



NOVEMBER 2023 MONTHLY REPORT

From The Director's Office

Greetings!

Over the summer, members of Community Development Department staff were given the opportunity to tour the recently completed 148,000 SF industrial warehouse on Garden Acres Road. Constructed by Ares (formerly Black Creek Group) out of Newport Beach, California, this new warehouse is truly impressive from all four sides and is an outstanding example of implementation of modern industrial design as well as the City's own Form Based Code.

With 35' clear ceilings and double frontage on Grahams Ferry Road and Garden Acres Road, the building architecture is very attractive. A preserved grove of fir trees in the front of the site provide scale and greenery that helps to break up the façade of this large building. With a construction value upwards of \$20M, this project will surely provide a boost to the tax increment in the Coffee Creek Urban Renewal District that will allow the Community Development Department team to advance additional capital projects to serve more industrial development.



Preserved Douglas Fir grove along Garden Acres Road

This project is the second completed warehouse project reviewed under the Form Based Code standards. Associate Planner Cindy Luxhoj has done an excellent job of interviewing applicants and their design teams as part of returning to the Council for an audit of the Form Based Code. The Developer's representative on the Ares project was a very seasoned industrial developer, who has done large industrial projects in the Wilsonville community for 30-plus years. By listening closely to their experiences with city processes including land-use approvals, the plan review/permit issuance process, and 10 months of construction inspections have given staff insight into pinch points in the process which in turn is allowing us to work toward a goal of continuous process improvement.

Having open and honest dialogues regarding customer experiences allows us to focus on making the experience more positive. Our goal is to improve our process and foster a collaborative environment where together, City staff and the development team approach challenges head-on and resolve them in a timely, collaborative and efficient manner. This strong focus on customer service and the customer experience is something that separates the City of Wilsonville Community Development Department from its peers.

Cheers to economic prosperity, investment, and job creation in the Wilsonville community.

Respectfully submitted,

Chris Neamtzu, AICP

Community Development Director

Building Division

The Science of Building Inspections: Uncovering Hidden Issues

Building inspectors encounter numerous complex issues that require scientific expertise to uncover and address. This article unravels the science behind building inspections and learn how it contributes to the safety and longevity of structures.

Building inspections involve a blend of technical knowledge, experience, and scientific principles. Here are some key areas where science plays a crucial role:

- **Structural Engineering:** Understanding the principles of physics and materials science is essential for evaluating a building's structural integrity. Inspectors use this knowledge to identify issues like foundation problems, cracks in walls, and roof damage.
- **Environmental Sciences:** Building inspectors consider environmental factors when assessing a structure's condition. This includes knowledge of moisture control, mold detection, and the effects of weather and climate on buildings.
- **Electrical Systems:** A strong grasp of electrical engineering is vital to inspecting a building's wiring and electrical systems. Inspectors must ensure that electrical components are safe and compliant with standards.
- **Thermal Imaging:** Infrared thermography, a scientific technique, is used to detect hidden issues like water leaks, insulation gaps, and electrical hotspots. This technology provides valuable data during inspections.



Common Scientific Techniques in Building Inspections

- **Moisture Meter Readings:** Moisture meters use electrical conductivity to detect excess moisture in building materials, helping inspectors identify water damage or leaks.
- **Infrared Thermography:** Infrared cameras detect temperature variations, revealing issues like insulation gaps, plumbing leaks, and electrical problems.
- **Material Analysis:** Understanding the properties of construction materials, such as wood, concrete, and steel, is vital for assessing their condition and lifespan.
- **Air Quality Testing:** Scientific instruments measure indoor air quality, assessing factors like radon levels, mold spores, and pollutants.

Building inspections are a blend of art and science, with the latter playing a significant role in uncovering hidden issues and ensuring the safety of structures. The scientific techniques and knowledge employed by building inspectors are essential in maintaining the integrity and longevity of buildings.

Economic Development Division

Liaison to Development and Brokerage Community

Staff is working with a couple noteworthy leads which, if they come to fruition, would be significant wins for the City. In each of these situations staff acts as a liaison or communication conduit between the potential applicant and the other divisions within Community Development.

