

**PLANNING COMMISSION
WEDNESDAY, JULY 9, 2014
6:00 PM**

AGENDA

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

Ben Altman, Chair
Al Levit
Marta McGuire
Jerry Greenfield

Eric Postma, Vice Chair
Peter Hurley
Phyllis Millan
City Council Liaison Susie Stevens

II. 6:05 PM PLEDGE OF ALLEGIANCE

III. 6:10 PM CITIZEN'S INPUT

This is an opportunity for visitors to address the Planning Commission on items **not** on the agenda.

IV. 6:15 PM CITY COUNCIL LIAISON REPORT

V. 6:20 PM CONSIDERATION OF THE MINUTES

A. Draft May 14, 2014 PC Minutes

Documents: [5.14.14 PC Minutes.pdf](#)

VI. 6:25 PM WORK SESSIONS

A. Frog Pond Area Plan Staff Report And Attachments

Documents: [7.9.14 Frog Pond PC Staff Report And Attachment.pdf](#)

B. Industrial Form-Based Code Staff Report And Attachments

Documents: [July 9 2014 Form Base Code Staff Report And Attachments.pdf](#)

VII. 7:45 PM OTHER BUSINESS

A. 2014 Planning Commission Work Program

Documents: [2014 PC Work Program July.pdf](#)

VIII. 7:50 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 Linda Straessle, Planning Administrative Assistant, at (503) 570-1571 or e-mail her at straessle@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



City of Wilsonville

**PLANNING COMMISSION
WEDNESDAY JULY 9, 2014**

V. CONSIDERATION OF THE MINUTES

- A. Consideration of the May 14, 2014 Planning Commission minutes

**PLANNING COMMISSION
WEDNESDAY MAY 14, 2014
6:00 PM**

Minutes

I. CALL TO ORDER - ROLL CALL

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

Planning Commission: Ben Altman, Marta McGuire, Peter Hurley, Al Levit, Phyllis Millan, and Jerry Greenfield. Eric Postma was absent. City Councilor Susie Stevens was present.

City Staff: Katie Mangle, Barbara Jacobson, and Linda Straessle

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

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

IV. CITY COUNCIL LIAISON REPORT

Councilor Stevens reported:

- At the May 5, 2014 City Council meeting:
 - City Council adopted a Tourism Development Strategy. City Staff is to research different marketing organizations (DMO) to analyze tourism development ideas from other cities and bring that back to the Council for discussion and review.
 - The Council adopted the Wilsonville Residential Land Study at the first reading. The second reading is next Monday, May 19, where it will then be a completed project. She thanked the Planning Commission for their hard work on this project.
 - The Council adopted a dog control ordinance that tightens the County language and gives the City local enforcement abilities. The City had been relying on Clackamas County laws until just recently. The Police will provide education prior to penalties.
- May 12, 2014, Joint Frog Pond Task Force/Technical Advisory Committee (TAC) meeting.
 - Councilor Stevens noted that Commissioner Hurley and Commissioner Greenfield were at the meeting in their role as Task Force members.
 - She was pleased with the turnout and the engagement of those in attendance; people were willing to share their viewpoints and the discussions were very good.
 - The consultants from Angelo Planning Group did an excellent job talking about opportunities and constraints of that land. There are numerous constraints with creeks, powerlines and other issues.
 - Councilor Stevens is chairing the Task Force.

V. CONSIDERATION OF THE MINUTES

A. Consideration of the April 9, 2014 Planning Commission minutes

The April 9, 2014, Planning Commission minutes were approved as presented unanimously.

Chair Altman noted that the minutes indicated that he was to be a Frog Pond Area Plan Task Force member, but after the April 9 meeting it was decided that Commissioner Millan would replace him.

VI. WORK SESSIONS

A. Frog Pond Area Plan (Mangle)

Long-range Planning Manager Katie Mangle, showing on the large screen, introduced the new Frog Pond Area Plan website to the Commissioners.

- A logo for the Frog Pond Area Plan has been designed to give an identity to the project.
- Ms. Mangle presented a quick tour of the Frog Pond Planning Area web site as this is going to be the central communication place:
 - The home page can be accessed via a “friendly” URL: www.ci.wilsonville.or.us/frogpond.
 - “What’s Happening” page is a blog of what is currently happening with the project.
 - “About the Project” page explains who is involved with the project; this project is a lot about the people.
 - “Participate” provides a way for people to comment on the project. This page includes a comment form that people can use to offer concerns and questions about the project, and a link to the “Notification” page where people can sign up to receive emails about upcoming events and to be kept informed on the project’s progress. In the future, online surveys will be offered from this page.
 - “Maps and Documents” page will be used to provide citizens ability to download the documents and maps regarding the Frog Pond Area Plan.
- Ms. Mangle stated that there has already been good feedback regarding the web pages; she has been told that it provides good transparency for the project. Commissioner Hurley stated that he likes the new look of the website and that it was a good way for people to quickly get information about the project. He offered his kudos. Ms. Mangle asked that the Commissioners let her know if they have any suggestions or more information that could be added to the web page.

Ms. Mangle reported that the May 8, 2014, Frog Pond Area Plan Meet and Greet with the property owners did not have an agenda; it allowed for property owner dialogue and questions.

Ms. Mangle displayed the maps on the large screen that were included in the April 30, 2014, Angelo Planning Group Memorandum, regarding the Frog Pond Area Plan – Opportunities and Constraints. She noted that the maps were also presented at the May 12 Task Force/TAC meeting. She explained:

- Angelo Planning Group started off by mapping the area. The first map starts at a high level, then each subsequent map zooms further down into the site. This was a great way for them to get to know Wilsonville and the Frog Pond area. These maps were also helpful for the property owners to look at the area in a little different way.
- Exhibit 1: Regional Context – Natural Areas Map
 - This map, as seen through the eyes of the landscape architect, looks at not only the bigger features, but also at the finer details such as ridgelines and trees that will be useful as this project moves forward.
 - All the creeks that are tributaries through the site to the Willamette River are shown. All parts of the study area are affected by the creeks. Boeckman Creek is one that everyone is familiar with but there is also Newland and Meridian Creek within the site.
 - The land south of the Frog Pond planning area is mostly privately-owned, but there is the Willamette Meridian Landing which is state-owned. A property owner who owns a large parcel in this area is on the Frog Pond Task Force.

- Exhibit 2: Regional Context – Urban and Rural Areas Map
 - This map shows the regional policy perspective as well as showing the long-term future use of the land.
 - The urban reserve areas shown in blue are areas that have been given this designation first by Clackamas County, then by Metro Council, as being the areas that could be brought into the UGB and urbanized within 50 years.
 - The rural reserve areas shown in green are areas that will not be brought into the UGB for at least the next 50 years.
 - The undesignated lands are officially “undesignated” and can’t be considered as urban until most of the urban reserve areas have been urbanized – it will be a long time and very difficult to urbanize these areas.
 - North of Elligsen Road is an urban reserve so it is important for us as we are planning the study area to be thinking about future urbanization to the north in terms of schools, fire district service, roads, and other types of these services as this area probably won’t continue to be a rural edge in perpetuity. Whereas, the area to the east and to the south will most likely will be a rural edges.
 - The Stafford Triangle, the urban reserve area between Elligsen Road and the southern boundary of Lake Oswego which is all designated as an urban reserve area, was discussed in terms of the controversy about whether this area should be a priority urbanization area at all. There has been disagreement between different entities about it.
 - * Ms. Mangle thought it is still an urban reserve other than a small area that Lake Oswego has proposed to bring into the UGB for a sports facility
 - * Chair Altman clarified that the issue had been a map issue; there was only so much land that could be added to the Urban Reserve, and only the lands that could be developed were included. Ms. Mangle agreed that it was about serviceability of the land and where the sewer service was even feasible.
- Exhibit 3: City Context Map
 - This map is at a city-scale and includes observations about how the Frog Pond planning area fits in context with the city.
 - Ms. Mangle reviewed the connections on the map and offered additional comments about their connectivity value.
 - Kerry Rappold, Wilsonville’s Natural Resources Project Manager, looked at the map and pointed out the potential for connecting green areas into a loop that could encircle the entire study area and potentially connect the school property with the high school. This fits into the category of “Opportunities” because the creeks would be protected and the BPA easement can’t be built on.
 - Project C-11, “New connection to Town Center” is to be constructed this summer.
 - Even though this rural area is on the edge of the city, the Frog Pond planning area is already well-connected to Wilsonville, but it can be better connected as indicated by the suggested roads and trails on this map.
- Exhibit 4: Planning Area Map
 - All the existing buildings are shown on this map.
 - The groves of trees are shown on the map; they are not high-rated. An arborist has done a planning-level survey so there is some information about where there are white oak trees, but this information is not shown on the map.
 - The wetlands were identified during the wetlands survey that was done by Pacific Habitat Services.
 - * There were more than what Ms. Mangle expected and many of them are on land that has been actively farmed in recent years.

- * Pacific Habitat, the consulting firm doing the survey, did not believe that any of the wetlands were significant, meaning that they would be regulated by the City's Significant Resource Overlay Zone (SROZ); they are not Title 13 land.
- * Ms. Mangle explained that if any of the wetlands meet the definition of being a wetland would be regulated by the federal government, so the property owner have to get permits from the federal and state government prior to development; it is not something that the City would be involved in.
- * There is one higher quality wetland that may be locally significant in the BPA easement. While the BPA does not allow construction of any buildings in their easements, it is happy to have trails as it enables access for maintenance.
- * Chair Altman suggested that when looking at previous developments there is no direction for mitigation requirements at the Concept Planning stage that exists in the SROZ requirements and with the Tree Ordinance. He suggested that there may be a way to capture SROZ and Tree Ordinance requirements within the Concept Plan. He added that a subset of the SROZ or something similar would allow wetland-like mitigation to occur so that there is a formal program to direct where we want to enhance those resources.
 - Ms. Mangle pointed out on the map the band of green along the creeks. She stated that the "SROZ" term was not used because it is not known how zoning was going to be applied in this area, including how natural resources are going to be treated. A similar methodology was used to map these natural resources as was done throughout the rest of the city; meaning that the green bands surrounding the creek includes the creek, the slope to the top of the bank of the creek, and the dripline of the trees that surround the creek. In some areas, it goes a little bit outside of this area to include any land that is over 25% slope.
 - The 1000-ft access point is a street spacing requirement that is specified in the Transportation System Plan. The potential access points indicated by the dashed red lines are conceptual and will be looked at in more detail later; this is just to give an idea of the general location of possible street connections.
 - An existing SMART busline goes to the edge of the city already which is an asset for continuing transit service into the Frog Pond area.
 - The ¼ mile walking radius for neighborhoods are to enable independent pods where people can easily walk within this circle. Connectivity between the circles and routes to the School District property present some challenges; how we connect everybody to the schools is important.
 - According to the Buildable Land Inventory, of the 181 acres west of Stafford Road only about 126 acres are buildable. The church property is presumed to stay and has been deducted from the buildable lands.
- Exhibit 6: Planning Area Scale Comparison Map
 - Ladd's Addition just south of the Hawthorne District in Portland is about the same size in terms of scale, but different in terms of roads. It is a walkable neighborhood.

Ms. Mangle reported about the May 12, Joint Task Force/TAC meeting:

- Members of the Task Force are comprised of:
 - Three Planning Commissioners: Commissioners Hurley, Millan, and Greenfield
 - Two City Councilors: Councilors Stevens and Goddard.
 - Property owners from within all three segments of the study area as shown on Exhibit 4.
 - Property owners from outside of the study area.
 - Wilsonville property owners adjoining to the west of the study area.
- During a discussion about people's vision for the area, the question was asked what would they like to see in the Frog Pond area when they return after a 20-year absence. This provoked a

conversation about green spaces, community spaces, a desire for single-family homes rather than apartments and that it was a comfortable place for families.

- The consultants will compile a paragraph about the vision for the area; what our aspirations for what the Frog Pond area could be. This will be brought back to the Task Force in June, and then to the PC and City Council in July.

The next steps for the Frog Pond Area Plan are:

- June 12 Task Force Meeting
 - This meeting will focus on financing in terms of a market study that will be completed, who this area is being planning for, and how much land development will cost. This will provide some direction for the aspirations for the area.
- The next Task Force meeting will be this fall. The consultants will come back with alternatives and ideas for everyone to react to.

VII. OTHER BUSINESS

A. 2014 Planning Commission Work Program

A work session on the Industrial Form-Base Code is scheduled for June.

VIII. INFORMATIONAL ITEMS

A. City Council actions on the Wilsonville Residential Land Study

Councilor Stevens discussed this during her City Council Liaison Report

Ms. Mangle reminded the Planning Commission about the joint City Council, Planning Commission, and Development Review Board Spring Training this Saturday, May 17. She noted that one of the agenda items was for the PC to provide an update of their activities over the past year. Chair Altman stated that he had already developed a rough outline of talking points. It was noted that the Wilsonville Residential Land Study had consumed a lot of their time during 2013.

IX. ADJOURNMENT

Chair Altman adjourned the regular meeting of the Wilsonville Planning Commission at 6:41 p.m.

Respectfully Submitted,

Linda Straessle,
Administrative Assistant
Wilsonville Planning Division



City of Wilsonville

**PLANNING COMMISSION
WEDNESDAY JULY 9, 2014**

VI. WORK SESSIONS

- A. Frog Pond Area Plan (Mangle)

PLANNING COMMISSION MEETING STAFF REPORT

Meeting Date: July 9, 2014	Subject: Frog Pond Area Plan
	Staff Member: Katie Mangle Department: Community Development
Action Required	Advisory Board/Commission Recommendation
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable <hr/> Comments:

Staff Recommendation:
Recommended Language for Motion:

PROJECT / ISSUE RELATES TO:		
<input checked="" type="checkbox"/> Council Goals/Priorities Thoughtful Land Use 5.a. Complete a formal concept plan for Advance Road and Frog Pond Residential Areas.	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

process. There will be many different ways to engage with the project, including:

- Task Force and Planning Commission meetings
- Two public open house meetings, each with a corresponding online open house
- Individual and small group meetings with project staff
- Online surveys and commenting

ATTACHMENT

A. Frog Pond Area Plan Vision Statement and Guiding Principles

A VISION FOR FROG POND IN 2035

The Frog Pond Area in 2035 is a Wilsonville community with attractive and connected neighborhoods. The community's hallmarks are its safe, walkable, and active streets, variety of quality homes, and connected trails and open spaces. Frog Pond's excellent schools and parks are focal points of the community. Frog Pond is a valued and connected part of the larger city, just a short bike, walk, or bus trip, to all parts of Wilsonville.

GUIDING PRINCIPLES FOR THE FROG POND AREA PLAN

Create great neighborhoods

Frog Pond's homes, streets, open spaces, neighborhood-scale retail, and other uses fit together into walkable, cohesive, and connected neighborhoods. Frog Pond is a fun place to live.

Create a complete streets and trails network

Streets are designed for safe and enjoyable travel by bike, on foot, or by car. A great network of trails is provided. Safe crossings and connections are provided throughout the street and trail network.

Provide access to nature

The creeks and natural areas provide opportunities to see and interact with nature close to home.

Create community gathering spaces

Beautiful parks, quality schools, and other public spaces serve as community centers and gathering places. The land uses, transportation, and open space around the Advance Road school and park sites support a compatible neighborhood plan in that area. The Frog Pond Grange, and adjacent uses, fit together as a focal point of the community.

Provide for Wilsonville's housing needs

A variety of attractive homes are provided to fulfill the City's housing needs and align with the market. Single-family homes are an important part of the mix, and neighborhoods are designed to be multi-generational and offer a diversity of attractive housing options at a variety of prices.

Create a feasible implementation strategy

A realistic funding plan for infrastructure, smart and flexible regulations, and other strategies promote successful implementation of the plan.



Frog Pond is an extension of Wilsonville

Frog Pond is truly connected – it is an easy and safe walk, bike trip, or bus ride to other parts of Wilsonville, and Frog Pond feels like a well-planned extension of the city.

Retain trees

Mature native trees are integrated into the community to enhance the area's character and value.

Honor Frog Pond's history

A sense of history is retained, recognized, and celebrated.

Provide compatible transitions to surrounding areas

New urban land uses are good neighbors to adjacent rural land uses, future developable areas, and existing neighborhoods. The plan provides for future growth of the City into adjacent urban reserves.

Promote healthy, active lifestyles

Extensive walkways, community gardens, recreational facilities, and other elements support active and healthy lifestyles.

Integrate sustainability

The plan integrates solutions which address economic, environmental and social needs. Frog Pond is a sustainable community over the long term.

Coordinate with Wilsonville's transportation network

The plan is consistent with the Wilsonville Transportation System Plan for all modes of travel: trails, bikeways, SMART, and vehicles. Traffic impacts are managed for key streets and intersections, including the I-5 interchanges.

PROCESS PRINCIPLES

- Create a model that could be used in other communities
- Provide early and ongoing opportunities for stakeholders to raise issues and concerns
- Facilitate equitable and constructive communication between the public and project team
- Empower residents to become involved with the project
- Provide the public with balanced and objective information to help the public understand issues, alternatives, opportunities, and solutions



City of Wilsonville

**PLANNING COMMISSION
WEDNESDAY JULY 9, 2014**

VI. WORK SESSIONS

- B. Industrial Form-Based Code (Neamtzu)

**PLANNING COMMISSION MEETING
STAFF REPORT**

Meeting Date: July 9, 2014	Subject: Coffee Creek Industrial Area Form Based Code and Pattern Book Staff Member: Chris Neamtzu, Planning Director Department: Community Development
Action Required	Advisory Board/Commission Recommendation
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments:

Staff Recommendation: Conduct the worksession and provide staff with direction on revisions to the documents.
Recommended Language for Motion: N/A

PROJECT / ISSUE RELATES TO:		
<input checked="" type="checkbox"/> Council Goals/Priorities Clear vision and community design; Thoughtful land use; Multi-modal transportation network; Economic development.	<input checked="" type="checkbox"/> Adopted Master Plan(s) Coffee Creek Industrial Area Master Plan; Goal 9 EOA; Economic Development Strategy.	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COMMISSION:

The City was awarded a grant from the Transportation and Growth Management (TGM) Program to create a Light-industrial Form-based Code (FBC) and Pattern Book that would apply to the Coffee Creek Industrial Area.

The Planning Commission received an orientation to Form-based Codes on February 19th and provided input to staff and the consultant team on both the Form-based Code and the Pattern Book. This project represents an opportunity to streamline the approval process for projects in the Coffee Creek Industrial Area while still maintaining the high quality design that is evident in the city's industrial zone.

The consultants have developed initial drafts of the Form-based Code and Pattern Book that have been reviewed by staff. The consultant team will provide an overview of the project, present the revised draft, summarize staff comments, and describe how the next steps in the project will address specific issues.

EXECUTIVE SUMMARY:

The purpose of the Form-based Code and Pattern Book is to support economic development and job creation through an integrated system of code elements that include:

1. A Form-based Code for the master plan area with clear and objective standards that provide a greater degree of certainty to applicants; and
2. A targeted set of specific adjustments to the FBC standards that offer flexibility to applicants and that can be administered by staff; and
3. A Pattern Book that details alternative design approaches that may be used instead of the clear and objective standards in the FBC.

Development applicants would have a choice of designing to meet either the clear and objective standards of the FBC, with compliance administered largely by staff, or meeting the flexible, subjective guidelines of the Pattern Book, with compliance administered by the Development Review Board. By providing an alternative path in which compliance with clear and objective standards is determined by staff, this project represents an opportunity to streamline the approval process for new industrial projects.

Connectivity is a crucial aspect of making walkable, bikeable places - a primary goal of the TGM program. This project seeks to create standards that lead to the development of industrial areas that accommodate all modes of transportation, including walking, biking, and transit, along with cars and trucks. A place with a high degree of transportation network (including streets, paths, trails, etc.) connectivity will have more direct connections and multiple routes from which to choose. The distance between origin and destination directly influences mode choice: the longer the distance, the less likely someone is to choose to walk or bike (or take transit, if it involves a long walk to/from the transit stop). Thus, when increased connectivity leads to more direct (i.e., shorter) routes between points, the place becomes more walkable and bikeable. In the context of the Form-based Code project, this means that when connections (whether they be streets or walking/biking routes) are made at more frequent intervals, employees are more likely to walk or bike to access transit, lunch, or other destinations, and not see distance as a barrier to choosing that mode. Additionally, since increased connectivity offers more route choice, a

walker or cyclist may have the option of choosing a route that is more comfortable to navigate and avoid routes with high speeds, trucks, and traffic that feel unsafe.

A challenge to the project has been planning for the implementation of a connected network of existing and new streets that add connectivity while also preserving large sites capable of supporting large-scale industrial buildings. Form-based codes usually link regulations governing building and site design to streets. In the Coffee Creek Industrial Area, as in many industrial areas, there will be buildings that don't front streets; rather, they will front onto future streets or easements (or private street-like connections through sites or multi-use paths). Therefore, the Coffee Creek Form-based Code and Pattern Book propose to create a system of regulations that apply to buildings depending on what type of future connection they will be adjacent to. The Commission and Council will also have the opportunity to discuss if the Form-based Code and Pattern Book should replace the Day Road Design Overlay District (Attachment B).

EXPECTED RESULTS:

The project outcome will support economic development and job creation through regulations that provide the appropriate balance of certainty with a generous range of flexibility that result in high-quality design from the public realm to site design and landscaping to the buildings.

The Coffee Creek Industrial Area Master Plan (2007) could be amended to incorporate references to the connectivity standards of the Form-based Code.

The Coffee Creek Form-based Code and Pattern Book together establish regulations and guidelines for street design and connectivity, site design and circulation, building form and massing, and building design and architecture.

The intent is to create:

1. A multi-modal transportation network that accommodates pedestrians, bicyclists, transit riders, motorists, and freight in the context of a modern light industrial and employment district;
2. A complete network of existing and new streets, paths, and trails that will support a sense of place and identity; and
3. An industrial and employment district featuring cohesive and high-quality site, landscape and building design through an emphasis on the design of the public realm.

The Form-based Code uses clear and objective standards that are specific, discrete requirements and numerical standards, which substantially minimize judgment about compliance. Additional flexibility is built-in to the Form-based Code with adjustment criteria for a limited set of standards that provide additional flexibility to applicants and can be administered by staff.

TIMELINE:

- July 9th - Planning Commission Work Session.
- July 21st - City Council Meeting.
- Web page design/public input upcoming in Summer

- Neighborhood meeting date TBD
- Additional TAC input
- July through October - Final Draft Form-based Code and Pattern Book review and adoption.

CURRENT YEAR BUDGET IMPACTS:

This is a grant funded project. Staff time is needed to manage the project, review the draft plans and facilitate the public review portions of the project.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____ Date: _____

LEGAL REVIEW / COMMENT:

Reviewed by: _____ Date: _____

COMMUNITY INVOLVEMENT PROCESS:

The scope of work outlines the details of the public involvement process. It involves work sessions with the Planning Commission and City Council, development of a project web site, engagement with a Technical Advisory Committee, and community engagement. The city’s normal public review process is in addition to these other targeted outreach efforts.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY (businesses, neighborhoods, protected and other groups):

The potential for expedited review needs to be balanced with the expectations of community members to understand development proposals while ensuring appropriate timelines for review and comment on such proposals. Streamlined review would be beneficial to the development community saving time and money.

ALTERNATIVES:

There are a wide variety of alternatives possible on this project. The Commission could accept it all, reject it all, or modify the proposal and direct staff to advance to the next phases of the project.

CITY MANAGER COMMENT:

ATTACHMENTS:

- A. A Memo from the Consultant Team including:
 - July 2, 2014 Draft Form-based Code for Coffee Creek Industrial Design Overlay District
 - July 2, 2014 Draft Pattern Book for Coffee Creek Industrial Design Overlay District
- B. Day Road Design Overlay Zone
- C. February 19th Planning Commission worksession minutes
- D. February 19th Technical Advisory Committee meeting minutes
- E. February 19th PC and TAC meeting PowerPoint slides

Date 02 July 2014
Project TGM Code Assistance, Light Industrial Code Amendments, City of Wilsonville, Oregon
To Chris Neamtzu
From Consultant Team Marcy McInelly, Keith Liden and Joseph Readdy
Copy Laura Buhl

Introduction

The city of Wilsonville has been preparing for development of a new industrial area on its northern edge for several years. The Coffee Creek Industrial Area Master Plan was completed for this area in 2007 to guide the timing and character of future industrial development in an area of approximately 216 acres (Figure 1). Subsequently, the city adopted the Day Road Design Overlay District (Day Road DOD) as part of the Wilsonville Code (Section 4.134), which includes special design standards for properties fronting on Day Road.

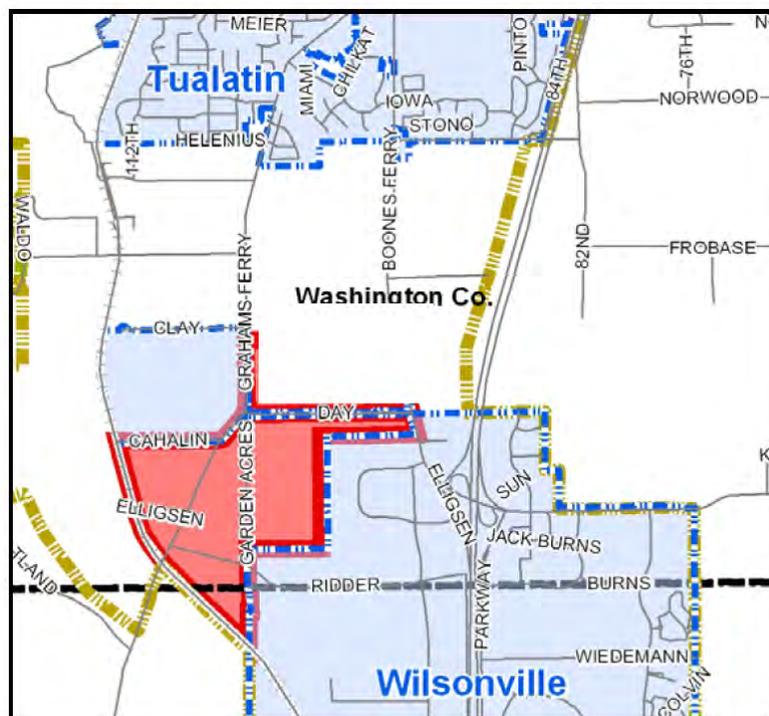


Figure 1. Coffee Creek Industrial Master Plan Area

The city currently uses a discretionary development review process to achieve its design goals, but it is interested in creating a quicker and more predictable development review process using a form-based code. The objectives of the project are to create code standards that will streamline light industrial development review while ensuring high quality design and a multi-modal transportation network that accommodates pedestrians, bicycles, transit, automobiles, and freight.

In order to achieve these objectives, three products (attached) have been prepared for Wilsonville Planning Commission review:

- A Master Table outlining the relationships between code standards, guidelines, and review procedure;
- A light industrial form-based code for the Coffee Creek Industrial Area (Section 4.135 Coffee Creek Design Overlay District); and
- A Pattern Book for the Coffee Creek Industrial Area.

The focus of the July 9th Planning Commission Work Session will be the relationship of the regulatory components to one another and the proposed review process.

Regulatory Components of the Two-Track System for Coffee Creek Industrial Design Overlay District

The Coffee Creek Regulatory system has two primary components

- Development Standards in the proposed 4.134 Coffee Creek DOD; and
- Design Guidelines in the Pattern Book.

The Coffee Creek DOD, or Form Based Code, will consist of clear and objective Development Standards. The Development Standards, which are proposed to be administered largely by staff and provide a streamlined path of approval. The Pattern Book consists of discretionary Design Guidelines that are applied in the event that an applicant cannot or chooses not to meet the Development Standards. The Design Guidelines are proposed to be administered largely by the Development Review Board. The attached Master Table summarizes how the two components work together.

Two-Track System--Choosing the Right Track

Below is a decision tree that summarizes the two-track system:

- Does your project comply with all of the Coffee Creek DOD Development Standards?
- If yes, proceed to staff review and approval (Track One).
- If no, does your project comply with all the development standards if the Adjustment Allowances are applied?
- If yes, proceed to staff review and approval.
- If no, proceed to DRB review (Track Two) and approval where:
 - Staff approves those aspects of the project that comply with the Coffee Creek DOD Development Standards.
 - Staff approves those aspects of the project that comply with the Coffee Creek DOD Development Standards with Adjustment Allowances applied.
 - Staff prepares a recommendation on all other aspects of the project and forwards recommendation to the Development Review Board. Staff uses the Design Guidelines to make their recommendations.
 - The Development Review Board reviews project aspects subject to the Design Guidelines and Intent Statements in the Pattern Book.

