



JULY 2020

MONTHLY REPORT

From The Director's Office

Greetings! The dog days of summer are finally here, which means for Community Development Department staff it is capital construction season. As you make your way around town, you will see construction activity in virtually every quadrant of the community. City staff are working hard to deliver high quality infrastructure projects on time and under budget. The following is a highlight of major project activity:

- The Garden Acres Road urban upgrade project is under construction. The project involves reconstruction of a rural local access road to an urban industrial roadway including the installation of a 66" water transmission pipeline for the Willamette Water Supply Program (WWSP). The extension of utilities and transportation improvements as part of this project are necessary to prepare the Coffee Creek and Basalt Creek Industrial Areas for future industrial development. Completion of this catalytic project is scheduled for early 2021.
- The annual street maintenance project is anticipated to begin in August and will rehabilitate the pavement on Elligsen Road, Day Road, Main Street, Parkway Avenue, and Burns Way. The project will include pedestrian enhancements, traffic signal improvements, and ADA ramp upgrades within the project boundary. The upgrades to Day Road are significant, resulting in improvements to perhaps the roughest road in the city.
- The Willamette Water Supply Program is currently constructing pipeline main (PLM) 1.1, which involves construction of a 66" water transmission pipeline from Arrowhead Creek Lane near the Water Treatment Plant to Wilsonville Road. The program has also mobilized on the Water Treatment Plant park site getting ready for seismic improvements to the bank of the river.
- Regional Parks 7 and 8 (Oulanka and Tivoli Parks) are under construction in Villebois with seating, wetland overlooks, nature play, and picnic areas—including a ½ mile segment of the regional Ice Age Tonquin Trail. Construction activity will continue into 2021.
- In Charbonneau, the French Prairie Road Phase II Utility Repair project is now underway to repair, replace, and rehabilitate the area's storm, sewer, water, and pavement infrastructure. Completion of this project is scheduled for the end of 2020.
- The Memorial Park Pump Station replacement project is underway, replacing and upsizing a sanitary sewer pump station serving the east side of the community. Construction activity will continue into spring 2021.
- The I-5 Undercrossing Trail Phase 2 will begin construction in September. This project extends the I-5 Undercrossing Trail through newly acquired property adjacent to I-5 and into the existing Boones Ferry Park. Construction is scheduled to be complete by the end of the year.

Wilsonville is very fortunate to have such a dedicated, hard working group of professionals thoughtfully advancing the infrastructure plans for this wonderful city.

Respectfully submitted,

Chris Neamtzu, AICP
Community Development Director

Building Division

What-cha Looking At? Energy Conservation

Oregon's Building Codes Division (BCD) develops energy codes and standards for regulating a building's effective use of energy through design and construction. The BCD administers the 2019 Oregon Zero Energy Ready Commercial Code and the 2017 Oregon Residential Specialty Code which cover various requirements for insulation, equipment, windows, lighting, and more for use in new construction. The intent is to provide flexibility to enable the use of innovative approaches and techniques to better achieve an effective use of energy. Wilsonville's Building Division adopts these codes for use in new construction throughout the city.

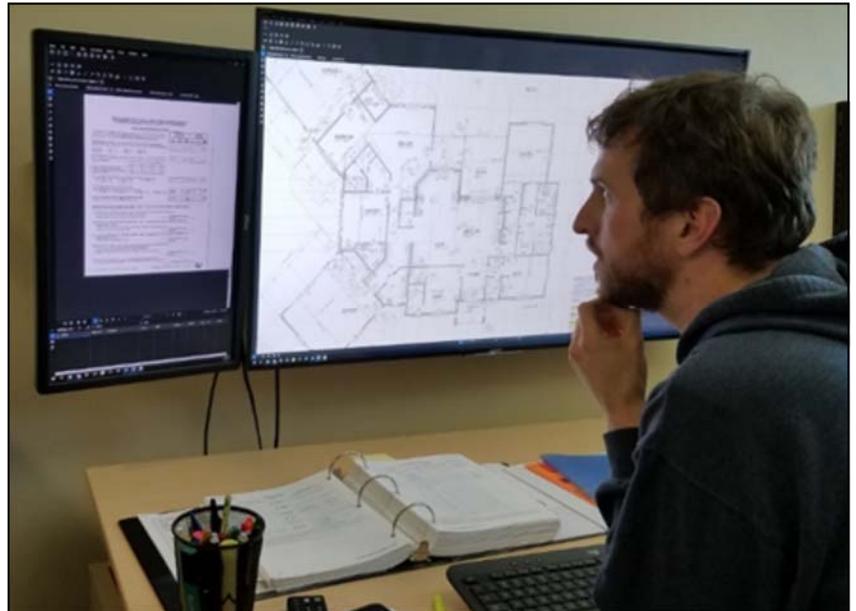
As a plans examiner, my primary role is to review construction plans and energy compliance calculations and compare them to the energy codes. If designs do not comply with the codes, I provide direction and suggestions for improving plans to ensure compliance. At the end of the day, my goal is to approve a project and get it to success quickly and creatively, without compromising the minimum requirements of the code.

