



# NOVEMBER 2019 MONTHLY REPORT

## From The Director's Office

Greetings!

Public infrastructure assets are an important foundation of a city's livability as well as its economic development program. Maintaining such assets in a high quality condition is critical to a community's long-term success. Infrastructure wears out with time and use. Neglected infrastructure can result in degradation of the assets, leading to greater costs of reconstruction over time which is why the City's Charbonneau Consolidated Improvement Plan (2014) and the annual street maintenance program are so important.

This year, significant portions of Boones Ferry Road and Wilsonville Road were maintained with new pavement and striping (see photos right). Community Development Department staff are already mobilizing resources and issuing contracts for design as part of the 2020 street maintenance program.

As frustrating as it can be waiting for flaggers, or being inconvenienced due to delays or detours, it is important to remember that these are important functions of city government that are intended to protect our collective investment as well as save time and money in the future. There are substantial coordination efforts made between Community Development Department and Public Works Department staff to ensure the design and installation of new public infrastructure is both long-lasting and efficient to maintain so that it benefits citizens across the community.

In Charbonneau, the next phase of projects is being designed in preparation for the 2020 construction season. Storm line replacements along French Prairie Road will be the most significant with over 1,400 lineal feet of pipe being replaced. Storm lines in nearby streets will also be replaced along with just under ¼ mile of sanitary sewer pipe. Once the new pipelines are installed, the affected streets will be reconstructed with new asphalt, resulting in a complete upgrade that should serve the District well over the next several decades.

Respectfully submitted,

Chris Neamtzu, AICP  
Community Development Director



## Building Division

### Staying Connected

This month the Building Division hosted a major event that placed the spotlight directly on the City of Wilsonville and all the great things we are doing in our region.

The event was a quarterly Oregon Building Officials Association (OBOA) meeting where over 80 code officials from across the state gathered to network and hear updates from the State Building Codes Manager, Warren Jackson, about building code related legislation, energy codes, and most significantly, changes to the administrative provisions (Chapter 1) of the codes. In addition, a peer-to-peer round-table session was facilitated over topics that included CCB licensing, marijuana facilities and building codes, affordable housing, and other industry topics like innovative permitting processes and labor shortages.

It is a privilege to host forums such as this and to provide a gathering place for industry professionals to engage in productive conversation. This improves communications, promotes regional consistency, creates an environment for positive relationships and networking, and helps our region to have a stronger built environment.



On the day of the OBOA Quarterly Business Meeting, representatives from Clark County brought their building outreach trailer for all the code officials and Wilsonville City employees to explore. The activities in the trailer included an earthquake simulator, a framing skills test, and a trivia wall. All the activities were designed to encourage homeowners to “Be a Home Hero” and make informed decisions when starting new building safety-related projects. One young girl who came into City Hall with her grandma that day toured the trailer and left saying, “That was *awesome!*”



## Economic Development Division

### Regional Collaboration

- Economic Development staff are making progress on Employment Lands Site Readiness Toolkit, a project with Port of Portland and Greater Portland Inc. to identify tools to move challenged industrial employment sites within Urban Growth Boundary to market-readiness, such as Coffee Creek. Project is looking at best practices across the country and coming up with 32 tools—related to policy, financing, and process—to help industrial site-readiness. Wilsonville was one of three jurisdictions selected out of 18 for development of a customized site readiness roadmap to look at solutions to site aggregation challenges (i.e. strategies to motivate cooperation among property owners as it relates to property acquisition for development).

### Town Center Plan Implementation

- Staff continue outreach efforts to property owners, developers, and investors on key sites in Town Center. Work is in progress on implementation activities related to the adopted Town Center Plan, including a marketing plan with a Development Opportunity Site analysis, Main Street 3D renderings, streetscape plan, infrastructure finance plan, and Transportation System Plan amendments.

