



PLANNING COMMISSION AGENDA

June 08, 2022 at 6:00 PM

City Hall Council Chambers & Remote Video Conferencing

PARTICIPANTS MAY WATCH 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 2pm 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'S 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 May 11, 2022 Planning Commission minutes

WORK SESSION [6:15 PM]

- [2.](#) Frog Pond East and South Master Plan (Pauly)(75 Minutes)

INFORMATIONAL [7:30 PM]

- [3.](#) City Council Action Minutes (May 2 & 16, 2022)(No staff presentation)
- [4.](#) 2022 PC Work Program (No staff presentation)

ADJOURNMENT [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 Planning Administrative Assistant at 503-682-4960: assistive listening devices (ALD), sign language interpreter, 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, JUNE 8, 2022

ADMINISTRATIVE MATTERS

1. Consideration of the May 11, 2022 PC Meeting Minutes



PLANNING COMMISSION MEETING MINUTES

May 11, 2022 at 6:00 PM

City Hall Council Chambers & Remote Video Conferencing

CALL TO ORDER - ROLL CALL

A regular meeting of the Wilsonville Planning Commission was held at City Hall beginning at 6:00 p.m. on Wednesday, May 11, 2022. Chair Heberlein called the meeting to order at 6:01 p.m., followed by roll call. Those present:

Planning Commission: Ronald Heberlein, Jennifer Willard, Kamran Mesbah, Aaron Woods, Breanne Tusinski, Olive Gallagher, and Andrew Karr

City Staff: Miranda Bateschell, Amanda Guile-Hinman, Kimberly Rybold, Matt Lorenzen, and Mandi Simmons

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITIZEN'S INPUT

This is an opportunity for visitors to address the Planning Commission on items not on the agenda. There was none.

ADMINISTRATIVE MATTERS

1. Consideration of the April 13, 2022 Planning Commission Minutes

The April 13, 2022 Planning Commission Minutes were accepted as presented.

WORK SESSION

2. Outreach Framework (Pauly)

Miranda Bateschell, Planning Director, noted Daniel Pauly was not available, so the project team would be presenting the Outreach Framework, which had taken form several years ago when she had presented findings from a survey report to the Commission. The demographics did not include much variety and a Commissioner had asked if the demographics represented the community at large. The answer was no, and the team set out to rectify that. The Town Center planning project employed a very robust outreach process, including surveys that requested demographic information. After determining which voices were missing in the process, Staff tried to go to them and get input to have a broader dialogue and more people involved who were often not heard from. On subsequent projects since then, the City has had very specific focus groups to do outreach with populations often not heard

from. Through its House Bill 2001 and housing variety work, the City received a specific grant for additional outreach to the Latinx community and had also launched the Diversity, Equity, and Inclusion (DEI) Committee to help with the City's more robust and inclusive outreach and engagement, among other duties. Through these different projects, the Planning Division had learned a lot of lessons, and had spent a lot of time and money for the Town Center project trying new things when some things did not work. Staff was still learning, and a lot of engagement still needed to be better, including sharing information and lessons learned with other City departments that do engagement. The project before Commission intended to be an inclusive outreach framework, capturing what had been learned, using consultants and doing additional research to determine what else could be done, and then capture that in a framework that could be replicated and used in different outreach efforts on multiple projects and different initiatives throughout various City departments.

Bill de la Cruz, De La Cruz Solutions, stated the consultant team would be sharing an early draft of a framework they had collaborated on with the City on some best practices and barriers to public engagement gleaned from City residents participating in focus groups. This was an opportunity to create a community engagement framework that could be used in any City department. The importance for community engagement was high and the diversity of voices was not always captured, so the team was hopeful the framework would provide the City with some clear tactics and strategies to gather those voices.

Pat Noyes, Pat Noyes & Associates, presented the Framework for Inclusive Engagement via PowerPoint, describing its purpose and benefits, and reviewing the features of effective engagement, the six-step process for engagement in public decision making, key considerations for designing the process, barriers to engagement, a menu of outreach activities, and next steps.

- Last night, the project team received valuable input from the DEI Committee on actions to address barriers to engagement, which was included in Attachment 2 on Page 32 of the meeting packet.

Four discussion questions presented for the Planning Commission's consideration and input were as follows: (Page 17 of the meeting packet)

Framework for Inclusive Engagement (Attachment 1):

1. Is there any portion of the framework you feel is incorrect or missing?
2. What specific aspects of the framework could use further detail, guidance, and/or clarification?

Barriers and Actions (Attachment 2):

1. Are there any other barriers you would suggest adding to the Barriers and Actions outline?
2. What additional ideas might you have to address listed barriers?

Comments and feedback from the Planning Commission were as follows with responses by the consultants to Commissioner questions as noted:

- A clarification was needed on Bullet 5, *Reduced long-term costs*, in the Benefits of Engaging the Public section (Page 19). Were these project specific, rework, or legal costs? The City could make projects more efficient with earlier community involvement and buy-in, in addition to reducing litigation costs. Expanding the scope of Bullet 5 was recommended. For instance, more public involvement would have saved the City litigation and rework costs for the bridge project over the waterway to Villebois.

- Under Principles for Effective Outreach (Page 20), a seventh bullet called, *Diverse and Representative*, could be added to the features of effective engagement. The overall goal was to make sure that engagement was diverse and representative of the community in its totality.
- What activities are the City of Wilsonville missing that other municipalities are using and not listed on Page 30?
 - Ms. Noyes noted Wilsonville had implemented a lot of good and progressive outreach activities and no fundamental activities were missing; however, the project team would evaluate and expand on the list of activities in the coming weeks. She believed that due to some particular nuances and applications, some variations could be added that have not been used in Wilsonville. (Page 30)
- In Identifying Key Stakeholders and Audiences (Page 24), Bullet 3 should be amended to state, “How can we **identify and engage** the most affected community members from the beginning?” since identifying the right stakeholders or the right affected community might be a challenge.
- Incorporating SMART into events could encourage citizens that could not physically attend meetings, as it was a free resource that encompassed the entire city. Event information could include how SMART could be used to get to meetings, for example.
- One important foundational piece was to have a clear definition of the terms “historically underrepresented groups” or “underrepresented communities” which was found throughout the document.
- A successful engagement would have as many stakeholders identified as part of the underrepresented group involved as possible and have some ambassadors or even community groups help reach out and encourage those apprehensive about participating to participate.
- Creating an open timeline and considering what the City was trying to accomplish and how the decision-making structure would drive the entire process was important.
- The City needed to identify who were the most affected community members.
 - It was important to work with the various organizations and communities that could help identify the key stakeholders and understand how to engage any unknown affected communities, because they might have closer relationships with them. Some individuals were apprehensive about being connected with anything government related.
 - Finding the best ways to access, identify, and engage with the underrepresented members of the community was also important.
- The draft framework looked intuitive and thorough, but needed more local flavor, adding more in-depth outreach activities specific to the city.
- Timing was not mentioned anywhere. There was a lot of skepticism and mistrust in the country right now around any kind of governmental or institutional organizations, as well as a feeling of being disenfranchised and questioning whether anyone’s opinions mattered. When a person was asked to input in the process had a lot to do with whether they felt they could make a difference.
 - Therefore, the messaging and words used to get people excited and interested, and to feel that what they say is important need to convey that the City really does care and that their input matters. Making people feel that the City was creating an active and not a reactive process could be very useful to the City’s success with public outreach.

- Ms. Noyes confirmed the timing involve when in the process the City would engage the public and clarified the intent was to engage from the very beginning with the definition of the problem.
- The public needed to know engagement was occurring at the beginning. The City needed to overcome the public's perception of power and control and ensure they knew the City valued their input and honestly needed them to be engaged from the beginning so the City could do a good job, rather than the City coming to them with a decision and just wanting feedback. This creates the perception that their input is powerless because a decision had already been made. The public should feel they could influence and input into something where their dreams could be reflected.
- The City's openness would be new to many citizens, especially the underserved communities, so it was important to consider the difficulty the City might encounter in getting those communities to participate.
 - Mr. de la Cruz agreed, adding that the framework's design was rooted in openly addressing any skepticism in a way that built transparency and trust, so the City was not only going through a process, but building community at the same time. Knowing that the Commission understood that was a key driver in terms of its leadership and the messaging.
- Being honest with people, verbalizing and acknowledging that the process was new, would be effective, as well as sharing that the new process was because the City recognized where outreach was not working and that certain communities had been left out.
- It was important to ask why the public doesn't show up for Community Input at Planning Commission's meetings. The actual verbal words chosen to present and communicate the framework to the community would be very important.
 - Mr. de la Cruz agreed the consistency of messaging was important. The project team had framed it as the City wanted to be responsive rather than reactive and to shift people's thinking and mindset about the process.
- In general, a rearguard defense approach for exclusive or top-down decision making had resulted in a general lack of healthy civic engagement in the community. In recommending the DEI Committee a couple years ago, the hope was that the DEI would start working on creating a broad civic discussion and engagement across the community. Expecting people to come to meetings was fine but having the Planning Commission go out and listen to the community had been mentioned several times.
- The project was headed in the right direction. Active engagement meant the timing of the engagement needed to be ahead of the issues coming up and building consensus on issues before a new project started, so that the community goals were well-discussed and there was some general unity around certain issues.
- Adding "representative" was preferred as a feature of effective engagement rather than "diverse and representative" as Wilsonville was not diverse. Unless, as part of diversity, the team started looking at those who are not in the community because they have been excluded. On occasion, there had been discussions about why certain minority groups were not seen as much in Wilsonville. Some long-term residents had said that perhaps minorities did not feel that Wilsonville

was their kind of place, or it did not feel welcoming. That was a barrier. The City needed to understand why those groups were not here because diversity strengthened the community.

- Thirteen people were in the audience at a Task Force on Housing meetings and none provided input. After the sessions, they would tell Task Force members that they were not part of the community because they were homeless, and that the housing strategy was not doing anything for them. That was an excluded group. How could anyone know their perspective, because they did not feel they were a part of the Wilsonville community.
- The timeline would be an issue if the process took too long, making the goal unachievable. For example, the hearings and planning process for affordable housing taking a year would eliminate affordability because the developer was waiting a year to work and increasing costs would be added to the housing unit, rendering it unaffordable. It was prudent to streamline some City processes to not require hearings, as now seen in some of the Planning review processes, and minimize the time involved because it could be counterproductive to the goal.
- In Table 3, Application of Outreach Tools, engagement had not been checked for surveys and websites. Gamification of surveys and websites allowed participants to play with various metrics and design elements to come up with potential solutions, and that process was designed to show the unintended consequences of the participant's input, the assumptions that were made, and what was not workable. This approach created engagement because it created real problem solving, and some bigger cities were using it. While Wilsonville might not have the resources for that, both surveys and websites could be designed to create engagement.
- Adding a dashboard or infographic on the City's website was suggested to make any data and information about a particular project available, so the public could access and manipulate to check out the viability of different options. This would be a first step in identifying some input devices that could be used. The City had already started to collect a lot of the data that would go into a City dashboard.
- The biggest engagement barriers were predominantly time and awareness. While there were trust issues, the responses heard were, "I didn't know you wanted my feedback" and "Oh, I knew that, but I just didn't have time." How could the City compete with everybody else for citizens' limited resource of time?
 - Ideas included posting QR codes in the Boones Ferry Messenger and in each SMART bus and bus stop for people to scan while they were waiting to promote the City's need for feedback. People could do surveys and provide feedback right then.
 - Everyone was looking forward to in person community activities returning and the City could have a table where people could come up and ask questions of Planning Commissioners, for example. The QR code could also be available for people to scan and complete right away. Being at in-person events like the farmers market and Art in the Park would the Commissioners more accessible because they would be right alongside the citizens.
- Similar to the Library SMART bus, the Planning Commission could have a bus that visited targeted neighborhoods with specific information and encourage children, youth, and other residents to get involved in workshops, hands on projects, etc.
 - Having contests for kids was suggested, such as around what they would want their neighborhood to look like when they grew up.

