



FEBRUARY 2018 MONTHLY REPORT

From The Director's Office

Greetings! February began with the Smart Growth Conference in San Francisco. Miranda Bateschell, Charlie Tso, Susan Cole, and I enjoyed the company of several Planning Commissioners, DRB members, and Councilor Akervall and Mayor Knapp while we attended informative presentations and networked with other professionals. A primary conference topic focused on affordable housing—not only a challenge in Wilsonville and in Oregon, but a national issue.

We honored Don Walters, Building Plans Examiner, as he embarks on his retirement after serving the Wilsonville community for 18½ years. Thank you, Don, for the unique role you played in assuring structures built in Wilsonville are safe and meet relevant building codes. He built positive relationships with his customers, peers, and co-workers. Thank you, Don, for your valuable contribution to the Wilsonville community and collaboration with Community Development staff.

Congratulations to Kim Rybold and Jordan Vance for putting the finishing touches on the new Form-Based Development Code! And thanks to Dan Pauly for his knowledgeable guidance in assuring compatibility between the new and existing codes.

We started construction on two new projects and awarded contracts on one new project. The I-5 southbound on-ramp expansion began along with the Tooze Road urbanization project. The contract for Charbonneau Storm Improvements, Phase 3 was awarded to Braun Construction. The Library remodel is also underway.

We enthusiastically report renewed activity on two projects that experienced delays in 2017:

- The Basalt Creek Concept Plan is now on a fast track to a Metro decision on what land use is most appropriate for the 40-acre "South Central" subarea—residential or employment? On February 21, Metro staff issued their report to which the cities of Tualatin and Wilsonville will respond on March 7. Rebuttal from each city to the other's brief is due March 14. Based on these reports, the Metro Chief Operations Officer will make a recommendation to the Metro Council for consideration on April 19. After the decision, city staffs will work toward finalizing the Concept Plan in June.
- The French Prairie Bridge project restarted after working with ODOT and FHWA to carefully determine how best to define and comply with NEPA (National Environmental Policy Act) requirements. The project is back on track for the advisory committees and City Council to select their preferred bridge location.

The Planning Commission held their public hearing for the 2017 Water Treatment Plant Master Plan Update on February 14. This is a very important document that details projects that are needed at the plant to meet performance standards for ongoing operational and future water demand needs. This information is critical as we prepare the 2018-19 budget and plan the 5-year capital improvement program. –Nancy Kraushaar, PE



Building Division

A Master of His Craft

Don Walters made a dramatic impact to our built environment in Wilsonville over the span of his 18+ year career, serving as Wilsonville's lead Building Plans Examiner. In February 2018, Don officially entered that blissful state called retirement!

Roughly 80% of our time as humans is spent in buildings and it's vitally important that these buildings meet minimum codes to ensure a safe and healthy built environment. Don's primary role as a plans examiner is to review proposed construction plans to ensure projects will be built to code. Not only are our buildings safer and more energy efficient because of Don's work, but he's managed to leave a lasting and positive impression on his co-workers, peers, and more importantly, his customers.

Dan Carlson, Don's supervisor, said, "It's pretty awesome when you have a plans examiner who really cares about building safety the way Don does, but also has a genuine care for his coworkers and those he calls his customers."

