



PLANNING COMMISSION AGENDA

August 10, 2022 at 6:00 PM

Wilsonville City Hall & Remote Video Conferencing

PARTICIPANTS MAY ATTEND THE MEETING AT:

City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon

YouTube: <https://youtube.com/c/CityofWilsonvilleOR>

Zoom: <https://us02web.zoom.us/j/87239032604>

TO PROVIDE PUBLIC TESTIMONY:

Individuals may submit a testimony card online:

<https://www.ci.wilsonville.or.us/PC-SpeakerCard>

or via email to Dan Pauly: Pauly@ci.wilsonville.or.us, 503-570-1536

by 2:00 PM on the date of the meeting noting the agenda item

for which testimony is being submitted in the subject line.

CALL TO ORDER - ROLL CALL [6:00 PM]

Olive Gallagher
Jennifer Willard
Kamran Mesbah
Ron Heberlein

Breanne Tusinski
Aaron Woods
Andrew Karr

PLEDGE OF ALLEGIANCE

CITIZEN INPUT

This is the time that citizens have the opportunity to address the Planning Commission regarding any item that is not already scheduled for a formal Public Hearing tonight. Therefore, if any member of the audience would like to speak about any Work Session item or any other matter of concern, please raise your hand so that we may hear from you now.

ADMINISTRATIVE MATTERS

1. Consideration of the July 13, 2022 Planning Commission minutes

WORK SESSION [6:15 PM]

2. Transit Master Plan (Lewis)(30 Minutes)
3. Frog Pond East and South Master Plan (Pauly)(45 Minutes)

INFORMATIONAL [7:30 PM]

- [4.](#) City Council Action Minutes (July 18, 2022)(No staff presentation)
- [5.](#) 2022 PC Work Program (No staff presentation)

ADJOURN [7:40 PM]

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting Mandi Simmons, Administrative Assistant at 503-682-4960: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-682-4960.



PLANNING COMMISSION

WEDNESDAY, AUGUST 10, 2022

ADMINISTRATIVE MATTERS

1. Consideration of the July 13, 2022 PC Meeting Minutes

Due to a combination of circumstances, the July 13th minutes will be reviewed at the September Planning Commission meeting.



PLANNING COMMISSION

WEDNESDAY, AUGUST 10, 2022

WORK SESSION

2. Transit Master Plan (Lewis) (30 minutes)



**PLANNING COMMISSION
STAFF REPORT**

Meeting Date: August 10, 2022		Subject: Transit Master Plan Update and Community Engagement Plan	
		Staff Member: Kelsey Lewis, Grants & Programs Manager	
		Department: SMART	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		Comments: N/A	
Staff Recommendation: Review the public engagement strategy for the Transit Master Plan Update and provide feedback.			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transit Master Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE PLANNING COMMISSION:

Staff and consultants will introduce the public engagement strategy for the Transit Master Plan update.

EXECUTIVE SUMMARY:

The City Council adopted the current Transit Master Plan as a sub-element of the City's Comprehensive Plan in 2017, and amended it in 2018 to include the Programs Enhancement Strategy. In order to address changing conditions and engage with the community to consider transit service enhancements and new projects, the City has hired a consultant to assist in updating the Transit Master Plan.

The consultant Jarrett Walker and Associates has recently completed the Existing Conditions Report, and the key questions section is included as an attachment to this staff report to provide context for the outreach staff plans to conduct (Attachment 1).

Staff will introduce the Transit Master Plan Update and seek feedback from the Commission. In particular, staff seek input on the following questions:

1. What questions or input does the Commission have on the outreach strategies planned for this project?
2. What questions will the Commission need answered during this project to ensure the updated transit master plan will be consistent with the Comprehensive Plan?

EXPECTED RESULTS:

Presentation of the outreach strategy for the Transit Master Plan and guidance from the Planning Commission.

TIMELINE:

This is the first presentation of the Transit Master Plan Update to the Planning Commission. Staff tentatively plans to return in October 2022 and two meetings in the spring of 2023 for the adoption of the plan.

CURRENT YEAR BUDGET IMPACTS:

The development of this Transit Master Plan update is primarily funded by two State grants through the Oregon Department of Transportation. The remainder is funded by transit tax revenue.

COMMUNITY INVOLVEMENT PROCESS:

To ensure that the final document represents the diverse interests of the Wilsonville community, this Transit Master Plan process is intended to have an extensive and inclusive public engagement process. Outreach efforts are tailored to reach people in practical and convenient ways to reflect the perspectives of a wide spectrum of current and potential system users, the business community, and residents.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

When implemented, the new plan is expected to improve efficiencies, increase travel independence, and to reduce traffic congestion by providing travelers an alternative to travel in single-occupancy vehicles. A successful outreach strategy is a large part of a successful master plan.

ALTERNATIVES:

N/A

ATTACHMENTS:

1. Key Questions, Section 6 from the Existing Conditions Report
2. Powerpoint Presentation on Outreach Plan (dated August 10, 2022)

6. Key Questions for Future Service Planning

This report has described SMART's existing network and demand-response programs and local and regional markets. However, the future development of SMART's network can only be *informed* by such analysis. The actual choices about what SMART should do in the future will be made based on input from the public, stakeholders and elected officials about what values, goals and priorities should shape the agency's service improvement efforts.

Based on our evaluation of existing conditions, we identify several key questions for the future. These are not questions with a technical answer; instead, their resolution will depend on a conversation between SMART and its riders and other community members.

How much should SMART's network focus on WES?

WES was designed to fill a critical regional mobility need - north/south connectivity between Wilsonville and Beaverton, passing through busy, fast-growing places on the way. However, ridership on WES has historically been very low, with the lowest levels occurring during the pandemic. TriMet's operating agreement with FTA is ending during the next decade, which puts the future of the rail line into question.

The WES connection is extremely useful in terms of the places it can open up access to. Currently, there is no replacement that

would be as quick and easy a method of reaching critical network nodes like Tigard or Beaverton Transit Centers. But it is also only available during rush hours, and people in Wilsonville need to travel at all sorts of times beyond the traditional morning and afternoon commuting windows.

As long as WES is the focus on the network, the current network design makes sense. Most areas of Wilsonville are directly connected to WES, making the peak connection north available to as many people as possible.

As a result, there is a major question for SMART and the community it serves: to what degree should your transit network focus on connecting with WES?

When we improve local service, what are the most important priorities? Ridership or coverage?

SMART's local routes serve all parts of Wilsonville, but their service level is highly variable. One important question for the public is what SMART should focus its local service resources on. For example, should it concentrate more service into making busy corridors like Route 4 more useful, even if this meant that it invests less in peak-only services like Route 5 or 6 that serve fewer riders? This is the substance of the ridership-coverage tradeoff described earlier in this document.

However, this question is only particularly relevant if SMART were to change the basic principle of the network away from the current imperative to connect all areas to WES.

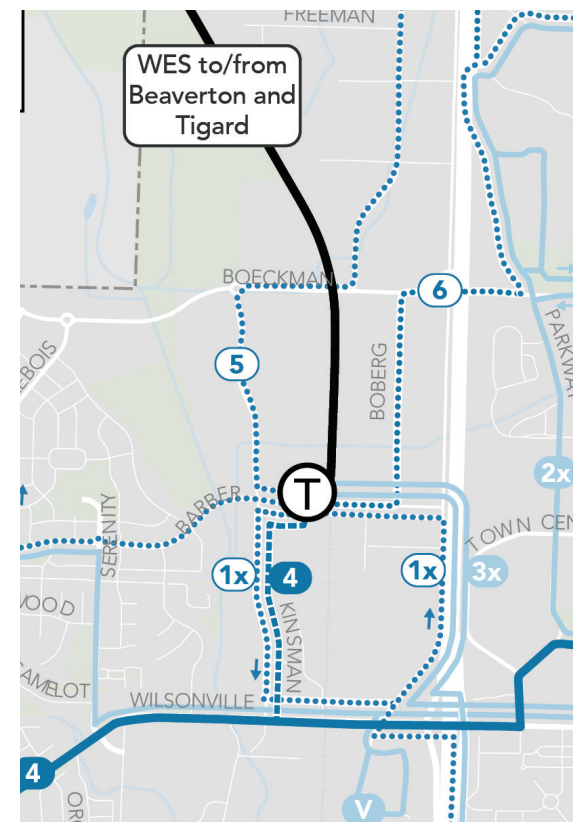


Figure 56: SMART's network converges at the SMART Transit Center and connection to WES. All SMART services reach this point, including Route 4, which deviated to the transit center during rush hours when WES is running.

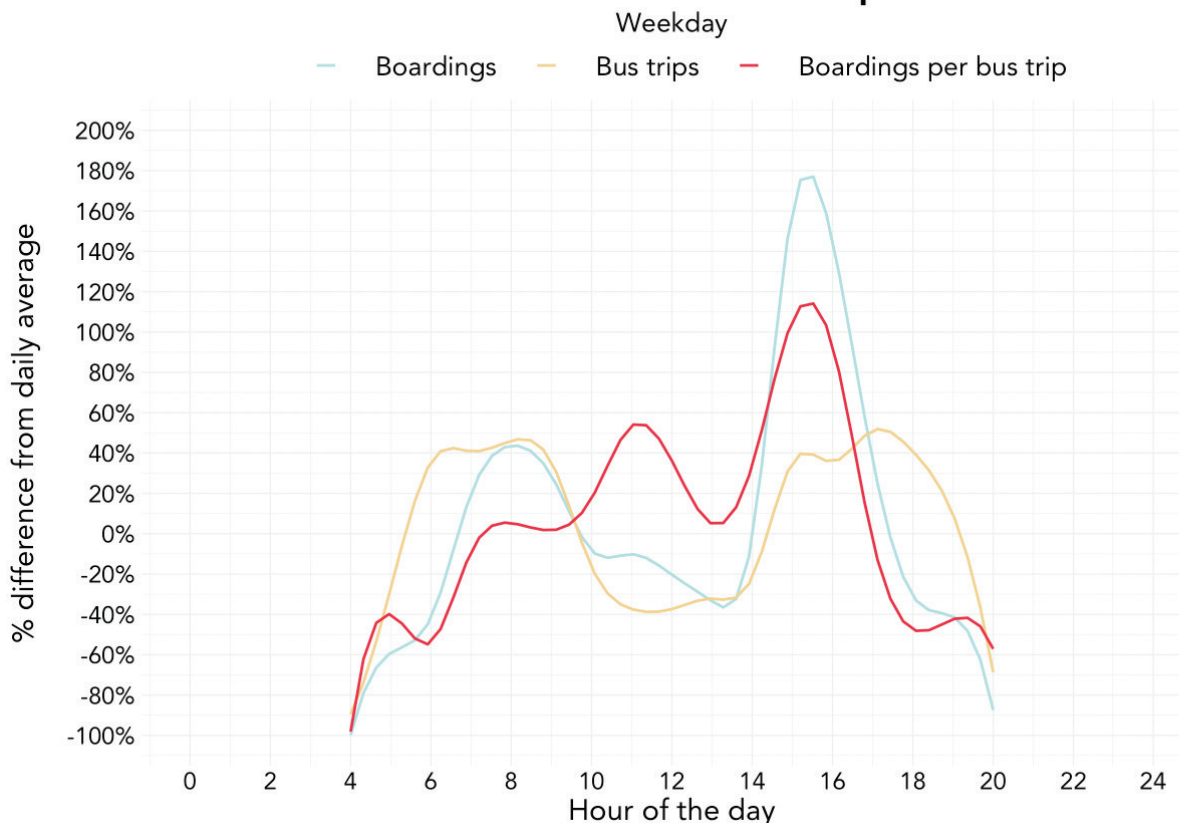
How should SMART balance services oriented towards peak commuters vs. service available at other times?

Because SMART’s service is built around WES, many of its routes primarily serve the needs of people commuting during the rush hours. Routes 5 and 6 only operate when WES is running, and regional services like 2X and 3X run extra trips during this period, or have their schedules aligned with WES arrivals. This approach to network design maximizes the usefulness of the network during the rush hour periods when many people need to travel.

This rush hour focus comes at a cost. For example, the areas served by Route 5 and 6 aren’t reachable at all during the middle of the day, or on Saturdays. The extra trips Route 2X makes during rush hour are trips it can’t make later in the evening, or earlier in the morning.

Since the onset of the pandemic, the commuting patterns of the workers whose schedules were previously most aligned with the traditional rush hour (office and professional workers) have changed dramatically. Most major cities’ downtown cores are still challenged by much higher vacancy rates than before the pandemic, and commute-oriented services operated by TriMet and other large transit agencies have lagged in ridership recovery compared to routes oriented toward the all-day demand generated by retail and service workers, and the customers that visit their places of employment.

SMART Service and Ridership - 2022



Source: SMART boardings data and GTFS from April 2022

Figure 57: SMART Service and Ridership by Hour

Earlier in this report, we examined the chart shown above, which compares ridership and service level throughout the day. Ridership and service (number of trips) are both higher during the rush hours than during the midday or evening, but importantly, the number of people who board each trip doesn’t drop in the midday. This is evidence that people are finding SMART’s service useful throughout the

midday, even though there is less service offered.

These observations about the rush hour raise an important question for future service planning: is this focus on the rush hour the right service design, given current performance and changing travel patterns? Ultimately, this is again a question about what people value - a service that is easier

to use during rush hour, or a service that is available over a wider range of hours, perhaps even on weekends?

How should SMART balance improvements to regional or local services?

In the 2017 TMP process, one of the major questions for the public and stakeholders was about whether SMART's network should focus more or less on local or regional services. While some regional services can be funded through grants or interagency partnerships, it is also important to gain greater understanding from the public about whether SMART should focus on making it easier to get around Wilsonville, or making it easier to travel between Wilsonville and neighboring communities.

When we improve regional service, what are the most important destinations to serve?

This document has reviewed a range of data describing some of SMART's potential regional markets, like the table of commute trips between Wilsonville and other destinations shown on this page. There are good reasons to make investments in service improvements oriented north, northeast, and south toward Salem. So one of the most important questions for the public to inform SMART's future planning is which of these connections are the highest priority for Wilsonville's residents?

City	Direction	Total Trips	Pct of Total
Portland	W/NW, E/NE	4644	15%
Wilsonville	Local	1802	11%
Tualatin	W/NW	1416	4%
Beaverton	W/NW	1399	4%
Tigard	W/NW	1394	4%
Salem	S	1137	4%
Hillsboro	W/NW	1025	3%
Lake Oswego	W/NW	934	3%
Woodburn	S	725	2%
Canby	E/NE	718	2%
Oregon City	E/NE	612	2%
Sherwood	W/NW	575	2%
West Linn	W/NW	517	2%
Newberg	W/NW	495	2%
Gresham	E/NE	444	1%
Aloha	W/NW	406	1%
Vancouver	W/NW	258	1%
Milwaukie	E/NE	256	1%
Keizer	S	246	1%
Happy Valley	E/NE	211	1%
Eugene	S	206	1%
Albany	S	176	1%
McMinnville	W/NW	175	1%
Hubbard	S	161	1%
Oak Grove	E/NE	158	<1%

Figure 58: Commute trips to and from Wilsonville (top 25)

Next Steps

This report is only the first step in this project. It lays out the current conditions of the network and poses questions, but this report cannot determine what SMART should do to improve its network in the future. Those questions can only be answered through engagement with the community that SMART serves.

In late summer and fall 2022, SMART will conduct an engagement process focused on these very questions. Using online and in-person methods, the agency will ask the public to help it determine what it should be focusing on in the coming years as it seeks to improve service.



Figure 59: SMART TMP Update Project Timeline

SMART Transit Master Plan Update

Planning Commission August 10, 2022

Kelsey Lewis

SMART Grants and Programs Manager

Michelle Poyourow

Jarrett Walker + Associates

Brenda Martin

Envirolssues

Our agenda today

- Our team
- What is the Transit Master Plan?
- Project schedule
- Public Engagement
 - Public Survey
 - Stakeholder Workshop
- Questions

Our team

Michelle Poyourow, *Project Manager*
Álvaro Caviedes, *Lead Analyst & DPM*
Evan Landman, *Planner*
Shreya Jain, *Analyst*



Brenda Martin, *Engagement Lead*
Sarah Omlor, *Engagement Task support*



*Support operations,
capital, fleet
planning*



What are we doing here?

