

**CITY OF WILSONVILLE  
PLANNING COMMISSION**

**WEDNESDAY  
MARCH 13, 2013**

**6:00 P.M.**



**WILSONVILLE CITY HALL  
29799 SW TOWN CENTER LOOP EAST  
WILSONVILLE, OREGON**

## PLANNING COMMISSION MEETING

WEDNESDAY, MARCH 13, 2013

6:00 PM

### AGENDA

---

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

Ben Altman, Chair

Al Levit

Marta McGuire

Ray Phelps

Eric Postma – Vice Chair

Peter Hurley

Phyllis Millan

City Council Liaison Julie Fitzgerald

**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. 6:20 PM CITY COUNCIL LIAISON REPORT**

A. City Council Update

**V. 6:30 PM CONSIDERATION OF THE MINUTES**

A. Consideration of the February 13, 2012 Planning Commission minutes

**VI. 6:35 PM WORK SESSIONS**

A. Transportation System Plan Update Chapters 5-7 (Neamtzu/DKS)

B. TSP Code Amendments (Mangle/APG)

**VII. 8:35 PM OTHER BUSINESS**

A. 2013 Planning Commission Work Program

B. Commissioners' Comments

**VIII. 8:45 PM INFORMATIONAL ITEMS**

A. Ice Age Tonquin Trail Master Plan

B. Metro 2012 Compliance Report

**IX. 8:50 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](mailto:straessle@ci.wilsonville.or.us).

Meeting packets are available on the City's web site at: <http://www.ci.wilsonville.or.us/Index.aspx?page=312>.

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

N:\planning\Planning Public\Planning Commission\Agendas\3.13.13 PC Agenda.docx

**March 6, 2013**

**To: Wilsonville Planning Commission**

**From: Chris Neamtzu AICP, Planning Director**

**Subject: March 2013 Meeting**

---

At the upcoming March 13<sup>th</sup> meeting we will continue our review of the draft Transportation System Plan update with a specific focus on Chapters 5-7.

Chapter 5 covers the transportation network standards which inform road and pathway classification, connectivity and spacing, freight movement, cross-sections and access management. Chapter 6 addresses the transportation programs and includes discussions on safety, Safe Routes to Schools, ADA compliance, SMART, SMART Options, transportation demand management, bicycle and pedestrian coordination, and intelligent transportation systems (ITS). Chapter 7 addresses the performance of the system outlining various performance measures that can be used to track changes in behavior over time and assist in identifying which efforts are providing the greatest benefits to the system.

Also on the agenda is a worksession on the first draft of Development Code amendments necessary to implement critical aspects of the TSP and to comply with various Metro and State requirements. Staff recognizes that this is the first time that the Commission will have seen the draft code amendments, and expects that there will be extensive dialogue on the proposed text amendments. The April meeting has been reserved for additional discussions on both the TSP document and the code amendments in preparation for public hearings on the Plan in May, and if ready, the Code work as well.

The Ice Age Tonquin Trail Master Plan is in its final form and is included in your packet as information. The Plan was recently adopted by Metro, Washington County and the cities of Tualatin and Sherwood. Wilsonville has informed its regional partners that the Ice Age Tonquin Trail Master Plan will be included in the TSP package and reviewed along with the larger project. The trail alignment is incorporated into the higher priority projects list and map. The Plan itself will be a support document to the TSP.

I want to personally thank Commissioner Levit who was the citizen representative on the Technical Advisory Committee that guided the Plan development. Al is to be commended for his stamina and patience during this multi-year planning process. The excitement and collaboration amongst neighboring jurisdictions has resulted in strong regional vision that connects communities and provides regional benefits beyond municipal boundaries.

**PLANNING COMMISSION MEETING**

**WEDNESDAY, MARCH 13, 2013**

---

**V. CONSIDERATION OF THE MINUTES**

- A. Consideration of the February 13, 2012 Planning Commission minutes

**PLANNING COMMISSION  
WEDNESDAY, FEBRUARY 13, 2013  
6:00 P.M.**

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

**Minutes**

---

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

Chair Altman called the meeting to order at 6:02 p.m. Those present:

Planning Commission: Ben Altman, Eric Postma, Ray Phelps, Marta McGuire, Peter Hurley, Al Levit, Phyllis Millan. City Councilor Julie Fitzgerald arrived shortly after Roll Call.

City Staff: Chris Neamtzu, Nancy Kraushaar, Barbara Jacobson, Katie Mangle and Kristin Retherford.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**III. INTRODUCTION OF NEW PLANNING COMMISSIONER PHYLLIS MILLAN**

Phyllis Millan introduced herself, noting her previous years of service as a Development Review Board member and her involvement with the Bicycle and Pedestrian Master Plan. She has seen a lot of change in the community during her 22 years living in Wilsonville, and looks forward to assisting the City as Wilsonville moves forward.

**IV. CITIZEN'S INPUT** - This is an opportunity for visitors to address the Planning Commission on items not on the agenda.

**Terry Kester, 2973 SW Camelot Wilsonville, OR**, read his statement regarding the need to prepare for impending disaster, namely an earthquake, into the record. He urged and challenged the Commission to make disaster planning a priority. He submitted his written statement for the record

Commissioner McGuire thanked Mr. Kester for attending the meeting and raising a critical issue especially in light of current events and the natural disasters other communities have faced. Emergency planning should be in the forefront as the City considers its short- and long-term planning.

**V. CITY COUNCIL LIAISON REPORT**

A. Introduction of Councilor Julie Fitzgerald

Chair Altman welcomed newly elected City Councilor Fitzgerald.

## B. City Council Update

Councilor Fitzgerald reported on City Council's actions and responded to questions and comments from the Planning Commission as follows:

- Council considered various issues regarding the Visitor Information Center during work session and was acquiring more information about outstanding issues. No decisions had been made yet.
- Council passed a resolution to proceed with a study of the SMART transportation system, which would consider ways to improve efficiency and perhaps reduce costs of the most expensive aspects of the transit system, such as door-to-door transportation, by collaborating with other transportation agencies. The City contracted with an expert in the field to report on areas where the City could get more for its transit dollars.
  - Taxi cabs were not called out in the study; however, it was comprehensive and would consider all options so she would make a note of it.
  - Barbara Jacobson, Assistant City Attorney, confirmed no prohibitions exist on taxi cabs servicing the area. A taxi cab franchise served Wilsonville years ago, but it no longer operated due to the lack of business, which was the problem. Taxi companies do serve the area for long hauls like to the airport; however, Wilsonville is too far out to economically substantiate the usual short haul drives. She had reviewed the scope of the work for the SMART study and could not recall any mention of cab service.
- The Natural Resources Division made a presentation and Council subsequently passed Resolution 2396 to approve a study and redesign of the Memorial Park parking lot, which has been damaged apparently, by storm water.
- Council approved a legislative agenda for the current session, which she reviewed, noting Council would support initiatives to reclaim industrial brown field sites.
  - Chris Neamtzu, Planning Director, offered to obtain the most recent map on brown fields in the city. A number of sites had been reclaimed over the years, including the Shell gas station at Wilsonville Rd and Boones Ferry Rd; Burns Brothers, which had small amounts of contamination before being redeveloped into Argyle Square; and near the WES commuter rail station, where a meth lab was found. Any place there are legacy underwater storage tanks is a likely site. He would be surprised if any unaddressed brown field remained in the city.
  - Councilor Fitzgerald added that other cities in the League of Oregon Cities did have brown fields and it would be helpful to note that this was something Wilsonville was interested in so that they might help Wilsonville.
  - Mr. Neamtzu stated he has attended several presentations about a good brown field program Metro was developing that had funding for limited clean-ups. He noted Commissioner McGuire might have more information.
- Council approved Ordinance 713 amending the Prohibited Parking Ordinance to allow motor homes and trailers to park overnight on the street for one night, providing travelers extra time to unload their vehicles after returning from a trip.

## VI. CONSIDERATION OF THE MINUTES

The January 9, 2013 Planning Commission minutes were approved as presented 5 to 0 to 2 with Commissioners Postma and Millan abstaining.

## VII. CONSIDERATION OF 2013 PLANNING COMMISSION CHAIR AND VICE CHAIR

Ray Phelps nominated Ben Altman as the 2013 Planning Commission Chair. Eric Postma seconded the nomination.

Marta McGuire nominated Al Levit as the 2013 Planning Commission Chair. Peter Hurley seconded the nomination.

**Ben Altman was elected as the 2013 Planning Commission Chair by a 5 to 0 to 2 vote with Marta McGuire and Al Levit abstaining.**

Ray Phelps nominated Eric Postma as the 2013 Planning Commission Vice-Chair. Peter Hurley seconded the nomination.

Marta McGuire nominated Al Levit as the 2013 Planning Commission Vice-Chair. Phyllis Millan seconded the nomination.

**Eric Postma was elected as the 2013 Planning Commission Vice-Chair by a 4 to 0 to 3 vote with Marta McGuire, Al Levit and Phyllis Millan abstaining.**

Chris Neamtzu, Planning Director, stated Staff appreciates receiving comments about issues before meetings, which allows Staff time to think and respond about them. He asked Ms. Jacobson to discuss concerns about the emails exchanges in terms of the public meetings law notification requirements.

Barbara Jacobson, Assistant City Attorney, explained that email correspondence between public body members is a huge issue in public government and where there are many watchdog groups. She cited an infamous case in Springfield, OR where an email chain was found to be a public meeting and because of the nature of the emails exchanged, the City Councilors were personally fined. The attorney general's opinion provided clear instructions about what can and cannot be done, with these comments:

- Staff can email meeting materials, agendas, and copies of drafts, etc. to Commissioners in advance of meetings and Commissioners can send comments back to Staff. However, such comments cannot be copied to the other Commissioners nor can a Commissioner respond to those comments to Staff, which denotes a meeting deliberation.
  - She believed this occurred slightly today, though completely inadvertent. She entered the emails, into the record, adding that Staff would ensure all the Commissioners received copies.
- She then read the attorney general's opinion which included discussion about the limits of communication between or among a quorum of members of a public body. She noted examples of how these limits might be violated.
- She confirmed reply-all should not be used when sending emails; emails should be personal communication between one or two Commissioners, less than a quorum, to Staff. If "reply all" is inadvertently used, an immediate email saying, "Please do not respond to my email, I did not mean to hit "reply all."

Commissioner Phelps explained he sent two emails today and because he was familiar with the Attorney General's opinion, he deliberately did not "reply all." When he used "reply all" in response to Commissioner Millan's email, it was only to the degree that he was encouraging an exchange; he

expressed no opinion with regard to the content. He believed these examples were well within what is acceptable under the attorney general's opinion.

Ms. Jacobson clarified she was not being accusatory; however, this form of communication had many nuances. She confirmed sending emails through Staff is the preferred method, having questions, etc. ahead of time is helpful for Staff.

Commissioner Hurley questioned whether it was appropriate for Commissioners to email Staff about their thoughts, questions and comments pertaining to issues and then have Staff forward these items back out to the Commission.

Ms. Jacobson advised the safest protocol was to direct all questions to Staff for them to address either in a revised document or during discussion at the meeting. The idea of a public meeting was that the public gets to be involved in the meeting discussions. She agreed to provide a copy of the attorney general's opinion, adding that it covers many other issues on public meetings that might be helpful.

## **VIII. WORK SESSIONS**

### **A. City of Wilsonville Ballot Measure 3-421 – Business Incentive Program for Investment and Job Creation by Manufacturers (Retherford)**

Kristin Retherford, Urban Renewal Manager, reviewed the background and provided an overview about the Business Incentive Program and the process to implement the plans. Her key comments and responses to clarifying questions from the Commission were as follows:

- An Economic Development Committee met through the spring, resulting in the Economic Development Strategy that Council adopted in August. In that strategy were recommendations for actions to be taken immediately. One action was to convene a task force to consider business attributes that would be consistent with the community's goals and those outlined in the Strategy. The task force was also asked to look at economic development incentives and make recommendations to Council with criteria as to when economic development incentives may be appropriate for business retention and expansion and recruitment purposes.
- The 20- to 25-member task force convened in November with a broad range of representation, including Planning Commissioners and members from throughout Wilsonville as well as other communities and taxing districts. The task force first focused on recruitment, bringing in large businesses or businesses that would make a large level of investment or bring a large number of jobs.
  - The task force's recommendations led to the development of a tax increment finance zone which is the focus of Ballot Measure 3-421 going before voters in March.
  - Wilsonville's large number of vacant or underutilized warehouses and inquiries by business consistently asking what incentives the city offers led to the creation of tax increment finance zones and ballot proposal.
    - Six warehouses of more than 100,000 sq feet were identified that have remained vacant or underutilized for a number of years.
    - Other neighboring communities offer enterprise zones that provide tax abatement programs, and Wilsonville has none, so the focus was to see how Wilsonville could level the playing field with neighboring communities and fill these underutilized or vacant warehouses.

- In the past, the City has been told it would not qualify for an enterprise zone because the community's wealth level was too high, so the City did not apply. Under recently passed legislation, an opportunity may exist for the City to exclude more wealthy pockets of the community when applying for the zone. Approval was uncertain as various calculations ultimately determine qualification.
- The City wants to do something to possibly replicate an enterprise zone that would be clear and transparent to any businesses wanting to locate in one of the six different properties. While an enterprise zone provides an abatement of taxes, the proposed program would provide a rebate of up to 75 percent of the property tax increment.
  - For example, if one of these created zones has an assessed value of \$1 million and over time that assessed value increases, that is called the tax increment. Up to 75 percent of this increase in assessed value would be rebated back to the qualifying business.
  - Each of the six properties would become its own urban renewal zone. Each building is more than 100,000 square feet and to qualify for the program, businesses would have to invest a minimum of \$25 million and bring 75 new full-time jobs.
  - In addition, these new jobs would have to meet salary criteria, and additional incentives would be offered to businesses meeting criteria for higher paying jobs.
    - If the jobs paid 125 percent of the average Clackamas County wage, the business would qualify for a three-year rebate program. If the jobs paid 150 percent of the average Clackamas County wage, the business would qualify for a five-year rebate period.
  - The lifespan proposed for the urban renewal districts is a maximum of 15 years; however, the incentive would only be paid for a maximum of 10 years. She discussed sample scenarios as follows:
    - If no applications are submitted for a particular zoned property within five years, the City would close the zone.
    - If a business qualified in Year 1 for the three-year program, having met all the required criteria, they would get a three-year rebate, and seven years would be left in that zone. That company could re-qualify, again meeting the criteria of new jobs and investment, and start a new time period up to 10 years maximum.
    - The program would be closed after being active or rebates given for 10 years. The program's 15 year maximum would be met only if a business did not apply and qualify to the program until Year 5 and then the 10 years would commence.
  - Businesses who made the investment and qualified for the rebate program, but fell under the required threshold period would not continue to get the investment in ensuing years depending upon which program they had qualified for.
- In terms of process, if voters pass the ballot on the March 12<sup>th</sup> election and Council decides to move forward with creating the zones, the City would go through the process of creating the six new urban renewal areas, presenting the urban renewal plans to the Planning Commission to seek a recommendation to Council to adopt an ordinance enacting the different urban renewal areas.

Ms. Retherford responded to questions and comments from the Commission and key discussion points were as follows:

- The program was not currently set up to allow subleases to benefit from the proposed incentives.
- A business currently operating on one of the designated properties that meets the qualifications once the program is established would qualify for the rebate. For example, a warehousing company is operating on one of the identified properties. If after the zone designation that company were to

add manufacturing to their process and met the investment and job requirements, they would qualify for the rebate program.

- The City would not know the terms and lengths of existing leases, and some lease negotiations have been initiated after the six properties were identified.
- If an existing lease were to expire one, two, or three years after the designation, there would still be a period of time that a new business could be attracted to making an investment in the space.
- Addressing investments made prior to the creation of the zones was not specified in the proposal or ballot measure, but would be considered more deeply if the plans are created.
- Valuing the tenant improvements and equipment added to the buildings would be handled via tax assessment. The county tax assessor would value the personal property or fixtures and tenant improvements to determine the new assessed value on the property.
  - For example, suppose a warehouse has a base value of \$10 million and a company qualifying for the rebate program invests \$30 million into the property. The tax assessor would determine the actual increase in value once the tenant improvements were done. The City would issue a building permit noting a declared value of \$25 or \$30 million of investment going into the building. The County would then reassess the property. When the tax assessed value increases, the company would pay their property taxes based on the new assessed value and the City would rebate up to 75 percent of the new increased value.
- She clarified that all taxes collected on the base assessed value would continue to go to the taxing districts; no one was giving up anything on the base assessed value.
  - Using the prior example, this program would enable the base assessed value of \$10 million to increase by \$30 million, of which 25 percent would be distributed to the taxing districts for the life of the property. Up to 75 percent of that growth would go back to the business, but only during the rebate period. The taxing districts would forego 75 percent of the additional assessed value for up to ten years.
  - If a business did not come because there was no enterprise zone, the other taxing districts would receive nothing except that currently received on the base value. If a business did come even without an enterprise zone, then the other districts, including the City, would get 100 percent of the property taxes.
  - Commissioner Phelps explained if no business moves in, the districts would get the property tax payment based on the original \$10 million assessed value. If a business moves in and makes a \$30 million investment, 25 percent would go into the revenue stream of the taxing districts, the school district, fire district, etc., so their revenue would increase by that 25 percent. The 75 percent, the abatement value, would be forgone but only until the program is completed in its duration.
  - He noted the two largest stakeholders in that revenue stream, the fire and school districts, were at the discussion when the ballot measure was created and did not object.
  - The various agencies would be at the table before any City plan is adopted so they would have an opportunity to participate, be aware of the plan ahead of time and typically budget accordingly.
- Commissioner Postma noted the importance of informing the public about the urban renewal districts, especially those relying on the education system. He expressed concern about recreating some of the deficiencies seen in most urban renewal districts, where the system did not incrementally increase the dollars going to public services.
  - Ms. Retherford agreed most urban renewal districts do not under-levy, but collect all of the property tax increment. The City of Wilsonville has a history of under-levying or returning

property to the tax rolls to share back with the other taxing districts. The City sought to replicate that in this proposal as well, but by doing the 25 percent under-levy to continue to share with the other districts.

- A business that rented the building as opposed to buying the property would be treated the same because the business is responsible for the property taxes as per the lease. As part of the negotiation with the business as the entity paying the taxes, the rebate would go back to them.

Commissioner McGuire commented that she participated in the first portion of the Economic Development Task Force and was impressed that this particular issue was prioritized in the second round to get something on the ballot. She was hopeful it would pass because it would make a difference in the community.

Ms. Retherford noted that this proposal was just one task that the task force was charged with and now that the measure is ready to go to a vote, they will look further into business attributes, business types and other scenarios where incentives may or may not be appropriate. The next task force meeting will be February 28<sup>th</sup> and the final meeting will be March 20<sup>th</sup>.

#### B. Transportation System Plan Update Chapters 1-4 (Neamtzu/DKS)

Chris Neamtzu, Planning Director, stated the first draft of Chapters 1-4 of the Transportation System Plan (TSP) would be presented and discussed tonight. An additional three chapters would be discussed at the next March meeting and the April meeting was reserved for additional conversation if needed, before the public hearings. Staff had a relatively short turnaround time for completing the first draft and the project's team leaders, Scott Mansur and Brad Coy of DKS Associates, did an outstanding job of listening to the concerns being raised through the update process. He reminded that an Executive Summary had not yet been written but would be forthcoming along with a glossary of terms.

Scott Mansur, DKS Associates, summarized what had occurred with the project to date, reviewing key milestones including the virtual open house held in December where a lot of good feedback was received from the community and included in the TSP. Tonight, draft Chapters 1-4 would be reviewed and any changes discussed. Chapter 5-7 would be discussed at the next meeting and included various standards, classifications, programs that the City manages, like Safe Routes to School and SMART, as well as performance, which will measure and determine whether the stated goals are being achieved. Some policy changes would also be discussed.

Mr. Mansur and Brad Coy, DKS Associates, reviewed Draft Chapters 1-4 of the TSP Update, which were included in the meeting packet, noting the changes made in light of discussion and feedback from Staff and the Planning Commission.

Key comments, questions and discussion items regarding each chapter continued as follows:

- Chapter 1: Sets the stage for the importance of transportation planning and Wilsonville's rich history. The timeline sets the stage for past documents and how those have all worked together towards the current TSP Update.
  - Table 2 on Page 9 of 92 refers to the City's estimated funding sources. Looking forward, the table on Page 55 of 92 includes estimates from additional funding sources, such as that gained through coordination with ODOT, Metro, etc.

- The timeline on Page 5 of 92 should identify the Villebois Village Master Plan as being in 2001, the first adoption point, not 2004.
- The Commission was encouraged to note and send any typographical errors in the draft work to Staff.
- Chapter 2: Provides the City's vision along with the goals, policies and implementation measures presented in December. A table was included in the Staff report documenting the text changes made since December. A few Commissioners provided some text changes and comments.
  - The policies and implementation measures were a bit confusing to read. Visually, the underlined implementation measures looked and often sounded-like the next policy. Suggestions included:
    - Include implementation measures as a table by policy.
    - Call out the differences between a policy and implementation measures, which might be in the definitions.
    - Use a process chart to describe how policy and implementation measures interrelate and connect. Information previously provided in a memo to the Commission would be helpful to include.
    - Include a footnote at the beginning of each chapter showing the hierarchy and relationship between policy and implementation measure and also the implementation measure and the project.
    - The Comprehensive Plan has an example which describes the relationship of the goals, policies, and objectives.
  - Concern was expressed about using the word "all" in Policy 4 on Page 13 of 92; it set up a mindset that everything would be accommodated, which is not feasible.
    - The wording extended from a vision that tried to describe the ideal, what the City would like to accomplish, recognizing the City is always moving forward and at any point in time, the ideal may not be delivered, but they would keep working toward it. Other parts might be similar that also go beyond what might be real at any point in time. Concerns about raising expectations beyond deliverability were understandable.
  - The language in Policy 22 on Page 17 of 92 seemed clunky, and would be clarified.
  - Implementation Measure 37.a on Page 19 of 92 seemed to indicate that Wilsonville wants more housing, because Wilsonville will have more jobs than residents, according to the projections. However, it was more an issue of cost and desirability. Changing the language to, "so more people ~~are able~~ **want** to live and work within Wilsonville" might be better.
  - A prior suggestion was made to have a Bike and Pedestrian Task Force or Advisory Board similar to what is in Policy 34 for Transit. That board would provide feedback on design and construction. The measure could be placed under the Active Transportation of Pedestrians and Bicyclists Section.
  - An implementation measure or policy is needed to require that either a detour or serious access be provided through construction for bikes and pedestrians. During construction of the Wilsonville Rd underpass, the ability of people to walk or bike through the site was unnecessarily hindered.
  - Ms. Jacobson confirmed that all of the emails discussed earlier and distributed to the Commission would be placed into record, including Commissioner Levit's comments on the draft chapters.
    - Staff's intended to put comments from those emails and the citizen input received from the open houses and virtual open house into a table for tracking and response purposes, which would be made available.

- Chapter 3: The Needs Section. The map on Page 14 of 92 was added and identifies the cross-sectional deficiencies based on their classification and design standard. One example was 95<sup>th</sup> Ave, north of Boeckman Rd, where a sidewalk is missing. Other deficiencies might include a turn lane or bike lanes.
  - A section was also provided significant information about freight routes and deficiencies. A recommended freight route map and its purpose would be added to the standards section and how it would be helpful in making sure that construction projects consider freight.
  - Chair Altman previously provided added text relating to the air, water and pipeline section that could easily be accommodated in the chapter. Chair Altman explained that although the City had no jurisdiction over the facilities, the City's concerns should be clarified in the TSP in order to carry the issues forward.
  - Comments relative to Commissioner Levit's email were as follows:
    - Relative to the Aurora airport noise, "Charbonneau" should be replaced with "residents of Wilsonville".
    - Although the City of Wilsonville has jurisdiction over all the traffic signals, Clackamas County maintains and operates the traffic signals for the City. The goal is to get all the traffic signals on Clackamas County's fiber network which allows the County to remotely observe from their computers via video camera if a signal is operating, change the signal timing to address concerns, etc. The Transportation System Management and Operation (TSMO) needs section discusses arterial corridor management and looking a smart transportation systems such as demand-based traffic signal timing, which was identified for two interchange areas. The system also detects bikes.
  - The term "doghouse 5-section style green ball" on Page 31 of 92 refers to an old style traffic signal head with a green and red arrow side by side, the yellow, and with the red at the top in the middle. These signals are no longer the State standard and are being placed with a four-section light with a yellow flashing arrow.
  - The Freight Roadways and Deficiencies map on Page 32 of 92; the intersection at Barber St and Boberg Rd was an impossible turn for big trucks. The lane is narrow and the curb extends to the edge of the intersection, making the radius very tight. The trailers of trucks turning left traveling north often go over the curb. Trucks traveling south cannot make the right turn going westbound; it is real tight.
    - Another problem area is at the west end of Wilsonville Rd near Graham Oaks. Many truck drivers miss the sign about it not being a truck route and try to turn around, ending up in the farmer's field near the orchard. This location was also discussed at the TAC meetings.
  - The Bike and Pedestrian Needs Figure on Page 34 of 92 identified "key bike and pedestrian gaps" but a number of others exist. The word "key" should be replaced, perhaps with "major", "significant" or "most significant".
  - Language in Paragraph 3 on Page 33 of 93 about the maintenance of debris on the I-5 Interchange should be modified to "existing shoulder" because no bike lanes exist on I-5, the ramps or the bridge. Although bikes are permitted, the shoulders should not be visualized as a safe bike route.
    - The original intent of the language was to keep bike lanes on Wilsonville Rd and Elligsen Rd clear.
  - In Service Coverage and Bus Frequency on Page 35 of 92, further clarification was needed about the need for more public input and a better public process if a bus route is being considered for elimination.

- The map on Page 36 of 92 was misleading because it includes intermittent service stops, such as at Graham Oaks, in Villebois and on Boeckman Rd, west of Advance Rd. Staff should work with SMART to identify the intermittent routes and distinguish them differently on the map.
- No SMART bus stop was planned for within Memorial Park. The Memorial Park project discussed at City Council contemplated a concept that was linked between all three master plans: the Bicycle and Pedestrian, Parks and Recreation, and Transit Master Plans. The concept was for an interpretative mapping kiosk area with all kinds of information for any visitor to gather about the 100-acre park. A bus pullout would be added for convenience.
  - SMART occasionally serves Memorial Park for a variety of special events, but school buses have the most activity due to sports team events.
  - A bus shelter existed on Memorial Drive that had no bus service. Staff would talk to Transit Director Stephan Lashbrook about a bus stop on Memorial Drive.
- Language in the lower call out box on the Safety Deficiencies on Page 38 of 92 should be changed to “Narrow northbound shoulder on I-5 Bridge (only available **bike and pedestrian** connection over the Willamette River).” People do use the railroad bridge although it was not legal or safe.
  - “Sidewalk” could now be deleted from the call out regarding Boeckman Rd.
- Dave Bernert, the owner of Wilsonville Concrete, expressed concerns with regard to their operations which might not have been considered in the TSP:
  - Maintaining the vertical clearance of the bike/pedestrian bridge over the river was important because the company hauls equipment, including big cranes, on the river.
  - The TSP shows an additional east/west connection when the current pathway on Industrial Way going to the water treatment plant is extended, making the connection to Old Town. He is concerned about the design and safety between trucks and pathway users.
    - Wilsonville Concrete has an established agreement with the City regarding the timing of any of those pathway improvements, which would not be made until the bridge that extends Kinsman Road across the creek is in place.
- The bike/truck conflict on Industrial Way appears to be a traffic management issue. Bikes and pedestrians in the area tend to wander on the road, requiring truck drivers to be very cautious of people.
  - Commissioner Levit stated conflicts are very rare. The truck drivers tend to be aware, courteous and cautious of the bikers. Signs posted at Wilsonville Rd and Industrial Way state, “Not for bike or pedestrian access.” Yet, a trail comes right up to the road. People are directed to an access which is inaccessible going westbound on Wilsonville Rd. Getting to the other trail is not easy and no marking exists. It can be accessed by taking Brown Rd.
  - The disconnect with the sign had to do with the agreement. When the water line extension went in from the water treatment plant, an easement was granted for the pathway, but the pathway was put in the wrong place; it was not in the easement.
- Concern was expressed about emergency vehicles being able to use Auto Lane, the underpass under the railroad at Boones Ferry Park. Otto Lane is a private drive.
  - The at-grade crossing at 5<sup>th</sup> Street provides access to the neighborhood.
- Comments regarding the critical link across the Willamette River on page 33 of 92 should include that the trail (RT-06) also connects with the Willamette Valley Scenic Bike Route.
- Now that Parkway Ave has been dead-ended at Wilsonville Rd, the corner of Parkway Ave and Main St has become very dangerous for pedestrians and drivers. Drivers traveling north on Parkway make the turn onto Main St pretty fast. Pedestrians and drivers cannot see around the corner due to high shrubs and cars parked up against the street in the parking lot.

- Keeping the foliage trimmed would help sight lines; the vegetation is on private property. The elimination of parking could be considered.
- Chapter 4: The Projects. Mr. Mansur reviewed a number of bike/walk projects that were added to each of the quadrant maps based on feedback from the Commission and the virtual open house.
  - Bike/Walk Project 1 (BW-01), a pedestrian crossing on Canyon Creek Road, was added in the northeast quadrant (Page 45 of 92) in response to feedback from the virtual open house, replacing a pedestrian crossing adjacent to Pioneer Pacific College and OIT, which had been constructed and was nearly operational. The final location was to be determined based on an engineering study.
    - Adding an additional crossing to BW-01 was suggested, placing the crossings closer to the two extremes, to provide residents complete and safe mobility.
      - Residents from the apartments cross Burns Way to go to Argyle Square and crossing at the hill and with curves is problematic.
    - Separating improvements along Elligsen Rd into two sections had been suggested, but if the improvement west of Canyon Creek Rd could not be done, then a walkway was suggested to provide safe crossing to get into Argyle Square.
  - Concern was expressed about extending Canyon Creek Rd to meet Town Center Lp East (Page 53) would increase traffic on Town Center Lp East between Wilsonville Rd and Canyon Creek Rd, which was being downgraded to a collector and reduced to three lanes with added bike lanes.
    - The traffic model confirmed the traffic volumes were consistent with a collector modification. While traffic would be added, it would not be that significant even after Advance Road and Frog Pond were built. Conservative traffic volume estimates were used in the model with Town Center Lp East working as a collector.
    - The rationale behind the project would be discussed at the next meeting.
  - Urban Upgrade Project UU-P4 (Page 59) showed three lanes with bike lanes and transit improvements on Grahams Ferry Rd. Only two lanes were indicated on Boones Ferry Rd for UU-P2B (Page 63), because left-turn lanes would be provided where warrants were met on Boones Ferry Rd, such as at Barber St. Grahams Ferry Rd also has higher speeds so a more consistent turn lane is required.
  - Both UU-P2B and UU-P2A include the same verbiage that alternative parallel routes exist; however no north/south route exists on the west side of the freeway other than Grahams Ferry Rd.
    - Although 95<sup>th</sup> Ave was intended as the alternative route with regard to UU-P2A, nothing gets traffic from Elligsen Rd to Wilsonville Rd like Boones Ferry Rd.
    - The alternative route for UU-P2B was the Kinsman Rd Extension between Barber St and Boeckman Rd and that connection was designated a higher priority project. The question was whether that was a sufficient parallel route being further from Boones Ferry Rd than 95<sup>th</sup> Ave. Extending Kinsman Rd north was not a higher priority project.
  - After discussion with Staff and consideration of the costs and impacts involved, it was decided that the improvements on Elligsen Rd (UU-P3) would remain as one project because of significant trees between Canyon Creek Rd and Parkway Center as well as a retaining wall.
  - Mr. Mansur confirmed that if the land north of Elligsen Rd was ever incorporated into the city, the road could be moved north to accommodate improvements.
  - Clarifying language was recommended to indicate that cost estimates for the planned projects were the complete project cost and that no distinctions were given about funding sources. Funding sources were noted for higher priority projects.

- For example, the projected \$6 million cost for UU-P3 on Page 61 of 92 was the completed project cost. Being a County road, the City would not be contributing the entire cost. Also, \$2 million was estimated as the total cost for SI-03, the intersection of Stafford Rd and Elligsen Rd, on Page 49.
- The City is trying to coordinate with Clackamas County to ensure projects that interface between the jurisdictions are also represented in the County TSP. Commissioner Levit is part of a task force advisory committee for the Clackamas County TSP.
- A matrix would be added to the technical appendix showing the total cost of each TSP project, as well as the dollar amounts assumed to be from the City of Wilsonville and Clackamas County.
  - For SI-03, \$1.5 million was assumed to be from Clackamas County with the City's match being \$500,000 due to Frog Pond development.
  - Appropriate notations would be included to direct the reader to the matrix.
- Commissioner Levit stated the questions in his email could be addressed offline.
- The roads near the hilltop apartment complex near the intersection of Canyon Creek Rd and Elligsen Rd were not included in the City maps because they were private roads. The City's GIS files only include public local streets.
  - The size of that housing area should justify a crosswalk.
- Project BW-12 on Page 50 of 92 dated back to the City's first Bicycle and Pedestrian Master Plan in 1993. The shared-use path follows a linear ditch west of Sysco immediately adjacent to a north/south drainage stream basin runoff area and close to the property line to protect the developable property of that site; however, the path seems to end at a dangerous spot. The inclusion of some older projects might need to be reconsidered.
- Changing the regional trail designation of RT-O6, the French Prairie Bridge (Page 51 of 92), to a bike/walk (BW) designation was discussed.
  - Having a bike/walk (BW) designation was appropriate for safety reasons and because the improvement would serve as a connection from Charbonneau to the rest of the city.
  - It would also technically be the end of the Ice Age Tonquin Trail if that trail is completed.
  - Maintaining the regional trail (RT) designation would be helpful when seeking regional grant funding. The project could be given a dual designation, a City BW designation, along with the regional trail (RT) designation.
  - Ultimately, funding would be sought from the County, which must be considered in determining the project's final designation.
- RT-O6 should be a high priority project for safety reasons and because of the advantages of bringing people to downtown businesses. The city is missing out on hundreds of people looking for food and drink in the summer.

Commissioner Postma asked that a good funding discussion be included in the Executive Summary, which was about all that 75 percent of the people would read. He emphasized that funding sources and details should be clearly presented and made as accessible as humanly possible.

- He noted that the projects appeared to be very Villebois centric, so clarifying how SDC's and other local and regional funding sources contribute to the TSP projects would be important.

Chair Altman stated he still sought clarity about how the existing Master Plans would be carried forward, managed and recognized within the TSP Update. Some items had been merged but not all.

**IX. OTHER BUSINESS**

A. 2013 Planning Commission Work Program

Chris Neamtzu, Planning Director, updated that work on the TSP would continue in March, with the April meeting date reserved as a floater to tidy up any outstanding issues before heading into public hearings, which were proposed for May.

Ms. Mangle confirmed that even though nothing was listed for the June meeting, there would be agenda items for the Planning Commission to address.

B. Commissioners' Comments

Commissioner Levit inquired about placing public trash cans at varying points in the city due to the unsightly amount of litter. He had heard comments that the city looks nice without trash cans, but the trash is still a problem, especially near the two schools and along Wilsonville Rd. The walkway under the bridge was ODOT's responsibility.

Mr. Neamtzu clarified that Public Works' personnel pick up trash at the bus stops, but SMART does not pay for that work. He suggested noting specific locations of concern via the City's online Citizen Request Form.

**VIII. INFORMATIONAL ITEMS**

A. CET Grant Letters of Support

**IX. ADJOURNMENT**

Chair Altman adjourned the regular meeting of the Wilsonville Planning Commission at 8:20 p.m.