BCD's recent report highlights Oregon's position as a national leader in energy efficient building codes. The report concludes with this statement in regard to consistency across the state:

"Other states may say they have adopted a particular cutting-edge code, but if local jurisdictions never adopt it, state or local inspectors never enforce it, and labor is not trained to it, it is only as good as the paper it's written on. That's not the case in Oregon."

The cooperative interplay between the state, city municipalities, inspectors, and builders is at the core of our continued success as an expanding, sustainable, and safe community. The fantastic relationship between Wilsonville's Building Division and the public has led to an open dialogue and increased education about the importance of energy conservation codes and standards. Our focus is on two things, serving the customer and ensuring a safe, energy efficient, and accessible built environment for all who work within or call Wilsonville their home.

—Carl Brown, Building Inspector/Plans Examiner



Economic Development Division

Urban Renewal

- TIF Zone Program: The Urban Renewal Agency (URA) Task Force convened on July 22 to review new program framework that allows for added flexibility of site location and eligibility criteria, which is ideally adaptable to both recession and growth economies. Key elements of the proposed concept—tentatively called Wilsonville Investment Now (WIN)—include:
 - Eligibility Criteria: The three existing categories of program qualifications (value of new construction, number of new employees, and compensation of new employees) would remain the same under the new program. However, the proposed thresholds have been adjusted to provide greater flexibility in recognition that no development in the past has qualified under the existing thresholds in the program.
 - Tiers of Benefits: The proposal calls for different levels of benefits being offered to businesses that meet different qualifying thresholds.
 - Citywide Eligibility: The new program will not designate specific properties up-front, but allow any qualified development to utilize the program citywide.
 - Tax Rebate: As with the original TIF Zone program, qualified developments would receive a tax rebate if all standards are met, as opposed to a tax abatement. This means participating businesses will pay property tax up front and on time, but receive a partial or full rebate later once they demonstrate that they have met the required thresholds.
 - WIN Area Formation Approach: City Council would adopt the framework and WIN Program up front, but would not adopt individual WIN areas until later, once a developer has submitted a qualifying application for a specific site.

Wilsonville Childcare Conversation

The City of Wilsonville Economic Development Department participated in a virtual conversation on the childcare landscape in Wilsonville on July 29. Hosted by Clackamas Workforce Partnership, this conversation is intended to be of value to providers, parents, policymakers and business community (workforce, HR professionals) who would like to:

- Learn more about the childcare landscape in the Wilsonville area
- Understand what is currently being done locally and statewide to address issues of concern
- Work with community members to develop local solutions

This severe shortage in available childcare slots, especially infant and toddler care, is putting strain on working families and businesses across our region. COVID-19 has intensified existing issues and brings even more challenges include some of the following: open slots going unfilled; front-line workers not being able to afford childcare; families not knowing how to find open slots for childcare; and maintaining trained childcare staff.

Prior to the COVID-19 Pandemic, Clackamas Workforce Partnership and Child Care Resource & Referral met with Wilsonville Economic Development staff. They committed to address the issue and began outreach with community stakeholders. The next step is bringing together more partners from all over the community—city, county, and state—who are committed to addressing childcare issues. It will take grassroots efforts to make much-needed progress.

Engineering Division, Capital Projects

5th Street/Kinsman Road Extension (1139/2099/4196)

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.

Boeckman Dip Bridge Project (4212)

The culvert inspection reports have been received. We are investigating the structural capacity of the largest culvert now to determine how much additional load it can handle. Additionally, we are looking into the feasibility of an embankment option for the roadway.

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. Recommendations for well rehabilitation were received from the City's consultant in mid-July. In August and September 2020, a contractor will be secured through a formal bidding process with rehabilitation operations through winter 2021.