- The TMP Update will identify transit improvement projects that could be implemented over the next 3-5 years.
- Update to the last TMP completed in 2017.
- Since 2017, there has been:
 - Changes in funding / operating resources
 - New service areas
 - Changes in goals & priorities
 - Changes resulting from the pandemic
 - What else?

City of Wilsonville
Transit Master Plan
SMART
SOUTH METRO AREA REGIONAL TRANSIT

CONVENIENCE
SAFETY
RELIABILITY
EFFICIENCY
FISCAL RESPONSIBILITY
FRIENDLY SERVICE
EQUITY & ACCESS
ENVIRONMENTAL RESPONSIBILITY

WILSONVILLE
OREGON

JUNE 2017

Project Timeline



Public Engagement

May 2022- July 2023	Project Schedule
Ongoing	Website updates
August 2022	Presentation to Commission
September 2022	Presentation to Council
August and September 2022	Public survey
September 2022	Stakeholder workshops
October 2022	Summary of input received for PE#1
October 2022	Presentation of summary to Commission

Survey – Summer/Fall 2022

- Summer events to let the public know about the TMP update
- Intercept surveys on board SMART
- Survey asking people for their feedback on:
 - Their travel patterns
 - How SMART can improve service to better fit the needs of residents and visitors to Wilsonville
 - Locations that are important for SMART to serve
 - Regional destinations that SMART should prioritize



Stakeholders Workshop – September 2022

- Intensive half-day workshop for key stakeholders
- Around 20 stakeholders from key organizations, agencies, and community groups
- Focused on considerations of service for local and regional transit routing options
- Interactive exercises for participants, including
 - live polling
 - a briefing presentation
 - discussions topics about trade-offs



Stakeholders Workshop – September 2022

List of stakeholders to invite:

- Jurisdictional partners
- Wilsonville Community Sharing
- Wilsonville Chamber of Commerce
- Apartment complex representatives
- Youth representative
- Faith leaders
- Wilsonville Community Seniors, Inc.
- Assisted living facilities

Whom else should we reach out to for the workshops?

Questions, Guidance, Input?



PLANNING COMMISSION

WEDNESDAY, AUGUST 10, 2022

WORK SESSION

3. Frog Pond East and South Master Plan (Pauly) (45 minutes)



**PLANNING COMMISSION WORK SESSION
STAFF REPORT**

Meeting Date: August 10, 2022		Subject: Frog Pond East and South Master Plan	
		Staff Member: Daniel Pauly, Planning Manager	
		Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Provide requested input regarding Frog Pond East and South.			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities: Expand home ownership	<input checked="" type="checkbox"/> Adopted Master Plan(s): Frog Pond Area Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE PLANNING COMMISSION:

Provide feedback and input on residential policies for Frog Pond East and South. Specifically, provide additional guidance on housing variety policy and input on the design of parks and open spaces, pedestrian facilities, and bicycle facilities.

EXECUTIVE SUMMARY:

Following designation of the subject land as an urban reserve in 2010, the City adopted the Frog Pond Area Plan in 2015 to set the stage for additional planning and eventual development to meet identified housing needs. Besides the urban reserve area, the Frog Pond Area Plan also established a vision for growth for undeveloped land already within the City's Urban Growth Boundary (UGB) now known as Frog Pond West. In 2017, a Master Plan and implementing zoning code was adopted for Frog Pond West. The Master Plan provided the necessary regulatory framework for the residential neighborhood currently under development north of Boeckman Road and west of Stafford Road.

In 2018, Metro expanded the UGB to include the urban reserve land known as Frog Pond East and South. As part of the Metro Ordinance adopting the UGB expansion, Metro required Wilsonville to complete master planning to make the area development ready, from a regulatory standpoint, by December 2022. Similar to past master planning efforts, such as Villebois and Frog Pond West, this master planning effort will identify the types and locations of the homes, other land uses, parks, open spaces, streets, trails and neighborhood amenities to be built over the next 10-20 years. To support implementation of the plan, the process will also identify water, sewer, stormwater, and transportation infrastructure needs and funding sources.

This will be the Planning Commission's seventh work session on the Frog Pond East and South Master Plan. The previous work sessions and their content were as follows:

Work Session 1-October 2021: Focus on overall project scope and the outreach plan.

Work Session 2-December 2021: Initial feedback on the needs and opportunities for affordable housing and housing variety.

Work Session 3-February 2022: Continuation of the topic of housing needs for more detailed feedback and direction, introduction of the neighborhood commercial evaluation.

Work Session 4-April 2022: Further discussion of the neighborhood commercial center and discussion of the design concepts for development of land use and urban design alternatives.

Work Session 5-June 2022: Review and direction on draft land use alternatives, including mapping the locations of different housing design types and forms (grouped into Type 1, Type 2, and Type 3).

Work Session 6-July 2022: Review of draft preferred land use alternative and direction on land use policies around housing variety. Following this last Planning Commission work session, City Council also held a work session on the preferred land use alternative and policies around housing variety. During their work session, Council expressed support for the housing variety policy approach recommended by the project team and the Planning Commission. That approach has two components:

- Component 1: Require a minimum amount of certain target housing types.
- Component 2: Cap the amount of any single housing type that can be within a given area.

This *Work Session 7* will build on the land use policy discussion from the last work session. The project team seeks direction on the criteria for evaluating different policy approaches. The criteria and performance objectives will help the team recommend one or more housing variety policy options, with specific target and cap rate requirements for housing types, for the Commission's consideration at a future meeting. *Work Session 7* will also introduce the public realm component of the master plan (parks, streets, greenspaces) and seek Commission feedback.

Housing Variety Policy

As described in the previous work session, the *preferred land use alternative* provides housing variety (at a large or "zoomed-out" scale) across the master plan area. The *housing variety policy* provides a more granular (or "zoomed-in") scale of housing variety across blocks and within district subareas of the larger master plan area.

To refine the two components of the preferred housing variety policy approach, a few key questions need to be answered:

1. What should be the target housing types for policy component 1?
2. How much of the target housing types to require?
3. What should the cap be for development for a single unit type for policy component 2,?

To reach answers to these questions, this work session seeks to confirm the criteria the project team should use to evaluate different policy options. Based on direction from the Commission and Council, the project team will perform additional analysis and bring forward specific numerical options for the housing variety policy, and how they perform relative to the identified criteria, for consideration by the Commission in an upcoming work session.

In February, the Planning Commission discussed design concepts to guide decisions around land use, many of which focused on housing. These design concepts helped guide both the land use alternative as well as the general policy direction on housing variety supported by Planning Commission. The project team recommends these also guide the discussion on refining the housing variety policy. The design concepts most relevant to the questions above are:

- **Housing Variety Throughout:** This concept focuses on mixing and integrating different housing types throughout each subdistrict and block rather than having separate areas for separate housing types.
- **Affordable Housing Integration:** Integrate affordable housing "targets", both subsidized housing as well as market-rate housing that is more economically attainable, described in the Affordable Housing Analysis.
- **The Use of Subdistricts:** This concept focuses on subdistricts as geographies in which to form neighborhoods within neighborhoods. Each subdistrict will have a green focal point and a variety of housing. The housing variety requirements are most likely to be applied at a subdistrict level.

The requirement for certain target housing types (policy component 1), is focused on this design concept for affordable housing integration. The project team recommends criteria relevant to and requiring unit types identified in the Affordable Housing Analysis (Attachment

1). These housing types can help meet market-rate needs for households with incomes of 80%-120% Median Family Income (MFI), particularly first time homebuyers. 80%-120% MFI is the affordable price point the Affordable Housing Analysis found can be supported by market rate development. To also be consistent with the Affordable Housing Analysis, the team recommends the Commission consider a housing variety policy that would align the required amount of target unit types with the target mix described in the Affordable Housing Analysis to best support the 80%-120% MFI market segment. The project team would like Planning Commission's feedback on these potential criteria options as well as any additional criteria that will help determine the target unit types to require and the amount to require. Criteria could include other community needs beyond affordability, such as accessible single-floor living.

The maximum uniformity of any single unit type (policy component 2), is key to achieving the first design concept of providing housing variety throughout the master plan area. By encouraging variety, more economically attainable market-rate unit types are also expected to also be produced, supporting the design concept of affordable housing integration. The project team requests the Commission recommend a maximum single unit type percentage that is low enough to prevent development of a dominant housing unit type anywhere in the master plan area, or criteria that would help determine that percentage, while also considering market dynamics and housing need. The project team also recommends the Commission consider a percentage cap that limits development of housing types typically only affordable to households with incomes above 120% MFI consistent with the target (limit of approximately 40%) in the Affordable Housing Analysis. The project team is interested in additional criteria the Planning Commission would suggest to determine final recommendations for a percentage cap of any single housing type.

Public Realm Design

The second part of the work session is to discuss and get the Planning Commission's feedback on design of elements of the public realm (parks, streets, greenspaces, etc.). Attachment 2 includes a variety of draft public realm documents for the Planning Commission's review listed below. These reflect two different options for the area along the BPA easement in Frog Pond East.

- Significant Tree Inventory Map
- Street Demonstration Plan (two options)
- Bicycle Circulation Concept
- Advance Road Cross-Section Concept
- Park and Open Space Framework

The project team recommends the Planning Commission carefully review Attachment 2 and offer feedback. The Planning Commission is also invited to share their responses to questions outlined in the Public Spaces survey (Attachment 3). The survey is currently live and will be available on Let's Talk Wilsonville! through the end of August. In addition, to the standards

online presence the survey will be available to stake at upcoming outreach events, Popsicles in the Park on August 9th and Block Party on August 25th.

Discussion Questions:

1. How should the City determine target housing variety requirements? What are the Commissions' thoughts on meeting market-rate needs for households making 80%-120% MFI as one of the criteria for determining variety requirements? What other criteria would the Commission suggest?
2. What comments does the Commission have about the public realm components (Attachment 2) in general?
3. What comments do the Commission have about Options 1 and 2 of the plans focused on the area in East adjacent to the BPA Easement?

EXPECTED RESULTS:

Feedback and direction from the Planning Commission on: developing key residential policies for housing variety in Frog Pond East and South, and public realm planning.

TIMELINE:

This is the seventh in a series of work sessions for the Planning Commission. The next work session is planned for August. The Master Plan is scheduled to be completed by December 2022, with some implementation elements extending into early 2023.

CURRENT YEAR BUDGET IMPACTS:

The project is funded by a combination of a \$350,000 Metro grant, an \$81,000 Oregon DLCD grant, and matching City funds in the form of staff time. \$311,000 is budgeted in FY 22/23 to complete the project.

COMMUNITY INVOLVEMENT PROCESS:

The project has a community engagement plan which lays out a robust public engagement program that will include meaningful and impactful involvement of people who identify with historically marginalized communities.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

Furthering of the City's Equitable Housing Strategic Plan and Council's goal of affordable home ownership, while creating Wilsonville next great neighborhoods.

ALTERNATIVES:

The Planning Commission and City Council can continue to direct changes to the draft plan elements. In addition, the Planning Commission and City Council continues to have a number of options for policy related to housing variety.

ATTACHMENTS:

1. Affordable Housing Analysis (dated January 31, 2022)
2. Public Realm Planning packet (dated July 27, 2022)
3. Public Spaces survey (dated July 29, 2022)

DATE: January 31, 2022
TO: Dan Pauly, Kim Rybold, City of Wilsonville
FROM: Becky Hewitt, Kaitlin La Bonte, and Ariel Kane, ECONorthwest
SUBJECT: Frog Pond East and South Affordable Housing Analysis

Section 1. Introduction

Purpose

The Frog Pond East and South areas are important for the City of Wilsonville’s efforts to meet future housing needs and provide equitable housing options for residents. The City’s 2020 Equitable Housing Strategic Plan (EHSP) recognized this, and called for the Frog Pond East and South Master Plan to establish targets for affordability, specifically:

“As part of the master planning requirements for Frog Pond East and South, the City will establish goals or targets for accessibility to services/amenities, unit types, and unit affordability levels. The targets for affordability levels (number of units and depth of affordability for those units) should be reasonably achievable, allowing for sufficient market-rate development to support key infrastructure investments. This approach will provide a methodology and framework that can be applied in other growth areas beyond Frog Pond.”

This memorandum is intended to implement that direction from the EHSP and identify affordable housing targets and strategies to ensure these targets are met.

Key Term: Affordable Housing

This memo addresses “affordable housing”. As used here, we are referring broadly to both market-rate housing that is economically attainable for moderate-income households as well as housing that is subsidized or otherwise supported for lower-income households. Where the memo refers to a specific sub-set of affordable housing it is indicated.

Background and Policy Direction

The EHSP also directs the Frog Pond East and South master planning effort to:

- Integrate affordable housing into the overall master plan, with access to amenities
- Identify specific properties that could help meet affordable housing targets
- Evaluate relationships to the infrastructure funding plan
- Engage affordable housing developers and other stakeholders to refine strategies

These efforts will be part of the planning process for Frog Pond East and South.

Other past policy guidance related to housing targets and mixes for this area are summarized below.

- Metro’s Conditions of Approval for Wilsonville’s 2018 Urban Growth Boundary expansion required the City to:
 - **Plan for at least 1,325 homes in the expansion area.**
 - **Allow townhomes, duplexes, triplexes, and fourplexes** (now referred to as “middle housing”) in all zones that permit single-family housing within the expansion area. (The requirement related to allowing middle housing in zones that allow single-family housing is now also required by the state under House Bill 2001 and the implementing administrative rules.)
- The 2015 Frog Pond Area Plan established direction for housing mix, lot size, and where different housing types would be allowed within the expansion area. The unit distribution options from the Area Plan are shown in Exhibit 11 and Exhibit 12 on page 17. At a high level, the Area Plan sets direction that the East neighborhood should provide for single-family detached housing on small to large lots, as well as townhomes, cottage lots, and duplexes, while the South neighborhood should provide only small- to large-lot detached housing. It also states that neighborhood-scale mixed use with residential above retail in the commercial center could be considered during the Master Plan process. Other types of housing, including apartments, were not identified as part of the final plan for the Frog Pond area. Note, however, that the Area Plan’s direction pre-dates and is no longer consistent with the Metro conditions of approval summarized above or with the requirements of House Bill 2001.

As of the end of 2021, the City of Wilsonville had 11,587 dwelling units with approximately 730 more planned to be built in the near future between Villebois and Frog Pond West. Frog Pond East and South will represent an approximately 10% plus increase in the number of dwellings in Wilsonville. The City also has roughly 450 government-subsidized housing units as of 2018.¹

Section 2. The Housing Spectrum: Meeting a Range of Housing Needs with New Housing

Delivering new housing affordable to a range of incomes requires a range of different approaches, as summarized in Exhibit 1.