Respectfully submitted,

By Paula Pinyerd of ABC Transcription Services, Inc. for  
Linda Straessle, Planning Administrative Assistant

## **PLANNING COMMISSION MEETING**

**WEDNESDAY, MARCH 13, 2013**

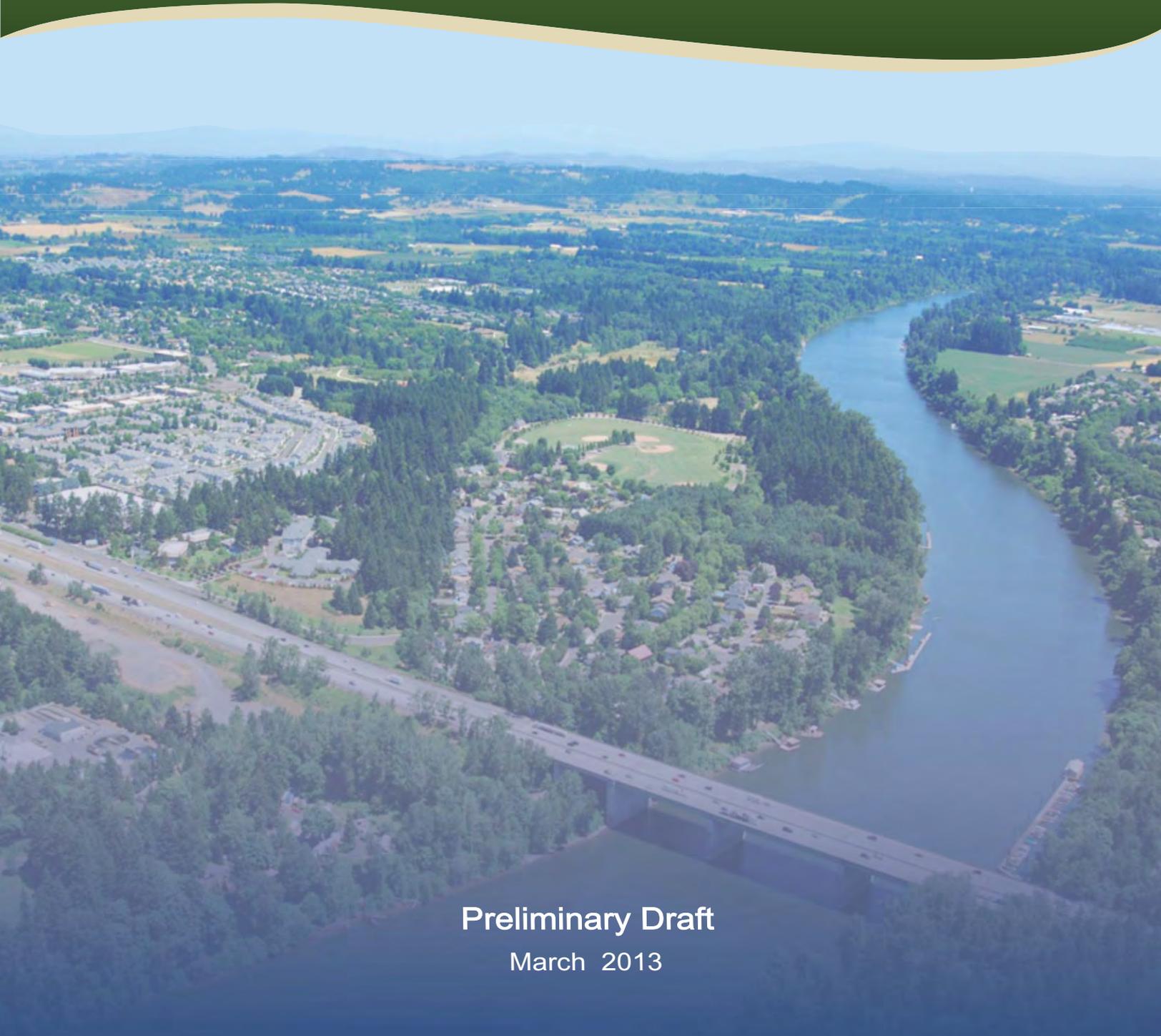
---

### **VI. WORK SESSIONS**

- A. Transportation System Plan Update Chapters 5-7 (Neamtzu/DKS)



# **Wilsonville Transportation System Plan**

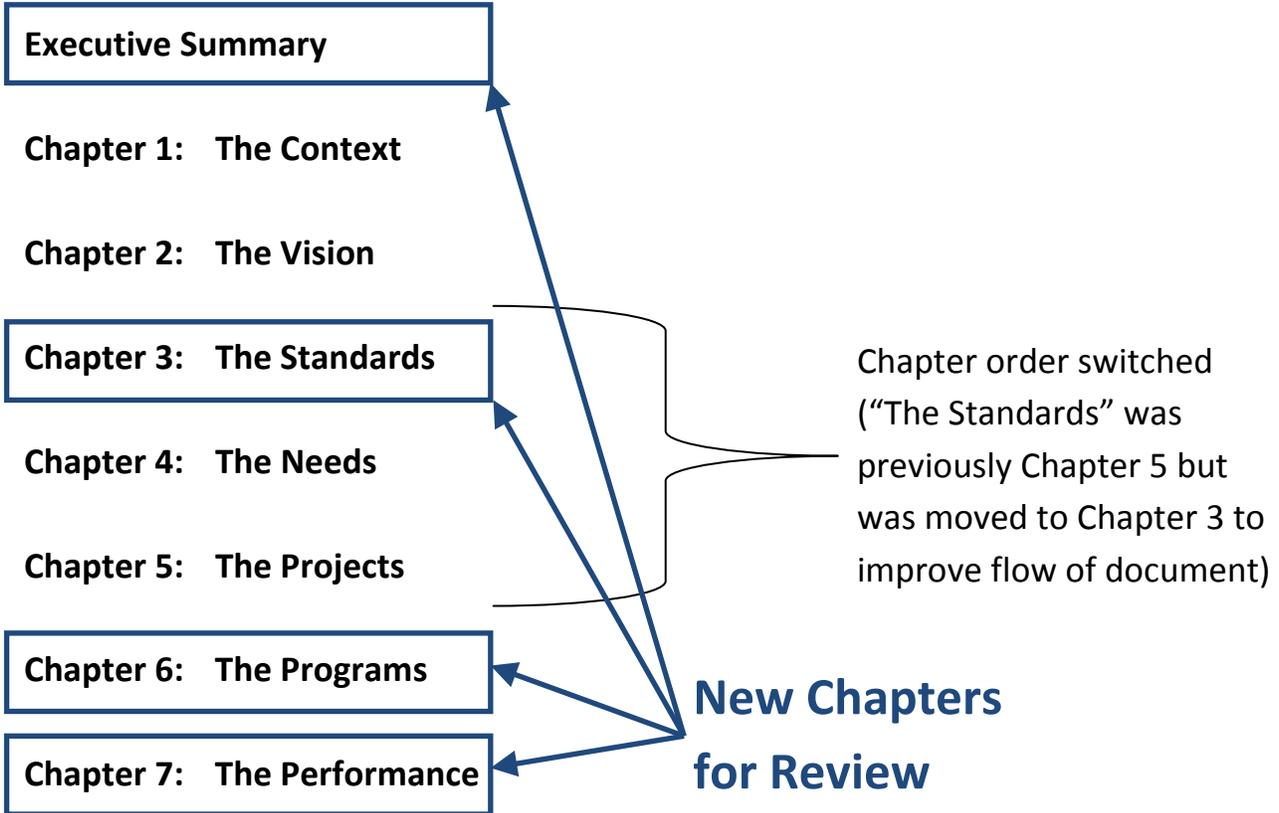


**Preliminary Draft**

March 2013

# Wilsonville Transportation System Plan

*- Draft Outline -*



## **Appendix**

- All Prior Technical Memorandums
- Code Amendments
- Meeting Minutes and Publicity Information

March 5, 2013 Draft Version

# Executive Summary



## INTRODUCTION

The Wilsonville Transportation System Plan (TSP) is the City's long-term transportation plan and is an element of its Comprehensive Plan. It includes policies, projects, and programs that could be implemented through the City's Capital Improvement Plan, development requirements, or grant funding. The TSP's transportation planning story is outlined in the box at right, and the key findings of each TSP chapter are highlighted below.

## THE CONTEXT (SEE CHAPTER 1)

The 2013 TSP process built upon two decades of community planning to create a complete community transportation plan that integrates all travel modes. This update is needed to account for changing economic and social circumstances and to ensure consistency with state and regional planning policies. It also ensures the City will be prepared to support land use growth within the urban growth boundary through the 2035 planning horizon.

The City's future financial outlook was also evaluated to identify the City's forecasted resources and financial limitations. The City draws upon multiple funding sources to manage, operate, and improve its transportation system. For capital improvement projects, the City relies heavily on developer contributions and fees (including system development charges) and urban renewal funds, which are primarily associated with new growth areas. With ongoing planning and investment in its transportation system, the City can continue to serve its residents, businesses, and the region.

## A TRANSPORTATION PLANNING STORY

The TSP chapters tell a story of how the City's planning efforts are helping the community achieve its desired transportation system:

- **Chapter 1: The Context** provides the background of the City's transportation planning efforts.
- **Chapter 2: The Vision** shares the City's visions of its desired transportation system.
- **Chapter 3: The Standards** outlines the standards the City is implementing to ensure ongoing progress towards its vision.
- **Chapter 4: The Needs** identifies the existing and anticipated needs of the transportation system through the 2035 planning horizon.
- **Chapter 5: The Projects** explains the transportation improvement projects that will allow the City to meet its infrastructure needs.
- **Chapter 6: The Programs** describes the ongoing transportation programs that help the City manage its transportation system.
- **Chapter 7: The Performance** lists the performance measures to be considered in subsequent TSP updates to determine if its planning efforts are leading to the desired outcomes.

## THE VISION (SEE CHAPTER 2)

As Wilsonville grows, it is essential for the community to work collaboratively toward its shared vision, which is summarized in the call-out box at right.

Transportation goals and policies form the bases for how the local transportation system will be developed and maintained through 2035. Wilsonville’s seven transportation goals are identified in the table below. The City’s vision and goals support a multimodal approach to transportation.

**WILSONVILLE’S TRANSPORTATION VISION**  
*Wilsonville’s coordinated multimodal transportation system is strategically designed and collaboratively built. Our system provides mode and route choices, delivering safe and convenient local accessibility to assure that Wilsonville retains its high levels of quality of life and economic health. Our local accessibility is further enhanced through arterial connectivity with our neighboring communities, thereby providing excellent intercity and interstate mobility serving our residential and business needs. The system is designed, built and maintained to be cost effective and to maximize the efficient utilization of public and private funding.*

### Wilsonville’s Transportation Goals

Goals	Description
<b>1 Safe</b>	Follow current safety practices for design, operations, and maintenance of transportation facilities.
<b>2 Connected and Accessible</b>	Provide all users with access to integrated facilities and services that connect Wilsonville’s neighborhoods, parks, schools, employment centers, and retail areas to each other and to the surrounding region.
<b>3 Functional and Reliable</b>	Provide, manage, and maintain sufficient transportation infrastructure and services throughout Wilsonville to ensure functional and reliable multimodal and freight operations as development occurs.
<b>4 Cost Effective</b>	Utilize diverse and stable funding sources to implement transportation solutions that provide the greatest benefit to Wilsonville residents and businesses, while mitigating impacts to the city’s social, economic, and environmental resources.
<b>5 Compatible</b>	Develop and manage a transportation system that is consistent with the City’s Comprehensive Plan and coordinates with other local, regional, and state jurisdictions.
<b>6 Robust</b>	Encourage and support the availability of a variety of transportation choices for moving people and goods.
<b>7 Promotes Livability</b>	Design and construct transportation facilities in a manner that enhances the livability of Wilsonville and health of its residents.

## THE STANDARDS (SEE CHAPTER 3)

Wilsonville’s transportation standards ensure the City develops and operates consistent with its goals and vision. Wilsonville’s six types of transportation standards are listed in the call-out box at right.

How well a street serves its users ultimately depends upon which elements are included, their dimensions, and how they relate to each other (all of which are informed by the City’s standards). For example, streets designed consistent with adjacent land uses can contribute to the identity and character of a neighborhood and increase property values. They can also affect traffic speeds, reduce environmental impacts, and allow for safe multimodal use.

## THE NEEDS (SEE CHAPTER 4)

Wilsonville’s transportation standards and policies serve as a benchmark for determining what needs exist throughout the City. The City’s needs are categorized as gaps (missing connections or barriers in the transportation network) or deficiencies (shortcomings of the existing system). The TSP identifies the gaps and deficiencies that currently exist or are anticipated to arise through the 2035 horizon year as additional local and regional development occurs.

## THE PROJECTS (SEE CHAPTER 5)

Many of the City’s existing and future transportation needs can be addressed through capital improvement projects. The projects needed through 2035 were principally based on prior City plans.

Constructing all identified transportation projects would cost approximately \$218.2 million, which exceeds the \$123.4 million forecasted to be available through 2035. Therefore, the transportation projects were separated into two lists:

- The “Higher Priority” project list includes the recommended projects reasonably expected to be funded through 2035. These are the highest

## WILSONVILLE’S TRANSPORTATION STANDARDS

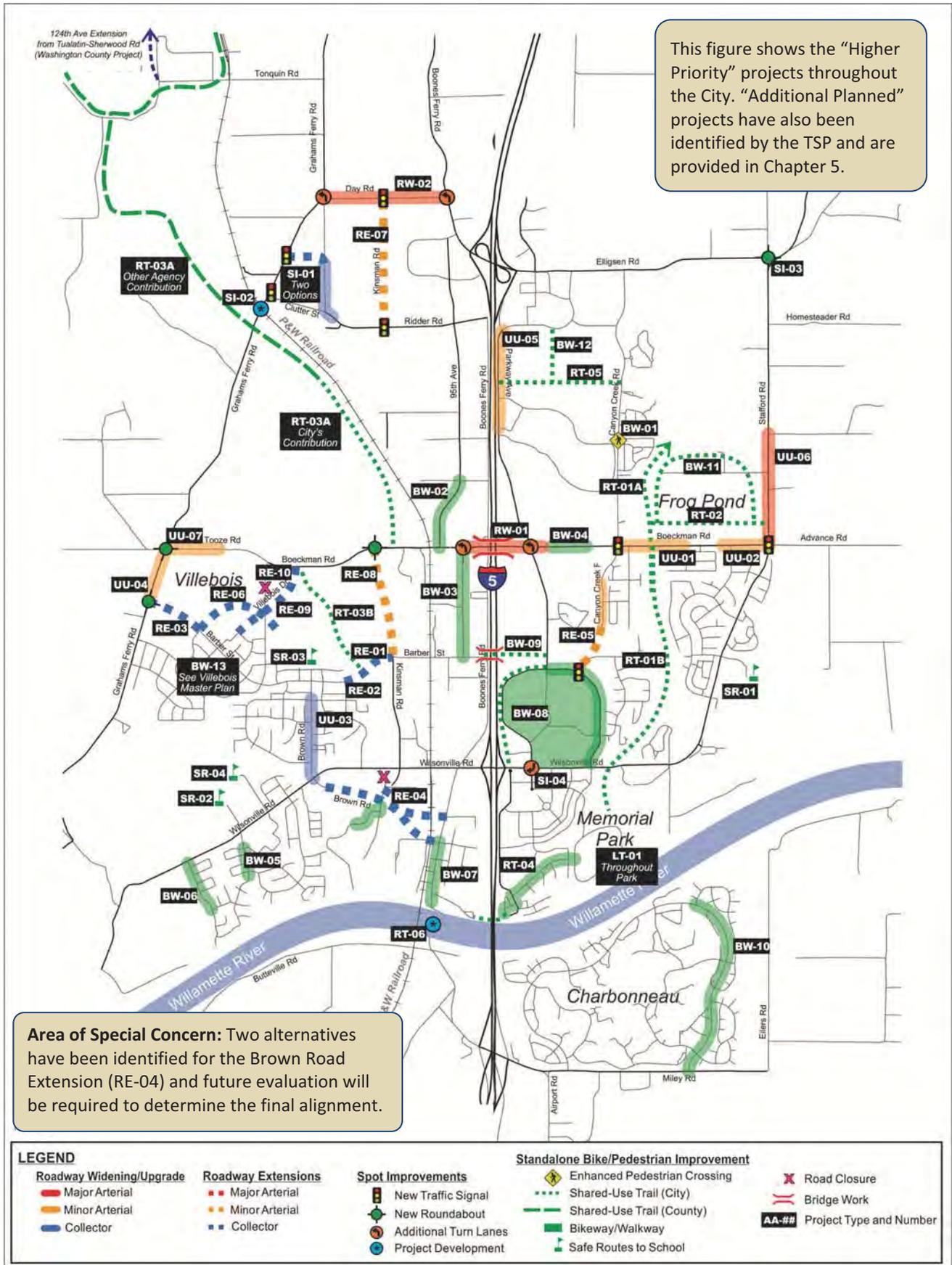
Wilsonville’s six types of transportation standards support its management of an effective multimodal transportation system:

- **Functional Classifications** provide a hierarchy for determining how streets should function and which street design elements to include.
- **Connectivity and Facility Spacing Standards** ensure that direct routes and travel options are available for all transportation users.
- **Freight Routes** connect the City’s industrial and commercial sites with I-5 and other regional facilities and improve coordination between freight and other travel modes.
- **Bicycle Routes** connect neighborhoods, schools, parks, community centers, business districts, and natural resource areas to support bicycle travel by residents of varying physical capabilities, ages, and skill levels.
- **Cross-Section Standards** provide guidance for selecting and sizing various design elements to serve intended users’ needs.
- **Access Management** balances the transportation system’s need to provide safe, efficient, and timely travel with the need to allow access to individual properties.

priority projects and will inform the City’s yearly budget and 5-year Capital Improvement Plan (CIP). These projects are identified in the following figure (page v) and table (page vi).

- The “Additional Planned” project list includes those projects that would contribute to the City’s desired transportation system through 2035 but that are not considered “Higher Priority” projects due to estimated funding limitations. These projects are identified in Chapter 5 and should be pursued as funding opportunities are available.

HIGHER PRIORITY PROJECTS

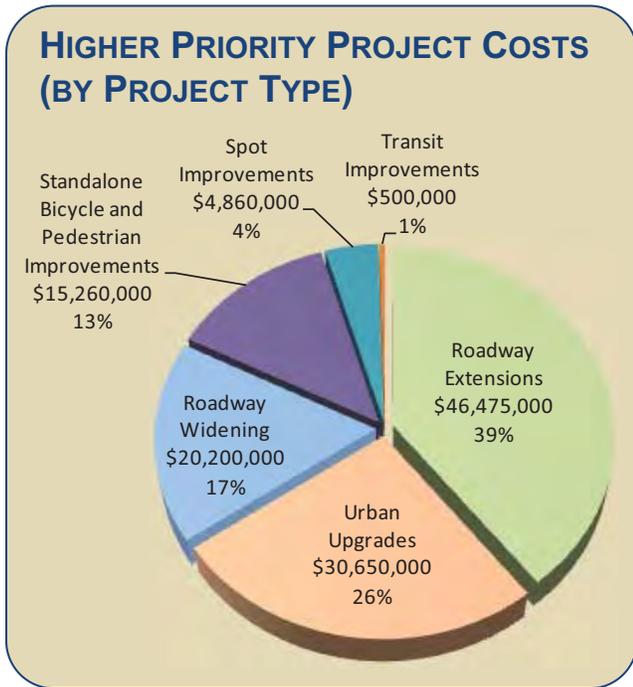


## HIGHER PRIORITY PROJECTS (BY IMPROVEMENT TYPE)

No.	Higher Priority Project
<b>Roadway Extensions (Multimodal Connectivity)</b>	
RE-01	Barber Street Extension
RE-02	Barber Street Extension (Part 2)
RE-03	Barber Street through Villebois
RE-04	Brown Road Extension (with Bailey Street or 5th Street Connection)
RE-05	Canyon Creek Road Extension
RE-06	Costa Circle Loop Extension
RE-07	Kinsman Road Extension (North)
RE-08	Kinsman Road Extension (South)
RE-09	Villebois Drive Extension
RE-10	Villebois Drive Extension (Part 2)
<b>Roadway Widening (Capacity)</b>	
RW-01	Boeckman Road Bridge and Corridor Improvements
RW-02	Day Road Widening
<b>Urban Upgrades (Multimodal Connectivity and Safety)</b>	
UU-01	Boeckman Road Dip Improvements
UU-02	Boeckman Road Urban Upgrade
UU-03	Brown Road Upgrades
UU-04	Grahams Ferry Urban Upgrade
UU-05	Parkway Avenue Urban Upgrade
UU-06	Stafford Road Urban Upgrade
UU-07	Tooze Road Urban Upgrade
<b>Spot Improvements (Transportation System Management/Operations)</b>	
SI-01	Clutter Road Improvements with Realignment or Grade Lowering
SI-02	Grahams Ferry Railroad Undercrossing Project Development
SI-03	Stafford Road/65th Avenue Intersection Improvements
SI-04	Wilsonville Rd/Town Center Loop West Intersection Improvements
<b>Bikeways and Walkways (Standalone Pedestrian and Bicycle Improvements)</b>	
BW-01	Canyon Creek Road Enhanced Pedestrian Crossing
BW-02	95th Avenue Sidewalk Infill
BW-03	Boberg Road Sidewalk Infill
BW-04	Boeckman Road Bike Lanes and Sidewalk Infill

No.	Higher Priority Project
<b>Bikeways and Walkways (Standalone Pedestrian and Bicycle Improvements) . . . Continued</b>	
BW-05	Willamette Way East Sidewalk Infill
BW-06	Willamette Way West Sidewalk Infill
BW-07	Boones Ferry Road Sharrows
BW-08	Town Center Loop Pedestrian, Bicycle, and
BW-09	Town Center Loop Bike/Pedestrian Bridge
BW-10	French Prairie Drive Pathway
BW-11	Frog Pond Trails
BW-12	Parkway Center Trail Connector
BW-13	Villebois Loop Trail
BW-14	Wayfinding Signage
<b>Safe Routes to School (Standalone Pedestrian and Bicycle Improvements)</b>	
SR-01	Boeckman Creek Primary Safe Routes to School Improvements
SR-02	Boones Ferry Primary Safe Routes to School
SR-03	Lowrie Primary Safe Routes to School Improvements
SR-04	Wood Middle School Safe Routes to School
<b>Local Trails (Standalone Pedestrian and Bicycle Improvements)</b>	
LT-01	Memorial Park Trail Improvements
<b>Regional Trails (Standalone Pedestrian and Bicycle Improvements)</b>	
RT-01A	Boeckman Creek Trail (North)
RT-01B	Boeckman Creek Trail (South)
RT-02	Frog Pond Trail
RT-03A	Tonquin Trail (North)
RT-03B	Tonquin Trail (South)
RT-04	Waterfront Trail Improvements
RT-05	Wiedeman Road Trail
RT-06	Willamette River Bike/Pedestrian/
<b>Transit Improvements</b>	
TI-01	Pedestrian Access to Transit
TI-02	Transit Street Improvements

Wilsonville’s “Higher Priority” project list includes several project types. The pie chart below provides the cost breakdown by project type. The highest costs would be incurred for the three roadway improvement types, which include facility improvements for all travel modes.



**Estimated Funding Available through 2035 for Capital Improvements**

Funding Source	Estimated Capital Funding through 2035
Street System Development Charges (SDCs)	\$42 million
Developer Contributions	\$30 million
West Side Plan – Urban Renewal District (URD)	\$27 million
Year 2000 Plan – Urban Renewal District (URD)	\$5 million
Park System Development Charges (SDCs)	\$0.7 million
Local/Regional Partnerships	\$2.9 million
Grants	\$3.2 million
State and Federal Funding	\$12.6 million
<b>Total Funds</b>	<b>\$123.4 million</b>

To fund its capital improvements projects, the City relies heavily on developer contributions and fees (including system development charges) and urban renewal funds, which are primarily associated with new growth areas. The table to the lower left lists the estimated funding available for capital improvements through the 2035 planning horizon year.

**THE PROGRAMS (SEE CHAPTER 6)**

Wilsonville’s transportation programs (listed below) also play an important role in the City’s ongoing efforts to provide a coordinated, cost-effective, multimodal transportation system. Well-run programs help extend the service life of the City’s infrastructure improvements and increase the value of transportation investments. The City’s Community Development and SMART Transit departments are responsible for managing the majority of its transportation programs.

**TRANSPORTATION PROGRAMS**

Wilsonville has various transportation programs that support ongoing operations and services:

- Capital Improvement Program (CIP)
- Safety (Proposed)
- Safe Routes to School
- ADA Comprehensive Access (Proposed)
- SMART Transit
- SMART Options and Transportation Demand Management (TDM)
- Intelligent Transportation System (ITS)
- Bike Smart and Walk Smart

**THE PERFORMANCE (SEE CHAPTER 7)**

Wilsonville’s Transportation System Plan (TSP) provides policies, standards, projects, and programs that, when put into action, will improve the City’s transportation system. By tracking appropriate performance measures in future TSP updates, the City can evaluate their progress.

## Chapter 3

# The Standards



Wilsonville's transportation standards ensure the City develops consistent with its vision of supporting a multimodal transportation system that is strategically designed for optimum community function and benefit. A street's design determines how it will look and function. How a street looks and functions is ultimately dependent upon which street elements are included, their dimensions, and how they relate to each other.

The standards are intended to ensure appropriate design and create a consistent approach throughout the city as development and redevelopment occurs. Since the design of a street is so closely tied to how it performs and how people experience the city, it is important for Wilsonville to carefully consider how it wants its streets to look and function and then to design them accordingly.

### OTHER CITY DOCUMENTS WITH TRANSPORTATION STANDARDS

The transportation standards in this chapter cover a variety of areas that help inform other City documents:

- Standard Detail Drawings
- Public Works Standards
- Planning and Land Development Ordinance

*Standards support the vision of a multimodal transportation system that is . . .*

- *Strategically designed and*
- *Collaboratively built,*

*Resulting in . . .*

- *Mode and route choices,*
- *Safe and convenient local accessibility, and*
- *Quality of life and economic health.*



## HOW STANDARDS BENEFIT THE TRANSPORTATION SYSTEM

The transportation standards included in this chapter support the City's management of an effective multimodal transportation system:

- **Functional Classifications** provide a hierarchy for managing public roadways practically and cost effectively. They provide a framework for identifying which street elements to include in a street's design.
- **Connectivity and Facility Spacing Standards** ensure that direct routes and travel options are available for all transportation users.
- **Freight Routes** connect the City's industrial and commercial sites with I-5 and other regional facilities and improve the coordination between freight and other travel modes.
- **Bicycle Routes** connect neighborhoods, schools, parks, community centers, business districts, and natural resource areas to support bicycle travel by residents of varying physical capabilities, ages, and skill levels.
- **Cross-Section Standards** provide guidance for selecting and sizing various design elements to serve intended users' needs.
- **Access Management** balances the transportation system's need to provide safe, efficient, and timely travel with the need to allow access to individual properties.

*Looking north at Boones Ferry Road north of Day Road. Washington County recently received jurisdiction of this roadway from ODOT and will be constructing improvements that include roadway widening, bike lanes, and sidewalks.*

## ROADWAY JURISDICTION

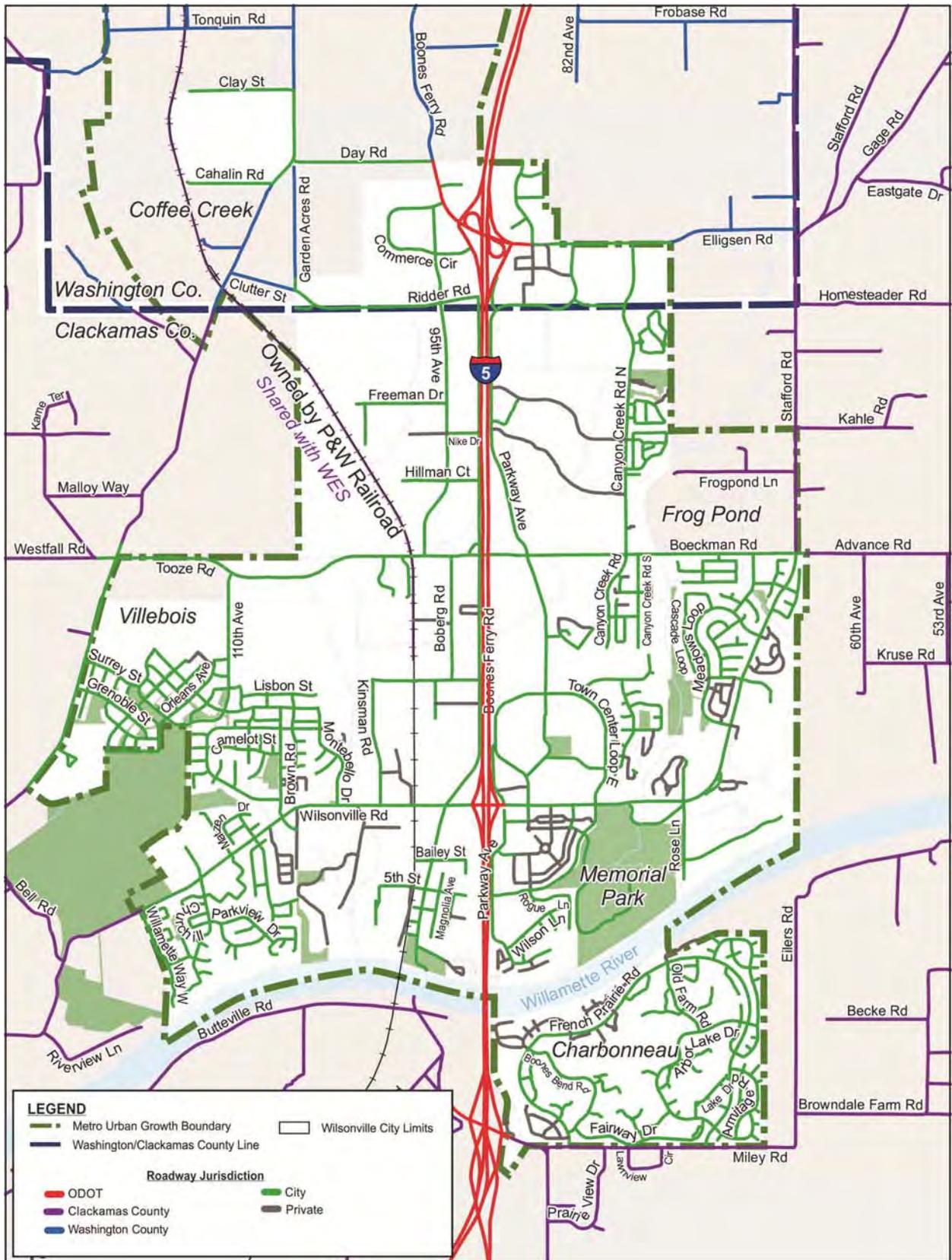
A roadway's jurisdiction affects who will have the ultimate authority over improvements and what standards apply. In the Wilsonville vicinity, there are four agencies with jurisdiction:

- **City of Wilsonville** has the majority of roadways within City limits.
- **Washington County** roadways are on the outskirts to the north of the city.
- **Clackamas County** roadways are on the outskirts to the east, west, and south of the city.
- **ODOT** has jurisdiction of Interstate-5, the corresponding interchange ramps, the portions of Elligsen Road and Boones Ferry Road between the interchange ramps and Day Road, and Wilsonville Road between Town Center Loop West and Boones Ferry Road.

As the City expands, it is expected that the county roadways in the immediate vicinity of the city will transfer jurisdictions. These roadways include Stafford Road, Advance Road, Elligsen Road, Frog Pond Lane, Clutter Street, and Grahams Ferry Road.



**FIGURE 3-1. ROADWAY JURISDICTION**



## FUNCTIONAL CLASSIFICATION

The City’s street functional classification system is an important tool for managing public roadways. It is based on a hierarchical system of roads (see diagram at right) where streets with a higher classification, such as arterial streets, emphasize a higher level of mobility for through-movement. They look and function very differently than a street with a lower classification, such as local streets, which emphasize the land access function.

Wilsonville has four functional classes:

- **Major Arterials** primarily connect the I-5 interchanges with major activity centers (i.e., Town Center and Argyle Square) but also include the key connections requiring additional travel lanes (i.e., Boeckman Road bridge over I-5 and Stafford Road). They generally have four or more travel lanes, bicycle lanes, and limited access (preferably connecting with minor arterials).
- **Minor Arterials** serve as the direct connections through town and usually do not penetrate identifiable neighborhoods. They generally have two or three travel lanes, bicycle lanes, and consolidated access to larger developed areas and neighborhoods.
- **Collectors** provide traffic circulation within residential, commercial, and industrial areas and serve to funnel traffic from neighborhoods to the arterial street network. They have two or three travel lanes, bicycle lanes, optional on-street parking, and minor access restrictions.
- **Local Streets** are located within residential, commercial, and industrial areas and discourage through movement. They allow on-street parking and ensure that every parcel is accessible for all modes.

The roadway classifications throughout the city are shown in Figure 3-2.

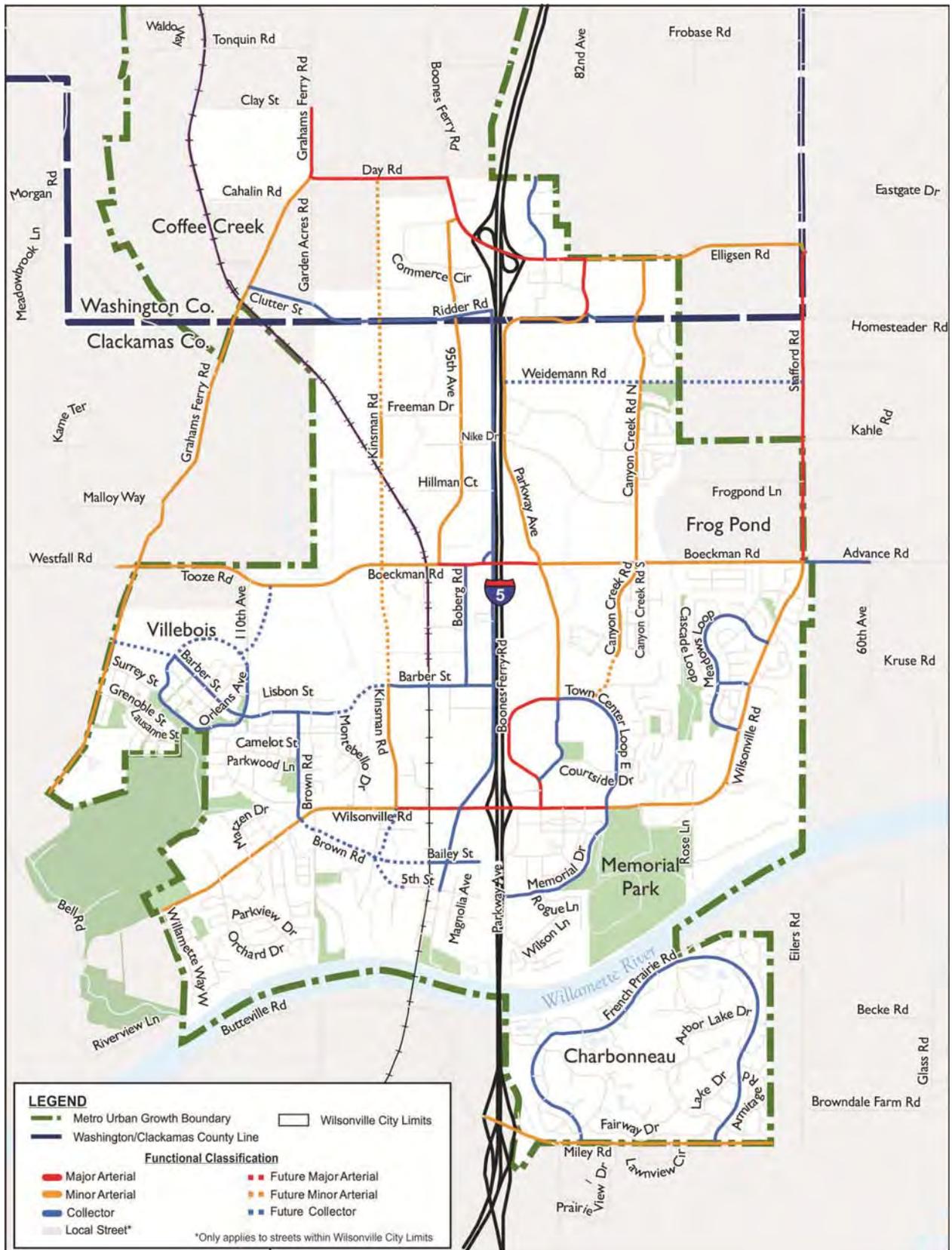


## FUNCTIONAL CLASSIFICATION AS A FRAMEWORK FOR STANDARDS

Functional classification provides a helpful framework for managing the City’s transportation system and supporting the following standards:

- **Connectivity and Spacing Standards** indicate how far apart roadways of different functional classifications should be spaced to ensure a balanced approach to mobility and land access throughout the city.
- **Freight Routes and Transit Streets** primarily use higher classification roads to serve freight and/or transit vehicles due to the wider cross-sections and greater focus on mobility.
- **Cross-Section Standards** vary by functional classification to meet user needs. However, functional class is not the only factor in determining street design.
- **Access Management Standards** are more stringent for higher class roadways, which are intended to emphasize mobility.

**FIGURE 3-2. FUNCTIONAL CLASS DESIGNATIONS**



### CONNECTIVITY AND SPACING

One of Wilsonville’s goals is to improve connectivity by constructing parallel facilities spaced at regular intervals throughout the city. These facilities provide multiple alternatives and more direct routes between both local and regional destinations, including neighborhoods, parks, schools, employment centers, and retail areas.

Table 3-1 lists the desired spacing of each facility type throughout Wilsonville to ensure a high level of connectivity. Figure 3-3 illustrates the desired spacing for the arterial and collector street network. Deviations to these guidelines may be needed in locations where there are significant barriers, such as topography, rail lines, freeways, existing development, and the presence of natural areas.

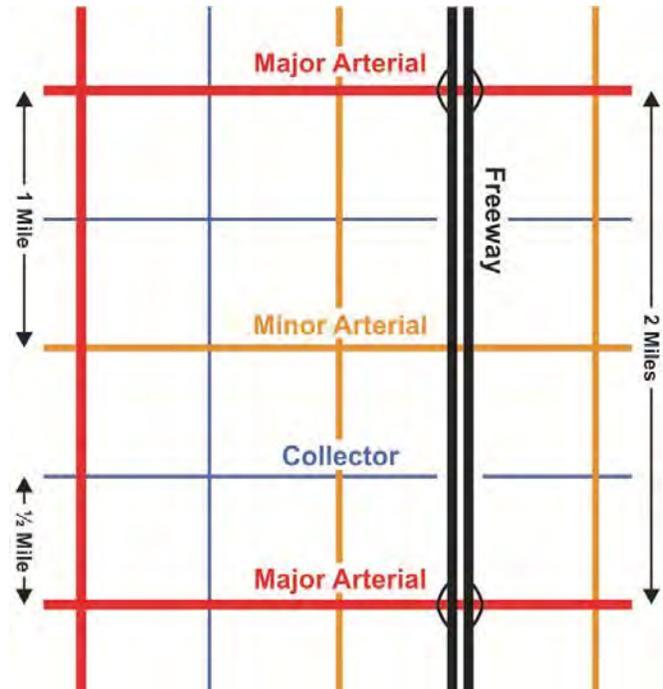
Bicyclists and pedestrians benefit the most from closely spaced facilities because they are the most affected by distance. By providing walking and biking facilities spaced less than 300 feet apart, Wilsonville will support walking and biking use within and between its neighborhoods. In addition, these connections can improve access to transit.