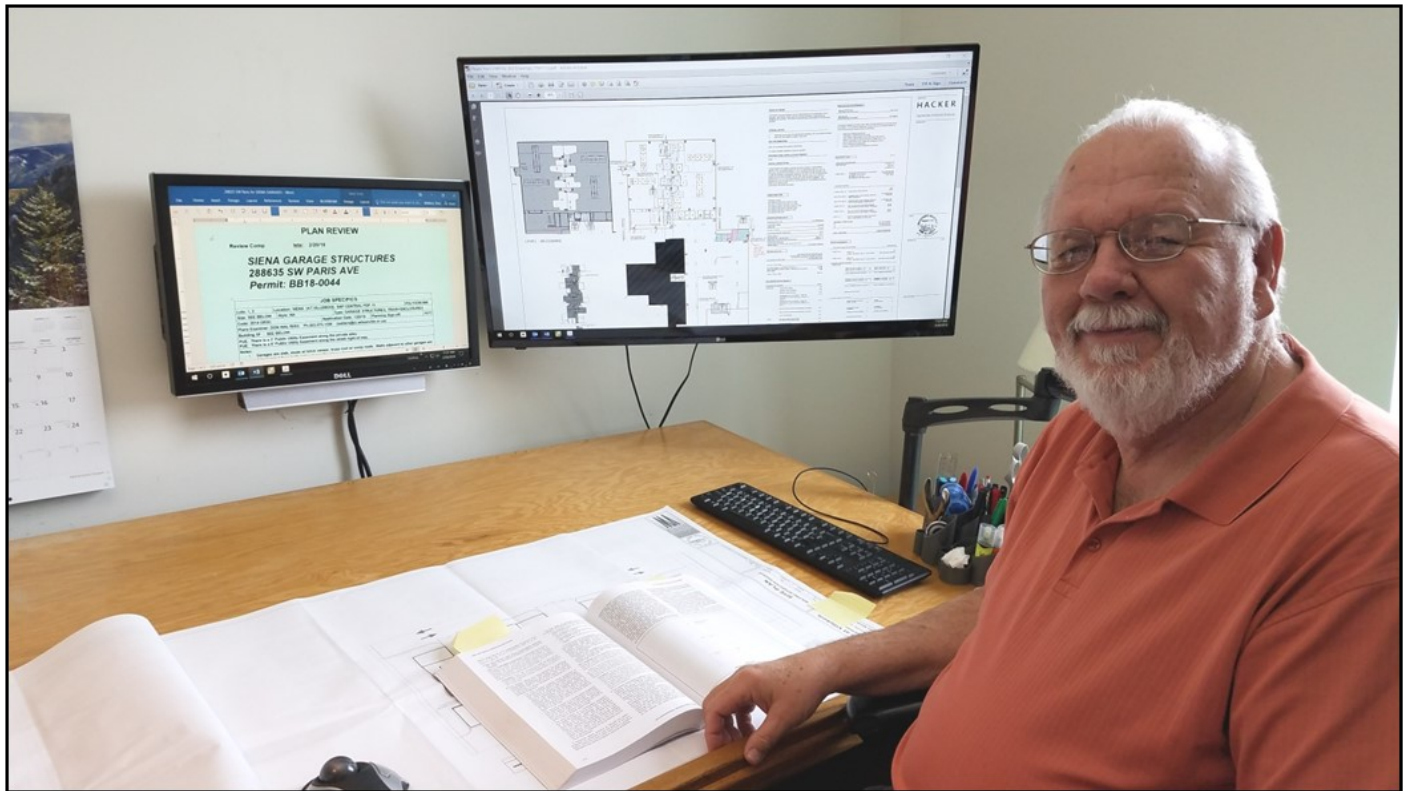
In 18+ Years Don Approved...