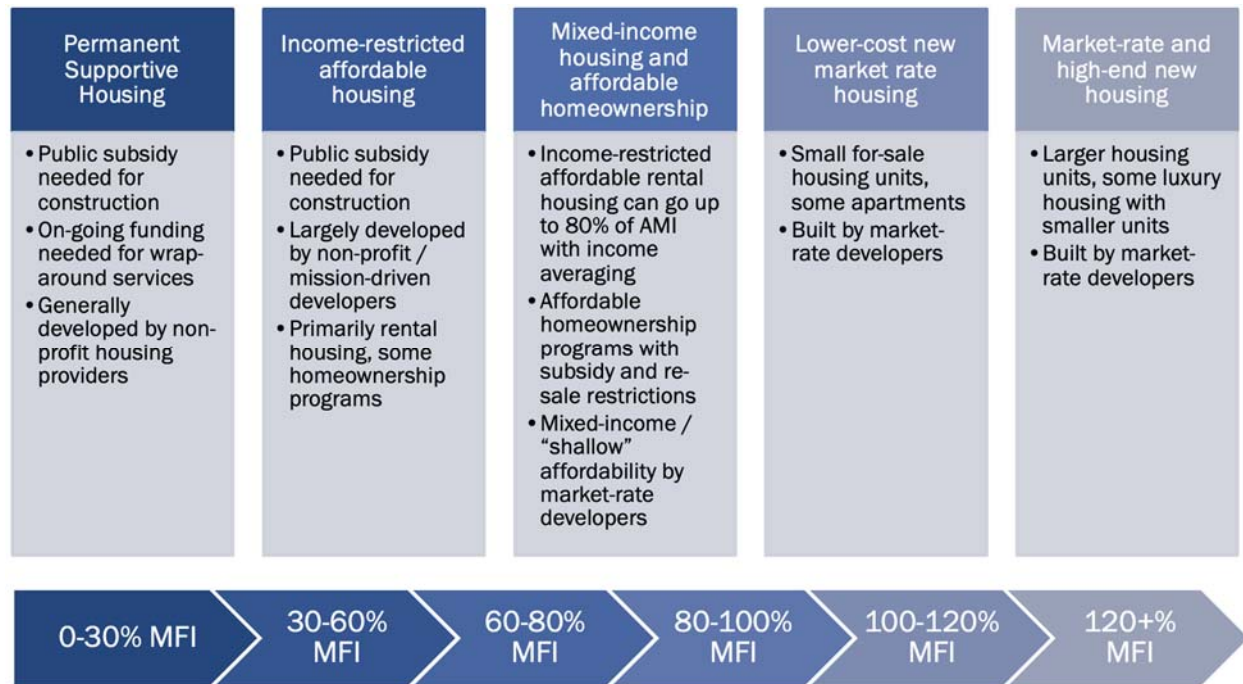
Key Term: Median Family Income

In setting affordability targets and requirements, it is common to express them in terms of a percentage of the Median Family Income (MFI), since this is how eligibility is established for income-restricted affordable housing. MFI is typically set at a regional level. In Wilsonville, the MFI is based on the three-county Portland region. In other words, the MFI for Wilsonville and Clackamas County is the same as that for the region overall. The MFI for a family of four in the Portland region as of 2021 is \$96,700. The U.S. Department of Housing and Urban Development (HUD) considers housing affordable to a given income level if housing costs (including utilities) account for no more than 30% of a household’s income.

¹ Clackamas County Regional Housing Needs Analysis, ECONorthwest, 2018, page 199.

Exhibit 1: Approaches to Delivering New Housing by Income Range

Source: ECONorthwest



Housing for 60% of MFI and below

Meeting the housing needs of households earning less than 60% of MFI nearly always requires public subsidy. Development of income-restricted affordable housing typically relies on funding from the State, region, or County, in addition to any support from the City and other partners.

- Affordable Rental Housing:** Even within publicly supported housing, most housing for this income range is rental housing. The Low Income Housing Tax Credit (LIHTC) program—the largest funding program in the US for affordable rental housing—largely serves households in the 30-60% of MFI range. While there are some for-profit developers who build income-restricted affordable housing, most is built by non-profits or Public Housing Authorities. Affordable rental housing development in suburban parts of the Portland region typically takes the form of three- to four-story apartments with surface parking.
- Affordable homeownership:** There are some homeownership support programs (e.g., Habitat for Humanity, some Community Land Trusts, and down-payment assistance programs) that serve households earning as little as 35% of MFI (\$30,000-\$35,000). These programs tend to receive much less state and federal funding in aggregate than affordable rental housing.

To serve households earning less than 30% of MFI often requires additional subsidy beyond that needed to build housing for 60% of MFI due to the lower rents that are required. It also

sometimes requires support to provide wrap-around services that help residents remain in their housing. Sometimes tiny homes or cottage clusters are used for housing at this income level, but apartments are more common.

Housing for 60% to 80% of MFI

Housing for households earning between 60% and 80% of MFI often comes in the form of older housing that has depreciated and become more affordable over time; however, delivering new housing in this affordability range can be challenging due to limited sources of public subsidy and the cost of building new market-rate housing. Options include:

- **Mixed-income and “shallow” affordability by market-rate developers:** Incentive programs and inclusionary zoning requirements can sometimes deliver units affordable to households earning less than 80% of MFI as part of a market-rate development if calibrated to align with market conditions. The affordability tends to be “shallow” in the sense that the private market generally cannot absorb rents or sales prices that are far below market rate without substantial incentives or subsidies. The most common form for mixed-income development by private developers is market-rate apartments that include some income-restricted affordable units.² However, affordability incentives for middle housing (primarily rental) may be able reach this income range in some circumstances.
- **Affordable homeownership:** Some affordable homeownership development targets this income range (e.g., Habitat for Humanity), using a mix of funding sources to subsidize costs. In the Portland region, this typically takes the form of either small detached housing or townhome-style attached housing.
- **Affordable rental housing with income averaging:** Low Income Housing Tax Credits, the largest funding program for affordable rental housing, allows developments to use income averaging to provide housing for households earning up to 80% of MFI as long as the average for the development overall remains at or below 60% of MFI. As noted above, this would typically be in the form of apartments.

Housing for 80% of MFI and above

Households earning between 80% and 120% of MFI can often afford at least some of the existing market-rate housing stock in the community, such as apartments, older homes, or townhouses, though in very tight housing markets their options may be limited. For new construction, some smaller and lower-cost market-rate housing can be affordable in the 80-120% of MFI range, but most larger housing units and high-end small housing units tend to be affordable only to those earning at least 120% of MFI. (The expected pricing for market-rate housing in the Frog Pond East and South areas is described further in Section 4.) There are some local incentives and

² Inclusionary Zoning can only be applied to multifamily housing (buildings with 20 or more units) under current Oregon law.

affordability programs that can support housing affordable at 80% to 100-120% of MFI, though state and federal funding is limited.

Section 3. Opportunities and Constraints for Affordable Housing

There are several considerations and challenges for building affordable housing in the Frog Pond East and South area, including:

- **Infrastructure costs:** While vacant land at the urban fringe tends to cost less than land in already developed areas, this is largely because the cost of building the infrastructure needed to serve urban development is factored into land value and land sales prices. This project will: identify the infrastructure needed to support the East and South Neighborhoods; prepare a funding plan for that infrastructure; and consider the relationship between the need to fund infrastructure and the ability to deliver affordable housing.
- **Site control / property ownerships:** Acquiring property in a competitive market can be a substantial challenge for affordable housing developers. The City does not currently own any land within the Frog Pond East and South areas. The only City-owned land is land designated for a future park. The ability to secure land could be one of the biggest challenges for delivering affordable housing in the area.
- **Past policy guidance on housing types:** The final Frog Pond Area Plan did not include apartments as part of the housing mix for Frog Pond East and South. This limits the potential housing options in several ways:
 - As noted above, most affordable rental housing, which is the primary housing that serves households earning less than 60% of MFI, is built as apartments. The Area Plan notes potential for housing above commercial space, but while some affordable housing includes community spaces on the ground floor, there are financing challenges associated with building affordable housing as true mixed-use development with ground-floor commercial space. If apartments are not allowed in the area, this will significantly constrain the options and sources of funding for building affordable housing and limit the number of income-restricted affordable units that can realistically be developed in the area.
 - Market-rate multifamily housing (apartments or condominiums) can also provide housing affordable to households earning roughly 80% to 100% of MFI. Building apartments or condominiums as part of a mixed-use building increases costs and can make development infeasible or require higher rents or sales prices to justify the additional expense.
- **Challenges for affordable and low-cost homeownership options:** Income-restricted affordable homeownership models can work within a small detached or townhouse-style development, but there is limited state and federal funding for affordable homeownership programs, which means a relatively small number of subsidized

affordable homeownership units could realistically be built in the area. Other methods of providing lower-cost homeownership options without a subsidy, such as condominiums and co-op housing, face legal and financing challenges that make them difficult for many private developers to build. Addressing these legal and financing issues would require action at the state level and is beyond the City's control. However, there are developers working in the region who are willing to build condominiums despite the challenges, some of whom may pursue development within Frog Pond East and South.

The opportunity for Frog Pond East and South is that the City is in a position to address many of these challenges in ways that can influence the outcome. At a minimum, in the short term, the City can set land use regulations that allow for a broader range of housing types so that there are more options for market-rate and subsidized affordable housing development now and into the future. The City can establish requirements associated with annexation, which could allow for more specific agreements between the City and property owners seeking to annex. The City can also establish an infrastructure funding plan that limits the infrastructure cost burden on any income-restricted affordable housing built in the area. If financial resources allow, the City can negotiate with property owners to acquire suitable land for affordable housing that can then be transferred at little or no cost to affordable housing developers, or provide funding to support affordable homeownership development by a local Community Land Trust or a provider like Habitat for Humanity. These and other strategies to help deliver affordable housing in this area are addressed further beginning on page 21.

Section 4. Expected Pricing of Market-Rate Housing

For-Sale Housing: Market Sale Prices for Single-Family Homes, Townhouses, and Condominiums

Data from recent home transactions³ for relatively newer housing⁴ in Wilsonville and surrounding areas provides an indicator of likely pricing for new housing in Frog Pond East and South. The estimated range of home prices by housing type and unit size is shown in Exhibit 2. The estimated income needed to afford these purchase prices, given standard lending assumptions,⁵ is shown as a percentage of the MFI for a four-person household⁶ in Exhibit 3. The relevant data is summarized in table form in Exhibit 4.

³ Sales transaction data is from Redfin for sales between October 2020 and October 2021.

⁴ Data includes detached homes and townhouses built since 2010 as well as condominiums built since 2006 (to provide a larger sample size since there are few recently-built condominiums).

⁵ Assumes 20% down payment, a 30-year fixed-rate mortgage at 3.5% interest, with estimates for property taxes and homeowners' insurance. Estimated homeowners' association fees are factored into total monthly housing costs based on averages for similar housing from recent sales transactions.

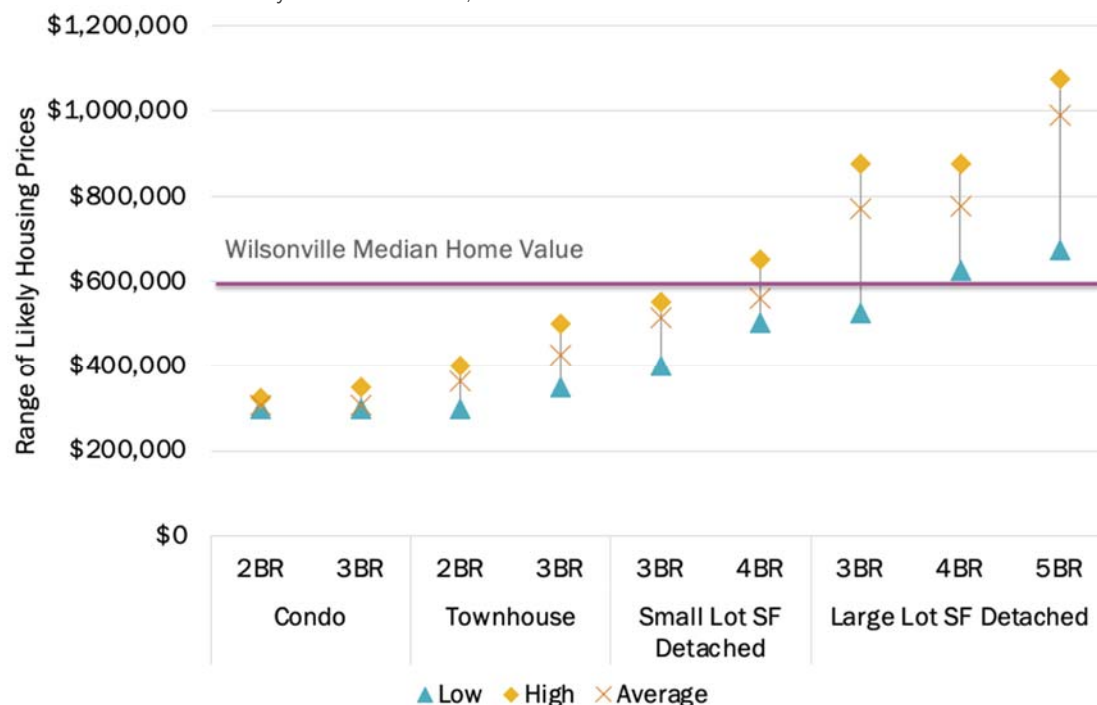
⁶ In setting maximum allowed rents by unit size / bedroom count, HUD uses an assumed household size and multiplier relative to the MFI for a family of four. However, to allow for comparison to the income distributions, which are not adjusted for household size, we use the MFI for a four-person family throughout.

Given the recent escalation in home prices, new construction coming to market is likely to sell closer to the top end of the range seen among recent transactions for newer housing. Housing prices will likely continue to escalate over the coming years (though not to the extent seen in the past year), increasing the expected home values over time. However, the comparison between prices of new homes and the median price of existing homes or between new homes and regional average incomes are more likely to remain roughly consistent going forward. Based on these trends, we estimate the following ranges for affordability of new for-sale housing in Frog Pond East and South:

- New large-lot detached housing in Wilsonville will likely be affordable only to households earning more than 120% of MFI, and more expensive than most existing homes.⁷
- New small lot detached homes (on less than 4,500 SF lots) may sell for close to the median value of existing homes and are likely to be affordable mostly to households earning between 100% and 130% of MFI.
- New condominiums and townhouses will almost certainly sell for less than the median value of existing homes in Wilsonville and are likely to be affordable to households earning between roughly 70% and 100% of MFI depending on unit size.

Exhibit 2. Typical Sales Prices for Recently Built Housing by Housing Type, Wilsonville and Surrounding Area

Source: ECONorthwest Analysis of Redfin Data, October 2021



⁷ The median value of existing homes in Wilsonville is around \$600,000, affordable to homeowners at 122% of the area MFI for a family of four, or an annual income of \$118,220.

Exhibit 3. Housing Affordability as a Percent of Median Family Income* by Housing Type for Recently Built Housing, Wilsonville and Surrounding Area

Source: ECONorthwest Analysis of Redfin Data, October 2021

* Median family income from HUD for Clackamas County for a four-person household

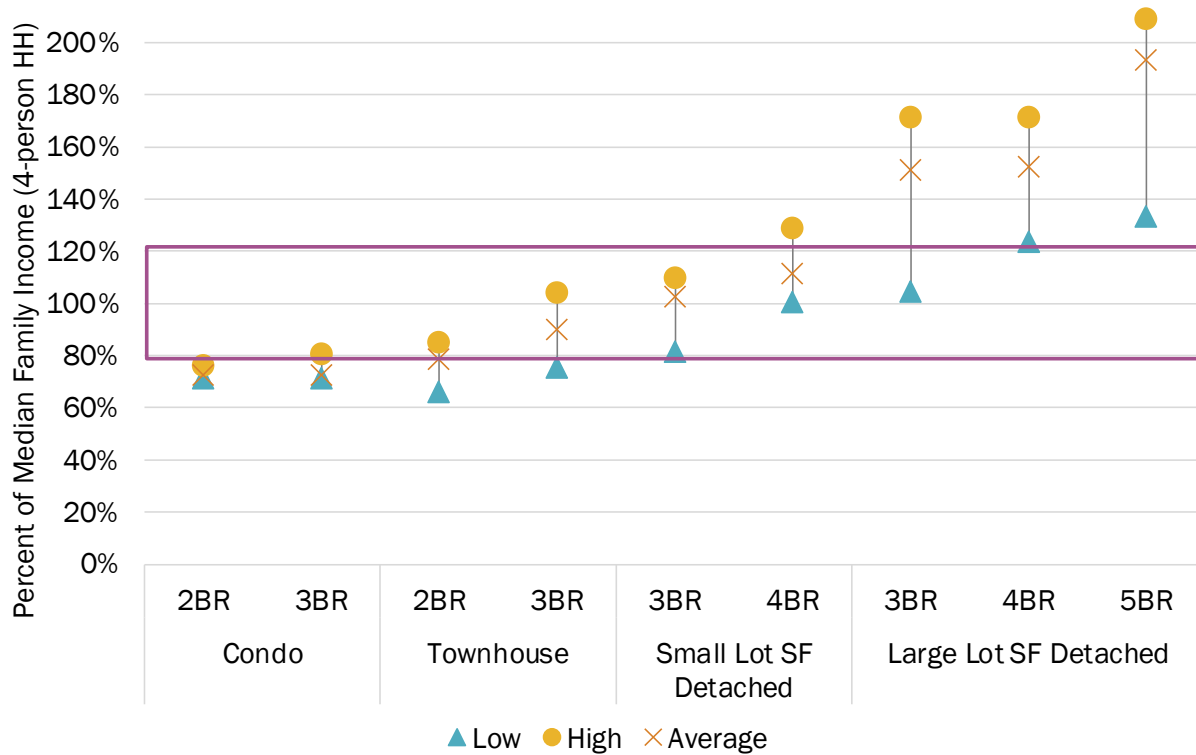


Exhibit 4: Sales Price, Income Required, and Income as a Percent of MFI for Newer Housing in and near Wilsonville, by Housing Type, 2021