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. The contract was awarded to K&E Excavating. Construction has begun and is anticipated to be completed by the end of 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. Construction of the WWSP 66" raw water pipeline is underway (pictured right) beginning on Ridder Road and moving north along Garden Acres Road. Ridder Road between Peters Road and Graham's Ferry Road is now closed through August 14 for installation of WWSP pipeline and roadway improvements. Concrete curb installation on Ridder Road is scheduled to begin on August 3. Project completion is anticipated for January 2021.



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 design team is currently preparing bridge and plaza design concepts based on results of the public engagement and feedback received from the Planning Commission and City Council. Planning Commission provided staff with comment on conceptual bridge types and plaza elements at their July meeting. The bridge and plaza conceptual designs will be available for public feedback on [Let's Talk, Wilsonville!](#) beginning August 3 and a virtual open house on August 13.

Engineering Division, Capital Projects

Memorial Park Pump Station (2065)

This project involves replacing and relocating the wastewater pump station in Memorial Park. The contract was awarded to McClure and Sons. Construction began in July with completion in March 2021.

Street Maintenance Project (4014/4118)

Construction began the first week of August with curb ramp replacements on Elligsen Road. Street maintenance work will occur on Day Road, Elligsen Road, Burns Way, Parkway Avenue, and Main Street between August and November.

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, including Life Safety Upgrades (1137), Seismic Retrofits (1145), and Repair and Replacement (1146) projects. A CMGC alternative contracting method was approved by City Council. An engineering contract was awarded in July. Completion of the 30% design is anticipated in early 2021, at which time a CMGC solicitation would occur. Final design would be completed in coordination with the CMGC by the end of 2021, followed by construction in 2022-2023.

WWSP Coordination (1127)

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

- **PLM 1.1** This is the WWSP 66" raw water pipeline between Arrowhead Creek Lane and Wilsonville Road. Construction of the pipeline is underway. Completion of this segment of pipeline is expected in 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 underway and will continue through September 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. WWSP is progressing toward 60% design plans. Construction is scheduled to begin in the first quarter of 2021.
- **Raw Water Facility Improvements** This capital improvement project is under the management of the Willamette Water Supply Commission and the Tualatin Valley Water District. Improvements include seismic upgrades to the existing intake facility and river embankment, as well as the installation of a 66" raw water pipe and an 8" domestic City water pipe. The Erosion Control and Public Works Permits have been issued. Construction began in July 2020.



Raw Water Facility Improvements

WWTP Master Plan (2104)

This project will evaluate capacity of Wastewater Treatment Plant (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 and the project is anticipated to be completed by fall 2021.

Engineering Division, Private Development

DP Nicoli

The City has been working with the contractor and engineer to find a solution to a utility conflict issue between existing and new utilities.

Dutch Bros Coffee

A new Dutch Bros Coffee Drive-Thru is proposed on the vacant parcel at the southeast corner between Park Place and Town Center Loop West. As a part of the development, a new Rapid Flash Beacon (RFB) crossing will be installed on Town Center Loop West just south of Park Place. In addition to the RFB, a marked crosswalk will also be installed at the intersection on Park Place. The project is currently under review. Grading and Erosion Control Permits have been issued.

Fir Avenue Commons

Nine of the ten homes in this charming development are under construction on Fir Avenue in historic Old Town. Franchise utilities are being installed and granite curbs are on their way from the east coast. Final street work can begin once curbs are installed and franchise utilities are in place.

Frog Pond Meadows

74-lot subdivision located north of Stafford Meadows and adjacent to Stafford Road. The contractor (NEI) is completing final items.

Frog Pond—Morgan Farm Phase 2

42-lot subdivision located north of Morgan Farm Phase 1. This project is in the final stages. The Engineering Division and the developer are working to address underground water intrusion at one of the stormwater swale facilities, as well as ADA slope requirements. The project is currently in the maintenance phase except for the sidewalks.

Grace Chapel

This project involves the remodel and expansion of the south building of the former Pioneer Pacific College, along with the rerouting of a major storm drain line. The contractor continues working on site improvements. New driveways and a new sanitary connection are not yet complete.

Hilton Garden Inn

Construction continues on this four-story hotel at Memorial Drive and Parkway Avenue. Asphalt road repair, grass seeding, and the final punch list remain before this project goes into the maintenance phase.



DP Nicoli



Grace Chapel



Hilton Garden Inn

Engineering Division, Private Development

Northstar Contractor Establishment—Clay Street

The Public Works Permit was issued for this half street improvement project (shown right) that will add sidewalks and street side swales on our border with Washington County near Coffee Creek Correctional Facility.

Shredding Systems

This project involves adding an additional building and expanding the sanitary, water, and storm systems. A sidewalk will also be added on 95th Avenue. The project is currently under plan review.