Table 3-1. Facility Spacing Guidelines

Facility Type	Desired Spacing <sup>a</sup>
Major Arterial	1 - 2 mi
Minor Arterial	1 mi
Collector	1/4 - 1/2 mi
Local Street	300 - 500 ft
Bicycle and Pedestrian Facilities	300 ft

<sup>a</sup> Desired Spacing refers to distance between facilities with same or higher functional classification.

FIGURE 3-3. DESIRED FACILITY SPACING



### BENEFITS OF CONNECTIVITY

Connectivity provides all transportation system users with multiple benefits:

- Increased mobility by distributing traffic over multiple connected streets rather than forcing all traffic onto the City’s arterial street system
- More equitable access for all businesses and neighborhoods throughout the city
- Improved walking, biking, and transit use due to more direct connections and less out of direction travel between neighborhoods, schools, transit stops, retail centers, employment centers, and recreational areas
- Reduction in short auto trips between adjacent neighborhoods and land uses



*Villebois Village Master Plan was designed to provide a high level of connectivity for all travel modes using short blocks arranged in a grid pattern, numerous pathways, and a diversity of land use.*

---

*“Connectivity is important because you want to be able to have options for how you move through your community. I don’t personally always want to drive my car places, especially when I have my children with me. I want us to get out and be active and to be able to bike to the store. We have stores that are really close to us, but it’s not always safe and convenient for us to ride our bike there. Which is why having bike lanes and sidewalks that are designed to accommodate these other options are critical to enhance our livability.”*

*Marta McGuire  
Planning Commission*

---

## FREIGHT ROUTES

Wilsonville’s freight routes connect the City’s industrial and commercial sites with I-5 and other regional facilities. Figure 3-4 identifies the City’s freight routes, which include truck routes, railroads, and waterways. Improvement projects should be coordinated to facilitate freight needs while balancing the needs of other users.

Some of the key truck routes that provide important truck connections to Washington County include Boones Ferry Road, Kinsman Road, and Tonquin Road. In addition, the Portland and Western Railroad runs through Wilsonville and serves freight traffic, and the Willamette River has the potential for handling barge traffic.

As a major employment center and industry hub along I-5, Wilsonville will benefit from ensuring that its freight routes are designed to accommodate the needs of its industrial and commercial sites. At the same time, Wilsonville’s residential neighborhoods should be protected from freight traffic. The call-out box at right lists multiple freight coordination improvements resulting from having freight routes.

## IMPROVED FREIGHT COORDINATION

By having designated freight routes, various City efforts regarding freight and non-freight users will be improved:

- **Roadway and Intersection Improvements** can be designed for freight vehicles with adjustments for turn radii, sight distance, lane widths, turn pocket lengths, and pavement design.
- **Bicycle and Pedestrian Improvements**—such as buffered bike lanes, enhanced pedestrian crossings, and other safety improvements—can be identified to reduce freight impacts to other users (particularly along bikeways and walkways).
- **Roadway Durability** can be increased by using concrete instead of asphalt.
- **Railroad Connections** can be coordinated to support businesses that ship goods by rail, particularly in areas where railroad sidings can be provided along the Portland and Western Railroad track.
- **Willamette River Port** can be considered to support businesses that ship goods using barges on the Willamette River.
- **Coordination with Businesses and Adjacent Jurisdictions** can ensure that local and regional freight traffic uses the City’s freight routes to travel within the city.

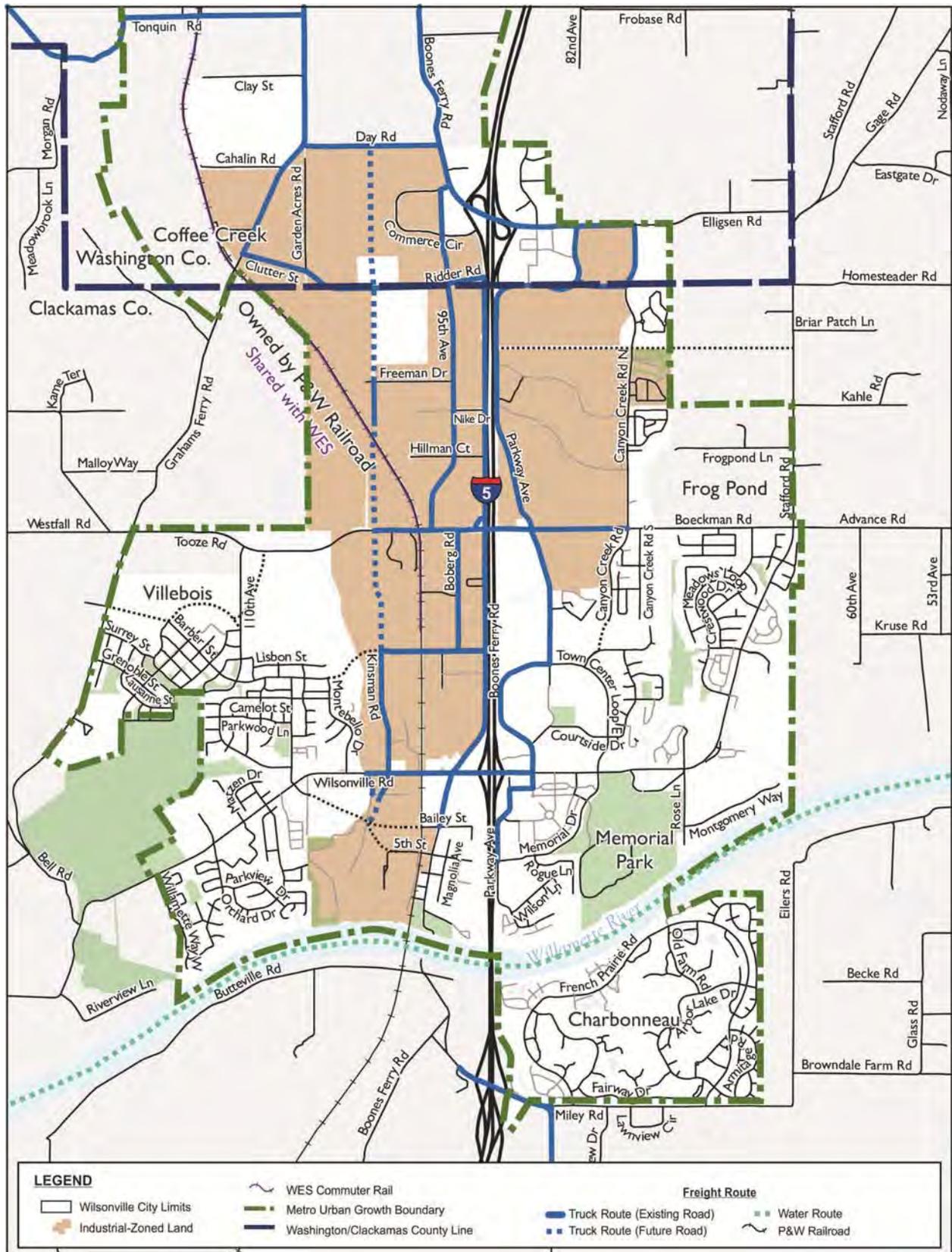
---

*“We have a significant number of large manufacturing companies because we have an efficient freight mobility process where our trucks can get in and out of town with the least amount of interference from local traffic. For the part of the transporter, that’s very important in as much as it costs money for these trucks, even when they are not moving. Secondly, the local resident doesn’t want to have to be disrupted by freight transportation.”*

*Ray Phelps  
Planning Commission*

---

**FIGURE 3-4. FREIGHT ROUTES**



## BICYCLE ROUTES

Bicycle routes are provided throughout Wilsonville and connect to neighborhoods, schools, parks, community centers, business districts, and natural resource areas. The City’s bicycle network serves multiple users of varying physical capabilities, ages, and skill levels.

Figure 3-5 identifies the City’s bicycle routes, which include three facility types:

- **Multi-Use Paths** are 8-foot to 12-foot wide pathways that have minimal conflicts with automobile traffic and may have their own right-of-way (cross-section standards shown in Figure 3-11). Multi-use paths serve multiple non-motorized users: bicyclists, pedestrians, wheelchair users, skaters, and others. Many of the multi-use paths throughout Wilsonville are part of the regional trail network, which traverses large sections of the City and connects to neighboring jurisdictions and regionally significant destinations. These regional trails are designed to meet state and federal guidelines, which make them eligible for state and federal transportation funding.
- **Bike Lanes** are provided on Arterial and Collector streets throughout Wilsonville. They are usually 6-foot wide and adjacent to motor vehicle travel lanes (cross-section standards shown in Figures 3-6, 3-7, and 3-8). Buffered bike lanes and one-way or two-way cycle tracks may be used instead of bike lanes and include buffers between the bike and motor vehicle travel lanes (cross-section standards shown in Figure 3-12).
- **Local Street Bikeways** are streets designated as important bicycle connections where bicyclists share the travel lane with motor vehicle traffic. Even though all Local Streets allow bicyclists to share the travel lane (cross-section standards shown in Figures 3-9 and 3-10), Local Street Bikeways are intended to serve a greater number

of bicyclists. They typically are provided on low-volume, low-speed residential streets that serve as important connections to nearby bike lanes, multi-use paths, and key destinations.

Modifications—such as sharrows, traffic calming devices, or wayfinding signage—may be made to these streets to emphasize their use as bicycling facilities and increase the comfort and confidence of bicyclists.

## KEY BICYCLE FACILITIES

The following existing and future bicycle facilities (which are included in Figure 3-5) provide important connections throughout the City:

### Regional Trails

- Ice Age Tonquin Trail (through West Wilsonville with connections to Tualatin and Sherwood)
- Waterfront Trail (along the Willamette River)
- Boeckman Creek Trail (along Boeckman Creek in East Wilsonville)
- Stafford Spur Trail (connecting to regional destinations in Northeast Wilsonville)

### Multi-Use Paths

- Primarily near schools, parks, transit hubs, retail centers, and other pedestrian areas

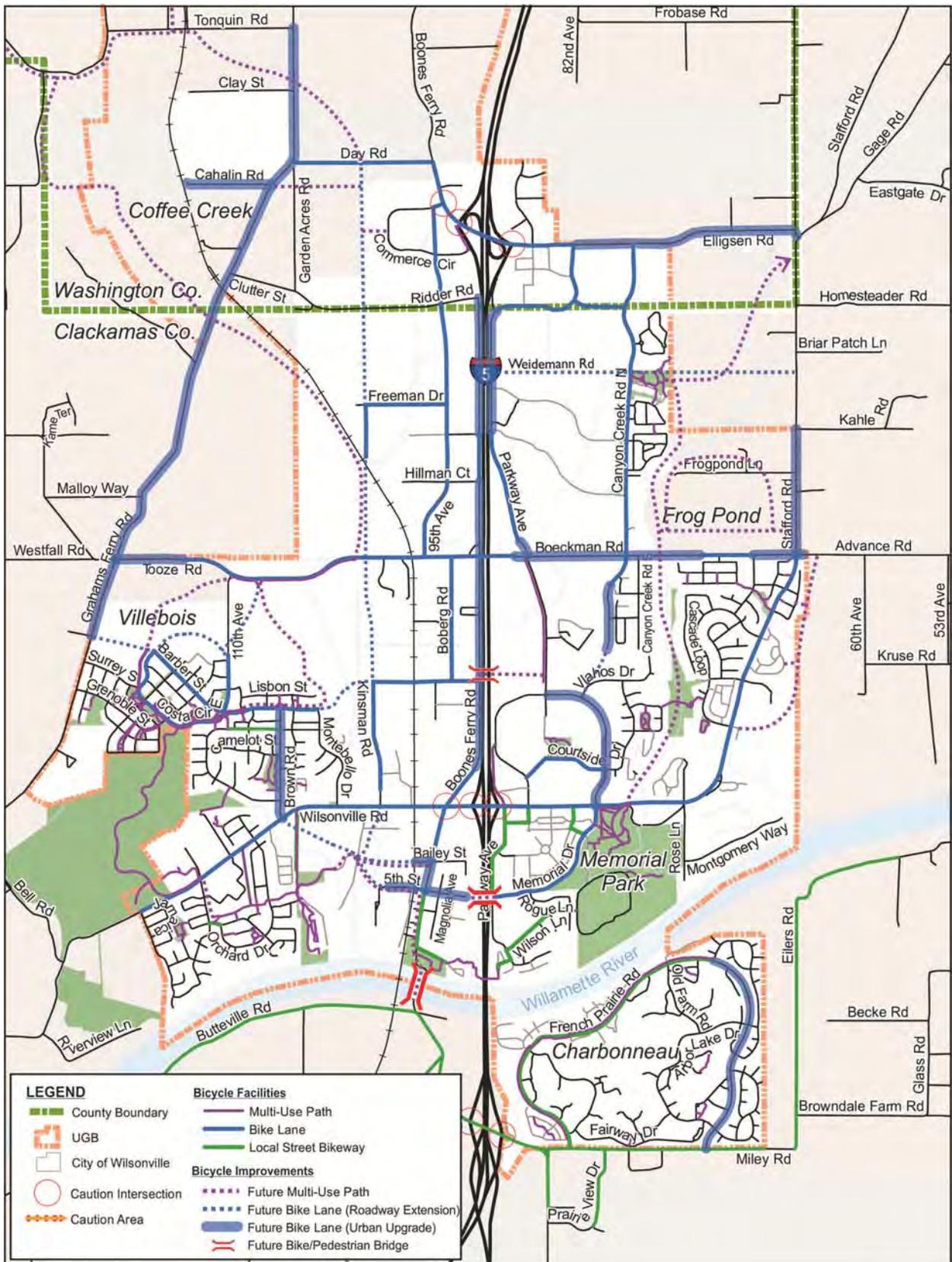
### Bike Lanes

- On Arterial and Collector streets

### Local Street Bikeways

- Boones Ferry Road south of 5th Street to connect to future Willamette River bridge
- Parkway Avenue connecting to Wilsonville Road to the nearby neighborhood
- Wilson Lane, Metolius Lane, and Kalyca Drive connecting Memorial Park to the Waterfront Trail near where it passes underneath the I-5 Boone Bridge

**FIGURE 3-5. BICYCLE ROUTES**



## STREET CROSS-SECTION DESIGN

Since different streets serve different purposes, a functional classification system—which is a hierarchy of street designations—provides a framework for identifying the size and type of various street elements to consider including in a street's design. Not all elements are included on all streets and so they must be carefully selected based on multimodal needs.

While a street's functional classification does not dictate which street elements to include, it does facilitate the selection of multimodal facilities and widths that will help ensure the roadway can meet its intended multimodal function. Adjacent land uses and available right-of-way width also influence which elements are included in a specific segment.

Roadway cross-section design elements include travel lanes, curbs, planter strips, sidewalks on both sides of the road, and bicycle facilities consistent with designated bikeways, walkways, and shared-use trails. Low impact development (LID) standards may also be used throughout the City at the City's discretion.

### FACILITY TYPES

Cross-section standards are provided for the following facilities:

- Major Arterials
- Minor Arterials
- Collectors
- Local Streets
- Low Impact Development (LID) Local Streets (similar modifications may be made to other streets regardless of classification)
- Shared-Use Paths and Trails
- Bicycle Facility Design Options



*Example of a Major Arterial - Boeckman Road looking west towards Boberg Road and 95th Avenue*

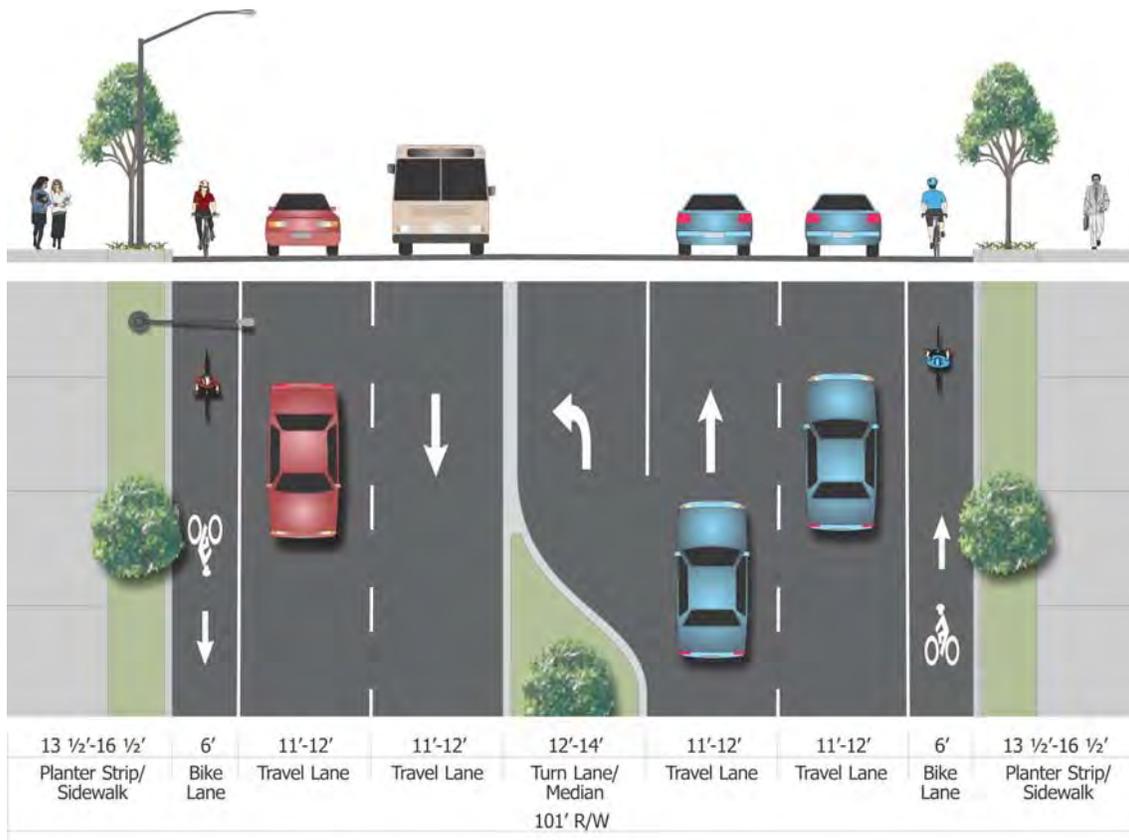


*Example of a Collector - Barber Street looking east near SMART Central at Wilsonville Station transit center*



*Example of a Local Street - Rogue Lane looking east near Memorial Park*

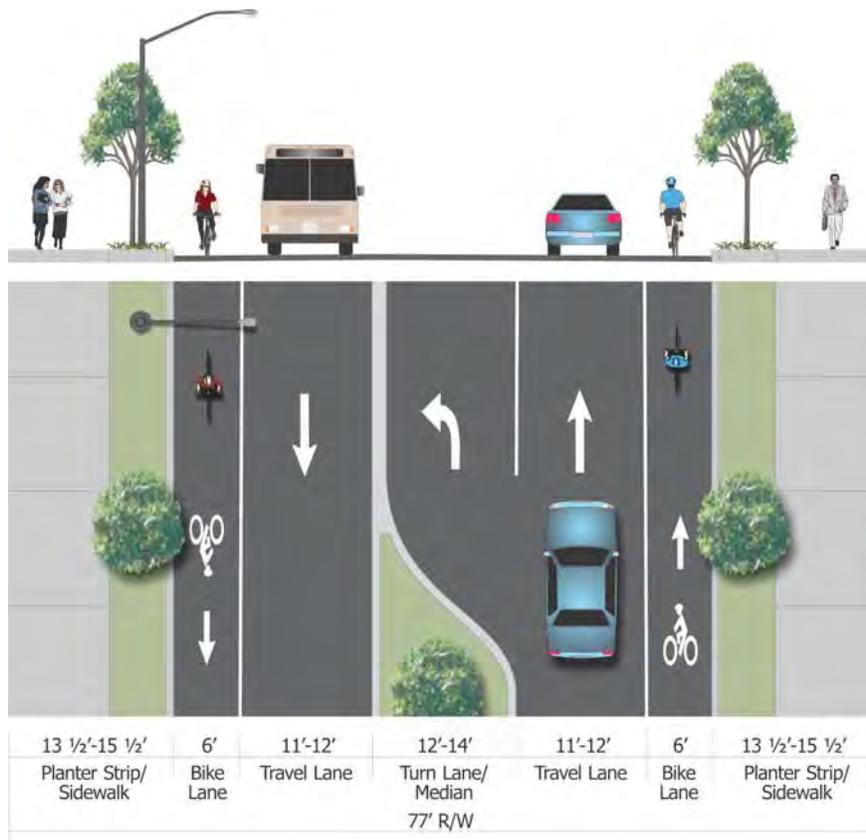
**FIGURE 3-6. MAJOR ARTERIAL CROSS-SECTION**



**Notes:**

1. Travel lane and turn lane/median widths as determined by Community Development Director.
2. Minimum sidewalk width is 5 feet; actual sidewalk width as determined by Community Development Director. Width of sidewalk/planting strip may be combined in commercial/retail areas for a total width of 13½ to 16½ feet; street trees shall be located in minimum 4-foot tree wells.
3. Curb width of ½-foot is included in the sidewalk/planter strip width.
4. Street lights shall be located within the planter strip, center landscape median, or sidewalk as determined by Community Development Director.
5. Striping and signage as required in the PW Standards.
6. On-street parking is not allowed.
7. Transit stop locations to be determined by Transit Director.
8. Median shall be landscaped when not needed as a left-turn lane.
9. New streets shall incorporate low impact development design as practicable.
10. Allow for separation for bikes on major arterials (especially freight routes).

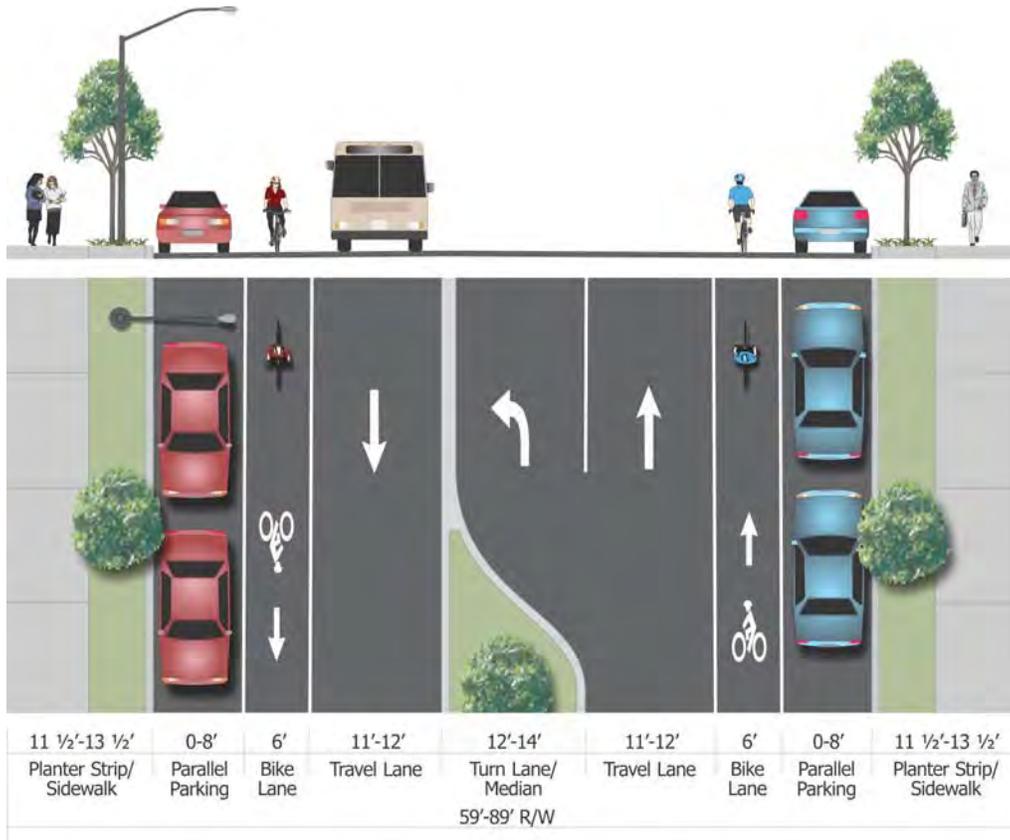
**FIGURE 3-7. MINOR ARTERIAL CROSS-SECTION**



Notes:

1. Travel lane and turn lane/median widths as determined by Community Development Director.
2. Minimum sidewalk width is 5 feet; actual sidewalk width as determined by Community Development Director. Width of sidewalk/planting strip may be combined in commercial/retail areas for a total width of 13½ to 15½ feet; street trees shall be located in minimum 4-foot tree wells.
3. Curb width of ½ foot is included in the sidewalk/planter strip width.
4. Street lights shall be located within the planter strip, center landscape median, or sidewalk as determined by Community Development Director.
5. Striping and signage as required in the PW Standards.
6. On-street parking is not allowed.
7. Transit stop locations to be determined by Transit Director.
8. Median shall be landscaped when not needed as a left-turn lane.
9. New streets shall incorporate low impact development design as practicable.
10. Allow for separation for bikes on minor arterials (especially freight routes).

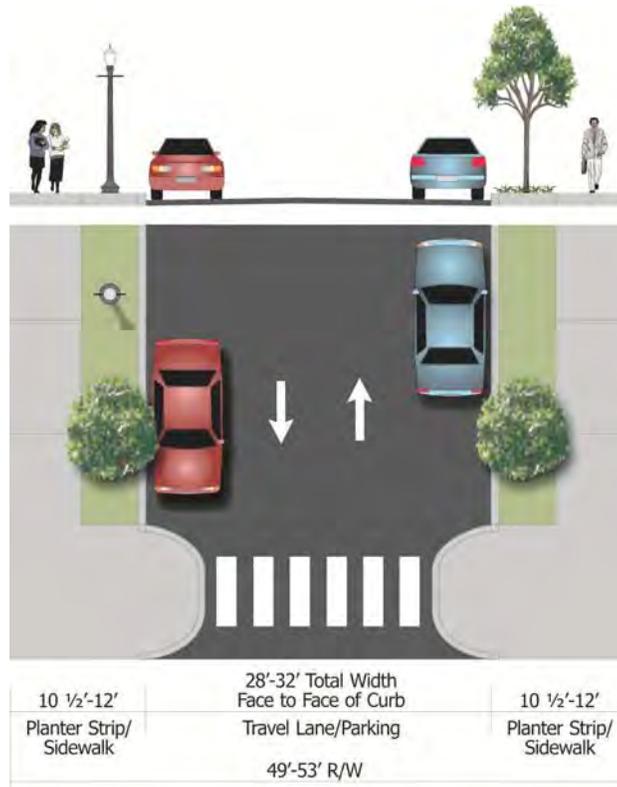
**FIGURE 3-8. COLLECTOR CROSS-SECTION**



**Notes:**

1. Collector right-of-way varies between 59 to 89 feet as determined by Community Development Director based on surrounding planned development of residential, commercial or industrial and need for on-street parking and/or turn lane/median.
2. Minimum sidewalk width is 5 feet; actual sidewalk width as determined by Community Development Director. Width of sidewalk/planting strip may be combined in commercial/retail areas for a total width of 11½ to 13½ feet; street trees shall be located in minimum 4-foot tree wells.
3. Curb and sidewalk bulb-outs at crosswalks or street intersections as determined by Community Development Director.
4. Curb width of ½ foot is included in the sidewalk/planter strip width.
5. Street lights shall be located within the planter strip, center landscape median, or sidewalk as determined by Community Development Director.
6. Travel lane and turn lane/median widths as determined by Community Development Director. Turn lane/median may be eliminated.
7. Striping and signage as required in the PW Standards.
8. On-street parking on one or both sides is allowed.
9. Transit stop locations to be determined by Transit Director.
10. Median shall be landscaped when not needed as a left-turn lane.
11. New streets shall incorporate low impact development design as practicable.

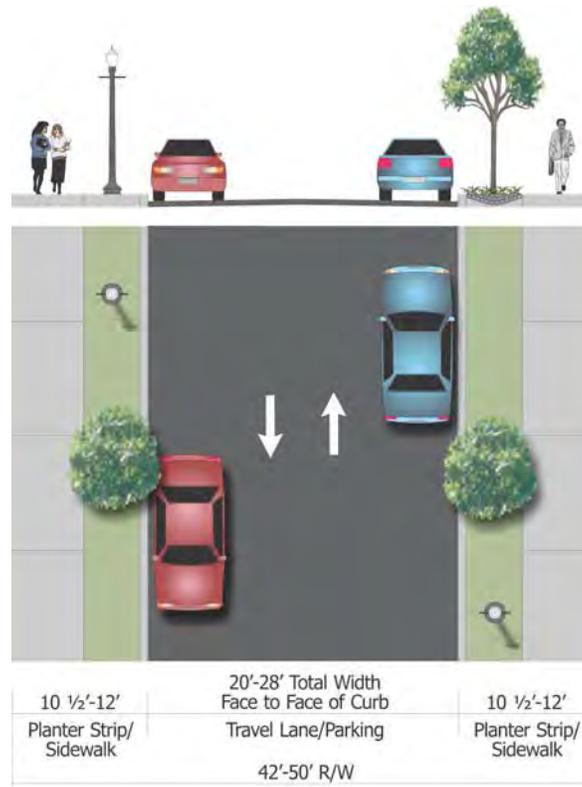
**FIGURE 3-9. LOCAL STREET CROSS-SECTION**



Notes:

1. Minimum right-of-way width of 47 feet (parking on one side) and 51 feet (parking on both sides). Providing parking on both sides is preferred unless constraints exist.
2. Minimum sidewalk width is 5 feet; minimum planter strip width is 5 feet.
3. Curb width of ½ foot is included in the planter strip width.
4. Curb and sidewalk bulb-outs at crosswalks or street intersections as determined by Community Development Director.
5. Street lights shall be located within the planter strip as required in the PW Standards.
6. No lane striping on street. Signage as required.
7. New streets shall incorporate low impact development design as practicable.

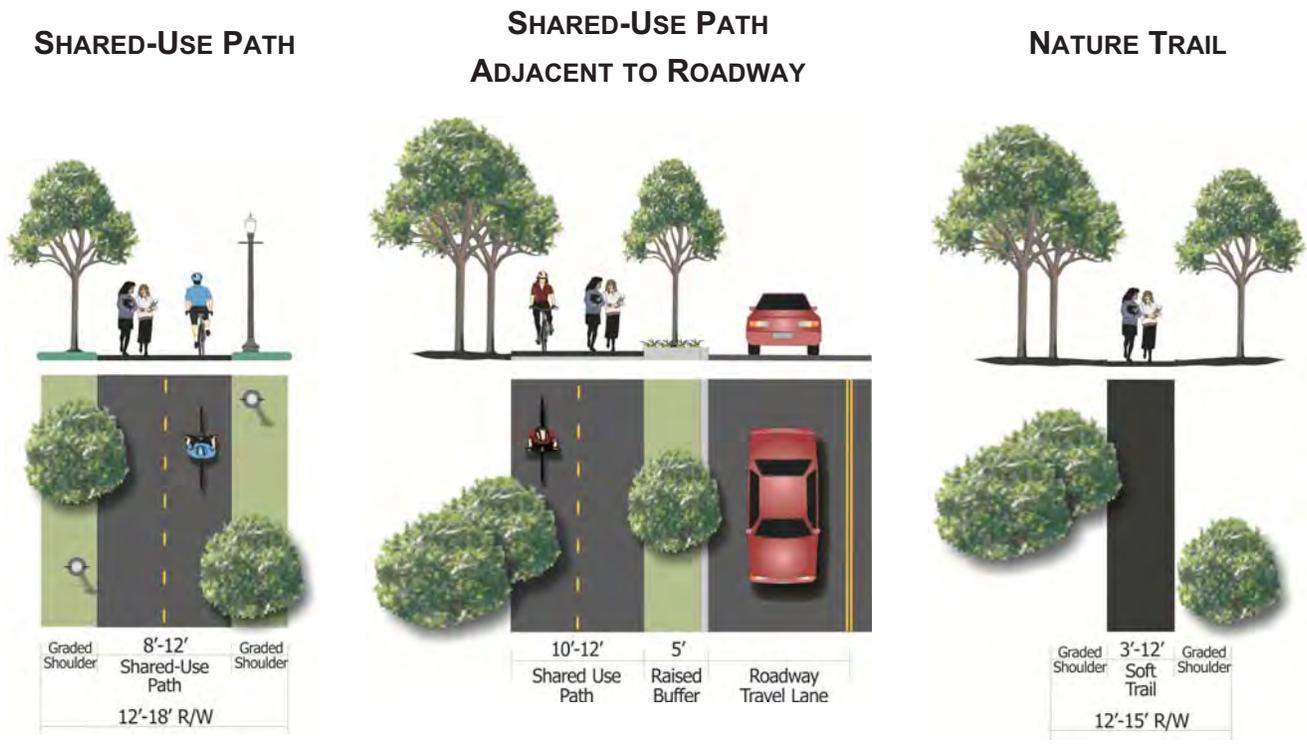
**FIGURE 3-10. LOW IMPACT DEVELOPMENT (LID) LOCAL STREET CROSS-SECTION**



**Notes:**

1. LID streets located as approved by Community Development Director.
2. Minimum sidewalk width is 5 feet; actual sidewalk width as determined by Community Development Director.
3. Minimum landscape width of 6½ feet where a water quality swale is proposed.
4. Curb width of ½ foot is included in the planter strip width.
5. Stormwater control as required in the PW Standards.
6. Use of pervious surfaces as determined by Community Development Director.
7. Narrower streets as approved by Community Development Director and as permitted in the PW Standards.
8. 28-foot curb-to-curb street is intended to allow on-street parking on both sides.
9. 24-foot curb-to-curb street is intended to allow on-street parking on one side.
10. 20-foot curb-to-curb street would not allow on-street parking on either side.

FIGURE 3-11. SHARED-USE PATH AND TRAIL CROSS-SECTIONS



Notes:

1. Trail types and widths as approved by Community Development Director.
2. Typical cross section of shared-use path is 12 feet wide with 2-foot-wide compacted crushed stone shoulders.
3. Vertical separation between shared-use path and roadway may be used instead of 5' buffer as approved by Community Development Director.
4. Cross-section standards identified in the Ice Age Tonquin Trail Master Plan are required along the Ice Age Tonquin Trail.
5. Additional design standards are available in the Bicycle and Pedestrian Master Plan.

## FIGURE 3-12. BICYCLE FACILITY DESIGN OPTIONS

### BUFFERED BIKE LANES AND CYCLE TRACKS

The standard Arterial and Collector cross sections include on-street bike lanes. Buffered bike lanes and cycle tracks are two other bicycle facility options that are gaining popularity throughout the United States and have been implemented in other parts of the Portland Metro area. Therefore, the following design options have been provided to allow the City flexibility to consider these bicycle treatments in place of bike lanes.



*One-Way Cycle Track on Cully Boulevard in Northeast Portland. Cycle tracks are typically protected from motor vehicle traffic by parked cars, raised curbs, or other physical buffers.*

### BUFFERED BIKE LANE OR ONE-WAY CYCLE TRACK



### TWO-WAY CYCLE TRACK



Notes:

1. Design option locations, widths, and separation buffer features as approved by Community Development Director.
2. Additional design guidance can be obtained from the National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide

## ACCESS MANAGEMENT

Access management refers to the broad set of techniques that are used to balance safe, efficient, and timely travel with the ability to allow access to individual properties. Access is an important component of the city’s transportation infrastructure and significantly affects system operations and safety.

Wilsonville should continue to manage access to its roadways because it improves both traffic flow and safety. By limiting access to higher classification roadways (especially Major and Minor Arterials), conflicts between vehicles entering and exiting driveways and vehicles on the roadway are reduced. The walking and cycling public also benefits from reduced conflicts with vehicles entering and exiting the roadway.

Table 3-2 lists the City’s access spacing standards. ODOT also has access spacing standards that apply to the I-5 interchange areas and to the section of Boones Ferry Road that is under ODOT jurisdiction (i.e., between the I-5 interchange and Day Road). The I-5/Wilsonville Road Interchange Area Management Plan (IAMP) should also be consulted when considering access needs near the Wilsonville Road interchange.



Looking east to the I-5/Wilsonville Road interchange. Interchange areas have the most restrictive access spacing standards to ensure safety and mobility.

## ACCESS MANAGEMENT STRATEGIES

The City can use various access management strategies to help improve mobility and safety:

- **Interchange Areas:** Eliminate or consolidate accesses within one-quarter mile of the I-5 interchanges as opportunities arise.
- **Adjacent to High Volume Intersections:** Pursue appropriate treatments at accesses adjacent to high volume intersections, particularly when queues block access.
- **Roads throughout City:** Eliminate or consolidate accesses that do not conform to the City’s access spacing standard as development or redevelopment occurs.
- **Ongoing Development Review:** Manage new driveway locations and spacing on a case-by-case basis. Where driveways do not meet spacing standards, consider mitigation treatments, such as consolidating accesses or restricting turn movements to right-in/right-out.

Table 3-2. Access Spacing Standards

Functional Classification	Access Spacing Standards <sup>a</sup>	
	Desired <sup>b</sup>	Minimum
Near Interchanges	ODOT Requires 1,320 ft	
Major Arterial	1,320 ft	1,000 ft
Minor Arterial	1,000 ft	600 ft
Collector	300 ft	100 ft
Local Street	Access Permitted to Each Lot	

<sup>a</sup> Spacing is measured from centerline to centerline on Major Arterials and Minor Arterials and between adjacent curb returns on Collectors and Local Streets

<sup>b</sup> Desired Access Spacing shall be adhered to unless otherwise approved by the City Engineer. Reasons for deviating from Desired Access Spacing include aligning with existing driveways, topography, property limitations, and other safety related issues as identified in a transportation study.