Source: ECONorthwest Analysis of Redfin Data, October 2021

	Condo		Townhouse		Small Lot SF Detached		Large Lot SF Detached		
	2BR	3BR	2BR	3BR	3BR	4BR	3BR	4BR	5BR
Low Sales Price									
Sales Price	\$300,000	\$300,000	\$300,000	\$350,000	\$402,500	\$502,500	\$525,000	\$625,000	\$675,000
Annual income needed to afford mortgage	\$69,110	\$69,110	\$64,110	\$73,290	\$78,940	\$97,310	\$101,440	\$119,810	\$128,990
Annual income needed as a percent of MFI*	71%	71%	66%	76%	82%	101%	105%	124%	133%
High Sales Price									
Sales Price	\$325,000	\$350,000	\$400,000	\$500,000	\$552,500	\$652,500	\$875,000	\$875,000	\$1,075,000
Annual income needed to afford mortgage	\$73,700	\$78,290	\$82,480	\$100,850	\$106,490	\$124,860	\$165,730	\$165,730	\$202,470
Annual income needed as a percent of MFI*	76%	81%	85%	104%	110%	129%	171%	171%	209%
Average Sales Price									
Sales Price	\$307,700	\$307,400	\$365,300	\$426,700	\$513,800	\$560,000	\$769,900	\$775,800	\$990,600
Annual income needed to afford mortgage	\$70,520	\$70,470	\$76,110	\$87,390	\$99,380	\$107,870	\$146,420	\$147,510	\$186,970
Annual income needed as a percent of MFI*	73%	73%	79%	90%	103%	112%	151%	153%	193%

*As compared to 100% MFI for a four-person household in Clackamas County. Orange indicates less affordability; blue indicates greater affordability.

Rental Housing: Market-Rate Apartments

Looking at the range of rents and unit sizes for apartments built in Wilsonville since 2010, there is a wide range of unit sizes and rents, as shown in Exhibit 5.

Exhibit 5: Wilsonville Apartment Unit Sizes, Mix, and Rents, Developments Built Since 2010

Source: ECONorthwest analysis of CoStar data, November 2021

Unit Type	Most rent for	Average rent is	Most units are	% of Units
Studios	\$1,123	\$1,123	544 SF	4%
1 bedroom	\$1,277-\$1,667	\$1,599	1,275 - 1,630 SF	28%
2 bedrooms	\$1,651-\$1,902	\$1,778	1,020 - 1,110 SF	57%
3 bedrooms	\$2,154-\$2,263	\$2,203	2,150- 2,265 SF	5%
4 bedrooms	\$2,664-\$3,284	\$2,871	2,664 - 3,284 SF	5%

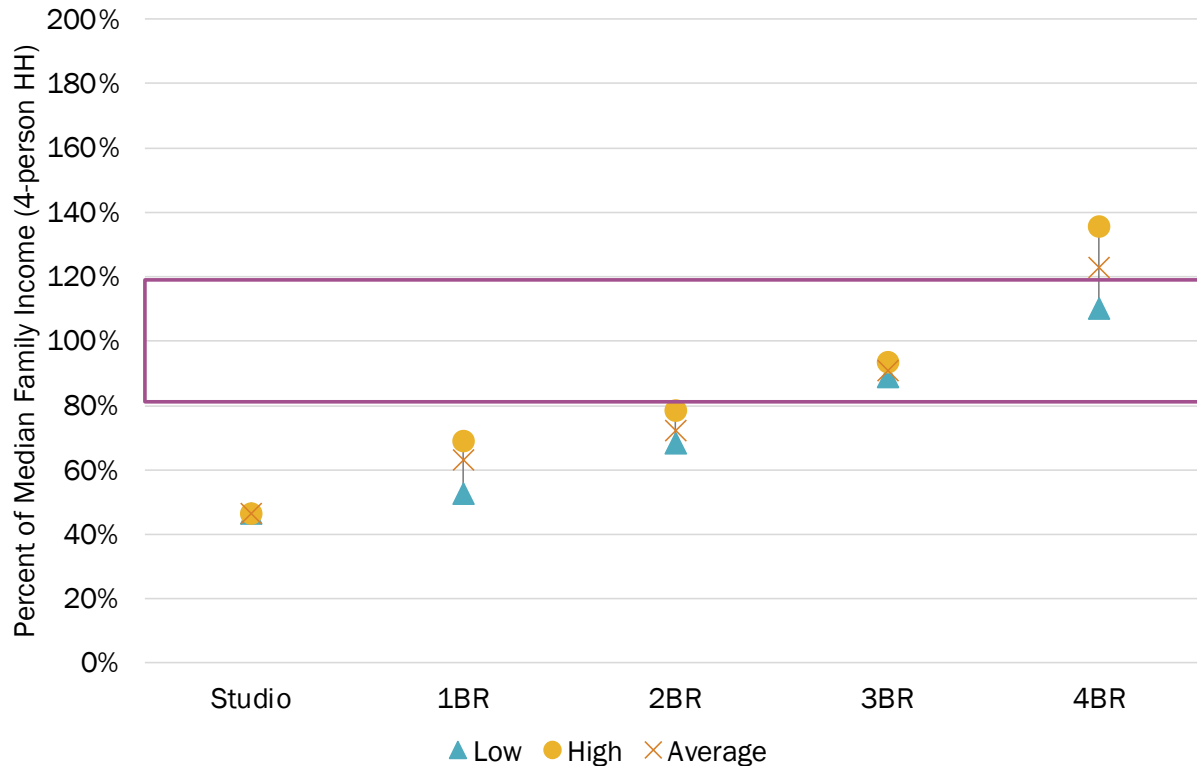
Converting these rents to the percent of MFI needed to afford them⁸ shows that even at the top end, apartment units in newer buildings are generally affordable at or below 80% of MFI for a four-person household, and often around 80% of MFI, as shown in Exhibit 6. Very small studio units may be even more affordable, while very large four-bedroom units may be less affordable, but the bulk of units in newer apartments in Wilsonville would be considered affordable for households earning between 65% and 90% of MFI. New apartments would typically be expected to rent for near the upper end of this range (roughly 80% to 90% of MFI), assuming they have good access to amenities.

⁸ In setting maximum allowed rents by unit size / bedroom count, HUD uses an assumed household size and multiplier relative to the MFI for a family of four. However, to allow for comparison to the income distributions, which are not adjusted for household size, we use the MFI for a four-person family throughout even though it is not realistic to expect a four-person family to occupy a studio apartment.

Exhibit 6: Wilsonville Apartment Rent Affordability as a Percent of Median Family Income* by Unit Size, Developments Built Since 2010

Source: ECONorthwest Analysis of CoStar Data, November 2021

* Median family income from HUD for Clackamas County for a four-person household



Section 5. Affordable Housing Targets

The City does not control housing pricing and affordability directly, but there are many factors that the City does control that affect how much housing is likely to be produced within different affordability levels. Setting reasonably achievable affordable housing targets for the Frog Pond East and South neighborhoods is intended to guide the City's strategies and policies for this area so that the resulting neighborhoods offer housing options for households at a range of income levels.

Reference Points

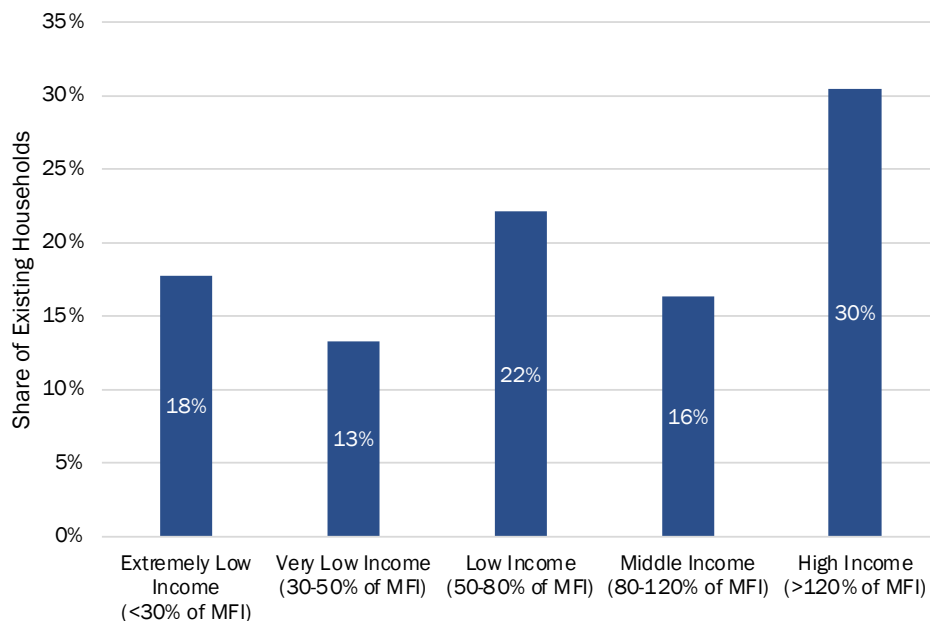
In setting an appropriate and achievable affordable housing target, it is helpful to consider multiple reference points that inform the distribution of housing that may be needed and that may be possible. This section outlines several reference points for housing distribution by affordability level: current income distribution in Wilsonville, current regional income distribution, existing housing gaps at the City and County scale, and the distribution expected based on prior plan policy direction and existing affordable housing tools. These reference points are intended to inform establishing achievable affordable housing targets for Frog Pond East and South, which will ultimately be determined by City Council.

City of Wilsonville Income Distribution

This reference point offers one way of understanding what it would look like for this area to contribute proportionately to meeting overall housing needs for the city. However, this approach does not consider the specific types of housing needs that may best be met in the new growth area versus other areas of the city, and it does not account for changing demographic needs or needs that are not currently met in the city. The current distribution of Wilsonville households based on how their household income compares to the MFI for Clackamas County for a four-person household is shown in Exhibit 7.

Exhibit 7. Wilsonville Households by Percentage of MFI, 2021

Source: American Community Survey, 2019, 5-year estimates

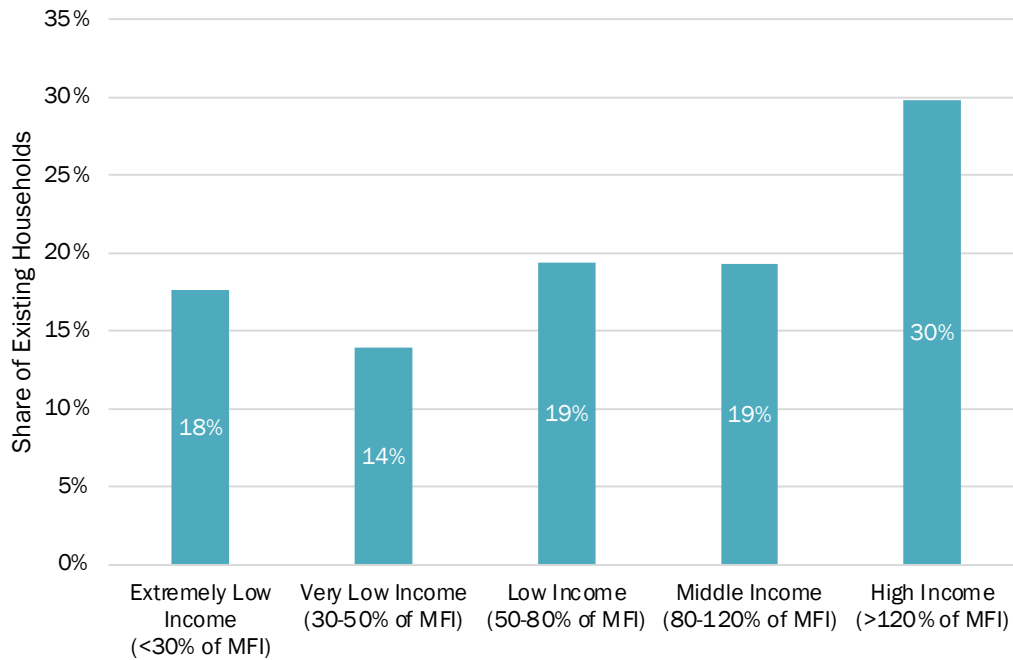


Regional Income Distribution

Looking at overall regional income distribution can be useful to highlight housing affordability levels and incomes that may be under-represented in Wilsonville compared to the region as a whole. It provides a sense of what mix of housing affordability levels would best meet the needs of people living in the region as a whole. The current distribution of households by income level in the three-county Portland region is shown in Exhibit 8. In the region overall, the share of middle-income residents is somewhat higher than in the city of Wilsonville, while the share of low-income residents is somewhat lower. The share of extremely low income and very low-income residents is similar in the City and in the region overall.

Exhibit 8. Portland Region Households by Percentage of MFI, 2021

Source: American Community Survey, 2019, 5-year estimates

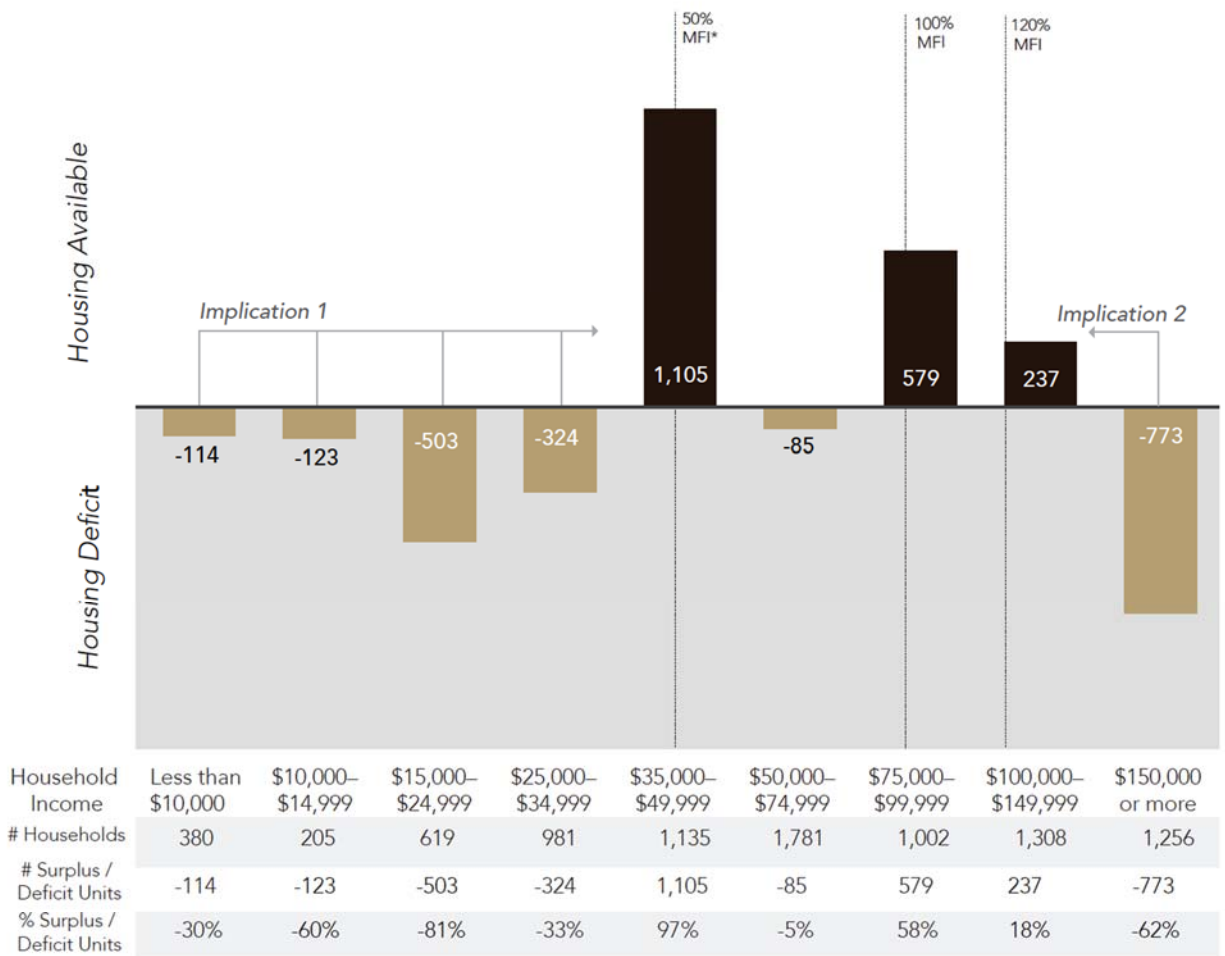


Current City and County Housing Gaps

Based on the most recent Housing Needs Analysis for the City of Wilsonville (which was done as part of a county-wide Housing Needs Analysis in 2018), there is a deficit of housing units for households earning less than \$35,000 per year, but also a deficit of high-amenity housing for households earning more than \$150,000 per year.