- The Outreach Framework should be a living document to be updated as the City learned what methods of engagement did and did not work well after a major project, especially in specific parts of the community.
 - Mr. de la Cruz noted part of the approach to the process and the Framework was rooted in Ron Heifetz work on adaptive leadership, looking at the Framework from an adaptive perspective with the basic premise that not one person held the answer and yet, the answers were out within the community. How should the City push the conversation out in terms of being very inquisitive? Process of it was to implement, assess, and adapt, so the whole Framework was designed around the learning process where implemented steps were immediately assessed to see what hit or missed the mark and what needed to be changed. Right away, that process would be able to be tweaked until the sweet spot in each area was found, knowing they would always change because the diversity and importance of each project would change based on the communities impacted. One impact the process would have to shift the thinking about how to become more adaptive in approaching the work, especially around community engagement.
- Make sure the menu of outreach activities had been successful in the past, specifically within Wilsonville and its key demographics, such as the engagement ideas and events used with the Town Center Plan, so that when other engagement projects were needed, the City already knew what might work depending on the group it was trying to reach.
- One barrier to engagement was making sure the people were heard in the process. At various City meetings, there tended to be specific people who were comfortable being vocal and were willing to step up and provide comment. The framework should emphasize that a barrier to engagement was making sure people were comfortable speaking up and ensuring everyone had their time to speak without being dominated by those who were not afraid to speak up.
- Having consistent engagement throughout the process would be ideal. Getting people hooked at the start and finding a way to keep them involved throughout the process will result in those people having a deeper understanding of the issue, and they could help inform their neighbors and peers about what was happening. They could be a spokesperson and provide facts when they hear misinformation. It would also be a way to get some good feedback from the community.
- On Step 3 of the six-step process for engagement (Slide 6), “Brainstorm alternative solutions to the problem” seemed to imply that solutions had already been defined and now, new solutions were being sought. “Brainstorm ~~alternative~~ **potential** solutions to the problem” was suggested to avoid giving the impression that more or alternative solutions were also needed.
- Speaking at a meeting can be very intimidating and people need to feel that they are in a safe environment and feel comfortable telling someone that something really bothered them or that they were unaware of a particular item or topic. Creating a place where people could talk with a Planning Commissioner one-on-one was a good idea to allow people to share their ideas and concerns since they would never come to a meeting at City Hall.
 - Having the Commissioners more accessible to the public would make outreach easier in the long run.

Mr. de la Cruz appreciated the Commission's feedback and confirmed the project team had received the input they needed and would work with Staff to begin building out the Framework with the DEI Committee's and Commission's input.

Ms. Noyes added she had a lot of ideas on how to edit and include the Commission's input.

INFORMATIONAL

3. Town Center Infrastructure Funding Plan and Urban Renewal Strategic Plan Update (Rybold & Lorenzen)

Miranda Bateschell, Planning Director, noted most of the Commissions were involved in developing the Town Center Plan, which was a multi-year effort involving a lot of public engagement. A large portion of the goals and elements of the Plan related to the infrastructure required to create a more walkable, multi-modal accessibility framework and the community gathering places envisioned to foster community in Town Center. Several items had been implemented since the Town Center Plan was adopted, including adopting projects into the Transportation System Plan (TSP). The Infrastructure Funding Plan would address questions about building and funding the infrastructure projects that were needed. The other element before the Commission was the Urban Renewal Strategic Plan Update which was occurring at the same time.

Kimberly Rybold, Senior Planner, presented the Town Center Infrastructure Funding Plan and Urban Renewal Strategic Plan Update via PowerPoint, highlighting the information provided in the Staff report, reviewing the related implementation strategies from the Town Center Plan, the interrelationships between both Plan projects and the timelines expected for each Plan's completion.

Matt Lorenzen, Economic Development Manager, briefly explained how urban renewal worked and was used to finance projects within a defined area or urban renewal district. (Slide 3) He also highlighted the work of the Urban Renewal Task Force, which would discuss the potential for using urban renewal funding and creating a new district for funding infrastructure projects in Town Center.

Comments and feedback from the Planning Commission was as follows with responses to questions by Staff as noted:

- Had the Urban Renewal Task Force meetings yielded any information that would help the Commission understand what Staff was seeing and dealing with so far?
 - Mr. Lorenzen noted Commissioner Karr was the Planning Commission's liaison on the Urban Renewal Task Force. To date, the meetings involved a retrospect on the City's nearly historic urban renewal districts, the West Side and East Side Plans, which were both nearing their sunset days, as well as the Coffee Creek Industrial Area Urban Renewal Plan, which was in its infancy and would continue, and the Wilsonville Investment Now (WIN) Zone Program, an economic development incentive program.
 - The Task Force had studied project performance and lessons learned from the two plans winding down, and also considered the timing, which was critical for investments in urban renewal. The most recent meeting had focused on how the Coffee Creek and WIN plans might be modified in the future, and the third meeting on May 23rd would be the first opportunity to start looking into the future. In the two meetings held so far, at no

prompting of Staff, some Task Force members had raised the Town Center as an area of high interest for urban renewal investment.

- Commissioner Karr stated he was a proponent of the City of Wilsonville’s urban renewal because it was very well managed. The two plans coming to completion had been highly successful and had resulted in some incredible projects that allowed the City to have grown to its current size without much pain. The City had been very well managed in its capital improvement projects, and urban renewal had been a great funding source. He liked the fact that the Town Center infrastructure funding was in concert with urban renewal because it would be a primary source of funding, and he was pleased they were being considered together.
- The City had done a good job and some key learning had resulted from the sunsetting districts, where a lot of development had occurred.
- Commissioner Karr added a challenge that other cities faced with urban renewal was the incremental taxing restrictions on the city. The schools, fire department, and police who used funds from tax financing had been open to the success of the City’s past urban renewal, and the City had their buy-off for more urban renewal projects. The State of Oregon was trying to squash Tax Increment Financing (TIF), but Wilsonville could be held up as a success on how TIF had permitted the city’s growth without harming those that needed the tax revenue.
 - Mr. Lorenzen added urban renewal had been a topic of conversation historically among Oregon legislative bodies as a point of controversy. However, the Oregon Economic Development Association (OEDA) and its former sister organization had invested considerable energy and resources in building back stronger relationships with taxing districts which had previously not been big proponents of urban renewal, and they had been successful. There was not much energy to end urban renewal, which had not always been the case. In the last year or two, there had been good progress in mending relationships with some taxing districts.
- Mr. Lorenzen noted the work being done with the Urban Renewal Strategy dovetailed with the Planning and Engineering Divisions’ work with the financing plan for infrastructure needs.
- Urban renewal was key to the Town Center’s infrastructure development and infrastructure investments were needed as a catalyst to kick start the projects. Using a thoughtful process to clearly identify the highest project priorities to kick start the development would be important.
- The short, medium, and long timelines on the actions were good, but more work was needed to make sure which made the most sense to start the development.
- The estimated cost for infrastructure was \$100 million, which was a huge number. Seeing a breakdown of the funding would be interesting, as well as how the project team saw the phasing of the infrastructure plans coming to fruition.
- The breakdown should include how much was expected to come from system development charges (SDCs), the federal government, urban renewal and any other funding mechanisms to get a better idea of what the Infrastructure Funding Plan would look like moving forward from a funding perspective.
 - Ms. Rybold responded as Staff moved into developing the strategies some of that information would be provided in the next meeting’s packet.

4. City Council Action Minutes (April 4 & 18, 2022) (No staff presentation)

Miranda Bateschell, Planning Director, noted the announcement in Council's April 4th minutes that Amanda Guile-Hinman as the new City Attorney. She briefly highlighted Ms. Guile-Hinman prior history with the City, adding everyone was glad to have her back at the City.

The Commissioners welcomed Ms. Guile-Hinman and introduced themselves, briefly noting a fun fact about themselves.

5. 2022 PC Work Program (No staff presentation)

Miranda Bateschell, Planning Director, stated the renovation work at the front counter in City Hall was still ongoing, so she was uncertain whether the Commission would be meeting in person in July.

ADJOURNMENT

Commissioner Wood moved to adjourn the regular meeting of the Wilsonville Planning Commission at 7:40 p.m. Commissioner Willard seconded the motion, which passed unanimously.

Respectfully submitted,

By Paula Pinyerd of ABC Transcription Services, LLC. for
Mandi Simmons, Planning Administrative Assistant



PLANNING COMMISSION

WEDNESDAY, JUNE 8, 2022

WORK SESSION

2. Frog Pond East and South Master Plan (Pauly) (75 minutes)



PLANNING COMMISSION WORK SESSION STAFF REPORT

Meeting Date: June 8, 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 land use and urban design alternatives.			
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 components of the master planning for Frog Pond East and South, specifically regarding land use and urban design alternatives. Also receive a briefing and offer any comments on an infrastructure existing conditions memo.

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 local 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 subject land. 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 also identifies water, sewer, stormwater, and transportation infrastructure needs and funding sources.

This will be the Planning Commission's fifth work session on the 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 recommended design concepts for development of land use and urban design alternatives.

This *Work Session 5* will present three land use and urban design alternatives for Commission feedback and direction. The alternatives are based on the design concepts discussed during the April work session as well as feedback received through various outreach efforts over the last couple months. Following feedback from the Commission and City Council and processing of additional outreach feedback, a preferred alternative will be presented at the July work session. This preferred land use and urban design alternative will then be the basis of infrastructure and public realm planning to occur over the remainder of the summer and into the fall, and other master planning work in the fall.

In addition, this work session will introduce the significant work to be done around infrastructure by presenting an existing conditions memo.

Land Use Alternatives

Below you will find a brief description of each alternative. More description of each alternative, rationale for choices made, and corresponding maps can be found in Attachment 1.

