

### From The Director's Office

Happy New Year! I sincerely hope that the holidays were filled with good times, family, and fun for all. As I write my first monthly report as the new Community Development Director, I am reminded how fortunate we all are to live in this beautiful state, and in particular this wonderful city! The new year will bring many good things, and the staff in CD are looking forward to another great year of quality customer service and project delivery.

I want to recognize Wilsonville employees for their kindness and generosity this holiday season. City staff donated many wonderful gifts as part of the Family Giving program. Candi Garrett has organized this with the school district for ten consecutive years. Everything on the families' wish lists were provided, including a vacuum, bed pillows, garbage bags, toilet paper, laundry detergent, skateboard and helmet, history books, guitar, gift cards and three boxes of food. We were also able to provide two months rent for them!

Delivering the gifts this year was the driver of the sleigh (SMART bus) Gregg Johansen (SMART), Santa (Greg Martin—Library), and the elves Candi Garrett (CD), Barbara (Candi's mom), Shelley White (CD), and Cherise White (Shelley's daughter). They were delivered to a family of a mom with a seventh grade son and another family of a dad with a sixth grade son.

A few Community Development highlights in 2018 included:

- 20 years being recognized as a Tree City USA
- Adoption of the Basalt Creek Concept Plan
- Adoption of the Coffee Creek Industrial Form Based Code
- Advancement of the Town Center Plan
- OAPA Award for Citizen Engagement on the Town Center Plan
- Initiation of Frog Pond West entitlements and construction
- Substantial Amendment to the Year 2000 Urban Renewal Plan to fund the Boeckman Dip Bridge
- I-5 Undercrossing Trail improvements
- Tooze Road/Grahams Ferry Road improvements
- Kinsman Road Extension
- Charbonneau High Priority Infrastructure Projects
- Celebration of Pollinator Day
- Thousands of inspections and hundreds of plan reviews for homes and businesses throughout the City



Cheers to a wonderful 2019! —Chris Neamtzu, AICP, Community Development Director

## Building Division

### 2019 Street of Dreams

The NW Natural Street of Dreams is coming to Wilsonville this summer in the new Stafford Meadows subdivision of the Frog Pond area. This aerial view on the right shows the location looking west along Boeckman Road.

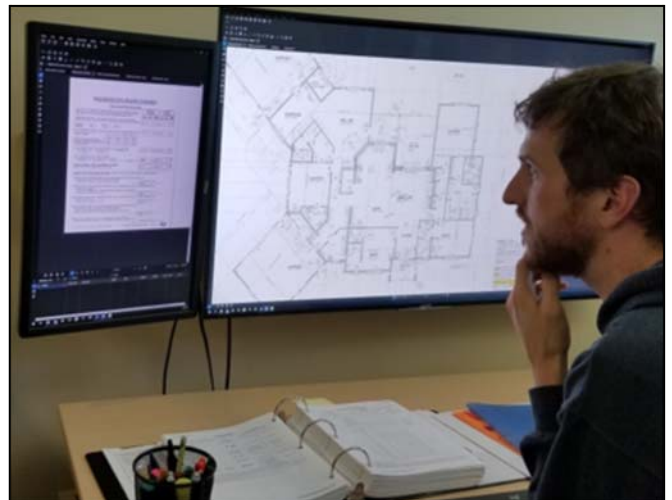
There will be six to eight high-end, custom homes showcased by members of the Portland Metro Homebuilders Association (HBA). To facilitate this project, Building staff came up with an expedited permit process that will be timely and predictable.

How timely and how predictable? Well, it starts with scheduling the review. When the builder is planning to drop off their plans for review, they let us know the date in advance and that becomes our target date to complete the review. The plan review is completed by all plan review disciplines on day one. Then, on day two, we either provide an approved permit to start construction, or we provide plan review comments that note items that need to be corrected. It all hinges on scheduling the plan review in advance and locking the date into staff calendars.

The plans are submitted electronically so the process is paperless. The above photo shows Plans Examiner Carl Brown conducting an electronic plan review with Bluebeam, a robust PDF markup tool. This tool makes the job easier for the plans examiner, but most importantly, it makes it easier for the designer as it allows staff to easily markup plans and provide the designer with a comprehensive summary of all markups with the click of a button. The designer can then quickly modify plans by knowing exactly where the changes need to be made.

Recently, Building Official Dan Carlson presented this innovative concept to the homebuilders group as shown in the photo (below). After making the pitch and asking for questions there was a notable silence followed by, "Where have you been all this time?" Suffice it to say the concept was very well received. The presentation is available here: <https://www.ci.wilsonville.or.us/SOD>.

In addition, one of the major aspects of reviewing plans is making sure Wilsonville development standards are met. Planning staff created a comprehensive checklist (also available at the link above) that builders can use to ensure their project meets the Wilsonville Development Code when drafting plans. We want for projects to succeed, not to get bogged down.