### Urban Renewal

- Basalt Creek
  - Development: Developer assessing development options for 42 acre industrial site and inquired about infrastructure investments, zoning, and public-private partnership options.
- Coffee Creek
  - Development: Developer working to aggregate 30 acres of contiguous land for speculative industrial development to bring new warehouse/flex product to Wilsonville market.
  - Infrastructure: Garden Acres Road under construction with an estimated completion date of November 2020.
- TIF Zone Program
  - Council has given staff approval to pursue modifications to TIF Zone program to allow for added flexibility of site location and program criteria, ideally adaptable to both recession and growth economies. Staff are working with consultant to update program criteria and share with Urban Renewal Task Force sometime in the first quarter of 2020.



## Engineering Division, Capital Projects

### **5th Street/Kinsman Road Extension (1139/2099/4201)**

This project involves the design and construction of the extension of 5th Street and Kinsman Road between Boones Ferry Road and Wilsonville Road, including water, sewer, storm, franchise utility extension, and installation of a portion of the Ice Age Tonquin Trail. Land acquisition is underway. Construction is planned to start in the first quarter of 2021.

### **Elligsen Well Upgrade and Maintenance (1128)**

This project involves correcting well casing and water chemistry deficiencies in the existing Elligsen well to maintain it as a backup supply for emergencies. Capacity analysis of the stormwater system downstream of the well house which carries pump-to-waste flows was completed in June 2019. The second half of calendar year 2019 will include well column and casing inspections, water chemistry analysis, and recommendations for improvements to address any discovered deficiencies. The first half of calendar year 2020 will include redevelopment of well capacity and implementation of improvements identified previously in the fiscal year.

### **French Prairie Bridge (9137)**

This project will determine the final location, alignment, and design type and includes preparation of preliminary construction and environmental documents for a new pedestrian, bike, and emergency vehicle bridge over the Willamette River in the vicinity of Boones Ferry Road. City staff provided Planning Commission with a project update at the November 13 meeting. City staff are coordinating with Clackamas County to schedule a resolution supporting the Task Force recommendation of the suspension bridge as the preferred bridge before the Clackamas Board of County Commissioners.

### **French Prairie Road Phase II (2500/4500/7500)**

This project will include paving, storm sewer, and sanitary sewer improvements to French Prairie Road in the Charbonneau development. Design is complete and anticipated to be advertised for construction bids in early January 2020.

### **Garden Acres Road (4201)**

This project involves the design and construction of Garden Acres Road from a rural local access road to an urban industrial roadway as part of the Coffee Creek Industrial Area plan and includes Willamette Water Supply Program segment PLM\_1.2 of the 66" water transmission pipe. PGE, Verizon, and Comcast are onsite to underground the overhead utilities. Construction of the upsized storm pipe to serve the future Coffee Creek Industrial area is nearly complete on Peters Road and will be transitioning onto Ridder Road in the coming weeks. Construction of the sanitary sewer pipe extension to serve the future Basalt Creek Area is now underway. Construction completion is anticipated for December 2020.

### **Gesellschaft Well Facility Rehab and Upgrade (1083)**

This project addresses upgrades and repairs needed to correct deficiencies in the Gesellschaft well house, including piping, electrical, and mechanical systems. The City's Contractor, Stettler Supply & Construction, mobilized to the well site in late September. Work in the month of November consisted of the installation of conduit for generator power and controls, forming and pouring of the concrete generator pad, and the beginning of the interior well house work. Work will continue on this project through February 2020.

### **I-5 Pedestrian Bridge (4202)**

This project involves the design and preparation of construction documents for a pedestrian and bicycle bridge over Interstate 5 from Town Center Loop West to Boones Ferry/Barber Street. A professional services agreement with OBEC Consulting Engineers for design of the project went before City Council on December 2. Project design work is expected to begin in December.