2,045 Apartment Units

4,591 New Homes

4.1 Million Square Feet of Floor Area

\$736 Million in Projects Since 2007

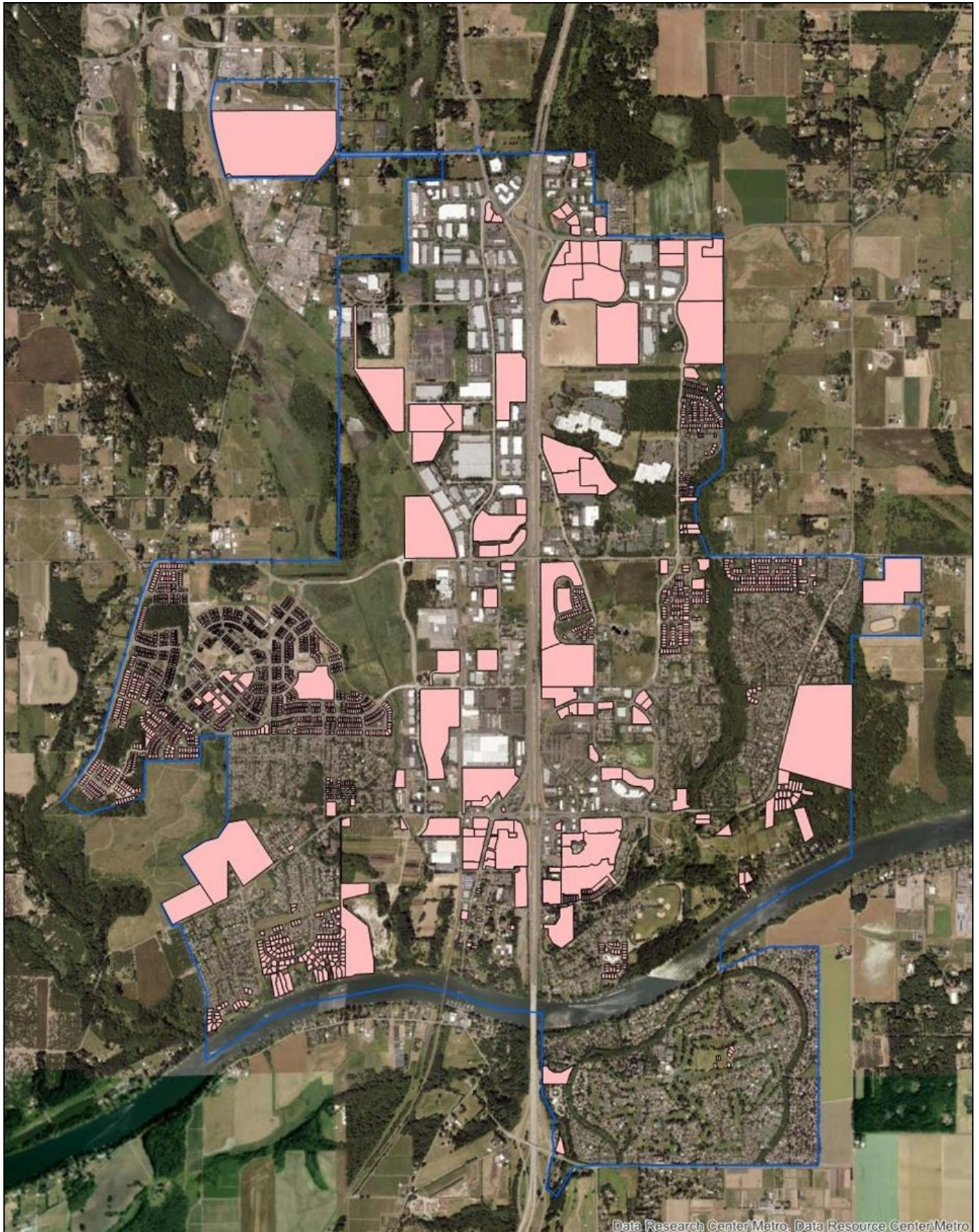


The volume of work which spans an 18-1/2 year career as a plans examiner in one city is staggering. Especially since the population in Wilsonville has nearly doubled in size to an estimated 24,868 in 2018 since Don started.

On the next page is an impressive overlay of all the projects, shown in pink, where Don has performed a plan review to ensure compliance with the adopted building safety codes.

Retirement will enable Don to spend more time with his family and friends, and putting his finely honed woodworking skills to use in his woodshop. As we celebrate Don's contribution to the community of Wilsonville and his lengthy tenure, we wish him the very best in his next adventure. Congratulations Don and thank you for your service!

Building Division (Cont.)



Data Research Center Metro, Data Resource Center Metro

Map of projects where Don has performed a plan review to check building code compliance.