## Economic Development

- **Oregon Business Plan Summit**

- Mayor Knapp and Economic Development Manager Jordan Vance attended the Oregon Business Plan Summit on December 3, where elected state leaders unveiled legislative and business priorities for 2019. The summit focused on Oregon's fiscal crisis and discussions on reforms to slow the growth of pension and health care costs, reform our revenue system, and make new investments in education.

- **Oregon Business Plan Recaps**

- Read the fiscal policy document here: <https://oregonbusinessplan.org/wp-content/uploads/2018/11/OBP-2018-Fiscal-Policy-screen.pdf>
- Read the Oregon Business Plan overview here: <https://oregonbusinessplan.org/wp-content/uploads/2018/12/OBP-Overview.pdf>

- **Highlights**

- The Opportunity Atlas
  - The keynote address was delivered by a Harvard economist about a new tool, The Opportunity Atlas, which uses big data from the last 20 plus years to identify which factors aid or inhibit economic mobility across the nation. The tool allows you to trace the roots of today's affluence and poverty back to the neighborhoods where people grew up, and aims to provide insights to inform local solutions to tackle economic mobility. This tool can be found here: <https://www.opportunityatlas.org/>

## Engineering Division, Capital Projects

### **5th to Kinsman Road Extension (4196)**

Staff is working with our consultant (Otak) to finalize the 100% project plans and specifications for bidding the project in January/February 2019. Construction is anticipated to start in spring/summer 2019.

### **124th Avenue Extension**

Washington County's contractor continues finishing up the last few items of work on the 124th Avenue Extension project. Grahams Ferry Road is open. Tonquin Road and the new section of 124th Avenue were just opened for the new year.

### **Charbonneau Utility Repairs – French Prairie Drive Phase II and Old Farm Road Phase I (1500/2500/4500/7500)**

This project involves repair and replacement of deficient storm, sewer, and water pipe lines in the Charbonneau District, as identified in the Charbonneau Consolidated Improvement Plan. Preliminary utility investigatory work is completed. 60% design is currently underway. A public open house is scheduled for February 26, 2019 to present the proposed design and to hear resident input.

### **Coffee Creek Industrial Area Regional Stormwater Facility Project (7060)**

This project involves modeling of current and buildout stormwater runoff conditions within portions of the Coffee Creek and Basalt Creek basins and will design and construct improvements to alleviate existing seasonal flooding to allow for future development within both the Coffee Creek Industrial Area and the Basalt Creek Concept Area. The kick-off meeting for Phase 1 Alternative Analysis and Preliminary Design work was on December 12. Topographic survey work will begin in January 2019 followed by hydraulic modeling of the drainage basin.

### **Coffee Creek Sewer Facilities (2101)**

This project involves the preliminary design of sanitary sewer facilities required to support future development of the Coffee Creek and Basalt Creek development areas. Draft sewer facilities layout is under review. Planning work is anticipated to be completed by the end of February.

### **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. Before addressing well deficiencies, the gravity stormwater system downstream of the well house is being studied to confirm that there is available capacity in this pipe system to carry pump-to-waste flows that are discharged on a monthly basis when the well pumps are exercised. Once this capacity is confirmed, work will commence on addressing well deficiencies.



## Engineering Division, Capital Projects

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

This project will determine the final location, alignment, and design type. It 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. The project Task Force received an overview of the five bridge types under consideration and a summary of the feedback received from the Technical Advisory Committee (TAC) and public events on December 5. Afterwards, the Task Force recommended that the cable-stayed and suspension bridge designs proceed for further evaluation in the identification of the preferred bridge type. City Council will consider the Task Force recommendation at a work session on January 7.



*Suspension Bridge*



*Cable-Stayed Bridge*

### **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. Property acquisition work is underway. The consultant team is coordinating with Willamette Water Supply Program to incorporate the 66" water pipeline into the Garden Acres construction plans.

### **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. Design will be finalized in the first quarter of 2019 and will be bid in spring 2019.

### **Graham Oaks Pedestrian Enhancements (0012)**

We have selected a preferred contractor and are getting the contract in place to begin construction in January.

### **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. Staff is working to lift covenants and restrictions on the east bridge landing property as part of a sale agreement approved by Council in November. Design of the bridge will begin after completion of the Town Center Plan.

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

We are working with our consultant team on 60% plans. Unforeseen soil conditions have resulted in additional geotechnical investigation and design requirements. A PSA amendment will be coming to Council in January to capture these additional items of work.

## Engineering Division, Capital Projects

### **Street Maintenance (4014/4118)**

We are on track to get the street maintenance work done in the spring on Wilsonville Road and Boones Ferry Road. Our consultant team has submitted 60% plans that staff will review and provide comments on to move towards 90% design plans.

### **Tooze Road to Grahams Ferry Road (4146)**

The signal lights were activated on December 20. The roads have been striped and the streetlights are on. The project completion list has been issued to the contractor.

### **Water Telemetry (1114)**

Brown and Caldwell is putting together the network and communication upgrade plan which will include a project list and estimates for future upgrades.