A variation to Track Two: Staff makes a tentative decision on the “non-DRB” items, but the DRB may reconsider to the extent it is relevant to reaching a suitable solution to the design “aspects” it’s reviewing.

Relationship between the Wilsonville Code and the proposed Coffee Creek DOD and Pattern Book

The Coffee Creek DOD will provide the standards for new industrial development within the Coffee Creek Industrial Area Master Plan area (Figure 1). The Coffee Creek DOD is proposed to be part of the Wilsonville Code, replacing the Day Road DOD (Section 4.134). While the Day Road DOD covers properties adjacent to Day Road, the Coffee Creek DOD would cover the entire Coffee Creek Industrial Area Master Plan area, including all of the existing Day Road DOD. The Coffee Creek DOD will function in a similar way to the Day Road DOD by providing development regulations that supplement the city's basic industrial zoning requirements.

Similar to the Day Road DOD, the Coffee Creek DOD will rely upon other zoning requirements found in the Wilsonville Code, such as landscaping and lighting. In addition to the Coffee Creek DOD, a Pattern Book for Coffee Creek Industrial Area will provide supporting design guidance to better illustrate how to implement the development standards in the Coffee Creek DOD and the Wilsonville Code. The Coffee Creek DOD and Pattern Book both follow a corresponding organization to facilitate a complete understanding between the DOD development standards and the corresponding guidelines to be considered to meet the standards.

Summary of the Proposed Light Industrial Form-Based Code Actions

Proposed amendments to the Wilsonville Code include:

- Replacing the Day Road Design Overlay District (Wilsonville Code, §4.134) with the Coffee Creek Light Industrial Design Overlay District (Coffee Creek DOD).
- The Coffee Creek DOD will be an overlay zone similar to the Day Road DOD, but it will apply to the entire Coffee Creek Industrial Area Master Plan area shown in Figure 1.
- The PDI-RSIA zone (Wilsonville Code, §4.135.5) will remain as the intended base zone upon annexation of Coffee Creek Industrial Area Master Plan area properties into the city.
- Identification of the Wilsonville Code provisions that will remain in effect, be amended, or be superseded by the new Coffee Creek DOD.
- The Pattern Book for Coffee Creek Industrial Area to provide supplemental design guidance to complement the Wilsonville Code requirements.
- Supplementing the city's street design standards to enhance the pedestrian and cycling environment.

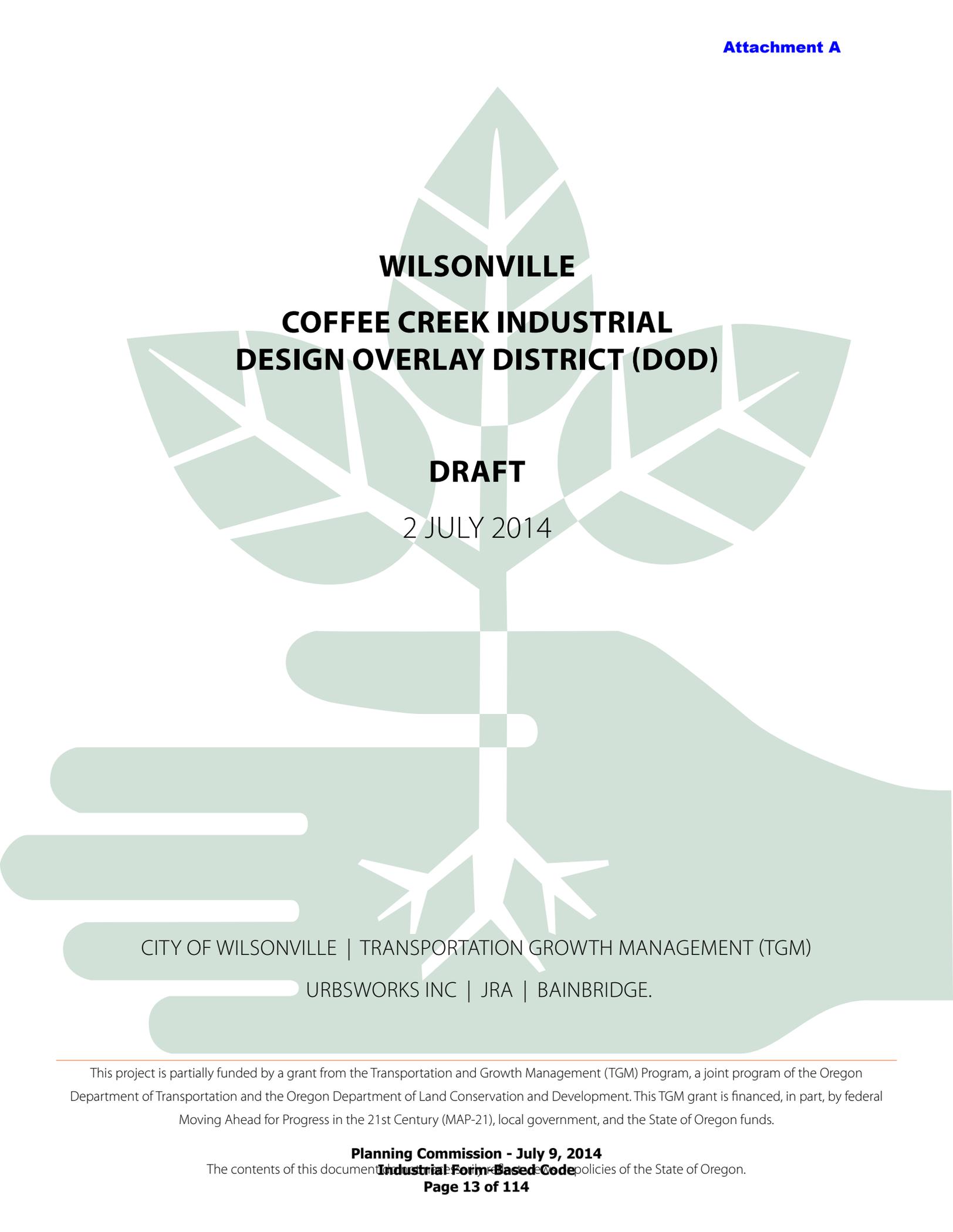
Master Organization Table for Sections of the Coffee Creek Industrial Design Overlay District - the Pattern Book and the Form Based Code

Category - what is being regulated Chapter Heading	Pattern Book		Form-Based Code	
	Intent Statement Subheadings	Guideline Sub-subheadings Separate guideline or set of guidelines with text and illustration	Development Standards Row headings on the Development Standards Table (left side of table) Subsections of Section 4.134 Coffee Creek Industrial Area Design Overlay District (Coffee Creek DOD)	Adjustment Allowance
Entire District – The Place of Coffee Creek	District-Wide Site Planning and Landscaping – Intent Statement (includes a general statement about the value of district-wide site planning and landscaping, followed by specific guidelines)	Section A District-wide Site Planning and Landscaping The Ice Age Landscape of Coffee Creek Develop and Emphasize the Themes of Coffee Creek Strengthening Gateways	(.12) – A - District-wide Planning and Landscaping District-Wide Planning and Landscaping: tree removal, relocation or replacement – refers to 4.610.10 District-Wide Planning and Landscaping: tree removal, relocation or replacement – refers to 4.610.10(.01)	
Achieving Connectivity	Achieving Connectivity - Intent Statement (includes a general statement about the value of connectivity, followed by specific statements about the character and function of Addressing, Supporting Streets and Through Connections)	Section B Addressing Streets Supporting Streets Through Connections	(.11) Street Design and Connectivity Connection Spacing Connection Type	Adjustment for Connection Spacing (Y) Adjustment for Connection Type (N)
Site Design	Site Design- Intent Statement (includes a general statement about all parcels, followed by specific statements about parcels on Addressing, Supporting Streets and Through Connections)	Section C Parcel Access	(.12) – B – Site Design – Parcel Access Site Design Applicability Parcel Driveway Access Parcel Driveway Width	

	Addressing Streets Supporting Streets Through Connections	(.12) – B – Site Design – Parcel Pedestrian Access General, Parcel Pedestrian Access Parcel Pedestrian Access per sections of 4.134, 4.154, 4.167 Parcel Pedestrian Access Spacing Parcel Pedestrian Access Width Parcel Pedestrian Access to Transit	
		(.12) – B – Site Design – Parcel Frontage Parcel Frontage, Defined Parcel Frontage Occupied by a Building	
Parking Location and Design– Intent Statement (includes a general statement about all parcels, followed by specific statements about parcels on Addressing, Supporting Streets and Through Connections)	Parking Location and Design	(.12) – B – Site Design – Parking Location and Design Parking Location and Design per sections of 4.134(.05) E parking at rear; 4.155 regarding loading, bicycle, etc; 4.176 regarding perimeter landscaping Parking location and extent Parking setback Parking lot sidewalks Parking perimeter screening and landscaping Bicycle parking Off-street loading Carpool and Vanpool Parking	
Design that Contributes to the Site – Intent Statement	Planting	(.12) – B – Site Design – Grading and Retaining Walls Maximum height Required material Design (required offsets every 650 feet)	

			<p>(.12) – B – Site Design – Planting</p> <p>General, reference to 4.176.02 Landscaping and Screening Standards</p> <p>Landscaping Standards permitted on different connection types</p> <p>Native Plant Materials</p>	
	Design that Contributes to the Building – Intent Statement	<p>Primary Building Entries</p> <p>Location and Screening of Utilities and Services</p> <p>Exterior Lighting</p>	<p>(.12) – B – Site Design – Location and Screening of Utilities and Services</p> <p>General reference to 4.179 regarding Mixed Recyclables Section</p> <p>Location and Visibility</p> <p>Required screening on different connection types</p>	
Building Design	Designing the Building – Intent Statement	Prominent Building Entrance	<p>(.12) – C – Building Design – Building Orientation</p> <p>Building orientation: Front façade</p>	
			<p>(.12) – C – Building Design – Building Entrance</p> <p>Primary Building Entrance: ADA</p> <p>Primary Building Entrance: Location in relation to connection type</p> <p>Primary Building Entrance: visibility from connection type</p> <p>Primary Building Entrance: accessibility</p> <p>Primary Building Entrance: Required canopy</p> <p>Primary Building Entrance: Required amenity</p> <p>Primary Building Entrance: Transparency</p> <p>Primary Building Entrance: Lighting</p>	

		Overall Building Mass	<p>(.12) – C – Building Design – Overall Building Mass</p> <p>Front setback</p> <p>Allowance of primary building entrance (to extend into setback on an Addressing Street)</p> <p>Required Minimum height</p> <p>Ground floor height</p>	
		Composition of Building Elevations	<p>(.12) – C – Building Design – Building Elevations</p> <p>Base, body and top dimensions</p> <p>Base design</p> <p>Top design</p> <p>Required Screening of Roof-mounted equipment</p>	
		Roof Forms		
		Materials and Colors		
		Sustainable Building Design		



WILSONVILLE
COFFEE CREEK INDUSTRIAL
DESIGN OVERLAY DISTRICT (DOD)

DRAFT

2 JULY 2014

CITY OF WILSONVILLE | TRANSPORTATION GROWTH MANAGEMENT (TGM)

URBSWORKS INC | JRA | BAINBRIDGE.

This project is partially funded by a grant from the Transportation and Growth Management (TGM) Program, a joint program of the Oregon Department of Transportation and the Oregon Department of Land Conservation and Development. This TGM grant is financed, in part, by federal Moving Ahead for Progress in the 21st Century (MAP-21), local government, and the State of Oregon funds.

Planning Commission - July 9, 2014

The contents of this document are not intended to constitute a policy of the State of Oregon.

REVISION OF WILSONVILLE CODE SECTION 4.134

The Day Road Design Overlay District in Section 4.134 of the Wilsonville Code is proposed to be repealed and replaced with a new Section 4.134 as drafted below.

Section 4.134 Coffee Creek Industrial Design Overlay District

- (.01) Purpose. The Coffee Creek Industrial Design Overlay District (Coffee Creek DOD) is an overlay district within the Planned Development Industrial - Regionally Significant Industrial Area (RSIA) Zone Section 4.135.5). It is the purpose of this Coffee Creek DOD is to implement the Coffee Creek Industrial Area Master Plan (2007) by establishing standards for street design and connectivity, site design and circulation, building form, and building architecture and landscape for all development located within the master plan area. These standards are intended to result in:
- A. A multi-modal transportation network that accommodates pedestrians, bicyclists, transit riders, motorists, and freight in the context of a modern light industrial district.
 - B. An industrial district featuring cohesive and high-quality site, landscape, and building design, which is well integrated with adjacent streetscapes and other public spaces.
 - C. Preservation of trees and natural features.
 - D. Minimization of adverse impacts on adjacent properties from development that detracts from the character and appearance of the area.
 - E. Minimization of the visibility of vehicular parking, circulation and loading areas.
 - F. Creation of a pleasant and functional industrial district for employees and visitors.
 - G. A more predictable and timely process for reviewing light industrial development applications.
- (.02) Applicability. The Coffee Creek DOD shall apply to all properties within the Coffee Creek Industrial Area Master Plan as shown in Figure CC-1 - Regulating Plan. The provisions of this section shall apply to:
- A. All new building construction.
 - B. Any exterior modifications to existing, non-residential buildings, subject to 4.134(.03) Exceptions.
 - C. All new paved parking lots.
 - D. All new outdoor storage and display areas.
 - E. All new signage.
 - F. All building expansions greater than 1,250 square feet.
- (.03) Exceptions. This section does not apply to the following:
- A. Maintenance of the exterior of an existing industrial/employment structure, such as painting to the approved color palette, reroofing, or residing with the same or similar materials.
 - B. Industrial/employment building expansions less than 1,250 square feet.
 - C. Interior remodeling.
 - D. Essential public facilities.
 - E. Maintenance of existing dwellings and accessory buildings.
 - F. Maintenance agricultural buildings.

- (.04) Uses that Are Typically Permitted. The uses permitted shall be governed by Section 4.135.5 (.03).
- (.05) Prohibited Uses. The uses prohibited shall be governed by Section 4.135.5 (.04).
- (.06) Overview of Coffee Creek DOD Standards.
- A. Section 4.134 (.09) - Regulating Plan. The Regulating Plan organizes all existing and future streets and shared-use paths within the Coffee Creek Industrial Area into a hierarchy of Addressing Streets, Supporting Streets and Through Connections.
 - B. Section 4.134 (.10)- Connectivity Standards. New Supporting Streets and Through Connections are required within the Coffee Creek Master Plan Area to meet Connectivity Requirements as shown on Figure CC-4 - - Connectivity Standards Diagram.
 - C. Section 4.134 (.11) - Development Standards. The Development Standards Table provides an overview of all applicable Development Standards. The development standards for any given parcel are determined by the existing or future street or shared-use path type on which the parcel fronts, as detailed in Table (.11) - 01 - Development Standards Table.
 - D. Section 4.134 (.10) - Street Types. The Street Types specify the cross sections for each of the street and shared-use path types within the Regulating Plan. These cross section specifications are applicable to both existing and proposed new streets. A range of cross sections for Supporting Streets and Through Connections is permitted and detailed in Figures CC-2 - Supporting Streets, All Types, and Cc-3 - Through Connections, All Types.
 - E. Section 4.134 (.11) - Coffee Creek FBC Development Standards. Areas bounded by new Supporting Streets and Through Connections are designated as Parcels and are required to comply with Development Standards governing site design, building orientation and frontage. The development standards for site design, building façade and landscape design are intended to work in tandem with the street types to create a cohesive and unified public realm.
 - F. Pattern Book. The Wilsonville Pattern Book for Coffee Creek Industrial Area provides supplemental design guidelines, which are intended to allow additional design flexibility than the Development Standards while satisfying the purpose of the Coffee Creek DOD.
- (.07) Review Process. Development applications shall follow the application review process described in:
- A. Section 4.197 Zone Changes and Amendments.
 - B. Section 4.140 Planned Development Regulations.
 - C. Section 4.035 (.03) Class II - Administrative Review.
- (.08) Coffee Creek DOD Regulating Plan, Figure CC-1 - Regulating Plan
- A. Components of the Regulating Plan Map
 - a. Addressing Streets. Existing and planned streets within the Regulating Plan Area are called Addressing Streets and include Cahalin Road, Day Road, Clutter Street, Ridder Road, Grahams Ferry Road, Garden Acres Road, and Kinsman Road, Java Road and Tonquin Road.

- b. Master Plan Area. Land area identified as “Master Plan Area” on Figure CC-1- Regulating Plan is subject to additional Connectivity Standards as detailed in Figure CC-4 - Connectivity Standards, and Table (.11) -1.
- c. Access Zone. New streets and new shared use paths shall intersect with Addressing Streets within the Access Zone. Outside of the Access Zone, only non-vehicular shared use paths may intersect with the Addressing Street.

Note: with the change in numbering above the following sections will be renumbered in subsequent drafts.

(.10) Coffee Creek Connectivity Standards

- A. Supporting Streets and Through Connections, Figure CC-1 - Regulating Plan. Within the land area bounded by Addressing Streets, called Master Plan Area, connectivity is required to be provided through new local streets and shared use paths. The location, alignment and cross-section of required local streets and shared-use paths is flexible, as long as they comply with spacing and minimum cross section standards. New connections may be one of the following two Types:
 - a. Supporting Streets. Supporting Streets are new local streets. They may be public rights-of-way or public easements. They shall meet the Development Standards set out in Figure CC -2 - Supporting Streets, All Types.
 - b. Through Connections. Through Connections are new streets or multi-use paths, or streets that combine characteristics of local streets and multi-use paths. They may be public rights-of-way or public easements. They shall meet the Development Standards set out in Figure CC -3 - Through Connections, All Types.
- B. Minimum spacing. See Figure CC -4 - Connectivity Standards Diagram and Table (.11) -1 - Development Standards.
- C. Access Zone. The Access Zone is defined by City access management spacing standards. Parcel Access is not permitted from any Addressing Street within 150 feet of an intersection of existing or planned Addressing Streets. See Figure CC -4 - Connectivity Standards.

(.11) Development Standards Table - Table(.11) -1

- A. Site Design
 - a. Applicability. Areas bounded by Addressing Streets, Supporting Streets and Through-Parcel Connections shall be designated as a Parcel and subject to the Development Standards for Site Design, Figure CC-5 - Parcel Standards.

Table (.11) -1 - Development Standards			
	Addressing Streets	Supporting Streets	Through Connections
(.11) Street Design and Connectivity			
Connection Spacing	Not applicable, Addressing Streets exist or are planned	600-feet, maximum, centerline to centerline Exact location and alignment may vary by 50 feet maximum in either direction, provided that the Supporting Street or Through Connection intersects with Addressing Streets at nearest existing or planned	

Table (.11) -1 - Development Standards			
	Addressing Streets	Supporting Streets	Through Connections
		intersection	
Connection Type	Addressing Streets are Day Road, Boones Ferry Road, Grahams Ferry Road, Cahalin Road, Garden Acres Road, Clutter Street and Ridder Road, Java Road and Tonquin Road Addressing Streets are multimodal	Supporting Street Specifications, see Figure CC - 2 Supporting Streets may be multimodal or exclusively for bike/ped access	Through Connection Specifications, see Figure CC - 3 Through Connections may be multimodal or exclusively for bike/ped access
(.12) - Development Standards			
(.12)-A - District-Wide Planning and Landscaping			
General	The following provisions apply: <ul style="list-style-type: none"> • 4.610.10 for tree removal, relocation or replacement. • 4.610.10(.01) C for consideration of development alternatives to preserve wooded areas & trees. 		
(.12)-B - Site Design			
Applicability	Areas bounded by Addressing Streets, Supporting Streets, and Through Connections shall be designated as a Parcel and subject to the Development Standards for Site Design.		
Parcel Access			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none"> • 4.177(.02) for street design; • 4.177(.03) to (.10) for sidewalks, bike facilities, pathways, transit improvements, access drives & intersection spacing. 		
Parcel Driveway Access	Not applicable	Limited by connection spacing standards Parcel Driveway Access may be employed to meet required connectivity, if it	Limited by connection standards for motorized vehicle access. Parcel Driveway Access may be employed to meet

Table (.11) -1 - Development Standards			
	Addressing Streets	Supporting Streets	Through Connections
		complies with Supporting Street Standards Subject to approval by City Engineer	required connectivity, if it complies with Through Connection Standards Subject to approval by City Engineer
Parcel Driveway Spacing	Not applicable	150-feet, minimum	150-feet, minimum
Parcel Driveway Width	Not applicable	24-foot, maximum or complies with Supporting Street Standards	24-foot, maximum or complies with Through Connection Standards
Parcel Pedestrian Access			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none"> • 4.154(.01) for separated & direct pedestrian connections between parking, entrances, street ROW & open space • 4.167(.01) for points of access. 		
Parcel Pedestrian Access Spacing	No restriction		
Parcel Pedestrian Access Width	8 feet wide minimum		
Parcel Pedestrian Access to Transit	Provide separated & direct pedestrian connections between transit stops and parking, entrances, street ROW & open space		
Parcel Frontage			
Parcel Frontage, Defined	Parcel Frontage shall be defined by the linear distance between centerlines of the perpendicular Supporting Streets and Through-Parcel Connections.		
Parcel Frontage Occupied by a Building	A minimum of 50% of the Parcel Frontage shall be occupied by a building, see CC-5	No minimum	
Parking Location and Design			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none"> • Section 4.155 (03) Minimum and Maximum Off-Street Parking Requirements: • Section 4.155 (04) Bicycle Parking • Section 4.155 (06) Carpool and Vanpool Parking Requirements • Section 4.176 for Parking Perimeter Screening and Landscaping - permits the parking landscaping and screening standards as multiple options 		

Table (.11) -1 - Development Standards			
	Addressing Streets	Supporting Streets	Through Connections
Parking Location and Extent	Limited to one double-loaded bay of parking, 16 spaces, maximum, designated for short-term (1 hour or less), visitor, and disabled parking only	Limited to double-loaded bay of parking between right-of-way of Supporting Street and building	Parking is permitted between right-of-way of Through Connection and building
Parking Setback	30-foot minimum from the right-of-way of an Addressing Street	20-foot minimum from the right-of-way of an Supporting Street	10-foot minimum from the right-of-way of an Through Connection
Parking Lot Sidewalks	Where off-street parking areas are designed for motor vehicles to overhang beyond curbs, sidewalks adjacent to the curbs shall be increased to a minimum of seven (7) feet in depth.	Where off-street parking areas are designed for motor vehicles to overhang beyond curbs, planted areas adjacent to the curbs shall be increased to a minimum of nine (9) feet in depth.	Where off-street parking areas are designed for motor vehicles to overhang beyond curbs, planted areas adjacent to the curbs shall be increased to a minimum of nine (9) feet in depth.
Parking Perimeter Screening and Landscaping	Screen parking area from view from Addressing Streets by means of one or more of the following: a) General Landscape Standard, 4.176 (.02) C b) High Berm Standard, 4.176 (.02) G, except within 50 feet of a perpendicular Supporting Street or Through Connection as measured from the centerline		Screen parking area from view from Through Connections by means of a) Low Screen Landscape Standard, 4.176 (.02) D, or b) High Wall Standard, 4.176 (.02) F, or c) High Screen Landscaping Standard, 4.176 (.02) H
Off-Street Loading	No off-street loading permitted facing Addressing Streets	No limitation	
Carpool and Vanpool Parking	Not permitted in parking areas facing Addressing Streets	No limitation	
Grading and Retaining Walls			
Maximum height	Where site topography requires adjustments to natural grades, landscape retaining walls shall be 48-inches tall maximum. Where the grade differential is greater than 30-inches, retaining walls may be stepped.		
Required Materials	Materials for retaining walls shall be unpainted cast-in-place, exposed-aggregate,		

Table (.11) -1 - Development Standards			
	Addressing Streets	Supporting Streets	Through Connections
	or board-formed concrete; brick masonry; stone masonry; or Cor-ten steel.		
Design	Retaining walls longer than 50 linear feet shall introduce a 5-foot, minimum horizontal offset to reduce their apparent mass.		
Planting			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none"> • 4.176.02 Landscaping and Screening Standards 		
Landscaping Standards Permitted	General Landscape Standard, 4.176 (.02) C High Berm Standard, 4.176 (.02) G, except within 50 feet of a perpendicular Supporting Street or Through Connection as measured from the centerline	General Landscape Standard, 4.176 (.02) C Low Screen Landscape Standard, 4.176 (.02) D Screen loading areas with High Wall Standard, 4.176 (.02) F, and High Screen Landscaping Standard, 4.176 (.02) E	
Native Plant Materials	100 percent of plant materials used to meet the Landscape Standards shall be native plant materials	Not applicable	
Location and Screening of Utilities and Services			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none"> • Section 4.179. Mixed Solid Waste and Recyclables Storage in New Multi-Unit Residential and Non-Residential Buildings 		
Location and Visibility	Site and building service, utility equipment, and outdoor storage of garbage, recycling, or landscape maintenance tools and equipment is not permitted	Site and building service, utility equipment, and outdoor storage of garbage, recycling, or landscape maintenance tools and equipment is not permitted within the setback	No limitation
Required Screening	Not permitted	High Wall Standard and High Screen Landscaping 100 percent native plant materials	
(.12)-B - Building Design			
Building Orientation			
Front Façade	Buildings shall have one designated front façade and two designated side façades		

Table (.11) -1 - Development Standards			
	Addressing Streets	Supporting Streets	Through Connections
	<p>If one of the streets or connections bounding a parcel is an Addressing Street, the front façade of the building shall face the Addressing Street</p> <p>If none of the bounding streets or connections is an Addressing Street, the front façade shall face a Supporting Street</p>		
Primary Building Entrance			
Accessible Entrance	The Primary Building Entrance shall be visible from, and accessible to, an Addressing Street, or a Supporting Street if there is no Addressing Street Frontage. A continuous pedestrian pathway shall connect the Primary Building Entrance with a safe, direct, and convenient path of travel that is free from hazards and provides a reasonably smooth and consistent surface consistent with the requirements of Americans with Disabilities Act (ADA).		
Location	150-feet, maximum from right-of-way of an Addressing Street.	No limitation	
Visibility	Direct line of sight from an Addressing Street to the Primary Building Entrance.	No limitation	
Accessibility	Safe, direct, and convenient path from adjacent sidewalks.		
Required Canopy	Protect the Primary Building Entrance with a canopy with a minimum vertical clearance of 15-feet and an all-weather protection zone that is 8-feet deep, minimum and 12-feet wide, minimum.		
Required Amenity	The Primary Building Entrance shall be enhanced with one or more of the following: bench, 8-feet long, minimum; sculpture or artwork; fountain, or a planter(s).		
Transparency	Walls and doors of the Primary Building Entrance shall be a minimum of 65% transparent.		
Lighting	<p>The interior and exterior of the Primary Building Entrance shall be illuminated to extend the visual connection between the sidewalk and the building interior from day to night. Pathway lighting connecting the Primary Building Entrance to the adjacent sidewalk on an Addressing Street shall be scaled to the needs of the pedestrian.</p> <p>Comply with Outdoor Lighting, 4.199</p>		
Overall Building Massing			

Table (.11) -1 - Development Standards			
	Addressing Streets	Supporting Streets	Through Connections
Front Setback	30-feet, minimum, except as provided below	30 feet maximum	30 feet maximum
Allowance of Primary Building Entrance	Where the Primary Building Entrance is located on an Addressing Street it may extend into the required front yard setback by 15-feet maximum provided that: <ul style="list-style-type: none"> a) It has a two-story massing with a minimum height of 24-feet; b) The Parcel Frontage on the Addressing Street is limited to 100-feet; c) The building extension is 60% transparent, minimum; d) The entrance is protected with a weather-protecting canopy with a minimum vertical clearance of 15-feet; and e) The standards for site design and accessibility are met. 	Not applicable	Not applicable
Required Minimum Height	30-feet minimum.		
Ground Floor Height	The Ground Floor height shall measure 15-feet, minimum from finished floor to finished ceiling (or 17.5-feet from finished floor to any exposed structural member).		
Base, Body, and Top Dimensions	Buildings elevations shall be composed of a clearly demarcated base, body and top. <ul style="list-style-type: none"> A. For Buildings 30 feet in height: <ul style="list-style-type: none"> 1) The base shall be 30-inches, minimum; 1-story, maximum. 2) The body shall be equal to or greater than 75% of the overall height of the building. 3) The top of the building shall be 18-inches, minimum. B. For Buildings between 30 feet and 5-stories in height: 		

Table (.11) -1 - Development Standards			
	Addressing Streets	Supporting Streets	Through Connections
	1) The base shall be 30-inches, minimum; 2-stories, maximum. 2) The body shall be equal to or greater than 75% of the overall height of the building. 3) The top of the building shall be 18-inches, minimum. C. For Buildings greater than 6-stories in height: 1) The base shall be 1-story, minimum, 3-stories, maximum. 2) The body shall be equal to or greater than 75% of the overall height of the building. 3) The top of the building shall be 18-inches, minimum.		
Base Design	The design of the building Base shall: A. Use a material with a distinctive appearance, easily distinguished from the building Body expressed by a change in material, a change in texture, a change in color or finish; B. Create a change in surface position where the Base projects beyond the Body of the building by 1 -1/2 -inches, minimum; and/ or C. High Berm Landscape Standard		
Top Design	Building Tops define the skyline. The design of the Building Top shall: A. Use a material with a distinctive appearance, easily distinguished from the building Body expressed by a change in material, a change in texture, a change in color or finish; and/ or B. Create a change in surface position where the Top projects beyond, or recesses behind, the Body of the building by 1 -1/2 -inches, minimum.		
Required Screening of Roof-mounted Equipment	Screen roof-mounted equipment with architectural enclosures using the materials and design of the building Body and/ or the building Top. No roof-mounted equipment shall be visible from an Addressing Street or Supporting Street.		