*A colorful row of street trees along Wilsonville Road near Boones Ferry Primary School during a fall day. Street trees can provide both aesthetic and safety benefits. They improve the walking environment by creating a pleasing buffer between the motor vehicle and pedestrian facilities. They also provide visual cues to drivers that can result in reduced traffic speeds.*

---

*“The City needs to have a Transportation System Plan to make sure we are prepared for how we get around the city in the future. This includes automobiles, freight, bikes, and pedestrians.”*

*Nancy Kraushaar  
Community Development Director*

---

## Chapter 6 The Programs



Wilsonville's transportation programs play an important role in the City's ongoing efforts to provide a coordinated, cost-effective, multimodal transportation system. Well-run programs help extend the service life of the City's infrastructure improvements and increase the value of transportation investments. The City's Community Development and SMART Transit departments are responsible for managing the majority of its transportation programs.

### TRANSPORTATION PROGRAMS

Wilsonville has various transportation programs that support ongoing operations and services:

- Capital Improvement Program (CIP)
- Safety (Proposed)
- Safe Routes to School
- ADA Comprehensive Access (Proposed)
- SMART Transit
- SMART Options and Transportation Demand Management (TDM)
- Intelligent Transportation System (ITS)
- Bike Smart and Walk Smart

*Instead of trying to . . .*

- *Build its way out of congestion*

*Wilsonville's programs help the City . . .*

- *Extend the service life of infrastructure improvements and*
- *Increase the value of transportation investments.*



### CAPITAL IMPROVEMENT PROGRAM

Wilsonville's Capital Improvement Program (CIP) is a short-range 5-year plan that identifies upcoming capital projects and equipment purchases, provides a planning schedule, and identifies financing options. It provides an important link between the projects identified in the City's master plans and its annual budget, which enables the City to manage and use public dollars in the most efficient and productive manner possible.

Through its annual CIP efforts, the City considers which capital investments enable it to manage growth to boost the economy, protect the environment and public health, and enhance community vitality while working to preserve the special qualities of life in Wilsonville.

Wilsonville uses its Capital Improvement Program (CIP) to plan and prioritize its infrastructure investments in eight categories:

- Water
- Sewer
- Streets
- Streetscape/Bicycle
- Stormwater
- Transit
- Buildings
- Parks

The CIP program includes a 5-year project list, which provides a short-range plan of upcoming infrastructure improvement needs. These projects include new facilities, major repairs, replacement and improvements of roads, buildings, water systems (sanitary, drinking, storm) and parks. The City regularly packages multiple capital projects such as roads, sewer and water, to maximize the cost effectiveness of City funds.

### PUBLIC INVESTMENT BENEFITS

When the City invests public dollars in infrastructure, it contributes to the health and well being of the entire community. From clean, safe drinking water to convenient transportation options, the City's public investment funds an improved quality of life.

Overall the benefits of investment into the City's Capital improvement Program include:

- Transportation facilities that provide capacity that supports economic development.
- Streets that are maintained and constructed to ensure safety and comfort for all users.
- A multimodal transportation system that provides options to commuters and travelers.
- Green spaces that are maintained and enhanced, providing both wildlife habitat and a place for outdoor recreation.
- Water and sewer maintenance and expansion for increased water quality, convenience and sanitation.
- Stormwater improvements for safety and efficiency.

---

*"A city thrives when the vision for the community includes designing attractive, safe neighborhoods, protecting natural resources, stimulating economic growth, and maintaining existing infrastructure."*

*Tim Knapp  
Mayor*

---

## A TIMELINE AND COST OF CAPITAL PROJECTS

### Small Projects

- Minimum 1 year
- Less than \$500K

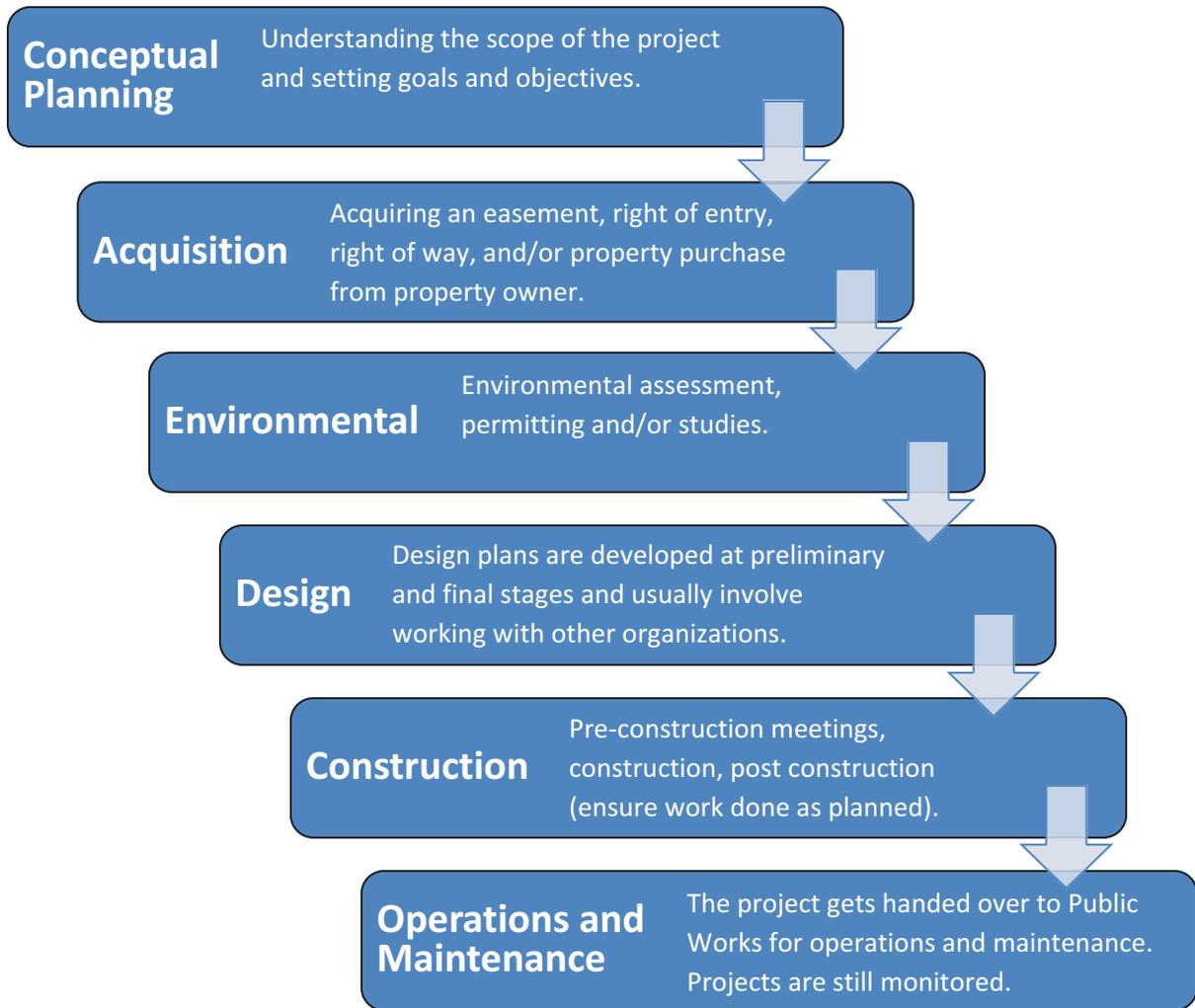
### Medium Projects

- 1-2 years
- \$500K-\$3M

### Large Projects

- 2-5 years or longer
- \$3M plus

**FIGURE 6-1. THE MULTIPLE STAGES OF THE CAPITAL PROJECT PROCESS**



**Notes:**

- Stages of the project often occur simultaneously.
- Projects are reviewed by other City departments, regional partners (such as ODOT and METRO) and consultants.
- Staff is held accountable to City Council throughout the life of the project.

## SAFETY

Transportation safety is an important goal of Wilsonville’s transportation system. To ensure the well being of residents, employees, and visitors, the City works to follow the most current safety practices for the design, construction, operation, and maintenance of its transportation facilities.

Many of the City’s transportation standards and improvement projects provide safety benefits. Access management, multimodal connectivity, cross-section and other design standards, and capacity improvements all contribute to improve safety.

Wilsonville will also benefit from a safety program founded on the five E’s, listed at right. Specific actions of the safety program would include the following:

- **Construct Safety-Related Infrastructure Improvements** as identified in Chapter 4: The Projects, including Safe Routes to School projects.
- **Prepare and Distribute Education Materials** that effectively convey the best safety practices for all travel modes.
- **Coordinate Education Efforts with Local Partners** including West Linn-Wilsonville School District (Safe Routes to School programs for each school), local businesses, and neighborhood groups. Particular benefits will be realized from educating youth, new users, and those who express interest.
- **Collaborate with Regional and State Partners** by (1) developing relationships with the ODOT, Clackamas County, Washington County, and Metro staff members who oversee their agencies’ safety efforts; (2) communicating the City’s needs and limitations to these agencies as applicable; and (3) seeking ways to benefit from

## FIVE E’S (SAFETY PROGRAM)

Wilsonville’s Safety Program will be most effective by addressing the five E’s identified by the Metro Regional Transportation Safety Plan:

- **Educate** transportation users of all ages about bicycle, pedestrian, transit, and traffic safety skills and laws
- **Emergency Medical Service (EMS)** providers are supported by a highly organized transportation and information system that ensures prompt notification of the location and severity of a crash, timely dispatch of trained emergency care providers, use of evidence-based treatment protocols, and triage to an appropriate health care facility
- **Engineer** a safe and efficient multimodal transportation system that meets the needs of all users
- **Enforce** traffic laws, particularly those relating to safety
- **Evaluate** program periodically to measure performance and adjust efforts as needed

These five E’s encompass a broad group of solutions administered by a wide variety of stakeholders responsible for making the transportation system safe for all users. There is a similar set of five E’s for Safe Routes to School programs, but “EMS” is replaced with “Encouragement.”

regional and state resources, information, training, and publicity campaigns.

- **Coordinate with Law Enforcement Officers** regarding the enforcement and reporting of traffic safety issues.

## REGIONAL, STATE, AND NATIONAL SAFETY PLANS

Regional, state, and national safety plans serve as a helpful resource for Wilsonville's safety program:

- **Toward Zero Deaths: A National Strategy on Highway Safety** is a data-driven effort by the Federal Highway Administration (FHWA) to enhance national, state, and local safety planning and implementation efforts in identifying and creating opportunities for changing American culture as it relates to highway safety
- **ODOT's 2011 Transportation Safety Action Plan (TSAP)** is the safety element of the Oregon Transportation Plan (OTP) and provides guidance for safety-related investment decisions, including helpful information for local agencies, such as Wilsonville

- **Metro's 2012 Regional Transportation Safety Plan (RTSP)** is a data-driven framework and urban-focused safety plan intended to help the region reduce fatalities and serious injury crashes by 50 percent by 2035 (as compared to 2005)
- **Clackamas County Transportation Safety Action Plan (TSAP)** outlines a strategy for the county to build and implement a county-wide safety culture with the goal of reducing transportation-related fatalities and serious injuries by 50 percent over the next ten years

These plans are helpful resources that support the City's efforts to improve transportation safety.

*Wilsonville residents take to the streets during the City's Sunday Streets event in August 2012.*

*This special event focused on connecting neighborhoods, parks, and people. Bicyclists, walkers, runners, seniors, adults, and children enjoyed traffic-free streets filled with fun and interactive educational demonstrations, entertainment, music, physical activities, and food.*



### SAFE ROUTES TO SCHOOL

Wilsonville is helping to facilitate Safe Routes to School (SRTS) programs to improve the transportation system in the neighborhoods around its each of its public schools, whose locations are shown in Figure 6-2. These programs also incorporate five E's (shown at right), which include a combination of ongoing educational and outreach efforts as well as pedestrian and bicycle infrastructure improvements along routes used by school children. Federal funding is available for these programs and is administered by the Oregon Department of Transportation (ODOT).

The SRTS programs are intended to reduce school-related traffic congestion and provide numerous additional benefits, including improved safety, increased physical activity and related health benefits, increased sense of community, and reductions in transportation-related air pollution. To be successful, these programs require the coordinated effort and support of school officials, parents, residents, city planning and engineering staff, and law enforcement agencies.

*Students use the crosswalk on Wilsonville Road at the Willamette Way East traffic signal to walk and bike to Boones Ferry Primary School.*



### FIVE E'S (SAFE ROUTES TO SCHOOL)

The most successful Safe Routes to School programs incorporate five E's (which are similar to the five E's identified for Wilsonville's Safety Program but the "EMS" is replaced by "Encourage"):

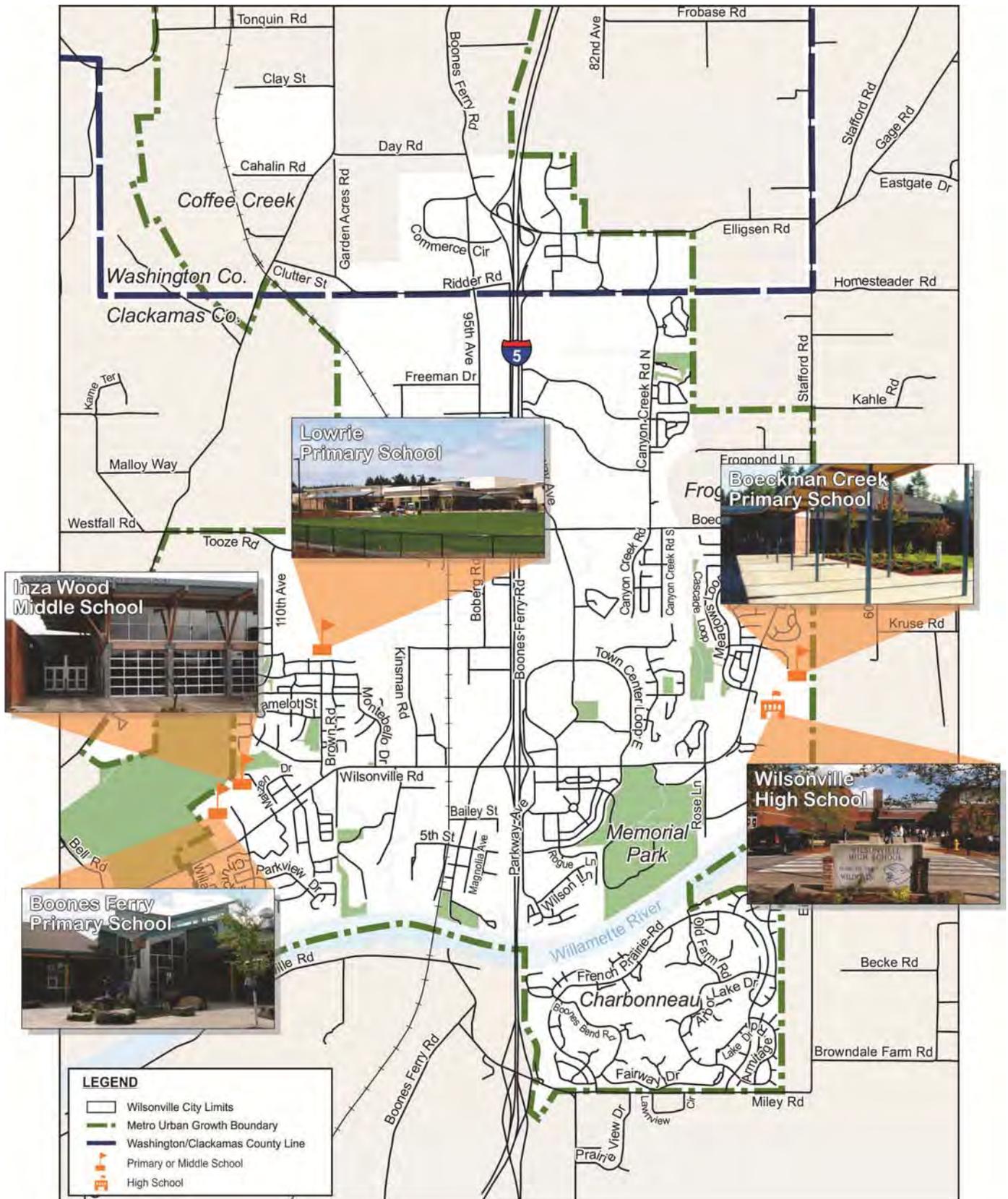
- **Educate** students, parents, and drivers about bicycle, pedestrian, and traffic safety skills and laws
- **Encourage** participation through fun events and contests such as walk-to-school days
- **Engineer** walking and biking infrastructure improvements along school routes
- **Enforce** traffic laws, particularly relating to speeding and pedestrian safety
- **Evaluate** program periodically to measure performance and adjust efforts as needed

Each of the five E's has a range of possible interventions and must be tailored to suit each school's unique needs and challenges.



*Students use the bike lanes on Wilsonville Road to bike to Inza Wood Middle School.*

**FIGURE 6-2. WILSONVILLE SCHOOLS**



### ADA COMPREHENSIVE ACCESS

Wilsonville has a goal to provide all users with access to integrated facilities and services that connect Wilsonville's neighborhoods, parks, schools, employment centers, and retail areas to each other and to the surrounding region. The City can achieve this goal by addressing the needs of those with limited mobility, consistent with the federal Americans with Disabilities Act (ADA).

Identifying and improving existing ADA-related deficiencies will be an ongoing effort to ensure that new facilities account for the needs of all users. There are four specific areas of focus:

- Providing ADA-compliant curb ramps and pedestrian push buttons at intersection and roadway crossings .
- Maintaining sidewalks and curb ramps to meet ADA accessibility guidelines, including slopes and accessible area.
- Providing sidewalk connectivity between neighborhoods, businesses, transit stops, and other pedestrian.
- Providing sufficient on-street and off-street disabled parking stalls.



*Curb ramps with gradual slopes and large transit pads at the SMART Central transit center can accommodate users in wheel chairs or with other special needs.*

### SMART TRANSIT

The City's transit service plays an important role in providing mobility for residents, employees, and students who travel to, from, and within Wilsonville. It provides an important connection to the region, particularly due to Wilsonville's strong employment base and central location between Portland and Salem.

South Metro Area Regional Transit (SMART) is a City department and operates several fixed bus routes that serve Wilsonville and make connections to TriMet in Portland, Cherriots in Salem, and Canby Area Transit. SMART also manages various programs, including Dial-a-Ride (door-to-door service for elderly and disabled residents) and SMART Options (programs that support, educate, and encourage the use of active transportation modes and rideshare).

The primary transit hub in Wilsonville is the SMART Central at Wilsonville Station transit center, which provides connections to all SMART bus routes and TriMet's Westside Express Service (WES) commuter rail station. Wilsonville Station includes a 400-space park-and-ride lot and 48 bicycle lockers.

In the immediate future, SMART will benefit from focusing its efforts in five key improvement areas:

- **Transit Hubs** are key multimodal activity centers within the community that can most effectively provide efficient access and connections for transit users. Hubs include SMART Central/WES Commuter Rail station, Town Center Loop, Villebois Village Center, and other community and employment centers. By ensuring a high level of transit service is provided at these hubs, SMART can serve a greater number of transit riders most efficiently.



## OTHER TRANSIT REFERENCES

Wilsonville's transit system is also addressed in the following chapters:

- **Transit-Related Policies** (see Chapter 2: The Vision) are provided for land development coordination, transit services and facilities, pedestrian and bicycle access, and funding
- **Transit Needs** (see Chapter 3: The Needs) include regional transit connections, service coverage and bus frequency, pedestrian and bike access, new buses, developer coordination, and rider education and outreach
- **Transit Projects** (see Chapter 4: The Projects) include pedestrian access to transit, transit street improvements, bus stop amenities, and new buses

- **Information Technology** is an important way for SMART to enhance transit efficiency and enhance customer service. Key investments in innovative technology will provide new venues to communicate with passengers, coordinate service in real-time with regional providers, and provide an enhanced understanding of operational metrics and measures.
- **Service Innovation** is an important way for Wilsonville to explore new transit service options or adjustments that can better meet the needs of its growing community. Possibilities include express service to downtown Portland and earlier peak commuter services for industrial and office uses that operate with an early morning shift. In addition, other service models can be considered, particularly relating to the integration of its various programs and services.



*A bus for Route 1X (servicing the Salem Transit Center) waits at its designated space in the SMART Central at Wilsonville Station transit center.*

- **Public Feedback Process** refinement would help SMART improve its efforts to respond to residents and employees regarding transit services, including bus routing and transit stop amenity decisions. This process should address both complaints and additional service requests while allowing an equal opportunity for input from those with opposing viewpoints. It should also give consideration to the needs of youth, seniors, people with disabilities, and environmental justice populations (including minorities and low-income families) due to the greater dependence that these citizens have on transit services for basic mobility.

## SMART OPTIONS AND TRANSPORTATION DEMAND MANAGEMENT (TDM)

SMART Options is a program administered by SMART to help residents and employees in Wilsonville find the best way to get to work. By using other options besides traveling alone in personal automobiles during peak congestion times, Wilsonville will extend the service life of its infrastructure improvements. These efforts are referred to as Transportation Demand Management (TDM) and are an important component of a well-managed transportation system.

SMART Options can help individuals determine whether to take transit (bus, train, or commuter rail), carpool/vanpool, walk, or bike. SMART Options also can provide information about car sharing, park and rides, close-to-home commuting, teleworking, and creative work schedules to help individuals make informed decisions regarding their travel needs.

SMART Options also provides free assistance to Wilsonville businesses that set up transportation programs. They can organize vanpools, write articles

### DEQ EMPLOYEE COMMUTE OPTIONS RULES

The Oregon Department of Environmental Quality (DEQ) Employee Commute Options Rules apply to all businesses within the Portland-metro area having more than 100 employees reporting to one work site. These businesses are required to:

- Receive approval from DEQ for a site specific trip reduction plan to reduce motor vehicle trips to their work site
- Survey and monitor progress at least every two years

SMART Options helps business comply with these rules.



*SMART Options staff participate in an information fair in the Town Center parking lot with education materials and a bus bike rack display.*

for employee newsletters, and hold transportation fairs. In addition, they are able to help with commuter surveys, trip reduction plan creation, and monitoring and compliance of the DEQ Employee Commute Options Rules, which apply to businesses with more than 100 employees.

The following additional TDM efforts will benefit the SMART Options program:

- **Mode Choice Surveys** performed on a consistent basis for residents and employees in each of the City's neighborhoods and commercial/industrial areas would allow the City to better understand what transportation choices are being made. This information would also allow the City to determine the impacts that its bicycle, pedestrian, and transit infrastructure improvements are having on the use of these facilities so that it can make improved decisions in the future.
- **Car Sharing Demand Monitoring** will be helpful for determining when sufficient interest is shown by residents and businesses.

## OTHER TRANSPORTATION DEMAND MANAGEMENT (TDM)

Transportation Demand Management (TDM) is the general term for implementing various strategies that either reduce or shift the number of vehicles on the roadway (i.e., the “demand”). By managing transportation demand, Wilsonville will ensure more efficient use of the system’s available capacity and also support members of the community who may otherwise be increasingly burdened by the rising fuel prices.

The two primary methods for managing demand are to (1) reduce the overall number of vehicles on the roadway and (2) shift demand to less congested (i.e., off-peak) periods. These methods are best achieved by a combination of educational and outreach programs as well as supporting infrastructure and services (i.e., bicycle and pedestrian facilities and transit services).

In the past, the City has coordinated with large employers to schedule off-peak shift changes. This coordination was beneficial to both the City and the employers because it allowed development to occur even though there were capacity limitations at the Wilsonville Road interchange and the 95th Avenue/ Boones Ferry Road intersection. Traffic counts and observations suggest that the majority of these large employers still operate with off-peak shifts, but the City can improve its tracking and management.

There are three TDM improvements (in addition to the SMART Options program) that will benefit Wilsonville :

- **Off-Peak Shift Change Policies and Practices:** Develop consistent policies and practices to encourage, document, track, and manage off-peak shift changes, starting with employers who have already agreed to operate off-peak shifts. These efforts could be performed in conjunction with the SMART Options program. Because businesses that enact TDM measures may have lower traffic volumes (and associated system impacts) during

## PARKING MANAGEMENT PLANS

Parking management plans are a helpful way to inventory bicycle and motor vehicle parking supply in high demand locations (for example, park-and-ride lots, transit stations, and commercial areas). They do not require parking limitations but instead ensure that deliberate decisions are being made regarding the provision of parking.

There are two key areas that would benefit from parking management plans:

- Town Center
- WES Station

peak congestion periods, these businesses may be eligible for reduced Transportation System Development Charges (SDCs).

- **Town Center Parking Management Plan:** Prepare and adopt a parking management plan that includes an inventory of parking supply and usage, an evaluation of bicycle parking needs, the identification of desired improvement strategies and policies, and car sharing considerations (additional explanation provided in the call-out box above). This parking management plan would be an important component of an overall concept plan, which would benefit the Town Center area by ensuring the highest and best uses are provided to support the nearby businesses and residents and to achieve the City’s vision for this area.
- **WES Station Parking Management Plan:** Prepare and adopt a parking management plan that includes an inventory of parking supply and usage, an evaluation of bicycle parking needs, and the identification of desired strategies and policies (additional explanation provided in the call-out box above). These considerations should support future park-and-ride demand increases to avoid impacts resulting from inadequate capacity.

## TRANSPORTATION SYSTEM MANAGEMENT AND OPERATIONS

Transportation System Management and Operations (TSMO) is the general term for implementing various solutions that enhance the performance of existing and programmed transportation infrastructure. The focus of TSMO is to reduce congestion and save money by improving the transportation system's efficiency before expanding infrastructure. Improving efficiency requires a collaborative effort by system managers, operators, and users both prior to and during travel.

Four of the primary TSMO strategies include:

- **Access Management** strategies reduce traffic conflicts at intersections and driveways in order to improve traffic flow and safety (Addressed in Chapter 5: The Standards).
- **Safety Improvements** support the efficient use of existing infrastructure by reducing safety-related incidents.
- **Transportation Demand Management (TDM)** strategies encourage users to choose other transportation modes besides traveling alone in their vehicles or to travel at off-peak periods of the day.
- **Intelligent Transportation System (ITS)** strategies involve the deployment and management of advanced technologies that collect and distribute information to both users and operators staff so they can most effectively use and manage the transportation system.

## INTELLIGENT TRANSPORTATION SYSTEM

The development and management of intelligent transportation system (ITS) solutions is one of the most important areas of recent transportation-related technological advancement. ITS strategies are a type of Transportation System Management and Operation (TSMO) strategy (additional explanation provided in the call-out box at left).

ODOT currently manages and operates the ITS infrastructure along the I-5 corridor. In addition, Clackamas County manages and operates the ITS infrastructure in and around Wilsonville. One of the basic ITS strategies is to effectively operate the City's traffic signals. Two of the signalized roadway corridors currently have coordinated signals that allow improved traffic flow:

- Wilsonville Road from Kinsman Road to Town Center Loop East
- Boones Ferry Road/Elligsen Road from Day Road to Parkway Center Drive

Additional ITS solutions will benefit Wilsonville:

- **Coordinate with Clackamas County** to ensure that projects include improvements consistent with those identified in the Clackamas County Intelligent Transportation System (ITS) Plan, particularly on Wilsonville Road and Elligsen Road near the two I-5 interchanges. Clackamas County is one of the agencies that is part of the Transport ITS working group made up of ITS professionals within the Metro boundary.
- **Install 3-Inch Conduit** as part of all Arterial and Collector roadway improvement projects to prepare the City for future fiber communications. This conduit can be used for fiber, traffic counters, and other ITS equipment. By connecting Clackamas County's fiber network to the City's traffic signals and traffic control cameras, Clackamas County will be able to transfer

information back to their operations center in order to more effectively monitor and operate the City's traffic signal system. This infrastructure will also support emergency responders in performing rapid incident detection and response. SMART would also benefit from improved integration with traffic operations by connecting its new service and operations center to Clackamas County's fiber.

- **Deploy Adaptive Signal Timing on Wilsonville Road** from Brown Road to Town Center Loop East consistent with Clackamas County's ITS Plan,

including the installation of video monitoring cameras and vehicle detection equipment to collect traffic counts and speeds.

- **Collect and Manage Transportation Data** to help the City evaluate the performance of its transportation system and to help travelers make more informed decisions regarding their choice of mode, departure time, and routing. The City will first need to evaluate ways to collect and distribute information in coordination with Clackamas County.

*The Clackamas County Traffic Management Center is located in Oregon City and is connected to Wilsonville via State, County, and City communication links. These links allow County staff to remotely manage and operate Wilsonville's traffic signals and ITS infrastructure.*



---

*“Transportation is important for all of us whether you ride your bike around town, whether you walk, or whether you drive a car, take transit, or for that matter, drive a truck through town. It is very important for you to be able to get where you want to go and not have a lot of trouble doing so.”*

*Nancy Kraushaar  
Community Development Director*

---

### BIKE SMART AND WALK SMART

Wilsonville benefits from focusing staff resources on coordinating bicycle and pedestrian outreach and infrastructure planning, which it does primarily through its Bike Smart and Walk Smart programs. SMART and Community Development staff collaborate to lead the City's efforts.

Four ongoing efforts will help improve walking and biking in Wilsonville:

- Maintain an updated **bike and pedestrian map** that provides the current bicycle and pedestrian facilities that are available to Wilsonville residents for these mode choices.
- Expand **bike and pedestrian safety education and outreach** to the general public, focusing on clinics and workshops that communicate safety messages to particular audiences like children, motorists, and older pedestrians.
- Coordinate **group rides and walking tours** to identify street, trail, art and natural amenities that are available to residents.
- Staff an **Active Transportation Planner** that works for both Community Development and SMART and is tasked with development review, plan implementation and updates, safety education and outreach, and program support (Bike SMART, Walk SMART, and Safe Routes to Schools). This planner could also continue **regional coordination** efforts with other agency Active Transportation Plans and Metro.

*In 2011, Wilsonville was awarded the designation of being a Walk Friendly Community due to its commitment to improving walkability and pedestrian safety through comprehensive programs, plans, and policies. The Bronze Level designation indicates the City is "on the right track" but has several areas where it can continue to improve.*

### NATIONAL RECOGNITION AVAILABLE AS WALK FRIENDLY AND BIKE FRIENDLY COMMUNITY

Two national recognition programs have been developed in recent years to encourage towns and cities across the U.S. to establish or recommit to a high priority for supporting safer walking and bicycling environments. These programs evaluate current efforts and provide recommendations for improvement:

- **Walk Friendly Communities** designation is awarded at one of five levels (from lowest to highest): honorable mention, bronze, silver, gold, and platinum. Wilsonville was awarded a bronze designation in 2011. As additional pedestrian improvements are made throughout the City, Wilsonville may consider reapplying for a higher designation.
- **Bicycle Friendly Community (BFC) Campaign** is administered by the League of American Bicyclists and awards City one of four designations (from lowest to highest): bronze, silver, gold, and platinum. Wilsonville has not yet applied for a BFC designation, but doing so will provide the City with recognition while also providing helpful recommendations for how it can continue to improve its bicycle network.



## Chapter 7

# The Performance



Wilsonville's transportation system plan (TSP) provides standards, projects, and programs that, when put into action, will improve the City's transportation system. By tracking specific performance measures with each successive TSP update, the City will learn if its planning efforts are leading to the desired outcomes and if additional improvements are needed. In this way, Wilsonville will make continued progress towards its transportation system vision and goals.

To be most effective, the City's transportation performance measures should provide its decision-makers with metrics that reflect what progress is being made towards Wilsonville's goals and policies. They should also include a combination of system-wide and facility-level performance measures so that incremental progress can be determined for the entire system as well as on a project-by-project basis.

Performance measurement is an approach to transportation planning that has been receiving increased national and regional attention. The new federal transportation legislation, Moving Ahead for Progress in the 21st Century (MAP-21), transitions the nation towards performance-based, outcome-driven planning processes. In doing so, this law is not prescriptive regarding what the standards should be, but instead requires that states and metropolitan planning organizations (MPOs) establish their own targets and measures. This encourages the framework of performance measurement throughout the nation without requiring a one-size-fits-all approach.

*Performance measures allow Wilsonville to . . .*

- *Track the benefits of its efforts and*
- *Identify areas where additional improvements are needed*

*So that it can . . .*

- *Make more informed investment decisions and*
- *Best achieve its vision and goals.*



**PERFORMANCE MEASURES**

Though it preceded MAP-21, Metro’s Regional Transportation Plan (RTP) also focuses on performance targets and standards. While there are some performance targets specified by Metro, Metro requires each city to identify its own performance measures for five areas and then to evaluate them with each successive transportation system plan (TSP) update to check its progress.

Table 7-1 lists Wilsonville’s performance measures, including the 2035 targets and how they will be

measured. The majority of these performance measures were selected because they are recommended by Metro and can be relatively easily measured using Metro’s travel demand model, which is also the basis for Wilsonville’s future travel demand forecasting. The one performance target that differs is safety. Because the City has such a low number of collisions, its target is to keep the collision rate below the statewide average.

**Table 7-1. Wilsonville Performance Measures**

Performance Area	2035 Performance Target <sup>a</sup>	How Measured
Safety	Maintain collision rates below the statewide average and zero fatalities	Analysis of ODOT and Clackamas County collision data
Vehicle Miles Traveled (VMT) Per Capita	Reduce VMT/capita by 10% compared to 2005	Estimate using travel demand model
Freight Reliability	Reduce vehicle hours of delay <sup>b</sup> for truck trips by 10% from 2005	Estimate using travel demand model for roadways on City’s freight network
Congestion	Reduce vehicle hours of delay <sup>b</sup> (VHD) per person by 10% from 2005	Estimate using travel demand model
Walking, Biking, and Transit Mode Shares	Triple walking, biking and transit mode share from 2005	Use Metro mode split forecasts and provide qualitative assessment; supplement with

<sup>a</sup> Performance targets are for the 2035 horizon year. Performance tracking during intermediate years should be compared against interpolated values.

<sup>b</sup> Delay is defined in the 2035 RTP as the amount of time spent in congestion > than .9 V/C (see p.5-7 of RTP)

---

*“The TSP is doing an excellent job addressing bicycle and pedestrian issues. Once the TSP is adopted, it is going to be a matter of following through to make these things happen.”*

*Al Levit  
Planning Commission*

---



117 Commercial Street NE  
Suite 310  
Salem, OR 97301  
503.391.8773  
www.dksassociates.com

# MEMORANDUM

**DATE:** March 6, 2013

**TO:** Chris Neamtzu, AICP, City of Wilsonville  
Steve Adams, P.E., City of Wilsonville

**FROM:** Scott Mansur, P.E., PTOE  
Brad Coy, P.E.

**SUBJECT:** **Wilsonville TSP Update – Brown Road Extension Alternatives Comparison**

P12023-005

This memorandum provides additional analysis of the two Brown Road Extension alternatives and is a supplement to the solutions analysis performed as part of Wilsonville’s Transportation System Plan (TSP) update.<sup>1</sup> The two Brown Road Extensions would travel between Wilsonville Road and Boones Ferry Road, but they would connect to Boones Ferry Road at different locations:

## **Brown Road Extension Alternatives (Wilsonville Road to Boones Ferry Road)**

- Bailey Street Connection
- 5<sup>th</sup> Street Connection

Both connection options were included in the City’s prior TSP: Project C-17 was the connection to Bailey Street and Project C-17a was the connection to 5<sup>th</sup> Street.<sup>2</sup> Both alternatives meet transportation connectivity needs south of Wilsonville Road, provide a secondary emergency access to the Old Town neighborhood, and provide similar improvements to the overall transportation system. However, at this time there are still too many unknowns (such as what future development may occur in the roadway vicinity, which is currently undeveloped and unplanned) to recommend a specific alternative. Therefore, the current Transportation System Plan (TSP) update will allow for either alternative. However, a decision should be made prior to or during the master planning process for development in the area. This memorandum can be used as a resource at the future date when this decision is revisited.

The sections of this memorandum document the background information, Brown Road Extension alternatives, and a comparison of the alternatives including a list of advantages/disadvantages. A summary of the findings are provided at the end of the document.

## **Background**

Brown Road runs north-south and is located on the west side of the City of Wilsonville. North of Wilsonville Road, Brown Road provides connectivity to the Villebois development and several residential areas and is

<sup>1</sup> *Wilsonville Transportation System Plan Update – Solutions Analysis and Proposed Funding Program (Task 6.4)*, technical memorandum #7 prepared by DKS Associates for the Wilsonville Transportation System Plan Update, June 22, 2012.

<sup>2</sup> *City of Wilsonville Transportation System Plan*, Adopted June 2, 2003.



classified as a Collector. It currently terminates a few hundred feet south of Wilsonville Road and provides access to existing multi-family residential developments.

The planned extension will be approximately one-half mile in length, run mostly east-west, and will principally pass through existing farmland, which has a comprehensive plan designation that is intended to be developed for residential and industrial uses. The TSP also indicates it will be a two-lane Collector roadway.

### Brown Road Extension Alternatives

The 2003 Wilsonville TSP identifies the Brown Road extension as Project C-17 (connecting to Bailey Street) or Project C-17a (connecting to 5<sup>th</sup> Street). Both alternatives will include connections to Montebello Drive and Kinsman Road, along with the closure of Industrial Way. It assumes that Brown Road will be the thru road and that the side streets will have stopped approaches. The key difference between the two alternatives is where Brown Road will connect to Boones Ferry Road. The first alternative would connect at Bailey Street, while the second alternative would connect at 5<sup>th</sup> Street, which is approximately 600 feet south of Bailey Street.

Conceptual alignments of the two Brown Road extension alternatives are shown in Figure 1 along with the Kinsman Road and Montebello Drive roadway extension projects that will connect to the Brown Road extension and are included as components of the Brown Road Extension project.