With capital markets such as they are, and the cost of construction escalated as it is, developers are even more cost and risk sensitive than normal. Small line items on a development pro forma matter. Developers and businesses are looking to eliminate risk and unknowns as much as possible even before proceeding to making an offer on property. Staff across the department will need to adjust mindset and engage with potential applicants, businesses, and brokers sooner and in different ways than we may be accustomed to in times past then economic conditions were different.

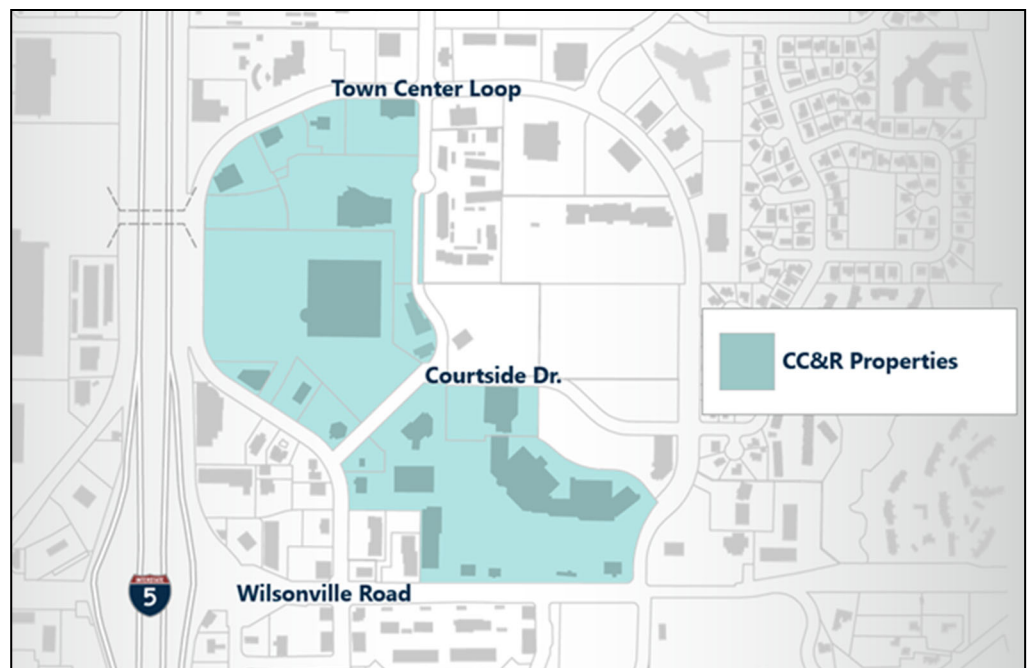


Town Center Covenants, Conditions, and Restrictions (CC&Rs)

Certain properties within the Town Center planning area are subject to CC&Rs that were executed in 1992. Several provisions of those CC&Rs are in direct conflict with the vision of the Town Center Plan and the Town Center Zone.

More specifically, the CC&Rs do not explicitly allow for multifamily residential development, which is a cornerstone of the Town Center Plan. As such, any developer wishing to develop or redevelop property within Town Center, where multifamily is a component of such development, must request an amendment to the CC&Rs in order for their project to proceed.

Staff orchestrated a meeting with property owners subject to the CC&Rs on November 16 to discuss dissolution or amendment of the CC&Rs in order to simplify the development process and allow multifamily development outright, when it complies with the city's codes. The group seemed more favorable toward the idea of amendment vs. complete dissolution. The city's legal team is working on a restated CC&R document for the group to review. The success of this initiative is pivotal for the success of the Town Center plan and the development envisioned therein.



Economic Development Division

Town Center Urban Renewal Feasibility Study

The city's urban renewal task force (URTF) met on November 30 to review the (nearly) final draft of the Feasibility Study document, draft ballot language, and an outreach and communications plan, which still under development expected to be executed between January 1 and the May 21, 2024 election.

Staff will present at the two work sessions of the City Council scheduled in the month of December 2023, and will discuss the following topics with Council.