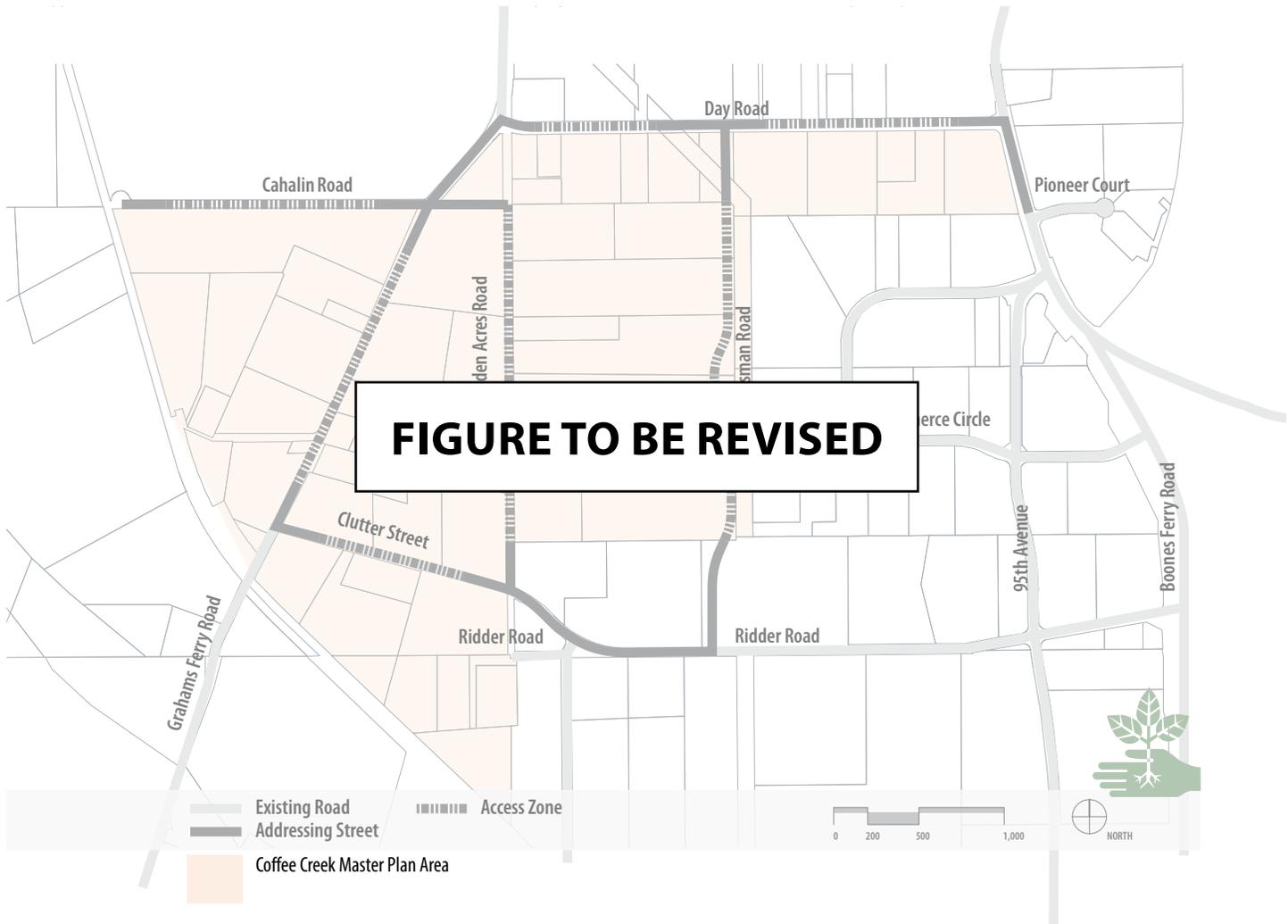


FIGURE CC-1 – REGULATING PLAN
Refer to Section (.09) Coffee Creek FBC Regulating Plan

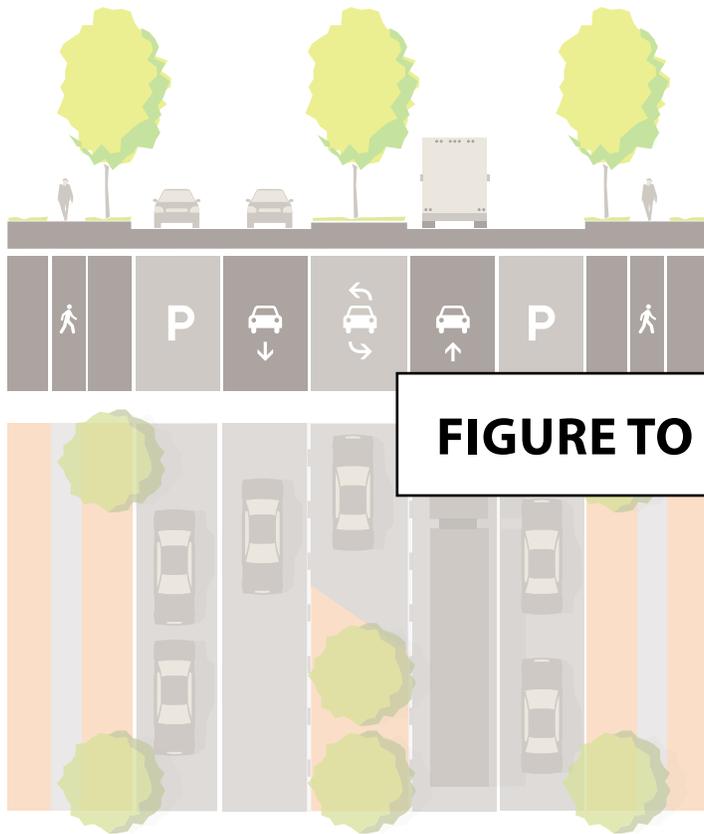
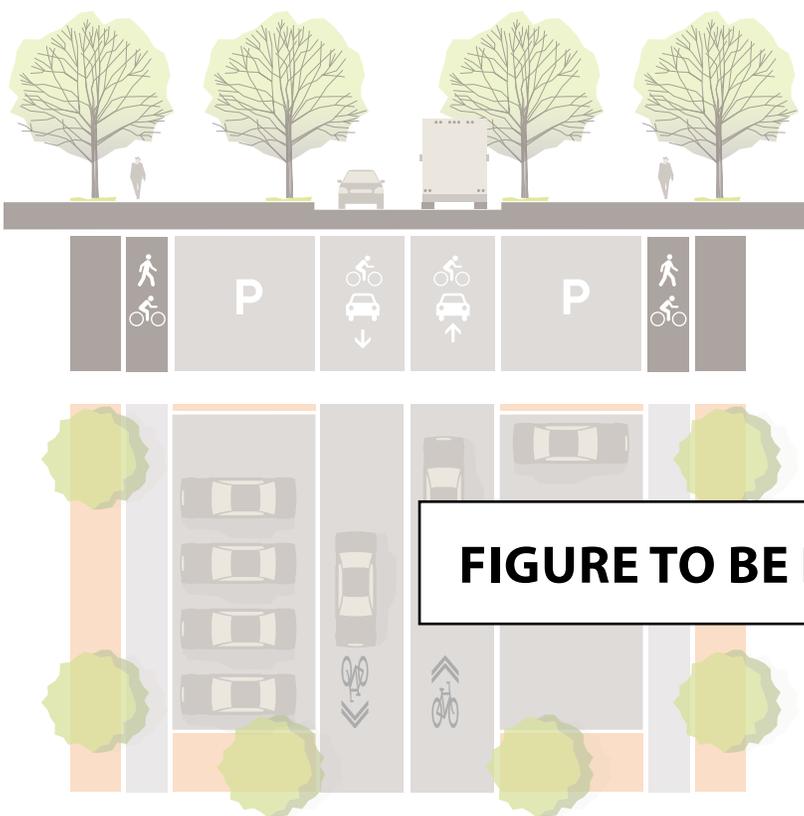


FIGURE TO BE REVISED

Specifications for Supporting Streets	
Type	Local Street
Aesthetic Character / Identity	Minor Addressing Street
Role in Network	Bike, Pedestrian and Local Vehicular Connectivity
Design Speed	under 20 mph
Right-of-Way Width	Varies
Street Width	24-54 feet
Number of Lanes	2
Travel Lane Width	10-11 feet
Center Turn Lane Width	14 feet (maximum)
Parking Lane Width	8 feet (optional)
Bike Facilities	Shared Street
Sidewalk Width	6 feet (minimum)
Planting Strip Width	6 feet (minimum)
Planted Median Width	14 (minimum, optional)

FIGURE CC-2 - SUPPORTING STREETS, ALL TYPES
 Refer to Section (.10) Coffee Creek Connectivity Standards



Specifications for Through Connections	
Type	Local Street
Aesthetic Character / Identity	
Role in Network	Bike, Pedestrian, Local Vehicular Connectivity
Design Speed	under 20 mph
Right-of-Way Easement	Varies
Curb-to-Curb Width	Varies
Travel Lanes (number)	Optional
Travel Lane Width	12 feet (maximum)
Width	NA
	8-30 feet (optional; head-in, diagonal or parallel parking, or a combination, permitted,)
Bike Facilities	Shared Street or Shared-Use Path
Sidewalk Width	5 feet (minimum) each side or 10 feet (minimum)
Planting Strip Width	6 feet (minimum)
Planted Median Width	NA

FIGURE CC-3 – THROUGH CONNECTIONS, ALL TYPES
 Refer to Section (.10) Coffee Creek Connectivity Standards

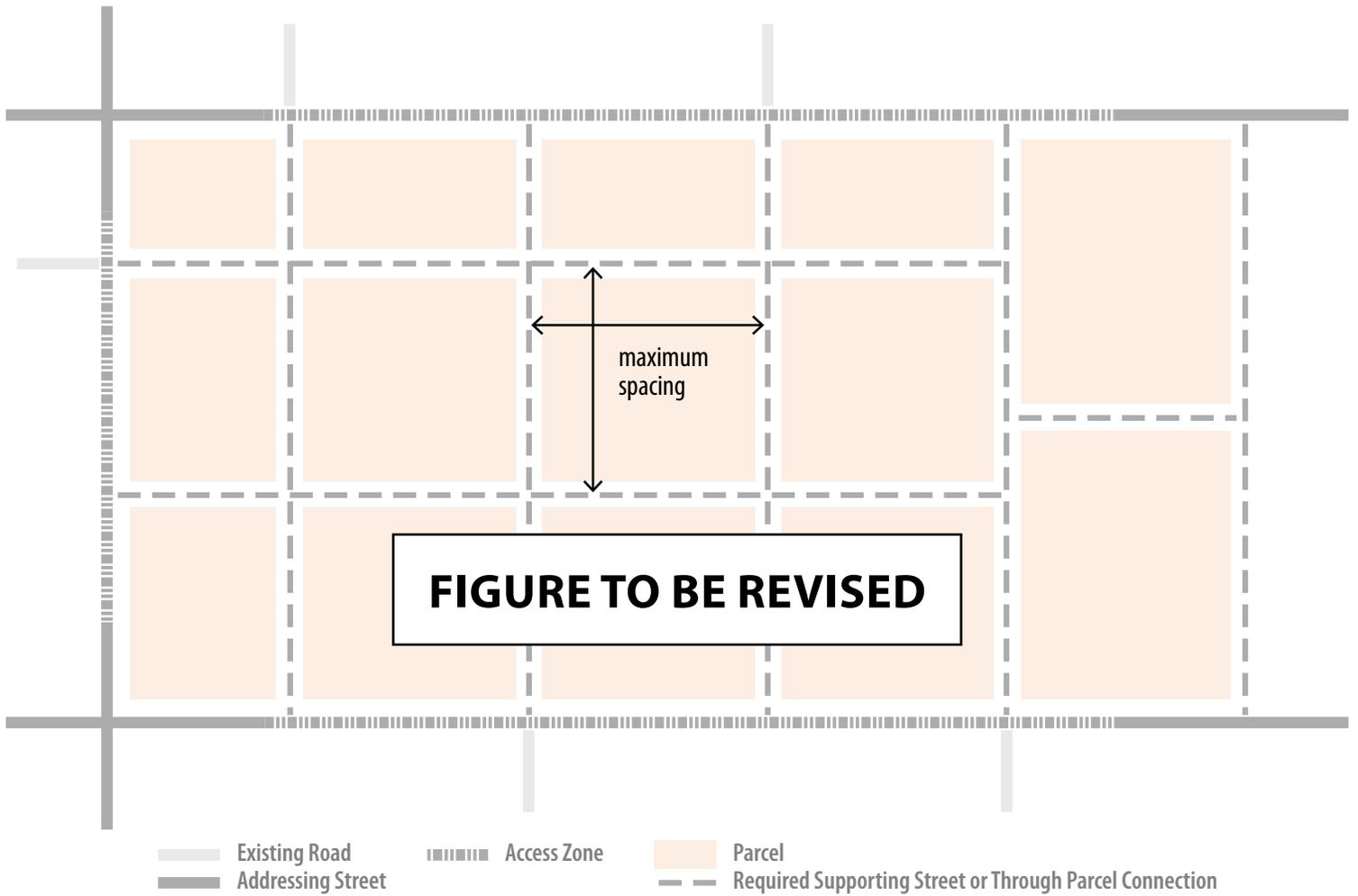
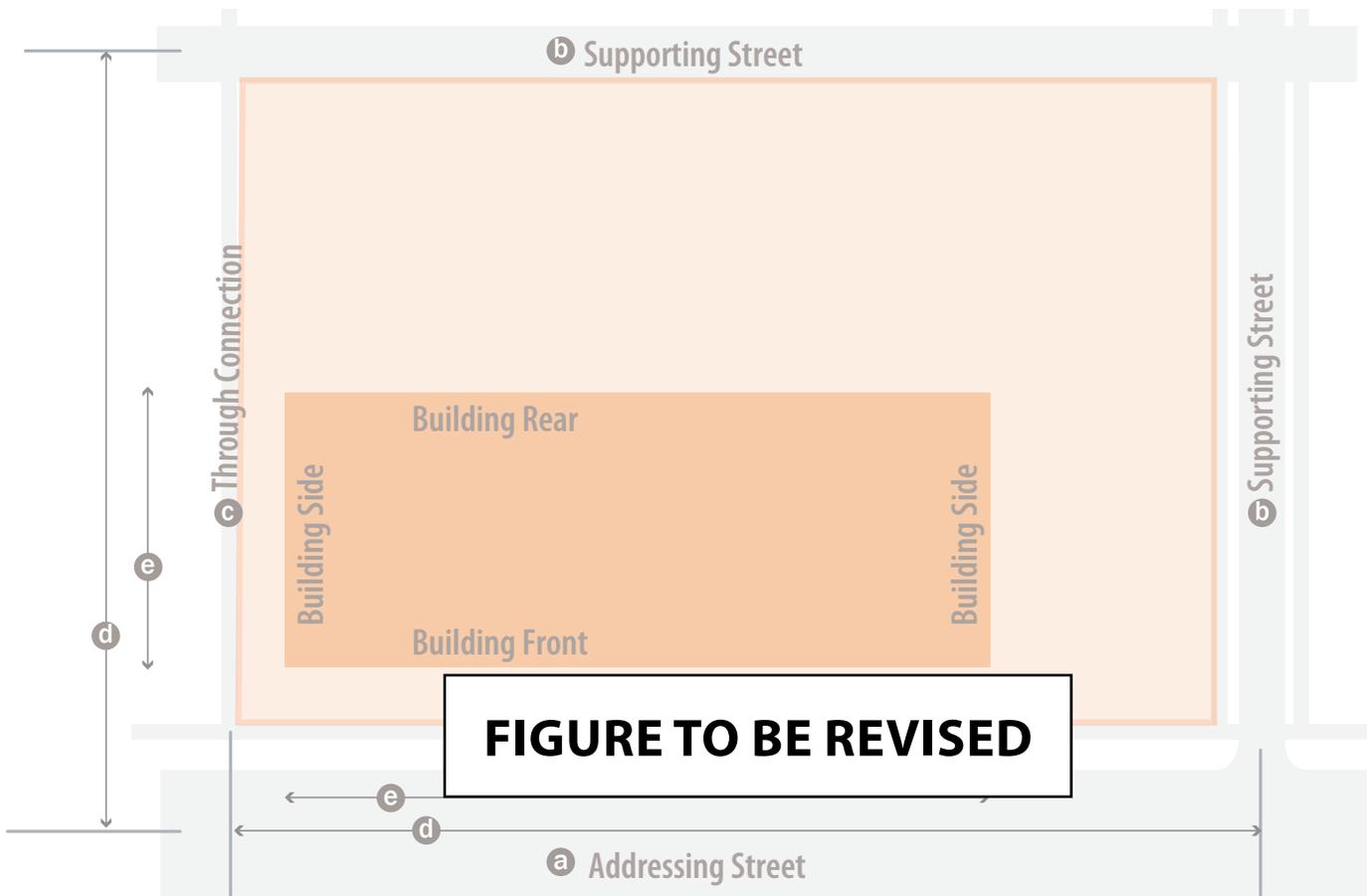


FIGURE CC-4 - CONNECTIVITY STANDARDS
Refer to Section (.10) Coffee Creek Connectivity Standards



Site Design

- Ⓐ Addressing Street
- Ⓑ Supporting Street
- Ⓒ Through Connection
- Ⓓ Parcel Frontage
- Ⓔ Parcel Frontage Occupied by a Building

- Parcel
- Building

FIGURE CC-5 - PARCEL STANDARDS
 Refer to Section (.11) Development Standards

**WILSONVILLE
PATTERN BOOK
FOR COFFEE CREEK LIGHT INDUSTRIAL AREA**

DRAFT

02 JULY 2014

CITY OF WILSONVILLE | TRANSPORTATION GROWTH MANAGEMENT (TGM)

URBSWORKS INC | JRA | BAINBRIDGE.

Planning Commission - July 9, 2014

Industrial Form-Based Code

Page 29 of 114

CONTENTS

A. THE PLACE OF COFFEE CREEK

DISTRICT-WIDE SITE PLANNING AND LANDSCAPING

B. ACHIEVING CONNECTIVITY

ACHIEVING CONNECTIVITY

C. SITE DESIGN

SITE DESIGN

PARKING LOCATION AND DESIGN

DESIGN THAT CONTRIBUTES TO THE SITE

DESIGN THAT CONTRIBUTES TO THE BUILDING

D. BUILDING DESIGN

DESIGNING THE BUILDING

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The contents of this document do not necessarily reflect views or policies of the State of Oregon.

PATTERN BOOK | INTRODUCTION

GOALS OF THE PATTERN BOOK

The Coffee Creek FBC and the Pattern Book together establish regulations and guidelines for street design and connectivity, site design and circulation, building form, and building architecture and landscape of all development located within the Coffee Creek Industrial Area Master Plan area. The guidelines are intended to result in:

- A multi-modal transportation network that accommodates pedestrians, bicyclists, transit riders, motorists, and freight in the context of a modern light industrial district.
- A complete network of existing and new streets, paths, and trails that will support a sense of place and identity and create a functional gateway to the City of Wilsonville.
- An industrial district featuring cohesive and high-quality site, landscape, and building design through a de-emphasis on building design and more appropriate emphasis on the design of the public realm.
- Minimization of the visibility of vehicular parking, circulation and loading areas.
- Public realm design that considers the contribution that landscape design has made to the design quality of other industrial lands in Wilsonville, where landscaping is effective at breaking down the scale of industrial development and providing a human scale to the public realm.
- Preservation of trees and natural features that supports the creation of a special place with a distinctive image and identity.
- Minimization of adverse impacts on adjacent properties from development that detracts from the character and appearance of the area.
- Connectivity requirements that achieve city policy objectives but are appropriate for industrial scale sites and buildings, establish connectivity between parcels and address challenges of shared site access between landlocked parcels.

RELATIONSHIP TO THE WILSONVILLE CODE

The form-based code for industrial areas sets the standards for development and defines the essential determinants for design that are critical to development. These standards are clear, objective, and represent a baseline minimum for the sound development of employment uses in industrial areas. Because the community standards for design are high, the expectation for the design for all new buildings is correspondingly high. The design guidelines in this Pattern

Books encourage and promote the design of buildings and landscapes that exceed the minimum functional standards established in the Wilsonville Code. The design guidelines illustrate how the provisions of the form-based code can be practically applied with examples from specific context zones. However, no single illustration or series of illustrations is capable of representing the full, complete, and exhaustive range of possible design solutions. Rather than representing an ultimate design, the design guidelines and their illustrative examples are intended to promote a creative response to the development standards and foster a collaborative discussion of design that includes City staff and members of the Development Review Board.

The City of Wilsonville expects new development in industrial areas to be successful contributors to the quality of life in the city by:

- Constructing well-designed, high-quality buildings that serve current needs and are adaptable to future uses;
- Integrating industrial land uses with all modes of transportation including the active modes of transportation of walking, biking, and transit;
- Preserving existing trees and natural features and enhancing the character and qualities of a unique landscape with a distinctive image and identity; and
- Preserving existing jobs and creating new ones.
- Creating a quality workplace for employees.



COFFEE CREEK IN CONTEXT

Employment and industry in the City of Wilsonville.

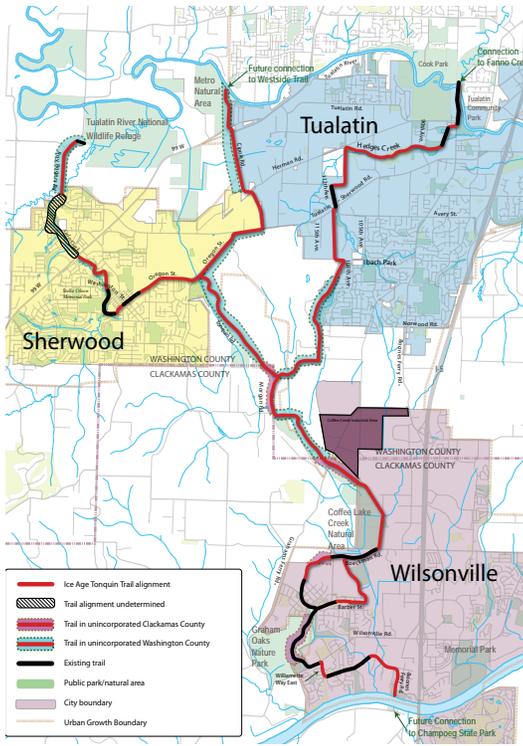
SECTION A | THE PLACE OF COFFEE CREEK

DISTRICT-WIDE SITE PLANNING AND LANDSCAPING – INTENT STATEMENT

The impact of the Ice Age floods on the Willamette Valley defies the imagination. The cataclysmic effects of the Missoula Floods created the modern-day landscape that includes Coffee Lake Wetlands and Coffee Lake Creek. These remnants of the geologic events of 12,000 years ago and the landscape that has emerged since that time are authentic elements that establish our sense of place and contribute to creating a distinctive image and identity that is unique to the City of Wilsonville.

The City’s commitment to preserving and enhancing the heritage of this distinctive landscape is reflected in several of the patterns and guidelines. At the scale of the district, the City expects development to promote visual and physical connections from the industrial district to the Coffee Lake Creek Natural Area and the future Tonquin Ice Age Trail.

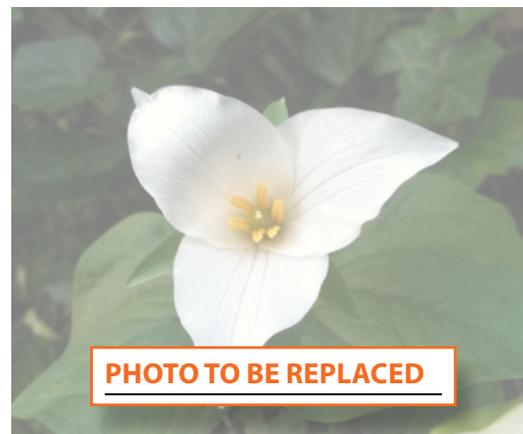
Design landscapes that acknowledge the Ice Age heritage of Coffee Creek. This guideline may be accomplished by orienting patterns of new landscape plantings to acknowledge and reflect the natural flows of water from the industrial district to Coffee Lake Creek.



THE ICE AGE LANDSCAPE

The landscape of Coffee Creek connects to a larger regional landscape.

hyperlink to be added



THE ICE AGE LANDSCAPE

Springtime Trillium rising out of the forest floor.

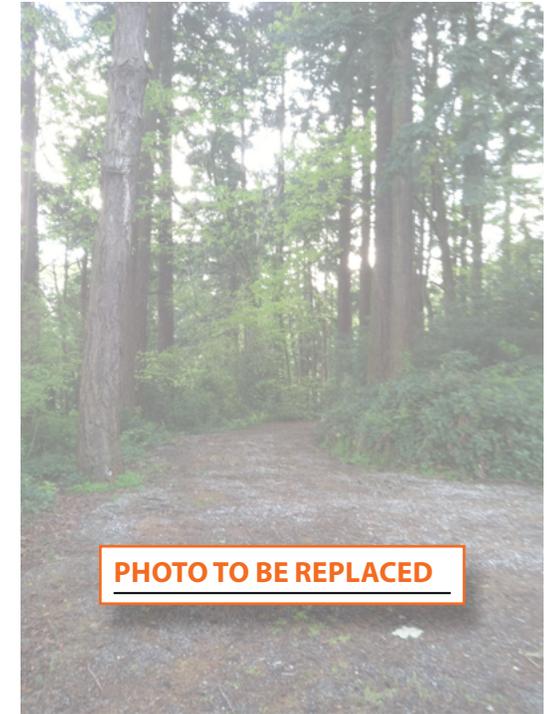
The themes that express the unique character, quality, and culture of Coffee Creek are still emerging as the district becomes fully-integrated with the larger, more established city. Existing stands of Douglas Fir both acknowledge the City’s heritage as a Tree City USA and its commitment to maintaining its natural beauty. The City is also home to three water features by the celebrated Pacific Northwest landscape architect Bob Murase: water features are strongly encouraged as part of the Coffee Creek Industrial master plan.

Within the Coffee Creek industrial district the design of individual buildings should be linked by unifying elements. The public realm of Addressing Streets provides unity to the district by establishing a pastoral character of place with the regular planting of street trees, sidewalks, and front yard setbacks.

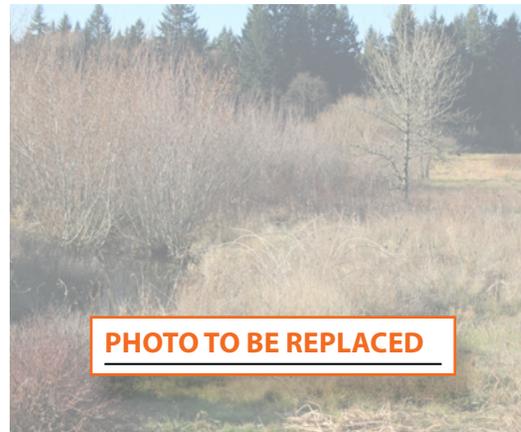
GUIDELINES

District-wide Site Planning and Landscaping

- Use the unifying elements of the natural landscape to visually connect and functionally integrate the industrial district. Promote a landscape that supports ecological function and habitat by using native species in a naturalized manner. This guideline may be accomplished by promoting and maintaining district-wide landscape through the consistent use of native plant materials as ground cover, ferns, shrubs, understory and canopy trees.