## Engineering Division, Capital Projects

### **Memorial Drive Splitter Manhole Replacement (2085)**

This project involves the replacement of an existing sanitary sewer manhole at the intersection of Parkway Avenue and Memorial Drive with a new flow diversion manhole. The purpose of the project is to maintain equalized flows between two parallel sewer lines under I-5 and to avoid potential overflows. Engineering is currently in coordination with private utilities for relocation of conduits with the City's proposed manhole. At this time, a completion date for this project is unknown, but the project is to be completed this current fiscal year.

### **Memorial Park Pump Station (2065)**

This project involves replacing and relocating the wastewater pump station in Memorial Park. The land use application has been deemed complete and is under review. Design is 90% complete and should be finalized in January 2020. A Request for Qualifications has been advertised and will be used to determine a list of qualified contactors from whom to solicit construction bids, upon receipt of land use approval from the Planning Division.

### **Street Maintenance Project—Wilsonville Road & Boones Ferry Road (4014/4118/4725)**

This project involves the design and construction of the City's annual street maintenance program involving rehabilitation of the roadway surface to extend the effective service life, reduce maintenance costs, and continue a safe, functioning street network. The program also includes update of sidewalk curb ramps and traffic signals to comply with current ADA requirements and to ensure the City's public infrastructure is accessible by all ages and abilities.

- **Wilsonville Road & Boones Ferry Road**  
Paving and striping work (shown right) is complete. The contractor is finishing some minor pedestrian signal work and the project punch list. Final completion is expected by the end of the year.
- **2020 Street Maintenance** Planned work includes Day Road, Town Center Loop, Parkway Avenue, Elligsen Road, and Burns Way. A professional services agreement with Wallis Engineering for design of the project went before City Council at the December 2 hearing. Project design work is expected to begin in December with construction planned for Summer 2020.



### **Willamette River Storm Outfalls (7053)**

All construction activities have been completed except for repaving areas affected by the project. Paving will be completed by mid-December.

### **Water Treatment Plant (WTP) Expansion to 20 MGD (1144)**

This project will expand the WTP capacity to 20 MGD and incorporate related WTP capital improvements, including Life Safety Upgrades (1137), Seismic Retrofits (1145), and Repair and Replacement (1146) projects. Alternative delivery methods such as progressive design-build are being considered. A Request for Qualifications or Request for Proposals will be issued in December 2019 or January 2020.

### **Water Treatment Plant (WTP) Surge Tank (1111)**

The underground construction and restoration project is complete. The surge tank was delivered and installed on November 22. Final project completion is anticipated in December 2019.

## Engineering Division, Capital Projects

### Willamette Water Supply Program (WWSP) Coordination (1127)

Ongoing coordination efforts continue with the Willamette Water Supply Program. Here are the updates on their major elements within Wilsonville.

- **PLM 1.1** Construction permits have been issued by the City for PLM\_1.1, a WWSP 66" raw water pipeline between Arrowhead Creek Lane and Wilsonville Road. Construction contractor has started moving equipment and materials onto the site. Construction of the pipeline is expected to begin in December. Completion of this segment of pipeline is expected in the Fall 2020.
- **PLM 1.2** This is the WWSP 66" raw water pipeline that is included as part of the Garden Acres Road (4201) project. Construction of the WWSP pipeline is anticipated to start in April 2020.
- **PLM 1.3** This is the remainder of the WWSP 66" raw water pipeline through Wilsonville, including Kinsman Road, Boeckman Road, 95th Avenue, and Ridder Road. Community Development staff met in November with the project team to discuss alignment and pipe location. WWSP is progressing toward 60% design plans. Construction is scheduled to begin in Fall 2020.

### Waste Water Treatment Plant (WWTP) Master Plan (2104)

This project will evaluate capacity of WWTP processes to accommodate projected growth and regulatory changes. A prioritized capital improvement plan and budget will be developed. A Request for Proposals was issued in December 2019.