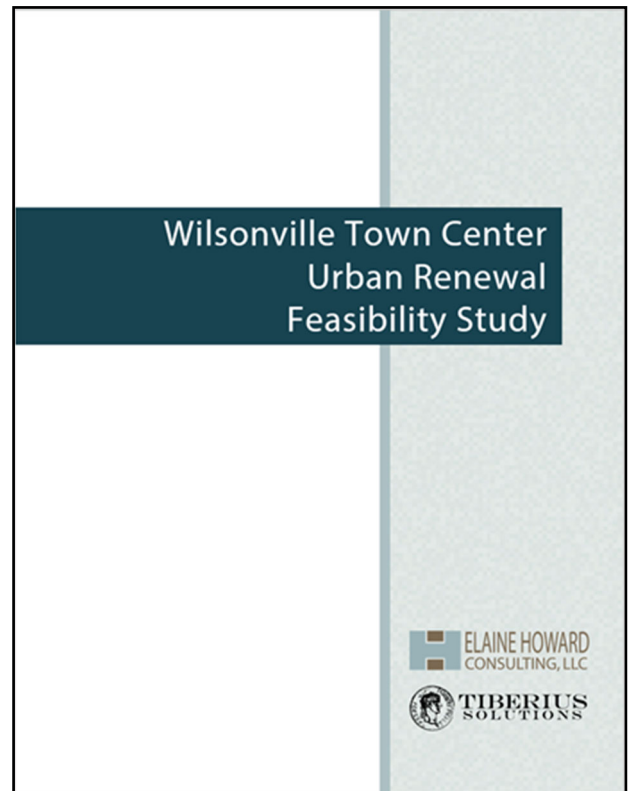
December 4: Proposed projects, cost allocations, if an urban renewal plan is created in Town Center.

December 18: Final Feasibility Study document, for adoption. Communications plan and draft ballot language.

In addition, despite our efforts to involve the West Linn-Wilsonville School District in the feasibility study process and the urban renewal task force more generally, they have not really engaged until very recently. Their Chief Financial Officer, Son Le Hughes, requested a meeting with Staff and our urban renewal consultant at the district offices. We had a productive meeting and answered questions. Ms. Hughes has requested that the City of Wilsonville brief the School Board regarding Wilsonville urban renewal, school budget impacts, and the proposed Town Center urban renewal plan. A date has not yet been set for any such briefing.

Wilsonville Showcases at CMAA Meeting

The Construction Managers Association of America (CCMA) Oregon Chapter invited the City of Wilsonville together with Tigard and Sherwood, to talk to a group of CMAA members about what our city is doing today to plan for tomorrow, with a specific look at planning and economic development. Planning Director Miranda Bateschell, and Economic Development Manager Matt Lorenzen presented and fielded questions from the group on the evening of November 16. It was a great opportunity to communicate our plans and network with developers, construction managers, and vendors in the construction and real estate industries.



Engineering Division, Capital Projects

2022 Street Maintenance(4014/4118/4717)

This project included Pedestrian Curb Ramp Replacements (4014), Signal Modifications (4118), and Pedestrian Crossing Improvements (4717). The curb ramps and pedestrian push button replacements were done to comply with Americans with Disabilities Act (ADA) requirements ahead of the 2023 Street Maintenance project that will repave Wilsonville Road adjacent to the ramps. Also included within this project was pedestrian crossing improvements along French Prairie Road in Charbonneau that enhance the safety and visibility of pedestrians. The collective project was performed by Emery & Sons and its subcontractors. This project has been accepted by the City and is now in a two-year warranty period. Over the course of the next two years, staff will inspect the improvements to make sure they are free from defects prior to warranty expiration.

2023 Street Maintenance (4014/4118/4717)

The following improvements were performed by S-2 Contractors:

- Boeckman Road (near I-5 Overpass): Road base reconstruction, paving and re-striping.
- Wilsonville Road (between I-5 and Kinsman Road): Road base reconstruction, all paving and striping.
- Wilsonville Road (near Rose Lane): Road base reconstruction, all paving and striping

Staff has performed a final inspection and working to resolve issues where the contract was not fulfilled.

2024 Street Maintenance (4014/4717)

On November 6, Council awarded a contract to Century West Engineering for the design of:

Boones Ferry Road (Wilsonville Road to Bailey Street)

- Reconstruction of pavement section
- Updating of all non-compliant ADA pedestrian ramps
- Pedestrian signal improvements at Boones Ferry Road at the entrance to Fred Meyer
- Updating of the mid-block pedestrian crossing near Killer Burger

Bailey Street (Boones Ferry Road to cul-de-sac near Subaru Dealership)

- Reconstruction of pavement section
- Updating of all non-compliant ADA pedestrian ramps

Boberg Road (Boeckman Road to Barber Road)

- Reconstruction of pavement section

The design portion of the project was kicked off on November 12 with a goal of construction beginning June 1 and being substantially complete by August 30.

