

Page 2

December 22, 2016

*English stoop approach on some of the homes. The stoop would be approximately 4 foot by 6 foot (24 sf) and would have a bit more enclosure with solid perimeter hand rails and also a roof for weather protection. It would be more "in scale" with some of the homes on smaller lots in the neighborhood.*

**5. House plan variety. Page 16. F.**

*We propose striking the third sentence of this paragraph. The first two sentences will provide for house plan variety.*

**6. Open space requirement. Page 7. B.**

*We continue to be concerned about the ten percent (10%) requirement in the R-5 Small Lot area. Basically we lose one of 10 lots proposed to 4,000 sf open space tracts. We do appreciate the flexibility of what can be included in the tracts and also the ability to work through the details with staff and the DRB panel. We intend to do so as design efforts continue.*

I apologize for the late submittal. Our schedules and the weather/holidays have been challenging.



# PLANNING COMMISSION

## WEDNESDAY, FEBRUARY 8, 2017

### IV. OTHER BUSINESS

- A. Town Center Plan Update (Bateschell) (10 minutes)

*This is an agenda placeholder as this topic  
update will be a verbal presentation.*



# PLANNING COMMISSION

## WEDNESDAY, FEBRUARY 8, 2017

#### IV. **OTHER BUSINESS**

B. 2017 Planning Commission Work Program

## 2017 WORK PROGRAM Planning Commission

updated:  
2/1/2017

NOTE UPDATED SCHEDULE

DATE	AGENDA ITEMS		
	Informational	Work Sessions	Public Hearings
Jan. 11	PC Chair & Vice-Chair Election	Frog Pond West Master Plan (Neamtzu)	
Feb. 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)
April 17	Tentative: Joint Planning Commission / City Council Work Session: Town Center Plan		
April 12			Water Treatment Plant Master Plan (Mende)
May 10		Industrial Form-based Code (Rybold / Neamtzu)	
June 14		Basalt Creek Concept Plan (Bateschell) Old Town Development Code (Pauly)	
July 12			Industrial Form-based Code (Rybold / Neamtzu)
August 9			Old Town Development Code (Pauly)
	Tentative: Joint Planning Commission / City Council Work Session: Town Center Redevelopment Plan		
September 13		French Prairie Bridge (Weigel)	
October 11			
November 8		Citywide Wayfinding & Signage Plan (Scola) Basalt Creek Land Use Amendments (Bateschell)	
December 13		Town Center Plan	

### 2017

- 1 Frog Pond Master Plan
- 2 Basalt Creek Concept Plan
- 3 Town Center Redevelopment
- 4 Transit Master Plan
- 5 Coffee Creek Industrial Area Form-Based Code
- 6 French Prairie Bike/Ped Bridge
- 7 Parks & Rec MP Update
- 8 Code Amendments
- 9 Parking Code Update
- 10 Water Treatment Plant Master Plan