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## Engineering Division, Private Development



### Canyon Creek 2

This is a five lot subdivision (shown left) on the east side of Canyon Creek Road South. The contractor is nearing completion, with manhole testing and final punchlist items being addressed.

### Fir Commons

Ten home condominium development (shown right) near Fir Avenue and 4th Street in Old Town. The public utilities are in place and the primary stormwater rain garden is installed and functioning, allowing for the release of building permits for three units. The four street-side stormwater planters have been poured and are waiting to be completed.





## Engineering Division, Private Development

### Frog Pond Meadows

74-lot subdivision (shown right) located north of Stafford Meadows and adjacent to Stafford Road. The contractor (NEI) has installed the sanitary utilities and roadway base. They are currently working on the storm system and water line.



### Frog Pond—Morgan Farm Phase 2

42-lot subdivision (shown right) located north of Morgan Farm Phase 1. The contractor (NEI) is currently working on stormwater LIDA facilities and pre-check of final items.



### Frog Pond—Stafford Meadows

The punch list is complete, and the project acceptance letter is being issued. Project is moving into the maintenance phase

### Grace Chapel

Project involves the remodel and expansion of the south building of the former Pioneer Pacific College. The pre-construction meeting took place on October 17, with the project to begin in the near future.

### Hilton Garden Inn

Construction continues on this four-story hotel at Memorial Drive and Parkway Avenue. The concrete sidewalk repairs, LIDA facilities, and road repair are some of the final items needed for completion. See below for photos.



## Engineering Division, Private Development

### Northstar Contractor Establishment—Clay Street

No new action since the pre-construction meeting took place for this frontage improvement project.

### Parkway Avenue Street Repair

Century Link was forced to cross Parkway Avenue by way of trenching in order to extend services as allowed by their Franchise Utility Agreement with the City. The temporary asphalt patch (shown right) is currently being replaced with a permanent concrete patch as required by our Public Works Standards.

### Shredding Systems

The project involves adding an additional building and expanding the sanitary, water, and storm systems. The permit is currently under initial plan review.



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## Engineering Division, Natural Resources

### Boones Ferry Primary Stormwater Project

In partnership with the school district, City staff are working with fifth grade students at Boones Ferry Primary School to create a new landscaping plan for an existing stormwater facility. The planting plan will emphasize the use of native, low-maintenance plants, and provide a benefit to wildlife. Boones Ferry Primary students will learn about stormwater management through their involvement in designing and interpreting the enhanced stormwater facility.

The project will be completed over the 2019-20 school year and includes the following objectives:

1. Develop and implement a science-based curriculum about stormwater management.
2. Engage students in developing a planting plan for the enhanced stormwater facility. A charrette was held at the school in early December to gather students input on the design.
3. Students will participate in the development of an interpretive panel about the project. They will provide content and wording for the panel, which will also include their artwork. The panel will be manufactured and installed by a graphic design firm.
4. A planting event is scheduled for March. Students and other volunteers will provide the labor.
5. Conduct a celebration at the end of the school year, which will include the unveiling of the interpretive panel.



## Planning Division, Current

### Administrative Land Use Decisions Issued

- New roof structure over patio at Charbonneau club house
- Minor Modification to Old Town Square Master Sign Plan for Kiren Ramen
- Lot Line Adjustment for industrial property
- 2 Class I Sign Permits
- 2 Type A Tree Permits
- 4 Type B Tree Permits
- 1 Type C Tree Permit
- 2 Zoning Verification Letters
- New Single-family building permits

### Construction Permit Review, Development Inspections, and Project Management

In November, Planning staff actively worked with developers and contractors to ensure construction of the following projects consistent with Development Review Board and City Council approvals:

- Additional Building at SSI Shredding Systems
- Hilton Garden Inn
- Fir Avenue Commons residential development in Old Town
- Regional Park 7&8 in Villebois
- Residential subdivisions in Frog Pond West
- Aspen Meadows and Aspen Meadows II subdivisions on Canyon Creek Road South

### Development Review Board (DRB)

DRB Panel A did not meet in November.