Boeckman Creek Interceptor (2107)

This project will upsize the existing Boeckman Creek Interceptor sewer collection pipeline in order to support the development of the Frog Pond area. A regional trail will be installed as a part of the maintenance path from Boeckman Road to Memorial Park. The kickoff meeting was held on October 31, 2022. Field investigations are nearly finished, and the design is approaching 30 percent complete. A preliminary review of the trail layout and maintenance concept plan is under review. Once review is completed, a public open house will be held to seek input on the design to refine the layout. One additional open house event is planned for advance designs. The dates for both events will be set and advertised in advance of the events.

Engineering Division, Capital Projects

Boeckman Road Corridor Project (4212/4206/4205/2102/7065)

This project involves the design and construction of the Boeckman Dip Bridge, Boeckman Road Improvements (Canyon Creek Road – Stafford Road), Canyon Creek Traffic Signal, and Boeckman Road Sanitary Sewer projects. The Tapani-Sundt Joint Venture is pushing to design the project and advancing time-critical components. Property acquisitions are advancing, and expected to be completed in December. This project has been divided into several guaranteed maximum price (GMP).

- **GMP 1: Temporary Traffic Signal at Stafford and 65th Ave**
 - ◇ What has been completed: The signal is operational, and minor cleanup remains.
 - ◇ What to expect: Minor corrections including traffic lane closures.
- **GMP 2: Meridian Creek Culverts, House Demo**
 - ◇ What has been completed: Culvert installation (pitcured), retaining wall installation, grading areas upstream and downstream of pipe, plantings, house demo.
 - ◇ What to expect: Finish out the brick veneer installation on retaining wall, minor corrections to the work.
- **GMP 3: Bridge, Roundabout, and Road Widening**
 - ◇ Costs have been provided to the City and are currently being reviewed and negotiated with the City and the Owner’s Representative. The projected Council date for approval is expected in early December, construction to follow immediately after.



Other work is occurring in advance of the bridge work such as tree clearing, utility relocations, and coordination with the new primary school site. The road closure is expected in late winter.

Charbonneau Consolidated Plan—Edgewater and Village Greens (1500/2500/4500/7500)

This project is one of 38 project areas designated by the Charbonneau Consolidated Plan for the design and construction of water, wastewater, and stormwater improvements. This project specifically focuses on Edgewater Lane, Village Greens Circle and French Prairie Road. The City project team returned 100% plan comments to the design engineer in September. This project is on schedule for bidding in early 2024 with construction following in the summer.

Charbonneau Lift Station (2106)

This project involves replacing the Charbonneau wastewater lift station with a submersible lift station and replacing the force main from the station to the I-5 bridge. The design contract was awarded to Murraysmith in December 2021, and preliminary design was completed in July 2022. Final design is complete, with construction anticipated for completion in September 2024.

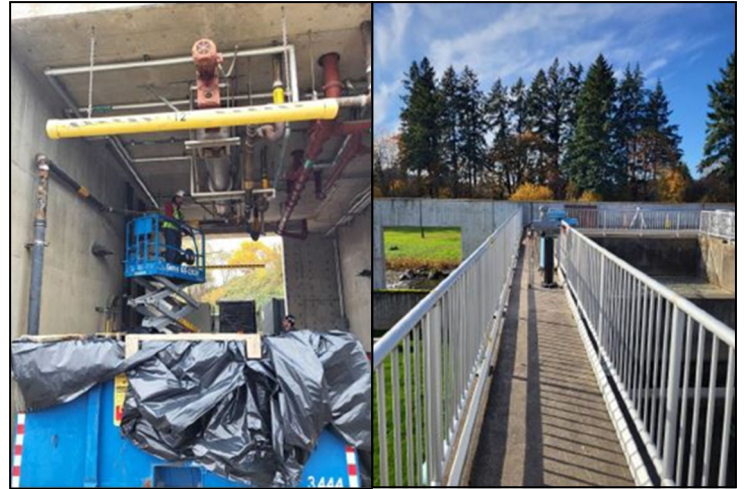
West Side Level B Reservoir and Transmission Main (1149)

This project will design and construct a new three million gallon water reservoir just west of City limits, along with a 24-inch transmission main connecting to the City water system. City Council awarded the design contract to Consor in February 2023. Design will be completed in 2024, followed by construction in 2024-2025.