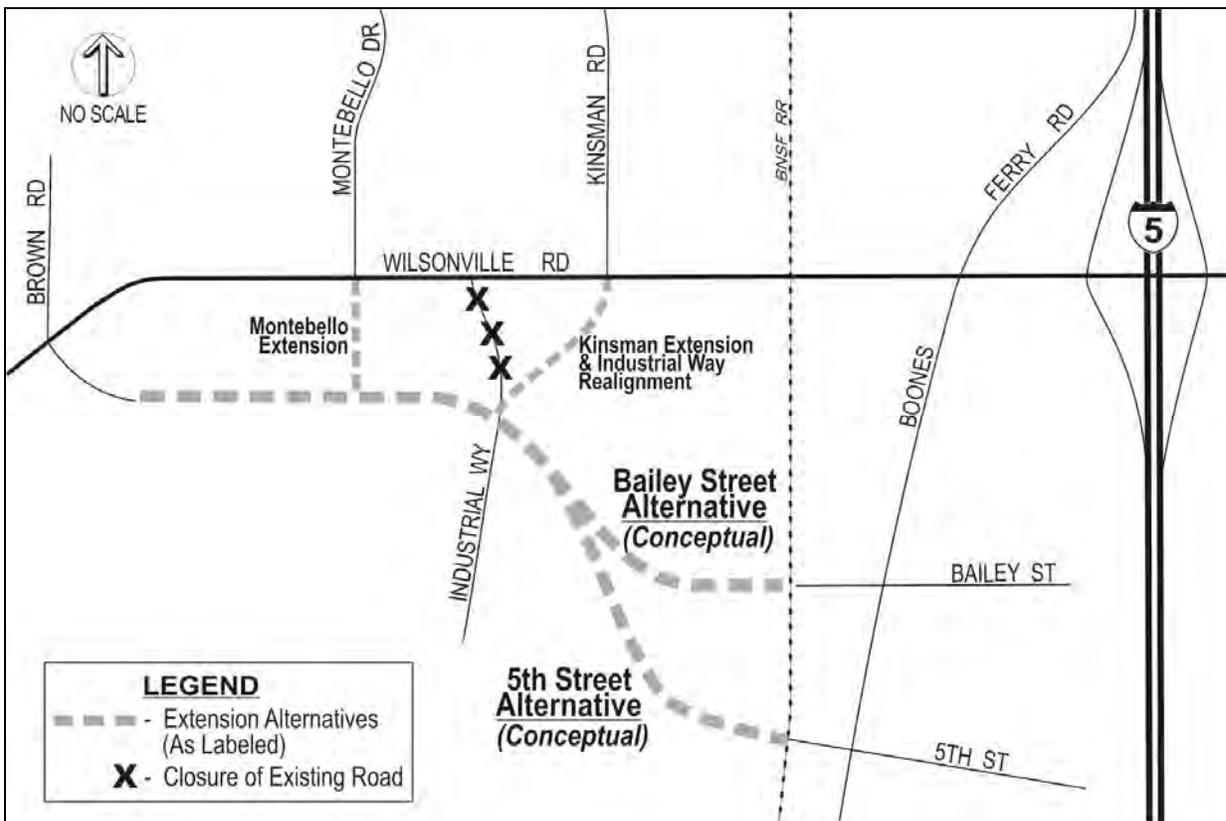


Figure 1: Brown Road Extension Alternatives



## **Comparison of Alternatives**

To provide a more thorough comparison, this analysis considers bicycle and pedestrian network connections, neighborhood/commercial connectivity, private property impacts, traffic diversion and motor vehicle capacity, freight impacts, railroad crossings, environmental impacts, water and sewer utility impacts, and project costs. The following subsections provide detailed information to facilitate a comparison of the alternatives.

### ***Bicycle and Pedestrian Network Connections***

The Wilsonville Bicycle and Pedestrian Master Plan identifies the need for improved bicycle and pedestrian connectivity south of Wilsonville Road from the existing Brown Road terminus to Boones Ferry Road. In addition, the Ice Age Tonquin Trail alignment is planned to use the portion of the Brown Road extension east of Arrowhead Creek Lane (which already includes an existing portion of the trail). Therefore, the Brown Road extension should include pedestrian and bicycle facilities (i.e., bike lanes, sidewalks, and/or an adjacent multi-use path) under either connection alternative. Even if Brown Road is not extended, then an off-street path is recommended to connect the Ice Age Tonquin Trail to Boones Ferry Road.

The Wilsonville Bicycle and Pedestrian Master Plan also identifies the potential for an I-5 overpass connecting 5<sup>th</sup> Street to Memorial Drive. Both alternatives would provide improved connectivity; however, by connecting Brown Road to Boones Ferry at 5<sup>th</sup> Street, cyclists and pedestrians would have a more direct connection to the proposed I-5 overpass and to Memorial Park, if this overpass were to be built.

### ***Neighborhood/Commercial Connectivity***

Improving neighborhood connectivity is an important objective of the TSP. Prior planning work was performed by Lennertz Coyle and Associates to identify neighborhood areas within the City.<sup>3</sup> The plan also identified planned roadways to connect the neighborhood areas, and key figures are provided in the appendix. Both Brown Road extension alternatives were identified in the plan and would result in improved connectivity between the Old Town Neighborhood and other existing neighborhoods to the east.

Historically, the center of the Old Town Neighborhood has been located near the intersection of Boones Ferry Road and 5<sup>th</sup> Street. The Old Town Neighborhood Plan<sup>4</sup> proposes zoning changes around this intersection to promote the development of a functional main street (Boones Ferry Road) and commercial area. The 5<sup>th</sup> Street alternative would provide a direct neighborhood connection to the center of this future commercial area and the Old Town neighborhood. This alternative would likely result in higher traffic that would have to navigate north on Boones Ferry Road destined for retail centers to the north.

The Bailey Street alternative would provide improved connectivity to the north end of this proposed future Old Town Main Street, as well as the improved access to the retail center between Bailey Street and Wilsonville

---

<sup>3</sup> *The Wilsonville Land Plan: A Tool for Becoming a Garden City of Neighborhoods*, Lennertz Coyle & Associates, December 18, 1996.

<sup>4</sup> *Old Town Neighborhood Plan*, Adopted September 2011



Road. Vehicles accessing Brown Road do not have to pass through the Old Town neighborhood. Therefore, the traffic levels on the southern section of Boones Ferry Road would be lower under this alternative.

### ***Private Property Impacts***

The two Brown Road alternative alignments would principally run east-west, be approximately one-half mile in length, and pass through existing farmland. When comparing differences, the Bailey Street alternative (as shown in the appendix as OBEC's<sup>5</sup> Alignment 2) would likely impact the southern edge of the OrePac parking lot/storage area. The 5<sup>th</sup> Street alternative (as shown in the appendix as OBEC's Alignment 2B) would directly impact the house located on 5<sup>th</sup> Street to the west of the railroad tracks. The alternative alignments would have similar impacts to existing farmland; however, the extra linear road distance necessary to connect to 5<sup>th</sup> Street would result in higher private property impacts, particularly to the properties south of OrePac.

### ***Traffic Diversion and Motor Vehicle Capacity***

To perform the motor vehicle evaluation, transportation modeling was conducted using the same base and future models prepared for the TSP update (i.e. a modified 2035 Metro transportation model that was disaggregated for the City of Wilsonville, and has added detail in the project site vicinity). The roadway extensions assumed in the model include Barber Street (Kinsman Road to Villebois) and Kinsman Road (Barber Street to Boeckman Road).<sup>6</sup> The model was used to forecast future roadway volumes on the new Brown Road extension as well as Wilsonville Road to determine the relative benefit that each of the extensions provide to traffic flow in southwest Wilsonville.

The traffic volumes on Brown Road are similar between the Bailey Street and 5<sup>th</sup> Street alternatives, though the Bailey Street alternative is estimated to attract a few hundred more daily trips to Brown Road. In addition, the Bailey Street alternative is expected to remove approximately 1,500 local access vehicles (6 percent) per day from Wilsonville Road (25,000 average daily traffic), while the 5<sup>th</sup> Street alternative would remove approximately 1,000 local access vehicles (4 percent). Therefore, the Bailey Street alternative would be more beneficial to Wilsonville Road traffic operations.

### ***Freight Impacts***

Work completed as part of the Wilsonville TSP update<sup>7</sup> has proposed the designation of truck routes throughout Wilsonville, including portions of Wilsonville Road, Boones Ferry Road, and Kinsman Road. The proposed extension of Kinsman Road (from Wilsonville Road to the Brown Road extension) is also identified as a potential truck route. The Brown Road extension is not proposed to be a freight route, and neither alternative would be expected to have significant impacts on freight connectivity.

---

<sup>5</sup> *Alternative Analysis Summary for New Connector Street Between Wilsonville Road and Industrial Way*, OBEC, July 7, 2010.

<sup>6</sup> Figure 6: 2035 Baseline Roadway Improvement Assumptions, from the *Wilsonville TSP Update – Transportation System Gaps and Deficiencies (Task 4.1)* memo (February 9, 2012) shows the roadway extensions assumed for 2035 and is included in the appendix.

<sup>7</sup> *Wilsonville Transportation System Plan Update – Solutions Analysis and Proposed Funding Program (Task 6.4)*, technical memorandum #7 prepared by DKS Associates for the Wilsonville Transportation System Plan Update, June 22, 2012.



## ***Railroad Crossings***

Railroad tracks, which are operated by Portland and Western, run north-south and are located west of Boones Ferry Road (as shown in Figure 1). Therefore, to connect to Boones Ferry Road, both Brown Road extension alternatives would require a railroad crossing application. Currently, there is an existing, unimproved at-grade crossing at 5<sup>th</sup> Street, which provides access to residences and agricultural areas. This crossing is located approximately 150 feet west of Boones Ferry Road, while the new Bailey Street crossing would be located 275 feet west of Boones Ferry Road. Even though it is preferable for the railroad crossing to be located farther from nearby intersections, neither location is expected to have peak hour queues that would spill back to the adjacent railroad crossing.

ODOT Rail has a policy to not allow any new at-grade crossings, but an existing crossing may be “relocated” through the railroad crossing application process. Therefore, a new crossing at Bailey Street would require the closure of the existing crossing at 5<sup>th</sup> Street or another location (essentially a relocation of a crossing). Based on a conversation<sup>8</sup> with personnel at Oregon Department of Transportation (ODOT) Rail Division, the following are concerns related to the potential alternative alignments:

- **5<sup>th</sup> Street Connection**- The existing railroad crossing would require significant improvements to accommodate additional pavement width, traffic volumes and bicycle/pedestrian volumes that would be required as part of the Brown Road extension. As previously mentioned, the crossing improvements would require a railroad crossing application that would need to be approved by the Railroad authority and ODOT Rail Safety.
- **Bailey Street Connection**- This alternative would require the closure of an existing crossing (likely at 5<sup>th</sup> Street) to allow for a new grade crossing at Bailey Street. This connection would require two separate railroad crossing applications. One application would be required for the closure of the existing crossing and a second application would be required for the new crossing at Bailey Street. Relocating crossing locations require a more rigorous application and approval process, but can be achieved. Over the last few years, ODOT Rail has approved several railroad crossing relocations in Oregon.

It should be noted that ODOT Rail would prefer a grade separated crossing at either location. Otherwise, an application can be submitted to either improve the existing crossing at 5<sup>th</sup> Street or to close the existing crossing and open a new one at Bailey Street. It is unknown whether either alternative would receive approval, but the option with the better chance of being approved is to improve the existing crossing at 5<sup>th</sup> Street. In either instance, public support for the selected alternative would play an important role.

## ***Environmental Impacts***

Both of the proposed Brown Road alignments cross the Seeley Ditch at approximately the same location. Should a roundabout be selected as the preferred traffic control at the intersection of Kinsman Road and

---

<sup>8</sup> Conversation with Swede Hays, ODOT Rail, 4/14/2012



Brown Road, it would require the intersection to be pushed further south to avoid increased impacts to the ditch. Therefore, no significant difference in environmental impacts is expected between the two alternatives.

### ***Water and Sewer Utility Impacts***

It is expected that overall utility extensions (i.e., water and sewer) for future development will be easier and less costly for the 5<sup>th</sup> Street alternative. One reason is because the final 5<sup>th</sup> street alignment is expected to have greater flexibility for making needed adjustments, which should minimize the risk of unanticipated costs. Another reason is because Bailey Street is not an optimal sewer line connection.<sup>9</sup> Under either alternative, the sewer connection would likely need to occur at either 5<sup>th</sup> Street or 2<sup>nd</sup> Street (the low point of the sewer main). Depending on the location of the sewer line, there may also be a need for a new sewer lift station. The City should perform further studies to compare sewer costs and permitting for the two alternatives.

### ***Project Costs***

Estimated project costs are based on prior work conducted by OBEC on behalf of the City.<sup>10</sup> In the prior work, various alignment alternatives were evaluated. At this time, Alignment 2 and Alignment 2B are considered the recommended alignments for Bailey Street and 5<sup>th</sup> Street, respectively (both alignments have the option of a stop controlled intersection or roundabout at Kinsman Road/Brown Road). Drawings of the preliminary alignments are provided in the appendix.

Cost estimates were prepared for both alternatives and a simplified comparison of the costs are listed in Table 1 (see OBEC report for a more detailed cost breakdown). As shown, the estimated cost for the Bailey Street connection is \$13.9 million, compared to \$14.8 million for the 5<sup>th</sup> Street Connection. This cost difference is due primarily to the additional roadway length of the 5<sup>th</sup> Street alternative. With the inclusion of the Kinsman Road and Montebello Drive roadway sections, the Bailey Street alternative would have approximately 4,600 feet of roadway, while the 5<sup>th</sup> Street alternative would have approximately 4,900 feet of roadway.

---

<sup>9</sup> Emails from Steve Adams and Eric Mende, City of Wilsonville, October 26, 2012.

<sup>10</sup> *Alternative Analysis Summary for New Connector Street Between Wilsonville Road and Industrial Way*, OBEC, July 7, 2010.



**Table 1: Cost Comparison of Brown Road Extension Alternatives**

Item	Bailey Street Connection (Alignment 2) <sup>a</sup>	5 <sup>th</sup> Street Connection (Alignment 2B) <sup>a</sup>
Temporary Features and Appurtenances	\$844,000	\$900,000
Roadwork	\$184,000	\$194,000
Drainage and Sewers	\$989,000	\$1,071,000
Bridges	\$648,000	\$691,000
Aggregate Base	\$273,000	\$250,000
Wearing Surface	\$1,331,000	\$1,398,000
Permanent Traffic Control and Illumination	\$224,000	\$251,000
ROW Development and Control	\$800,000	\$888,000
Utility Conduits and Valves	\$459,000	\$484,000
Railroad Crossing	\$400,000	\$400,000
Design, ROW and Contingencies	\$7,822,000	\$8,301,000
<b>TOTAL:</b>	<b>\$13,900,000</b> <b>(rounded)</b>	<b>\$14,800,000</b> <b>(rounded)</b>

<sup>a</sup> Alignment names (i.e., “2” and “2B”) and cost estimates based on prior OBEC study.<sup>11</sup>

## Summary

At this time, there are still too many unknowns to recommend a specific Brown Road connection alternative. Both the Bailey Street and 5<sup>th</sup> Street alternatives meet transportation connectivity needs south of Wilsonville Road, provide a secondary emergency access to the Old Town neighborhood, and provide similar improvements to the overall transportation system. Therefore, the current Transportation System Plan (TSP) update will allow for either alternative. However, a decision should be made prior to or during the master planning process for development in the area.

This memorandum is intended to be used as a resource at the future date when the alignment decision is revisited. There are both advantages and disadvantages associated with each of the two Brown Road extension alternatives. The following lists provide a summary of the advantages and disadvantages as previously discussed:

### Advantages of the 5<sup>th</sup> Street Alternative

- A direct neighborhood to neighborhood connection would be provided to the center of Old Town.
- A railroad crossing already exists at 5<sup>th</sup> Street, and it is expected that it would be easier to obtain approval from ODOT Rail to improve the existing crossing than to relocate it to Bailey Street.

<sup>11</sup> *Alternative Analysis Summary for New Connector Street Between Wilsonville Road and Industrial Way*, OBEC, July 7, 2010.



- The higher traffic volumes on Boones Ferry Road between Bailey Street and 5<sup>th</sup> Street are expected to be beneficial to existing and future businesses in Old Town (though may have negative impacts to residents).
- If the City desires to provide a future connection from Old Town to east Wilsonville (i.e., an overpass or underpass of I-5), it is expected to be better accommodated at 5<sup>th</sup> Street than at Bailey Street because it would align with Memorial Drive.

#### **Disadvantages of the 5<sup>th</sup> Street Alternative**

- The higher traffic volumes on Boones Ferry Road between Bailey Street and 5<sup>th</sup> Street are expected to result in greater traffic impacts to the Old Town neighborhood (though this may be beneficial to existing and future businesses).
- Fewer vehicle trips would be attracted to Brown Road and diverted from Wilsonville Road.
- The railroad crossing would be located only 150 feet west of Boones Ferry Road (though no queuing impacts are expected).
- The Brown Road alignment would likely impact the existing home near 5<sup>th</sup> Street west of the railroad tracks, and the extra distance necessary to make the 5<sup>th</sup> Street connection would result in higher private property impacts, particularly to the property south of OrePac.

#### **Advantages of the Bailey Street Alternative**

- A more direct access would be provided between the residential areas along Brown Road and the commercial area along Boones Ferry Road south of Wilsonville Road. Therefore, fewer vehicles would be required to use Wilsonville Road and there would be less out-of-direction travel for retail customers compared to the 5<sup>th</sup> Street alignment.
- A few hundred more daily trips would be attracted away from Wilsonville Road to Brown Road, which would be more beneficial to Wilsonville Road traffic operations
- The shorter alignment would result in a lower planning level cost estimate and less impacts to private property, particularly to the properties south of OrePac.
- The railroad crossing would be located 275 feet west of Boones Ferry Road, which is 125 feet more than what is available on 5<sup>th</sup> Street.

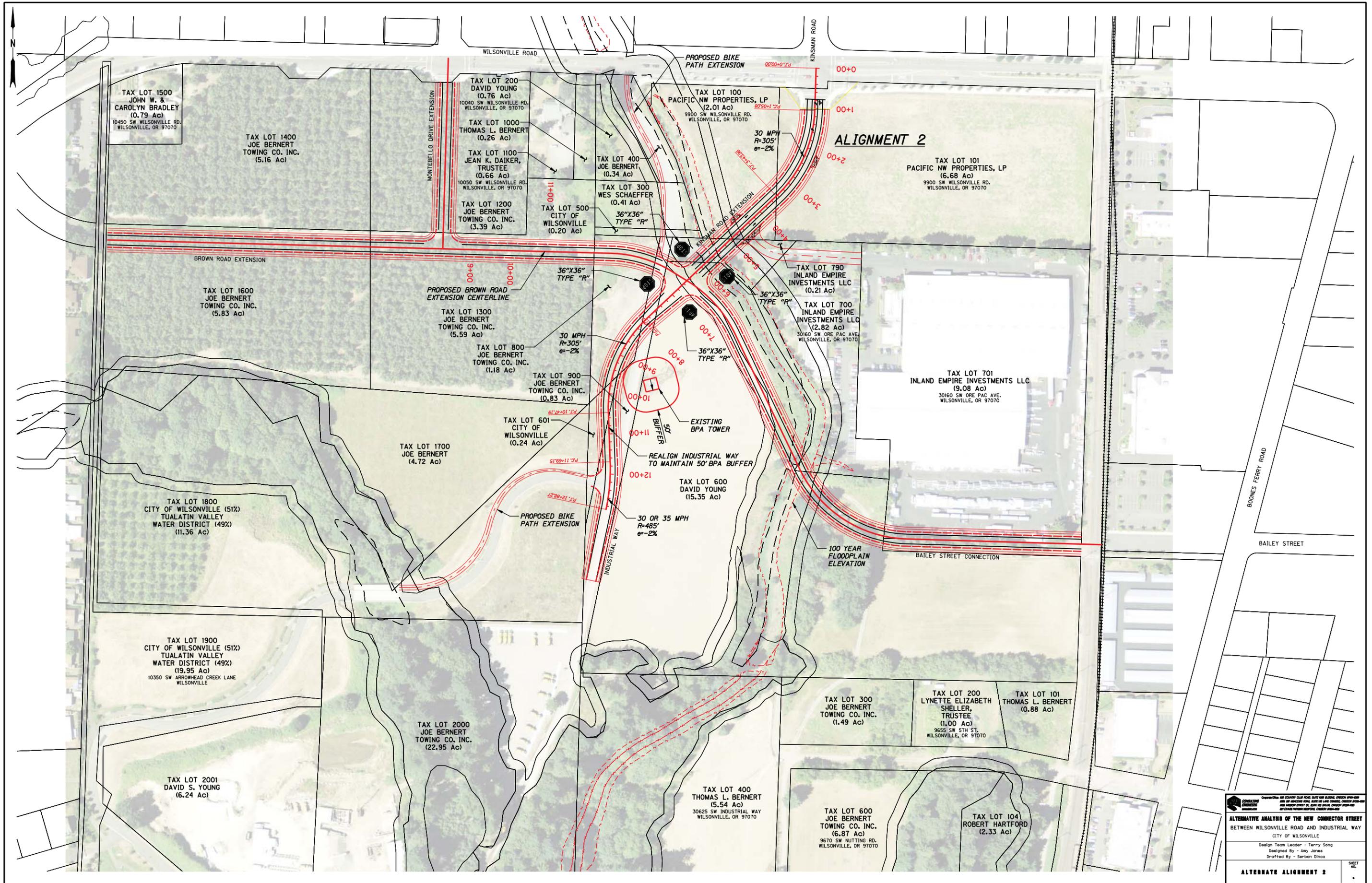
#### **Disadvantages of the Bailey Street Alternative**

- The new railroad crossing at Bailey Street would require the closure of the 5<sup>th</sup> Street crossing. Both the 5<sup>th</sup> Street closure and the new crossing at Bailey Street would require separate railroad crossing applications that would need to be approved by ODOT Rail. This would require more effort by the City.
- The Brown Road alignment would likely impact the southern edge of the OrePac property/parking lot.
- Bailey Street is not an optimal location for utilities, particularly the sewer line connection.
- Bailey Street would not provide as direct of a multi-modal connection to the Old Town neighborhood.



# Appendix

---

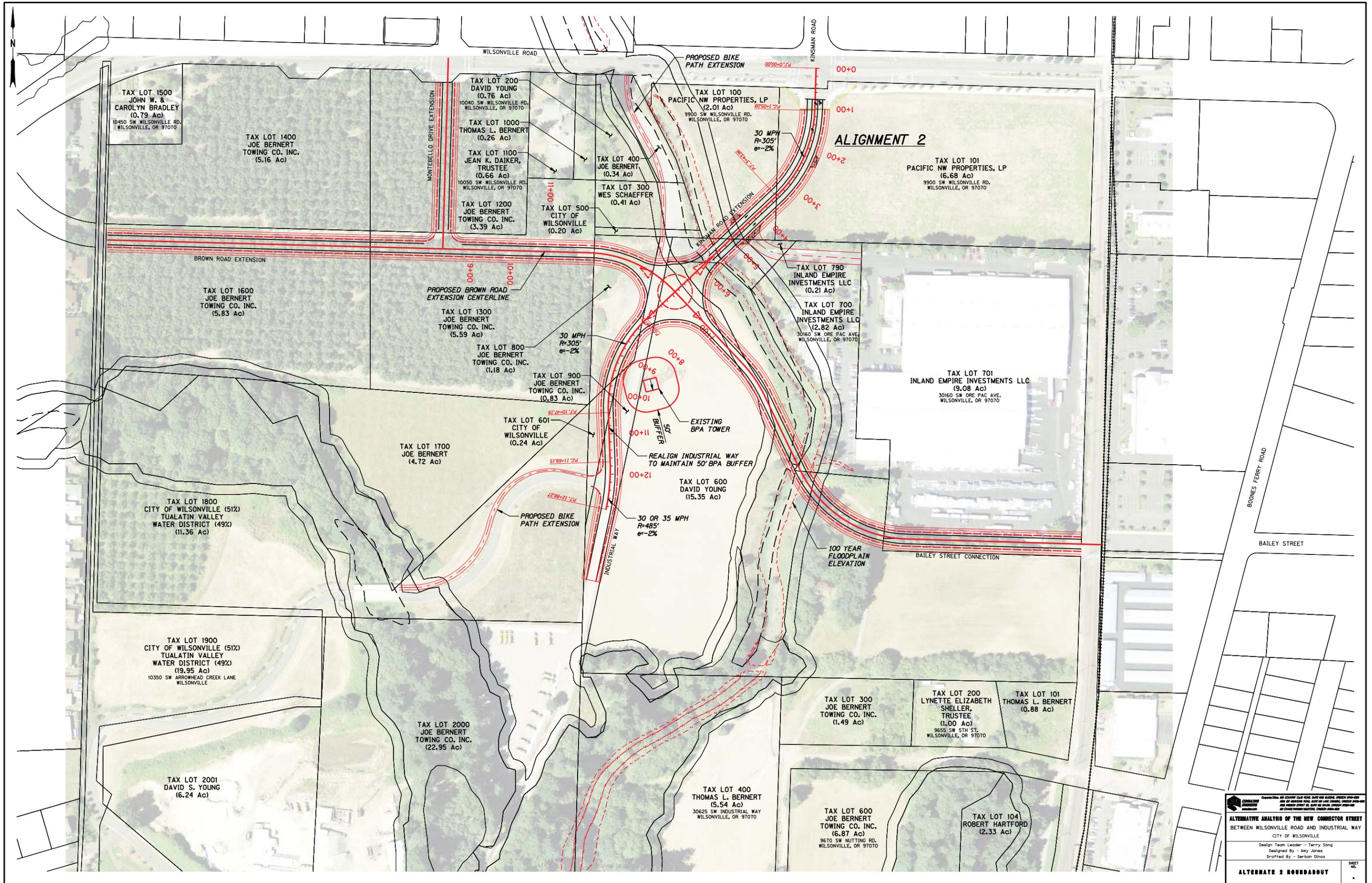


**ALTERNATE ALIGNMENT 2**

ALTERNATIVE ANALYSIS OF THE NEW CONNECTOR STREET  
 BETWEEN WILSONVILLE ROAD AND INDUSTRIAL WAY  
 CITY OF WILSONVILLE

Design Team Leader - Terry Song  
 Designed By - Amy Jones  
 Drafted By - Garban Olaso

SHEET NO. 1

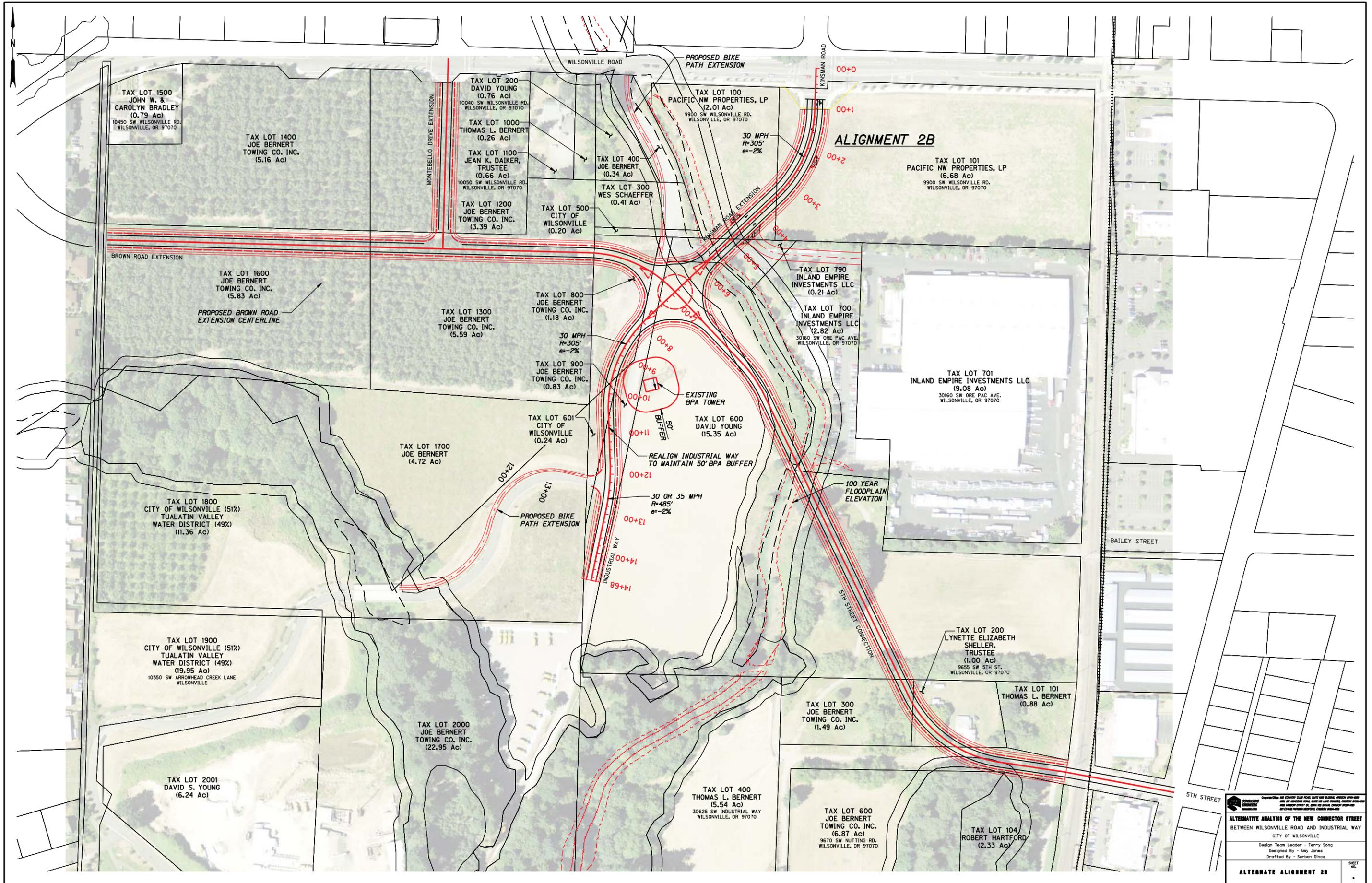


**ALTERNATE ANALYSIS OF THE NEW CONNECTOR STREET BETWEEN WILSONVILLE ROAD AND INDUSTRIAL WAY**  
 CITY OF WILSONVILLE

Design Team Leader - Terry Song  
 Designed By - Amy Jones  
 Drafted By - Garban Dinos

**ALTERNATE 2 ROUNDABOUT**

SHEET NO. 1



**ALTERNATE ALIGNMENT 2B**

**ALTERNATIVE ANALYSIS OF THE NEW CONNECTOR STREET BETWEEN WILSONVILLE ROAD AND INDUSTRIAL WAY CITY OF WILSONVILLE**

Design Team Leader - Terry Song  
 Designed By - Amy Jones  
 Drafted By - Garban Olaso

SHEET NO. 1

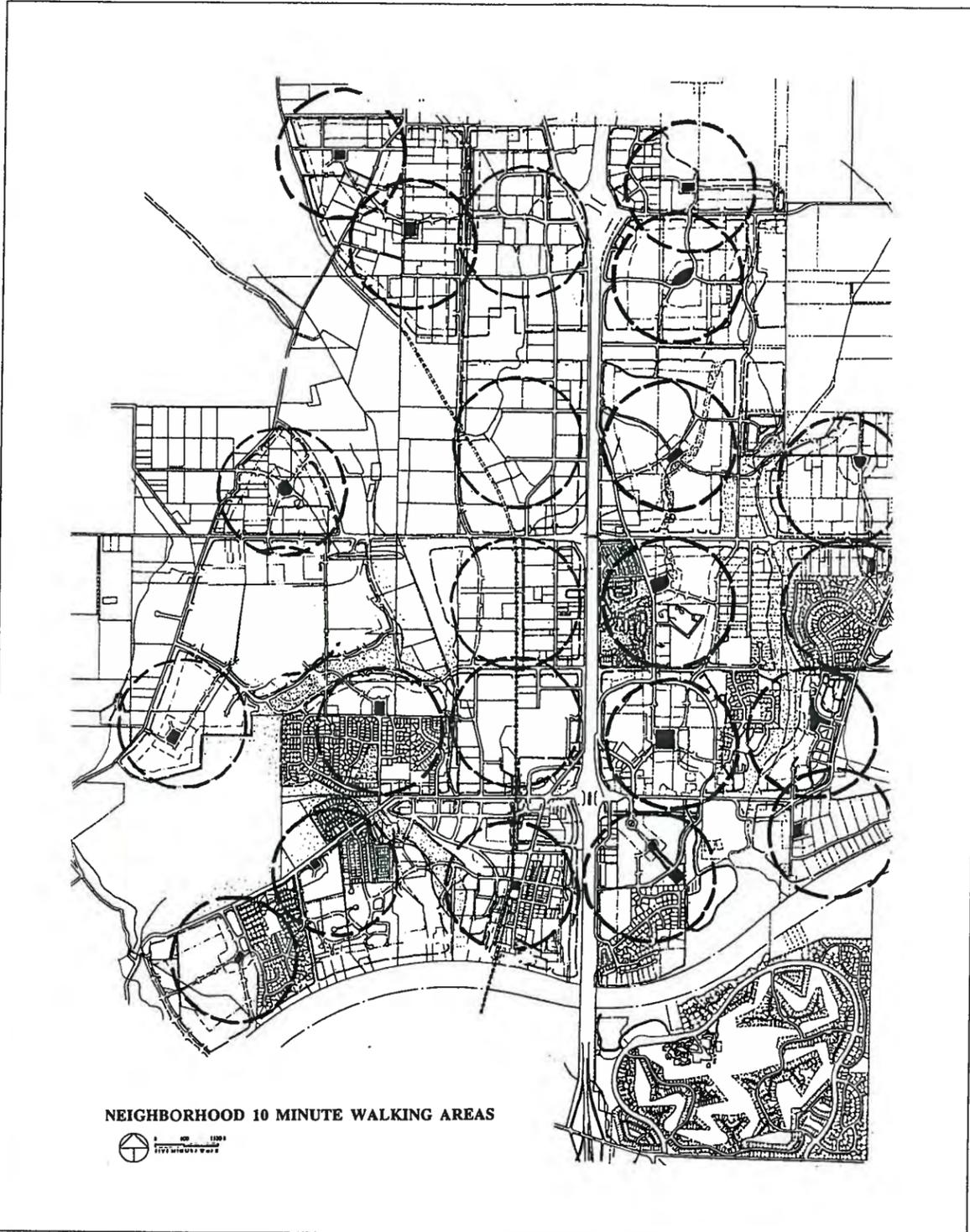
# STREET NETWORK DIAGRAMS

# WILSONVILLE LAND PLAN CODE

## Five Minute Walking Radii - Neighborhood & District Centers

## Descriptions

## Neighborhood, District, & Corridor Plan



◀ **Five Minute Walking Radii Neighborhood & District Centers:** The circles locate the neighborhood centers and the area in which one can walk within 5 minutes. History shows a consistent pattern of neighborhoods and settlements this size.

▶ **Neighborhood, District, & Corridor Plan:** Good neighborhoods have a center and a defined edge. The transportation and natural corridors are the edges of the neighborhoods. The centers are roughly at the geographic center, providing civic buildings, parks, moderate density housing and small scale retail. The districts are dominated by a single use. In Wilsonville they are primarily industrial.



Existing Streets

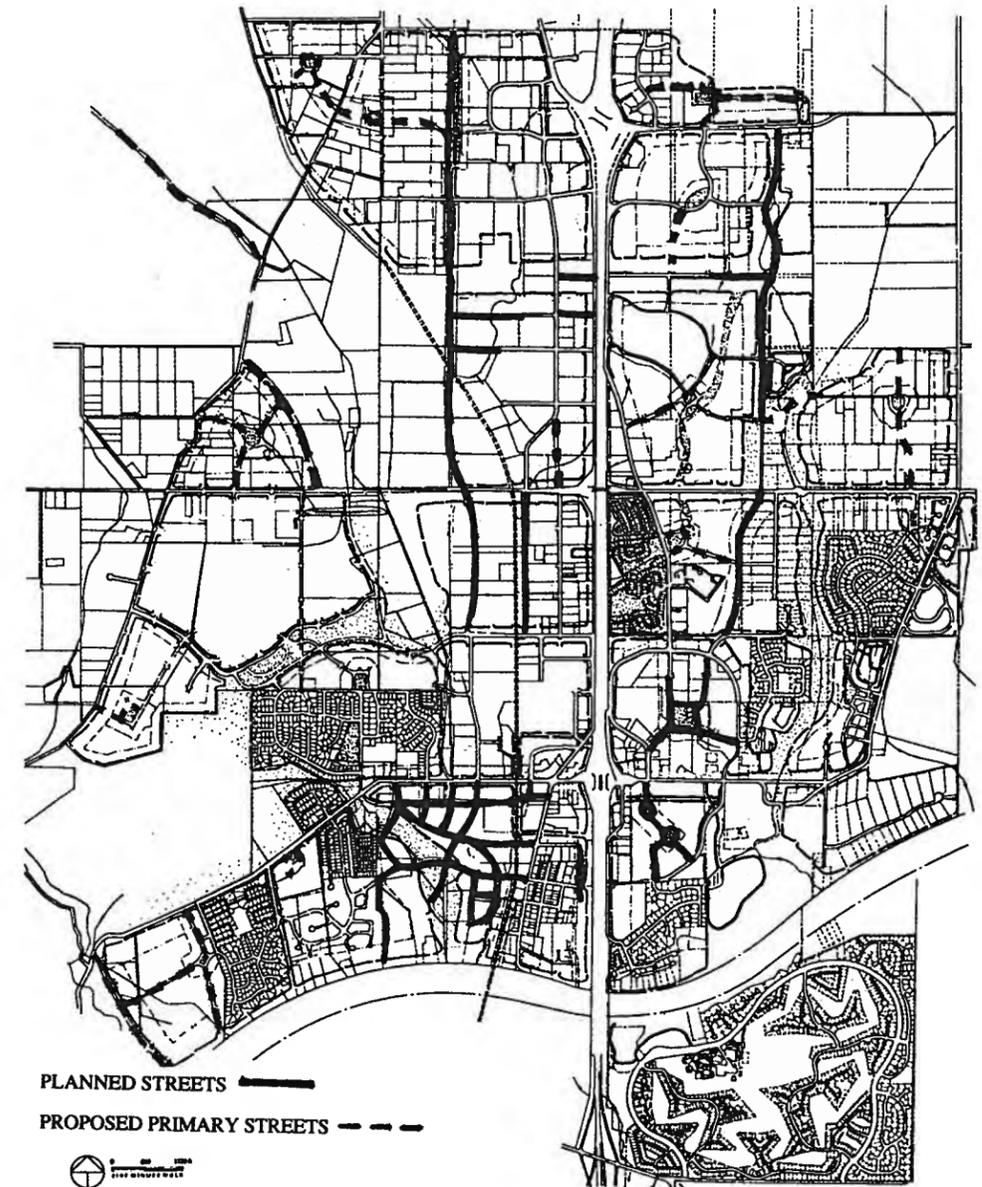
Descriptions

Planned & Proposed Street Connections



◀ **Existing Streets:** The existing streets, indicated in black, form an incomplete network. There are not enough streets and alternative routes in the city to successfully disperse the traffic. With this configuration, street widening can provide only moderate help. Significant improvements can only be made by adding more streets that connect to other streets.