Alternative A

Highlights of Alternative A include:

- Collocating the neighborhood commercial and an east neighborhood park at Frog Pond lane with Grange building.
- Organizing housing in a transect from the west (Type 1 and 2 dwellings) to the east (transition to Type 2 and 3 dwellings). Types generally have their own distinct locations.
- Some potential for affordable housing consistent with the Affordable Housing Analysis.

Alternative B

Highlights of Alternative B include:

- The neighborhood commercial is located along Brisband at Stafford Road with the east neighborhood park a couple blocks away to the east. The Grange is its own destination at its current location.
- Organizing housing around five focal points with Type 2 dwellings generally at the focal points radiating out to Type 3. The focal point at Stafford and Advance has a large area of Type 1 dwellings radiating out prior to the Type 2 and 3. Additional mixing of land use types over Alternative A, but not as much of Alternative C.
- Some potential for affordable housing targets in the Affordable Housing Analysis, similar to Alternative A.

Alternative C

Highlights of Alternative C include:

- The neighborhood commercial is located along Brisband at Stafford Road with the east neighborhood park collocated directly to the east. The Grange is its own destination at its current location.
- Organizing housing around five focal points similar to Alternative B, however more Type 1 housing is introduced. Type 2 dwellings are generally located at the focal points and radiating out to mix with Type 3 housing. The focal point at Stafford and Advance has a larger area of Type 1 dwellings radiating out to Type 2 and 3. Additional mixing of land use types over other alternatives.
- Provides for most units, including most potential for affordable housing targets in the Affordable Housing Analysis.

Discussion questions:

1. What additional questions does the Commission have about the alternatives?
2. Which alternative or combination of alternative elements best reflects and balances the following:
 - The foundational framework of the Frog Pond Area Plan
 - The Equitable Housing Strategic Plan
 - The Affordable Housing Analysis completed for this Master Planning effort
 - Design concepts discussed in the last work session
 - Public input received to date (see Attachment 2 outreach summary)

Infrastructure Existing Conditions Memo

Infrastructure planning is a critical piece of master planning. Murray Smith and associates, the Engineering firm on the consultant team, prepared an analysis of existing conditions (Attachment 3) to lay the foundation for the upcoming infrastructure planning work. The Commission's work sessions in August and September are planned to focus on more detail of the infrastructure aspect of the Frog Pond East and South Master Plan. This will include the water, sewer, and stormwater introduced by this memo as well as transportation infrastructure. The Commission is encouraged to review the memo and come prepared with any related questions. Highlights of the memo include:

- Additional water pipeline connections previously identified by the Frog Pond Area Plan include: from end of Frog Pond Lane in Frog Pond West to Canyon Creek Road across Boeckman Creek, and from Frog Pond South to the area of Boeckman Creek Primary School. These creek-crossing connections are currently not funded by the Frog Pond West infrastructure plan or the citywide Capital Improvement Program. They are thus anticipated to be part of the infrastructure package funded by Frog Pond East and South.
- Potential for water storage deficiency requiring a new storage tank be built prior to significant development in Frog Pond East and South. Current estimate is new storage tank would be completed and functioning in 2026 or 2027.
- Major planned sewer projects need to be completed prior to significant development in Frog Pond East and South, including: Boeckman Road Trunk Sewer, two phases of Boeckman Interceptor to be built between Boeckman Road and new pump station in Memorial Park along Boeckman Creek corridor. Current estimates are these off-site sewer improvements will be complete by 2025.
- Stormwater infrastructure will take careful planning in Frog Pond East and South to balance limited available space for storm planters in public right-of-way, avoiding large ponds, and more impervious surfaces being constructed relative to Frog Pond West due to higher anticipated residential density.

Discussion question:

1. What questions or comments does the Commission have about the existing conditions memo?
2. What additional analysis would be helpful to the Commission?

EXPECTED RESULTS:

Feedback and direction from the Planning Commission to develop a preferred land use and urban design alternative for Frog Pond East and South. Initial thoughts from the Commission on the upcoming infrastructure planning work.

TIMELINE:

This is the fifth in a series of work sessions for the Planning Commission. The next work session is planned for July. The project end date is currently scheduled as December 2022.

CURRENT YEAR BUDGET IMPACTS:

The main consultant contract is for \$350,000 funded through a Metro grant. Work began during

FY 20/21. Unused portions have been rolled over and the City anticipates spending \$154,000 by the end of FY 21/22. The remaining \$196,000 is planned to be budgeted during FY 22/23 to conclude the project. An additional \$162,000 in State grants support additional affordable housing analysis and work related to infrastructure funding and SDCs.

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. In addition, City staff continues work with consultants and the DEI committee to establish a framework for broad community involvement.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Well-designed neighborhoods with a variety of housing options for current and future Wilsonville residents.

ALTERNATIVES:

At this early point in the project, the Planning Commission may provide a range of alternatives for the project team to consider.

ATTACHMENTS:

- Attachment 1 Frog Pond East and South Land Use and Urban Design Alternatives Memo (dated May 31, 2022)
- Attachment 2 Frog Pond East and South Outreach Summary to date (dated May 31, 2022)
- Attachment 3 Infrastructure Existing Conditions Memo (dated May 31, 2022)



DRAFT MASTER PLAN ALTERNATIVES

TO: Planning Commission

FROM: Project Team

DATE: May 31, 2022

OVERVIEW

The Frog Pond East and South Master Plan builds on the Frog Pond Area Plan, adopted by the City of Wilsonville in 2015. The Vision statement in the Area Plan states:

The Frog Pond Area in 2035 is a Wilsonville community with attractive and connected neighborhoods. The community's hallmarks are its walkable and active streets, variety of quality homes, and connected trails and open spaces. Frog Pond's excellent schools and parks are focal points of the community. Frog Pond is "just a short bike, walk, or bus trip" from all parts of Wilsonville – a highly valued part of the larger city.

In addition to the outcomes stated above, the City has directed that the plan place additional emphasis on: (a) providing housing choices for a range of incomes; and (b) focusing on housing form (rather than units per acre) as the guide to community design. These two priorities implement action items in the Equitable Housing Strategic Plan adopted in 2020.

This memorandum describes draft alternatives for the Master Plan. The intent is to summarize plan direction received to date, input received through community engagement, and plan choices for further discussion and direction by the Planning Commission and City Council. The alternatives are conceptual at this stage of the planning process and include neighborhood destinations (e.g., parks), framework-level streets and paths, options for a Commercial Main Street, optional locations and patterns for a variety of housing types, open space, and subdistricts. Utilities and more detailed community design will be prepared after a preferred alternative is identified.

PLAN DIRECTION DISCUSSED TO-DATE

The notes below summarize research memoranda and plan elements discussed by the Planning Commission and City Council.

BASE MAPPING

- Based on the buildable land inventory, the 255-acre Master Plan area has approximately 139-acres of unconstrained buildable land
- An arborist report and supplement identified significant trees within the project area



- The project team is compiling information about historic resources within the project area

AFFORDABLE HOUSING¹

- Affordable housing strategies likely to have the most impact in Frog Pond are listed below. The attached alternatives implement the first strategy: zoning for all housing types. The other strategies are implementation actions dependent on being enabled by the land use plan and design concepts shown on the alternatives.
 - Zone for all housing types
 - Acquire land for affordable housing
 - Partner with a community land trust
 - Waive, reduce, or defer SDCs for income-restricted affordable units
 - Incentivize smaller and lower-cost middle housing
- Potential affordable housing “targets” for the plan were reviewed with the Planning Commission and City Council. The targets are quantified examples of the types and amounts of housing that could serve lower income populations in Frog Pond East and South, per the guidance of the Equitable Housing Strategic Plan. They are listed below and assumed to be part of Master Plan Alternative C, which has slightly higher overall density to accommodate more affordable housing choices (See the Alternatives section of this memo). Alternatives A and B could also potentially include the housing listed below. Note that the land needs cited below are relatively small: about 5 to 10 acres.

Target # of Developments	Housing Type	Population Served	Approx. Scale and Land Needs
1	Multifamily	HH earning <60% of MFI* (rental)	120-180 units 4-6 acres
1	Cottage cluster, tiny homes, or courtyard housing	HH earning <30% of MFI, low-income seniors, veterans, or people with disabilities (rental)	5-50 units 0.25-2 acres
1-2	Townhomes or cottage cluster	First-time homeowners earning <80% of MFI	10-40 units 1-2 acres

- Regulatory actions for Accessory Dwelling Units to add to the City’s existing regulations:
 - Provide additional flexibility and exemptions to lot coverage and setbacks for ADUs
 - Allow ADUs with townhouses regardless of lot size.

¹ Source: “Frog Pond East and South Affordable Housing Analysis”, January 31, 2022, ECONorthwest (see Wilsonville Planning Commission packet for February 9,2022)



NEIGHBORHOOD COMMERCIAL CENTER²

The neighborhood commercial center program listed below was discussed with Planning Commission and City Council during work sessions and shared with the public during outreach.

Plan Element	Commercial Development Program Recommendation
Bldg. Square Feet	Up to 44,000 square feet (or 56,000 square feet if the City can attract a pharmacy or medium sized grocer)
Site Acreage	Up to 4.0 acres (or 5.1 acres if the City can attract a pharmacy or medium sized grocery)
Tenant Mix	Food and beverage, retail, general commercial, professional services/office, healthcare, fitness, daycare, banks, and more. Specific retail tenants may include cafes and restaurants, a specialty food product store, a pharmacy, and other miscellaneous stores like laundromats, salons, hobby/boutique stores, and medical, professional, and financial offices.
Development Type	"Hybrid" Main Street, with buildings on both sides of the planned Brisband Street or Frog Pond Lane extension on the east side of Stafford Road.
Parking	Parking ratios of 4.0 to 5.0 per thousand square feet of gross leasable space.
Location	Main Street retail provides the greatest experience and offers an opportunity for the commercial area to be prosperous over a longer timeframe. Main street retail feels "fresher" for longer than conventional retail centers and would be more accessible to a greater number of people traveling by car, foot, and bike. An alternative, from a pure market perspective, is the northeast corner of the Stafford Road and Advance Road intersection. This location requires the least new infrastructure and can be built independently of the rest of Frog Pond.
Other Recommendations	Plan for higher-density residential, including apartments, townhomes, and live/work spaces, surrounding the commercial center. Most case studies of successful commercial areas are surrounded by higher-density housing.

COMMUNITY DESIGN CONCEPTS³

The following design concepts were discussed with Planning Commission and City Council during work sessions and shared with the public during outreach. They state the important outcomes and design strategies intended for the Master Plan alternatives. They will be implemented through the Frog Pond East and South Master Plan and by development proposals.