THE ICE AGE LANDSCAPE
Groves of Douglas Fir.



THE ICE AGE LANDSCAPE
Define the edges of open areas with multiple layers of plantings at various scales.



- Pedestrian and bicycle connection is critical and incorporating public connections through large-scale industrial sites is encouraged. Access connections to the creek, natural areas, and greenway trails should be clearly marked and provide safe and convenient passage. Improving existing, and providing new pedestrian and bicycle connections, strengthens the sense of place by developing the character of place.

The Ice Age Landscape of Coffee Creek

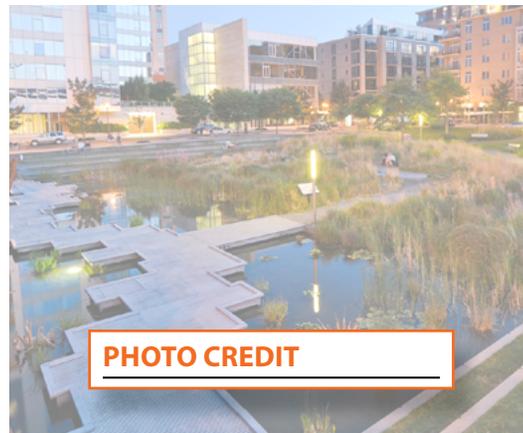
- Identify, preserve, and enhance any Ice Age elements found on site, such as erratics –the foreign boulders carried to the site on ice rafts– as elements that influence site design and development.

Develop and Emphasize the Themes of Coffee Creek

- Integrate the themes related to the City of Wilsonville as unifying elements in the conceptual design for new development. Incorporating themes such as existing stands of native trees to emphasize points of site access and/ or building access. Integrate fountains and water features to emphasize important places, such as parcel access, building entries, and employee amenities. Integrate themes into the landscape design.
- The park-like character of the design of the Addressing Streets should be complemented by landscaping around buildings, parking lots, and open space that reflects the informal, natural, and original landscape that preceded development and persists in places across the site. Non-native, ornamental plants, shrubs, and trees should be used sparingly and strategically as elements that accent special elements of the site or building, such as entries.

WILSONVILLE THEMES

Water features that invite attention.



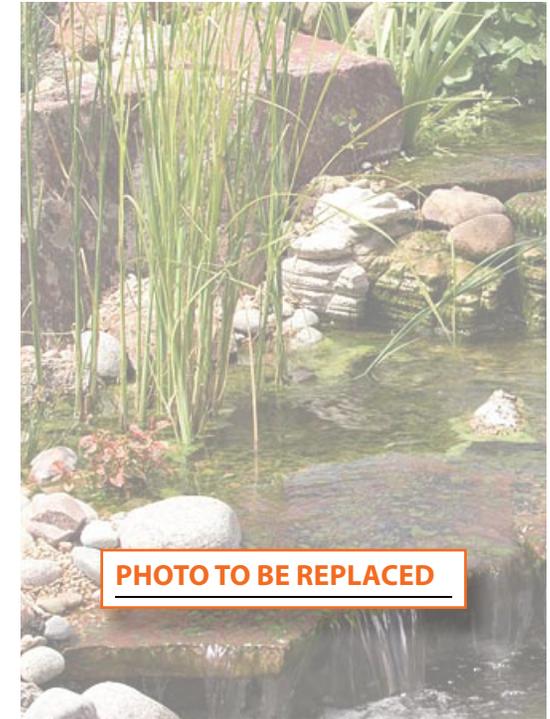
WILSONVILLE THEMES

An urban context that functions naturally.

- Integrate the materials of industry at an industrial scale. This guideline may be accomplished by designing buildings, enclosures, retaining walls with the simple, natural, unembellished materials common to industry. Use unfinished steel, raw aluminum, and plain concrete as the finish materials for the construction of site and building elements.

Strengthen Gateways

- Gateways reinforce a sense of arrival or departure and mark the transition from one precinct of the city to another.
- Design gateway locations to promote a sense of place and to reinforce the distinct identity of Coffee Creek. This guideline may be accomplished by placing new buildings strategically at areas that define boundaries and edges to create gateways in conjunction with other buildings or with significant landscape features. Develop gateway buildings at strategic intersections. Use freestanding monument signs to mark gateways. Install iconic elements within the right-of-way that serve as district-wide or site-specific gateways within the right-of-way.



WILSONVILLE THEMES

Water feature that recreates the natural qualities of a quiet stream.



WILSONVILLE THEMES

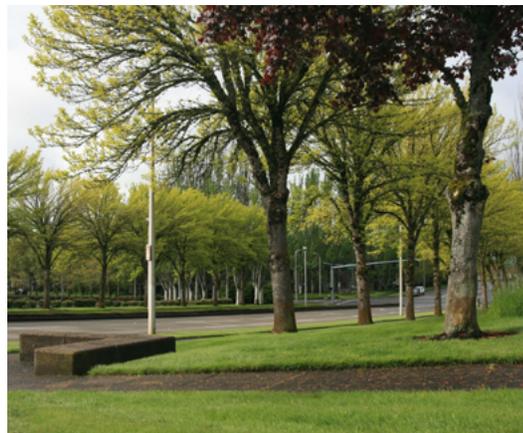
Water feature by Bob Murase.



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GATEWAYS

Use freestanding monument signs to reinforce important district gateways.



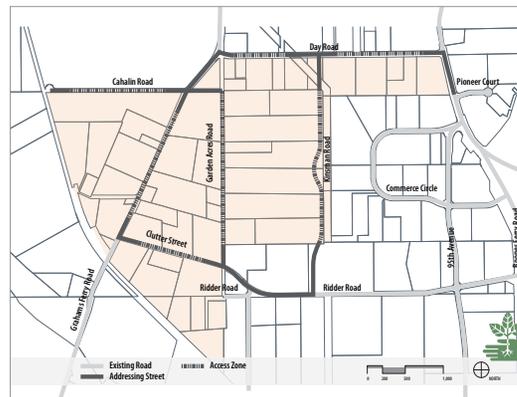
GATEWAYS

Elements do not need to be large in scale to make a large contribution to the public realm.

SECTION B | ACHIEVING CONNECTIVITY

ACHIEVING CONNECTIVITY – INTENT STATEMENT

Streets do much more than provide access to buildings, blocks, parcels, and sites. Streets are the primary generators of urban form and their design determines the quality of the public realm and the character of our neighborhoods and cities. The Form-based Code sets standards for streets as well as standards for development of sites, parcels, and buildings. In the Form-based Code the Regulating Plan establishes an overall framework for access and mobility in the Coffee Creek industrial area by building upon those roads that already exist. Existing rural roads and new streets will become the major streets of Coffee Creek and will set the character for its development. The Regulating Plan sets forth only a rough framework for new development with standards for Connection Spacing that are appropriate to the large scale of industrial development, and to ensure that connectivity to, and through, all sites is supported. The Form-based Code sets minimum standards for connectivity, and establishes a hierarchy of Addressing Streets, Supporting Streets, and Through Connections. The nature of many of these connections, their function, and their typology is flexible so that their ultimate design can be a reflection of their unique context. Supporting Streets and Through Connections should work together to provide a complete network that serves people getting around no matter what form of transportation they use. It's not necessary for every connection to serve everyone, but the network should make it possible to get to, through and around parcels and the district.



REGULATING PLAN

The Regulating Plan sets the overall framework for development in Coffee Creek by identifying the location of Addressing Streets and setting standards for the location of Supporting Streets and Through Connections.

CONNECTIVITY

Multiple options for connections of many scales from the intimate pedestrian path to roads with parkway character.

GUIDELINES

Addressing Streets

- Design Addressing Streets to establish and support a park-like character of the public realm. Addressing Streets should support pedestrian, bicycle, automobile, freight, and transit access and mobility equally. Design Addressing Streets to serve as the “front door” or “address” for new buildings and development. Orient building massing, form, architecture, and programmatic function along Addressing Streets to help define the public realm, create a distinctive frame for the streets, and support the sense of place in Coffee Creek.

Supporting Streets

- Design Supporting Streets to establish and support the extension of the public realm established by the network of Addressing Streets. In some instances Supporting Streets should be developed to the same standards as Addressing Streets and serve as the “front door” or “address” for new buildings and development. This is especially true for those development sites or parcels that are sufficiently large in scale to support multiple building development. In other instances Supporting Streets should be developed as secondary service connections from Addressing Streets.

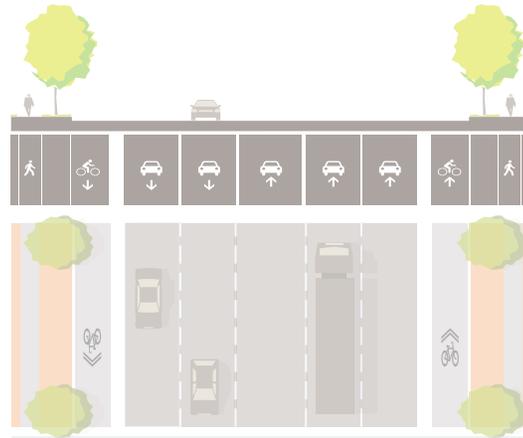
Through Connections

- Design Through Connections to fully support the extension of the public realm while responding to a wide range of functions. Through Connections may serve only pedestrians and function as an extension of the sidewalk network in Coffee Creek; or they may serve as multi-use paths and support the effective use of bicycles for transportation; or they may serve as drive aisles for linked surface parking lots within a parcel. Install a system of signage that serves to orient people to their location and assist them in wayfinding to their destination.



Specifications for Day Road		Specifications for Cahalin Road	
Type	Major Arterial	Type	Local Street
Aesthetic Character / Identity	Addressing Street	Aesthetic Character / Identity	Addressing Street

Role in Network	TO BE REVISED AND RELOCATED TO PUBLIC WORK STANDARDS
Design Speed	
Right-of-Way Easement	
Curb-to-Curb Width	
Travel Lanes (number)	
Travel Lane Width	
Center Turn Lane Width	
Parking Lane Width	
Bike Facilities Width	
Sidewalk Width	
Planting Strip Width	
Planted Median Width	

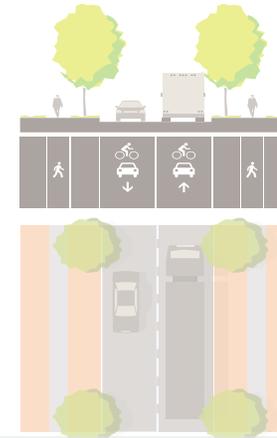


Specifications for Grahams Ferry Road

Type: Minor Arterial

Aesthetic Character / Identity: Addressing Street

- Role in Network
- Design Speed
- Right-of-Way Easement
- Curb-to-Curb Width
- Travel Lanes (number)
- Travel Lane Width
- Center Turn Lane Width
- Parking Lane Width
- Bike Facilities Width
- Sidewalk Width
- Planting Strip Width
- Planted Median Width



Specifications for Garden Acres Road

Type: Local Street

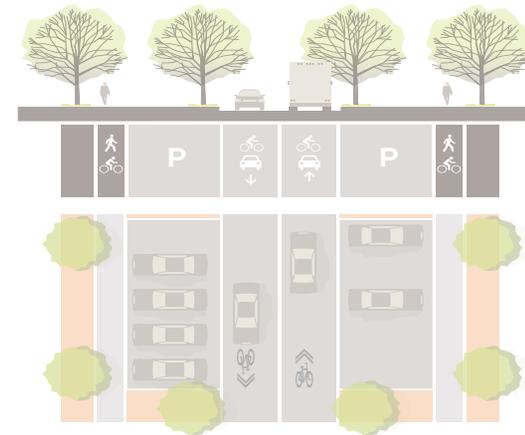
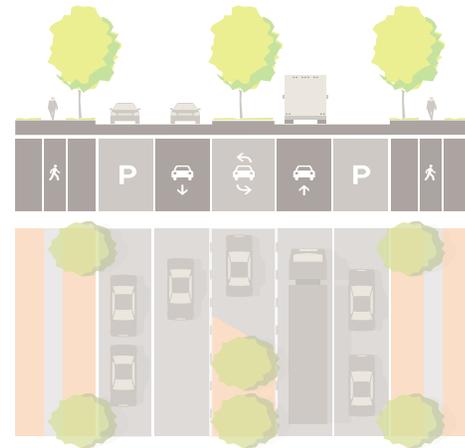
Aesthetic Character / Identity: Addressing Street

TO BE REVISED AND RELOCATED TO PUBLIC WORK STANDARDS



Type	Collector	Type	Minor Arterial
Aesthetic Character / Identity	Addressing Street	Aesthetic Character / Identity	Addressing Street

Role in Network	TO BE REVISED AND RELOCATED TO PUBLIC WORK STANDARDS
Design Speed	
Right-of-Way Easement	
Curb-to-Curb Width	
Travel Lanes (number)	
Travel Lane Width	
Center Turn Lane Width	
Parking Lane Width	
Bike Facilities Width	
Sidewalk Width	
Planting Strip Width	
Planted Median Width	



Specifications for Supporting Streets

Specifications for Through Connections

Type Local Street

Type Local Street

Aesthetic Character / Identity Minor Addressing Street

Aesthetic Character / Identity

Role in Network

TO BE REVISED AND RELOCATED TO PUBLIC WORK STANDARDS

Design Speed

Right-of-Way Easement

Curb-to-Curb Width

Travel Lanes (number)

Travel Lane Width

Center Turn Lane Width

Parking Lane Width

Bike Facilities Width

Sidewalk Width

Planting Strip Width

Planted Median Width

optional)

Planted Median Width

NA



THROUGH CONNECTIONS

Through Connections may serve only pedestrians and function as an extension of the sidewalk network in Coffee Creek; or they may serve as multi-use paths and support the effective use of bicycles for transportation.

SECTION C | SITE DESIGN



SITE DESIGN – INTENT STATEMENT

Access and mobility are essential elements of successful industrial development. We tend to think of tractor-trailer rigs as essential to industry –and they are, but equally essential to industry is an educated work force that can get to their shifts with a full range of transportation options: options that offer employees real choices that include driving alone, but also support transit, walking, and biking.

Automobile and freight access from Addressing Streets and Supporting Streets to a parcel should be obvious, clear, simple, and safe. Parcel access provides an opportunity to create a gateway and reinforce a strong sense of place.

Bicycle and pedestrian access to a parcel from Addressing Streets and Supporting Streets can also reinforce the sense of place in Coffee Creek. Bicycle and pedestrian access from an Addressing Street to a parcel should be convenient, direct, and complete. Bike riders and walkers should be able to clearly perceive their ultimate destination from the Addressing Street.

Through Connections offer a broad range of design possibilities that support specific needs for access and mobility. Through Connections may look like Addressing Streets or Supporting Streets and function like any other street; they may look and function like a drive aisle in a surface parking lot; they serve as a multi-use path for bicycles and pedestrians; or they may look and function like a sidewalk. Regardless of their ultimate appearance or configuration, Through Connections are intended to link the Coffee Creek industrial area together as a network of streets, routes, and paths that support multi-modal transportation. Through Connections are also intended to link Coffee Creek to other local and regional destinations, such as the Ice Age Tonquin Trail or Coffee Lake Creek Natural Area.

The design of the landscape in yards along Through Connections is intended primarily as a visual relief from the large-scale industrial development. A simple, natural landscape of native plant materials will result in an attractive contribution to the quality of this limited part of the public realm.

THROUGH CONNECTIONS

Also intended to link Coffee Creek to other regional destinations.

Access and mobility are for all people. The pedestrian system is successful only when all people can conveniently reach their destinations. Universal and equitable barrier-free design is most successful when designed and developed systematically from initial site design through final building design and construction.

GUIDELINES

Parcel Access

- Where parcel access is also the primary automobile access to a building for visitors use landscaping, signage, to create a distinctive sense of arrival.
- Use routes providing parcel access to build active intersections where pedestrians, bicyclists, and motorists come together.
- The Form-based Code and design guidelines for the landscape of front yards along Addressing Streets encourages a natural, irregular pattern of native plant materials; consider breaking this informal character of the landscape frontage with design and plant materials that are more formal, regular, and ornamental where parcel access occurs.

Addressing Streets

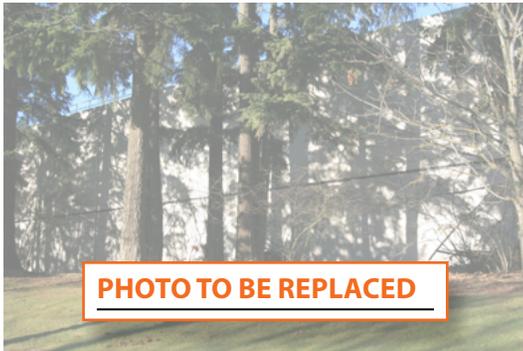
- Where parcel access connects the primary building entrance to the Addressing Street extend the design, character, scale, and materials of the entry to the public sidewalk. Where parcel access from a Supporting Street is the primary automobile access to a building for visitors use landscaping, signage, to create a distinctive sense of arrival.

Supporting Streets

- Where appropriate to the master plan for large development sites, design Supporting Streets to the same standards as Addressing Streets. Match street design standards for Addressing Streets, including street profiles, street trees, and sidewalks.

Through Connections

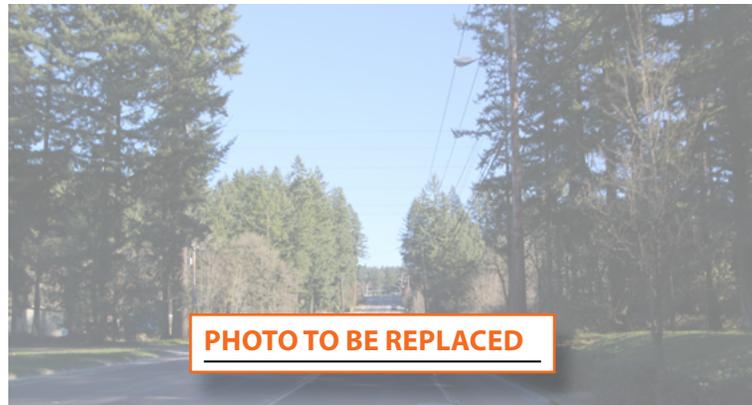
- Where parcel access connects only a pedestrian walkway or multi-use path with the Coffee Creek pedestrian and bicycle network, design the walkway or multi-use path for safety, comfort, and convenience.
- Develop an integrated system for pedestrian and bicycles that includes good connections to other adjacent parts of the Coffee Creek Industrial District and to the larger City beyond.



PARCEL FRONTAGE

Landscape supports and enhances building design.

- Make paths accessible for all. Adjust paths to accommodate existing features of the site that add character and interest.
- Adjust the alignment of Through Connections to accommodate natural features and resources.
- Increase the horizontal dimension of a Through Connection designed as multi-use paths to incorporate amenities such as benches, lighting, or trash receptacles and to create visual interest.
- The design of the landscape in front yards along Addressing Streets is carefully regulated by the Form-based Code and will result in an attractive contribution to the quality of the public realm.
- Ensure that the landscape is planned, installed, and maintained to promote the informal design character associated with each landscape frontage type.
- Plan the size and location of signs and their structure so that they do not detract from the natural quality of the native landscape.
- Establish and maintain a sense of the public realm as an outdoor room where building elevations serve as walls and the streets, sidewalks, and landscape serve as the floor. Use buildings to create and maintain a sense of urban enclosure.



PARKING LOCATION AND DESIGN – INTENT STATEMENT

Surface parking is permitted in the front yard setback for development along Addressing Streets with limitations. Surface parking lots are limited in scale and designated for short-term parking for visitors, people with disabilities, and deliveries only. The design guidelines are intended to establish the character for surface parking lots that supports the City’s goals for pedestrian convenience, comfort, and safety.

Ensure that the landscape is planned, installed, and maintained to promote the informal design character associated with each landscape frontage type.

GUIDELINES

Parking Location and Design – General

- The design of parking lots is carefully regulated by the Form-based Code and will result in an attractive and functional experience for staff arriving by car. Surface parking is permitted in the front yard setback for development along Addressing Streets and Supporting Streets with limitations. Through Connections can support a wide range of parking options including parallel, diagonal, or perpendicular parking. To enhance the design quality of parking lots in front yards along Addressing Streets consider increasing the quality of the materials used and treating the surface of the parking lot and walkway system as a plaza that connects to, and integrates with, the primary building entrance.

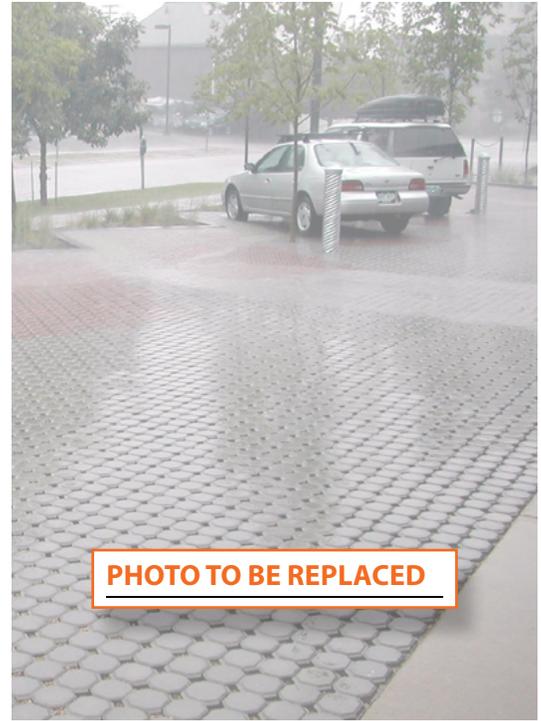


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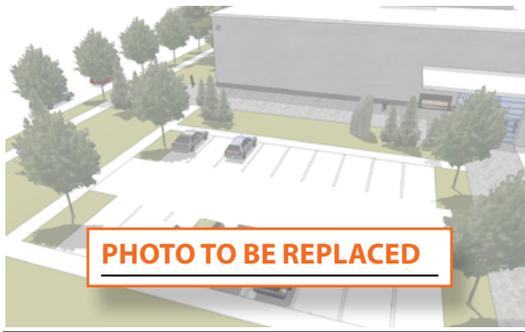
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PARKING LOCATION

Link parking areas and buildings with a continuous network of pedestrian routes.

PARKING

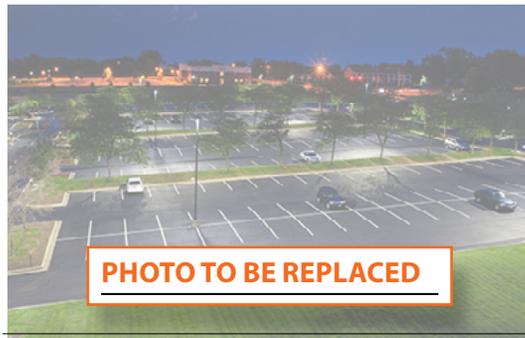
Make pedestrian routes through parking areas clear to pedestrians and motorists.



- Choose the type of parking most appropriate to the context: consider natural features and resources as well as programmatic needs associated with building use. Adjust the layout of parking lot to accommodate natural features and resources.
- Vary the scale of parking lots, the pattern of landscape elements and lighting to add visual interest and reduce the monotonous effect of large extents of surface parking.
- Design parking lots for the comfort and convenience of visitors and the disabled. The accessible route from one's parking spot to the primary building entrances should be clear, obvious, and unobstructed.
- Consider the integration of permeable paving to reduce stormwater run-off.

PARKING DESIGN

Use landscaping to define discrete parking areas.



PARKING DESIGN

Integrate lighting with parking lot layout and design.

DESIGN THAT CONTRIBUTES TO THE SITE – INTENT STATEMENT

Site grading, retaining walls, and walls & fences. Minimize site grading to preserve the natural character of the site. Contoured slopes are generally preferred to the installation of retaining walls. Where retaining walls are necessary to support site development, ensure that they facilitate surface drainage, limit soil erosion, and avoid increasing instability of native soils. Integrate retaining walls with other site design features, such as stairs, ramps, and planters wherever possible.

To the extent possible, site development should maintain and enhance natural drainage patterns. Incorporate features for the storage, cleaning, transport, and re-infiltration of stormwater into site design and landscaping. Stormwater facilities such as swales should be designed to reinforce the natural quality and visual continuity of the landscape at the scale of the site and the district.

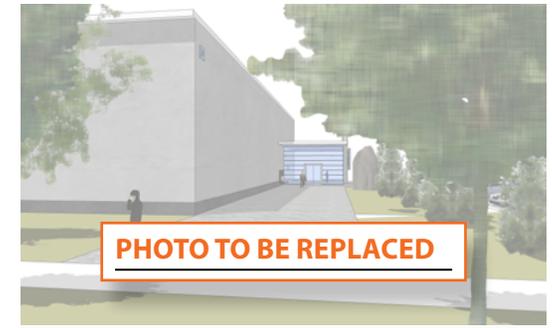
Trees help to define place. Whether individually, or in groves of native species, trees enhance the public realm by giving context and scale to the Coffee Creek Industrial Area. Landscape planting in front, side, and rear yards and as screening for parking lots, service drives, and service enclosures gives form and defines the public realm and parcels. The landscape design, installation, and maintenance help to define the Coffee Creek industrial district and to diminish the large-scale industrial buildings. It also helps to define and direct people to building entries. The native plant material are climate adaptive, have low water and maintenance requirements, and visually blend with adjacent, undisturbed landscapes. Native trees should be preserved and employed as the visual anchors of new landscapes.

The building types in Coffee Creek need extensive, relatively flat surfaces for buildings, parking lots, service yards, access lanes, and truck maneuvering areas. It may still be possible to fit a multistory building into the terrain of Coffee Creek. Integrating buildings with their sites is strongly encouraged.

GUIDELINES

Planting

- Newly planted landscapes should be substantially completed and covered with plant materials within three years of installation.
- Plant materials shall be selected from the list supplied by the City of Wilsonville.
- Design and install new landscapes with plantings grouped in natural, irregular masses to establish and support a continuous, integrated, and natural district-wide appearance. Landscapes and plant materials shall be maintained throughout the year.



BUILDING ENTRANCE
Make entries clear and inviting.



BUILDING ENTRANCE
Make accessible routes interesting.



FITTING INTO THE TERRAIN

Where grading is necessary, provide a series of stepped retaining walls that merge into the landscape.

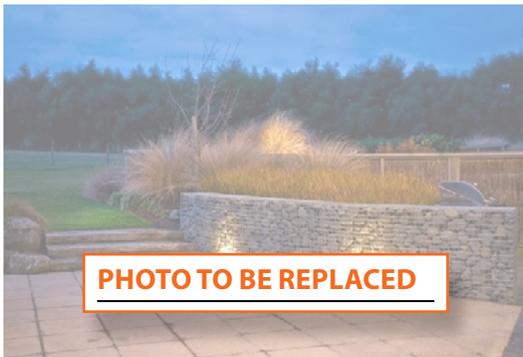


DESIGNS THAT CONTRIBUTE TO THE BUILDING – INTENT STATEMENT

Building design should acknowledge and respect the natural character of its site. The Coffee Creek industrial area has a strong character that derives from context, topography, and native vegetation. New site development, landscaping, and building design can reinforce this distinctive character.

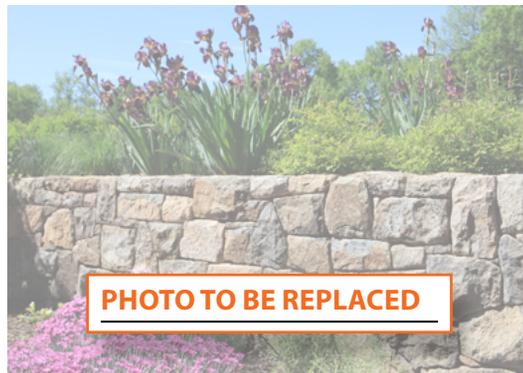
Provide a consistent and high-quality environment for the Coffee Creek industrial area by obscuring views of loading areas, work yards, above-grade utilities and services, and recycling and refuse areas from Addressing Streets, Supporting Streets and Through Connections. Whenever possible, group utilities and services to minimize visual clutter.

The primary building entry is a significant element of building design in Coffee Creek. The design guidelines recommend that the primary entrance for all buildings front on an Addressing Street. This is not a requirement of the Form-based Code; an entrance on a Supporting Street or Through Connection is acceptable provided the entry is clearly visible from the Addressing Street and a clear public route to the entry is provided. Emphasize the importance of the primary building entry with glass, canopies, signage, public art, landscaping, and lighting.



EXTERIOR LIGHTING

Integrate pathway lighting into both buildings and landscapes.



