

From The Director's Office

Greetings!

It is not quite the giving season, yet staff at the City of Wilsonville are always looking for opportunities to give back to the community. Whether it be the Coffee Creek Correctional Facility backpack program, raising funds or food for Community Sharing, or sponsoring families in need at the holiday season, the tremendous spirit of giving at the City is one of the things that makes this community great.

This past month, City Manager Bryan Cosgrove challenged staff to a friendly competition to gather healthy classroom snacks for the students at Boones Ferry Primary, where there is a fairly high percentage of students that are on the free and reduced lunch program. We all know that we learn best when we are well rested and fed. Having snacks in the classroom provides teachers the ability to help hungry kids be their best during the school day. Together, City staff collected literally thousands of snacks that were provided to the teachers at Boones Ferry Primary to help with this challenge.

In other news, the Community Development Department is finally back at full strength with the hiring of four new staff members. Please join me in welcoming Khoi Le, Development Engineering Manager; Mike Nacrelli, Civil Engineer; Phillip Bradford, Associate Planner; and Georgia McAlister, Assistant Planner to the team. All of these new team members come from public service backgrounds and bring with them a wide variety of exciting new skills to complement the existing staff talent.

Lastly, the newest member of the Community Development family, baby Reese, was born in early October to Dominique Huffman and her husband. Congratulations!!

Respectfully submitted,

Chris Neamtzu, AICP
Community Development Director



Building Division

Building Safety Matters

This month it was an honor to host State Representative Courtney Neron for an informational ride-along with our building inspection staff at the new Hilton Garden Inn Hotel.

Representative Neron is from Wilsonville and resides in the Villebois neighborhood close to where the catastrophic fire occurred in the four-story Siena condominium under construction in the early morning of March 31, 2019. That fire destroyed or damaged 16 structures and temporarily displaced numerous residents.

This fall, Representative Neron and Building Official Dan Carlson began serving on a statewide fire service policy task force with fire prevention and building experts. The primary purpose of the task force is to explore solutions to help prevent future occurrences of fires in tall wood structures under construction. The purpose of the Hilton site visit was to observe first-hand the various construction features of a tall wood structure.

In last month's report, we highlighted an important safety feature in the construction of tall wood buildings—the fire sprinkler standpipe. The adjacent photos show Building Safety Inspector Brian Pascoe, Project Superintendent Frank Fredrickson of Deacon Construction, and Representative Courtney Neron discussing the intent, purpose, and functionality of the fire prevention system including fire sprinklers, standpipes, and fire alarms, starting from the approved plans to installation on site.



Building Division

In addition, observations included the installation of fire extinguishers, which are required at each floor level and must be dispersed in hallways and near exits as shown in the adjacent photo.

Fire caulking (the red goop around the red and white water piping) is required where pipes penetrate the floor or ceiling to prevent the spread of flame and smoke from within a wall cavity, and from one floor to the next.

Special fire resistive “intumescent” paint (shown as gray paint on the steel column) is sprayed on critical steel members like red-iron columns (shown in the photo), to provide additional fire-resistive protection.

Special thanks goes to Deacon Construction for providing a great opportunity to share important safety features of tall wood structures under construction. We also thank Representative Neron for her interest and commitment to improving the safety of our built environment.



Economic Development Division

Business Retention & Expansion

- Wilsonville resident in process of opening a deli/retail business in Charbonneau that will offer coffee, beer/wine, and premade healthy food options.
- Gold mining business interested in industrial land in Wilsonville for both office and warehouse needs. The business expressed interest in Wilsonville for its proximity to the Aurora Airport.
- City hosted the Chamber of Commerce Morning Spark event on October 16, where over 30 small local businesses heard from Councilor Akervall about multiple priority City projects and heard from Economic Development staff about how to utilize business resources to expand and grow in Wilsonville.

Town Center Plan Implementation

- Staff have been continuing outreach efforts to property owners, developers, and investors on key sites in Town Center. Work on implementation activities related to the adopted Town Center Plan, including a marketing plan with a Development Opportunity Site analysis, streetscape plan, infrastructure finance plan, and Transportation System Plan amendments is expected to begin later this fall.
- Economic Development and Planning staff visited Town Center property owner ROIC in Bellevue, WA on October 28 to learn more about their Crossroads Shopping Center redevelopment, public/private partnership learnings to encourage project viability, and to brainstorm project ideas in Wilsonville.

Urban Renewal

- 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
 - We are pursuing modifications to TIF Zone Program to allow for added flexibility of site location and program criteria, and ideally be adaptable to both recession and growth economies. Staff will present proposal to Council on November 4 for direction.

Engineering Division, Capital Projects

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

The 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 begin in the summer of 2020.

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 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.

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 is onsite working to underground the overhead utilities. Construction of the upsized storm system to serve the future Coffee Creek Industrial Area is underway on Peters Road. Construction completion is anticipated for December 2020.

Gesellschaft Well Facility 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 October consisted of placing erosion control, excavation for and forming of the concrete generator pad, excavating the generator conduit trench, and other associated work. Work will continue 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. The negotiation of scope and fee is currently underway. Project design work is expected to begin in December.

Engineering Division, Private Development

Fir Commons

Ten home condominium development near Fir Avenue and 4th Street in Old Town. Public Works permit was issued. The public utilities are in place and the private storm system is under construction.