The community design concepts for the Master Plan include:

- Housing Variety Throughout
- Affordable Housing Integration
- A Transect of Densities

² Source: "Commercial Area Evaluation", March 28, 2022, Leland Consulting Group (see Wilsonville Planning Commission packet for April 13, 2022)

³ Source: "Recommended Community Design Concepts", April 1, 2022, MIG|APG (see Wilsonville Planning Commission packet for April 13, 2022)



- A Neighborhood Commercial Center
- Street Connectivity
- Bicycle and Pedestrian Connectivity
- Natural Areas
- Preservation of Important Trees
- Active Parks and Open Space
- Consideration of the BPA Easement Corridor
- The Historic Grange as a Civic Amenity
- Use of Subdistricts

COMMUNITY ENGAGEMENT AND INPUT INTO THE ALTERNATIVES

ENGAGEMENT ACTIVITIES

In April and May, the team hosted multiple opportunities for community members and stakeholders to obtain input into the alternatives. Those opportunities included:

- A focus group engaging community members who do not typically participate in planning
- A Latino focus group
- Two focus groups of community members representing affordable housing perspectives
- A community design workshop virtual meeting
- An online survey addressing topics covered in the community design workshop
- Two focus groups of community members representing renter perspectives

Please see the Public Engagement Summary memorandum for feedback received from the participants. Figures 1 and 2 in that memorandum are the maps prepared by discussion groups at the Community Design Workshop held on May 12, 2022.

ALTERNATIVES

OVERVIEW

Three alternatives have been prepared to evaluate options for land use, street and trail connectivity, neighborhood destinations, and open space – incorporating ideas heard from the community thus far. The alternatives are conceptual and intended to support discussion of the pros and cons of the various choices. Following review and discussion by project participants, a “preferred plan” will be prepared that will be used for infrastructure analysis, more detailed design work, and implementation.

COMMON ATTRIBUTES OF THE ALTERNATIVES

The three alternative share the following attributes in common:

- The Frog Pond Grange as a community destination and civic amenity
- A 2–4-acre neighborhood commercial center to be designed as a walkable Main Street or similar neighborhood destination



- A variety of housing (Types 1, 2 and 3, see below) in each neighborhood arranged in a transect of housing form transition
- Each of the alternatives could potentially accommodate the affordable housing targets described above (Alternative C has slightly higher density than Alternatives A and B; it is assumed to include the targets and more affordable choices overall)
- A neighborhood park in the East Neighborhood
- A connected street pattern, with new streets and extensions of Frog Pond Lane, Brisband Street, 63rd Avenue and 60th Avenue
- Trails connecting important community and neighborhood destinations
- Walkable subdistricts in each neighborhood with a variety of housing choices within each
- Small neighborhood destinations within each subarea, such as small open spaces, community gardens, or other public amenities.

HOUSING FORMS OR TYPES

Three housing forms or types are used for the purpose of the preliminary alternatives. The three types are broad categories, and each includes multiple kinds of housing with overlap between the types. The focus of this typology is the bulk and spacing of buildings. For example, a similarly sized detached home may exist in any of the typologies, but for Type 1 it would tend to be taller and closer to adjoining homes, and Type 3 shorter and further apart from adjoining homes.



Type 1 Housing Form

Type 1 is 2-3 stories tall with 75 to 200 foot building façades. Smaller buildings are closely spaced.

Townhouses, closely spaced detached homes, condo/apartment buildings are included.

The look and feel is similar to the Villebois Village Center beyond the immediate buildings around the piazza, including: a variety of taller closely-spaced detached homes, 3-6 unit townhouse buildings, condo buildings, and apartment buildings.



Type 2 Housing Form

Type 2 is primarily 2 stories, with 3 stories allowed. Building facades are approximately 25 to 75 feet. Building separation is approximately 8-10 feet and lot area per building will likely be 3,000-5,000 square feet.

Many small to medium single-family detached homes plus duplexes, triplexes, quadplexes and small townhouse buildings are included.

The look and feel is similar to areas of Frog Pond West with smaller homes and single-family areas of Villebois – there is primarily two-story single-family homes with fairly close spacing with some duplexes and townhouses mixed in. However, the prevalence of duplexes and townhouses is likely to be greater in Frog Pond East and South.



Type 3 Housing Form

Type 3 is primarily 1-2 stories, with 3 stories allowed. Building facades are approximately 45-100 feet. Building separation is 10 or more feet. Lot area per building is likely 6,000-10,000 square feet.

Medium to large single-family detached homes plus duplexes, triplexes, quadplexes, small townhouse buildings, etc. are included.

The look and feel is similar to large lot areas of Frog Pond West and single-family detached subdivisions in Wilsonville with medium to large lots such as Renaissance at Canyon Creek, Wilsonville Meadows, and Morey’s Landing. However, these areas in Frog Pond East and South would have more housing variety, with each housing type built in a style consistent with larger detached homes.



DESCRIPTIONS OF THE ALTERNATIVES

ALTERNATIVE A

Alternative A is organized around three major neighborhood destinations:

1. The Frog Pond Grange, a Commercial Main Street (along the extended Frog Pond Lane) and a future Neighborhood Park – all collocated to create a primary neighborhood destination. In this concept, the Grange building would be relocated northeast of its current location, with an opportunity to connect to the BPA easement open space and future trail.
2. The future Community Park
3. Meridian Creek Middle School

The framework of walkable and bikeable streets and paths/trails provide direct connections between these destinations and connect to the smaller neighborhood destinations. In this concept, the Frog Pond Lane to 60th Avenue connection parallels the BPA easement with room for development along the edge of the easement and public connections and view corridors through to the easement from the street.

Housing is organized in a transect from the west (Type 1 and 2 housing form) to the east (transition to Type 2 and 3 housing form).

Four-to-five walkable subdistricts are within each neighborhood. Each subdistrict has a central neighborhood destination.

ALTERNATIVE B

Alternative B is organized around five neighborhood destinations:

1. The Frog Pond Grange
2. A Commercial Main Street along the extension of Brisband Street
3. A future Neighborhood Park located approximately one block east of the Commercial Main Street, creating opportunities to gather and stroll or roll between the Main Street and the park
4. The Future Community Park
5. Meridian Creek Middle School

The framework of streets and paths/trails provide direct connections between these destinations and connect to the smaller neighborhood destinations. In this concept, the Frog Pond Lane to 60th Avenue connection is shown as an arching, curved street.

Housing is organized to place Type 1 housing form on the north side of Advance Road and along Stafford Road, proximate to and between all five destinations. Type 2 housing form transitions to the east and northeast. Smaller areas of Type 2 housing form are clustered in each of the other subdistricts, focused on framework streets and intersections.

Four-to-five subdistricts are within each neighborhood. Each has a neighborhood destination.



ALTERNATIVE C

Alternative C is organized around the same five neighborhood destinations as Alternative B:

1. The Frog Pond Grange
2. A Commercial Main Street along the extension of Brisband Street
3. A future Neighborhood Park located just at the end the Commercial Main Street, creating opportunities for the main street area to activate the park as a central gathering space
4. The Future Community Park
5. Meridian Creek Middle School

The framework of streets and paths/trails provide direct connections between these destinations and connect to the smaller neighborhood destinations. In this concept, the Frog Pond Lane to 60th Avenue connection parallels the BPA easement.

Housing is organized to create five focal points where Type 1 housing form is at the center, with the largest center arranged around the neighborhood park and nearby the commercial area.

This alternative provides the most overall housing of the alternatives and is assumed to include the “affordable housing targets” program noted above. Type 2 and 3 housing form radiates out from each focal point. Existing homes are assumed to either remain or redevelop over time per the preference and initiative of property owners.

Four-to-five subdistricts are within each neighborhood. Each has a neighborhood destination.

DRAFT HOUSING CAPACITY ESTIMATES

These are rough estimates of the dwelling unit capacity, density, and breakdown by typology in each alternative. These estimates follow from the alternative land use maps and are based on a general assumption of 25 units/net acre in Type 1, 15 units/net acre in Type 2, and 7 units/net acre in Type 3.

ALTERNATIVE A:

1583 dwellings, 12.8 du/net acre

27% Type 1, 48% Type 2, 24% Type 3

ALTERNATIVE B:

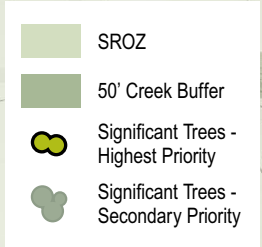
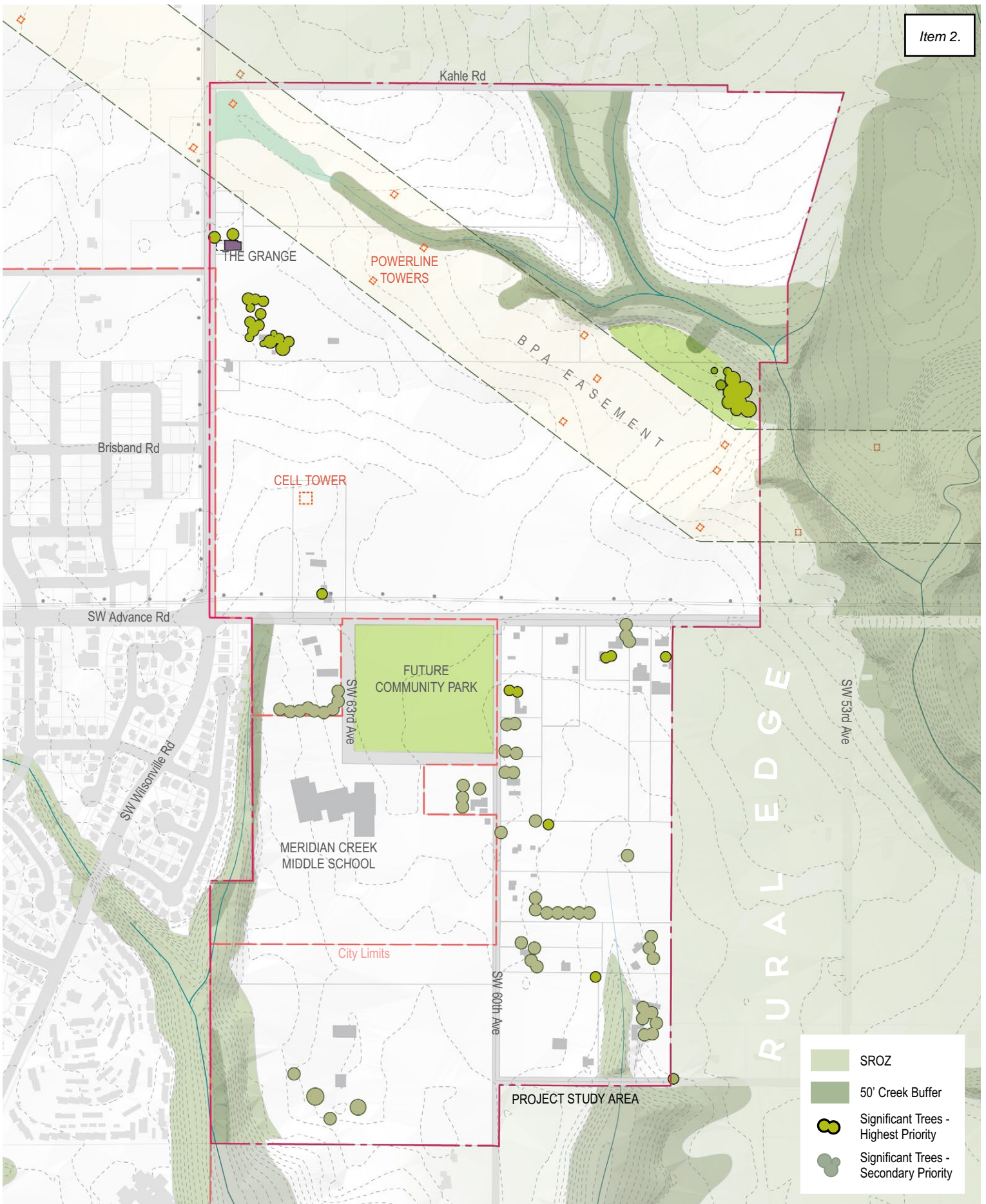
1389 dwellings, 11.5 du/net acre