FITTING INTO THE TERRAIN

Use materials that complement the colors, textures, and patterns of the landscape.

GUIDELINES

Primary Building Entries

Building elevations fronting Supporting Streets deserve design attention. The development standards set only limited criteria for regulation including articulation of a base, body, and top for all buildings. Articulate façades with a sense of depth by including design elements that create shadow lines, change color or materials, or incorporate other details that –together with the required landscape– breakdown large expanses of flat, unembellished surfaces.

- Make the primary building entry a significant element of building design in Coffee Creek. Emphasize the importance of the primary building entry with glass, canopies, signage, public art, landscaping, and lighting.

Location and Screening of Utilities and Services

Organize above-grade services elements, such as transformers, with the geometry of the adjacent streets or nearby site elements and buildings.

- Walls used for screening may be constructed from stone, Cor-ten steel, or smooth-finished cast-in-place or board-formed concrete. Long extents of such fencing should be modulated with the use of reveals and other techniques. Where required, service access gates and doors should be constructed of high-quality, durable materials that complement the design of screening walls and receive regular maintenance.
- Where appropriate, screening walls should be enhanced with native plant material to diminish the visual mass and integrate with the landscape.

Exterior Lighting

Exterior lighting should support safe access and use of sites in the evening and nighttime.

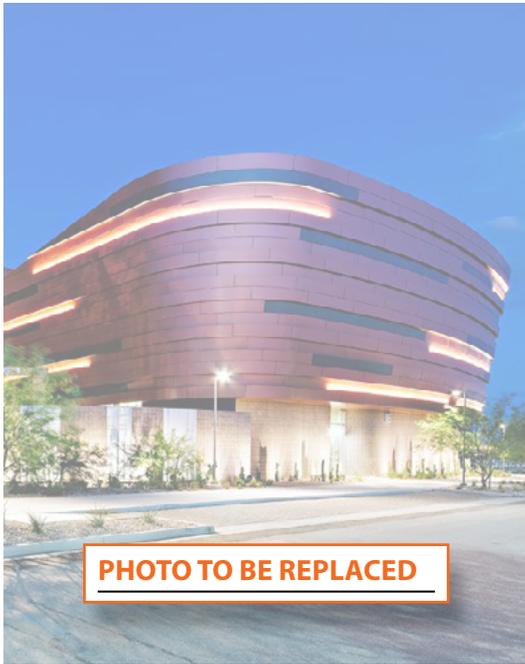
The selective highlighting of significant architectural elements, such as building entries and circulation to those entries from the street and/ or landscape elements such as sculpture or other featured elements in the landscape will contribute to the high-quality design of the Coffee Creek industrial area. Surface parking lots, building entries and courtyards, and loading areas and service yards should be illuminated, but the use of flood lighting is discouraged. Exterior lighting should be selected for maximum energy-efficiency, durability, and maintainability.

- Lighting plays a significant role in supporting the design character of Addressing Streets and Supporting Streets in the evening and nighttime by encouraging the selective highlighting of significant architectural elements, such as building entries and circulation to those entries from the street and/ or landscape elements such as sculpture or other featured elements in the



SCREEN UTILITIES

Combine walls, fences, and landscaping to screen utilities and services.



landscape frontages required along Addressing Streets.

- Lighting plays a supporting role in the design character of Through Connections in the evening and nighttime by promoting safety and security along routes of pedestrian access as well as the selective highlighting of significant architectural elements, such as building entries and circulation to those entries from the street and/ or landscape elements.
- Fixture heights between 15-20' are preferred for surface parking lots and loading areas and service yards. Through connections, internal walks, courtyards, and paths should be illuminated with pedestrian-scaled lighting.
- Lighting shall protect night skies, and not extend beyond site boundaries. Light fixtures shall be cast downward with full cut-off shades. In-ground up-lighting should be avoided.

LIGHTING

Use lighting to draw attention to significant elements of the building.



LIGHTING

Provide lighting at a variety of levels and intensities.



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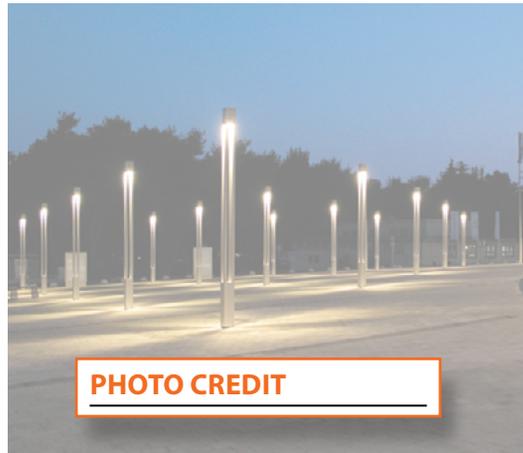


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LIGHTING

Use lighting to draw attention to the primary building entrance as day turns to night.

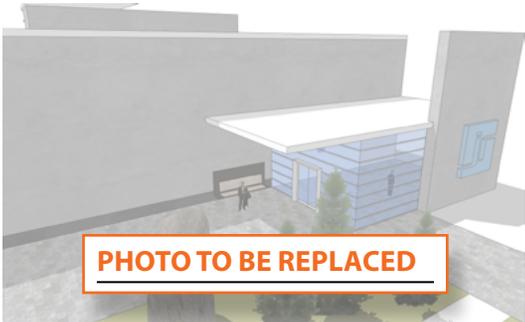
SECTION D | BUILDING DESIGN

DESIGNING THE BUILDING – INTENT STATEMENT

Building massing and the architectural expression of building design elements define the scale, quality, and character of the built environment. The design guidelines for buildings focus on the following elements:

- Prominent building entrance visible from an Addressing Street
- Overall building mass and bulk
- Composition of building elevations
- Roof forms
- Materials and colors
- Sustainable building design

Every address, business, and destination in Coffee Creek deserves a good entrance. Every destination is ultimately reached on foot, so making every building entrance clearly visible and fully accessible is a fundamental pattern. The regulations of the Form-based Code require that the primary building entrance shall be visible to and accessible from an Addressing Street. The intent of the design guidelines is that every primary entrance of every building will contribute to the quality and vitality of the public realm by creating a clear sense of entry.



BARRIER-FREE DESIGN

Make the path to the primary building entrance universally accessible.

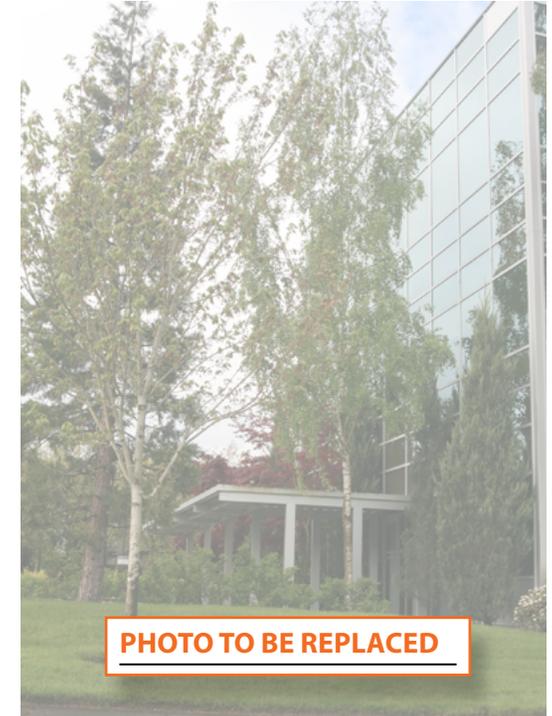
GUIDELINES

Prominent Building Entrance

Enhance the minimum standards required by the development code with:

- A landscaped forecourt with decorative paving;
- a prominent roof form at the building's entrance;
- A generous canopy of metal or glass that offers protection from the elements;
- A major recess in the façade;
- A projecting glass vestibule;
- Accent and pathway lighting;

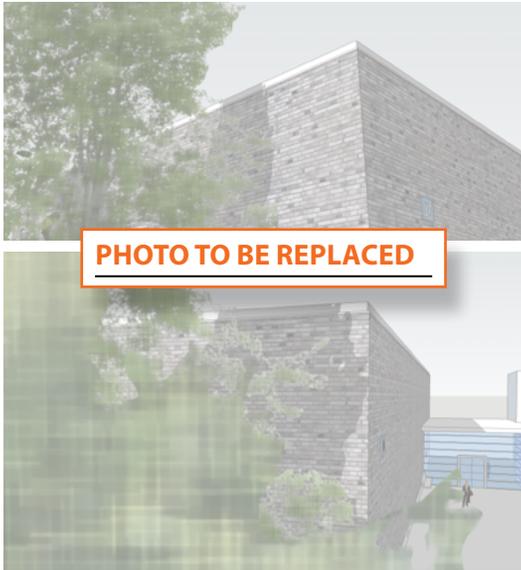
- Plantings that reinforce the qualities and sense of building entry; and
- Seating elements such as benches, ledges, and movable chairs.
- Place these functional elements on an Addressing Street or Supporting Street and make their function visible from the streets and sidewalks. The interaction of private enterprise inside building with the public contributes to the vitality of the streets and adds a subtle message that behavior in the public realm is being observed, enhancing its safety. When passersby can sense activity that occurs inside of a building, they get a sense of people participating in their community.
- Locate the office and support spaces for warehouse and industrial buildings on the Addressing Street or Supporting Street instead of burying these functions in the interior of a large monolithic structure. The lower forms can help diminish the bulk of large building and add visual interest and a human scale to the public realm. This guideline may be accomplished by wrapping the high-bay industrial form with lower-scaled structures on the street; extending a discrete element of the building that contains these functions and giving this element a distinctive, contrasting architectural expression; or providing a visual break in the building mass and structure that creates an impression of two separate buildings.
- Office buildings windows and doors offer opportunities to decrease apparent building mass and promote a sense of human scale. Programmatic elements of office buildings including lobbies, conference rooms, lunch rooms, and fitness centers can be expressed as distinct elements. Multi-story office buildings in Coffee Creek should consider incorporating elements such as jogs or offsets in street-facing building elevations; building step-backs at upper floor levels; projections that create shadow lines; deep roof overhangs; major recesses in the building elevation to mark



BUILDING FORM

Make all building entrances distinctive .

Protect the Pedestrian at entries.

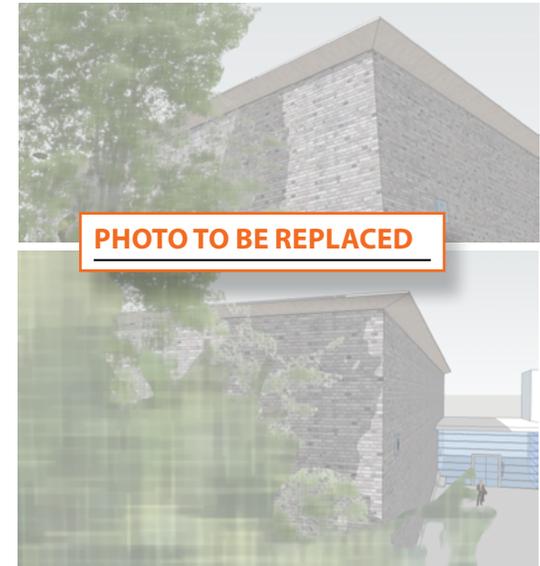


entries; or the bold expression of the building’s structural system.

- Building elevations fronting Addressing Streets offer an initial impression of design quality and deserve special design attention. The development standards set only limited criteria for regulation including articulation of a base, body, and top for all buildings. The design guidelines encourage a rich articulation of design and creation of façades with a sense of depth by including design elements that create shadow lines, change color or materials, or incorporate other details that –together with the required landscape– breakdown large expanses of flat, unembellished surfaces.
- Articulate façades with a sense of depth by including design elements that create shadow lines, change color or materials, or incorporate other details that –together with the required landscape– breakdown large expanses of flat, unembellished surfaces.

MASSING

Pay special attention to the top of buildings where it meets the sky.



Overall Building Mass

- The massive size, enormous bulk, and large surface areas of many industrial buildings represent design challenges and opportunities. Not all of the buildings developed in the Coffee Creek will be warehouses or factories. Some will be office buildings or industrial hybrid buildings that incorporate office, research, assembly, manufacturing, distribution and/ or warehousing. Buildings designed to support industrial or warehouse functions should have strong, simple forms and use windows and doors to create visual interest. Office buildings may have more varied forms that emphasize windows into, and views from, the office floors. While methods for reducing building bulk, mass, and scale will differ, the design for all buildings should consider architectural techniques that reduce their perceived scale along streets and adjacent to public spaces and help them blend into the district-wide landscape context for the aesthetic benefit of motorists, bicyclists, and pedestrians.

Composition of Building Elevations

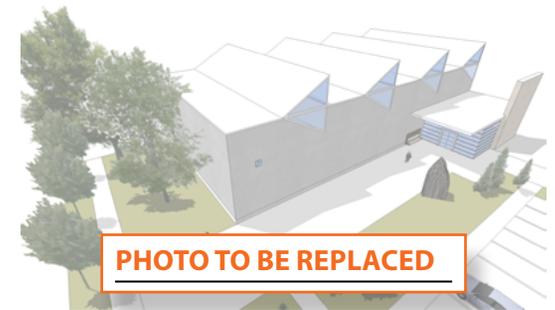
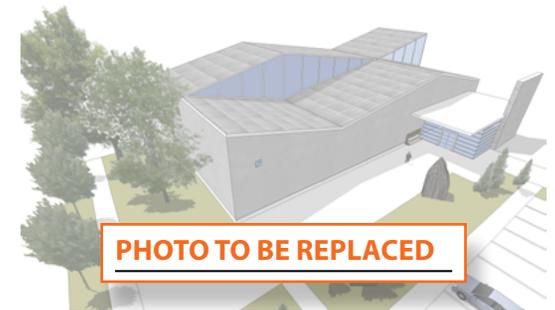
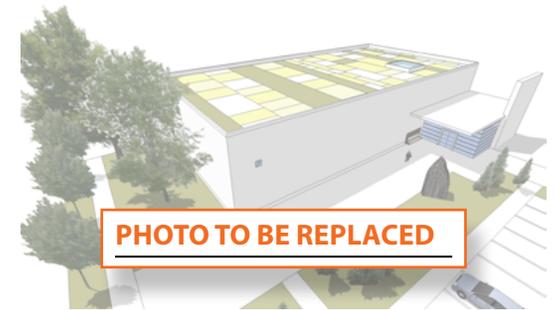
- The Form-based Code requires 50% of the building elevation on an Addressing Street to be constructed at the line of the front yard setback and a minimum height 30-feet. The combination of these two required design elements supports a uniform street wall of buildings along Addressing Streets frames the public realm and supports a unified streetscape.
- Building elevations fronting Through Connections deserve design attention. The development standards set only limited criteria for regulation including articulation of a base, body, and top for all buildings.
- Many types of businesses incorporate programmatic functions that require and benefit from daylighting. These functions include dining areas, lobbies, lounges, fitness centers, waiting rooms, conference rooms, lunch/break rooms, as well as related outdoor seating areas.
- The Form-based Code sets minimum standards for building elevation design that specify a clear division between a building's base, body, and top.

Roof Forms

- The roof forms of office buildings and industrial buildings in the Coffee Creek industrial area should be considered as the “fifth elevation” of the building and their design should be fully considered as one element in the overall design of any building. For manufacturing or warehousing facilities, the design guidelines strongly encourage the historic “saw tooth” roof form with integrated north-facing clerestory windows.
- At a minimum, the roof edge of all buildings will create a distinctive profile against the sky when seen from the public realm. In the case of warehouse or factory buildings with large floor plates, the roof may not be visible from grade and other elements of the building –the primary building entry, landscape plantings, signage, or elements of the building façade– will be the prominent design features.



- Buildings in the Coffee Creek industrial area are encouraged to include prominent roof forms. This guideline may be accomplished by accentuating the required building top with upturned eaves or projections; using sloped roofs; extending roofs beyond the building elevation to create deep overhangs; adding architectural elements like braces or brackets; and prominent vertical features such as towers or vertical circulation. Design roof forms to incorporate a building's mechanical systems and screen roof-mounted equipment is fully from view from the public realm. Minimize any visual clutter of multiple, isolated roof-top equipment by grouping such elements and screening them from view with architectural elements.
- Collection, storage, and discharge of stormwater from building roofs should be expressed as distinct architectural features, integrated into building design using the design of sloping roofs, gutters, scuppers, downspouts, and cisterns that collect and store rain water. Green roofs technologies could be appropriate in new buildings in Coffee Creek as an integrated element in stormwater management.



ROOF FORMS

Use roof forms to express the industrial quality of the building and to provide opportunities for natural daylighting.

Materials and Colors

- Use of authentic, durable, and sustainable materials that derive their color from the natural setting of Coffee Creek support a consistent image and identity of the industrial area as a high-quality employment hub of the City of Wilsonville. Simple, basic, industrial materials, such as board-formed or cast-in-place concrete, architectural metal panels, corrugated steel, brick masonry, and architecturally-finished concrete masonry units are encouraged. Materials should be organized on each building elevation to emphasize the three required zones of base, body, and top and to highlight important features such as entrances.
- Site features and buildings should incorporate the subtle color palette derived from the natural landscape. Larger building forms can be made less prominent by employing a muted color palette drawn from the colors prevalent on the site.

Sustainable Building Design

- Sustainable building practices help to create a healthy communities and ecosystems.
- Where possible, buildings, surface parking lots, drive aisles, service yards, and loading focus should merge with the existing grades, rather than significantly altering them.
- To the extent possible, building orientation should consider solar exposure and capture the energy of the sun in a passive manner. Entries and public spaces should be sited where they can benefit from daylight. Building elevations facing south and west should incorporate deep roof overhangs, projections, or sun shading devices.
- Introduce natural light into buildings using clerestory windows and skylights. In those areas, such as offices, operable windows and natural ventilation is encouraged.

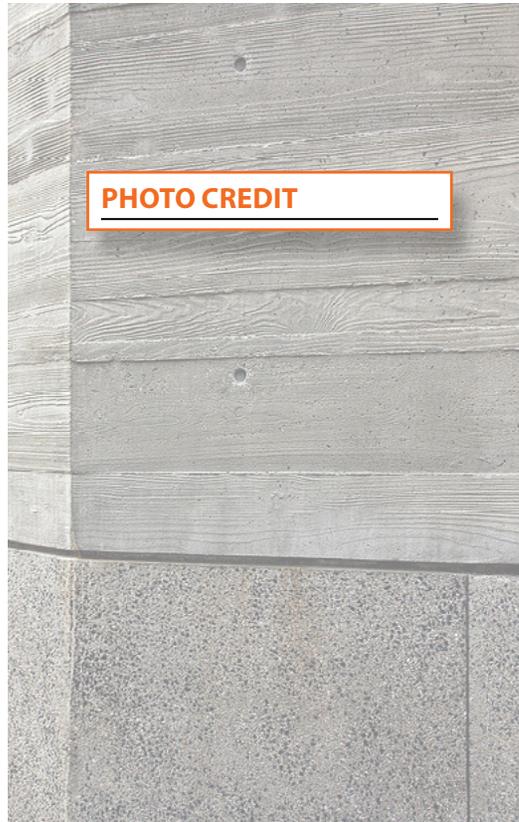


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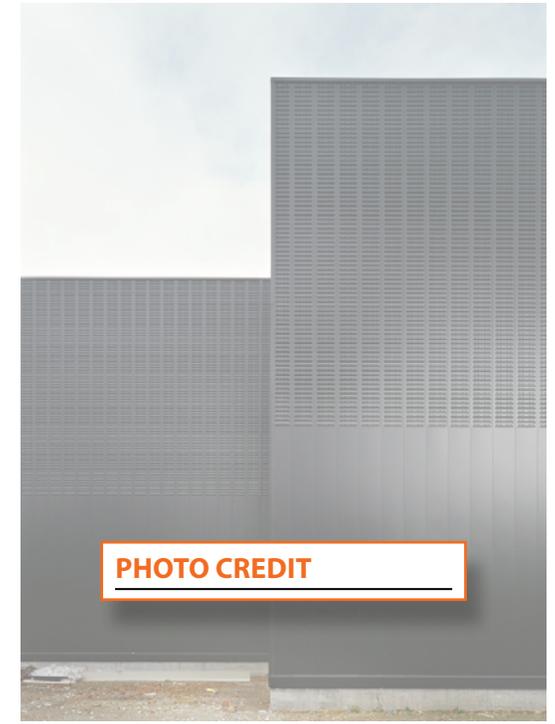


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MATERIALS

Opaque sheet metal walls can be elegant.

MATERIALS

Simple industrial materials carefully detailed, installed, and maintained are the most appropriate for Coffee Creek..

Section 4.134. Day Road Design Overlay District

- (.01) Purpose. The Day Road Design Overlay District (DOD) is an overlay district within the larger Planned Development Industrial - Regionally Significant Industrial Area (RSIA) Zone. It is the purpose of the Day Road DOD to establish standards for site design and exterior architecture of all structures located in the Day Road DOD in order to ensure high quality design of development and redevelopment at the Day Road gateway to the City of Wilsonville. These standards are intended to create an aesthetically pleasing aspect for properties abutting Day Road by ensuring:
- A. Coordinated design of building exteriors, additions and accessory structure exteriors
 - B. Preservation of trees and natural features
 - C. Minimization of adverse impacts on adjacent properties from development that detracts from the character and appearance of the area
 - D. Integration of the design of signage into architectural and site design, and
 - E. Minimization of the visibility of vehicular parking, circulation and loading areas.

It is the intent to create improved pedestrian linkages and to provide for public transit. It is also the intent of this section to encourage architectural design in relationship to the proposed land use, site characteristics and interior building layout.

- (.02) Applicability. The Day Road DOD shall apply to all properties abutting Day Road. The provisions of this section shall apply to:
- A. All new building construction
 - B. Any exterior modifications to existing, non-residential buildings
 - C. All new parking lots
 - D. All outdoor storage and display areas
 - E. All new signage
 - F. All building expansions greater than 1,250 square feet.
- (.03) Exceptions. This section does not apply to the following activities:
- A. Maintenance of the exterior of an existing industrial/employment structure such as painting to the approved color palette, reroofing, or residing with the same or similar materials
 - B. Industrial/employment building expansions less than 1,250 square feet

- C. Interior remodeling
- D. Essential public facilities
- E. Existing dwellings and accessory buildings
- F. Agricultural buildings

(.04) Review Process.

- A. Compliance with the Day Road DOD shall be reviewed as part of Stage One – Preliminary Plan, Stage Two - Final Approval and Site Design Review. Such review shall be by the Development Review Board. Building expansions less than 2500 square feet and exterior building modifications less than 2500 square feet may be reviewed under Class II Administrative procedures.
- B. Waivers. Under City Code [4.118(.03)], waivers to several development standards may be approved, including waivers to height and yard requirements, and architectural design standards, provided that the proposed development is equal to or better than that proposed under the standards to be waived. For example, a height waiver might be granted on a smaller site if the façade presentation was significantly enhanced, additional landscaping or open space is provided and site modifications are necessary to preserve significant trees. Waivers to the additional front yard setback for future improvements on Day Road may not be granted. [4.134(.05)(C)(1)]

(.05) Design Review Standards. The DRB shall use the standards in this section together with the standards in Sections 4.400 – 4.421 to ensure compliance with the purpose of the Day Road DOD. These standards shall apply on all Day Road frontages, and on the frontage of corner lots abutting both Day Road and either Boones Ferry Road, Kinsman Road, Garden Acres Road or Grahams Ferry Road.

- A. Natural Features. Buildings shall be sited in compliance with WC 4.171, Protection of Natural Features and Other Resources and with WC 4.600, Tree Preservation and Protection.
- B. Building Location and Orientation: New buildings shall have at least one principal building entrance oriented towards the Day Road frontage. All building elevations fronting on Day Road or on the frontage on corner lots as described in (.05) above, shall have at least 20% glazing.
- C. Setbacks:
 1. Front Yard: For public health and safety reasons, the front yard setback shall be 30' plus additional setback (15' minimum) to accommodate future improvements to Day Road.
 2. Side and rear setbacks shall be 30'. Side and rear yard setbacks may be reduced from the 30' minimum setback requirement where the

setback is adjacent to industrial development subject to meeting other requirements of this section and Building Code requirements.

- D. **Building Height:** A minimum building height of three stories, 48' is required. on the Day Road frontage and on frontages described in (.05) above. Sites may contain a combination of taller building space abutting the identified street frontages together with 1 or 2-story lab, R&D, and/or manufacturing building space on the remainder of the site. The 1 and 2-story portions of the buildings will be designed to be compatible with the taller structure's design, building materials and colors. Increased building height is encouraged, particularly in combination with site amenities such as under-structure parking, preservation of significant trees rated good or better in the arborist's report, and/or provision of trail segments or of open space areas open to the public.
- E. **Building Design:**
1. Buildings shall be planned and designed to incorporate green building techniques wherever possible.
 2. **Exterior Building Design:** Buildings with exterior walls greater than 50 feet in horizontal length shall be constructed using a combination of architectural features and a variety of building materials and landscaping near the walls. Walls that can be viewed from public streets or public spaces shall be designed using architectural features for at least 60% of the wall. Other walls shall incorporate architectural features and landscaping for at least 30% of the wall. Possible techniques include:
 - a. Vary the planes of the exterior walls in depth and/or direction.
 - b. Vary the height of the building, so that it appears to be divided into distinct massing elements.
 - c. Articulate the different parts of a building's facade by use of color, arrangement of facade elements, or a change in materials.
 - d. Avoid blank walls at the ground-floor levels. Utilize windows, trellises, wall articulation, arcades, change in materials—textured and/or colored block or similar finished surface, landscape, or other features to lessen the impact of an otherwise bulky building.
 - e. Define entries within the architecture of the building.
 - f. Incorporate, if at all possible, some of the key architectural elements used in the front of the building into rear and side elevations where seen from a main street or residential district.
 3. **Building Color:** All colors shall be harmonious and compatible with colors of other structures in the development and the natural surroundings. Concrete finishes must be painted. The general overall atmosphere of color must be natural tones. Stained wood, natural stone, brick, dark aluminum finishes, etc. shall be used as background colors. The use of corporate colors is permitted provided that such colors are not patterned so as to compete for visual attention. The use

of corporate colors shall not create an advertisement of the building itself. Corporate colors shall not violate any other color or design limitations within the Code.

4. Building façade articulation: Both vertical and horizontal articulation is e required. If a building is at a corner, all facades must meet the requirement. Incorporation of several of the techniques is the preferred option. The purpose is not to create a standard rigid solution but rather to break up the mass in creative ways.
 - a. Horizontal articulation: Horizontal facades shall be articulated into smaller units. Appropriate methods of horizontal façade articulation include two or more of the following elements:
 - i. change of façade materials
 - ii. change of color
 - iii. façade planes that are vertical in proportion
 - iv. bays and recesses
 - v. breaks in roof elevation, or other methods as approved

Building facades shall incorporate design features such as offsets, projections, reveals, and/or similar elements to preclude large expanses of uninterrupted building surfaces. Articulation shall extend to the roof.
 - b. Vertical Facade Articulation: The purpose is to provide articulation, interest in design and human scale to the façade of buildings through a variety of building techniques. Multi-story buildings shall express a division between base and top. Appropriate methods of vertical façade articulation for all buildings include two or more of the following elements:
 - i. Change of material
 - ii. Change of color, texture, or pattern of similar materials
 - iii. Change of structural expression (for example, pilasters with storefronts spanning between at the base and punched openings above)
 - iv. Belt course
 - v. The division between base and top shall occur at or near the floor level of programmatic division
 - vi. Base design shall incorporate design features such as recessed entries, shielded lighting, and/or similar elements to preclude long expanses of undistinguished ground level use
 - vii. Differentiation of a building's base shall extend to a building's corners but may vary in height
5. Building Materials:
 - a. No less than 50% of the exterior exposed walls of any new building, or any expansion over 1,250 square feet, shall be constructed of noncombustible, non-degradable and low maintenance construction materials such as face brick,

- architectural or decorative block, natural stone, specially designed pre-cast concrete panels, concrete masonry units, concrete tilt panels, or other similar materials. Metal roofs may be allowed if compatible with the overall architectural design of the building. Where an elevation of the building is not currently, or will not likely in the future, be exposed to public view, the above standard does not apply.
- b. Accessory structures visible to the public shall be constructed of materials similar to or the same as the principal building(s) on the site.
6. Roof Design:
 - a. Roofs shall be designed to reduce the apparent exterior mass of a building, add visual interest and be appropriate for the architectural design of the building. Variations within an architectural style are highly encouraged. Visible rooflines and roofs that project over the exterior wall of buildings, and especially over entrances, are highly encouraged.
 - b. Mechanical Equipment and Service Areas: Mechanical equipment and service areas shall be screened from adjacent properties, from Day Road and on Day Road corner properties abutting SW Boones Ferry Road, Kinsman Road, Garden Acres Road and Grahams Ferry Road. The architectural design of the building shall incorporate design features which screen, contain and conceal all heating, ventilation, air conditioning units, trash enclosures, dumpsters, loading docks and service yards. Such screening shall blend visually with the related structure.
 7. Pedestrian Walkways:
 - a. A continuous pedestrian walkway shall be provided from the primary entrance to the sidewalk along Day Road for access to building entrances and to transit facilities.
 - b. Walkways from parking areas to building entrances shall be at least six (6) feet in width, and shall be separated from moving vehicles. Walkways shall be distinguished from vehicular areas through the use of special pavers, bricks, scored concrete or similar materials providing a clear demarcation between pedestrian and vehicular traffic.
 - c. Buildings shall be connected with onsite walkways at least six (6) feet in width.
 8. Community Amenities: Community amenities such as patio seating, water features, art work or sculpture, clock towers, pedestrian plazas with park benches, connections to area trails, parks and open spaces, and similar amenities are strongly encouraged.
 9. Lighting and Flag Poles: All lighting shall be shielded and directed interior to the site, including parking lot lighting. Lighting shall not

spill over onto adjacent properties. Light poles, light fixtures and flagpoles shall conform to the City's Outdoor Lighting Standards. Flagpoles shall not exceed 40' in height.