Engineering Division, Capital Projects

WTP Expansion to 20 MGD (1144)

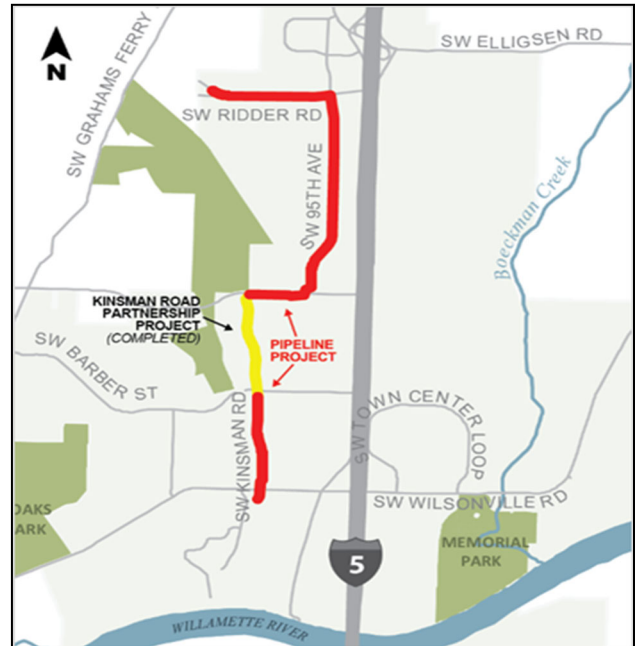
This project will expand the Water Treatment Plant (WTP) capacity to 20 MGD and incorporate related WTP capital improvements. A Construction Manager/ General Contractor (CMGC) alternative contracting method was approved by City Council in March 2020. An engineering contract was awarded to Stantec in July 2020. The CMGC contract was awarded to Kiewit in August 2021. City Council approved an early work package for ozone generator replacement in October 2021. Final design was completed in coordination with the CMGC in March 2022. Construction (pictured) began in June 2022 with completion expected in June 2024.



WWSP Coordination (1127)

Ongoing coordination efforts continue with the Willamette Water Supply Program (WWSP). Here are the updates on major elements within Wilsonville:

- **Phase 1, Wilsonville Road (PLM_1.1)** Arrowhead Creek Lane to Wilsonville Road—**COMPLETE**
- **Phase 2, Garden Acres Road to 124th (PLM_1.2)** Ridder Road to Day Road—**COMPLETE**
- **Phase 3, Wilsonville Road to Garden Acres Road (PLM_1.3)** The WWSP's last section of transmission pipeline to be constructed in the City of Wilsonville began in fall 2022, with completion in 2024. It will connect the remaining portion of the pipeline through Wilsonville and has an alignment along Kinsman Road, Boeckman Road, 95th Avenue, and Ridder Road (see image). The Engineering Division is currently in the process of reviewing final plans. The trenchless crossing under Wilsonville Road has been completed. Pipe install on the northern half of 95th Avenue to Ridder Road is nearing completion and restoration of the sidewalk, curb and gutter, and concrete road panels on the east side of the road is ongoing. Pipe installation has been completed on Kinsman Road between Wilsonville Road and Barber Street, and the street has been temporarily paved. The contract will begin restoring the concrete road panels on the west side of Kinsman Road after restoration has been completed on 95th Avenue. The trenchless crossing under Boeckman Road has begun.



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. The engineering contract was awarded in May 2020 and the project is anticipated to be completed by December 2023. The Master Plan findings are scheduled to be presented to the Planning Commission and City Council in fall and winter of 2023 .

Engineering Division, Private Development

Residential Construction Activities

Canyon Creek South Phase 3

The contractor continues to work on installing utilities for the five residential lot subdivision located on Canyon Creek Road. The contractor is continuing to work onsite utilities.

Frog Pond West

Frog Pond West continues to see significant construction activities. Housing construction in Frog Pond Ridge, located south of Frog Pond Lane, is ongoing.