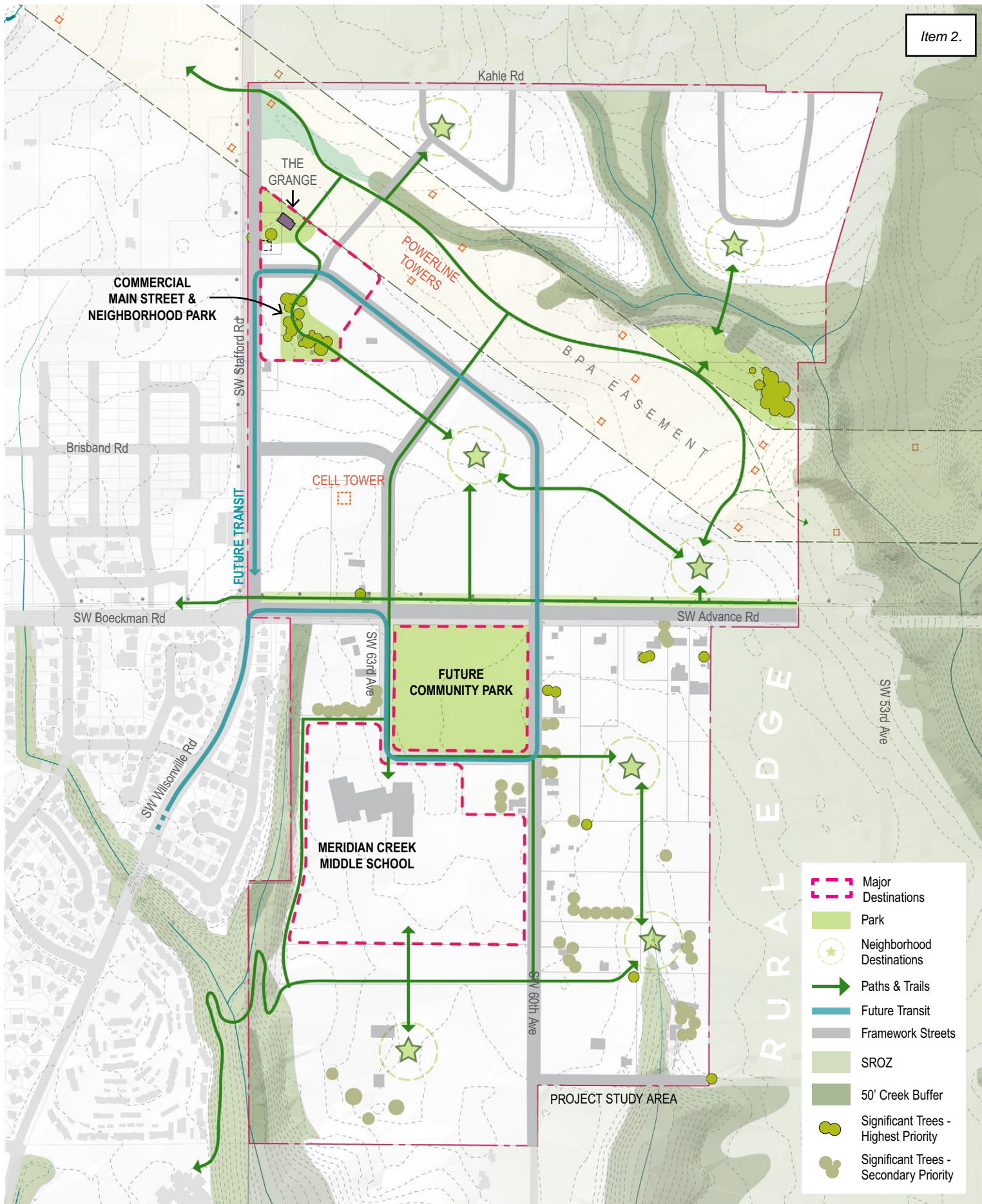
30% Type 1, 33% Type 2, 37% Type 3

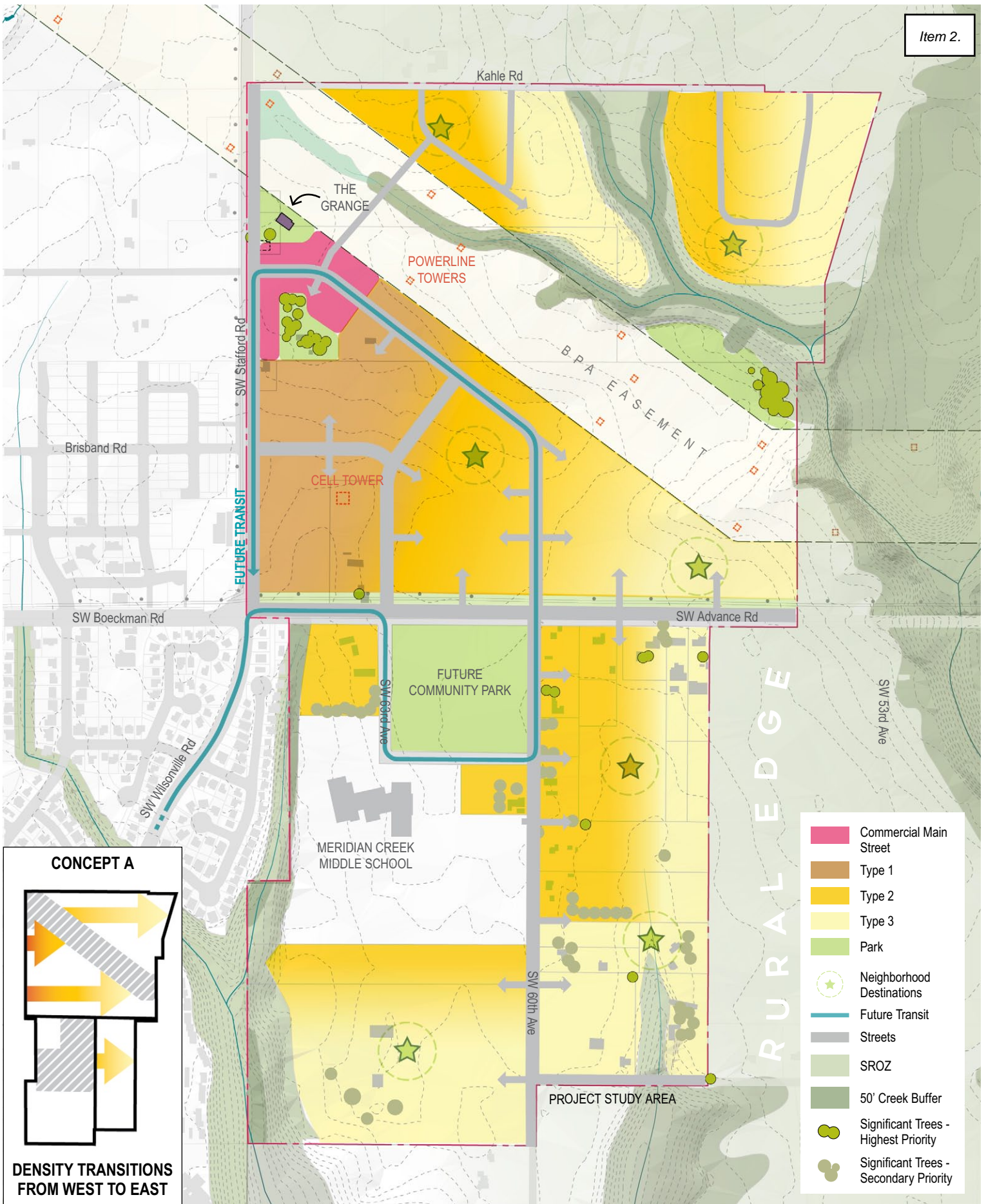
ALTERNATIVE C:

1803 dwellings, 14.7 du/net acre

36% Type 1, 49% Type 2, 14% Type 3



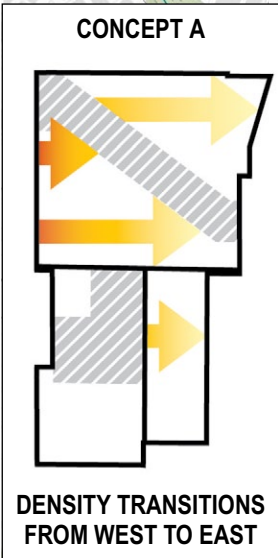
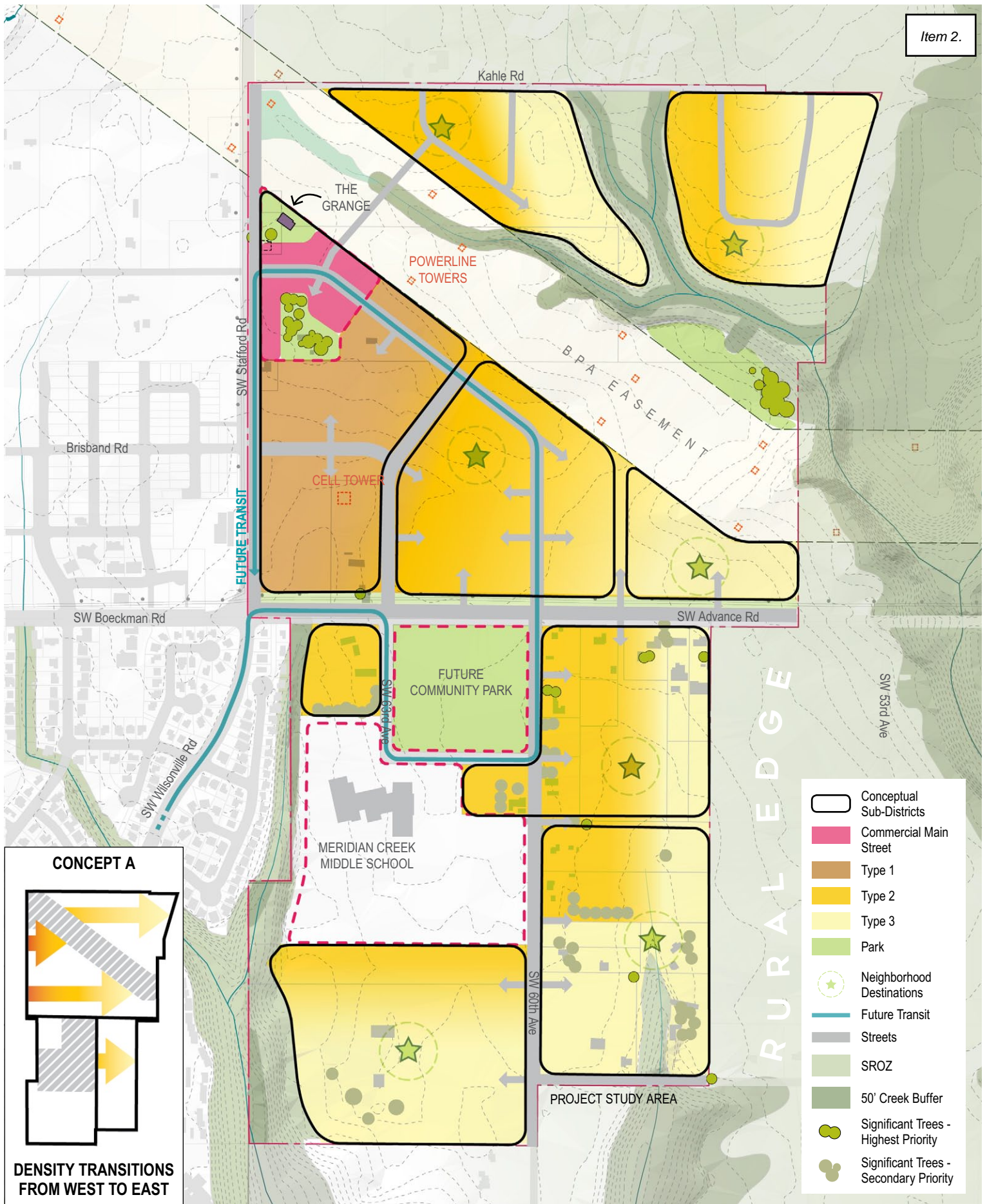


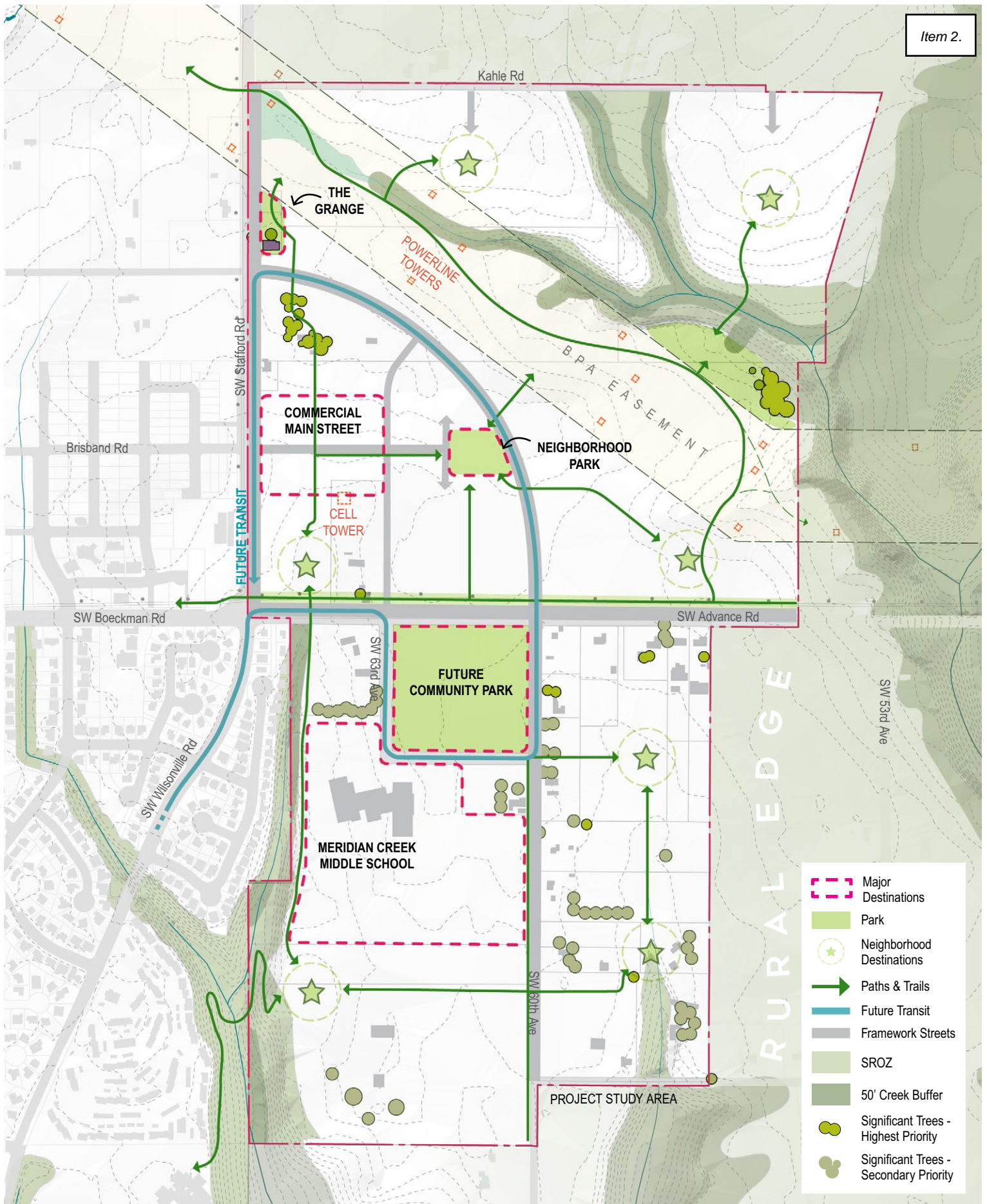


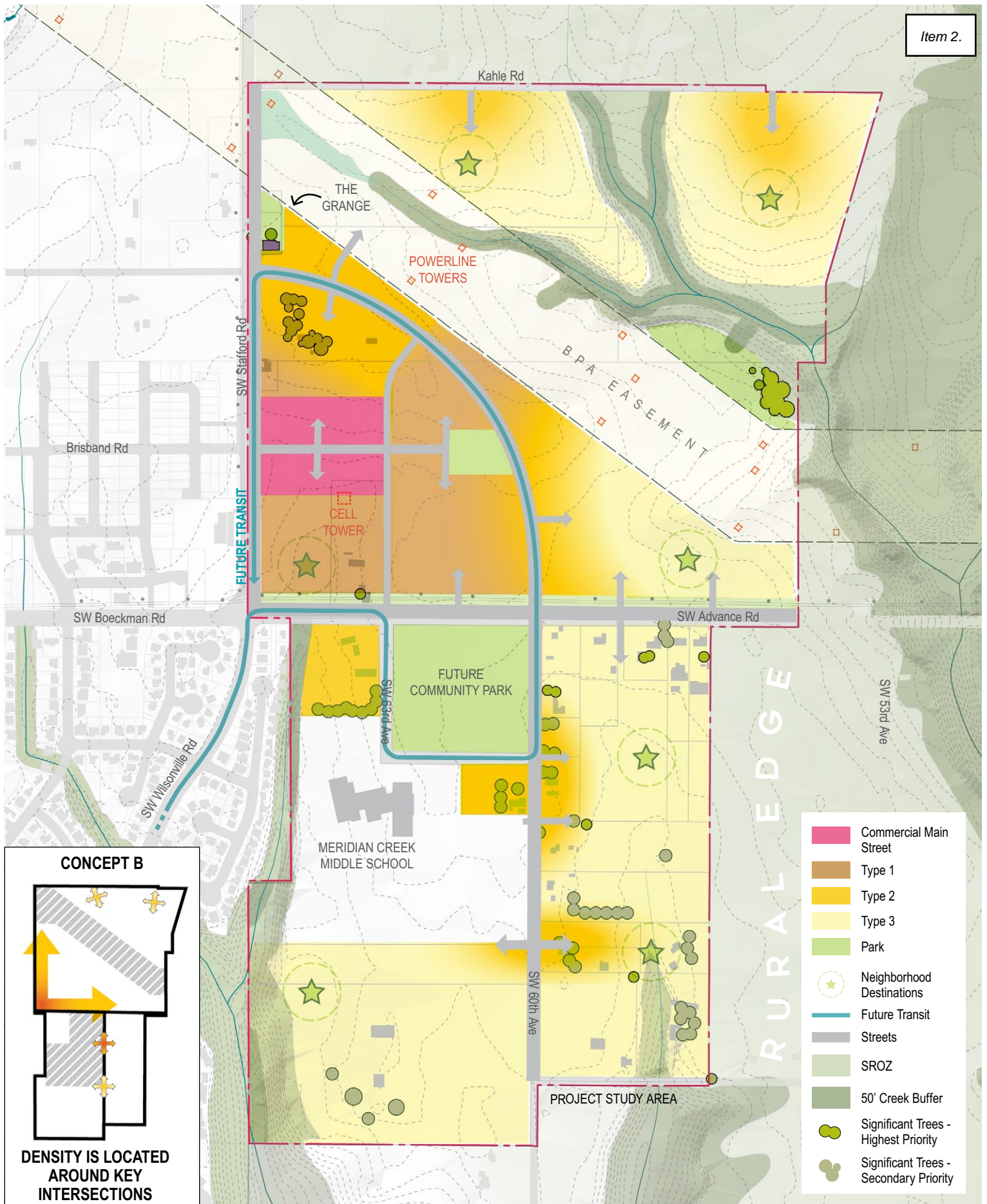
CONCEPT A

DENSITY TRANSITIONS FROM WEST TO EAST

- Commercial Main Street
- Type 1
- Type 2
- Type 3
- Park
- Neighborhood Destinations
- Future Transit
- Streets
- SROZ
- 50' Creek Buffer
- Significant Trees - Highest Priority
- Significant Trees - Secondary Priority