10. Signage: Signage shall include a monument sign on the Day Road frontage identifying the industrial/business park and buildings therein. Each building may have wall signage, and such other directional and informational signage as allowed by WC 4.156.05, 4.156.08, and 4.156.09. Pole signs are prohibited. The design of signage must be integrated into the overall architectural and site design for the project. [Amended by Ord. No. 704, 6/18/12]

11. Parking: Employee parking shall be located at the rear of the building, or in courtyard parking areas between buildings. If no other option is available due to site limitations, then employee parking may be located to the side of buildings. Time and number limited visitor parking is allowed at the front of the building. Within a Stage I master plan, employee parking may be combined in a shared facility or facilities with mutual use agreements. Any parking areas visible from Day Road shall be screened from view with broadleaf evergreen or coniferous shrubbery and/or architectural walls or berms.

- (.06) Infill construction. The following general rules shall be followed when constructing a new building adjacent to existing industrial/employment buildings built under the Day Road DOD. Adjacent includes buildings north of Day Road built under the Day Road DOD.
- A. Proportions and Façade: The average height and width of the surrounding buildings determines a general set of proportions for an infill structure or the bays of a larger structure. The infill building shall fill the entire space and reflect the characteristic rhythm of facades along Day Road. If the site is large, the mass of the façade must be broken into a number of smaller bays to maintain a rhythm similar to the surrounding buildings.
 - B. Composition: The composition of the infill façade (i.e. the organization of its parts) shall be similar to surrounding buildings. Rhythms that carry throughout the block, such as window and door spacing, shall be similar to those on surrounding facades.
 - C. Detailing/Textures: Infill architecture shall reflect some of the detailing of surrounding buildings in window shapes, cornice lines, brick or stone work, etc. Textures of exterior surfaces shall be reflected in the design of new buildings.
 - D. Materials: An infill façade shall be composed of materials similar to adjacent facades. The new building(s) shall not stand out from existing buildings.
 - E. Color: All colors shall be harmonious and compatible with colors of other structures in the development and the natural surroundings.

- F. **Setbacks:** Setbacks for new buildings shall be an average of the setbacks of the two adjacent buildings built under the Day Road DOD, or if none exist, shall meet the setback requirements of the Day Road DOD. Rear yard setbacks may be reduced from the 30' minimum setback requirement in Section 4.135(.06)(D) where the setback is adjacent to industrial development subject to meeting Building Code requirements. Front yard setbacks must include additional setback (15' minimum) to accommodate future improvements to Day Road.
- G. **Building Height:** A minimum building height of three stories, 48' is required on the Day Road frontage and on frontages described in (.05) above. Sites may contain a combination of taller building space abutting the identified street frontages together with 1 or 2-story lab, R&D, and/or manufacturing building space on the remainder of the site. The 1 and 2-story portions of the buildings will be designed to be compatible with the taller structure's design, building materials and colors. Increased building height is encouraged, particularly in combination with site amenities such as under-structure parking, preservation of significant trees rated good or better in the arborist's report, and/or provision of trail segments or of open space areas open to the public.
- H. **Lighting and Flag Poles:** All lighting shall be shielded and directed interior to the site, including parking lot lighting. Lighting shall not spill over onto adjacent properties. Light poles, light fixtures and flagpoles shall conform to the City's Outdoor Lighting Standards. Flagpoles shall not exceed 40' in height.

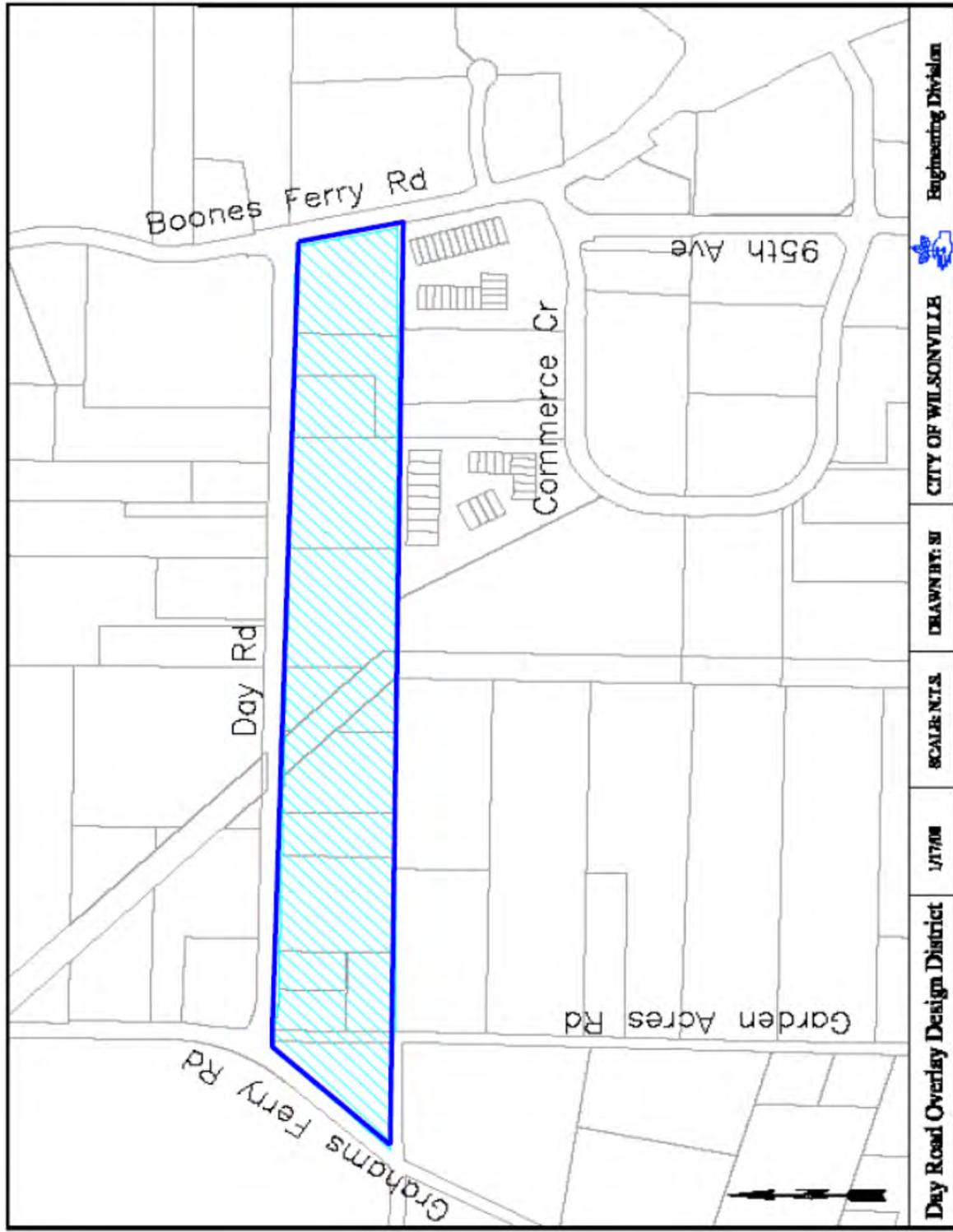


Figure D-1: Day Road Design Overlay District Area Map

**PLANNING COMMISSION
WEDNESDAY, FEBRUARY 19, 2014
6:00 P.M.**

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

Approved
April 9, 2014

Minutes

I. CALL TO ORDER - ROLL CALL

Chair Altman called the meeting to order at 6:04 p.m. Those present:

Planning Commission: Ben Altman, Peter Hurley, Al Levit, Phyllis Millan, Jerry Greenfield, and City Councilor Susie Stevens. Eric Postma and Marta McGuire were absent.

City Staff: Chris Neamtzu, Barbara Jacobson, and Katie Mangle

VII. WORK SESSIONS

B. Industrial Form-Based Code (Neamtzu)

Chris Neamtzu, Planning Director, introduced the Industrial Form-Based Code (FBC) project, noting the City had aspired to create this new tool for industrial development, specifically in the Coffee Creek Industrial Area. His key comments were as follows:

- Chamber of Commerce members and City Staff had been discussing for some time whether creating a FBC for industrial development was possible that would allow for a few primary objectives, which included having more certainty in the review process; ensuring the high-quality design expected of industrial development in the Wilsonville community; and saving time on that review process. With these primary objectives, Staff applied to the DLCDD's Code Assistance Program which was through the Transportation and Growth Management (TGM) Program. The Code Assistance Program focused on Code work and Code updates and involved many objectives, many of which involved promoting multi-modal, access, and connectivity standards, essentially some of the Smart Growth principles that the Commission and Staff had been studying. He noted the Planning Commissioners and City Staff member who had just returned from the Smart Growth Conference, where they learned that the cities of Denver and Miami had adopted citywide FBCs. The Commission's meeting packet included the first technical memorandums that would lead to the first draft of FBC.
- A Technical Advisory Committee (TAC) meeting was held today with developer and broker interests as well as Chamber of Commerce representatives present. The conversation was great as two hours were spent discussing expectations and outcomes, and reflecting upon the past and the history of the existing Development Code with regard to the Day Road Design Overlay District. The meeting was very helpful in introducing the consultant team to that history and getting feedback from outside stakeholders.
- He introduced Laura Buhl of the TGM program who was from Salem, Oregon and part of the project management team. Also present were Marcy McInnelly and Joseph Readdy of Urbsworks, urban designers and architects who were the primary lead on the project and experts in the FBC field, along with Keith Liden of Bainbridge Planning. Included in tonight's packet as background information was the Sacramento Area Council of Governments (SACOG) FBC Handbook, which was created by Ms. McInnelly and Mr. Liden and was an extensive FBC document that provided a foundation for FBC and

how it could be applied. He noted the internal project management team consisted of Assistant City Attorney Barbara Jacobson, Ms. Mangle, Mr. Neamtzu, Manager of Current Planning Blaise Edmonds and City Transit Director Stephan Lashbrook.

- He noted the three memos attached to the Staff Report and the PowerPoint presentation that was also distributed to the Commission provided an overview of the FBC and an opportunity to establish some baseline assumptions to ensure everyone was on the same page with regard to the Form-Based Code.
 - He added this FBC would be unique, as few examples were available for pure industrial development. The Code would be the first of its kind in the Portland Metro area, and possibly in Oregon as a whole. The team had discovered sections of existing FBCs in Bend, Oregon. One memo before the Commission tonight was a case study featuring four applicable case studies.
- He reiterated that the presentation would lay a foundation, adding the project would move quickly due to the short timelines and finite amounts of money involved with TGM grants. The team would work within those parameters, but building community consensus would be a challenge with the short timelines. Regardless of the grant funds, the City would do what was needed to complete the project. Tonight was a good opportunity for the Commission to learn, ask questions, and articulate their expectations about what they would like to see achieved in its final form.

Marcy McInnelly, President, Urbsworks, Inc., stated she was excited to work on the first FBC in a light industrial area. She briefly described her professional background, including dealing with the zoning code in the City of Portland as a former Portland Planning Commissioner for five years. During that time, she was an architect and came to realize there had to be a better way of obtaining an urban form than through the typical land use focused zoning codes. Portland had one of the better zoning codes at the time, but there were still issues that placed her on the front line of battles with neighborhoods regarding compatibility issues. As a result of her experience, she became very interested in FBCs and began studying, taking many courses and subsequently got employment and gained a lot of experience with FBC. She and Mr. Liden were commissioned by the SACOG to write a book, which she believed was one of the best books written about FBCs. She was very excited about this project because it would allow them to engage a new frontier, the industrial district FBC, which had never been done before.

Ms. McInnelly briefly presented an overview of the project and issues related to FBC via PowerPoint, which were also discussed in the attachments included in the meeting packet. She reviewed general questions and specific areas which they sought input about from the Planning Commission noting that:

- The consultant team was biased toward making the Industrial FBC mandatory because it would achieve the desired urban form more consistently and might be easier to administer.
- FBCs are subjective and do not rely on much discretionary judgment when used in making urban form approval decisions. Sometimes, a menu of various options was provided to meet a regulation; applicants still had to meet the requirement, but could choose one of five different ways to meet it.

Commissioner comments and discussion points regarding the FBC concept was as follows with responses from the consultant team and Staff as noted:

- The focus on Day Road was wrong; it was not a gateway or entry corridor, but an industrial area.
- The 3-story requirement was also questioned. It seemed FBC could address multiple story options while giving direction. As an example, a single-story warehouse or manufacturing building with an office versus a research and development building, like Mentor Graphics, allowed for three different types of use functions that did not have the same building need and never would. A 3-story building was more of a traditional downtown frame for a commercial center. Even there, a wall of 3-story buildings was not preferred; a variety of heights was desired.
 - Flexibility that provided various users direction on how they interfaced with the street and created a public interface should be considered; a specific height should not be dictated.
- Did the TAC have a vision of the type of businesses they desired to attract? For example, the needs of a metal fabrication shop would be very different than those of lab related business. What was the TAC's strategy for the types of industries they were looking to attract? As discussed, light manufacturing jobs would be created because that was desired and fit the City's housing development plan.

- The TAC wanted flexibility and the ability to build something that was light industrial with the option to build something with more intense employment. The main concern was that nothing stood in the way of a building being built that had jobs.
 - Interest also existed in the ability to build buildings able to successfully accommodate a number of uses; so some buildings would be built speculatively for an unknown end user.
 - Parking flexibility was discussed. If a building were built speculatively, initially it might have light industrial, but later, it could have many more employees and need more parking. Concern existed about the possibilities for future adaptation of buildings being precluded by an overly restrictive Code.
- It appeared that a Kruse Way design was being created, but the buildings were moved closer to the street for Day Road. Day Road was not a Kruse Way environment. If that was desired, it should be created on Boones Ferry Road near the freeway, where the space was available. Day Road seemed like a more logical place for a Class A type environment.
 - Based on discussions with various builders, flexibility of the Code was the question. In discussions at the Chamber originally, they were unsure how to work with the Day Road Design Overlay District. Part of the issue was being clear about what the City was trying to accomplish and the Code delivering that, as well as providing the flexibility.
- The summary that applied FBC to the way the overlay had been written and identified pluses and minuses was good. It would be helpful to consider how FBC might have provided a different result on other industrial buildings, particularly along the freeway; such as how the new code could help the City achieve a better design without fouling up the function. There had been no design focus on the interface with the street; the buildings were more functionally designed.
 - The Day Road Overlay District put a lot of emphasis on what the building should do in terms of architectural treatment. The more effective way to create a strong, somewhat unified character to the public realm was to make sure some regulations applied to the relationship between the building and street, and the street and building.
 - While the regulations would be very flexible, minimum standards regarding where buildings were placed in relationship to the street should exist. TAC strongly believed that parking should be allowed between the back of the sidewalk and the building; they wanted that flexibility. This could be accomplished, but then the emphasis should be on the landscape. Parking should possibly be limited between the fronts of buildings and important streets, like Day Road and Kinsman Road. The City could still allow parking, but require it to be more landscaped than a typical parking lot. It was also possible that the City's landscaping standards were adequate and could be used instead.
 - With regard to the building, less emphasis should be on the wall of the building itself and more on the treatment of the landscape. A simple base, middle and top of the building could be enough to create some articulation. The City should not go overboard requiring recesses in the façade that do not offer much influence when looking at a row of buildings on a street, the full length of the street.
- Concern existed regarding the heavy emphasis on citizen input in the documents the Commission had been provided with from Sacramento. The way the process was structured, citizen input would be minimal at the end because the TAC represented the developer's side.
- Would Day Road be developed at the same time as or sequentially with Coffee Creek, and would it be a stretch for FBC to be done for the entire area as opposed to just Day Road?
 - Mr. Neamtzu thought that the development sequencing would begin in the southern area and move north. However, the geography of Day Road was highly desirable so it was possible that infrastructure could be advanced in an effort to make Day Road happen. The logical progression was that development would advance from Clutter Road and Ridder Road toward Day Road. In the logical sequencing of infrastructure, Day Road looked to be in the later phases.
 - When Basalt Creek planning was completed, the possibility of jumping Day Road did exist.
 - Regardless of how it developed, it should all be one concept; otherwise, one area would look different than the rest or it would eventually have to be expanded to the rest.

- Agreeing that Day Road was not the gateway would lead to a certain conclusion how development should occur. If it was agreed that Day Road was a gateway, that concept needed to be carried into the Basalt Creek planning to ensure it ended up on the north side of Day Road as well.
- The FBC would apply to all of Coffee Creek, not just the Overlay District, and Day Road was on the north edge of Coffee Creek. It would allow for the option of two standards within the FBC, but not force one thing.
- A pseudo 3-story building was not environmentally friendly and was a waste of resources and energy in the long run. Architecturally, more height did look better, but a mix of heights was preferred.

The Commission discussed and provided feedback specific issues presented in the PowerPoint as follows with comments from Staff and the consultant team as noted:

- Multi-Modal Connections. What were different ways connectivity could be achieved? Were larger spacing standards necessary? Should an exemption or different standard be in place in the industrial area? How could pedestrian, bicycle and transit circulation and access be accommodated?
 - Ms. McInelly noted consideration of the employees in the industrial district and how they travel was important in terms of how they got around at lunch, travel to work and from work, etc. but especially, that they might not have to use a car every time they wanted to leave to run errands, grab a sandwich, etc.
 - Pedestrian and bicycle crossings should be frequent as long as they were not at corners.
 - To get workers in the industrial development to use these facilities, they would need to go to lunch, for example, within walking distance. Currently, no establishments existed within walking distance on Day Road, so clusters of shops would also need to be added to the development.
 - Connectivity should be a requirement for pedestrians. The street spacing standard of 530 feet was not an issue given it was not a residential area.
 - For bicycles, FBC would have to be reworked, unless it referred to existing Code which mandated many items with regard to bike parking and circulation in parking lots.
 - If the business had customers coming and going, visitor parking up front made sense but other cars should be located in the rear.
 - Focusing more on regulating the landscaping in the front of the building than being so prescriptive on the building itself made more sense when trying to encourage this type and a variety of development. Aesthetically, a row of 3-story buildings would not fit well in the area. A much more uniform look could be achieved if the landscaping approach in the front was emphasized, even if the buildings were different heights and configured differently to fit the business. The key was to consider what the business need; what would attract them to the area.
 - One example involved the buildings located on the west side of Kinsman Road. Many trees were located in front of the buildings, so they were hardly seen. On the other hand, on 95th Ave where the buildings were set back from the road, even though there were many trees, the facades of the buildings and all parking in front could be seen, which was much less appealing visually, if a more sophisticated look was desired.
 - At the Smart conference, pedestrian focus versus auto focus was discussed and involved a whole different design context. The auto focus involved getting from A to B in the quickest way possible. To encourage pedestrian activity, an attraction and experience beyond the A to B must be created to attract people to the area. The situation was a bit different because the location was industrial, but to get people to walk and bike, one had to get to that level to see the experience.
 - The City's street standards design the street side, but ignore the property side, leaving it to the individual property owner so there was no continuity of activity. Framing both sides of the sidewalk with landscaping would be very important. A section of sidewalk on Boones Ferry Road near Tonkin Audi was framed on both sides with shrubbery, but one side screened the parking lot so nothing could be seen; it was a wall of shrubbery. That was not a pedestrian environment. The pedestrian component required reconsideration because the design had been looked at from the driver's perspective of not wanting to see vehicles.

- Moving employee vehicles to the rear would be okay, but not all of the parking lots had to be hidden; instead visual interest should be created. Nothing was uniform in nature, but people have a propensity to line things up in nice even rows and symmetrically spaced out.
- It would be good to keep industrial employees in the industrial area. Otherwise, they would flood other locations in town at lunch or break time. If the area was purely light industrial, with zero commercial, it would generate more and more traffic problems.
- Another issue with the Industrial Code was that it severely limited retail.
- In the minutes of the December meeting, a comment was made that a park could not be in an industrial area. If that was true, what would the impact be on the FBC.
 - Mr. Neamtzu believed that issue involved Metro's functional plan requirements. There was litigation regarding the Tualatin TSP and Tonquin Trail, and it appeared that parks in industrial areas were precluded. The City's Bicycle & Pedestrian and Parks & Recreation Master Plans identified industrial waysides in generalized locations throughout the industrial zone. The waysides were close to creeks or a pocket of trees and provided opportunities for some active recreation, like a basketball court. Some of the more progressive developers would provide that type of amenity for their employees onsite. Simple design elements such as outdoor plazas with tables could enable people to have lunch on a large industrial site.
 - These industrial sites were huge and a 20-minute walk would not get one very far. Having to get back to one's shift in 45 minutes would force one to drive as fast as they could to the nearest outlet; these were real challenges.
 - Xerox's campus had a lot of open green space and people could be seen playing ultimate Frisbee at lunch, which made a big impact on employee morale and productivity.
- One interesting twist was that Coffee Creek was a Regionally Significant Industrial Area (RSIA) which involved square-foot limitation caps on development. The limitation caps did not recognize the extensive size of some of the industrial buildings and the City's Code was not exactly perfect in regards to that. With 500,000 sq ft single building, only about 5,000 sq ft would be allowed for support services in that building.
 - According to the Code, two 20,000 sq ft buildings would be allowed 20,000 sq ft of commercial and half could be retail because in a multi-building complex, up to 20,000 sq ft of commercial use is allowed. The Code did not scale or slide well as buildings get larger.
- Support services were wanted in industrial development, but it was difficult to get and retain them. A small deli or restaurant in an industrial area struggled because they had no traffic after 6 pm, and no evening or weekend business. The businesses tend to provide the service and many provide a cafeteria, lunch break experience, rely on food trucks, etc. Even businesses in a commercial zone adjacent to an industrial zone tend to struggle to make a profit in off peak hours.
 - Support services that make the work environment a vibrant place should be identified. The team is considering the employee experience as it related to large employment centers.
- At City Council, the 3-story requirement was debated at length because the City wanted to identify that type of employment or a Mentor Graphics-type complex with a lot of employees per square foot in a building. At the time, the City was working on the Goal 9 Economic Development of Industrial and Commercial Lands and Council had a vision to have more employees per building. The density of employees was a target and a focus, so multiple stories could be dictated and that a Mentor Graphics-type development the community had aspired to could be identified.
 - At the time, Council believed there had to be a vision; otherwise the project would never happen. A fair amount of testimony was taken stating that Day Road was not market feasible, would take forever and was not cost effective. Council made the intentional decision to stick with the vision they had for the project. The minutes could be provided to the Commission and had already been provided to the consultant team because it was very important for them to read through the testimony. Many of the people invited to be on the TAC had testified in opposition to the 3-story requirement at the time.
 - That was seven years ago and the City was in a different place now. The City had developed an economic task force, incentivized single-parcel TIF zones, and now had a large call center with many employees. New times warranted a new look, but the work that was

- previously done would not be dismissed. The TAC looked at the FBC with fresh eyes, and tried to apply it and it had flaws. The City could do better and should seize the opportunity to do so. Passion and vision drove the decisions about Day Road. Unfortunately, the Code was poorly implemented.
- Weeks had been spent discussing the percent of building glazing on Day Road as part of the public hearing process. The amount of glass required around a building was driven by the Energy Code and, through the desire to obtain a certain look on Day Road, all the building glass was being forced on one elevation, the north side. A lot of nuances were involved in building design and site function.
 - The 3-story requirement regarded three functional stories. Mr. Readdy had noted that as written, the Code would allow a fake western storefront of three stories to be built that was six inches deep because the Code did not discuss how far it should wrap around the corners of the building. Many flaws existed and some of the issues had been identified in the memo in the packet.
 - Some City Code that required specific spacing on building articulation caused a lot of difficulty in making the inside work.
- Administration. Having a new Code for the Coffee Creek Industrial Area that applied a different process with non-discretionary standards implied that Staff would be given more ability to approve and the Development Review Board (DRB) and other bodies would have less. FBC did a good job of incorporating non-discretionary standards, but could offer choices to provide flexibility. Streamlining the approval process for industrial buildings seemed to be of great interest to most everyone. How did the Commission feel about non-discretionary standards making up the majority of regulations in the new FBC?
 - Non-discretionary standards would be good because they would allow for more certainty. At DRB, one design was approved for a building but it was not actually built the way it had been presented originally. The explanation provided was that the project, as designed, was too expensive to be completed. The whole process was very deceptive. The changes were made by Staff and that was within their purview.
 - Non-discretionary meant specific, discreet requirements and numerical standards, so no judgment was required to dictate compliance.
 - If the FBC allowed Staff to make more decisions, taking away potential for DRB approvals, there should be less discretion.
 - Having more non-discretionary, discreet standards and numerical standards in a Code, did require more work upfront. More involvement would be required by the TAC and Commission to ensure the standards were right. Once adopted, Staff or the DRB would use those standards to determine whether a project complied.
 - This was another fork in the road. If the path of more objective standards were taken, a more thorough review of the standards would be required as they were developed, and there would be no chance for second-guessing them after adoption.
 - FBCs could be constraining with regard to results, but they could also be freeing with regard to process. If a certain quality of landscaping was desired between the building and street, there might be three different ways to achieve that through different development standards. It could be accomplished via a perimeter parking lot landscaping of a certain height, material, etc., or through an architectural treatment, or something else, for example. The developer would then have three different ways to meet the requirement. The standards were all discrete, but they provided the developer with a choice.
 - A recent DRB case involved the terminology “safe and convenient”, which left a lot of room for judgment. The DRB found the application was not safe or convenient, applying a different standard apparently than Staff. Defining safety in the Code would be very complex. The definition would have provided a much clearer meaning of what “safe” meant in terms other than one having good driving manners. The case required that it be safe for people to respect pedestrian access by leaving space for crossing traffic in two queue lanes, but the Code did not provide for that, except in this kind of discretionary characterization of safe and efficient. Some degree of discretion should

not be lost in such regard. Having to be so detailed as to make that a check box would be wearisome because one could not determine every instance in which safety and efficiency might come into play.