Siena at Villebois Fire Reconstruction

80% of the fire restoration work (shown left) is complete. The LIDA facilities still need to be installed and inspected.



Engineering Division, Natural Resources

I-5 Undercrossing Trail—Phase 2

On July 21, bids were opened for Phase 2 of the I-5 Undercrossing Trail. A resolution to award the construction contract is on the agenda for the August 17 City Council meeting. Construction is anticipated to begin in late August/early September.

The shared-use path between Boones Ferry Park and the existing pedestrian bridge trail connection will include construction of grade modifications, a 775-foot-long, 12-foot-wide asphalt paved shared-use path, conduit for future lighting, and optical fiber, signing, and striping. Phase 1 was completed in 2019, and Phase 2 represents the first project to be completed as part of the Boones Ferry Master Plan adopted in 2018.



Urban Forest Management Plan

The City has kicked off an Urban Forest Management Plan (UFMP) to guide the City’s programs and actions related to the urban forest. The UFMP will provide an integrated approach to preserving, sustaining, and regenerating Wilsonville’s urban forest into the future. While the UFMP will cover the entire City, it will have two focus areas: Charbonneau and Town Center. From July 20–23, the consultant, PlanIT Geo, inventoried trees in these two areas. The consultant is finalizing a community outreach and engagement strategy, which will include the [Let’s Talk, Wilsonville!](#) website, virtual meetings, and community-wide and focus area online surveys.

Planning Division, Current

Administrative Land Use Decisions Issued

- Parking area improvements for the office building at 9275 SW Peyton Lane (former Hollywood Video/Convergys building)
- Administrative relief (variance) to lot coverage to allow a 300 square foot addition to a home in Daydream Ranch
- Architectural review of new restroom building and shelters at dog run next to community garden in Memorial Park
- Partition to create a parcel for an additional single-family home along Canyon Creek Road South
- Updated sign placement and design for an industrial building at 29121 SW Kinsman Road
- 1 Other Class I Administrative Review
- 13 Type A Tree Permits
- 1 Type B Tree Permits
- Building permits for commercial/industrial renovations
- Single-family house permits

Construction Permit Review, Development Inspections, and Project Management

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

- DP Nicoli Industrial Development on Boberg Road
- Dutch Bros Coffee kiosk in Town Center
- Fir Avenue Commons residential development in Old Town
- Grace Chapel on Parkway Avenue
- Hilton Garden Inn on Parkway Avenue
- I&E Construction headquarters on Parkway Avenue
- Regional Park 7&8 in Villebois
- Residential subdivisions in Frog Pond West
- Willamette Water Supply Project

Development Review Board (DRB)

DRB Panel A did not meet in July. The next scheduled meeting for Panel A is August 10.

During their July 27 meeting, DRB Panel B unanimously approved a 1-year temporary use permit for a modular classroom building at Lowrie Primary School. The next scheduled meeting for Panel B is August 24.

Planning Division, Current

DRB Projects Under Review

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

- 6-unit residential development in Old Town at the north end of Magnolia Avenue
- 69-lot subdivision in Frog Pond proposed by West Hills Development
- Parkway Woods (former Xerox campus) remodel and additional parking
- Industrial Warehouse on Clutter Road in Coffee Creek Industrial Area (shown right)
- Revisions to outdoor storage area for DP Nicoli on Boberg Road
- Architecture and sign changes for I&E Construction on Parkway Avenue
- Modular classroom building at Lowrie Primary School



Planning Division, Long Range

Basalt Creek Planning and Grant Application

During July, Planning staff prepared and submitted a grant application for the State's Transportation and Growth Management (TGM) Program to support the council goal of creating a Basalt Creek Master Plan. The master plan will follow up on the 2018 Basalt Creek Master Plan and set a framework for future industrial development in the Basalt Creek Planning Area. The City Council previously identified application of a form-based code to the Basalt Creek Planning Area as a means to make the area development ready. The focus on multimodal connectivity and the public realm inherent in the development of a form-based code makes this project a strong candidate for funding through the TGM program.

Frog Pond East and South

This master planning area encompasses the area added to the Urban Growth Boundary by Metro in 2018 (see right). The City is required to adopt a master plan and related policies and codes for the area by the end of 2022. In June, Metro awarded a grant to the City in the amount of \$350,000 to support the project. Staff are working with Metro on the grant agreement, with a plan to begin most portions of the project in early 2021.