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

Staff is working with our consultant (AKS Engineering) to finalize the 100% project plans and specifications for bidding the project in January/February 2019. Construction is anticipated to start in spring/ summer 2019.

### **WTP Surge Tank (1111)**

Contract has been awarded to R.L. Reimers Company. The Notice to Proceed will be issued in early January.

### **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. Staff expects to receive final review plans and specifications from WWSP for the 5th/Kinsman project and Kinsman/Wilsonville Road truck turning improvements within the next month. Staff is reviewing a draft IGA to incorporate the WWSP 66" water line into the Garden Acres project.

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## Engineering Division, Private Developments

### **Fir Commons**

Plans are under review for this nine home condominium development near Fir Avenue/4th Street in Old Town.

### **Frog Pond—Morgan Farm Phase 1**

Construction is ongoing on this 37-lot subdivision.

### **Frog Pond—Stafford Meadows**

Public works construction is almost complete. The streets have been paved and homebuilding is expected to start in January.

### **Villebois Mont Blanc**

Public Works construction is almost complete for this 68-lot subdivision near Villebois Drive and Orleans Avenue.

## Natural Resources

### Memorial Park Dog Run and Community Garden Parking Lot (9132)

Due to unexpected drier and warmer weather in December, the contractor was able to complete the concrete and asphalt paving for the project. In addition, stormwater management facilities, utilities, and landscaping were completed. Outstanding items include fabrication and construction of the Boeckman Creek bridge guardrails and approaches, installing light poles, and offsite transportation improvements to allow for future access on Kolbe Lane. The contractor is scheduled to finish the project by March 2019.



## Planning Division, Current

### Projects Being Prepared for DRB Hearings

- New Hotel Adjacent to Holiday Inn
- Frog Pond Meadows, 74-lot single-family development in Frog Pond West by West Hills Development

### Administrative Land Use Decisions Issued

- 1 Class I Administrative Review
- 1 Final Plat Approval
- 12 Type A Tree Permits
- 2 Type B Tree Permits
- 1 Class I Sign Permits
- New Single-family building permits

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## Board and Commission Updates

### Development Review Board (DRB)

Development Review Board Panels A and B did not meet in December.

### Planning Commission

Miranda Bateschell and Kimberly Rybold presented the Basalt Creek Comprehensive Plan & Transportation System Plan Amendments at the December 12 Planning Commission work session.

The next regular Planning Commission meeting is scheduled for Wednesday, January 9, 2019.



## Planning Division, Long Range



### **Basalt Creek Concept Plan**

City staff drafted Comprehensive Plan Text and Map Amendments to reflect the City's adoption of the Basalt Creek Concept Plan. The City held a meeting on November 30 with the project team to discuss necessary amendments to the City's Transportation System Plan (TSP) for the same purpose. The project team presented the proposed Comprehensive Plan and TSP amendments at the Planning Commission work session on December 12. The team also provided DLCDC notice of upcoming hearings on the adoption of the proposed amendments currently scheduled for February 13 at Planning Commission and April 1 at City Council. Finally, staff continued working with Washington County on draft amendments to the joint Urban Planning Area Agreement.

General project information is available on the City's project website <https://www.ci.wilsonville.or.us/planning/page/basalt-creek>.

### **Citywide Signage and Wayfinding Plan**

The draft plan is being finalized in preparation for public review before the Planning Commission on February 13, 2019. The project team is working on the design intent drawings, and will be working with the sign sub-contractor to come up with designs to retrofit the existing monument signs at the I-5 Interchange. The draft plan will be available for review at the beginning of February.

For more information, please visit the project web page at [www.ci.wilsonville.or.us/planning/page/citywide-signage-and-wayfinding-plan](http://www.ci.wilsonville.or.us/planning/page/citywide-signage-and-wayfinding-plan).

### **Equitable Housing Strategic Plan**

Staff finalized a scope of work and contract with the consultant team, led by ECONorthwest. Work is expected to start in January with public outreach activities beginning in spring after the pending adoptions of several other planning projects.

## Planning Division, Long Range



The project team presented Town Center Plan implementation recommendations to the City Council at the December 3 work session following the November 14 Planning Commission work session on the same topic. After which, the project team was busy drafting the Town Center Plan document, which will be the topic of the January 9, 2019 Planning Commission Work Session. The team is also busy putting together an online version of the Plan, which the team will release for public review in January 2019.

For additional information about the Town Center Plan project, visit the project website [www.wilsonvilletowncenter.com](http://www.wilsonvilletowncenter.com).



### **Urban Growth Boundary Expansion (UGB)**

On December 13, the Metro Council voted to expand the UGB, granting all four cities that requested expansion their full request. The four cities are Beaverton, Hillsboro, King City, and Wilsonville. Conditions of expansion were also adopted, and are being finalized by the Metro staff. Appeals may be pending. The cities have four years to complete master planning for these future urban areas.