Exhibit 9: Affordable Housing Costs and Units by Income Level, Wilsonville, 2018

Source: Clackamas County Regional Housing Needs Analysis, page 281



*Median Family Income for a family of four

Implication 1

Some lower-income households live in housing that is more expensive than they can afford because affordable housing is not available. These households are cost burdened.

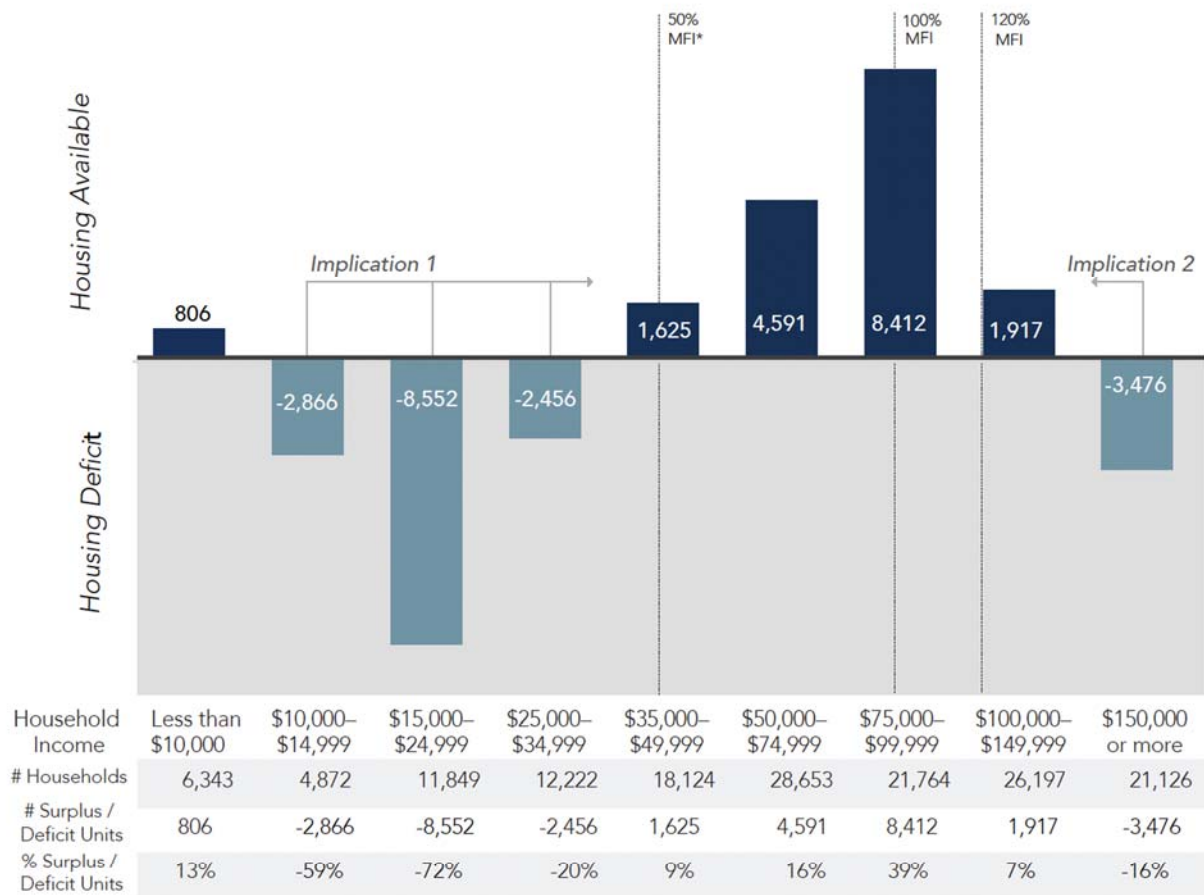
Implication 2

Some higher-income households choose housing that costs less than they can afford. This may be the result of the household's preference or it may be the result of a lack of higher-cost and higher-amenity housing that would better suit their preferences.

The overall housing gaps for Clackamas County also show a deficit of housing for households earning less than \$35,000 per year and high-amenity housing for households earning \$150,000 or more.

Exhibit 10: Affordable Housing Costs and Units by Income Level, Clackamas County Overall, 2017

Source: Clackamas County Regional Housing Needs Analysis, page 74



*Median Family Income for a family of four

Implication 1

Some lower-income households live in housing that is more expensive than they can afford because affordable housing is not available. These households are cost burdened.

Implication 2

Some higher-income households choose housing that costs less than they can afford. This may be the result of the household's preference or it may be the result of a lack of higher-cost and higher-amenity housing that would better suit their preferences.

This reference point suggests a focus on expanding housing supply at the top and bottom of the income spectrum. Providing high-amenity housing for higher-income households can reduce upward pressure on prices for older homes that could be remodeled, while providing housing affordable to lower-income households can reduce cost-burdening and allow households more resources to meet their other needs and remain more stable in their housing.

Prior Area Plan Policy Direction & Existing Affordable Housing Tools

This reference point anticipates the outcomes that would be most likely for this area if the City maintains the policy direction from the Area Plan and does not implement any additional strategies to support affordable housing in this area. It provides a reference point for a policy baseline to see how much intervention may be required to achieve the City's equitable housing

goals in this area. The distribution of housing units by type / density established in the Frog Pond Area Plan is summarized in Exhibit 11 and Exhibit 12. As described in the Area Plan:

At the time of adoption there were two general proposals regarding residential land use in the East and South Neighborhoods. The first proposal was the Planning Commission-recommended option (Option G), with the condition to re-examine the R2.5 densities and commercial site location at a future date of master planning. The second proposal was that there should be a minimum lot size of 4,000 square feet. The Council considered these proposals carefully, along with all of the rationale, implications and issues. Working from the premises that: (1) both points of view should be honored and represented in the Plan; (2) many years will pass before final decisions need to be made; and (3) the range of housing choices and price ranges should increase in the future when these neighborhoods are developed – the Council struck a balance. The balance was to include both options in the Plan with a commitment to revisit the densities and commercial site in the future as part of master planning. An additional idea was added to consider, during Master Planning, neighborhood scale mixed use, where residential would be allowed over the retail in the commercial center.⁹

The primary difference for purposes of this document is that Option G included an allowance for attached / cottage single-family, with lots between 2,000 and 3,000 square feet. Neither option included an allowance for multifamily housing. As noted above, the City must provide for at least 1,325 units in this area (Option H would provide only 1,258) and must allow attached / cottage single-family and other middle housing types in any zone that allows single-family housing.¹⁰ Thus, ECONorthwest used Option G as a starting point for this scenario, since it aligns better with recent requirements.

⁹ Frog Pond Area Plan, A Concept Plan for Three New Neighborhoods in East Wilsonville, 2015, page 24.

¹⁰ While Option G did not assume that middle housing would be allowed throughout the East and South neighborhoods, the total percentage of middle housing and small lot detached housing, at roughly one third of all housing units, remains a reasonable estimate of the amount of middle housing and small-lot detached housing that the market might deliver in this area after accounting for HB 2001.

Exhibit 11. Land Use Metrics and Capacity "Option G"

Source: Frog Pond Area Plan, A Concept Plan for Three New Neighborhoods in East Wilsonville, 2015

Residential Designation	Average Lot Size (SF)	Max Units/ac net	East Neighborhood Units	South Neighborhood Units	East+ South Units	% of East + South Units
Future R-8 Single Family (7,000 - 9,000 SF)	8,000	5.40	120	28	148	11%
Future R-6 Single Family (5,000 - 7,000 SF)	6,000	7.30	125	162	287	22%
Future R-4 Single Family (3,000 - 5,000 SF)	4,000	10.90	165	286	451	34%
Future R-2.5 (2,000 - 3,000 SF)	2,500	17.40	436		436	33%
Total Units			846	476	1,322	100%

Exhibit 12. Land Use Metrics and Capacity ("Option H" - No R2.5 in East Neighborhood)

Source: Frog Pond Area Plan, A Concept Plan for Three New Neighborhoods in East Wilsonville, 2015

Residential Designation	Average Lot Size (SF)	Max Units/ac net	East Neighborhood Units	South Neighborhood Units	East+ South Units	% of East + South Units
Future R-8 Single Family (7,000 - 9,000 SF)	8,000	5.40	120	28	148	13%
Future R-6 Single Family (5,000 - 7,000 SF)	6,000	7.30	125	162	287	25%
Future R-4 Single Family (3,000 - 5,000 SF)	4,000	10.90	437	286	723	62%
Future R-2.5 (2,000 - 3,000 SF)	2,500	17.40				0%
Total Units			682	476	1,158	100%

To translate this housing mix into an expected distribution by income level, ECONorthwest used the expected pricing of market-rate housing by housing type summarized in Section 4:

- The Future R-2.5 units are assumed to be primarily middle housing similar to townhouses based on the density and housing types described for this zone. Given estimated pricing, these units would generally be affordable to households between 80% and 120% of MFI.
- Small-lot detached housing ranges slightly above and below 120% of MFI. Half of the R-4 housing units are assumed to be affordable at 80-120% of MFI, while the other half are assumed to be affordable to households at 120% or more of MFI.
- Medium- to large-lot single-family is affordable only above 120% of MFI. All of the R-6 and R-8 units plus half of the R-4 units are assumed to be affordable to households earning 120% or more of MFI.

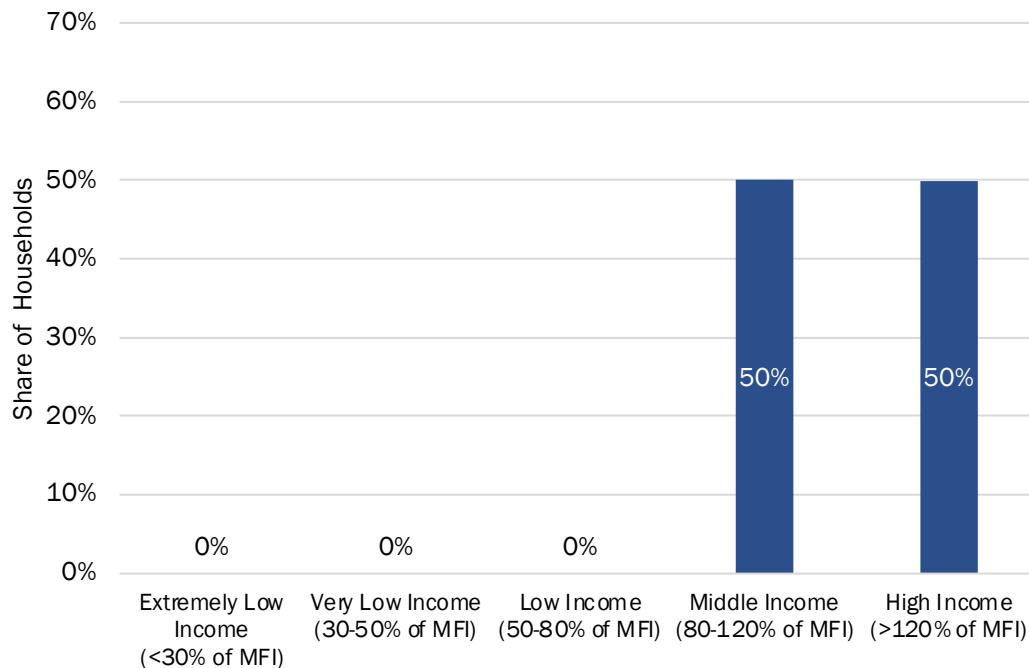
Because Option G did not include multifamily housing in the land use metrics, this reference point assumes that no regulated affordable rental housing or market-rate multifamily are built

in the area. While some affordable homeownership housing is possible under existing policy guidance, the City has no existing programs in place to support this, so the assumption is that this would not occur without additional support. These factors mean that the current policy guidance and existing programs would be unlikely to deliver housing to serve households earning less than 80% of MFI.

The expected distribution of housing by income level under existing policy is shown in Exhibit 13.

Exhibit 13: Expected Distribution of Housing by Affordability Level Under Existing Policy

Source: ECONorthwest calculations based on Frog Pond Area Plan Option G and market pricing



Proposed Affordable Housing Targets

The proposed affordable housing targets are intended to provide achievable goals for this area if the City addresses the constraints noted previously and implements a set of feasible strategies to support affordable housing. The types of strategies needed to meet these proposed targets are described in Section 6.

Given the context and the scale of the area, the City could target the following for publicly supported, income-restricted affordable housing development:

- One affordable multifamily rental development serving households earning up to 60% of MFI, or an average 60% of MFI, with income averaging that offers some units for households earning up to 80% of MFI. This would likely be between 120 and 180 units and roughly 30 units per acre based on typical development of this type, requiring four to six acres of land.

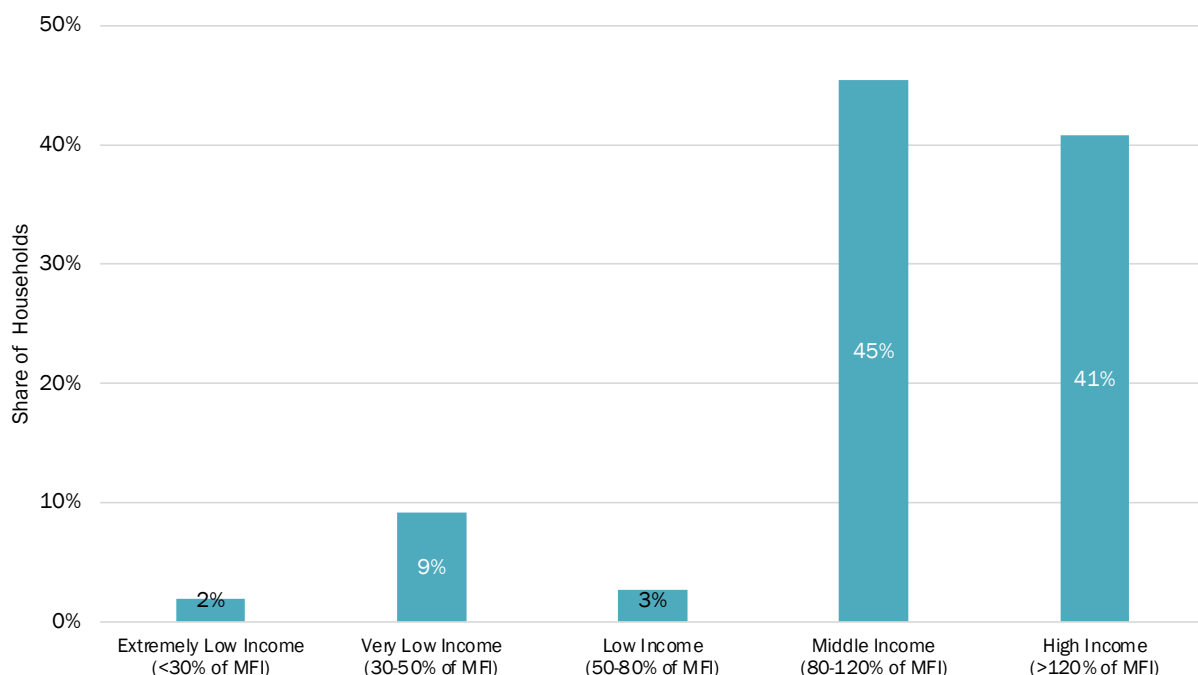
- One small cottage/tiny home/courtyard development for households earning less than 30% of MFI, low-income seniors, veterans, or people with disabilities. This could be between 5 and 50 units and might require between a quarter of an acre and two acres, depending on scale and design.
- One to two townhome or cottage cluster affordable homeownership developments for households earning 35% to 80% of MFI (e.g., Habitat for Humanity or Proud Ground). This could be between 10 and 40 units and might require between one and two acres, depending on scale and design.