Frog Pond Meadows—Phase 2

74-lot subdivision located north of Stafford Meadows and adjacent to Stafford Road. The Development Agreement is complete. The Public Works permit has been issued and the contractor is installing underground utilities.

Frog Pond—Morgan Farm Phase 2

42-lot subdivision located north of Morgan Farm Phase 1. The Public Works permit has been issued. The contractor is currently working on stormwater LIDA facilities and road paving.

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.

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 being finished up.

Northstar Contractor Establishment—Clay Street

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

Engineering Division, Natural Resources

NPDES Annual Report

An annual report is prepared every fall for the City's National Pollution Discharge Elimination System (NPDES) stormwater program. The report is submitted to the Oregon Department of Environmental Quality and documents stormwater management practices, land use changes and new development activities, program expenditures, and water quality monitoring.

Highlights from this year's report include:

- Private Lift Stations: Due to improperly maintained private lift stations, the City implemented an inspection program in 2018. The goal of the program is to educate owners of private lift stations about their facilities and require them to conduct annual inspections and maintenance.
- New Stormwater Facilities: Every year sees an increase in the number of private stormwater facilities constructed to treat and control stormwater runoff from development projects. During the reporting year (July 1, 2018 to June 30, 2019), 65 rain gardens and 54 vegetated swales were installed.
- Existing Stormwater Facilities: During the reporting year, staff inspected 77 sites that have private stormwater facilities. All of the facilities were given an inspection ranking and entered into the City's asset management system (i.e., Cartegraph).
- Shout Out to Public Works! 158 cubic yards of debris was removed from the City's stormwater conveyance system over the reporting year.

Planning Division, Current

Administrative Land Use Decisions Issued

- Masonry enclosure for new automated Kinder Morgan Valve at Wilsonville Road and Willamette Way East
- Wooden arbors in the central plaza at the Town Center Marketplace
- Updated sign package and exterior refresh for Target at Argyle Square
- Minor modifications to Old Town Square Master Sign Plan for ATI Physical Therapy
- 1 Miscellaneous Class I Administrative Review
- 1 Final Plat Partition
- 1 Class I Sign Permit
- 8 Type A Tree Permits
- 6 Type B Tree Permit
- 1 Type C Tree Permit
- New Single-family and row house building permits

Development Inspections and Project Management

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

- 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 October.

During their October 28 meeting, DRB Panel B approved an updated Master Sign Plan for the Wilsonville Business Center along 95th Avenue.



Planning Division, Current

DRB Projects Under Review

During October, 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



Planning Division, Long Range

Equitable Housing Strategic Plan

Throughout October, the project team assessed stakeholder outreach received thus far through interviews, focus groups, and feedback from the City's [Let's Talk, Wilsonville!](#) website. Based on this, the project team discussed potential supplemental outreach opportunities to conduct throughout October and November to inform the draft Equitable Housing Strategic Plan.



The project team also focused on refining the input from September's task force and Planning Commission meetings, developing a draft list of potential policy strategies for the City Council's consideration. Staff held a work session with City Council on October 21 to present these strategies and gather input on prioritization. The prioritized list of strategies will serve as the basis for 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.

Planning Commission

During the October 9 Planning Commission meeting, staff presented the Residential Code Modernization Project. The primary goal of the project is to update lot standards in the PDR Zones. Staff engaged Commissioners in a discussion to gather feedback on lot coverage and how they relate to proposed minimum lot size changes. Please refer to the specific project information enclosed in the Planning Commission Packet here <https://www.ci.wilsonville.or.us/bc-pc/page/planning-commission-17>. The next Planning Commission meeting is scheduled for Wednesday, November 13 at 6:00 pm at City Hall.

Planning Division, Long Range

Wilsonville Town Center Plan

During October, staff continued to scope timelines for implementation activities related to the adopted Town Center Plan. Outreach continued with property owners, developers, and investors on key sites in Town Center. Staff began work on the development opportunity site analysis component of the upcoming marketing plan. The Planning Director and Economic Development Manager traveled to Seattle to meet with key personnel at ROIC and city officials from the City of Bellevue to learn more about their Crossroads redevelopment project. Both activities further the project goal of achieving public-private development partnerships for Town Center.



WILSONVILLE TOWN CENTER PLAN

For additional information about the Town Center Plan project, visit the project website www.wilsonvilletowncenter.com.

Coordination with Washington County on Uses in Coffee Creek/Basalt Creek

Planning Division staff has researched Washington County's Future Development 20-Acre (FD-20) District zoning related to contractor's establishments in the Coffee Creek and Basalt Creek Industrial Areas, as well as sought City Council direction on policy actions at the October 21 work session. This zoning is intended to protect and retain the lands on an interim basis until planning is completed and there is a clear path for transition to an urban level of development. However, uses and development standards can conflict with the City's future development goals for these areas. Staff presented the issues and possible policy approaches for Council discussion. Council directed staff to discuss options with Washington County, such as amending the code related to contractor's establishments, for possible inclusion in their 2020 work program. Council further directed staff to research City-led options, such as annexation, and return to a future meeting for additional discussion.

In addition, Planning staff researched and provided written comment on a Washington County ordinance proposing updated development standards for Small Wireless Facilities (SWF) in Washington County right-of-way. The proposed changes would allow SWF facilities in the FD-20 district in areas designated as future City of Wilsonville, and the County's design standards are inconsistent with the City's adopted design standards for SWFs. In addition to providing comment on the proposed ordinance, staff is integrating this issue into the FD-20 discussion with the County.