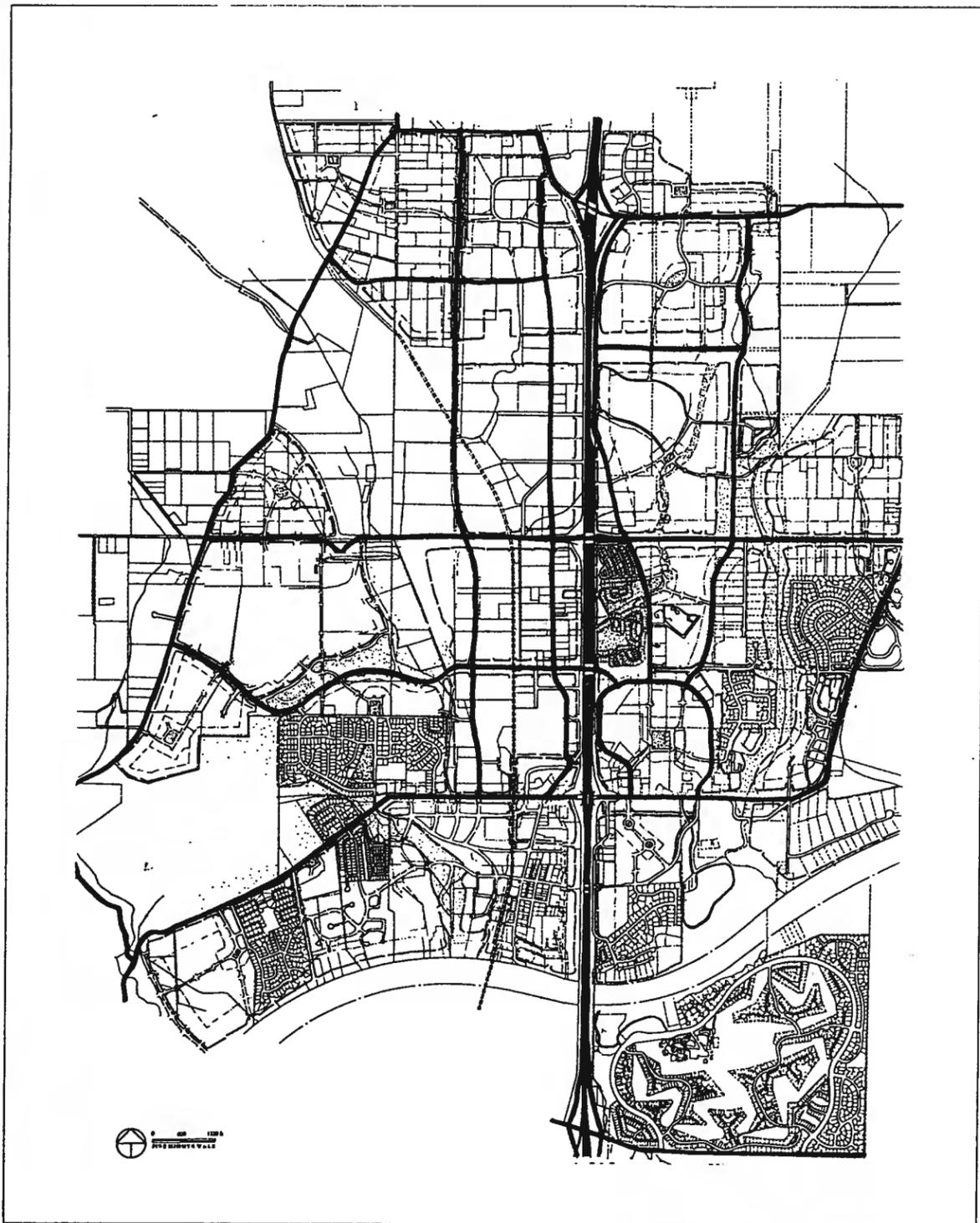
▶ **Planned & Proposed Street Connections:** The streets shown on the right in black are currently planned streets. The dashed lines indicate additional new streets proposed here. These new streets provide necessary connections for distribution of traffic, and the definition of neighborhoods without overloading residential areas.



Corridor Street Network

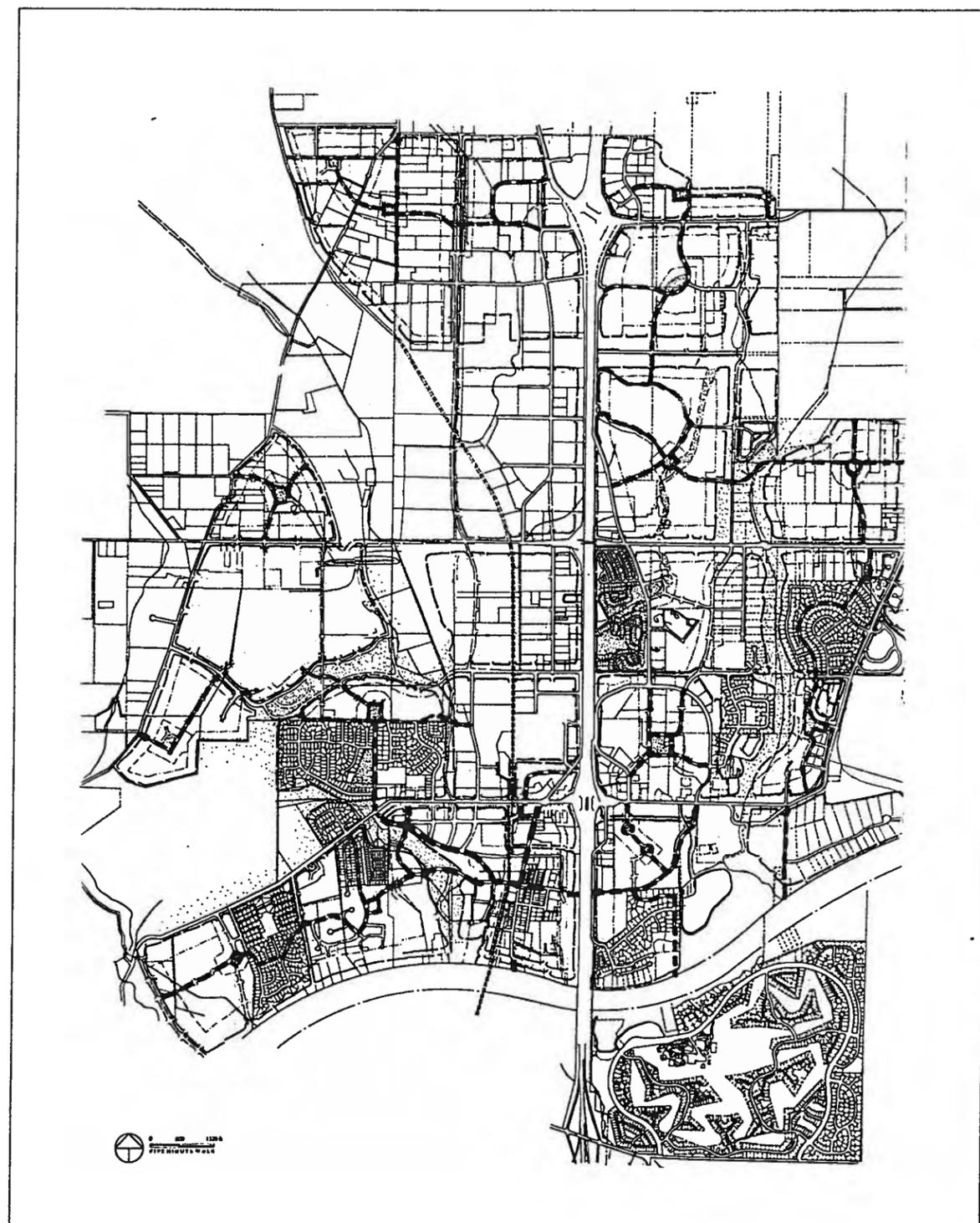
Descriptions

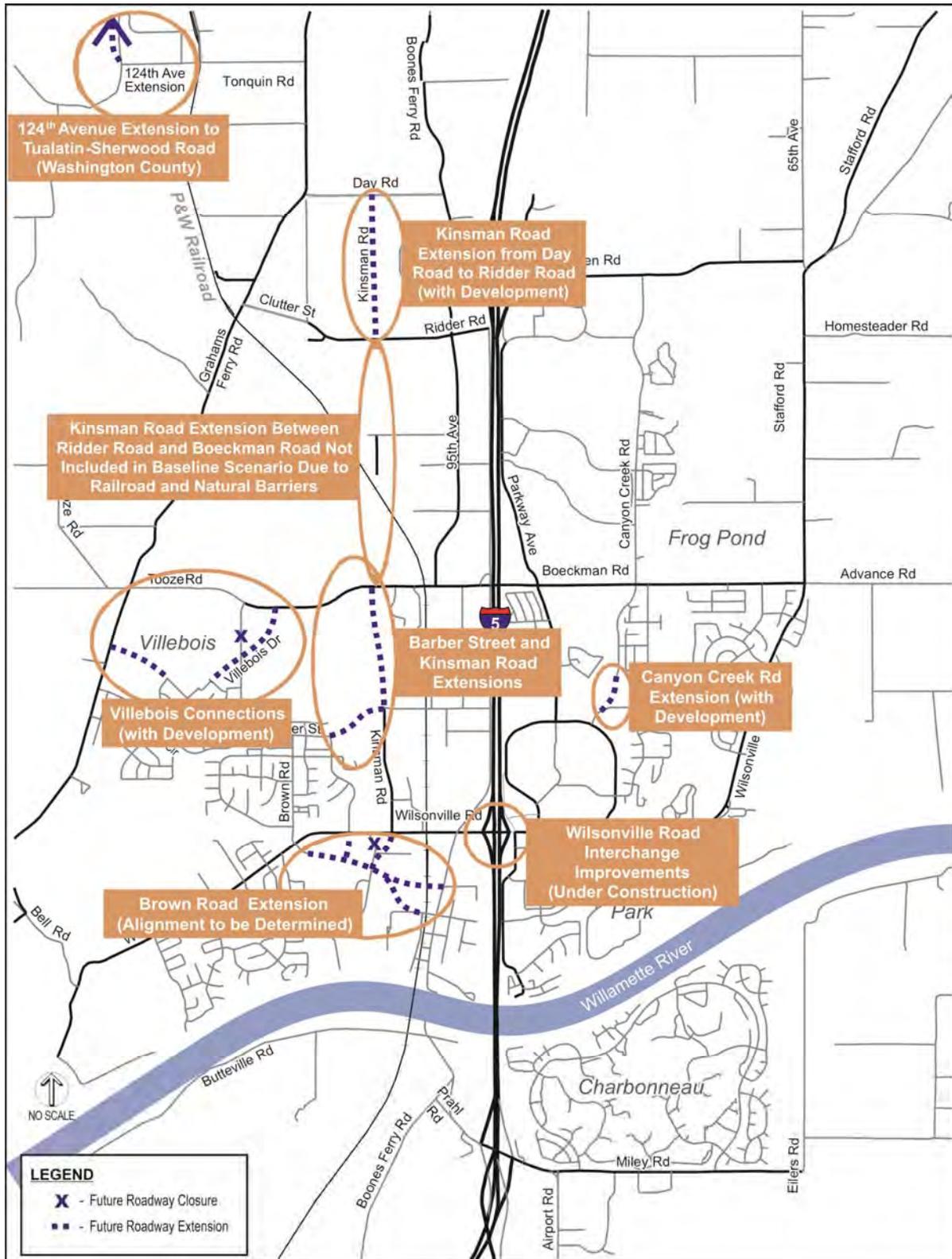
Secondary Street Network



◀ **Corridor Street Network:** The streets on the left shown in black focus on the planned and proposed 'Corridor Streets.' These streets circumnavigate the neighborhoods, describing their edges and moving through traffic around them.

▶ **Secondary Street Network:** The streets on the right shown in black are secondary streets that connect the neighborhood centers. These streets are particularly important routes for the transit system. A bus stop in each neighborhood center would bring transit to within a 5 minute walk of most areas.





**Figure 6: 2035 Baseline Roadway Improvement Assumptions**

**PLANNING COMMISSION MEETING**

**WEDNESDAY, MARCH 13, 2013**

---

**VI. WORK SESSIONS**

B. TSP Code Amendments (Mangle/APG)

## **Commentary on Proposed TSP Code Amendments**

The purpose of this document is to explain the changes proposed in the accompanying draft of amendments to the Development Code.

### **Administration (Chapter 4, Sections 4.000-4.035)**

#### **Section 4.001 Definitions.**

Amendments are proposed to the following definitions:

- new definitions for terms introduced to the Code with this package of amendments: "major transit stop", "major transit street", "multiuse pathway", "bikeway - cycle track", and "through zone"
- Definition modifications are proposed for: "access control strip," as requested by the County surveyor,
- Deletion of "Bikeway - bike/pedestrian path," to be replaced with the "bikeway - multiuse pathway"

#### **Section 4.012. Public Hearing Notices.**

Proposed modifications to public notice requirements reflect current City practice. Proposed text ensures that other public agencies are provided notice of Class II Administrative Reviews and Quasi-Judicial Hearings, specifically agencies with jurisdiction over roadways. Necessary to comply with **OAR 660-12-0045(1)(c)**.

### **Zoning (Chapter 4, Sections 4.100-4.141)**

#### **Section 4.114      Transportation Facilities in Zoning Districts. *(New Section)***

The State Transportation Planning Rule (OAR 660, Division 12) requires that local codes explicitly permit transportation facilities. Proposed text largely codifies existing City practice but ostensibly clarifies and simplifies the land use approval process by identifying what types of transportation improvements are allowed outright, without additional land use approval. A "blanket" allowance in Section 4.114 is proposed so that permitted use lists in every base zone do not have to be modified. **Section 4.125(.09) Street and Access Improvement Standards**

These proposed changes to the Village Zone street and access standards reflect standards and functional classifications proposed in the updated TSP.

### **General Development Regulations (Chapter 4, Sections 4.154 - 4.199)**

#### **Section 4.154. (.01) On-site Pedestrian Access and Circulation.** *Related to (draft) Transportation Policies 1, 4, 9, 10, 16, 30, 35, 37, 38, 39, and 42*

This section would require proposed new development to provide for pedestrian pathways through the development site, connecting to adjacent sidewalks and future phases of the development, as applicable. This increases the connectivity and viability of transportation options in the city. The proposed language is based on that from Oregon's *Model Development Code for Small Cities*. The amendments would comply with Metro Regional Transportation Functional Plan (RTFP) Title 1, Pedestrian System Design Sec 3.08.130C (on-site pedestrian systems).

#### **Section 4.155. Parking, Loading and Bicycle Parking.** *Related to (draft) Transportation Policies 14, 37, and 42; also see Transportation Demand Management (TDM) in draft TSP Chapter 6*

A proposed provision under (.03) Minimum and Maximum Off-Street Parking Requirements, the proposed policy would require that proposals that include parking lots larger than three acres provide street-like features along driveways, including curbs, sidewalks, street trees or planting strips, and bicycle routes in order to make large parking lots safer and more attractive to walk and/or bike around. A minor, more procedural amendment under this same subsection would exempt structured parking and on-street parking from the parking maximums in Table 5, Parking Standards. The amendments would comply with Metro RTFP Title 4, Parking Management Sec 3.08.410, and OAR 660-12-0045(4).

**Section (.04) Bicycle Parking** is a new section that borrows its purpose statement and bicycle parking standards from existing Village Zone requirements in the City code (Section 4.125.07.D). Based on City of Milwaukie code, 50% of the total required bicycle parking spaces would be for "long-term" use under specified conditions, rather than having to provide individual requirements for the number of long-term spaces by use. Long-term

bicycle parking is targeted for users such as employees and students, and designed to be secure, weather-protected, and located within a reasonable distance of the proposed use. The new bicycle parking standards in this section are industry standard, but absent in current City policy. In the past staff has been able to require that minimum number of bicycle parking spaces be provided, but unable to enforce if the racks are placed too close to a building or blocked by shopping cart storage.

#### **(.05) Minimum Off-Street Loading Requirements**

The current policy is revised (existing Section (.04), renumbered to (.05)) to include a new provision allowing the Planning Director or Development Review Board to approve on-street loading and unloading operations under certain circumstances. This adds some flexibility to the requirements and could allow approval of a proposal where the future use has limited needs for loading/unloading and where such activity in the public right-of-way would not interfere with the operations of the roadway. This allowance will likely be most relevant and useful in Town Center and mixed-use areas.

#### **(.06) Carpool and Vanpool Parking Requirements**

This new Section would require that there be parking spaces identified as reserved for employee, student, and commuter use for new office and industrial developments (those with 75 or more parking spaces), and new institutional or public assembly uses, and transit park-and-ride facilities (those with 50 or more parking spaces). A percentage of those parking spaces (no less than 2) should be reserved for exclusive carpool and vanpool parking. These proposed requirements include locating the carpool/vanpool spaces closest to the main employee, student or commuter entrance of the proposed building(s). This "preferential parking" is designed to more strongly support and promote carpooling and vanpooling. The language of this section is from model code for complying with state Transportation Planning Rule section 0045(4).

#### **(.07) Parking Area Redevelopment**

This new Section encourages addition of transit-related amenities and electric vehicle charging stations by allowing an outright reduction in the minimum required parking spaces (up to 10% reduction). This provision would allow modification of an existing lot. Transit-related site improvements should improve access to the site for transit users and increase transit usage, thereby reducing the need for parking spaces.

**Section 4.177. Street Improvement Standards**

Changes to this section make it clearer when the street improvement standards apply and include a reference in Section (.02) to street standards in the TSP. New sections (.03), (.04), and (.05) consist of existing requirements for sidewalks and pathways moved from Section 4.178. New Section (.06) Transit Improvements is a new set of requirements that implement the City's adopted Transit Master Plan implementation measures, as well as the RTFP and TPR.

New Sections (.09), (.10), and (.11) address approach and driveway development standards and street intersection spacing standards. They implement RTFP and State Transportation Planning Rule requirements related to access management. Section (.09) language is based on Oregon's *Model Development Code for Small Cities*. Access management seeks to balance accessibility, safety, and mobility; providing access to sites while limiting potential conflicts and traffic flow interruptions presented by vehicles that are slowing, stopping, and turning. New language also allows the City to approve exceptions or deviations from the driveway and spacing standards through Class II or waiver procedures in special situations.

The amendments would comply with Metro RTFP Title 1, Street System Design Sec 3.08.110B and Sec 3.08.110G, Transit System Design Sec 3.08.120B(2), and OAR 660-012-0045.

**Section 4.178. Sidewalk and Pathway Standards.**

The proposed deletion of text under this section is administrative. This section has been incorporated into Section 4.177 .

**Section 4.197. Zone Changes and Amendments To This Code - Procedures Related to (draft) Transportation Policy 17**

Proposed additions to this section codify existing City practice, ensuring that findings of fact address applicable Statewide Land Use Planning Goals and related administrative rules, in particular the Transportation Planning Rule. This amendment is needed to comply with OAR 660-12-0060.

**Site Design Review (Chapter 4, Sections 4.400 - 4.450)**

**Section 4.236. General Requirements - Streets. *Related to (draft) Transportation Policy 10***

Modifications under subsection (.07) Future Expansion of Street require posted notice on the stub street where a street is planned for future extension. Proposed language is similar to (new) Section 4.167(.04)(B) addressing street connectivity. Posting a stub street is a formal way of informing the community, in particular existing and future residents in the vicinity, that a connected street system is planned for this area. The amendment would comply with Metro RTFP Title 1, Street System Design Sec 3.08.110B.

This document provides draft implementing ordinances in support of adopting the draft Wilsonville Transportation System Plan. The following includes proposed amendments to the City of Wilsonville Development Code to update City requirements for consistency with the Regional Transportation Functional Plan (RTFP) and State Transportation Planning Rule (TPR). Findings of compliance with these requirements are presented in table-format and are included as Appendix \_\_\_\_ in the draft TSP.

The proposed amendments are outlined in Table 1, with references to corresponding RTFP and TPR requirements. Following the table, draft code language is presented in adoption-ready format; the draft amendments are numbered consistent with the structure of the Development Code and proposed new language is underlined and recommended deletions are ~~struck through~~. In some cases adopting proposed new text will require re-numbering or re-lettering of subsequent Development Code subsections.

*Note: In addition to the proposed amended sections specified in this memorandum, the entire Development Code should be reviewed to ensure correct identification of all references pertaining to new or revised text related to the implementation of the updated Transportation System Plan.*

**Table 1: Summary of Proposed Development Code Amendments and Corresponding Regional Transportation Functional Plan (RTFP) and Transportation Planning Rule (TPR) References**

	Proposed Development Code Amendments	RTFP and/or TPR Requirements
	<b>CHAPTER 4 SECTIONS 4.000 – 4.035 ADMINISTRATION</b>	
1.	<b>Section 4.001 Definitions.</b> Definitions of access control strip modified. Definitions under bikeway modified to remove bike/pedestrian path and add cycle track. New definitions for major transit stop, major transit street, multiuse pathway, and through zone added.	<b>Title 1, Street System Design Sec 3.08.110B Title 4, Parking Management Sec 3.08.410</b>
2.	<b>Section 4.012. Public Hearing Notices.</b> New text in subsection (.02) Mailed Notice for Quasi-Judicial Hearings includes noticing governmental agencies potentially impacted by a local decision.	<b>OAR 660-12-0045(1)(c)</b>
	<b>CHAPTER 4 SECTIONS 4.100 – 4.141 ZONING</b>	
3.	<b>(New) Section 4.114 Transportation Facilities in Zoning Districts.</b> New text identifies the types of transportation facilities allowed outright in all zones.	<b>OAR 660-12-0045(1)(b)</b>
4.	<b>Section 4.125(.09) Street and Access Improvement Standards</b> Update Village Zone standards to coordinate with new street classifications and spacing standards in TSP.	<b>TSP consistency</b>

	<b>Proposed Development Code Amendments</b>	<b>RTFP and/or TPR Requirements</b>
	<b>CHAPTER 4 SECTIONS 4.154 – 4.199 GENERAL DEVELOPMENT REGULATIONS</b>	
5.	<b>Section 4.154. On-site Pedestrian Access and Circulation.</b> New section (.01) On-site Pedestrian Access and Circulation; text modified from State’s <i>Model Development Code for Small Cities</i> .	<b>Title 1, Pedestrian System Design Sec 3.08.130C (on-site pedestrian systems)</b>
6.	<b>Section 4.155. General Regulations - Parking, Loading and Bicycle Parking.</b> Modified Section (.03), Parking Requirements, to include parking location and street features for lots over 3 acres and to exempt structured parking and on-street parking from parking maximums. Proposed renumbering of existing text. New Section (.04), Bicycle Parking, to address quantity, location, and design of short term and long term bicycle parking. New Section (0.5)B Exceptions and Adjustments to allow approval of loading areas adjacent to or within a street right-of-way if specific conditions exist. New Section (.06) Carpool and Vanpool Parking Requirements to include provisions for preferential location of carpool and vanpool parking New Section (.07) Parking Area Redevelopment to allow for the redevelopment of existing parking areas in order to accommodate or provide transit-related amenities or electric vehicle charging stations.	<b>Title 4, Parking Management Sec 3.08.410 OAR 660-12-0045(4)</b>
7.	<b>Section 4.177. Street Improvement Standards.</b> New introduction language; New Section (.01) clarifies applicability and compliance requirements. New Section (.02) Street Design Standards includes existing language and a new reference to the street standards in the TSP. Existing requirements for sidewalks have been moved. Added text to existing Subsection D includes a (new) requirement to post notification of a street extension. New Sections (.03), (.04), and (.05) feature text modified from existing Section 4.178 Sidewalk and Pathway Standards. New Section (.06) Transit Improvements includes requirements consistent with Transit Master Plan implementation measures. Section (.08) Access Drives and Travel Lanes is relocated from Section 4.177.01.E. New Sections (.09), (.10), and (.11) address access and driveway development standards and intersection spacing standards, as well as exception and adjustment procedures.	<b>Title 1, Street System Design Sec 3.08.110B Title 1, Street System Design Sec 3.08.110G Title 1, Transit System Design Sec 3.08.120B(2) OAR 660-012-0045</b>
8.	<b>Section 4.178. Sidewalk and Pathway Standards.</b> Recommended deletion of Section; text proposed as part of	

	<b>Proposed Development Code Amendments</b>	<b>RTFP and/or TPR Requirements</b>
	(new) Section 4.177.03, .04, and .05.	
<b>9.</b>	<b>Section 4.197. Zone Changes and Amendments To This Code – Procedures.</b> Added text requires findings of compliance with applicable Statewide Land Use Planning Goals and related administrative rules.	<b>OAR 660-12-0060</b>
	<b>CHAPTER 4 SECTIONS 4.200 – 4.290 LAND DIVISIONS</b>	
<b>10.</b>	<b>Section 4.236. General Requirements - Streets.</b> Added text in (.07) reflects a (new) requirement to post notification of a street extension.	<b>Title 1, Street System Design Sec 3.08.110B</b>

**Section 4.001 Definitions.**

4. ~~Access Control Strip Restriction~~: A reserve area established adjacent to and paralleling a half street improvement or across the end of a street that is to be extended in the future to insure ~~ensure~~ proper participation by adjoining properties in completion of the required street improvements. See Street, Half.

*[New number/renumbering needed.]* ~~32.~~ **Bikeway**: Bikeway is a general term used to describe any type of travel way that is designated for use by bicycles. Bikeways may include bike lanes, bike paths, shared roadways, shoulder bikeways and other bikeways.

**Comment [S1]:** Bikeway is defined in existing City code definitions (#32). A definition for cycle track has been added; it is based on ODOT's 2011 Bicycle and Pedestrian Design Guide.

A. **Bike Lane**: A bike lane facility is a type of bikeway where a section of the roadway is designated for exclusive bicycle use.

B. ~~Bike /Pedestrian Path~~: ~~A bike/pedestrian path facility is a type of bikeway that is entirely separate from the roadway and is designed and constructed to allow for safe use by both pedestrians and bicyclists.~~

~~BC.~~ **Recreational Trail**: A recreation trail is a type of pedestrian, bicycle, or equestrian facility that is entirely separate from roadways and has unimproved, gravel, or bark dust surface.

~~CD.~~ **Shared Roadway**: A shared roadway facility is a type of bikeway where motorists and cyclists occupy the same roadway area.

~~DE.~~ **Shoulder Bikeway**: A shoulder bikeway facility is a type of bikeway where cyclists occupy the paved roadway shoulder. Shoulder bikeways are common in rural areas.

E. Cycle Track: A cycle track is a bike lane with a physical barrier between the bike and motor vehicle travel lanes, such as a curb or parking lanes. Cycle tracks must "rejoin" the motor vehicle travel lanes at signalized intersections. Cycle tracks may require a two stage left turn for bicyclists.

*[New number/renumbering needed.]* Major transit stop: Transit stops that are located where two or more existing or planned routes intersect or where there are existing or planned transfer locations between transit systems, Park & Ride lots, and shopping centers and other major destinations.

*[New number/renumbering needed.]* Major transit street: A primary corridor for transit, receiving half-hour or better service during peak traffic hours. Typically, these streets are also arterials or major collectors.

*[New number/renumbering needed.]* Multiuse pathway or path: A path that is separate from the roadway either in the roadway right-of-way or in an independent right-of-way. It is designed and constructed to allow for safe walking, biking, and other human-powered travel modes.

*[New number/renumbering needed.]* Through zone: The width of unobstructed space on a sidewalk or pedestrian pathway.

**Comment [S2]:** Keep this pathway as is (reserved for ped use only) and add a definition for multi-use path (above).

**Section 4.012. Public Hearing Notices.**

- (.01) Published Notice. [...]
- (.02) Mailed Notice for Quasi-Judicial Hearings.
- A. For development projects involving Class II Administrative Reviews, or quasijudicial public hearings, the Planning Director shall ensure the following:  
have
1. Public hearing notices shall be mailed to the owners of real property located within 250 feet of the site of the proposed development. The Planning Director shall use the property ownership lists of the County Assessor in determining the recipients of the notices.
  2. Notice shall be sent to any governmental agency that is entitled to notice under an intergovernmental agreement entered into with the City and any other affected agencies. At a minimum, the Planning Director shall notify the road authority if different than the City of Wilsonville. The failure of another agency to respond with written comments on a pending application shall not invalidate an action or permit approval made by the City under this Code.
- B. Notices shall be mailed not less than twenty (20) days nor more than forty (40) days prior to the initial public hearing date. Except, however, in cases where the development proposal will require public hearings before both the City Council and Development Review Board, in which case the notices shall be mailed at least ten (10) days before the initial public hearing.
- C. In any case where State law requires different timing or form of notice than that specified in this Code, the standard requiring a broader coverage or duration of notice shall be followed.
- D. The City will make a good faith effort to contact property owners whose names do not appear on County ownership records and to contact others who have asked to be contacted for different types of applications.
- (.03) Mailed Notice for Legislative Hearings. Where applicable, the Planning Director shall have notices of legislative hearings mailed to individual property owners as specified in State law.

**4.114 Transportation Facilities in Zoning Districts.**

For the purposes of providing needed public services, transportation facilities shall be permitted outright in City zoning districts. Transportation facilities shall include construction, operation, and maintenance of travel lanes, bike lanes and facilities, curbs, gutters, drainage facilities, sidewalks, transit stops, landscaping, and related improvements located within public rights-of-ways controlled by a public agency, consistent with the City TSP.

**Section 4.125(.09) Street and Access Improvement Standards**

- (.09) Street and Access Improvement Standards
- A. Except as noted below, the provisions of Section 4.177 shall apply within the Village zone:

- 2. Intersections of streets:
  - c. Offsets: Opposing intersections shall be designed so that no offset dangerous to the traveling public is created. Intersections shall be separated by at least:
    - i. ~~4000 ft.~~ 1 mile for major arterials
    - ii. ~~600 ft.~~ 1 mile for minor arterials
    - iii. ~~1,3200~~ ft. for ~~major~~ collectors
    - iv. ~~50~~ 300 ft. for ~~minor collector~~ local streets

**Section 4.154. Bicycle, Pedestrian and Transit Facilities. On-site Pedestrian Access and Circulation.**

*NOTE: Completion of Section 4.154 has been postponed pending the completion of the Transportation Systems Plan.*

(.01) On-site Pedestrian Access and Circulation

- A. The purpose of this section is to implement the pedestrian access and connectivity policies of the Transportation System Plan. It is intended to provide for safe, reasonably direct, and convenient pedestrian access and circulation.
- B. Standards. Development shall conform to all of the following standards:
  - 1. Continuous Pathway System. A pedestrian pathway system shall extend throughout the development site and connect to adjacent sidewalks, and to all future phases of the development, as applicable.
  - 2. Safe, Direct, and Convenient. Pathways within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent parking areas, recreational areas/playgrounds, and public rights-of-way based on all of the following criteria:
    - a. The pathway is reasonably direct. A pathway is reasonably direct when it follows a route that does not deviate unnecessarily from a straight line or it does not involve a significant amount of out-of-direction travel;
    - b. Pedestrian pathways are designed primarily for pedestrian safety and convenience, meaning it is free from hazards and provides a reasonably smooth and consistent surface and direct route of travel between destinations.
    - c. The pathway connects to all primary building entrances and is consistent with the Americans With Disabilities Act requirements.
    - d. All parking lots in excess of two hundred (200) parking spaces shall provide an internal bicycle and pedestrian pathway pursuant to Section 4.155.03.B.3.
  - 3. Vehicle/Pathway Separation. Except as required for crosswalks, per subsection 4, below, where a pathway abuts a driveway or street it shall be vertically or horizontally separated from the vehicular lane. For example, a pathway may be vertically raised six inches above the abutting travel lane, or horizontally separated by a row of bollards.

Comment [MK3]: Allow this to be eligible for waiver

- 4. Crosswalks. Where a pathway crosses a parking area or driveway, it shall be clearly marked with contrasting paint or paving materials (e.g., pavers, light-color concrete inlay between asphalt, or similar contrast).
- 5. Pathway Width and Surface. Primary pathways shall be constructed of concrete, asphalt, brick/masonry pavers, or other durable surface, and not less than five (5) feet wide. Pedestrian trails may have a gravel, wood chip, or sawdust surface if not intended for all weather use.
- 6. All pathways shall be clearly marked with standard signs.

**Section 4.155. General Regulations - Parking, Loading and Bicycle Parking.**

(.01) Purpose:

[...]

(.02) General Provisions:

- A. The provision and maintenance of off-street parking spaces is a continuing obligation of the property owner. The standards set forth herein shall be considered by the Development Review Board as minimum criteria.
  - 1. The Board shall have the authority to grant variances or planned development waivers to these standards in keeping with the purposes and objectives set forth in the Comprehensive Plan and this Code.
  - 2. Waivers to the parking, loading, or bicycle parking standards shall only be issued upon a findings that the resulting development will have no significant adverse impact on the surrounding neighborhood, and the community, and that the development considered as a whole meets the purposes of this section.

(.03) Minimum and Maximum Off-Street Parking Requirements:

- A. Parking and loading or delivery areas shall be designed with access and maneuvering area adequate to serve the functional needs of the site and shall:
  - 1. Separate loading and delivery areas and circulation from customer and/or employee parking and pedestrian areas. Circulation patterns shall be clearly marked.
  - 2. To the greatest extent possible, separate vehicle and pedestrian traffic.
  - 3. Parking lots more than three acres in size shall provide street-like features along private drives, including curbs, sidewalks, street trees or planting strips, and bicycle routes.
- B. Parking and loading or delivery areas shall be landscaped to minimize the visual dominance of the parking or loading area, as follows:

[...]

- ~~C. 4.~~ Off Street Parking shall be designed for safe and convenient access that meets ADA and ~~ODOT~~ standards. All parking areas which contain ten (10) or more parking spaces, shall for every fifty (50) standard spaces, provide one ADA-accessible parking space that is constructed to building code standards, Wilsonville Code 9.000.
- ~~D. 5.~~ Where possible, parking areas shall be designed to connect with parking areas on adjacent sites so as to eliminate the necessity of utilizing the public street for multiple accesses or cross movements. In addition, on-site parking shall be designed for efficient on-site circulation and parking.
- ~~E. 6.~~ In all multi-family dwelling developments, there shall be sufficient areas established to provide for parking and storage of motorcycles, mopeds and bicycles. Such areas shall be clearly defined and reserved for the exclusive use of these vehicles.

F. 7. On-street parking spaces, directly adjoining and on the same side of the street as the subject property, may be counted towards meeting the minimum off street parking standards.

G. 8. ~~Tables 5, below,~~ shall be used to determine the minimum and maximum parking standards for various land uses. The minimum number of required parking spaces shown on Tables 5 shall be determined by rounding to the nearest whole parking space. For example, a use containing 500 square feet, in an area where the standard is one space for each 400 square feet of floor area, is required to provide one off-street parking space. If the same use contained more than 600 square feet, a second parking space would be required. [Amended by Ordinance No. 538, 2/21/02.] Structured parking and on-street parking are exempted from the parking maximums in Table 5.

(.04) Bicycle Parking:

A. Purpose: Bicycle parking is required for most use categories to provide safe and convenient places to park bicycles for short and long stays.

1. Short-term bicycle parking is intended to encourage shoppers, customers, and other visitors to use bicycles by providing a convenient and readily accessible place to park bicycles.

2. Long-term bicycle parking is intended to provide employees, students, residents, commuters, and others who generally stay at a site for several hours a weather-protected place to park bicycles.

B. General Provisions

1. Required Bicycle Parking:

a. The required minimum number of bicycle parking spaces for each use category is shown in Table 5, Parking Standards, below.

b. A minimum of 50 percent of the bicycle parking spaces shall be provided as long-term bicycle parking in any of the following situations:

i. When 10% or more of vehicle parking is covered.

ii. If more than four (4) bicycle parking spaces are required.

iii. Multifamily residential development with nine or more units.

c. Bicycle parking spaces are not required for accessory buildings. If a primary use is listed in Table 5, bicycle parking is not required for the accessory use.

d. When there are two or more primary uses on a site, the required bicycle parking for the site is the sum of the required bicycle parking for the individual primary uses.