- Specific language regarding cross traffic, and particularly cross traffic involving queuing at a drive-thru, parking lot behavior, etc. could be required. It would be difficult, but determining what the Code meant by “safe and efficient” would be helpful to developers and the DRB. Judgment should not be excluded altogether, and that was what the DRB step did. If Staff ironed out virtually all the issues, and they did for the most part, the last step of citizen overview was of great importance.
- The team was not envisioning that any Code would be strictly clear and objective criteria from one end to the other. Places would exist in which judgment would have to be exercised. The master planning at Coffee Creek would be a four-step process involving a zone change; the planned development, Stage I and Stage II; and then the site plan review. A portion could be more discretionary, similar to the way it was done currently, and other portions could be clearer and more objective as the review process occurred. The tough question was how the Commission viewed the two different types of criteria.
- One inclination was to avoid discretion to the greatest degree possible, but in terms of design some level of discretion always existed.
- In terms of the Stage I Master Plan and Stage 2 Final Development Plan, good FBC guidance within the master planning would address 80 percent of the issues. During specific site design, a more refined review would take place and 95 percent of the issues should be addressed.
 - With regard to the DRB project previously discussed, the gap was in the Code. The Code did not provide good guidance on how to design pedestrian versus auto circulation and it still leaned most likely toward the auto orientation. Once that was in place, pedestrian connectivity was fit in wherever possible. Design should begin with pedestrian orientation in the street and then address the site. If design was done on that basis, especially if with master planning, global circulation issues were already considered.
- Discussion returned to Multi-Modal Connections.
 - The 330 ft crossing requirement was a problem with a 600 ft long building. Convenient pedestrian circulation needed to be considered and the options available, such as turning a building sideways to create proper circulation. Block spacing requirements came from Metro and perhaps that could be discussed with them. With a good TSP and Pedestrian Plan, the City should be able to dance around that requirement to some degree to maintain good circulation. Pedestrian circulation was the weakest part of the TSP.
 - A 660-ft spacing was being considered for connections of all kinds, so two different standards would not exist for streets versus shared use paths. The 660-foot spacing would apply on center for everything from shared use paths that could be public easements on private land to something totally private, such as a parking lot drive aisle, to an actual street. A number of streets would need to lead into the large areas because a lot of property could not be accessed from the streets due to access spacing standards. At this time, the system of FBC regulations would include a spacing standard, but there would also be a wide range of ways in which the standard could be met.
 - Pedestrians would not walk 660 ft if they wanted to cross the street; jaywalking was being encouraged. People would always walk the shortest distance.
 - Mr. Readdy displayed the Project Site (Slide 3). He clarified the issue was less about crossing new and existing streets at appropriate locations and more about ensuring a pedestrian could get from Kinsman Road to Garden Acres Road without walking all the way to Day Road or Ridder Road. They also wanted to institute standards that allow for the industrial scale buildings needed for employment without eliminating the ability for someone to get from one destination to another without getting in a car.
 - He indicated where a pedestrian path connected a sandwich shop site through to Kinsman Road and on to Garden Acres Road. Someone working in that area might be able to bike or walk over to eat lunch once or twice a week. However, if they had to get in their

car, would they drive to Commerce Cir, someplace closer to downtown or someplace even out of Wilsonville entirely? Choices are made based on where one could reasonably travel. The team was working to create a network of pedestrian, bicycle and some road access points through the whole district.

- If the access ways were spaced out too far, the shortest distance was not being created which was a concern.
 - The balance that needed to be achieved was to find a spacing distance that was great for pedestrian/bicycle connectivity and supported the scale of industrial development desired.
 - Two issues were being discussed: the block size due to the size of the buildings and sites being developed; and opportunities to get across a street, both could be different distances. Crossing opportunities could occur more often than 660 ft.
 - New crossing signals allowed for safer mid-block crossings.
- Lot sizes would be up to the developer, but the team was working to develop a regulatory system in which certain spacing standards would have to be met, which would help dictate some of the lot sizes.
 - The 660 ft was actually based on the width of two of the parcels between Garden Acres Road and Kinsman Road, which was indicated on the map. Existing property ownership was one generator of possibly creating the intermediate network, rather than resorting to picking a number out of the air.
 - From the bottom of the study area, between Garden Acres Road and Kinsman Road, there would be at least two or three intermediate roads between Ridder Road and Day Road. Hopefully there would be at least one or two additional pedestrian/bicycle connections through there as well. Much of this depended on when infrastructure gets implemented, at what rate and how property was assembled or consolidated for development, which made the project a real fun challenge.
- An incentive approach was very concerning and not appropriate with FBC. The City could elect to establish something that worked as best and most prescriptive it possibly could. Trying to incentivize people to follow FBC was not in Wilsonville's best interest, in terms of trying to meet goals [inaudible].
 - Staff and TAC seemed to be reserving judgment about whether the system could work, which was why the alternative track was being carried through. Ms. McInelly was confident the City would get an actual Code that was workable, could streamline the process, and be good enough to become the only single mandatory system that everybody else was waiting to see.
- The decision was whether a FBC should be adopted or not. Having an alternative was not favored, because it was like having the option to do a regular development subdivision or a planned development, and the Planned Development Code was not used because it was easier to go the other route. The whole reason to change to a FBC was the City was trying to accomplish something it had not been able to do yet. In order to really test that, everything currently available needed to be put toward that effort.
 - The only way to compare it in reality was to compare the FBC in the Coffee Creek location to the PDI zone elsewhere; two different systems were needed to know which was doing what.
 - Some TAC members had said the double system would be confusing to administer and a unified character might not be achieved. A coherent streetscape would not be obtained if one property followed the old system and the next followed the new FBC system.
- One item at issue was determining what role waivers played in a FBC process if that was the only path. The concern was that the second the FBC was adopted, someone would come in with something totally unanticipated that was not in the Code, and no opportunity existed to accommodate it because the other alternative had been shut down. In that situation, the person might have to be sent to Hillsboro because the City had no way to allow that to happen in Wilsonville.
 - That could be where the discretionary element came back into play and a process could exist where 95 percent of what was desired could be obtained through the FBC and, if Staff got stuck, it could be sent to design review for discretionary issues. General guidelines would still exist about what was trying to be accomplished via the FBC. By the time the FBC is completed, the Commission would be very clear about what they were working to accomplish. The current

problem with implementation of Code was that the City did not know what they were trying to accomplish. Instead, they were working to match the Code standard to “safe and convenient” circulation or setback standards or use criteria, but the net result was still not clear. This process forced thinking about the outcome which would then get worked it into the FBC structure and defined so that everyone could judge it.

- Waivers could exist for some regulations and not others. In some instances, regulations should be required and no waivers would be allowed, such as for connectivity, but perhaps the building façade could have a waiver.
- Waivers were thought of as having to do with very specific requirements. The overall system applied, but certain things could not be done and forgiveness was requested.
- The process where a waiver could be requested existed and it would be justified by returning to the design objectives in the Code, stating that the objectives were being met but one thing was desired instead of another. That was where the current waiver process was used. It was unsure whether the FBC could address that in terms of options built into it, rather than as a waiver. In other words, the objectives could be met in a number of different ways. An option might still exist, but the sense was that led to the discretionary part that would remove it from Staff’s hand. A limit existed to the discretion that could be applied.
- The team’s work consisted of two components: the FBC and the Pattern Book, which was intended to provide much more guidance regarding the design objectives and could provide more of a basis for waivers, if needed. If a waiver from the non-discretionary standard would be useful, the Pattern Book would be burdened to provide guidance about how that waiver could be allowed.
 - The FBC would be very simple with its numerical standards and the way that it works was sort of stark. It did not offer much information, except in an intent statement upfront. Through the numerical standards, one could not necessarily see the desired result. The FBC was better than conventional Codes as far as providing an idea of the objectives.
 - The Pattern Book would complement the FBC because it could show all different ways that the non-discretionary standards in the FBC could be met, using photos and illustrations. For example, minimum standards would be provided in the FBC regarding the landscaping and amounts of pavement needed for bikes and pedestrians on a shared use path. The pictures in the Pattern Book could show different ways that the shared use path requirement could be met. It was intended to be much more visually informative.
 - The Pattern Book would illustrate multiple options and would not offer a single illustration for any one standard. The Pattern Book did not seem to stifle variety, but seemed to create quite a lot of creative opportunity.
 - For example, in the FBC handbook written for SACOG, the northwest crossing FBC was used for a residential mixed-use district in Bend, Oregon. The FBC stated houses on a certain street must meet certain setback and height requirements, setting the building envelope and the more dry numerical standards. The Pattern Book displayed how a house could be designed to have a modern look, bungalow look or a colonial look; it showed a range of different house styles that could be emulated. It did not dictate any style. The styles could not be mixed, but one style could be chosen and then the characteristics described in the Pattern Book for that one style would be followed.
- Villebois was the closest the City had come to FBC and, in reality, most of the construction there was pretty similar. Most of the industrial or commercial light industrial space around Wilsonville was fairly similar. It would be nice to see some variation in style.
- Christopher Alexander was considered to be the grandfather of the *Pattern Language* concept. His other book, *Timeless Way of Building*, begins with a chapter entitled, “Quality Without a Name”. The book is almost mystical in its language, but the bottom line was that a bottom line exists and that was something that could not be nailed down precisely. That was overreaching everything in that the whole Pattern Language takes place within that quality. If you do not achieve that quality, you have not achieved your objective. This is something that Wilsonville has driven for, something like that quality, and the Commission needed to be very careful not to do anything which constrained the City out of that quality, but instead allowed for working within it and fulfilling it.

- The consultants had had been worked on FBCs for many mixed-use or residential-focused districts. When considering the industrial district, that kind of quality might not exist or be achievable in some areas, like the loading dock areas, for example. The focus was on the streets where connections would be made, and where that pedestrian scale and quality was wanted. The goal was to have a system where the Commission was very careful about how that quality was achieved in the targeted areas while allowing flexibility for the developer in other areas that are not regulated very much, such as the backs of the buildings, for instance.
- Referencing Alexander's sensitivity, the Commission needed to be mindful of the experience of the person who was in this case, working in that space; they were the main focus. The experience of people working in that district was even more important than people driving past and thru into Wilsonville.
 - That point was consistent with earlier comments regarding the pedestrian environment. Much of the City's focus had been on the street's appearance and users were being ignored in the process. If the FBC process worked right, the site would be designed to support the users, while interfacing with the public piece for the overall circulation. As much of a focus should be put on the overall site design, making it functional, not only for the warehouse function but also the employees.
- The current industrial Code required a landscaped strip down the entire property line and a 30-foot setback on all property lines regardless of what was there. The Code also had a landscape requirement of at least five feet on all perimeters, resulting in having five feet on the other side of adjoining properties with completely different landscaping and no continuity or cross flow between them. Other than the idea that things should be screened, what that was to accomplish had never been considered.
 - Uncertainty existed about whether the backyard should be ignored, but the desired environment needed to be created so that the front was not a showcase and the back a war zone. Criteria were needed regarding how the entire site would function.
 - Given the desire to have pedestrian/bike pathways run through the development, the pathways must go behind the facilities. The backs of the facilities would be visible, so some treatment would be needed to make the experience a pleasant one.
- First, connectivity requirements must be met. A network of connections must be laid out which could include a variety of different types of connections; the choice would be left up to the developer. However, in each circumstance where the property met the connection had to be treated in a pedestrian friendly manner. Priority could be given to the fronts and sides of the buildings, and less would be given to the opposite side and the rear. The pathways would still have to be human scaled and landscaped with quality. In the system currently being tested, the developer would decide which was the front and side of the building and would have to meet certain higher standards for those sides of the building.
 - A developer would not be able to place loading docks street side. Visitor parking could be placed street side, but it would be limited and the parking would have to meet a higher standard of landscaping than if it were on the rear side of the building.
 - One notion discussed amongst the project management team was the idea of requiring some sort of interior plaza to be developed along the lines of pedestrian and bicycle connectivity. Certain standards would have to be met, but these were the same things the City had been pressing industrial clients for: a workplace that provided amenities for employees that are on the site day in and day out.
 - Foremost in the team's mind was that the development was a place where nothing would be left undesignated, but the design would be regulated based upon Christopher Alexander's *Pattern Language* hierarchy that worked from the large scale to the small scale, and the things that counted the most were regulated. The developer and architects would be able to develop things that were more discretionary without being heavy handed with regulation.
- If one goal was to obtain high-quality employment, the design had to be employee-focused. If the City wanted to bring in high-quality people, a high-quality design was required. If a row of factory buildings were desired, that would be a whole different story, but instead, the goal was to attract better businesses.

- Day Road should not look like the Tualatin-Sherwood Hwy or 95th Ave in Wilsonville. If the project was going to be done, it should look nice.
- Mr. Neamtzu assured Staff would do everything needed to ensure citizen involvement was appropriate and proper for the process. Nothing was ever done short of that and he would make sure that was taken care of. Property owners were being engaged as well, so there would be specific outreach for the people who owned land in that area when the right point was reached.
 - Getting the TAC's feedback would be useful at some point as well.
- Some comments had focused on the Pattern Book providing information rather than the more prescriptive pieces of FBC. The Pattern Book was where many of the design options would come from and would force the Commission into defining what they wanted to accomplish.
 - The current Code required a 30-foot setback, specific building height, a certain number of required parking spaces and a minimum landscaping requirement, and that was it. All of those could be met and the result would still be nothing.
- One huge area for job growth would be the new entrepreneur. Portland had a creative class and "if you built it, they would come" attitude. Wilsonville should build that sense of place, where the creative class wanted to be.
 - For example, the Rockwell Collins building and its sister building could be developed to go from five tenants to one tenant, and to have one, two or three stories inside. Having an extremely well lit meandering bike path with seating situated between two concrete, 3-story tilt-up buildings was another idea. Enhancing the rear building walls in loading dock areas was also suggested. Hillman Court at 95th Ave, where the Nike building was across from what will be World of Speed, had one little corner with a grove of trees. The sidewalk was not against the street, but meandered through the property and at 5:30 am people were walking and cycling throughout that industrial area. Such areas might support a little sandwich shop.
 - Creating a development where someone wanted to come to work should be considered. The idea was to provide flexibility, while creating areas that offered a strong sense of place and character at the same time.
 - In the SACOG document, at least two Starbucks were pictured.
- Boones Ferry Road was not considered to be an entranceway to Wilsonville, even though it was being rebuilt because it came from a residential area. If the entranceway were not Day Road, it would have to be somewhere in that location. Grahams Ferry Road would be a better option, but uncertainty existed about where it would land.
 - When the overlay was created, Day Road was being thought of for the 124th Ave extension from Tualatin to I-5, so the idea was that the major traffic flow would be that way. Through the Basalt Creek Plan, it looked more and more like the connection would be farther north, so Day Road would no longer be the key corridor, which the Commission needed to keep in mind.
 - It was suggested that Boones Ferry Road would be a better option to that east/west corridor and 124th Ave/Tonquin Rd was a more logical corridor than Day Road. An arterial street with three 90-degree turns had never been seen as being functional.

Ms. McInelly thanked the Commission for their time adding she looked forward to returning with something more specific to discuss and she hoped the Commission would see how they had influenced the result. She understood it would be best to not talk in the abstract and that understanding certain concepts without specifics was difficult.

Light Industrial Form-Based Code TAC Meeting
February 19, 2014
1:00 p.m
Meeting Notes

The meeting commenced at 1:05 p.m. Those Present:

Marcy McInelly and Joseph Readdy, Urbsworks	Laura Buhl, DLCD
Chris Neamtzu and Linda Straessle, City of Wilsonville	Stu Peterson, Macadam Forbes
Cheryl Dorman, Wilsonville Development Review Board	Greg Specht, Specht Development
Eric Postma, Wilsonville Planning Commission	Gene Mildren
Steve Gilmore, Wilsonville Chamber of Commerce	Ernie Platt
Keith Liden, Bainbridge Planning	

The following documents were distributed:

- Wilsonville Planning Commission Staff Report with attachments:
 - A. Sacramento Area Council of Governments Form Based Code Handbook(SACOG) (The link is <http://www.sacog.org/projects/form-based-codes.cfm>. (Large document – only 3 were available at the meeting)
 - B. Case study research on projects that have innovative design standards and review processes.
 - C. City Code evaluation memorandum and sketches
 - D. Regulation memorandum
- Paper copy of PowerPoint presented during the meeting.

Chris Neamtzu gave an overview of the Light Industrial Form-Based Code and the objective of today's Technical Advisory Committee meeting.

- He cited the City's planning history of the Coffee Creek and Day Road areas. He discussed some of the problems with the Day Road Design Overlay District and suggested this tool could be an exciting replacement for parts or all of the existing Code. .
- Wilsonville is proposing a new tool that could be used for those areas that would accomplish the objective of high-quality industrial development in less time and with greater certainty.
 - * A Light Industrial Form-Base Code will include discretionary and nondiscretionary processes. It is envisioned at this point of the process as an optional path; not a required path.
- The main outcomes of this project would be the adoption of a Light Industrial Form-Based Code (FBC) into the Development Code and a Pattern Book to apply to the Coffee Creek Industrial Area.
- While form-base codes are traditionally done in downtown areas, Wilsonville is proposing it for a light industrial area.
- A \$60,000 TGM Code Assistance Program Grant is funding this project. Laura Buhl of DLCD manages the Code Assistance Program for the TGM Program, a joint program between DLCD and ODOT.
- The Planning Commission staff report that was distributed at the meeting includes early, preliminary technical memorandums.
- The consultant team includes two firms, Urbsworks and Bainbridge Planning.
 - * They were selected by the State.

- * They have extensive experience in developing form-based codes in other parts in the Country. He cited the Sacramento Area Council of Governments (SACOG) Form Based Code Handbook as an example of Urbsworks work.
- City staff and the Project Management Team have already met a few times. This committee, today, is the Technical Advisory Committee. The Planning Commission is the official public body for public review when that time comes.
 - * Once the consultants present the proposal, the rest of the meeting is for the TAC members' response to the proposal; the Project Management Team is interested in their comments and concerns.

He thanked those at the table for their willingness to help with this code work.

Those at the table introduced themselves and briefly related their interest in Wilsonville and experience in development.

Marcy McInnelly stated that she is the project manager of this effort and related her background on doing FBCs. Using a PowerPoint, Marcy presented an overview, goals, framework, site, and schedule of the project as presented in the Planning Commission staff report.

- She is an advocate for Form-Based Codes because they implement more predictability, nondiscretionary standards so that the process can be more streamlined, predictable, and more transparent in what urban form is desired. As far as they can tell, this project is the first industrial form-based code of its kind in the United States, and would be the first form-based code of any kind in the Portland-Metro area.
- She asked that those at the table think about the following as the project was being presented:
 - * Did they perceive that there are problems with the current Code for the Coffee Creek and Day Road areas?
 - * If they do, offer suggestions as to how they think those problems might be solved.
 - * How can they be solved within the context of this project?
- Laura corrected that the final end date of the project timeline is August 2014.
- There are not that many projects around the country where multi-modal transportation is a priority in an industrial area. Moving people, and cars, around truck traffic can be a challenge.
- A lot of the FBC will come from Wilsonville's existing Code. They may simply be reorganized, some language added, or amended to make them stronger.
- Marcy highlighted different areas of the SACOG that could further explain FBCs and issues that could be applied to this project.
- The SmartCode, El Paso, Texas Case Study's airport district could be used as a template for customizing a local municipality's large industrial area.

Joseph Readdy, using the PowerPoint reviewed the issues listed in Attachment C.

- Three major components of the Day Road Design Overlay District (DRDOD):
 - * Creating a Gateway to Wilsonville.
 - He understood that the design elements of the DRDOD reflected a desire to create a Kruse Way-type area along Day Road.
 - * Regulate design to ensure height and design quality.
 - There is a lot of information in the DRDOD about arterials, finishes and variations in building facades, but it doesn't have a hierarchy of elements of most important to least important.

- It is trying to get high design quality from the building out rather than from the street into the site. He thought that working from the street back into the site would be more effective in accomplishing a higher design.
- The DRDOD requires the building entrances to be accessible from Day Road but a concern is that this could be detrimental to the function of that building once it has been constructed, and to the adaptability to a future tenant.
- * Connection, context, & the capacity to drive urban form in the area.
 - A PowerPoint slide was shown that included 4 site plans to demonstrate access drives, building entrances and parking. Joseph pointed out the issues of the site plans.
 - The Coffee Creek Master Plan shows the new Kinsman Road as well a pair of accesses to the south side of Day Road between Kinsman Road and Boones Ferry Road, and another pair of access points between Kinsman Road, going west to Grahams Ferry Road. Garden Acres Road is not projected to continue north to Day Road. He listed challenges that these access points present. He and Marcy believe that if these access points were more street-like in character, and less driveway-like, it would create a stronger urban form rather than letting driveways happen wherever they want.
 - Marcy stated that one of the key problems that they have identified is that there is a built-in contradiction between requiring the principal entrance to face the street when you can't have vehicular access on that street.

Keith Liden reviewed Attachment D. *Regulation Memorandum* of the staff report via the PowerPoint.

- He explained that the proposed standards in the memo are preliminary ideas to start the conversation.
- He reviewed the General Questions slides.

Marcy finished up the presentation by reviewing the final PowerPoint slides starting *with Issues, Challenges, Opportunities*.

She then opened up the discussion to the TAC members who offered the following questions and comments and suggestions:

- Stu Peterson, Gene Mildren and Greg Specht participated in the DRDOD planning process and all felt that their input on the standards for the area had been disregarded and they were accused of being biased. They all agreed that basing the Day Road design on Kruse Way, including the 3-story building requirement, was unpalatable and unmarketable.
 - * There are too many differences between Day Road and Kruse Way such as the heavy truck traffic on Day Road and that Day Road ends at the prison. Kruse Way leads into a residential area surrounded by high end residential homes.
 - * Several disagreed with the consultants' assertion that there were areas along Kruse Way and Meadows Road where buildings could not be seen.
 - * Three-story industrial office buildings are very rare.
 - * It was noted that at the time that the three-story building was adopted as part of the DRDOD, City Council discussed the desire for many more employees per parcel. Because of the recent recession, we are in a different place. We should be talking about what do we want now and that is what this process is largely about.
 - There needs to be flexibility for the market to figure out what should be built in this area. Focus on something that responds to the demand and the marketplace today; that draws tenants to Wilsonville rather than to Vancouver, Portland, or elsewhere.

- Focus on allowing a product to be designed that meets the needs of the marketplace.
 - Correct the deficiencies in the Code to allow business to come to Wilsonville and make an investment in the Day Road area or elsewhere in Wilsonville. Let's fix it, not just change it.
- * Joseph stated that if this area of Wilsonville is being held until it could develop according to a vision, this is fine if that is what the city wants to invest in, but if what you want is an employment district, then the Code needs to be written for that.
 - If you want to allow jobs to be located in this area, the Code ought to allow one end of the spectrum to the other whether it is a 10-story office building or a manufacturing facility or flex deal; they can co-exist.
 - The goal is to get to "yes" as quickly as possible if a development fits within the parameters of the FBC.
- Stu stated that he thought that Wilsonville's PDI zoning standards were very flexible. Wilsonville has a more germane industrial Code than Tualatin.
 - * One of the first reforms that the FBC will address is simplifying the way industrial uses are classified in the Code. Marcy stated that the first goal of a FBC is to be more flexible about land use. The long classification lists in codes are outdated and don't reflect modern mixed uses. The land use side of Wilsonville's industrial district code is already form-based in terms of being flexible and modern; there is no intent of changing this.
 - * There was a concern that businesses don't always fit the zone.
- Making the FBC mandatory versus an alternative option.
 - * Some developers using the traditional PDI path and others using the FBC path along Day Road could create potential problems – this is something that still needs to be sorted out.
 - * This could make it more difficult for the DRB to sort out during their review of a development.
 - * The current DRDOD creates a situation where the first developer gets to set the color theme and everyone else then has to follow that pattern
- All disagreed that Day Road could be perceived as the entrance to Wilsonville and offered various reasons as to why it is **not** a "gateway".
- Spacing of 560 ft. between accesses is too tight.
 - * It was noted that 560 ft. and 330 ft. for block face distances comes from the TSP update and mostly apply in commercial and residential areas.
 - * The scale is different for industrial areas. The distance standards need to be realistic. The team is looking at how to make it work.
 - * 20,000–40,000 sq. ft. buildings are no longer the norm; larger 100,000 to 1 million sq. ft. buildings are becoming more common. The City's new Economic Development Strategy was cited.
- This is an industrial area and not a place for multi-modal traffic. People/bicyclists are not compatible with heavy trucking.
 - * The current political environment is going to push for extreme sensitivity to multi-modal transportation. If these standards are not workable, then find another way to incorporate the bicycle/pedestrian/public transportation concepts into the FBC.
- There are great examples of industrial buildings around Wilsonville that have already been through a development review process; use them as models.
 - * The Rockwell and DW Fritz buildings were cited as good buildings to use as examples of the FBC's building design. They have manufacturing, research and some office space.
- Whether a development could bypass a DRB review if they meet the FBC was discussed.

- * It was suggested that if a development meets the FBC, they it should be able to bypass planning review and go straight to applying for building permits.
- * The Chamber's perspective is that speed saves money which in turn gets people working sooner.
- * It was noted that historically, Wilsonville's process is citizen driven where citizens have most of the authority and City Staff has limited authority. Wilsonville relies on the DRB to make the best decisions in the broadest interest of the community.
 - The recent Sign Code revisions were the first time in recent history that the community/Council entrusted City Staff with ability to make decisions in the best interest of the community.
 - There is a delicate balance because the bigger decisions deserve public conversations.
- * This FBC is going to go through a public process; it will go through the Planning Commission and City Council, ending with a determination about how the Coffee Creek and Day Road areas are to be developed. Then let the development happen without having the delays that additional public review at the DRB level will create. Whatever speeds up development in Wilsonville, we should do it.
- * It might be possible to achieve a greater shift. toward more administrative decision-making because these industrial areas are not next to residential and do not have the visibility that can cause public concerns and comments.
 - It was noted that there are some homes in the Coffee Creek area that will be significantly impacted by industrial development around them.
- * It was questioned if once the public involvement for the FBC takes place, and when an individual applicant comes forward and complies with the FBC, then it is no longer a land use decision that could be appealed – at that point it is simply applying for a building permit? It was stated that this was true.
 - It was suggested that if you can't accomplish this with the FBC, then nothing has been accomplished.
- * Developers conforming to the FBC will be conforming to the Comprehensive Plan and the Zoning for the area.
- * Portland's IG2 zoning was cited as an area where as long as the objectives are met, then a developer can go straight to getting building permits – there is no discretion. The consultants were asked if they could support that kind of process.
 - Marcy responded that they like FBCs because they provide upfront work to develop the standards and the community is allowed to weigh in during that process. Once that process is done, those are the adopted standards. They are not discretionary and a developer can meet them much more easily. The adoption of the FBC for this area is a good possibility. The highest hope is that if it works well here, then it could be transferrable to other land use districts within the City of Wilsonville.
- * The Consultants were asked what they thought about taking Portland's IG2 zoning requirements, renaming them FBC and applying to the Day Road area, and calling it good.
 - Chris said that he is not familiar with it but he could take a look at it.
 - Marcy stated that City of Wilsonville's land use mix for the industrial area is more progressive than the City of Portland's IG2 as it allows commercial/retail uses in industrial zones; Portland's IG2 does not. It was noted that the IG2 zone is limiting and not a good model.
- The FBC process is seen as creating predictability and speed with which industrial applications can be considered and go through the process.
 - * There still can be aesthetic standards, but still have flexibility for its use and construction.

- The length of time to amend the Comprehensive Plan and Zoning Map were cited.
 - * Wilsonville’s land use process currently goes from conceptual to specific, then the last step is City Council’s review.
 - This is backwards; if you flip the process around and have Council making its Comprehensive Plan Map & Zoning Map decision first, then the DRB process should go through more nimbly with more clear criteria.
 - * Wilsonville’s application process is quite lengthy; it can be seven to eight months and that does not include the construction time. It was noted that Hillsboro’s application process is 45 days.
 - Chris noted that during the last five to six years, Wilsonville has been moving quickly through the land use process. Stu agreed with this assessment.
 - * With Wilsonville’s current discretionary process, an appeal can add even more time.
- Several expressed support for the FBC if the FBC gets rid of the subjectivity making development as objective as you can.
 - * If you really want to solve a problem, then get rid of the discretion. This FBC seems to do that.
 - * Establish a set of guidelines that allows a variety of product type whether it is a 20,000 sq. ft.. building or smaller, or a 250,000 sq. ft.. building, without the potential for an appeal.
- What does “light” industry mean?
 - * The Coffee Creek area is zoned as a Regionally Significant Industrial Area (RSIA); it is an industrial area, not necessarily “smoke and sparks” but it is manufacturing/storage/distribution.
 - * It was stated that 39% of Wilsonville’s employee base is industrial/manufacturing/ high technical. There is an expectation that this will go up due to OIT moving to Wilsonville and some of the businesses that are just now starting to locate here.
 - * Chris stated that calling it “light” was an attempt to clarify that it is not “smoke and sparks”. “Light” is a general term that was used loosely to define everything that is out there today in Wilsonville’s industrial area.
 - * “Light” may lead to a misperception about what could be built.
 - * Laura noted that this is the way that it was proposed in the TGM Grant. She stated that one of the purposes of the project is to serve as an example for other communities and it helps define it better when other people are looking at the result.
- Parking:
 - * There was a lengthy discussion about why the DRDOD parking standards are not feasible. The current Code requiring a principal entrance on Day Road that is not accessible from any parking areas is not realistic. The parking is behind the building requiring people to walk around the building to get to the main entrance.
 - * Industrial development has to be designed to “over park” it to allow for future changes.
 - After discussing reasons why the parking locations and dimensions in Attachment C and on the PowerPoint slides were not realistic for an industrial area, it was noted that the sketches did not include the full site – they are only showing how the buildings sit on a lot. There is a lot more space that can be used for parking that is not shown on them.
 - It was noted that parking minimums and maximums are a Metro issue.
 - * Currently in Wilsonville, warehouse buildings are being transformed into higher density employment areas with some manufacturing components. Loading docks are turning into striped parking areas with higher percentages of compact car parking.
 - * Parking areas as shown in Attachment C and on the slides versus the DRDOD parking standards were discussed:
 - A FBC typically allows buildings next to a street with parking on the sides and behind the buildings.