Planning Division, Long Range

House Bill 2001 Implementation (Middle Housing)

This project will build upon and help implement the Equitable Housing Strategic Plan while ensuring the City complies with House Bill 2001 regarding the allowance for middle housing, including duplexes, triplexes, quadplexes, row houses, and cottage cluster housing. In July, staff requested proposals from consultants to support the project. Staff plan on selecting a consultant in August and having them under contract by mid-September. In the meantime, staff are working on the initial code audit and update. Also, during July staff stayed engaged in the ongoing state rulemaking process, listening to meetings and corresponding with other jurisdictions and interested parties. Staff composed a letter to give input to the state rulemaking committees on the latest iteration of the proposed rules as it relates to Wilsonville.



House Bill 2003 Implementation (Housing Needs Analysis/Housing Production Strategies)

Planning staff continued to coordinate with DLCD staff on the implementation of House Bill 2003 concerning new Housing Needs Analysis (HNA) timelines and the new requirement to produce a periodic Housing Production Strategy. As Housing Production Strategies are a new requirement, to be completed by a City within a year of completing a HNA, a substantial amount of state administrative rulemaking needs to occur to define the requirements. Staff participated in a sixth meeting of the state's Technical Advisory Committee (TAC) for rulemaking on Housing Production Strategies on July 20 and otherwise stayed engaged in the process.

Planning Commission

On July 8, the Planning Commission heard an update on Transportation System Plan (TSP) Updates related to the Town Center Master Plan as well as the I-5 Pedestrian Bridge/Town Center Gateway Plaza. For the Town Center TSP update, staff and consultants provided an overview of proposed amendments focusing on planned infrastructure investments in Town Center. For the I-5 Pedestrian Bridge and Town Center Gateway Plaza, the project team provided an update on plaza configurations currently under consideration as well as refined bridge alternatives incorporating prior feedback. The Planning Commission's August meeting has been cancelled; the Commission will meet next on September 9.

Small Wireless Facility (SWF) Technical Assistance

In July, Planning staff solicited requests for proposal for on-call technical services to support the City in review of applications for small wireless facilities (SWFs) and other wireless infrastructure. The City received three proposals and is currently reviewing them. Having this on-call technical review capacity will help the City regulate this emerging wireless technology and related infrastructure in a technically sound way that addresses safety, aesthetic, and wireless service access concerns while meeting federal regulations. Cost of the technical review will be borne by applicants.

Planning Division, Long Range

Wilsonville Town Center Plan



I-5 Pedestrian Bridge

The Town Center project team continued development of bridge and plaza designs for the I-5 Pedestrian Bridge and Town Center Gateway Plaza project, which will provide an important connection between Town Center, the Wilsonville Transit Center, and neighborhoods west of Interstate 5. In July, the project team held work sessions with the Planning Commission and City Council to present bridge and plaza design configurations and gather preliminary feedback on design elements prior to the project's upcoming public outreach activities. The team refined plans for an online survey on [Let's Talk, Wilsonville!](#) that will be open throughout August, along with an online open house planned for August 13 that will present the bridge and plaza concepts and seek further input on the proposed design elements.

General project information is available on the project website: www.letstalkwilsonville.com/I5-Ped-Bridge.



Streetscape Plan

SERA Architects is the consultant for this project. During July, staff worked with SERA Architects to refine the scope of what to include in the project and finalize the related contract. Staff also watched the I-5 Pedestrian Bridge Project closely as the two projects interrelate. Over the next nine months, the consultant team and City staff will seek input on various design elements that will be included in the final plan document. The Town Center Streetscape Plan is one of the implementation items included in the Town Center Plan and seeks to achieve numerous goals of the broader vision for Town Center. The end product will create a well-designed and implementable palette of street furniture, surface materials, lighting fixtures, and landscaping elements that will reflect the community's aesthetic preferences for Town Center. The final document is intended to provide clear guidelines for streetscapes that will be built as part of private development or capital improvement projects, resulting in a cohesive appearance throughout Town Center.



Transportation System Plan

During July, the Town Center team continued to update the City's Transportation System Plan (TSP) to integrate the recommended transportation-related infrastructure investments from the Town Center Plan. The team held a work session with the Planning Commission to provide an overview of these proposed amendments to the Wilsonville TSP. The City's on-call traffic consultant, DKS Associates, continued its limited additional analysis of Wilsonville Road as requested by Oregon Department of Transportation (ODOT) to determine the extent of any needed updates to the City's Interchange Area Management Plan (IAMP). Upon conclusion of this work, DKS will finalize the draft updates to the TSP, with adoption anticipated later this year.