C. Bicycle Parking Standards:

1. Short-term bicycle parking. Required short-term bicycle parking shall meet the following standards:

a. Provide lockers or racks that meet the standards of this section.

b. Locate within 30 feet of the main entrance to the building or inside a building, in a location that is easily accessible for bicycles.

c. If 10 or more spaces are required, then at least 50 percent of these shall be covered.

d. Each space must be at least 2 feet by 6 feet in area and be accessible without moving another bicycle and must provide enough space between the rack and a building to use the rack properly.

- e. There must be an aisle at least 5 feet wide behind all required bicycle parking to allow room for bicycle maneuvering. Where the bicycle parking is adjacent to a sidewalk, the maneuvering area may extend into the right-of-way
- 2. Long-term bicycle parking. Required long-term bicycle parking shall meet the following standards:
  - a. Provide racks, storage rooms, or lockers in areas that are secure or monitored (e.g., visible to employees or monitored by security guards).
  - a. Locate the space within 100 feet of the entrance that will be used by the intended users.
  - b. At least 50 percent of the spaces shall be covered.
- 3. Bicycle Lockers, Racks and Cover (Weather Protection):
  - a. Where required bicycle parking is provided in lockers, the lockers shall be securely anchored.
  - b. Covered bicycle parking, as required by this section, shall be provided inside buildings, under roof overhangs or awnings, in bicycle lockers, or within or under other structures. Where required covered bicycle parking is not within a building or locker, the cover must be permanent and designed to protect the bicycle from rainfall and provide seven (7) foot minimum overhead clearance.

Note: In considering proposed waivers to the following standards, the City will consider the potential uses of the site and not just the uses that are currently proposed. For waivers to exceed the maximum standards, applicants shall bear the burden of proving that Metro, State, and federal clean air standards will not be violated.

**TABLE 5: PARKING STANDARDS**

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
<b>a. Residential</b>			
1. Single and attached units and any apartments (9 or fewer units)	1 per D.U., except accessory dwelling units, which have no minimum.	No Limit	0 <u>Apartments – Min. of 2</u>
2. Apartments of ten (10) or more units	1 per D.U. (less than 500 sq. ft.) 1.25 per D.U. (1 bdrm) 1.5 per D.U. (2 bdrm) 1.75 per D.U. (3 bdrm)	No Limit	1 per D.U.
3. Manufactured or mobile home park	2 spaces/unit	No Limit	1 per D.U.
4. Manufactured or mobile home subdivision	1 per D.U.	No Limit	1 per D.U.
<b>b. Commercial Residential</b>			
1. Hotel	1 per 1000 sq. ft.	No Limit	1 per 5 units Min. of 2
2. Motel	1 per 1000 sq. ft.	No Limit	1 per 5 units Min. of 2

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
3. Clubs, Lodges	Spaces to meet the combined requirements of the uses being conducted such as hotel, restaurant, auditorium, etc.	No Limit	1 per 20 parking spaces Min. of 2
<b>c. Institutions</b>			
1. Welfare or correctional institution	1 space/3 beds for patients or inmates	No Limit	1 per 50 beds Min. of 2
2. Convalescent hospital, nursing home, sanitarium, rest home, home for the aged	1 space/2 beds for patients or residents	No Limit	1 per 6000 sq. ft. Min. of 2
3. Hospital	2 spaces/bed	No Limit	1 per 20 parking spaces Min. of 2
<b>d. Places of Public Assembly</b>			
1. Church	1 space/4 seats, or 8 ft of bench length in the main auditorium	.8 per seat	<del>1 per 50 seats</del> <u>1 per 10,000 sq ft</u> Min. of 2
2. Library, reading room, museum, art gallery	2.5 per 1000 sq. ft.	No Limit	1 per 1000 sq. ft. Min. of 6
3. Preschool nursery, kindergarten	.2 per student and staff	.3 per student and staff	1 per 3500 sq. ft. Min. of 2
4. Elementary or Middle School	.2 per student and staff	.3 per student and staff	8 per class (above 2 <sup>nd</sup> grade)

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
			K – 2 <sup>nd</sup> grade: 1 per 3500 sq. ft.
5. High School	.2 per student and staff	.3 per student and staff	4 per class
6 College, commercial school for adults	.2 per student and staff	.3 per student and staff	1 per class Min. of 4
7 Other auditorium, meeting rooms	.3 per seat	.5 per seat	1 per 50 seats Min. of 4
8. Stadium, arena, theater	.3 per seat	.5 per seat	1 per 40 seats Min. of 4
9. Bowling alley	4 spaces/lane	No Limit	1 per 10 lanes, Min. of 2
10. Dance hall, skating rink, gym, swim or fitness center	4.3 per 1000 sq. ft.	6.5 per 1000- sq. ft.	1 per 4000 sq. ft. Min. of 2
11. Tennis or racquetball facility	1 per 1000 sq. ft.	1.5 per 1000 sq. ft.	1 per court Min. of 2
<b>e. Commercial</b>			
1. Retail store except supermarkets and stores selling bulky merchandise and grocery stores 1500 sq. ft. gross floor area or less	4.1 per 1000 sq. ft.	6.2 per 1000 sq. ft.	1 per 4000 sq. ft. Min. of 2
2. Commercial retail, 1501 sq. ft. or more	4.1 per 1000 sq. ft.	6.2 per 1000 sq. ft.	1 per 4000sq. ft. Min. of 2

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
3. Service or repair shops	4.1 per 1000 sq. ft.	6.2 per 1000 sq. ft.	1 per 4000sq. ft.
4. Retail stores and outlets selling furniture, automobiles or other bulky merchandise where the operator can show the bulky merchandise occupies the major areas of the building	1.67 per 1000 sq. ft.	6.2 per 1000 sq. ft.	1 per 8000sq. ft. Min. of 2
5. Office or flex space (except medical and dental)	2.7 per 1000 sq. ft.	4.1 per 1000 sq. ft.	1 per 5000sq. ft. Min. of 2
Bank with drive-thru	4.3 per 1000 sq. ft.	6.5 per 1000 sq. ft.	
6. Medical and dental office or clinic area	3.9 per 1000 sq. ft.	5.9 per 1000 sq. ft.	1 per 5000 sq. ft. Min. of 2
7. Eating or drinking establishments	15.3 per 1000 sq. ft.	23 per 1000 sq. ft.	1 per 4000 sq. ft. Min. of 4
Fast food (with drive-thru)	9.9 per 1000 sq. ft.	14.9 per 1000 sq. ft.	
Other			
8. Mortuaries	1 space/4 seats, or 8ft. of bench length in chapels	No Limit	Min. of 2

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
<b>f. Industrial</b>			
1. Manufacturing establishment	1.6 per 1000 sq. ft.	No Limit	1 per 10,000 sq. ft. Min. of 6
2. Storage warehouse, wholesale establishment, rail or trucking freight terminal	.3 per 1000 sq. ft.	.5 per 1000 sq. ft.	1 per 20,000 sq. ft. Min. of 2
<b>g. Park &amp; Ride or Transit Parking</b>	As needed	No Limit	10 per acre, with 50% in lockable enclosures

**Comment [MK4]:** For further discussion: Need standards for parks & sports

(.045) Minimum Off-Street Loading Requirements:

A. Every building that is erected or structurally altered to increase the floor area, and which will require the receipt or distribution of materials or merchandise by truck or similar vehicle, shall provide off-street loading berths on the basis of minimum requirements as follows:

1. Commercial, industrial, and public utility uses which have a gross floor area of 5,000 square feet or more, shall provide truck loading or unloading berths in accordance with the following tables:

Square feet of Floor Area	Number of Berths Required
Less than 5,000	0
5,000 - 30,000	1
30,000 - 100,000	2
100,000 and over	3

2. Restaurants, office buildings, hotels, motels, hospitals and institutions, schools and colleges, public buildings, recreation or entertainment facilities, and any similar use which has a gross floor area of 30,000 square feet or more, shall provide off-street truck loading or unloading berths in accordance with the following table:

Square feet of Floor Area	Number of Berths Required
Less than 30,000	0
30,000 - 100,000	1
100,000 and over	2

3. A loading berth shall contain space twelve (12) feet wide, thirty-five (35) feet long, and have a height clearance of fourteen (14) feet. Where the vehicles generally used for loading and unloading exceed these dimensions, the required length of these berths shall be increased to accommodate the larger vehicles.

4. If loading space has been provided in connection with an existing use or is added to an existing use, the loading space shall not be eliminated if

elimination would result in less space than is required to adequately handle the needs of the particular use.

- 5. Off-street parking areas used to fulfill the requirements of this Ordinance shall not be used for loading and unloading operations except during periods of the day when not required to meet parking needs.

**B. Exceptions and Adjustments.**

- 1. The Planning Director or Development Review Board, may approve a loading area adjacent to or within a street right-of-way where it finds that loading and unloading operations:
  - a. Are short in duration (i.e., less than one hour);
  - b. Are infrequent (less than three operations daily);
  - c. Do not obstruct traffic during peak traffic hours;
  - d. Do not interfere with emergency response services or bicycle and pedestrian facilities; and
  - e. Are acceptable to the applicable roadway authority.

**(.06) Carpool and Vanpool Parking Requirements:**

- A. Carpool and vanpool parking spaces shall be identified for the following uses: new commercial and industrial developments with seventy-five (75) or more parking spaces, new institutional or public assembly uses, and transit park-and-ride facilities with fifty (50) or more parking spaces.
- B. Of the total spaces available for employee, student, and commuter parking, at least five percent, but not fewer than two, shall be designated for exclusive carpool and vanpool parking.
- B. Carpool and vanpool parking spaces shall be located closer to the main employee, student or commuter entrance than all other parking spaces with the exception of handicapped parking spaces.
- C. Required carpool/vanpool spaces shall be clearly marked "Reserved - Carpool/Vanpool Only."

**(.07) Parking Area Redevelopment**

The number of parking spaces may be reduced by up to 10% of the minimum required parking spaces for that use when a portion of the existing parking area is modified for the following:

- A. To accommodate or provide transit-related amenities such as transit stops, pull-outs, shelters, and park and ride stations.
- B. To accommodate and provide one or more electric vehicle charging stations.

**Comment [MK5]:** Q for APAG: is this required? We will need to explain where this comes from

**Comment [d6]:** Model code language to address TPR -0045 (4) To support transit in urban areas containing a population greater than 25,000, where the area is already served by a public transit system or where a determination has been made that a public transit system is feasible, local governments shall adopt land use and subdivision regulations as provided in (a)-(g) below:  
d) Designated employee parking areas in new developments shall provide preferential parking for carpools and vanpools;

**Comment [MK7]:** APG: Is this an outright allowance?

**Comment [d8]:** Note that this provision was originally drafted to provide for transit: -0045(4)(e) Existing development shall be allowed to redevelop a portion of existing parking areas for transit-oriented uses, including bus stops and pullouts, bus shelters, park and ride stations, transit-oriented developments, and similar facilities, where appropriate;

**Comment [MK9]:** APG: Add similar provision allowing electronic charging stations to be added

**Comment [S10]:** Since the heart of changes to this section occur in the amendments originally proposed below in subsections (.05), (.06), and (.07) but are now proposed for addition to Section 4.177, we suggest not proposing any amendments to Section 4.167.

**Section 4.177. Street Improvement Standards.**

*Note: This section is expected to be revised after the completion of the Transportation Systems Plan.*

This section contains the City's requirements and standards for pedestrian, bicycle, and transit facility improvements to public streets, or within public easements. The purpose of this section is to ensure that development, including redevelopment, provides transportation facilities that are safe, convenient, and adequate in rough proportion to their impacts.

(.01) ~~Except as specifically approved by the Development Review Board, all street and access improvements shall conform to the Transportation Systems Plan and the Public Works Standards, together with the following standards: [Amended by Ord. 682, 9/9/10]~~ Development and related public facility improvements shall comply with the standards in this section, the Wilsonville Public Works Standards, and the Transportation System Plan. Development shall provide transportation improvements and mitigation at the time of development in rough proportion to the potential impacts of the development except as waived by the City Engineer or Development Review Board.

(.02) Street Design Standards

- A. All street improvements and intersections shall ~~conform to the Public Works Standards and shall~~ provide for the continuation of streets through specific developments to adjoining properties or subdivisions.
1. Development shall be required to provide existing or future connections to adjacent sites through the use of access easements where applicable. Such easements shall be required in addition to required public street dedications as required in Section 4.236(.04).
- B. The Engineering Director shall make the final determination regarding right-of-way and street element widths using the ranges provided in Table x of the Transportation System Plan and the additional street design standards in the Public Works Standards. All streets shall be developed with curbs, utility strips and sidewalks on both sides; or a sidewalk on one side and a bike path on the other side.
1. ~~Within a Planned Development the Development Review Board may approve a sidewalk on only one side. If the sidewalk is permitted on just one side of the street, the owners will be required to sign an agreement to an assessment in the future to construct the other sidewalk if the City Council decides it is necessary.~~
- C. Rights-of-way.
1. Prior to issuance of a Certificate of Occupancy Building permits or as a part of the recordation of a final plat, the City shall require dedication of rights-of-way in accordance with the ~~Street System Master~~ Transportation Systems Plan. All dedications shall be recorded with the County Assessor's Office.
2. The City shall also require a waiver of remonstrance against formation of a local improvement district, and all non-remonstrances shall be recorded in the County Recorder's Office as well as the City's Lien Docket, prior to issuance of a Certificate of Occupancy Building Permit or as a part of the recordation of a final plat.
3. In order to allow for potential future widening, a special setback requirement shall be maintained adjacent to all arterial streets. The minimum setback shall be 55 feet from the centerline or 25 feet from the right-of-way designated on the Master Plan, whichever is greater.
- D. Dead-end Streets. New dead-end streets or cul-de-sacs shall not exceed 200 feet in length, unless the adjoining land contains barriers such as existing buildings, railroads or freeways, or environmental constraints such as steep slopes, or major streams or rivers, that prevent future street extension and connection. A central landscaped island with rainwater management and infiltration are encouraged in cul-de-sac

design. No more than 25 dwelling units shall take access to a new dead-end or cul-de-sac street unless it is determined that the traffic impacts on adjacent streets will not exceed those from a development of 25 or fewer units. All other dimensional standards of dead-end streets shall be governed by the Public Works Standards.

Notification that the street is planned for future extension shall be posted on the dead-end street. [Amended by Ord. # 674 11/16/09]

~~E. Access drives and travel lanes.~~

- ~~1. An access drive to any proposed development shall be designed to provide a clear travel lane free from any obstructions.~~
- ~~2. Access drive travel lanes shall be constructed with a hard surface capable of carrying a 23-ton load.~~
- ~~3. Secondary or emergency access lanes may be improved to a minimum 12 feet with an all-weather surface as approved by the Fire District. All fire lanes shall be dedicated easements.~~
- ~~4. Minimum access requirements shall be adjusted commensurate with the intended function of the site based on vehicle types and traffic generation.~~
- ~~5. Where access drives connect to the public right-of-way, construction within the right-of-way shall be in conformance to the Public Works Standards.~~

F. Corner or clear vision area.

1. A clear vision area which meets the Public Works Standards shall be maintained on each corner of property at the intersection of any two streets, a street and a railroad or a street and a driveway. However, the following items shall be exempt from meeting this requirement:
  - a. Light and utility poles with a diameter less than 12 inches.
  - b. Trees less than 6" d.b.h., approved as a part of the Stage II Site Design, or administrative review.
  - c. Except as allowed by b., above, an existing tree, trimmed to the trunk, 10 feet above the curb.
  - d. Official warning or street sign.
  - e. Natural contours where the natural elevations are such that there can be no cross-visibility at the intersection and necessary excavation would result in an unreasonable hardship on the property owner or deteriorate the quality of the site.

G. Vertical clearance - a minimum clearance of 12 feet above the pavement surface shall be maintained over all streets and access drives.

H. Interim improvement standard. It is anticipated that all existing streets, except those in new subdivisions, will require complete reconstruction to support urban level traffic volumes. However, in most cases, existing and short-term projected traffic volumes do not warrant improvements to full Master Plan standards. Therefore, unless otherwise specified by the Planning Commission, the following interim standards shall apply.

1. Arterials - 24 foot paved, with standard sub-base. Asphalt overlays are generally considered unacceptable, but may be considered as an interim improvement based on the recommendations of the City Engineer, regarding adequate structural quality to support an overlay.

2. Half-streets are generally considered unacceptable. However, where the Development Review Board finds it essential to allow for reasonable development, a half-street may be approved. Whenever a half-street improvement is approved, it shall conform to the requirements in the Public Works Standards:
3. When considered appropriate in conjunction with other anticipated or scheduled street improvements, the City Engineer may approve street improvements with a single asphalt lift. However, adequate provision must be made for interim storm drainage, pavement transitions at seams and the scheduling of the second lift through the Capital Improvements Plan.

[Section 4.177(.01) amended by Ord. 610, 5/1/06]

- (.03) Sidewalks. Sidewalks shall be provided on the public street frontage of all development. Sidewalks shall generally be constructed within the dedicated public right-of-way, but may be located outside of the right-of-way within a public easement with the approval of the Engineering Director.
- A. Sidewalk widths shall include a minimum through zone of at least five feet. The through zone may be reduced pursuant to variance procedures in Section 4.196, a waiver pursuant to Section 4.118, or by authority of the City Engineer.
  - B. Within a Planned Development the Development Review Board may approve a sidewalk on only one side. If the sidewalk is permitted on just one side of the street, the owners will be required to sign an agreement to an assessment in the future to construct the other sidewalk if the City Council decides it is necessary.
- (.04) Bicycle Facilities. Bicycle facilities shall be provided to implement the Transportation System Plan, and may include on-street and off-street bike lanes, shared lanes, bike boulevards, and cycle tracks. The design of on-street bicycle facilities will vary according to the functional classification and the average daily traffic of the facility.
- (.05) Multiuse Pathways. Pathways may be in addition to, or in lieu of, a public street. Paths that are in addition to a public street shall generally run parallel to that street, and shall be designed in accordance with the Public Works Standards or as specified by the Engineering Director. Paths that are in lieu of a public street shall be considered in areas only where no other public street connection options are feasible, and are subject to the following standards.
- A. Paths shall be located to provide a reasonably direct connection between likely pedestrian and bicyclist destinations. Additional standards relating to entry points, maximum length, visibility, and path lighting are provided in the Public Works Standards.
  - B. To ensure ongoing access to and maintenance of pedestrian/bicycle paths, the Engineering Director will require dedication of the path to the public and acceptance of the path by the City as public right-of-way; or creation of a public access easement over the path.
- (.06) Transit Improvements

A. Development on sites that are adjacent to or incorporate major transit streets shall provide improvements as described in this section any bus stop located along the site’s frontage, unless waived by the Community Development Director. Transit facilities include bus stops, shelters, and related facilities. Required transit facility improvements may include the dedication of land or the provision of a public easement.

B. Development shall at a minimum provide:

- 1. Reasonably direct pedestrian connections, as defined by Section 4.154, between building entrances and the transit facility and between buildings on the site and streets adjoining transit stops.
- 3. Improvements at major transit stops. Improvements may include intersection or mid-block traffic management improvements to allow for pedestrian crossings at major transit stops.

C. Developments generating an average of 49 or more pm peak hour trips shall provide bus stop improvements per the Public Works Standards. Required improvements may include provision of benches, shelters, pedestrian lighting; or provision of an easement or dedication of land for transit facilities.

D. In addition to the requirements of 4.154.03.B.3, development generating more than 199 pm peak hour trips on major transit streets shall provide a bus pullout, curb extension, and intersection or mid-block traffic management improvements to allow for pedestrian crossings at major transit stops.

E. In addition to the requirements of 4.154.03.B. and C., development generating more than 500 pm peak-hour trips on major transit streets shall to provide on-site circulation to accommodate transit service.

(.027) Residential Private Access Drives shall meet the following standards:

- A. Residential Private Access Drives shall provide primary vehicular access to no more than four (4) dwelling units, excluding accessory dwelling units.
- B. The design and construction of a Residential Private Access Drive shall ensure a useful lifespan and structural maintenance schedule comparable, as determined by the City Engineer or City’s Authorized Representative, to a local street constructed in conformance to current public works standards.
  - 1. The design of residential private access drives shall be stamped by a professional engineer registered in the state of Oregon and shall be approved by the City Engineer or City’s Authorized Representative to ensure the above requirement is met.
  - 2. Prior to issuing a certificate of occupancy for any residential dwelling unit whose primary vehicular access is from a Residential Private Access Drive the City Engineer or City’s Authorized Representative shall certify construction of the Residential Private Access Drive substantially conforms the design approved by the City Engineer or City’s Authorized Representative.
- C. Residential Private Access Drives shall be named for addressing purposes. All Residential Private Access Drives shall use the suffix “Lane”, i.e. SW Oakview Lane.
- D. Residential Private Access Drives shall meet or exceed the standards for access drives and travel lanes established in Subsection (.01) G. of this Section.

[Section 4.177(.02) added by Ord. 682, 9/1/10]

(.08). Access Drives and Travel Lanes.

**Comment [MK11]:** APG notes: 20 ft max setback limit isn’t included in this list. This conflicts with the 30’ front setback in the Industrial zone. It is required for the city to adopt this standard everywhere? Delete. Could add to Stage II or Site Design Review considerations if this standard is important to add somewhere.

- A. An access drive to any proposed development shall be designed to provide a clear travel lane free from any obstructions.
  - B. Access drive travel lanes shall be constructed with a hard surface capable of carrying a 23-ton load.
  - C. Secondary or emergency access lanes may be improved to a minimum 12 feet with an all-weather surface as approved by the Fire District. All fire lanes shall be dedicated easements.
  - D. Minimum access requirements shall be adjusted commensurate with the intended function of the site based on vehicle types and traffic generation.
  - E. Where access drives connect to the public right-of-way, construction within the right-of-way shall be in conformance to the Public Works Standards.
- (.09) Approach and Driveway Development Standards. Approaches and driveways shall conform to all of the following development standards:
- A. The number of approaches on higher classification streets (e.g., collector and arterial streets) shall be minimized; where practicable, access shall be taken first from a lower classification street;
  - B. The City may limit the number or location of connections to a street, or impose access restrictions where the roadway authority requires mitigation to alleviate safety or traffic operations concerns;
  - C. The City may require a driveway to extend to one or more edges of a parcel and be designed to allow for future extension and inter-parcel circulation as adjacent properties develop. The City may also require the owner(s) of the subject site to record an access easement for future joint use of the approach and driveway as the adjacent property(ies) develop(s);
  - D. Where emergency vehicle access is required, approaches and driveways shall be designed and constructed to accommodate emergency vehicle apparatus and shall conform to applicable fire protection requirements. The City may restrict parking, require signage, or require other public safety improvements pursuant to the recommendations of an emergency service provider;
  - E. Driveways shall accommodate all projected vehicular traffic on-site without vehicles stacking or backing up onto a street;
  - F. Driveways shall be designed so that vehicle areas, including but not limited to drive-up and drive-through facilities and vehicle storage and service areas, do not obstruct any public right-of-way;
  - G. Approaches and driveways shall not be wider than necessary to safely accommodate projected peak hour trips and turning movements, and shall be designed to minimize crossing distances for pedestrians;
  - H. As it deems necessary for pedestrian safety, the City, in consultation with the roadway authority, may require traffic-calming features, such as speed tables, textured driveway surfaces, curb extensions, signage or traffic control devices, or other features, be installed on or in the vicinity of a site;
  - I. Approaches and driveways shall be located and designed to allow for safe maneuvering in and around loading areas, while avoiding conflicts with pedestrians, parking, landscaping, and buildings;

- J. Where a proposed driveway crosses a culvert or drainage ditch, the City may require the developer to install a culvert extending under and beyond the edges of the driveway on both sides of it, pursuant applicable Public Works standards;
  - K. Except as otherwise required by the applicable roadway authority or waived by the City Engineer, temporary driveways providing access to a construction site or staging area shall be paved or graveled to prevent tracking of mud onto adjacent paved streets;
  - L. Unless constrained by topography, natural resources, rail lines, freeways, existing or planned or approved development, or easements or covenants, driveways proposed as part of a residential or mixed-use development shall meet local street spacing standards and shall be constructed to align with existing or planned streets, if the driveway:
    - 1. Intersects with a public street that is controlled, or is to be controlled in the planning period, by a traffic signal;
    - 2. Intersects with an existing or planned arterial or collector street; or
    - 3. Would be an extension of an existing or planned local street, or of another major driveway.
- (.10) Minimum street intersection spacing standards.
- A. New streets shall intersect at existing street intersections so that centerlines are not offset. Where existing streets adjacent to a proposed development do not align properly, conditions shall be imposed on the development to provide for proper alignment.
  - B. Minimum and maximum intersection spacing standards are provided in Table x.
- (.11) Exceptions and Adjustments. The City may approve adjustments to the spacing standards of subsections (.05) and (.06) above through a Class II process, or as a waiver per Section 4.118(0.3)A, where an existing connection to a City street does not meet the standards of the roadway authority, the proposed development moves in the direction of code compliance, and mitigation measures alleviate all traffic operations and safety concerns. Mitigation measures may include consolidated access (removal of one access), joint use driveways (more than one property uses same access), directional limitations (e.g., one-way), turning restrictions (e.g., right in/out only), or other mitigation.

**Section 4.178. Sidewalk and Pathway Standards.**

- ~~(.01) — Sidewalks. All sidewalks shall be concrete and a minimum of five (5) feet in width, except where the walk is adjacent to commercial storefronts. In such cases, they shall be increased to a minimum of ten (10) feet in width. Sidewalk widths shall include a minimum through zone of at least five feet. The clear zone may be reduced pursuant to variance procedures in Section 4.196.~~
- ~~(.02) — Pathways~~
- ~~A. Bicycle facilities shall be provided using a bicycle lane as the preferred facility design. Other facility designs described in the Public Works Standards shall only be used if the bike lane standard cannot be constructed due to physical or financial constraints. The order of preference for bicycle facilities is:~~

~~1. Bike lane.~~

~~2. Shoulder bikeway.~~

~~3. Shared roadway.~~

~~B. Pedestrian and Bicycle Facilities located within the public right of way or public easement shall be constructed in conformance with the Public Works Standards.~~

~~C. To increase safety, all street crossings shall be marked and should be designed with a change of pavement such as brick or exposed aggregate. Arterial crossings may be signalized at the discretion of the City Engineer.~~

~~D. All pathways shall be clearly posted with standard bikeway signs.~~

~~E. Pedestrian and equestrian trails may have a gravel or sawdust surface if not intended for all weather use.~~

~~(.03) Bicycle and pedestrian paths shall be located to provide a reasonably direct connection between likely destinations. A reasonably direct connection is a route which minimizes out of direction travel considering terrain, physical barriers, and safety. The objective of this standard is to achieve the equivalent of a 1/4 mile grid of routes.~~

~~(.04) Pathway Clearance.~~

~~A. Vertical and horizontal clearance for bicycle and pedestrian paths is specified in the Public Works Standards. The clearance above equestrian trails shall be a minimum of ten feet. [Section 4.178 amended by Ord. 610, 5/1/06]~~

#### **Section 4.197. Zone Changes and Amendments To This Code – Procedures.**

- (.01) The following procedure shall be followed in applying for an amendment to the text of this Chapter:
- A. The Planning Commission shall conduct a public hearing on the proposed amendment at its earliest practicable meeting after it is proposed and shall, within forty (40) days after concluding the hearing, provide a report and recommendation to the City Council regarding the proposed amendment. The findings and recommendations of the Commission shall be adopted by resolution and shall be signed by the Chair of the Commission.
  - B. In recommending approval of a proposed text amendment, the Planning Commission shall, at a minimum, adopt findings relative to the following:
    1. That the application was submitted in compliance with the procedures set forth in Section 4.008; and
    2. The amendment substantially complies with all applicable goals, policies and objectives set forth in the Comprehensive Plan; and
    3. The amendment does not materially conflict with, nor endanger, other provisions of the text of the Code; and
    4. The amendment is in compliance with applicable Statewide Land Use Planning Goals and related administrative rules; and
    4. 5. If applicable, the amendment is necessary to insure that the City's Land Use and Development Ordinance complies with mandated requirements of State or Federal laws and/or statutes.
- (.02) In recommending approval or denial of a proposed zone map amendment, the Planning Commission or Development Review Board shall at a minimum, adopt findings addressing the following criteria:

- A. That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125 (.18)(B)(2) or, in the case of a Planned Development, Section 4.140; and [Amended by Ord 557, adopted 9/5/03]
- B. That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text; and
- C. In the event that the subject property, or any portion thereof, is designated as "Residential" on the City's Comprehensive Plan Map; specific findings shall be made addressing substantial compliance with Implementation Measures 4.1.4.b, d, e, q, and x of Wilsonville's Comprehensive Plan text; and [Amended by Ordinance No. 538, 2/21/02.]
- D. That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized; and
- E. That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/or geologic hazard are located on or abut the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone and
- F. That the applicant is committed to a development schedule demonstrating that development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change; and
- G. That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached that insure that the project development substantially conforms to the applicable development standards.
- H. Adequate public facilities, services, and transportation networks are in place, or are planned to be provided concurrently with the development of the property. The applicant shall demonstrate compliance with the Transportation Planning Rule, specifically by addressing whether the proposed amendment has a significant effect on the transportation system pursuant to OAR 660-012-0060. If required, a Traffic Impact Analysis (TIA) shall be prepared pursuant to the requirements in Section 4.133.05.(01).

**Section 4.236. General Requirements - Streets.**

- (.01) Conformity to the Master Plan or Map: Land divisions shall conform to and be in harmony with the Transportation Master Plan (Transportation Systems Plan), the

Bicycle and Pedestrian Master Plan, the Parks and Recreation Master Plan, the Official Plan or Map and especially to the Master Street Plan.

- (.02) Relation to Adjoining Street System.  
[...]
- (.03) All streets shall conform to the standards set forth in Section 4.177 and the block size requirements of the zone.
- (.04) Creation of Easements: [...]
- (.05) Topography: [...]
- (.06) Reserve Strips: [...]
- (.07) Future Expansion of Street: When necessary to give access to, or permit a satisfactory future division of, adjoining land, streets shall be extended to the boundary of the land division and the resulting dead-end street may be approved without a turn-around. Reserve strips and street plugs shall be required to preserve the objective of street extension. Notification that the street is planned for future extension shall be posted on the stub street.

**PLANNING COMMISSION MEETING**

**WEDNESDAY, MARCH 13, 2013**

---

**VII. OTHER BUSINESS**

- A. 2013 Planning Commission Work Program

## 2013 Annual Planning Commission Work Program

DATE	AGENDA ITEMS		
	Informational	Work Sessions	Public Hearings
<b>March 13</b>	Ice Age Tonquin Trail Master Plan 2012 Metro Compliance Report	TSP Chapters 5-7 TSP Code Amendments	
<b>April 9</b>		TSP Update and Code Amendments Goal 10 Housing	
<b>May 8</b>		Density Inconsistency Code Amendments Basalt Creek Concept Planning Goal 10 Housing	TSP Update & Code Amendments
<b>June 12</b>		Goal 10 Housing Old Town Plan Code Amendments Villebois Master Plan Amendments	TSP Update & Code Amendments
<b>July 10</b>		Goal 10 Housing	

### **2013**

- 1 5-year Infrastructure Plan
- 2 Asset Management Plan
- 3 Basalt Creek Concept Planning
- 4 Community Investment Initiative
- 5 Climate Smart Communities (Metro)
- 6 Development Code amendments related to density
- 7 Advance Road/Frog Pond Concept Planning
- 8 Goal 10 Housing Plan
- 9 Old Town Code Amendments
- 10 Parks & Rec MP Update - Rec Center/Memorial Park Planning
- 11 Villebois Master Plan Amendments for former LEC site
- 12 French Prairie Bike/Ped Bridge

**PLANNING COMMISSION MEETING**

**WEDNESDAY, MARCH 13, 2013**

---

**VIII. INFORMATIONAL ITEMS**

- A. Ice Age Tonquin Trail Master Plan

SEARCH THE SITE [input field] [submit icon]
»advanced search

Metro news

- HOME
CALENDAR
PLACES AND ACTIVITIES
GARBAGE AND RECYCLING
SUSTAINABLE LIVING
PLANNING AND CONSERVATION
MAPS, DATA AND RESEARCH
GRANTS
JOBS AT METRO
VOLUNTEER
DOING BUSINESS
NEWS
ABOUT METRO

SUBSCRIBE TO FEED
RSS
SUBSCRIBE TO DIGEST
You can receive daily, weekly, or monthly email digests of newsfeed posts. Sign up for digest
CONNECT WITH METRO
503-797-1700
503-797-1804 TDD
503-797-1797 fax

March 1, 2013 2:15 PM

Ice Age Tonquin Trail takes a step forward as Metro Council approves master plan

By Laura Oppenheimer Odom. Bylined writers are Metro staff. Stories with a byline do not necessarily represent the opinions of Metro or the Metro Council. Metro news is committed to transparency, fairness and accuracy. Learn more



Partners envision a 22-mile route connecting Sherwood, Tualatin and Wilsonville

Someday, the Ice Age Tonquin Trail will take you from the banks of the Willamette River in Wilsonville, through Graham Oaks Nature Park and the Villebois neighborhood, past kolk ponds and large boulders left by historic floods – onward to Old Town Sherwood, the Tualatin River National Wildlife Refuge, and Tualatin's Ki-a-Kuts bridge and Cook Park.

This adventure will unfold mile by mile, fueled by a new master plan that the Metro Council approved on Thursday. Unanimously signing off on the plan, councilors hailed it as the next step in jumpstarting construction along this 22-mile route through the southwestern part of the region.

"It's the blueprint for how to take this vision and turn it into reality," said Councilor Craig Dirksen, whose district includes the trail.

With input from more than 1,000 citizens, partners along the path of the Ice Age Tonquin Trail have worked together during the past few years to plan its route, look and feel. The master plan was approved in February by the cities of Sherwood and Tualatin, as well as Washington County. Wilsonville is expected to add its endorsement this spring.

Partners told the Metro Council on Thursday they're excited about connecting their communities with other regional trails, including the Fanno Creek Greenway and Westside trails. The Tonquin will make it much easier for Tualatin residents to explore the region's trail network, said Carl Switzer, the city's parks and recreation manager.

"They'll no longer have to get in their cars," he said. "They'll be able to leave their houses and walk or pedal to a regional facility."

Walkers, joggers and bicyclists are using five miles of the Tonquin, with a section through Graham Oaks Nature Park attracting nearly 250,000 visitors per year and the Ki-a-Kuts bicycle and pedestrian bridge drawing more than 750,000. That puts the Tonquin among the region's highest-traffic trails outside central Portland.

Now, the region has 17 miles to go to complete the Tonquin. The next construction project is expected to be the Cedar Creek Greenway section, which will trace its namesake creek through Sherwood.

With a master plan in place, Metro can begin securing rights to build other parts of the trail, using funds from a 2006 natural areas bond measure approved by the region's voters. Metro works with willing sellers, paying market value to buy land – or the right to build a trail on it. Easements and purchases needed to complete the Tonquin are expected to cost \$3 million to \$6 million.

Partners will apply for grants to design and build the trail, which will cost an estimated \$85 million to \$120 million. Having a completed master plan makes a big difference, said Metro trails planner Jane Hart, who led the process.

- METRO NEWS HOME
ABOUT METRO NEWS
MEDIA CONTACT
UPDATES BY KEYWORD
activities
climate change
Climate Smart Communities
Community Investment Strategy
development
employment
field notes
finances and funding
grants
maps and data
natural areas
news coverage
parks and trails
pioneer cemeteries
planning and policy
public comment
reporting
solid waste
sustainable living
transportation
urban growth boundary
visitor venues
volunteering

- MONTHLY ARCHIVES
March 2013
February 2013
January 2013
December 2012
November 2012
October 2012
September 2012
August 2012
July 2012
June 2012
May 2012
April 2012
ABOUT
Find news, stories and things to do on Metro's website. Subscribe to daily, weekly or monthly e-mail digests, or view updates in your news reader.

"It sends an important message to the public and funding agencies that this project is ready to move forward, that it's a sound investment and it has strong partner collaboration," Hart said.

Metro councilors said they're excited about the Ice Age Tonquin Trail because it connects communities, making it easier for people to commute, exercise and enjoy nature. They had only one piece of advice for Metro and its partners: Hurry.

At the region's typical pace, it will take about two decades to find funding for and build the entire trail.

"While that's still in my cycling lifetime, it's not fast enough," said Metro Councilor Kathryn Harrington, an avid cyclist who represents the west side of the region. "We need to be more aggressive."

*Laura Oppenheimer Odom can be reached at [laura.odom@oregonmetro.gov](mailto:laura.odom@oregonmetro.gov) or 503-797-1879. Follow Metro on Twitter [@oregonmetro](https://twitter.com/oregonmetro).*

› [Learn more about the Ice Age Tonquin Trail](#)

› [Explore Metro's natural areas](#)

SHARE THIS: [!\[\]\(6cf8d65ebcb2110d5ac3079334d678f7\_img.jpg\)](#) [!\[\]\(3c0872fd97a5489bbabd71bafc5a5788\_img.jpg\)](#) [!\[\]\(3a990307011affaaf31a623b26bb1fde\_img.jpg\)](#) [!\[\]\(065059c51c6d57f86a3e03e6f59b406b\_img.jpg\)](#) [!\[\]\(4de433edabe982a2b8f58805bcdbf123\_img.jpg\)](#) [!\[\]\(da3730eaf6bbe11855cc492b2afa14e5\_img.jpg\)](#)

[METRO HOME](#) | [PLACES AND ACTIVITIES](#) | [GARBAGE AND RECYCLING](#) | [SUSTAINABLE LIVING](#) | [PLANNING AND STEWARDSHIP](#) | [MAPS AND DATA](#) | [GRANTS](#) | [JOBS AT METRO](#) | [VOLUNTEER](#) | [DOING BUSINESS](#) | [NEWS](#) | [CALENDAR](#) | [ABOUT METRO](#) |

© 2013 Metro Regional Government. All rights reserved.  
Contact [feedback@oregonmetro.gov](mailto:feedback@oregonmetro.gov) with questions regarding this site.