In addition to these goals for income-restricted affordable housing, the City can target providing a mix of housing within the market rate development that offers roughly half of units that are likely to be affordable to households earning less than 120% of MFI. This could mean a similar mix of housing types as identified in Option G in the Area Plan (even if the locations for middle housing are no longer restricted), resulting in a roughly even split between housing for households earning 80% to 120% of MFI and households earning more than 120% of MFI for the market-rate for-sale housing. Allowing opportunities for some market-rate apartment development without ground floor commercial space to further expand the range of housing options for households earning less than 100% of MFI.

Error! Reference source not found. provides an illustrative example of the approximate distribution of housing by income level based on the ranges of units above and rough estimates of the amount of market-rate housing that could be built if the land above were dedicated to affordable housing. These estimates are preliminary and may be refined through the planning process.

Exhibit 14: Approximate Distribution of Housing by Income Level for Affordable Housing Target

Source: ECONorthwest

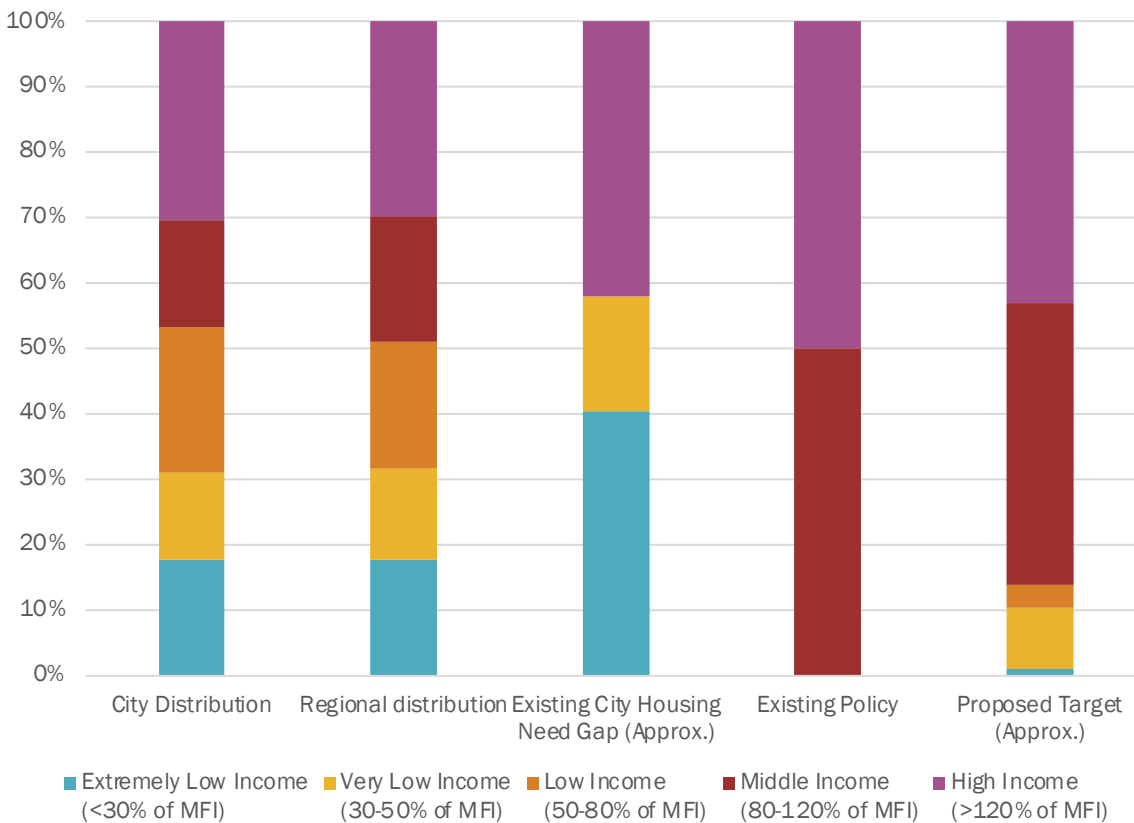


Comparison to Reference Points and Implications

Error! Reference source not found. summarizes the unit counts that would result from applying the distribution for each scenario to the 1,325 housing units required by Metro. (As noted previously, the total unit count may vary between the scenarios or be refined through the process of establishing land use scenarios—these unit counts are illustrative only at this stage.) Exhibit 15 illustrates the comparison between the scenarios in terms of the income distribution in each.

Exhibit 15: Distribution of Housing by Income Level for Housing Target Compared to Reference Points, Frog Pond East and South

Source: ECONorthwest



Implications:

- To reach the affordable housing policy directives from the Equitable Housing Strategic Plan with development in Frog Pond East and South the City will need to allow a full range of housing types and make investments to support affordable housing development.
- Even if the City does make changes to policy and takes action to dedicate funding to support affordable housing, the share of affordable housing is likely to fall short of meeting a proportionate share of overall housing needs at the City or regional level during initial build-out.

- Adding to housing supply across a range of affordability levels in Frog Pond East and South will help meet housing needs overall and would be a one step forward in a larger series of housing-related initiatives by the City, even if it does not match the overall distribution or address all the existing gaps for affordable housing.
- Middle housing and condominiums can offer homeownership opportunities to middle income households without public subsidy, making land use regulations and infrastructure funding decisions that affect the feasibility of multi-family and middle housing an important consideration for affordability.

Section 6. Affordable Housing Strategies

The City can support development of affordable and mixed-income housing in a number of ways. The EHSP lays out a range of strategies to advance the City's equitable housing goals. The City will also be required to adopt a Housing Production Strategy (HPS) soon under recent changes to state rules, and will need to identify and prioritize strategies to support housing production across a range of housing needs. This section outlines the strategies that are likely to have the greatest impact for Frog Pond East and South, building on those in the EHSP.

- **Zone for All Housing Types:** Enable a full range of housing types in Frog Pond East and South, including multifamily, to expand first time homebuyer opportunities and to make it possible to build affordable rental housing using common sources of funding. Align zoning for multifamily with areas that are suitable for affordable housing. Flexibility needs to be in place to take advantage of affordable housing opportunities both now and during the longer-term build out of Frog Pond East and South.
- **Acquire Land for Affordable Housing:** Attempt to find willing sellers for suitable properties for affordable housing within Frog Pond East and/or South, to ensure an opportunity to build affordable housing in the area. This would likely require funding, particularly if the City intends to offer the land for affordable housing development for little or no cost to make affordable housing development more viable. However, the City could consider asking the current owner to ground lease the property to the City and have the development pay for it in future, or seek an option on a property rather than acquiring it outright. It would also require staff time to manage the property owner negotiations and (if successful), the land disposition process (e.g., a Request for Proposals for development). With private developers also seeking to secure land or options to purchase property, the sooner the City acts, the better its chances. The City should prioritize sites that meet the following criteria:
 - Close proximity to existing transit (e.g., the stop at Meridian Creek Middle School), or near an area that has a high probability of future transit service upon development.
 - Close proximity to parks, schools, future commercial areas, and other amenities.

- Sites that are between four and six acres of buildable land if targeting affordable rental housing; smaller sites (e.g., half-acre to two acres) for homeownership housing.
- Sites without major development constraints or especially costly infrastructure needs. Sites should not be in the floodplain.
- **Partner with a Community Land Trust:** A community land trust (CLT) such as Proud Ground could help deliver affordable homeownership housing in Frog Pond East and South. If the City is unable to secure land for affordable housing, it could explore other ways to support a CLT in building affordable homes, such as direct subsidy (e.g., using Metro Bond money), SDC waivers, or tax abatements (see further discussion below).
- **Waive, Reduce, or Defer SDCs for Affordable Units:** The cost of SDCs and other infrastructure costs for greenfield development can become prohibitive for affordable housing. Options to reduce SDC cost impacts on affordable housing will be addressed as part of the infrastructure funding plan for Frog Pond East and South to ensure that overall infrastructure needs can be met. Waiving SDCs entirely for income-restricted affordable housing has the greatest impact, but reductions and deferral can also help reduce the funding gap for affordable housing. This requires engagement with other infrastructure providers.
- **Incentivize Smaller and Lower-Cost Middle Housing:** Middle housing will be allowed broadly in Frog Pond East and South, and some developers have expressed interest in middle housing development in the area. Because middle housing generally offers lower price-points than single-family detached housing, it offers middle-income housing options and potential for lower-cost homeownership. There are several incentives that could be effective tools to support middle housing development that is affordable to middle-income households:
 - The Multiple Unit Property Tax Exemption (MUPTE) is a flexible program that can be used to incent multiple-unit rental housing with particular features or at particular price points by offering qualifying developments a partial property tax exemption for 10 years. The City could offer MUPTE for middle housing rental developments with small units that are more likely to be affordable. (The City could also choose to offer MUPTE only in exchange for income and rent restrictions, but would need to be able to monitor compliance with these restrictions over the 10-year abatement period.) This program requires support from overlapping taxing districts.
 - The Homebuyer Opportunity Limited Tax Exemption (HOLTE) program allows cities to offer a 10-year partial property tax exemption on for-sale properties valued at no more than 120% of the median sales price that meet any additional city-imposed income and owner-occupancy requirements. Portland has paired it with an SDC exemption to incentivize new moderately-priced for-sale housing. This program requires support from overlapping taxing districts.
 - SDCs that scale with unit size can also incentivize smaller, lower-cost middle housing units by right-sizing fees to the impacts of different housing types and sizes.

- This will be considered through the infrastructure funding plan and requires engagement with other infrastructure providers.
- The City could consider allowing small “multiplex” development (e.g., 6-12 units) on sites that would allow a fourplex under new middle housing rules, if the units are under a certain size limit so that the overall volume of the building is still similar to a fourplex.
 - **Reduce Multifamily Parking Requirements:** If the City adopts zoning for Frog Pond East and South that allows multifamily development in portions of the area, it should also evaluate reducing parking requirements for multifamily. (This could be done citywide or applied only within the Frog Pond East and South areas.) Currently, at least one space per unit is required, even for units less than 500 sq. ft.; most units require 1.25 to 1.75 spaces per unit. If parking requirements exceed what is needed to serve affordable housing, this adds cost to build spaces that do not generate revenue and reduces the number of units that fit on site. If land and funding are available for affordable housing, reducing parking requirements can ensure that it can be built efficiently and optimize the amount of housing on the site.
 - **Incentivize Housing with Accessible or Visitable Units:** With substantial new housing construction coming for Frog Pond East and South, the City can encourage units designed to be accessible or visitable to better meet the needs of individuals with mobility limitations in the community. The City can apply some of the same incentives noted above to apply to accessible or visitable units, such as tax abatements, SDC reductions, or allowances to build additional units.

Section 7. Conclusions and Next Steps

If the City does not take further action to support affordable housing and does not change course from prior policy direction on housing types for Frog Pond East and South, there will be few opportunities for affordable housing and little chance that it will get built. If the City allows a full range of housing types and implements additional affordable housing strategies, particularly related to proactive land acquisition, the chances for affordable housing increase substantially. Financial and regulatory incentives could also encourage developers to build smaller, lower-cost housing units with or without income restrictions, or to build units that are accessible or visitable for residents with mobility limitations. These strategies align with those outlined in the EHSP and provide input to a future HPS.

While meeting a proportionate share of citywide or regional housing needs by income may not be possible for greenfield development, there are important opportunities for affordable homeownership and expanding housing options across a range of incomes and housing needs. The proposed housing targets include a mix of market-rate housing at typical price-points and a few affordable housing developments of various scales and forms. These targets are intended to be achievable with implementation of the recommended housing strategies. This area can play an important role in a broader citywide effort to provide needed housing. Additional work will

be needed to meet housing needs in other parts of the City that cannot feasibly be met in this greenfield area.

Next steps within this process include identifying specific properties that could help meet affordable housing targets; evaluating relationships to the infrastructure funding plan of potential SDC reductions or waivers; engaging affordable housing developers and other stakeholders to refine strategies; and subsequent work to learn more about community perspectives/preferences, which could lead to refinements in the targets and strategies laid out in this document.

FROG POND EAST & SOUTH MASTER PLAN

PUBLIC REALM PLANNING MEMO

TO: Planning Commission

FROM: Project Team

DATE: August 2, 2022

This memo describes an important part of the Frog Pond East and South Master Plan: public realm planning. **The public realm is the combination of all public spaces—including streets, alleys, parks, plazas, and other publicly-accessible areas—that define the experience of living in or visiting a city or neighborhood.** A well-designed and cohesive public realm will be an essential part of the success and livability of this new area of Wilsonville. The Master Plan will provide guidance about how the public realm can be designed to work together with existing site qualities and future development to create healthy, connected, sustainable, and beautiful neighborhoods for diverse families to thrive.

The design of the public realm in Frog Pond East and South will achieve several key elements.

- **Places for gathering and civic life for a diverse community.** The public realm should support a broad range of social activities, including opportunities to gather formally and informally. Meeting places like neighborhood commercial areas, parks, schools, and even sidewalks can be designed to provide space for varied social and cultural activities.
- **Community design that celebrates and enhances neighborhood character.** Streets and trails should be laid out to emphasize views of natural features of the site like forested creek corridors, parks, or destination points. Unique and historical elements like

the Frog Pond Grange should be integrated thoughtfully into overall neighborhood design. For example, the Grange site could provide collocated gathering space, green space, and visibility and direct access to the trails and open space of the BPA corridor. Additionally, more detailed elements of the public realm like lighting, street trees, and signage should be cohesive with the existing fabric of Wilsonville, particularly the adjacent Frog Pond West area.

- **Integrated parks and green spaces.** Parks and green spaces are a vital part of creating healthy, active, and livable neighborhoods. Parks and smaller open spaces within neighborhoods should be centrally located and visible and accessible to all. In addition to a 10-acre community park and a 2.5 to 3-acre neighborhood park, each walkable sub-district should include its own “green focal point”, which could be a pocket park, tot lot, community garden, plaza, or other gathering place.
- **Preserved and restored natural resources.** Existing natural resources, including trees, wetlands, and creek corridors, should be preserved and restored within and around new development. Streets, parks, and public spaces provide opportunities to protect existing trees. Additionally, incorporating stormwater planters and green infrastructure can preserve watershed health by cleaning and slowing runoff.

ELEMENTS OF THE PUBLIC REALM



Places for **gathering and civic life** for a **diverse community**



Community design that **celebrates and enhances neighborhood character**



Integrated **parks and green spaces**



Preserved and restored **natural resources**



Convenient, safe, and low-stress transportation options

- **Convenient, safe, and low-stress transportation options.** A connected network of streets and trails should prioritize the safety and comfort of the most vulnerable road users. Streets should be designed to encourage and prioritize walking, biking, rolling, transit, and other low-carbon modes of travel. Street and block layout should make it easy for residents to access schools, parks, and neighborhood services without a car.

The draft exhibits on the following pages are a starting point to illustrate the intent for key elements of the public realm for Frog Pond East and South. These draft materials will be refined and further illustrations will be prepared as part of a final memo that provides guidance toward creating a cohesive public realm.