Economic Development

- **Urban Renewal**
 - **Year 2000 URA Maximum Indebtedness:**
 - Staff has been meeting with the Year 2000 URA overlapping taxing jurisdictions (Clackamas County, School District, City of Wilsonville) to obtain formal concurrence that will allow the agency to increase maximum indebtedness of the Year 2000 URA to help finance the Boeckman Dip Bridge project.
 - School District: **Passed resolution** supporting amendment on January 8
 - Clackamas County: Board requested policy/work session on March 13 to have more in-depth conversation on proposed amendment and impacts to the County
 - City of Wilsonville: Council vote rescheduled for May 7
 - **Coffee Creek Urban Renewal Area**
 - Financing: Staff is pursuing other financing options for \$8.3M Garden Acres Road project—including infrastructure grants from Business Oregon and ODOT—as financing of project is not feasible after SORT Biodigester Facility and Universal Health projects were stalled, leaving only 1 potential new development in Coffee Creek, Precision Countertops
 - Form-Based Code: Form-Based Code was adopted by City Council at second reading on February 22. The new code aims to attract development and investment in Coffee Creek, provide greater developer certainty through clear and objective standards, and serve as a framework to guide high-quality industrial design and connectivity in the district
- **Business Retention/Expansion**
 - Town Center Outreach
 - Planning and Economic Development departments partnered with local business owner Ryan McCormic of Next Level Chiropractic to host a lunch roundtable for businesses located in the NE quadrant of the intersection at SW Town Center Loop West and SW Wilsonville Road. Staff answered questions about the project and potential retention/expansion programs to promote growth of local businesses, as well as tried to assuage anxiety expressed by a few participants about potential future displacement due to rising rent in Town Center
 - Planning and Economic Development conducted stakeholder interviews with a few key Town Center Property owners, including Kaiser, Clackamas Community College, and Brad Gevurtz, to provide a project update and talk about integration and partnership opportunities
- **Regional Leadership**
 - Economic Development Manager Jordan Vance has been selected as a “regional champion” for Greater Portland Inc (GPI) to help raise awareness of key regional economic development issues by communicating with, educating, and informing stakeholders, policy makers, citizens, and the media. GPI Ambassadors met in early February to talk about 2018 goals for the program. This will be a great forum to help elevate the profile of Wilsonville on a regional and state level



Engineering Division, Capital Projects

5th Street / Kinsman Road Extension (4196)

The design engineer is working towards the 90% design level plans, which is expected to be reached and submitted for review on March 6. Recently, much of our work has been focused on looking at the costs, scaling back the work where possible, and reviewing different funding options and sources.

Charbonneau High Priority Utility Repair Phase II (2500/7500)

This project continues the replacement and repair of the most deficient sewer and storm pipes within Charbonneau. This project represents the second of three planned phases to construction over three years. Construction is complete with the exception of a conflicting PGE conduit, which will be completed in the spring 2018.

Charbonneau High Priority Utility Repair Phase III (7500)

This project continues the replacement and repair of the most deficient storm pipes within Charbonneau. This project represents the last of three planned phases to construction over three years. City Council awarded the construction contract to Braun Construction & Design at the February 22 City Council Regular Session for \$921,783.00. Construction to begin in mid-March.



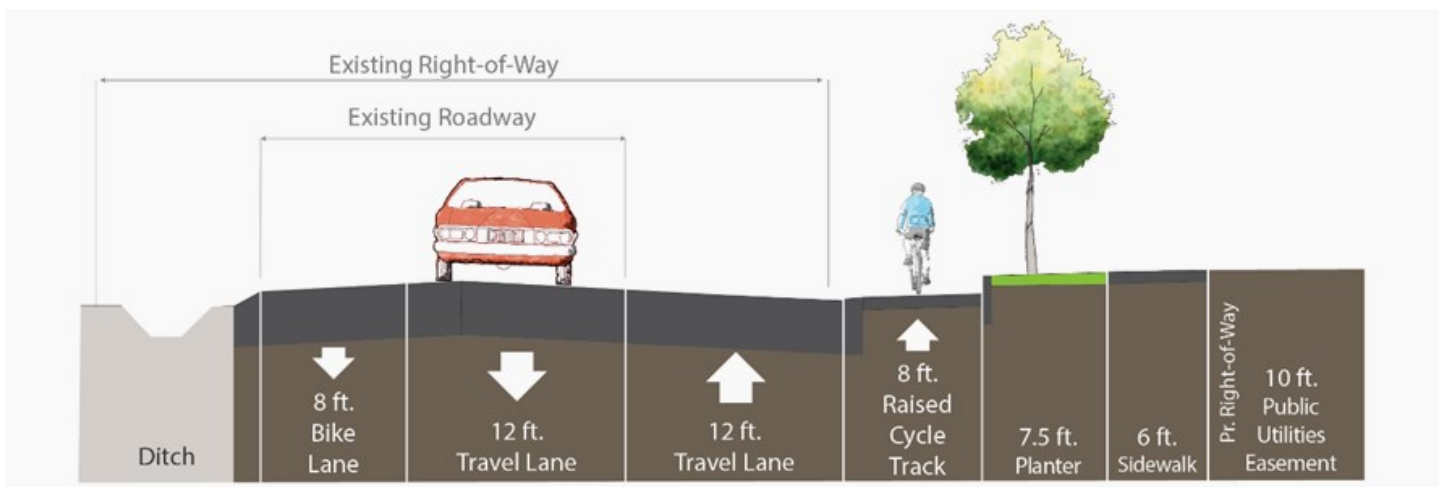
Engineering Division, Capital Projects (Cont.)