The Ice Age Tonquin Trail Master Plan is posted separately.

**PLANNING COMMISSION MEETING**

**WEDNESDAY, MARCH 13, 2013**

---

**VIII. INFORMATIONAL ITEMS**

- B. Metro 2012 Compliance Report

---

[www.oregonmetro.gov](http://www.oregonmetro.gov)

# 2012 Compliance Report

Metro Code Chapter 3.07 Urban Growth  
Management Functional Plan  
and

Metro Code Chapter 3.08 Regional  
Transportation Functional Plan

March 2013



**Metro** | *Making a great place*

## **About Metro**

Clean air and clean water do not stop at city limits or county lines. Neither does the need for jobs, a thriving economy, and sustainable transportation and living choices for people and businesses in the region. Voters have asked Metro to help with the challenges and opportunities that affect the 25 cities and three counties in the Portland metropolitan area.

A regional approach simply makes sense when it comes to making decisions about how the region grows. Metro works with communities to support a resilient economy, keep nature close by and respond to a changing climate. Together we're making a great place, now and for generations to come.

Stay in touch with news, stories and things to do.

[www.oregonmetro.gov/connect](http://www.oregonmetro.gov/connect)

### **Metro Council President**

Tom Hughes

### **Metro Councilors**

Shirley Craddick, District 1

Carlotta Collette, District 2

Craig Dirksen, District 3

Kathryn Harrington, District 4

Bob Stacey, District 5

Sam Chase, District 6

### **Auditor**

Suzanne Flynn

## **TABLE OF CONTENTS**

<b>Executive Summary .....</b>	<b>2</b>
<b>Introduction .....</b>	<b>3</b>
<b>Overview.....</b>	<b>3</b>
<b>Urban Growth Management Functional Plan Compliance Status .....</b>	<b>4</b>
<b>Regional Transportation Functional Plan Compliance Status .....</b>	<b>4</b>
<b>Appendices</b>	

## **EXECUTIVE SUMMARY**

Metro's Urban Growth Boundary Management Functional Plan provides tool and guidance for local jurisdictions to implement regional policies and achieve the goals set out in the region's 2040 Growth Concept. The 2012 Compliance Report summarizes the status of compliance for each city and county in the region with the Metro Code requirements included in the Urban Growth Management Functional Plan and the Regional Transportation Functional Plan. Every city and county in the region is required, if necessary, to change their comprehensive plans or land use regulations to come into compliance with Metro Code requirements within two years of acknowledgement by the Oregon Land Conservation and Development Commission and to remain in compliance. The information in this report confirms the strong partnerships at work in this region to implement regional and local plans.

In 2012, most local governments that had outstanding compliance issues requested and were granted extensions of their compliance deadlines for Urban Growth Management Functional Plan requirements. Beaverton and Tigard took over West Bull Mountain and River Terrace planning, respectively, from Washington County putting Washington County into compliance and leaving Beaverton and Tigard not in compliance.

Ten jurisdictions originally requested deadlines of December 31, 2012 for meeting the requirements of the Regional Transportation Functional Plan. As described below and in Appendix D, four of these jurisdictions have requested extensions until 2013. Five have requested extensions to 2014. All nine jurisdictions were found to meet one of the two criteria: 1) the city or county is making progress towards compliance; or 2) there is good cause for failure to meet the deadline for compliance. Thus all nine of these extensions were granted by Metro's Chief Operating Officer.

The City of Oregon City is the only jurisdiction with a 2012 deadline that did not request an extension. While technically out of compliance, the City has made significant progress in its Transportation System Plan and is nearing completion.

In 2012, four jurisdictions requested exemption from the Regional Transportation Functional Plan. All four jurisdictions were found to meet the criteria for exemption.

## **Metro Code Chapter 3.07 Urban Growth Management Functional Plan and Metro Code Chapter 3.08 Regional Transportation Functional Plan – March 2012**

### **Introduction**

Metro Code 3.07.870 requires the Chief Operating Officer to submit the status of compliance by cities and counties with the requirements of the Metro Code Chapter 3.07 (Urban Growth Management Functional Plan) annually to the Metro Council. In an effort to better integrate land use and transportation requirements, this compliance report includes information on local government compliance with the Regional Transportation Functional Plan (Metro Code Chapter 3.08) as well as the Urban Growth Management Functional Plan (UGMFP).

On December 16, 2010 the Metro Council adopted Ordinance 10-1244B which amended several Urban Growth Management Functional Plan titles. The Land Conservation and Development Commission (LCDC) acknowledged components of the ordinance including changes to the UGMFP in December 2012.

### **Overview**

Per the Metro Code, the Chief Operating Officer (COO) may grant an extension request if a local government meets one of two criteria: 1) the city or county is making progress towards compliance; or 2) there is good cause for failure to meet the deadline for compliance. Currently, a decision by the Land Use Board of Appeals (LUBA) is pending for Spring 2013 regarding Lake Oswego and Title 13.

By statute, cities and counties have two years following the date of acknowledgement of Metro's Regional Transportation Plan (RTP) dated November 24, 2011 to bring their Transportation System Plans (TSPs) into compliance with any new or changed regional requirements. However, Metro exercised its authority under the state's Transportation Planning Rule to extend city and county deadlines beyond the two-year statutory deadline. Metro consulted with each city and county to determine a reasonable timeline for this work and adopted a schedule that is part of the RTP Appendix. The deadlines are phased to take advantage of funding opportunities and the availability of local and Metro staff resources.

Appendix A summarizes the compliance status for all local governments with the requirements of the Urban Growth Management Functional Plan (UGMFP) by the end of 2012.

Appendix B shows the status of Title 11 new urban area planning for areas added to the Urban Growth Boundary (UGB) since 1998.

Appendix C summarizes the compliance dates for each UGMFP title.

Appendix D summarizes the compliance dates for the Regional Transportation Functional Plan (RTFP) in effect as of December 31, 2012.

Appendix E is the Annual Report on Amendments to the Employment and Industrial Areas Map dated January 10, 2013.

### **Urban Growth Management Functional Plan Compliance Status**

**Lake Oswego:** The City of Lake Oswego's removal of their Resource Conservation overlay protections from certain "isolated tree groves" was in violation of Title 13 protections. Metro filed an appeal with the Land Use Board of Appeals (LUBA) regarding the approval of these comprehensive plan and zoning code changes. The parties to the LUBA appeal have agreed to another 60-day extension of the schedule, which set the date for the city to submit the record to LUBA as February 15, 2013.

The City of Lake Oswego has proposed code changes to bring the city into compliance with Title 4. The first hearing was scheduled for the end of January 2013. Compliance with Title 4 is pending approval of these zoning code amendments.

**Sherwood & Tualatin:** Order No.74, Relating to the Request by the Cities of Tualatin and Sherwood to Extend the Time for Planning under Title 11 of the Urban Growth Management Functional Plan for the Area Known as Area 6 was issued August 20, 2012.

**Tigard:** Order No. 75, Relating to the Request by the City of Tigard to Extend the Timeline for Planning under Title 11 of the Urban Growth Management Functional Plan for the West Bull Mountain Concept Plan was issued September 11, 2012.

### **Regional Transportation Functional Plan Compliance Status**

Ten jurisdictions originally requested deadlines of December 31, 2012 for meeting the requirements of the Regional Transportation Functional Plan (RTFP). As described below and in Appendix D, four of these jurisdictions have requested extensions until 2013. Five have requested extensions to 2014. All nine jurisdictions were found to meet one of the two criteria: 1) the city or county is making progress towards compliance; or 2) there is good cause for failure to meet the deadline for compliance. Therefore, all of the extensions requested were approved by the Chief Operating Officer.

#### **Jurisdictions with 2012 deadlines that requested extensions until 2013**

##### **Clackamas County**

Clackamas County has been in the process of updating its Transportation System Plan (TSP) since early 2011. The county began the process by laying the ground work for the update by developing a Transportation Framework which guided the TSP update project. Working with a 22-member public advisory committee (PAC), the Board of County Commissioners adopted the "Vision, Goals and Objectives" for the transportation system in April of 2012. The consulting team completed the existing conditions and future conditions review of the system in July of 2012. Presently, the county and the consulting team have worked with the PAC and other members of the public to confirm the full list of projects that will be needed over the next 20 years. Parallel to the work of identifying the needed projects, the county has been reviewing all of their transportation policies to ensure they implement the RTP as well as the vision, goals and objectives for Clackamas County's transportation system

Items that remain to be completed as of October 2012 include identification and finalization of a fiscally constrained project list, completion of review of policies, development of implementation language and adoption of comprehensive plan language changes.

It is anticipated that the recommendations from the PAC will be completed by June 2013 and final adoption of comprehensive plan changes will be done by December 2013. Clackamas County requested, and was granted, a revised deadline of December 31, 2013.

### **Milwaukie**

In June 2012, the city contracted with DKS Associates to address many of the technical components of their TSP update project. The DKS scope of work includes revising the existing conditions and future forecasting chapters in the TSP, as well as updating the sections on future conditions and needs and the motor vehicle plan. DKS has delivered turn-movement counts at three key intersections as well as updates of various figures, tables, and text related to existing conditions and future forecasting.

The city is in the process of finalizing the overall scope of the TSP update project. City staff will incorporate the final DKS deliverables into the TSP and will make other updates to ensure that the TSP, zoning code, and comprehensive plan comply with the requirements of the RTFP. The target for adoption of the needed changes by the Milwaukie City Council is early June 2013. However, to allow for any unforeseen delays, the city requested, and was granted, an extension to December 31, 2013.

### **Tualatin**

The City of Tualatin began their TSP update with a public involvement campaign designed by JLA Public Involvement consultants in Summer 2011. Staff and consultants set out to understand the community's concerns and vision for the city's transportation future. Throughout the summer of 2011, staff had a booth at the city's farmers' market and presented materials at several other community events and additionally had an online map on which they collected comments. The city hired a technical consultant, CH2M Hill in Fall 2011 and with the assistance of the consultant team, formed a task force comprised of citizens, city committee representatives, business representatives, elected officials and agency representatives. The task force began meeting in November of 2011. In Spring 2012, the city held an open house to initiate the working group meetings. Working groups were open to the public and focused on specific transportation topics such as Major Corridors and Intersections, Downtown, Transit, Industrial and Freight, Bicycle and Pedestrian, and Neighborhood Livability. The working groups met three to four times to generate ideas, evaluate, and prioritize projects between April and June 2012.

Starting November 2011, the technical team drafted an existing conditions report and plans and policies analysis. In January 2012, they produced a future conditions analysis and in the spring began developing and screening system options. The technical team presented all of their work to the task force for comments and feedback. Additionally, the Planning Commission, Tualatin Parks Advisory Committee and the City Council received updates and briefings.

As of September 2012, the technical team was drafting and refining project recommendations for the TSP. The project recommendations will come from the Task Force, City Council and the community engaging in decisions about the future of transportation in Tualatin. The city requested, and was granted, an extension until June

2013 to allow time for potential additional public meetings and conversations about what projects to include in the TSP.

### **Wilsonville**

In 2010 the City applied for a Transportation Growth Management (TGM) grant to fund a project to update the city's TSP. The city was awarded an \$185,000 grant, which the City matched with \$50,000 in local funds. The project was delayed due to slow progress by contracting, but the project consultant DKS Associates began work on the project in May 2011.

Significant work has been completed by the project consultants, by city staff and with the community. Of the nine tasks identified in the scope of work, six will be completed by December 2012. Key accomplishments include completion of:

- Existing system inventory
- Needs analysis
- Funding analysis
- Safe Routes to School action plan
- Development and analysis of solutions alternatives
- Two public open houses
- Six technical advisory committee meetings
- Two city council briefings
- Several Planning Commission work sessions
- Draft Planned and Financially Constrained project lists

In 2013 the project team will complete the Planned and Financially Constrained project lists, draft the TSP document and implementing ordinances, and present the package to the Planning Commission and City Council for adoption. The project schedule is to complete these tasks by June 2013. The city requested August 30, 2013 as the revised deadline and was granted an extension until December 31, 2013.

### Jurisdictions with 2012 deadlines that requested extensions until 2014

#### **Fairview**

The main reason that Fairview could not meet the 2012 deadline was due to budget. In the 2012-2013 fiscal year budget cycle, Fairview went from funding two full-time planning positions to funding one half-time planning position. Without the award of the TGM grant to provide funding for hiring a consultant to assist with the TSP update, Fairview needs additional time to either apply for another TGM grant, or to revise the planning work plan to accommodate the addition of the TSP update work requirement.

In the meantime, The City of Fairview has taken measures towards preparing a TSP Update including the following:

- Attended Metro sponsored workshops regarding elements of the RTFP affecting local TSP updates.
- Reviewed current TSP to identify needed areas of improvements/amendments.
- Applied for a TGM grant to assist with the cost of updating Fairview's TSP.

Unfortunately, Fairview was not awarded the TGM grant, and therefore the city requested, and was granted, an extension to December 31, 2014 in order to allow adequate time to complete the required TSP update.

### **Happy Valley**

The City of Happy Valley has spent approximately \$13,000 on consulting work with the Angelo Planning Group (APG) and DKS Associates toward determining the scope of work necessary to create a RTFP-compliant Transportation System Plan (TSP) Update. It is estimated that a RTFP-compliant TSP Update will cost the city between \$75,000 and \$100,000. This amount far exceeds the budgeted amount the city will be able to dedicate towards the TSP update, which will likely take multiple years to complete. This issue is complicated by the removal of the "Sunrise Project" (also referred to as Phase II or Unit II of the Sunrise) extending from roughly 122<sup>nd</sup> Avenue to 172<sup>nd</sup> Avenue from the financially constrained RTP. The removal of this facility from the financially constrained RTP may have serious implications to the city's TSP, including the removal of the project itself, the removal of the Rock Creek Interchange Access Management Plan (IAMP) and the downgrade and potential removal of a portion of a major arterial (Rock Creek Boulevard – west of 162<sup>nd</sup> Avenue) from the City's TSP. Due to these budgetary and technical constraints, the city requested (and was granted) a revised deadline of December 31, 2014.

### **Sherwood**

The city has their TSP Update listed in the Capital Improvement Project 5-year listing and has budgeted sufficient funding to perform a complete TSP update in Fiscal Years 2012-2013 & 2013-2014.

The city is also in the process of performing a town center planning study. The scheduled completion date of the Town Center Plan is June 2013. Since the TSP update is based on information developed as part of the Town Center Plan, the city is requesting an extension of the TSP compliance deadline by one year to accommodate the development and use of this information in the update of the TSP.

The city also recently received an ODOT TGM Grant for updating the City's TSP. The TSP update effort is expected to take 12 – 14 months, thus the city requested, and was granted, an extension to December 31, 2014.

### **Washington County**

Washington County began its TSP update in late 2011. Significant progress has been made toward compliance with the UGMFP. However, additional time is necessary to complete the two-phase planning effort. The following summary of tasks, activities and deliverables demonstrate the progress made to date as well as the scope of work expected to accomplish the TSP update.

#### **By the end of 2011**

- A project team was assembled made up of County staff and a consultant group (DKS Associates and CH2M Hill).

- In December 2011, the Board of County Commissioners appointed two committees: a community advisory committee (CAC) made up of community and stakeholder interests groups, and an interagency coordinating committee (ICC) comprised of cities and agency partners.

**By the end of 2012**

The County completed phase one of the TSP, including:

- Evaluating existing policies and regulations;
- Refining the travel forecast model;
- Identifying community values; and
- Developing and reviewing with the public, the ICC and CAC, an existing conditions and future needs report.

Phase one involved extensive public outreach and community involvement, including:

- Holding five CAC and two ICC meetings;
- Developing and maintaining a project website – [www.tsp2035.com](http://www.tsp2035.com);
- Holding three open houses in three locations throughout the county and a virtual open house hosted on the project's website;
- Attending four farmers markets and several other public events;
- Conducting stakeholder interviews with the following interest groups: business representatives (Nike, Intel, Westside Economic Alliance), manufacturing (Sheldon Manufacturing), nursery and agriculture (Fishback Nursery), transit and demand management (Ride Connection and Westside Transportation Alliance), public health and the environment (Kaiser and 1000 Friends of Oregon);
- Collecting public input by creating an interactive online comment map and attending community and interest group meetings;
- Presenting to community and stakeholder interest groups, including: Committee for Citizen Involvement, community participation organizations, Washington County Farm Bureau, Adelante Mujeres, Washington County Urban Road Maintenance District Advisory Committee, Washington County Rural Road Operations and Maintenance Advisory Committee, Westside Economic Alliance and the Westside Transportation Alliance; and
- Holding a community workshop in December to review and discuss future needs.

**By the end of 2013**

The project team will work closely with the CAC and ICC and build off phase one public involvement efforts by continuing to engage public and interest stakeholders through a variety of methods. The following outlines phase two tasks necessary to complete an update of the TSP:

- Identify, evaluate and select preferred alternatives/solutions;
- Determine funding options;
- Finalize policies;
- Prepare a draft plan;
- File an ordinance; and
- Adopt a plan.

The county anticipates that the remaining tasks noted above can be completed and an updated TSP can be ready to adopt in 2013. However, to provide flexibility for delays during the ordinance and public hearing process, the county requested (and was granted) a new deadline of December 31, 2014.

### **West Linn**

West Linn's current TSP was adopted in 2008, during the early stages of the update to the RTP. As such, the West Linn TSP contains many of the required elements as outlined in the RTFP. There are however a number of missing components in West Linn's TSP (e.g., 2035 planning horizon; compliance with pedestrian system design and essential community destinations; compliance with Transportation System Management Objectives (TSMO); and performance targets for multiple transportation modes and valuation criteria that will be required to bring the TSP into compliance with the RTFP. In anticipation of the RTFP compliance mandate, West Linn applied for but was denied TGM grant funds in 2011 and in 2012. As part of the TGM grant work, the city completed an evaluation of existing deficiencies in the TSP and prepared a detailed work program to implement an update that complies with the RTFP. The city does not have enough money available to complete this work without an outside source of funding and is planning to apply for a TGM grant in 2013. In the meantime, the city will continue to explore alternative sources of funding to complete this work. For these reasons the city requested, and was granted, an extension until December 31, 2014 to complete its TSP update.

### Other jurisdictions with 2012 deadline

#### **Oregon City**

The City of Oregon City is the only jurisdiction with a 2012 deadline that did not request an extension. While technically out of compliance, the city has made significant progress with its TSP and is nearing completion. The city began their update to the TSP in June 2011. The city completed an internal draft TSP document in December 2012 and expected to publish it for public review in January 2013. In early 2013 city staff will conduct work sessions with their Planning Commission and City Commissioners to receive feedback before final adoption hearings begin. They expect to have the adoption hearing and complete this TSP update no later than June 30, 2013.

### Jurisdictions requesting exemption from RTFP

In 2012, four jurisdictions requested exemption from the RTFP: Durham, Johnson City, King City and Rivergrove. All four jurisdictions were found to meet the criteria:

1. The city or county's transportation system is generally adequate to meet transportation needs;
2. Little population or employment growth is expected over the period of the exemption;
3. The exemption would not make it more difficult to accommodate regional or state transportation needs; and
4. The exemption would not make it more difficult to achieve the performance objectives set forth in section 3.08.010A of the RTFP.

## APPENDIX A

### Summary of Compliance Status as of December 31, 2012 (UGMFP effect as of 12/15/2010)

Entity	Title 1 Housing Capacity	Title 2 <sup>1</sup> Parking Management	Title 3 Water Quality & Flood Management	Title 4 Industrial and other Employment Land	Title 6 <sup>2</sup> Centers, Corridors, Station Communities & Main Streets	Title 7 Housing Choice	Title 11 Planning for New Urban Areas (see Appendix B for detailed information)	Title 13 Nature in Neighborhoods
Beaverton	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Cooper Mountain Plan not in compliance	In compliance
Cornelius	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	In compliance	In compliance
Damascus	Extended to 12/31/2013	See footnote	Extended to 12/31/2013	Extended to 12/31/2013	See footnote	Extended to 12/31/2013	Extended to 12/31/2013	Extended to 12/31/2013
Durham	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Fairview	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Forest Grove	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Gladstone	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Gresham	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Happy Valley	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Hillsboro	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Johnson City	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
King City	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Lake Oswego	In compliance	See footnote	In compliance	Pending final city action	See footnote	In compliance	Not applicable	In compliance
Maywood Park	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	Pending LUBA decision 2/2013
Milwaukie	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Oregon City	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Extended to 6/30/2014 for Beavercreek Rd and South End	In compliance
Portland	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	In compliance	In compliance*
Rivergrove	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Sherwood	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	In compliance	In compliance

<sup>1</sup> While Title 2 was removed from the Urban Growth Management Functional Plan through Ordinance 10-12448, the requirements of Title 2 were added to the Regional Transportation Functional Plan (Metro Code 3.08) in the same ordinance. Compliance with parking requirements should be addressed in each local government's Transportation System Plan.

<sup>2</sup> Once acknowledged by LCDC, Title 6 will be an incentive approach and only those local governments wanting a regional investment (currently defined as a new high-capacity transit line) will need to comply.

Entity	Title 1 Housing Capacity	Title 2 <sup>1</sup> Parking Management	Title 3 Water Quality & Flood Management	Title 4 Industrial and other Employment Land	Title 6 <sup>2</sup> Centers, Corridors, Station Communities & Main Streets	Title 7 Housing Choice	Title 11 Planning for New Urban Areas (see Appendix B for detailed information)	Title 13 Nature in Neighborhoods
Tigard	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	River Terrace Plan not in compliance	In compliance
Troutdale	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Tualatin	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Area 61 extended to 12/31/21; Basalt Creek extended to 9/30/2016	In compliance
West Linn	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Wilsonville	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	East Wilsonville Extended to 12/31/2015; Basalt Creek extended to 9/30/2016	In compliance
Wood Village	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Clackamas County	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Multnomah County	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Not applicable	In compliance
Washington County	In compliance	See footnote	In compliance	In compliance	See footnote	In compliance	Area 93 extended to 6/2/2021	In compliance

\*Letter dated 1/16/13 sent to Portland stating it was in full compliance with Title 13 for 2012.

<sup>1</sup> While Title 2 was removed from the Urban Growth Management Functional Plan through Ordinance 10-1244B, the requirements of Title 2 were added to the Regional Transportation Functional Plan (Metro Code 3.08) in the same ordinance. Compliance with parking requirements should be addressed in each local government's Transportation System Plan.

<sup>2</sup> Once acknowledged by LCDC, Title 6 will be an incentive approach and only those local governments wanting a regional investment (currently defined as a new high-capacity transit line) will need to comply.

**2012 COMPLIANCE REPORT, APPENDIX B  
TITLE 11 NEW AREA PLANNING COMPLIANCE  
(As of December 31, 2012)**

<b>Project</b>	<b>Lead Government(s)</b>	<b>Compliance</b>	<b>Status</b>
<b>1998 UGB Expansion</b>			
Rock Creek Concept Plan	Happy Valley	yes	Concept plan and implementation measures completed; development on-going.
Pleasant Valley Concept Plan	Gresham and Portland	yes	Concept plan and implementation measures completed; city annexed 524 acres and development to begin in eastern section.
<b>1999 UGB Expansion</b>			
Witch Hazel Community Plan	Hillsboro	yes	Concept plan and implementation measures completed; development on-going.
<b>2000 UGB Expansion</b>			
Villebois Village	Wilsonville	yes	Concept plan and implementation measures completed; development on-going.
<b>2002 UGB Expansion</b>			
Springwater Community Plan	Gresham	yes	Concept plan and implementation measures completed for this mostly industrial area; waiting annexation & development.
Damascus/Boring Concept Plan	Happy Valley	yes	HV portion: Concept plan and implementation measures completed; waiting annexation and development. Damascus portion: Comprehensive plan map approved, then overturned by vote; city working on next steps to comply with DLCD deadline of June 2014. NOTE: City has UGMFP extension to 12/31/13 and Concept Plan extension to 7/31/14.
	Damascus	DCLD extension to June 2014; FP extension to 12/31/13; Concept Plan extension to 7/31/14	
	Gresham	yes	Gresham portion, called Kelley Creek Headwaters Plan, was adopted by city in 2009.
Park Place Master Plan	Oregon City	yes	Concept plan and implementation measures completed; waiting annexation & development
Beavercreek Road	Oregon City	Extension to 6/30/14	Concept plan is completed and accepted by Metro; City has put on hold adoption of the final implementing ordinances pending LUBA appeal and work load.
South End Road	Oregon City	Extension to 6/30/14	Concept plan work underway; expected completion Sept 2013.
East Wilsonville (Frog Pond area)	Wilsonville	Extension to 12/31/15	City initially completed site analysis w/private builders in 2008; currently City is evaluating and budgeting for major sewer upgrade for eastern portion of City which must be completed before planning and development of site.
Coffee Creek 1 (NW Wilsonville)	Wilsonville	yes	Concept plan and implementation measures completed, including master plan for area adopted, for this industrial area; waiting development.
NW Tualatin Concept Plan (Cipole Rd & 99W)	Tualatin	yes	Concept plan and implementation measures completed for this small industrial area.
SW Tualatin Concept Plan	Tualatin	yes	Concept plan and implementation measures completed for this industrial area.
Brookman Concept Plan	Sherwood	yes	Concept Plan and implementation measures completed; waiting development.
<b>Project</b>	<b>Lead</b>	<b>Compliance</b>	<b>Status</b>

	<b>Government(s)</b>		
Study Area 59	Sherwood	yes	Concept plan and implementation measures completed; school constructed.
Study Area 61 (Cipole Rd)	Tualatin	Extension to 12/31/2021	Extension agreement – planning shall be completed when Urban Reserve 5A is completed, or by 12/31/2021, whichever is sooner.
99W Area (near Tualatin-Sherwood Rd)	Sherwood	yes	Concept plan and implementation measures completed.
King City	King City	yes	Concept plan and implementation measures completed; annexed to city with portion developed as park and rest in floodplain.
West Bull Mountain Concept Plan	Wash County/ Tigard	Extension to 11/30/12	Concept plan adopted by County and City of Tigard; city working to finalize re-named River Terrace Community Plan and code work; expected completion July 2014.
Cooper Mountain area	Beaverton	Extension to 11/30/12	Wash County & Beaverton signed IGA in January 2013 transferring responsibility to City; City to start concept planning in spring 2013, and is in process of applying for an extension.
Study Area 64 (14 acres north of Scholls Ferry Rd)	Beaverton	yes	Concept plan and implementation measures completed; annexed to City.
Study Area 69 & 71	Hillsboro	yes	Areas are included in South Hillsboro Area Plan. City has adopted these areas into its comprehensive plan; upon annexation, they will be zoned to comply with comp plan.
Study Area 77	Cornelius	yes	Concept plan and implementation measures completed; annexed to City.
Forest Grove Swap	Forest Grove	yes	Concept plan and implementation measures completed; annexed to City.
Shute Road Concept Plan	Hillsboro	yes	Concept plan and implementation measures completed; annexed to City and portion developed with Genentech.
North Bethany Subarea Plan	Washington County	yes	Concept plan and implementation measures completed.
Bonny Slope West Concept Plan (Area 93)	Multnomah County	Extension to 6/2/21 or 2 yrs after agreement w/other govt, whichever earlier	Concept plan map developed though not yet adopted by Board of Commissioners; extension order issued by Metro based on difficulty of deciding on service provider(s).
<b>2004/2005 UGB Expansion</b>			
Damascus area	Damascus	See under 2002 above	Included with Damascus comp plan (see above)
Tonquin Employment Area	Sherwood	yes	Concept plan and implementation measures completed.
Basalt Creek/West RR Area Concept Plan	Tualatin and Wilsonville	Extension to 9/30/16	Cities scheduled to begin planning in early 2013.

Project	Lead Government(s)	Compliance	Status
N. Holladay Concept Plan	Cornelius	yes	Concept plan completed; implementation to be finalized after annexation to City.
Evergreen Concept Plan	Hillsboro	yes	Concept plan and implementation measures completed.
Helvetia Concept Plan	Hillsboro	yes	Concept plan and implementation measures completed.
<b>2011 UGB Expansion</b>			
North Hillsboro	Hillsboro	yes	Concept planning completion due January 2014.
South Hillsboro	Hillsboro	yes	Concept planning completion due January 2014.
South Cooper Mountain	Beaverton	yes	Concept planning to begin in spring 2013; expected completion fall 2014
Roy Rogers West	Tigard	yes	Concept planning underway; expected completion July 2014.

**APPENDIX C:  
COMPLIANCE DATES FOR THE  
URBAN GROWTH MANAGEMENT FUNCTIONAL PLAN**

Functional Plan Requirement	When Local Decisions Must Comply		
	Plan/Code Amendment 3.07.810(C) <sup>1</sup>	Land Use Decision 3.07.810(D) <sup>2</sup>	Adoption 3.07.810(B) <sup>3</sup>
<b>Title 1:</b> Adopt minimum dwelling unit density (3.07.120.B)	12/21/2013	12/21/2013	12/21/2014
<b>Title 1:</b> Allow accessory dwelling unit in SFD zones (3.07.120.G) <i>(provision included in previous version of Metro Code as 3.07.140.C)</i>	12/8/2000		12/8/2002
<b>Title 3:</b> Adopt model ordinance or equivalent and map or equivalent (3.07.330.A)	12/8/2000		12/8/2002
<b>Title 3:</b> Floodplain management performance standards (3.07.340.A)	12/8/2000	12/8/2001	12/8/2002
<b>Title 3:</b> Water quality performance standards (3.07.340.B)	12/8/2000	12/8/2001	12/8/2002

<sup>1</sup> After one year following acknowledgment of a UGMFP requirement, cities and counties that amend their plans and land use regulations shall make such amendments in compliance with the new functional plan requirement.

<sup>2</sup> A city or county that has not yet amended its plan to comply with a UGMFP requirement must, following one year after acknowledgement of the requirement (the date noted), apply the requirement directly to land use decisions

<sup>3</sup> Cities and counties must amend their plans to comply with a new UGMFP requirement within two years after acknowledgement of the requirement (the date noted)

Functional Plan Requirement	When Local Decisions Must Comply		
	Plan/Code Amendment 3.07.810(C) <sup>1</sup>	Land Use Decision 3.07.810(D) <sup>2</sup>	Adoption 3.07.810(B) <sup>3</sup>
<b>Title 3:</b> Erosion control performance standards 3.07.340.C)	12/8/2000	12/8/2001	12/8/2002
<b>Title 4:</b> Limit uses in Regionally Significant Industrial Areas (3.07.420)	7/22/2005	7/22/2006	7/22/2007
<b>Title 4:</b> Prohibit schools, places of assembly larger than 20,000 square feet, or parks intended to serve people other than those working or residing in the area in Regional Significant Industrial Areas (3.07.420D)	12/21/2013	12/21/2013	12/21/2014
<b>Title 4:</b> Limit uses in Industrial Areas (3.07.430)	7/22/2005	7/22/2006	7/22/2007
<b>Title 4:</b> Limit uses in Employment Areas (3.07.440)	7/22/2005	7/22/2006	7/22/2007
<b>Title 6:</b> (Title 6 applies only to those local governments seeking a regional investment or seeking eligibility for lower mobility standards and trip generation rates)			
<b>Title 7:</b> Adopt strategies and measures to increase housing opportunities (3.07.730)			6/30/2004
<b>Title 8:</b> Compliance Procedures (45-day notice to Metro for amendments to a comprehensive plan or land use regulation) (3.07.820)	2/14/2003		

Functional Plan Requirement	When Local Decisions Must Comply		
	Plan/Code Amendment 3.07.810(C) <sup>1</sup>	Land Use Decision 3.07.810(D) <sup>2</sup>	Adoption 3.07.810(B) <sup>3</sup>
<b>Title 11:</b> Develop a concept plan for urban reserve prior to its addition to the UGB  (3.07.1110)	N/A	N/A	N/A
<b>Title 11:</b> Prepare a comprehensive plan and zoning provisions for territory added to the UGB  (3.07.1120)	12/8/2000	12/8/2001	2 years after the effective date of the ordinance adding land to the UGB unless the ordinance provides a later date
<b>Title 11:</b> Interim protection for areas added to the UGB  (3.07.1130) <i>(provision included in previous version of Metro Code as 3.07.1110)</i>	12/8/2000	12/8/2001	12/8/2002
<b>Title 12:</b> Provide access to parks by walking, bicycling, and transit  (3.07.1240.B)			7/7/2005
<b>Title 13:</b> Adopt local maps of Habitat Conservation Areas consistent with Metro-identified HCAs  (3.07.1330.B)	12/28/2005	1/5/2008	1/5/2009
<b>Title 13:</b> Develop a two-step review process (Clear & Objective and Discretionary) for development proposals in protected HCAs  (3.07.1330.C & D)	12/28/2005	1/5/2008	1/5/2009
<b>Title 13:</b> Adopt provisions to remove barriers to, and encourage the use of, habitat-friendly development practices  (3.07.1330.E)	12/28/2005	1/5/2008	1/5/2009



## APPENDIX D

### Summary of Compliance Status

#### (Regional Transportation Functional Plan in effect as of 12/31/12)

	Title 1 Transportation System Design	Title 2 Development and Update of Transportation System Plans	Title 3 Transportation Project Development	Title 4 Regional Parking Management	Title 5 Amendment of Comprehensive Plans
Beaverton	In compliance	In compliance	In compliance	In compliance	In compliance
Cornelius	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Damascus	12/31/14	12/31/14	12/31/14	12/31/14	12/31/14
Durham	Exempt	Exempt	Exempt	Exempt	Exempt
Fairview	12/31/14	12/31/14	12/31/14	12/31/14	12/31/14
Forest Grove	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Gladstone	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Gresham	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Happy Valley	12/31/14	12/31/14	12/31/14	12/31/14	12/31/14
Hillsboro	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Johnson City	Exempt	Exempt	Exempt	Exempt	Exempt
King City	Exempt	Exempt	Exempt	Exempt	Exempt
Lake Oswego	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Maywood Park	Recommending exemption	Recommending exemption	Recommending exemption	Recommending exemption	Recommending exemption
Milwaukie	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Oregon City	Not in compliance	Not in compliance	Not in compliance	Not in compliance	Not in compliance
Portland	12/31/14	12/31/14	12/31/14	12/31/14	12/31/14
Rivergrove	Exempt	Exempt	Exempt	Exempt	Exempt
Sherwood	12/31/14	12/31/14	12/31/14	12/31/14	12/31/14
Tigard	In compliance	In compliance	In compliance	In compliance	In compliance
Troutdale	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Tualatin	6/30/13	6/30/13	6/30/13	6/30/13	6/30/13
West Linn	12/31/14	12/31/14	12/31/14	12/31/14	12/31/14
Wilsonville	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Wood Village	12/31/14	12/31/14	12/31/14	12/31/14	12/31/14
Clackamas County	12/31/13	12/31/13	12/31/13	12/31/13	12/31/13
Multnomah County	12/13/14	12/31/14	12/31/14	12/31/14	12/31/14
Washington County	12/31/14	12/31/14	12/31/14	12/31/14	12/31/14

*Date shown in table is the deadline for compliance with the RTFP. Note - a city or county that has not yet amended its plan to comply with the RTFP must, following one year after RTFP acknowledgement, apply the RTFP directly to land use decisions.*



## Metro | Memo

Date: January 10, 2013  
To: Metro Council, MPAC  
From: Martha Bennett, Chief Operating Officer *MJB*  
Subject: 2012 annual report on amendments to the Employment and Industrial Areas Map

---

### Background

Title 4 (Industrial and Other Employment Areas) of the Urban Growth Management Functional Plan seeks to improve the region's economy by protecting a supply of sites for employment by limiting the types and scale of non-industrial uses in Regionally Significant Industrial Areas, Industrial Areas, and Employment Areas. Those areas are depicted on the Employment and Industrial Areas Map.

Title 4 sets forth several avenues for amending the map, either through a Metro Council ordinance or through an executive order, depending on the circumstances. Title 4 requires that, by January 31 of each year, Metro's Chief Operating Officer submit a written report to the Council and MPAC on the cumulative effects on employment land in the region of amendments to the Employment and Industrial Areas Map during the preceding year. This memo constitutes the report for 2012.

### Summary of Title 4 map amendments in 2012

During 2012, no Title 4 Map amendments were made by executive order. In 2012, there were three separate ordinances approved by the Metro Council that amended the Title 4 Map to reflect existing uses, local plans, or zoning designations<sup>1</sup>. These amendments responded to requests from the cities of Fairview, Forest Grove, Happy Valley, Hillsboro, Portland, Troutdale, Tualatin, and Wood Village and Washington County. The cumulative effect of the three ordinances is summarized in Table 1. The bulk of the changes took place in a map cleanup ordinance adopted in October.

Table 1: summary of Title 4 Map changes adopted in 2012

Adopted change	Gross acres (not all acres are vacant)
Newly added to Title 4 map	132
Change from one Title 4 designation to another	252
Removal of Title 4 designation	1,042

### Chief Operating Officer recommendations for 2013

There are currently about 49,000 acres designated on the Title 4 Map, representing about one-fifth of the acres inside the urban growth boundary<sup>2</sup>. Staff does not believe that the Title 4 Map amendments made in 2012 represent a cumulative erosion of the region's employment capacity. Therefore, staff does not, at this time, recommend changes to Title 4 policies.

<sup>1</sup> Ordinance Nos. 12-1284 (various jurisdictions), 12-1288 (Happy Valley), 12-1290 (Troutdale)

<sup>2</sup> These acreage figures are primarily for land, but do include acres of water. They are cited here for general context.