The final public realm recommendations will address the following categories:

- Tree Preservation Strategy
- Street and Trail Demonstration Plans and Cross Sections
- Park and Open Space Framework
- Public Street Design Elements (including recommendations for lighting, street trees, etc.)

The following pages contain these draft exhibits:

- **Significant Tree Inventory Map (p. 3-5).** This map represents the latest inventory¹ of significant trees in the planning area to inform preservation strategies. Precedent images illustrate potential approaches to tree preservation.
- **Street Demonstration Plans (p. 6-9).** These two options illustrate potential layouts of streets, blocks, and multi-use paths that would achieve the intent of providing connected, convenient, safe, and low-stress transportation options. These plans also explore different approaches to frontage on SW Stafford Road: front doors facing the street or backs of homes facing the street. Each demonstration plan also shows different options for the number and location of pedestrian crossings on SW Advance Road. Options for crossings and intersection treatments are currently under study.
- **Bicycle Circulation Concepts (p.10-11).** These maps explore a potential hierarchy for bike circulation and how it could connect with multi-use paths in each street demonstration plan option. These studies are preliminary and subject to determining intersection types that will prioritize safe routes to schools.

- **Advance Road Cross-Section (p.12).** This draft cross section of SW Advance Road illustrates a concept of a walkable streetscape and the potential benefit of laying out blocks so that homes face the community park across the street. This concept is under study and will be refined, and similar cross-sections will be prepared to study other key streets in the area.
- **Park and Open Space Framework (p.13-14).** The map illustrates the intent to provide “green focal points” in central locations to each sub-district of the planning area, ensuring that each neighborhood has a small destination or gathering place that gives it character. These green focal points are flexible in location, but the map indicates general areas that are central to each sub-district. Examples of types and uses of smaller neighborhood destinations are provided to support the map.

¹ Tree inventory completed on January 26, 2022 by Morgan Holen Associates, followed by additional inventory of trees by AKS and Morgan Holen Associates in April 2022.



Item 3.



Item 3.





1. An existing mature tree on SW Brisband Street in Frog Pond West was preserved within the design of a street corner.

2. A mature white oak tree was preserved within parking lot landscaping for Wilsonville High School.

3. Private development can preserve significant trees within central open spaces or green spaces.

While tree preservation will ultimately be implemented during the design and construction of public and private development, the Master Plan identifies opportunities for preservation of significant trees in public open spaces, street rights-of-way, and within private development sites. Wilsonville's existing natural resource preservation policy and tree protection code provide a supporting framework for tree preservation in this area.

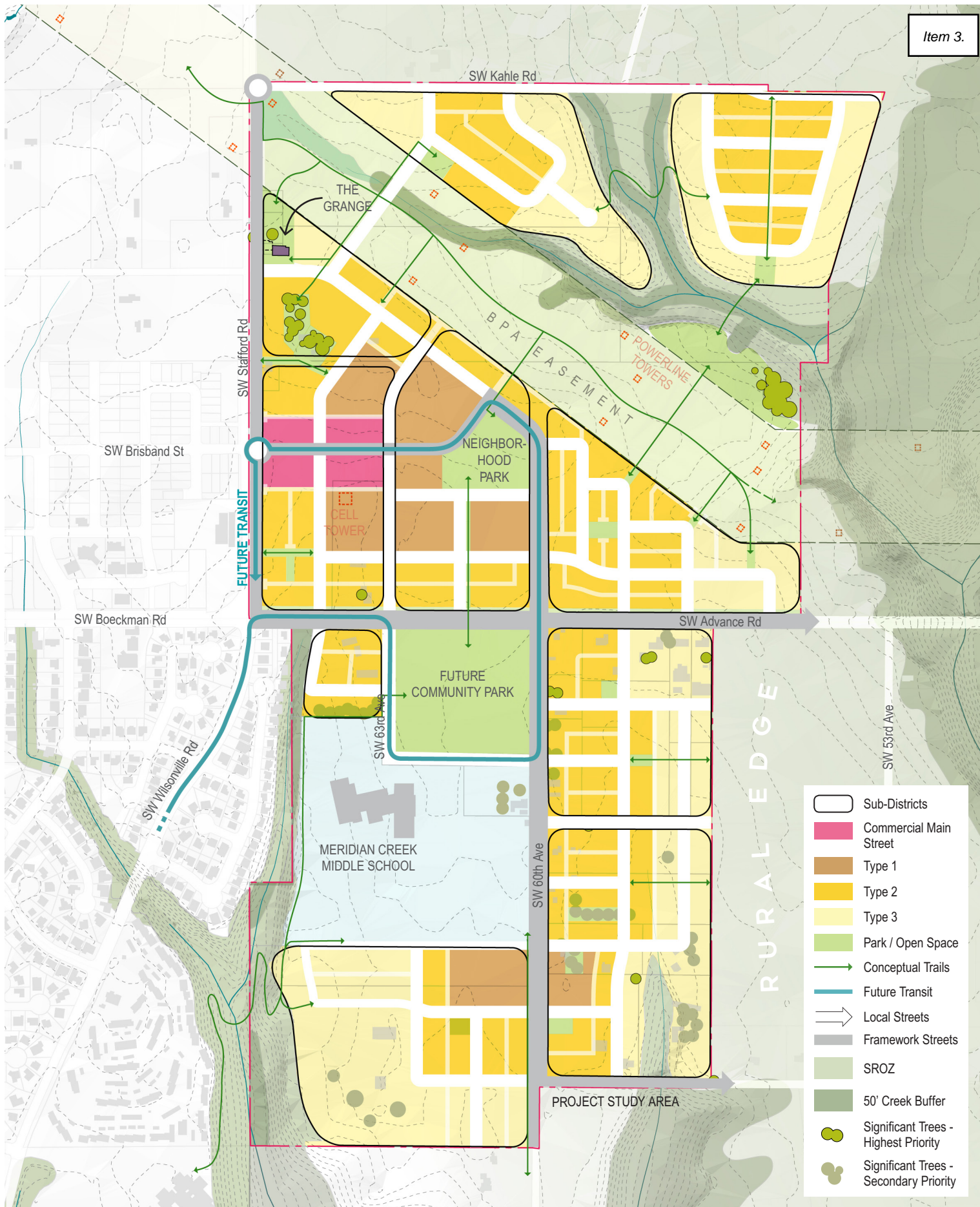
The Master Plan's tree inventory map identifies trees that are highest priority to preserve, meaning that these should be preserved within infrastructure, development, or green space to the greatest extent possible. Preservation of these trees may be achieved through development standards. Trees noted as secondary priority should be preserved if

possible, especially if they are healthy and growing within an area that is a suitable location for green space or infrastructure that can accommodate preserved trees.

Public infrastructure and private development can preserve trees through thoughtful design and layout of streets and blocks, as seen on SW Willow Creek Drive and SW Brisband Street in Frog Pond West, or by locating green space strategically to preserve significant trees. Site design for individual buildings or homes can also incorporate tree preservation.

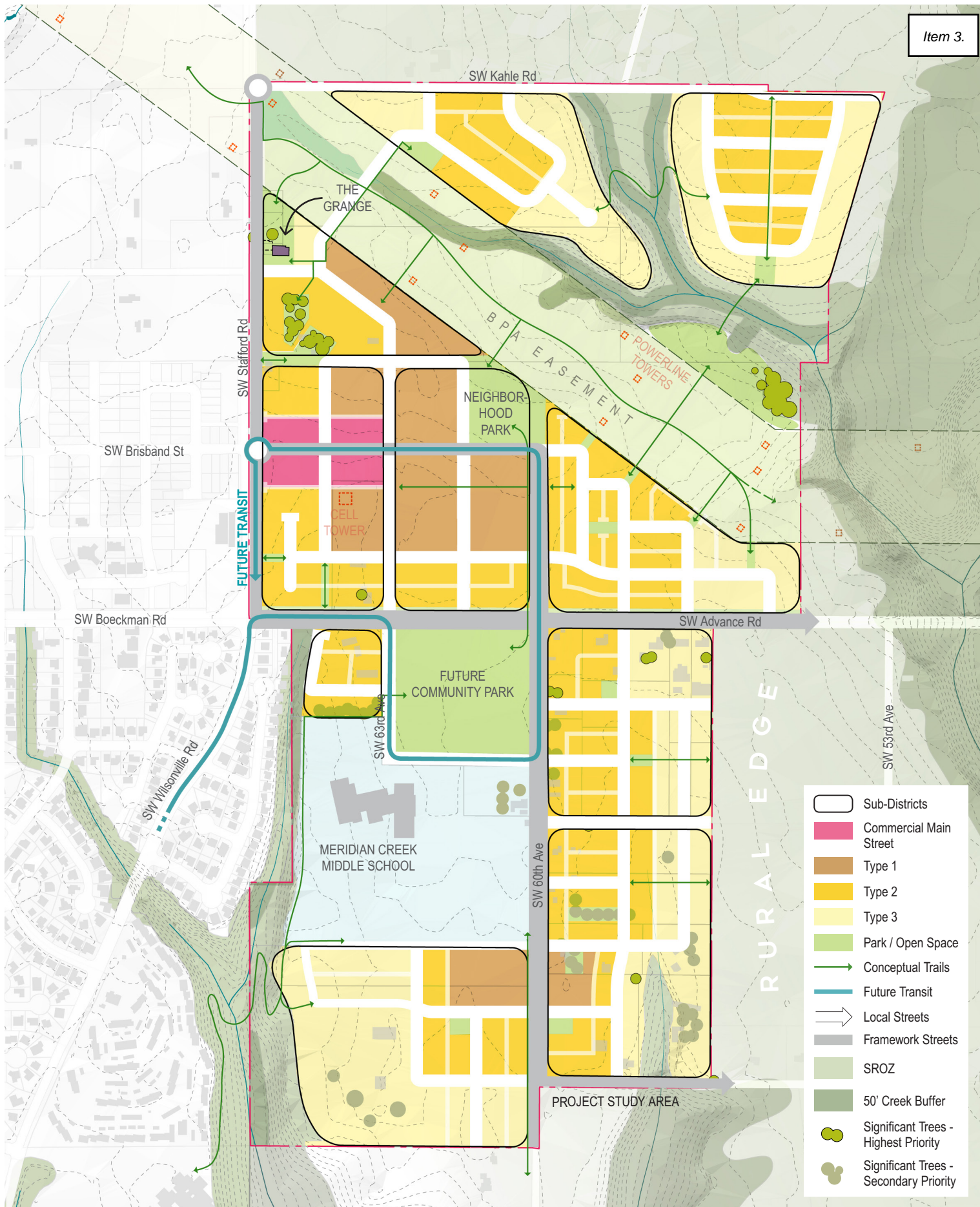
The tree inventory identified potentially significant trees and groves based on species, size, and general condition, and some trees may need closer examination to verify their significance.

Item 3.



- Sub-Districts
- Commercial Main Street
- Type 1
- Type 2
- Type 3
- Park / Open Space
- Conceptual Trails
- Future Transit
- Local Streets
- Framework Streets
- SROZ
- 50' Creek Buffer
- Significant Trees - Highest Priority
- Significant Trees - Secondary Priority

Item 3.



Item 3.

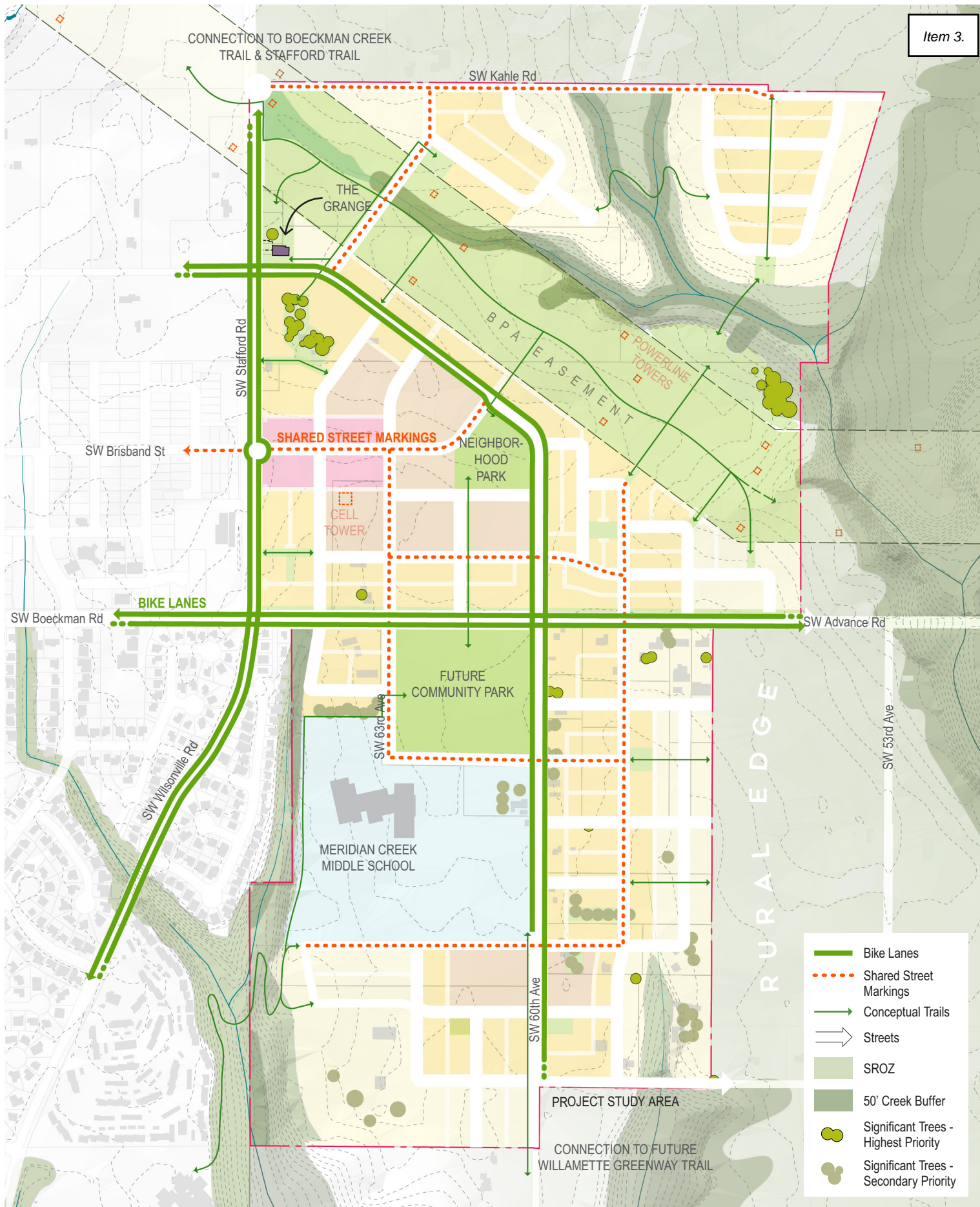


Item 3.