- Frog Pond Crossing subdivision, a 29-lot subdivision located north of Frog Pond Lane, was paved at the end of July. The contractor is working on punchlist items for project closeout. The sales trailer has been installed and home construction is expected to commence in December.
- Frog Pond Estates, a 17-lot subdivision located south of Frog Pond Lane and west of Frog Pond Ridge, has installed most of the water system. Curbs have been installed. Paving is anticipated to occur in December, weather permitting.
- Frog Pond Oaks subdivision, a 41-lot subdivision located to the west of Frog Pond Crossing, was paved at the end of September. The contractor is working on open space improvements and stormwater facilities.
- Frog Pond Primary, the new West Linn-Wilsonville School District primary school on Boeckman Road, has installed storm and sewer utilities on SW Sherman Drive, in addition to working on site on the building.
- Frog Pond Vista subdivision, a 38-lot subdivision to the west of Frog Pond Oaks, is working on installation of franchise utilities. Paving is expected to occur in December, weather permitting.



Frog Pond Oaks, photo looking east from Willow Creek Drive



Frog Pond Estates, photo looking north from Brisband Street. Frog Pond Estates is located in the lower portion of the photo; Frog Pond Vista and portions of Frog Pond Oaks are located in the northern portion of the photo. Homes are part of the Frog Pond Ridge subdivision.



Frog Pond Primary

Villebois Clermont

The contractor is continuing to work on punch list items at Regional Parks 5 and 6. Home construction continues.

Natural Resources Division

Arrowhead Creek Park Pollinator Habitat

On November 4, 2023, the City and Friends of Trees hosted a pollinator-planting event at Arrowhead Creek Park. 27 volunteers participated in the planting event, which included the installation of 600 native plants important to a variety of pollinators.

Since 2002, the City of Wilsonville has partnered with Friends of Trees Green Space program on a wide variety of natural resource plantings, restoration and maintenance activities. Founded in 1989, Friends of Trees is a regional leader in improving the urban tree canopy and restoring sensitive natural areas through programs delivered by thousands of volunteers.



Planning Division, Current

Administrative Land Use Decisions Issued

- 5 Type B Tree Permits
- 3 Class 1 Administrative Reviews
- 3 Class 2 Administrative Reviews
- 2 Class 1 Sign Permits

Construction Permit Review, Development Inspections, and Project Management

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

- New gas station and convenience store on Boones Ferry Road
- New Public Works Building
- Residential subdivisions in Frog Pond West
- State of Oregon North Valley Complex

Development Review Board (DRB)

DRB Panel A did not meet in November.

DRB Panel B did not meet in November.

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:

- 21-unit subdivision in Frog Pond West
- 34-unit subdivision in Frog Pond West
- Conditional Use Permit for short-term rental in residential zone on Wilsonville Road
- Design of private park in new subdivision at 28700 SW Canyon Creek Road South
- Digital changeable copy sign on Boeckman Creek Primary School
- New electric substation along Parkway Avenue north of Boeckman Road
- New industrial building at ParkWorks off Parkway Avenue
- Transit-Oriented Mixed-Use Development adjacent to SMART Central/WES Station on Barber Street



Proposed Building, ParkWorks Elevation Facing SW Parkway Avenue/Interstate 5

Planning Division, Long Range

Coffee Creek Form-based Code Assessment and Basalt Creek Code Implementation

Planning staff is conducting an assessment of the Coffee Creek Form-based Code standards to identify ways in which they could be adjusted to streamline land use review and encourage additional high-quality industrial development. This information also will be used to help determine what zoning is appropriate for Basalt Creek. Also the Basalt Creek implementation involves infrastructure planning and funding and other steps to ensure the industrial land in this area is development-ready. In November, staff issued a Request for Proposal to hire a consultant team to support the Basalt Creek part of the project using a total of \$270,000 in grant funds.

Frog Pond East and South Master Plan

With the Frog Pond East and South Master Plan adopted in December 2022, the City is now focusing on implementation. Two outstanding implementation steps are in process: (1) Development Code amendments, and (2) an infrastructure funding plan. During November, the project team continued work on testing and refining draft code concepts, particularly standards related to variety of housing and stormwater design standards. This included meetings internally, with consultants and stakeholders, and having a work session with the City Council. Also during November work continued on the infrastructure funding plan working with the consultant to analyze and develop reports.