- If there is landscaped screening between the parking and road, then parking in front of building is not that objectionable. You deal with aesthetics with building design, reveals, colors, and landscaping. A building along 95th Avenue that has a double row of parking in front and landscaping in front was cited.
- If you are trying to generate jobs along Day Road, then get to “yes” as quickly as possible with the proper qualifications.
- Parking and truck maneuvering dominate an industrial site.
- There was some agreement that having visitor parking in front and sides of the building, employee parking in the rear, and a turnabout in the front center, results in the best of both worlds. The slide showing the building along Kruse Way was referred to during this discussion.
- In an office building, you want the front lobby entrance to be double loaded where access to it comes from two different directions for the sake of efficiency.
- On an industrial building, some tenants want a grade-level door. A grade-level door facing the street ought not to be prohibited simply because parking is not allowed between the building and the street.
- Loading docks on the front side of a building are not appropriate.
- It was suggested that Kruse Way office buildings are not going to happen on Day Road. They will be industrial buildings, with some office components.
- From an office building perspective, having the principal entrance on a corner does not happen; the entrance is usually located in the center of the building. Industrial buildings do have entrances on the corner.
- Create a Code to allow for that, but don’t require it.
- Joseph stated that based on today’s discussion, they will be tweaking the sketches.

Marcy explained that the Project Management Team has only reviewed a rough draft. FBC version and has not made any decisions because they want the TAC’s feedback on what has been presented at this meeting. There are three main categories in the system of regulations that they are thinking about:

- How do you achieve the multi-modal connectivity through these really large blocks of land? They are trying to be flexible by achieving a pattern that allows pedestrians and bicyclists to move through the large sites from building to building, from parking to building, from other districts through to regional trail systems.
 - * They are talking about a standard of 660 feet between connections, but they could be a wide range of connection types such as a shared use path, a parking lot drive aisle, or an access street. It would have to meet certain requirements for pedestrian walkability and bicycle-ability which in most cases would be a paved surface.
 - If you wanted to subdivide a large property, you would have to meet the 660-ft. minimum spacing standard but you could do it by having a parking lot and simply embellishing one of the sidewalks along the parking lot, put in a shared-use path, or put in the access street and make that your new addressing street.
 - * Since for most of these lots, the perimeter streets that are either built or planned can’t have access. They are not going to be the addressing streets. There are going to have to be some new streets built to be able to address the buildings off of them.
- What might be the front or the side of the building will have to be established.
 - * The sides have some regulations for aesthetic appearance. Beyond those two sides, and you decide which they are, there is not a whole lot of regulation.

- * There is an assumption that there will be loading docks and a large amount of blank facades, that can be mitigated aesthetically through landscaping or architectural treatment, but we are thinking that it should be a broad venue of choices.
- The parking should be allowed along the main street and the fronts of buildings.
 - * There will probably be a lot of regulation about how that is landscaped; they will probably use Wilsonville's existing parking lot standards, but there might be some additional ones about the way the perimeter is landscaped. This is mostly to provide a unified appearance on these streets that is created by the relationship of the building and the landscape together whether there is parking there or not; there is some aesthetic unification.

The group responded to Marcy's regulation system proposal:

- Intermittent multi-modal connectivity through a large industrial parking lot will create safety problems. This is private property and this is talking about allowing the public to move through it.
 - * A public easement will be needed.
- Day Road currently has a lot of little parcels so can every parcel get its own driveway?
 - * Chris stated that they would not; they would have to share an access which is where reciprocal access easements will be needed, so there may have to be cooperation amongst the entities to allow access.
 - * A public access has a lot higher standards than a private street or driveway does. You get into cost issues there.
 - * Required joint accesses or easements will have legal issues that may impact the marketability of a deal. This has to well thought-through to a conclusion that you can live with.
 - * There are going to be negative repercussions of a public easement across private property that allows anybody to drive, park, walk, bicycle along it.
- Day Road is currently a race track now. A detailed traffic study was not done as part of the Coffee Creek Master Plan. Many of the parcels in the area are supposed to access onto Kinsman Road that is to connect to Day Road.
 - * The eastern segment of Day Road from Kinsman Road to Boones Ferry Road is to be a five-lane road according to Washington County's TSP. It is in Wilsonville's TSP as a five-lane road as well.
 - * The north side of Day Road is not in the city; it is the southern boundary of the Basalt Creek Planning Area.
 - * The Coffee Creek Industrial Area is just under 200 acres in size.
- Joseph questioned if the vast, extensive roofs in industrial areas should be regulated, should people be encouraged to design these roofs in some way, or just accept that these large roofs come with the territory of industrial areas. He asked the group to think about different treatments that could be done with roofs and forward their ideas to the Team.

The TAC was asked to review the handouts and forward their comments to Chris.

Chris has not yet given his feedback to the consultants on the draft. FBC yet as he was waiting for the TAC's comments regarding what was presented today. Once the first draft. FBC is ready, it will be forwarded to the TAC and a second TAC meeting will be scheduled.

Comments, feedback, and questions are to be forwarded to Chris at Neamtzu@ci.wilsonville.or.us or call him 503-570-1571. He thanked everyone for their help.

The meeting ended at 3:05 p.m.

City Of Wilsonville Light-Industrial Form-Based Code & Pattern Book

Technical Advisory Committee Work Session
& Planning Commission Consultation

February 19, 2014

Agenda

- Introduction of project and team
- Project overview and issues
- Discussion

We'd like to hear from you.

Do you perceive that there are problems with the current code?

If so, how do you think they should be solved, and what can be done within the context of this project?

Project Overview

- **Transportation Growth Management (TGM)-funded project**
- **Project timeline: November 2013 to June 2014**
- **End product: Adopted code amendments to Coffee Creek and Day Road Overlay industrial areas**

Project Goals

- Enable multimodal transportation in industrial areas
- Ensure high design quality
- Streamline process for light industrial development
- Implement the 2007 adopted master plan for Coffee Creek Industrial Area

Organizing Framework

Major Category

FBC Element

Multi-modal connections

Street design & connectivity

Site design & circulation

High design standards

Building form

Architecture and landscape

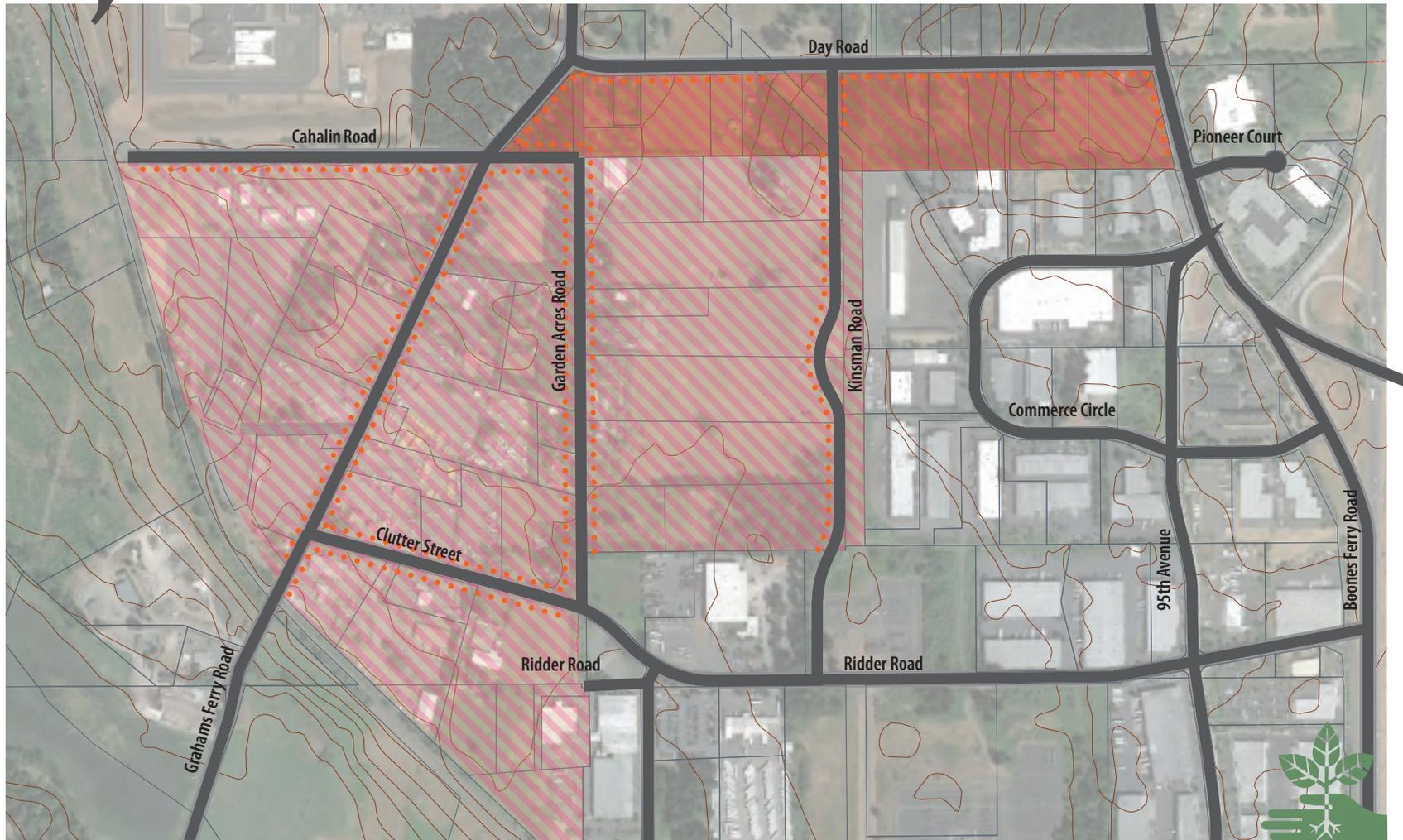
Efficient public review

Use

Administration



Project Site



Coffee Creek Industrial & Day Road Design Overlay District

Project Schedule

Milestones and Deliverables	2013		2014						
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Project Kick-off									
Evaluate Existing Regulations									
First Draft Form Based Code									
Second Draft Form Based Code									
Final Draft and Adoption									

Explaining The Package

- **Form-based Code Handbook for Sacramento Area Council of Governments (SACOG)**
- **Industrial Case Studies**
- **Evaluation Memo & Sketches**
- **Regulation Memo**

Form-Based Code Handbook

- Educational handbook about form-based codes
- What they are, basic components and advantages, examples and analyses of different approaches
- In use and adopted in US municipalities
- Form-based approach for four “context types”
- Addresses multimodal street design; site design; building form; land use and architecture

Industrial Form-Based Codes

Four Case Studies

- Juniper Ridge, Bend Oregon
- City-wide Form-based Code, Denver, Colorado
- Miami 21 City-wide FBC, Florida
- SmartCode, El Paso, Texas



Evaluation Memo & Sketches

- Gateway to Wilsonville
- Regulating design
- Connection, context, & capacity drive urban form



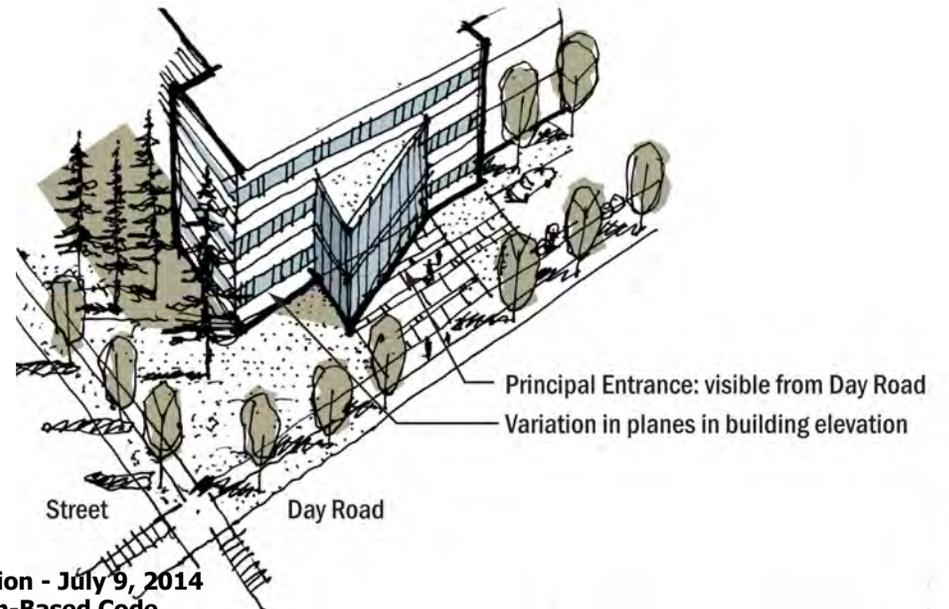
Gateway

Vision | Reality



Regulating Design

High Design Standards

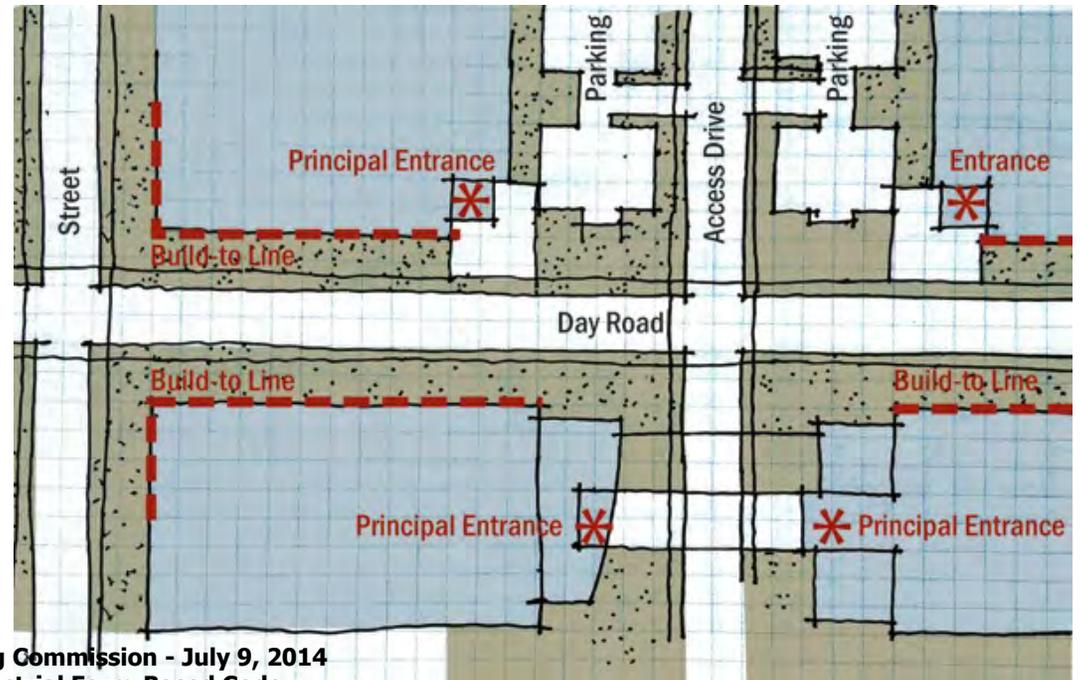
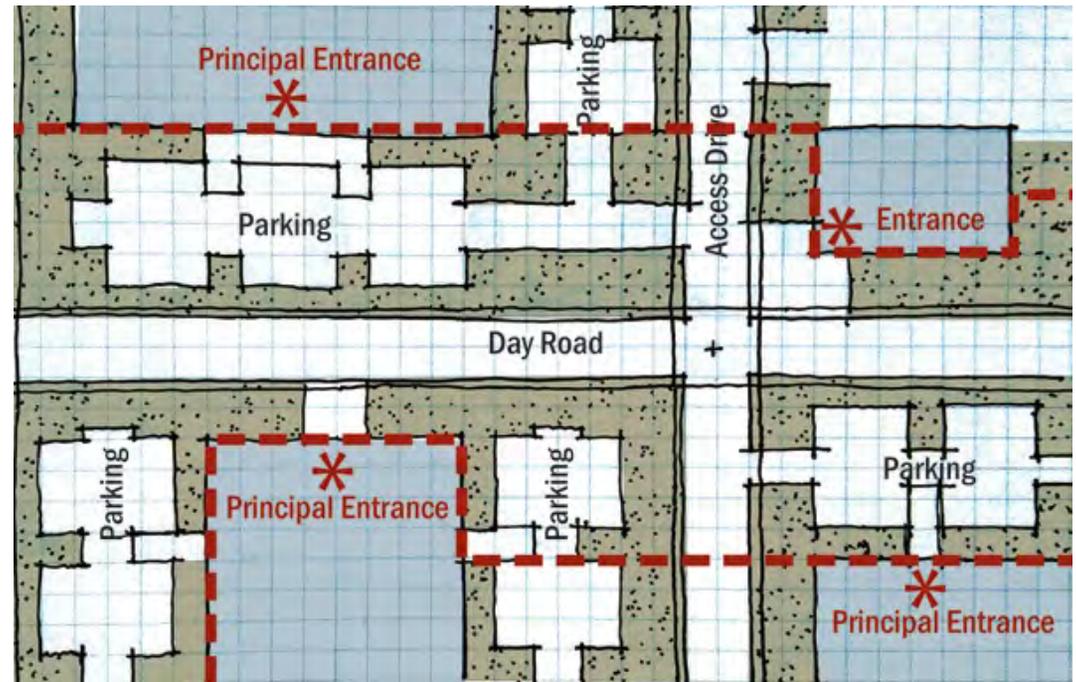


Urban Form

Access Drives

Building Entrances

Parking: site location & extent



Regulation Evaluation

– Purpose

Review and understand existing city requirements
& application process

- Provide preliminary amendment recommendations
- General recommendations
- Specific amendment ideas

Raises questions for further discussion/evaluation



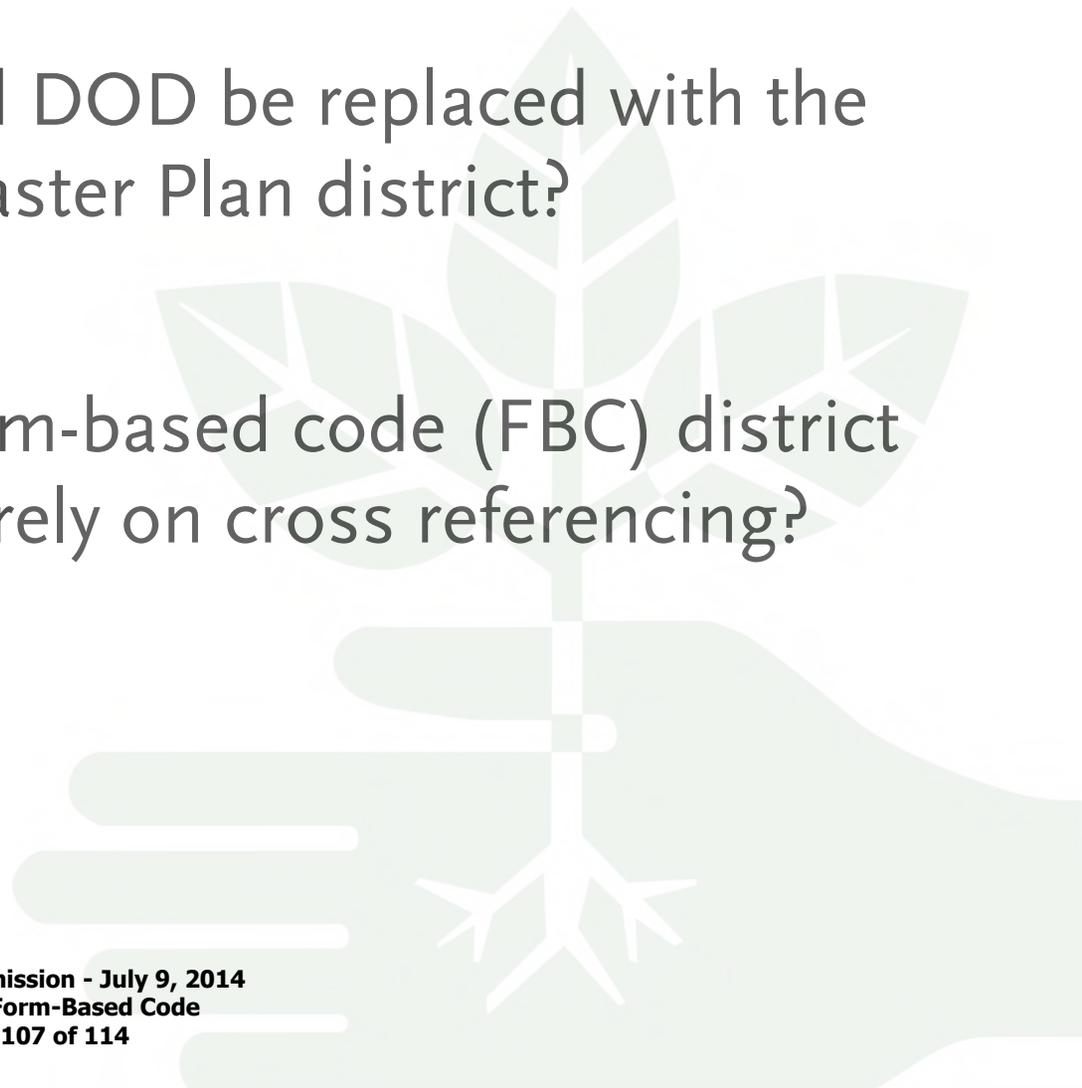
General Questions

Affected Area

- Should the Day Road DOD be replaced with the new Coffee Creek Master Plan district?

Code Organization

- Should industrial form-based code (FBC) district be self-contained or rely on cross referencing?



General Questions

Approval process

- Should following the Industrial FBC be mandatory or an alternative track for approvals?

FBC Alternative track

- What incentives would be attractive and effective?

Standards: discretionary versus objective

- How should these be used in the FBC?

Issues, Challenges, Opportunities

- Multimodal connections
- Administration
- Building appearance
- District definition and character

Multi-Modal Connections

Background

- §4.135(.04) PDI block and access standards, §4.131(.02) PDC zone require a max. 530' spacing between local streets, max. 330' for pedestrian & bicycle crossings.

Considerations

- Should the code amendments take into consideration the scale of larger buildings associated with industrial employment?
- How might we accommodate pedestrian, bicycle, and transit circulation and access?

Administration

Background

- The Day Road Design Overlay District requires a discretionary design review process that is perceived to add time and uncertainty.

Considerations

- Should the new code for the Coffee Creek Industrial Area apply a different process with non-discretionary standards?

Building Appearance

Background

- Day Road Design Overlay requires min. 3-story frontage with office building appearance.

Considerations

- Should the code amendments continue to treat Day Road differently than the rest of the Coffee Creek Industrial district?
- Should we pursue an alternative approach that keeps high design standards, allows 3-stories, but doesn't require office building appearance?

District Definition & Character

Background

- Day Road Design Overlay assumed new gateway to the City of Wilsonville.

Considerations

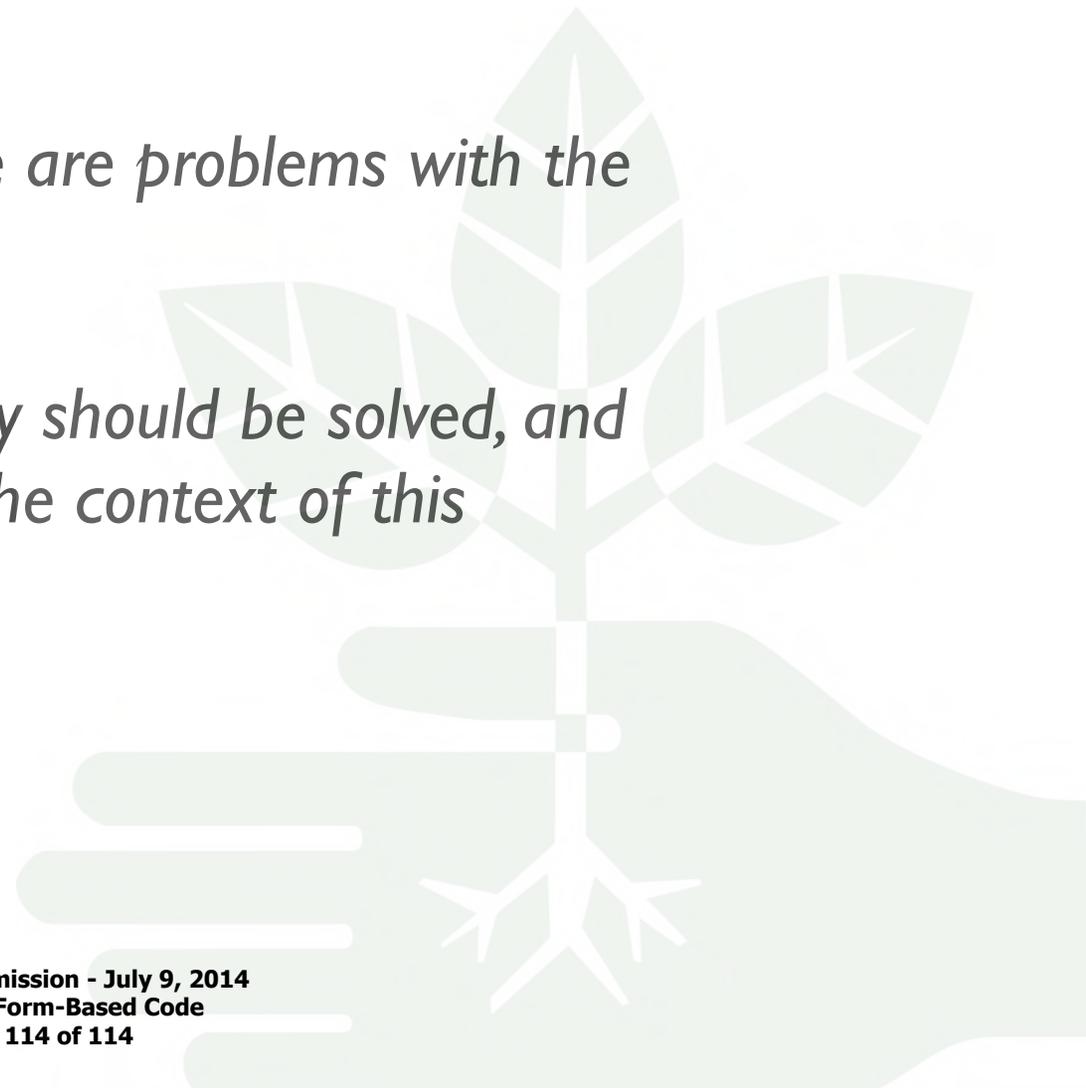
- Day Road will continue to carry high volumes of heavy truck traffic associated with nearby quarry; should we consider other streets, like Boones Ferry Road for potential as gateways?

Questions

We'd like to hear from you

Do you perceive that there are problems with the current code?

If so, how do you think they should be solved, and what can be done within the context of this project?





City of Wilsonville

**PLANNING COMMISSION
WEDNESDAY JULY 9, 2014**

VII. OTHER BUSINESS

- A. 2014 Planning Commission Work Program

2014 Annual Planning Commission Work Program

DATE	AGENDA ITEMS		
	Informational	Work Sessions	Public Hearings
July 9		Frog Pond Area Plan Form Based Code	
August 13	Urban Growth Report	Basalt Creek Work Session Form Based Code	
September 10			Form Based Code?
October 8			Form Based Code
November 12			

2014

- 1 5-year Infrastructure Plan
- 2 Asset Management Plan
- 3 **Basalt Creek Concept Planning**
- 4 Solid Waste and Recycling Code Amendments
- 5 Community Investment Initiative
- 6 Climate Smart Communities (Metro)
- 7 **Density Inconsistency Code Amendments**
- 8 Citywide signage and way finding program
- 9 **Industrial Form-Based Code**
- 10 **Frog Pond Area Plan**
- 11 **Goal 10 Housing Plan**
- 12 **Old Town Code Amendments**
- 13 Parks & Rec MP Update - Rec Center/Memorial Park Planning
- 14 **French Prairie Bike/Ped Bridge**

*Projects in bold are being actively worked on in preparation for future worksessions