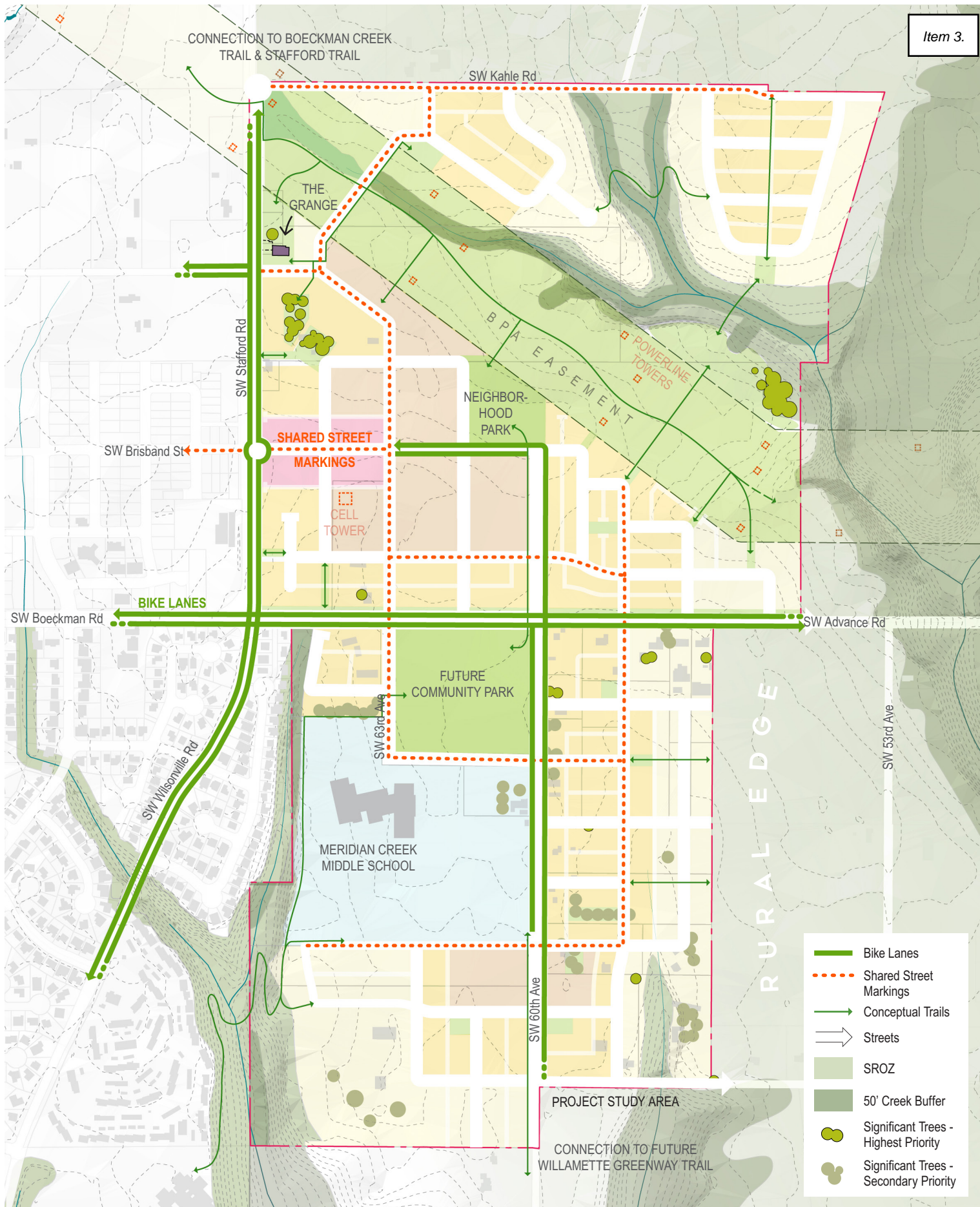
- Park / Open Space
- Conceptual Trails
- Future Transit
- Local Streets
- Framework Streets
- SROZ
- 50' Creek Buffer
- Significant Trees - Highest Priority
- Significant Trees - Secondary Priority

Item 3.

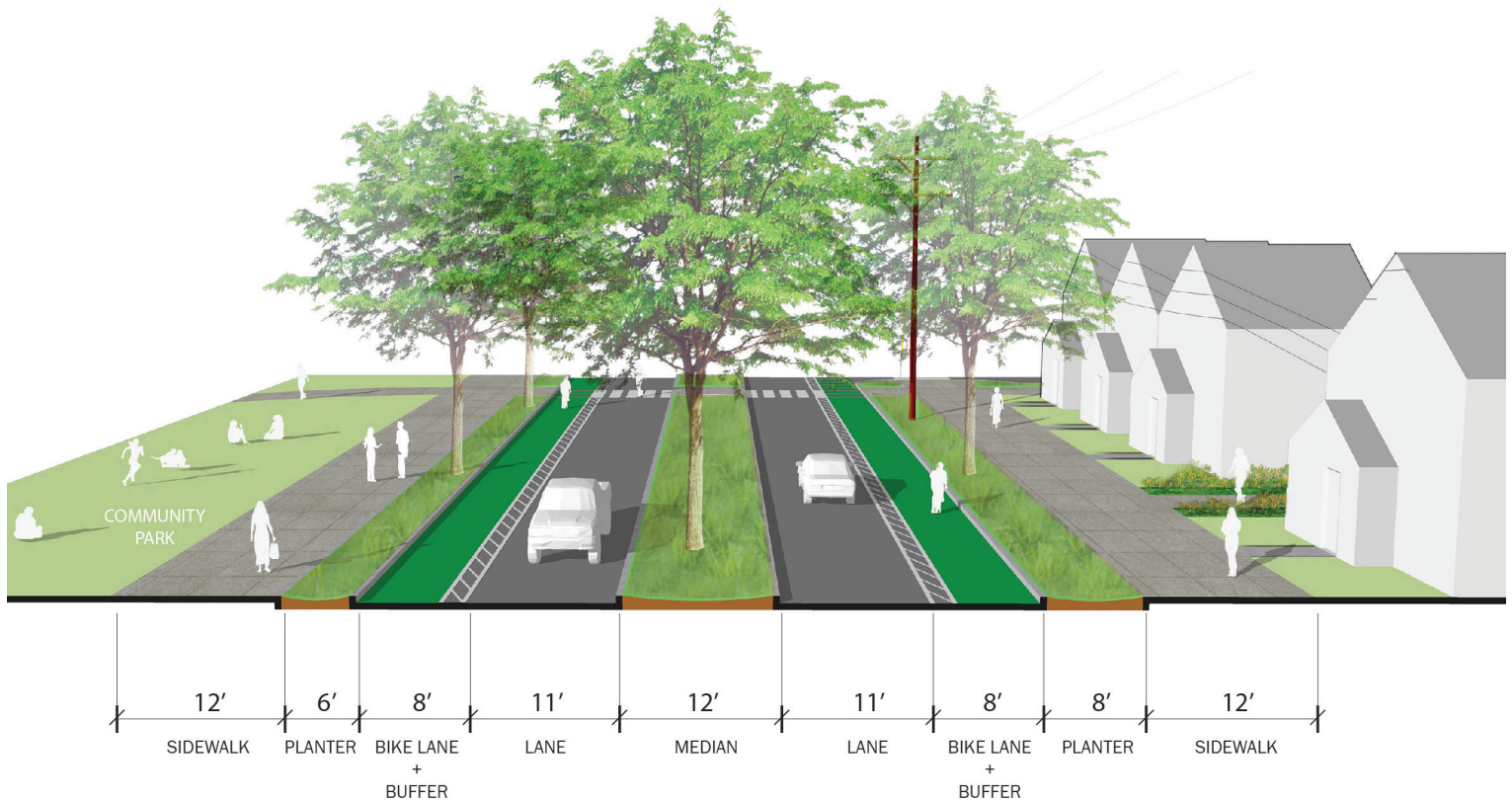


- Bike Lanes
- Shared Street Markings
- Conceptual Trails
- Streets
- SROZ
- 50' Creek Buffer
- Significant Trees - Highest Priority
- Significant Trees - Secondary Priority

Item 3.



- Bike Lanes
- Shared Street Markings
- Conceptual Trails
- Streets
- SROZ
- 50' Creek Buffer
- Significant Trees - Highest Priority
- Significant Trees - Secondary Priority



This cross-section shows a draft concept for SW Advance Road, a Collector road, where it passes the future community park. It includes generous sidewalks, buffered bike lanes, wide planter strips that ensure tree health, and a planted median to create a comfortable and inviting environment for pedestrians. Planted areas in the right-of-way also offer opportunities for capturing and infiltrating stormwater.

Future development on the north side of the street, across from the future community park, should be laid out so that front doors face the park. This, combined with homes fronting the park on its east and west sides, will create a sense of community and integration of the park within the neighborhood.

This concept for SW Advance Road would create a continuous streetscape with SW Boeckman Road where it continues west of SW Stafford Road. Existing high-voltage power poles on the north side of the street can be incorporated within a wide planter strip.

Item 3.





In addition to the planned Community Park in Frog Pond South and the Neighborhood Park in Frog Pond East, several “green focal points” are identified in central locations within each walkable sub-district of the planning area. These are flexible in location and size but are intended to serve as central neighborhood destinations or gathering places that contribute to neighborhood character and identity. In addition to being centrally located, these focal points should be fronted by homes and provide clear and inviting access for public use.

Many different kinds of uses and activities are envisioned for these green focal points. Examples include community garden plots, small playgrounds or splash pads, nature play areas, pocket parks or plazas, and central green courtyards within housing developments. These smaller open spaces can also provide opportunities to preserve mature and significant trees.

Frog Pond East and South Master Plan

Let's Talk, Wilsonville!

Item 3.

Public Space Design

Parks and Open Spaces

The first series of questions seek your input on parks and open spaces to guide the design of parks and open spaces in Frog Pond East and South.

What are your favorite **large amenities or areas** (i.e. sports fields, trails, shelters for large gatherings, natural areas, etc.) in Wilsonville's City parks? What do you like about these amenities or areas?

What are your favorite **small to medium amenities or areas** (i.e. benches, sitting areas, picnic covers, playgrounds, etc.) in Wilsonville's City parks? What do you like about these amenities or areas?

Is there an area or feature of in one or more of Wilsonville's City parks you avoid? If so, where? Please explain why.

What is the most important things that should be considered in designing a City park in Frog Pond East and South?

Frog Pond East and South Master Plan

Item 3.

Let's Talk, Wilsonville!

Please rank the following in order of important for inclusion in neighborhood parks and green spaces

(Rank each option)

- _____ Playground structure
- _____ Benches
- _____ Open grass areas
- _____ Trees and shade
- _____ Covered area for gatherings
- _____ Trails for walking/biking
- _____ Community Garden
- _____ Pet Exercise Area

What other amenities not includes in Question 5 are important to include in neighborhood parks and greenspaces?

Sidewalks and Pedestrian Street Crossings

The next few questions ask about sidewalks for pedestrian use along streets as well as pedestrian crossings of streets.

What makes a street crossing or sidewalk comfortable for you?

Not including parks, what is your favorite neighborhood or area to walk in Wilsonville? What do you enjoy about the neighborhood or area?

Frog Pond East and South Master Plan

Item 3.

Let's Talk, Wilsonville!

Is there a certain neighborhood or area you avoid walking in Wilsonville? If yes, please explain why.

What are the most important things that should be considered in designing new sidewalks and pedestrian street crossings in Frog Pond East and South?

Bicycle Amenities and Infrastructure

These next few questions relate to paths and streets designed for bicycling.

How often do you ride a bicycle in Wilsonville?

(Choose any 1 options)

- Never
- A few times a year or less
- At least once a month on average
- Multiple times a month
- Daily or multiple times a week

If you ride a bicycle in Wilsonville, where is your favorite place to ride? What do you enjoy about it?

What are the most important things that should be considered in designing bicycle lanes and paths in Frog Pond East and South?

Frog Pond East and South Master Plan

Item 3.

Let's Talk, Wilsonville!

How comfortable and safe do you feel riding a bicycle on the following paths or streets?

Questions	Very comfortable and safe	Somewhat comfortable and safe	Not sure	Somewhat uncomfortable and unsafe	Very uncomfortable and unsafe
Dedicated bike and pedestrian path that is not along a street					
Low traffic neighborhood street without bike lanes or markings					
Moderate traffic neighborhood street marked for shared bicycle/vehicle use					
Bike lane along major street road with no barrier or buffer					
Bike lane along major street or road with added painted buffer					
Bike lane along major street or road with physical separation such as with a landscape strip or curb					



PLANNING COMMISSION

WEDNESDAY, AUGUST 10, 2022

INFORMATIONAL

4. City Council Action Minutes (July 18, 2022) *(No staff presentation)*

City Council Meeting Action Minutes
July 18, 2022

City Council members present included:

Mayor Fitzgerald
Council President Akervall – Excused
Councilor Lehan
Councilor West
Councilor Linville

Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Bill Evans, Communications & Marketing Manager
Delora Kerber, Public Works Director
Matt Lorenzen, Economic Development Manager
Chris Neamtzu, Community Development Director
Dan Pauly, Planning Manager
Zoe Mombert, Assistant to the City Manager

Staff present included:

Bryan Cosgrove, City Manager
Amanda Guile-Hinman, City Attorney

AGENDA ITEM	ACTIONS
WORK SESSION	
	START: 5:04 p.m.
A. Construction Excise Tax (CET) for Affordable Housing	Council directed staff to continue studying the pros and cons of the City establishing a Construction Excise Tax.
B. Frog Pond East and South Master Plan	Staff shared an update on the status of the Frog Pond East and South Master Plan. Council then provided direction on their desired mix of housing types.
REGULAR MEETING	
<u>Mayor’s Business</u>	
A. Civics Academy Graduation	Street signs were awarded to the graduates of the Civics Academy, Class of 2022.
B. Appointment of City Manager Pro Tem	Council appointed Assistant City Manager Jeanna Troha as City Manager Pro Tem for the period July 19, 2022 through July 23, 2022 and then again, August 1, 2022 through August 14, 2022. Furthermore, Council appointed City Attorney Amanda Guile-Hinman as City Manager Pro Tem for the period July 24, 2022 through July 31, 2022. Passed 4-0.
C. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.

<p><u>Communications</u></p> <p>A. City of Wilsonville Receipt of the Bronze Walk Friendly Communities Designation.</p>	<p>Staff shared news of the City of Wilsonville's designation as a Walk Friendly City by the University of North Carolina Highway Safety Research Center.</p>
<p><u>Consent Agenda</u></p> <p>A. Resolution No. 2987 A Resolution of the City of Wilsonville Authorizing the City Manager to Execute the Tri-County Metropolitan Transportation District of Oregon (TriMet) Subrecipient Agreement</p> <p>B. Minutes of the June 20, 2022 City Council Meeting.</p>	<p>The Consent Agenda was approved 4-0.</p>
<p><u>New Business</u></p> <p>A. Resolution No. 2979 A Resolution Of The City Council Adopting The Diversity, Equity And Inclusion (DEI) Committee Strategic Plan.</p>	<p>Resolution No. 2979 was adopted 4-0.</p>
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. None.</p>	
<p><u>City Manager's Business</u></p>	<p>The City Manager provided an update on the recruitment of the Arts and Culture Program Coordinator and Behavioral Health position.</p> <p>Council was then informed staff would push out information on tolling via the City's website, and social media platforms.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>ADJOURN</p>	<p>8:33 p.m.</p>



PLANNING COMMISSION

WEDNESDAY, AUGUST 10, 2022

INFORMATIONAL

5. 2022 PC Work Program (*No staff presentation*)

2022 DRAFT PC WORK PROGRAM SCHEDULE

Item 5.

Updated 08/01/2022

AGENDA ITEMS			
Date	Informational	Work Sessions	Public Hearings
JANUARY 12	CANCELLED		
January CCI Frog Pond East and South Community Forum 1			
FEBRUARY 9	•	• Frog Pond East and South MP	
MARCH 9	•	• Boeckman Road Corridor Overview	
APRIL 13	•	• Airport Related Comprehensive Plan Amendments • Frog Pond East and South MP	
MAY 11	• Town Center Infrastructure Funding Plan and Urban Renewal Strategic Plan Update	• Outreach Framework	
JUNE 8		• Frog Pond East and South MP	
JULY 13	• Outreach Framework	• Wastewater Treatment Plant Master Plan • Frog Pond East and South MP	
AUGUST 10		• Transit Master Plan • Frog Pond East and South MP	
SEPTEMBER 14		• Airport Good-Neighbor Policies • Wastewater Treatment Plant Master Plan • Frog Pond East and South MP	
OCTOBER 12		• TC Infrastructure Funding Plan • Transit Master Plan • Frog Pond East and South MP	• Wastewater Treatment Plant Master Plan
NOVEMBER 9			• Airport Good-Neighbor Policies • Frog Pond East and South MP
DECEMBER 8			
JAN. 11, 2023			
2022 Projects		Future/Potential Fill In Projects	
<ul style="list-style-type: none"> • Annual Housing Report • TC Programming Plan • TC Ec Dev/Business Retention • Airport Comp Plan Element 		<ul style="list-style-type: none"> • Transit Center TOD • Recreation in Industrial Zones • Mobile Food Vendor Standards • Basalt Creek Zoning • Basalt Creek Infra. 	

N:\planning\Planning Public\Planning Commission\Scheduling\2022 PC WORK PROGRAM SCHEDULE.docx