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. Staff is coordinating with ODOT to determine the Environmental Assessment scope of work and cost. The Technical Advisory Committee was scheduled to finalize bridge location scoring on February 28. The Task Force is scheduled to make a final bridge location recommendation to the City Council on April 12. The project team will bring the final bridge location recommendation to City Council for discussion in May.

Garden Acres Road (4201)

The 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. City Council accepted the roadway cross section at the work session meeting on February 22. Design is at 50%, with utility design work currently underway and property acquisition beginning within the next month.



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. Currently checking with Metro on options for use of grant funds. Design of the bridge will begin after completion of the Town Center Plan.

Kinsman Road Extension (4004)

This project involves construction of a new section of Kinsman Road between Barber Street and Boeckman Road and includes upsizing and relocation of 30" sanitary sewer pipe (Coffee Creek Interceptor Upsizing (CIP 2079) and installation of 66" water line for the Willamette Water Supply Program (CIP 1127)). Contractor has nearly completed project corrections. The final project inspection with ODOT will occur on March 2.

Willamette River Stormwater Outfalls (7053):

Due to a lack of funding in the Stormwater accounts this project has been postponed to Summer 2019. We will still work to complete the plans and have them ready to go out for bid in January 2019

Engineering Division, Capital Projects (Cont.)

WWSP Coordination (1127)

Ongoing coordination efforts are occurring for the Garden Acres Road project (4201), the 5th/Kinsman project (4196), and the Kinsman/Wilsonville Road truck turning improvements. WWSP 60% design plans have been submitted for City review for 5th/Kinsman project and Kinsman/Wilsonville Road truck turning improvements.

Engineering Division, Private Developments

Frog Pond Development

With the proposed development by Pahlisch Homes in the southwesterly corner of Frog Pond West the City is responsible for about 500 feet of off-site sanitary sewer work on Boeckman Road and down to the existing main near Boeckman Creek. Staff is working with Pahlisch Homes in drafting a development agreement to have the developer do the work and be reimbursed by the City.

Marion's Carpets

Construction is ongoing on the Marion Carpets building on Boones Ferry Road just north of Barber Street. Street widening and sidewalk construction work is anticipated to start in March.

Villebois Calais East

Construction is ongoing on the Villebois Calais East subdivision—68 lots adjacent to Tooze Road. Construction of our Tooze Road CIP project is also starting. Fortunately, the same contractor was low bid for the Tooze Road work so it should create a seamless transition between the public project and private development.

Natural Resources

Privately Owned Pump/Lift Stations

In Wilsonville, there are 14 privately owned and operated pump/lift stations. They are primarily for sanitary service, but two of the stations pump stormwater. Some of the stations date to the 1970s. They are located on residential, commercial, and industrial properties. In 2016, City staff identified a number of deficiencies with the sanitary lift station at Jory Trail, which included spills associated with a malfunctioning pump. Due to an enforcement action, the property owner made improvements to the lift station and surrounding area.

Over the last six months, Stormwater Management Coordinator Sarah Sand has been working with the Public Works Department to conduct an education and outreach effort with the owners of pump/lift stations. They have reminded owners about their responsibilities and emphasized the need for appropriate safety measures and proper maintenance. A reporting system is being developed, which will require annual reports that document maintenance activities and other measures to keep pump/lift stations properly functioning.