During their November 25 meeting, DRB Panel B approved an updated natural resource impacts, site, and building design for improvements at the Willamette River Treatment Plant and adjacent park as well as a new electrical building complex north of the park related to the Willamette Water Supply Project.



## Planning Division, Current

### DRB Projects Under Review

During November, Planning staff actively worked on the following major projects in preparation for potential public hearings before the Development Review Board:

- Natural resource impacts as well as site and building design for improvements at the Willamette River Treatment Plant and park related to the Willamette Water Supply Project.
- Coffee drive-thru at Town Center Loop West and Park Place.
- Conversion of northern building of old Pioneer Pacific College campus on Parkway Avenue into offices for I&E Construction.
- Review of the design and placement of a new sewer pump station in Memorial Park.
- Revised Master Sign Plan for Stafford Business Center in North Wilsonville



## Planning Division, Long Range

### Equitable Housing Strategic Plan

Throughout November, the project team scoped out supplemental outreach opportunities to inform the draft Equitable Housing Strategic Plan. These include a targeted renter survey and project kiosks at the Wilsonville Public Library. Additional coordinated input opportunities will be posted on [Let's Talk, Wilsonville!](#) The project team will gather this additional input, along with the prioritized list of strategies, to formulate the draft Equitable Housing Strategic Plan, which will be presented to Council in early 2020.



General project information is available on the project website: [www.ci.wilsonville.or.us/housing](http://www.ci.wilsonville.or.us/housing).

### Planning Commission

During the November 13 Planning Commission meeting, the Commission held a work session to discuss the scope of the design work and associated public engagement for the I-5 Bicycle and Pedestrian Bridge. Following the work session, staff provided the Commission with updates on the French Prairie Bridge project and the upcoming Urban Forest Management Plan. The next Planning Commission meeting will be December 13 and will include training on the City's Significant Resource Overlay Zone as well as an informational presentation on House Bills 2001 and 2003—housing related bills passed by the legislature.

## Planning Division, Long Range

### Residential Zoning Standards Modernization Project

Following a number of work sessions with the Planning Commission, staff developed a survey for [Let's Talk, Wilsonville!](#) and conducted outreach to stakeholders and interested parties. The focus of the project is to update zoning standards primarily pertaining to the Planned Development Residential (PDR) zones. Staff will present the results of the outreach and any changes to the recommended updates to the Comprehensive Plan and Development Code during a January Planning Commission work session. Following the work session staff anticipate moving forward with the Planning Commission public hearing.

### Wilsonville Town Center Plan

During November, staff continued work on the development opportunity site analysis component of the upcoming marketing plan, and worked with Clackamas County's CC3D program to develop 3D renderings of the main street to include within the marketing plan. In addition, outreach continued with property owners, developers, and investors on key sites in Town Center.



WILSONVILLE TOWN CENTER PLAN

Planning Director Miranda Bateschell and Economic Development Manager Jordan Vance travelled to Bellevue, Washington, to meet with ROIC, the owners of the Town Center Shopping Center, about potential redevelopment of their Town Center property and to

tour a shopping center (Crossroads Bellevue) that ROIC is redeveloping into a mixed use center. In addition, Miranda and Jordan visited with City of Bellevue staff about the experience working with ROIC as a redevelopment partner. These activities further the project goal of achieving public-private development partnerships for Town Center. For additional information about the Town Center Plan project, visit the project website [www.wilsonvilletowncenter.com](http://www.wilsonvilletowncenter.com).



*Crossroads Bellevue is transitioning from a strip commercial center, adding multi-family housing, office and additional retail opportunities.*



*At Crossroads, ROIC is adding placemaking and community gathering elements, including outdoor seating, street facing shops, decorative lighting, and artistic signage for existing businesses.*