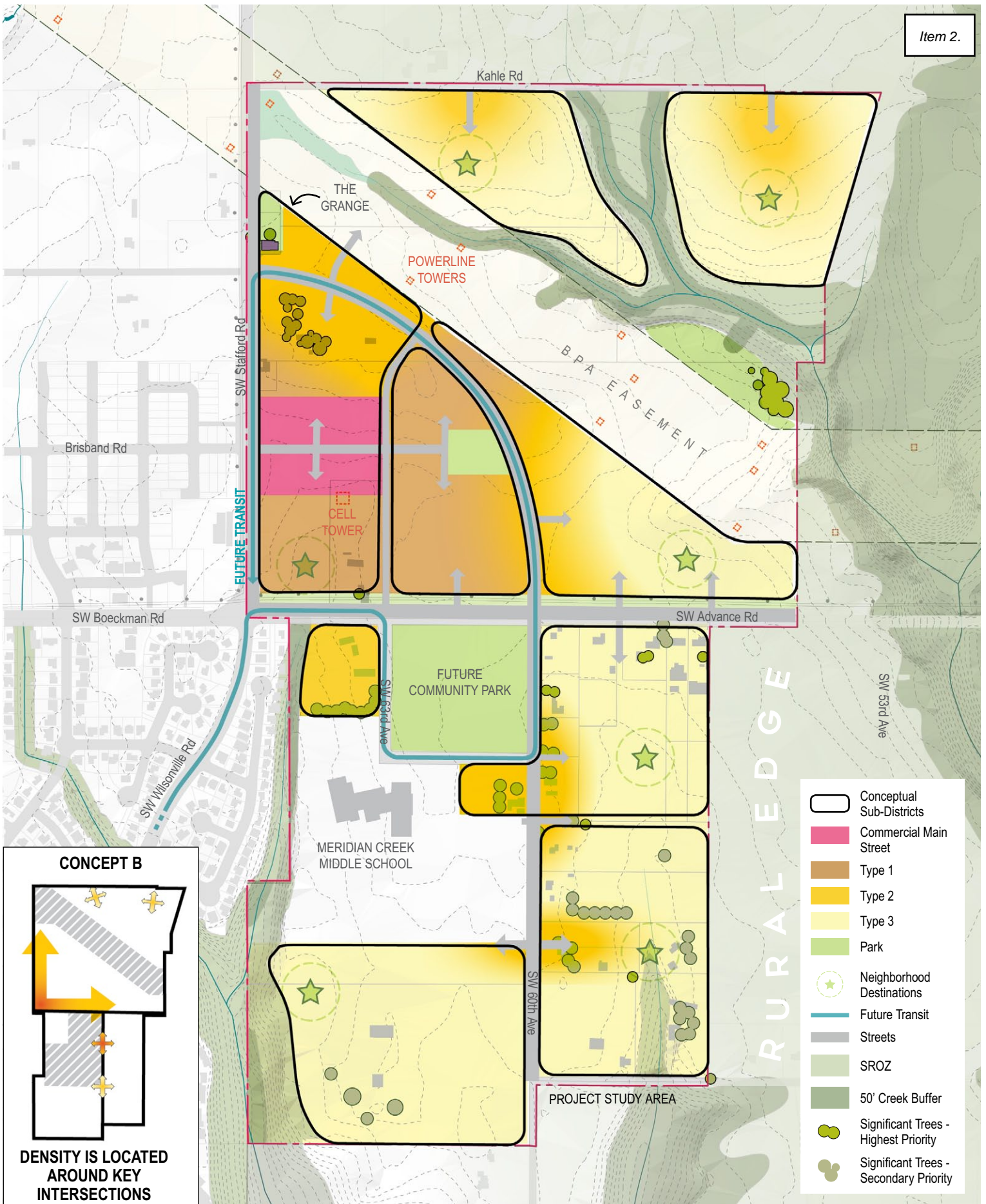






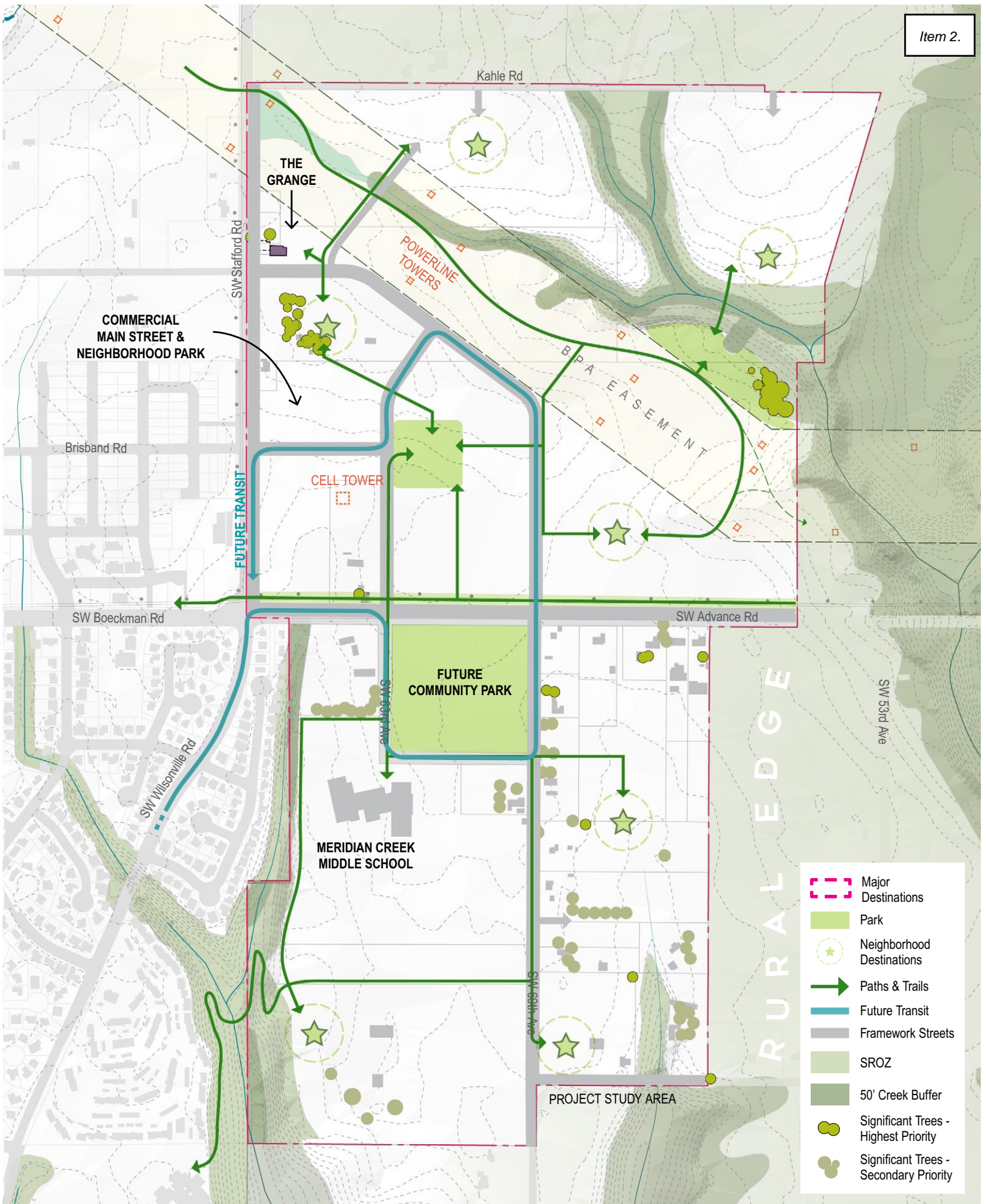
CONCEPT B

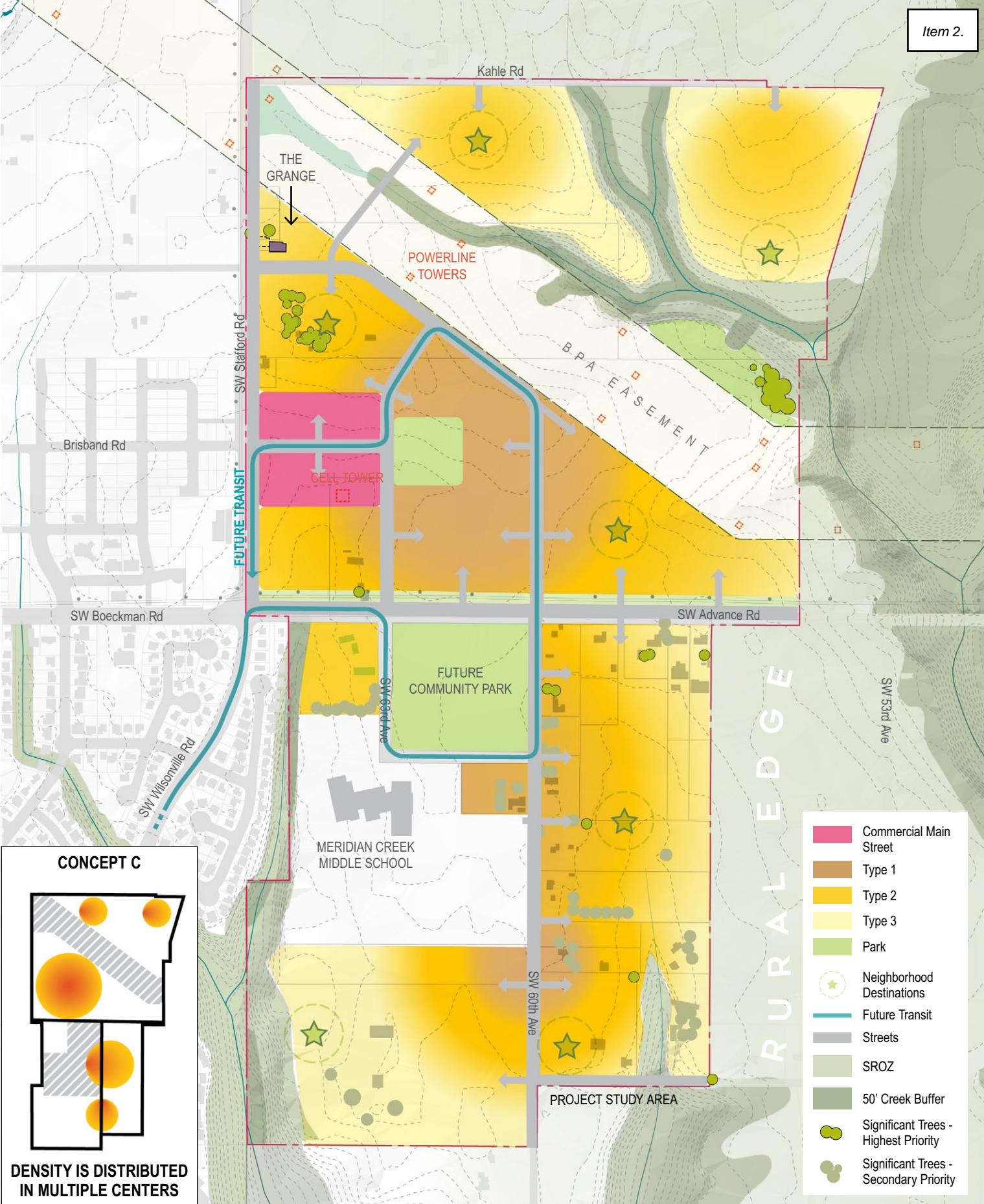
DENSITY IS LOCATED AROUND KEY INTERSECTIONS