Jory Trail Sanitary Lift Station

Before



After

Planning Division, Current

Projects Being Prepared for DRB Hearings

- New Master Sign Plan for Wilsonville Business Center along 95th Avenue
- 10 Unit Detached Condo Development 4th Street and Fir Avenue-Old Town
- Stafford Meadows—44 lot subdivision in Frog Pond (West Hills Development)
- Morgan Farm—82 lot subdivision in Frog Pond (Pahlisch Homes)
- Eyehealth Northwest-New medical office building in Town Center
- Aspen Meadows II—6 lot subdivision off Canyon Creek Road South
- Republic Services renewal of temporary use permit for modular offices

Administrative Land Use Decisions Issued

- New hitting practice structure for Charbonneau Golf Club
- Artificial turf field and field lighting at Wood Middle School
- Architectural revisions to Siena condo buildings in the Villebois Village Center
- 1 Class I Administrative Review
- 5 Type A Tree Permits
- 5 Type B Tree Permits
- 1 Class I Sign Permits
- New Single-family building permits
- New multi-family building permits for Siena Condos in Villebois Village Center

Board and Commission Updates

Development Review Board (DRB)

DRB—Panel A met on February 12. Following a public hearing, the board unanimously approved a sign waiver to allow the conversion of the existing freestanding price sign for 76 on SW Parkway Avenue near SW Main Street from a manual change price sign to a digital price sign. The board also approved other minor sign changes related to a corporate rebranding for 76. During their February 5 meeting, the City Council appointed Shanti Villarreal to serve on a Development Review Board. She received an assignment to fill a vacancy on Panel A.

DRB—Panel B met on February 26. The board elected Richard Martens as chair for 2018 and Samy Nada as vice chair. Following public hearings, the board approved a digital freestanding sign for the new Marion's Carpet on Boones Ferry Road just north of Barber Street and a 5-year temporary use permit for a model home complex at the Calais East at Villebois subdivision. During their February 5 meeting, the City Council appointed Tracy Meyer to serve on a Development Review Board. She received an assignment to fill a vacancy on Panel B and participated in this month's DRB meeting.

Planning Commission

The February 14 Planning Commission opened by welcoming new Planning Commissioner Ron Heberlein. Heberlein formerly served on the Development Review Board. Following this welcome, a hearing was held on the Water Treatment Plant Master Plan project as presented by Community Development Director Nancy Kraushaar. Resolution LP18-0002 was unanimously approved with a request for additional language added to the Master Plan. The first reading before City Council of the Water Treatment Plan Master Plan project will be on April 2.

Following the hearing, Andrew Sheehan, Public Works Intern, presented tree survey findings regarding the City's Tree Inventory. Thereafter, Kraushaar presented the Southbound I-5 Boone Bridge Auxiliary Lane Study, a joint project with ODOT.

Planning Division, Long Range



Basalt Creek Concept Plan

The Cities of Tualatin and Wilsonville received a report from Metro staff to its Chief Operation Officer dated February 21, 2018 pertaining to the Basalt Creek Planning Area. This report includes a Metro staff recommendation regarding the specific land use for the Central Subarea and initiates a decision-making process that includes the timeframe for Metro to conclude its decision. The Metro staff report is posted to the City of Tualatin website at www.tualatin.gov/planning on the Basalt Creek Concept Plan page. City staff is preparing a brief to submit to Metro by the March 7 deadline that will be reviewed by Metro's COO in making a recommendation to the Metro Council. The COO's recommendation will be posted March 23 and the Metro Council will make a decision at a Metro Council meeting in April (tentatively scheduled for April 19).

General project information is available on the project website <http://www.basaltcreek.com/>.

Coffee Creek Industrial Form-Based Code

On February 5, the City Council conducted a public hearing on the Coffee Creek Industrial Form-Based Code, approving on first reading an ordinance adopting the new development standards for the Coffee Creek Industrial Area. The Council approved the ordinance on second reading on February 22. The project adopts clear and objective development standards and a Pattern Book to guide industrial development in Coffee Creek. Applications meeting all of the clear and objective Code standards will be approved administratively by staff, providing applicants with greater outcome certainty. Applications requesting waivers to one or more of the clear and objective standards will continue to be reviewed by the Development Review Board.