FROG POND EAST & SOUTH MASTER PLAN

Housing Our Future

This multi-year project will analyze Wilsonville's housing capacity and need followed by developing strategies to produce housing to meet the identified housing needs. The City's last Housing Needs Analysis was adopted in 2014. In November, the project team held a public meeting focused on the causes and consequences of rent burden, with the goal of identifying potential solutions for consideration in the project's Housing Production Strategy. The project team also worked on getting contracts and detailed work plans in place for the final phase of the three-phase project.

Oregon White Oak Response Coordination

In November, Associate Planner Georgia McAlister continued as a key member of the Mediterranean Oak Borer (MOB) task force, continuing to coordinate efforts between various City Divisions and Departments, as well as contract arborists, property owners, and others to diagnose and make a plan to address the declining health of a number of the City's Oregon White Oak trees. Other members of the Planning Division were involved as well advising Georgia and working on permits for removal and how to best address White Oak trees in existing and planned development. Notably, the large Oregon white oak tree located at Wilsonville Road and Kinsman Road, one of the first trees in Wilsonville confirmed to be infested, was removed with City support and guidance. The MOB task force focused on planning for the winter season when tree failures are more likely, establishing the best practices for our roads crew. The City's affected white oak trees have been removed and disposed of safely. With the immediate concerns of the City addressed, the team will be moving forward with developing a comprehensive management plan. The MOB task force met with representatives of the Oregon Department of Forestry and the Oregon Department of Agriculture on November 30 to discuss lessons learned and management practices moving forward.

Planning Division, Long Range

Statewide Policy Involvement

In November, members of the Planning Staff, together with Engineering and Building Staff continued to track the Governor's Housing Production Advisory Council (HPAC) and other policy discussions to inform upcoming legislative sessions focused on fees, permitting process, and review standards to support increased housing production. Planning Staff submitted comments on two HPAC hearings and reviewed draft legislative concepts from the Governor's office, met with the Governor's staff about the draft legislative concepts, and provided feedback on the concepts.

In addition, the City's Planning Director, Miranda Bateschell, was appointed to serve on the State's Oregon Housing Needs Analysis Rulemaking Advisory Committee for HB 2001 (2023) and attended the first meeting on November 29. This effort will amend rules related to Goals 10 (Housing) and 14 (Urbanization) as well as housing and urbanization-related sections of Oregon Revised Statute (ORS 197.286 to 197.314). The intent of this rulemaking is to refocus the implementation of Goal 10 from a narrow focus on housing capacity towards a more comprehensive framework that emphasizes local actions to promote housing production, affordability, and choice within their community and across the state.

Planning Commission

The Planning Commission did not hold their regular meeting in November.

Transit-Oriented Development at the Wilsonville Transit Center

The Equitable Housing Strategic Plan identified exploration of Transit-Oriented Development (TOD) at the Wilsonville Transit Center as a near-term implementation action. Throughout 2023, the City has been working with the project's selected developer, Palindrome, to refine development plans for the site. The proposed project includes 121 units of housing affordable to households making between 30% and 80% of Area Median Income, along with ground-floor tenants including a welcome center for SMART, a new home for Wilsonville Community Sharing, and a coffee house/taproom space. During November, the City continued review of the submitted land use application for the project.

General project information is available on the project website:

<https://ci.wilsonville.or.us/planning/page/wilsonville-transit-center-tod>

Wilsonville Town Center Plan

Town Center Plan Implementation

During November, the Town Center project team continued work on a detailed Urban Renewal Feasibility Study, taking the findings of the recently adopted Infrastructure Funding Plan and further assessing forecasted revenues, maximum indebtedness, a project list, and proposed district boundary for an Urban Renewal District in Town Center. The Urban Renewal Task Force met on November 30 to discuss the draft ballot language and communications plan for the planned advisory vote on the proposed Urban Renewal Area in May 2024. Recommendations from the Task Force's discussion will be shared with City Council at work sessions in December. City staff also hosted a meeting with property owners to address potential development barriers in private property covenants that apply to portions of land in Town Center.



WILSONVILLE TOWN CENTER