More information on the Coffee Creek Industrial FBC is available on the project website at <http://www.ci.wilsonville.or.us/FormCode>.

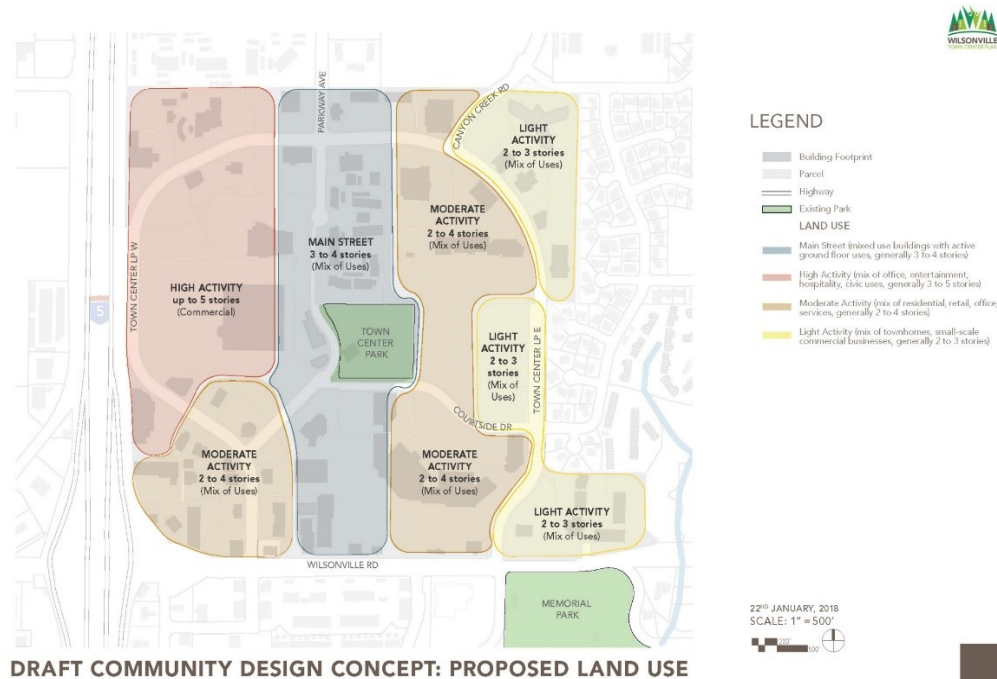
Sign Design and Wayfinding Signage Plan

Staff conducted a request for proposals for professional design services to assist the city in creating a sign design and wayfinding signage plan. Four proposals were received. An internal team comprised of Public Works, Parks, Administration, and Planning staff reviewed and ranked the proposals, selecting Alta Planning and Design as the most qualified firm. A scope of work is being prepared for a Council action on the contract at the March 19 City Council meeting.

Planning Division, Long Range



WILSONVILLE TOWN CENTER PLAN



The project team continues to host meetings and events to gather input on the draft Community Design Concept for Town Center. As part of the public outreach, we:

- Invited the public to participate in an online survey
- Invited the public to attend the Town Center Open House at City Hall, held on February 8
- Held meetings with key property owners, including Regal Cinemas, ROIC, Fry's, Kaiser, and Clackamas Community College representatives
- Continued a semester-long program with Meridian Creek Middle School 7th grade classes, which will get students' input on the Town Center Plan through multiple class projects
- Held the last of two Focus Group Meetings for Wilsonville residents living in or nearby Town Center;
- Partnered with staff at Wood Middle School to schedule a Town Center Latino Family Night (open house) on March 1 for Wilsonville's Spanish-speaking population.

The feedback we collect will be used to modify the draft Town Center Design Concept. The final concept will then form the basis of the draft Town Center Plan, which will be presented in late spring. For additional information about the Town Center Plan project, visit the project website www.wilsonvilletowncenter.com.

The new survey is open until March 5 and focuses on the draft Community Design Concept. Please share it with your neighbors, family and friends: <http://bit.ly/towncenterconcept>