CONCEPT B

DENSITY IS LOCATED AROUND KEY INTERSECTIONS

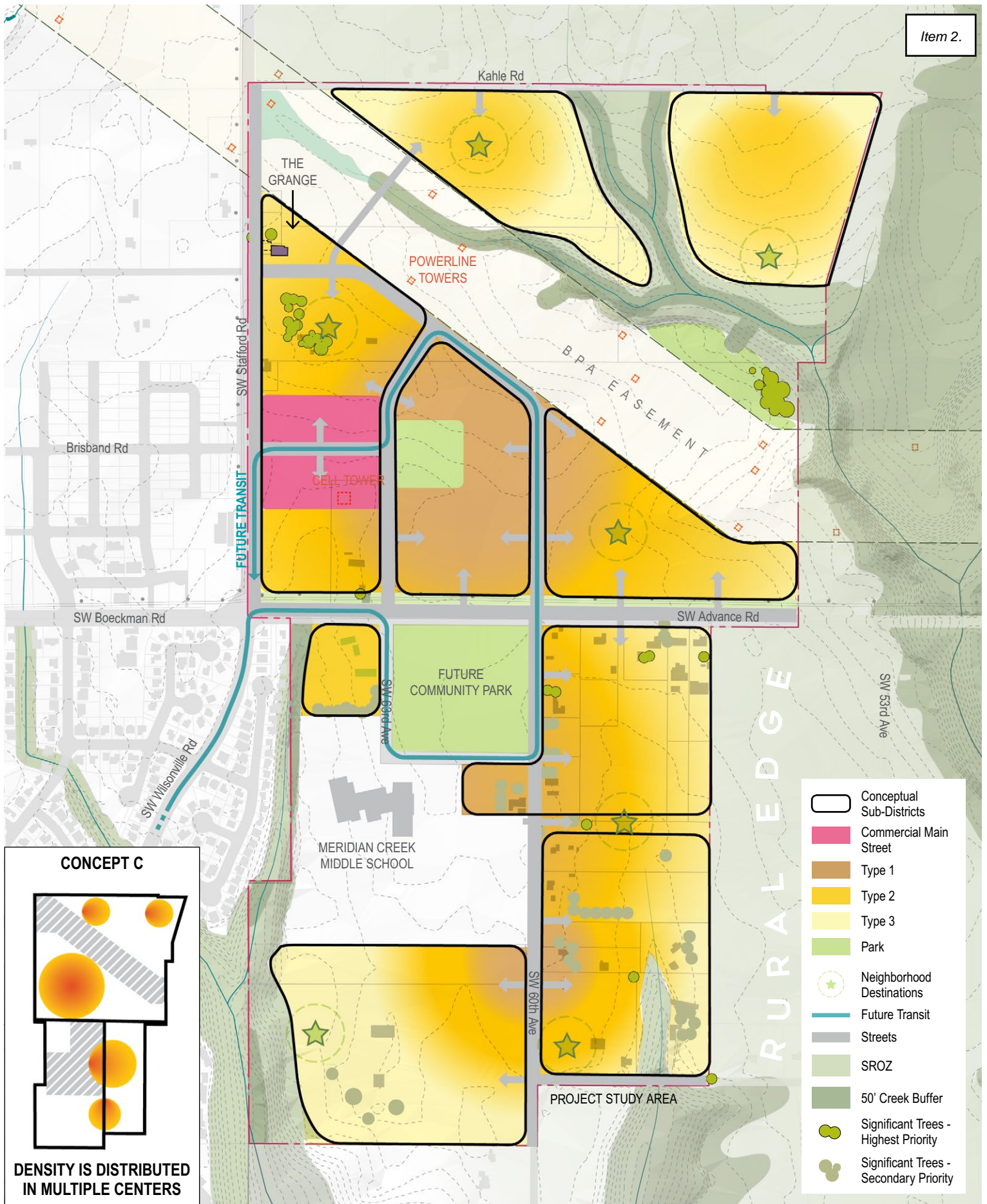




CONCEPT C

DENSITY IS DISTRIBUTED IN MULTIPLE CENTERS

- Commercial Main Street
- Type 1
- Type 2
- Type 3
- Park
- Neighborhood Destinations
- Future Transit
- Streets
- SROZ
- 50' Creek Buffer
- Significant Trees - Highest Priority
- Significant Trees - Secondary Priority





ENGAGEMENT SUMMARY: APRIL-MAY 2022

Overview

This document is a summary of community engagement activities conducted between April 30 and June 1, 2022, for the Frog Pond East and South Master Plan. The project and engagement was focused on issues and ideas to inform the development of the plan alternatives. Key themes from each engagement meeting or activity are summarized below. Attached are summaries for each of the meetings.

Meetings and Activities

Meetings and engagement activities are summarized below. In addition, City staff had (and continues to have) on-going informational and coordination meetings with individual property owners, community members and developers.

- Community Focus Group #1 (April 30, 2022)
- Affordable Housing Focus Group #1 (May 11, 2022)
- Community Design Workshop (May 12, 2022)
- Affordable Housing Focus Group #2 (May 13, 2022)
- Community Focus Group #2 (May 14, 2022)
- Online survey on Let's Talk Wilsonville! (May 12 – May 30, 2022)

Project information and meeting notices were provided through a variety of ways including: *Let's Talk Wilsonville!*, the Boones Ferry Messenger; the project Interested Parties email list; and social media postings.



Meeting Summary – Community Focus Group #1

When: April 30, 2022; 3:30 – 5:30 p.m.

Where: Zoom

Participants:

Project team: Dan Pauly, Georgia McAlister (City of Wilsonville); Joe Dills (MIG|APG); Mariana Valenzuela (Centro Cultural)

Attendees: 18 community members pre-registered through recruitment via Zoom. However, only 4 participants were confirmed as legitimate participants.

Meeting purpose: To share information, and receive feedback, regarding the Frog Pond East and South Master Plan project. The feedback will inform project alternatives. This focus group was intended to broaden the engagement to include community members who do not typically participate in planning processes and are part of underrepresented communities.

Welcome and project overview

Mariana welcomed participants and Zoom start-up was finalized for all participants.

Dan welcomed the group on behalf of the City. Dan described: Frog Pond location, focus group agenda-overview-relevance, why planning is occurring, planning to date and vision. Joe presented slides addressing working ideas for: affordable housing, a range/typology of housing choices, a neighborhood center, community gathering places, connections, and the BPA power line corridor.

Breakout groups

The participants then broke into groups for discussion of the issues described in the overview. The questions and summary of feedback is below.

Neighborhood Center: What do you think of the idea to locate a “Main Street” commercial area along SW Brisband Street at SW Stafford Road? What would make it somewhere you and your family would go?

- Coffee or “refreshment spot”
- Cinema
- Positive attractions, things that are fun
- Places to exercise
- Spa
- Restaurants
- Security is important

Housing Choices: For the range of housing choices that was presented – which ones should go where?

- Range of homes on the larger parcels
- Type 1 near the grange
- Type 1 near the Community Park



- Type 1 away from the Community Park – in a location where there is less noise and activity
- Housing away from traffic
- Type 2 in a quiet location
- Mix of home throughout
- Overall general preference for Type 2

Community Gathering Places: What are the potential uses for the Grange? What ideas do you have for the East Neighborhood Park? What other community gathering places should there be?

- Grange: history, library, small museum, environmental education, community center for occasions, place to vote,
- Park: a fun place, kiddies corner, visibility, drinking fountains, outdoor gym

Connecting Destinations – Regarding the design concept map that shows connections: Do these make sense to you? Are there other important destinations to connect? Where should trails be located?

- Trails: the red lines make sense, connect to Brisband Street

BPA Power Line Corridor: What would you like to see in this area?

- Sports courts, parking, trails, concern about safety, could be dangerous

Other comments/questions of interest:

- Is there security (e.g. a police station) nearby?
- Where is the closest healthcare?
- There should be access to food and personal needs. A small grocery would be good.

Reports, Next Steps and Adjourn

The participants reconvened and provided highlights from the discussions. Dan thanked everyone for the participation, described next steps, and adjourned the meeting.

Meeting Summary – Affordable Housing Focus Groups #1&2 With Renters

When: May 11th, 2022; 5:30-7 p.m. and May 13th, 2022; 12-1:30 p.m.

Where: Zoom

Participants:

Project team: Georgia McAlister (City of Wilsonville); Becky Hewitt (ECONorthwest); Virginia Wiltshire-Gordon (ECONorthwest)

Attendees: 11 renters living in Wilsonville (8 on May 11th and 3 on May 13th who pre-registered through recruitment via social media and posted flyers)

Meeting purpose: Seek the perspectives of renters about their preferences for housing.



Welcome and project overview

Georgia welcomed participants and Zoom start-up was finalized for all participants. She welcomed the group on behalf of the City and described the Frog Pond location, focus group relevance, and why planning is occurring. Becky gave an introduction to the focus group agenda.

Breakout Groups - Questions

Discussed the following questions:

Current housing

- What do you like about where you live now? What don't you like?
- What were the most important factors in deciding to live there?

- Future neighborhood

- Is anyone thinking about moving in the next few years? If so, would you be interested in living in a new neighborhood in Wilsonville at the edge of town?
- What would factor into your decision about whether that was a good place to live?
 - Prompt about both the unit itself and the neighborhood / surrounding amenities / location, ask about access to transit

Housing types

- What type or style of housing would be most appealing to you?
- Show different housing types and ask what they would think. If your ideal situation is unaffordable, what kind of housing would you be open to?

- Buying

- If not already covered, ask whether they are hoping to buy a home in the next few years or continue renting
- What challenges are you facing in buying a home?

- Anything else you want to share?

Breakout rooms closed when all questions had been discussed.

Comments and Key Themes from Participants

Wilsonville Community

- Positive experiences:

- Many participants love Wilsonville and love living in Wilsonville
- Family: living close to aging parents, living within driving distance to family, living with family
- Safety: participants expressed appreciating the safety they felt personally, for their property and for their children
- Access to work: living close to work, easy drive as a commute
- Character of neighborhoods: architecture, access to nature and open space, layout of the city



- Amenities: convenient to get around town, bike paths, access to shopping center, access to the highway, activities and play areas for children
- Schools
- Challenges
 - Displaced multiple times due to landlords wanting to sell, more applicable in units with smaller scale owners
 - Rent increases pricing people out
 - Participants recognized the need to build more units and the reality of a region-wide housing shortage
 - Transit is not well connected to other parts of the metro region
 - High levels of growth, people moving into the community and increasing demand. Some of those moving to the area have higher incomes or more access to resources.

Future Neighborhoods

- Everywhere in Wilsonville is nice
- Make sure traffic is addressed, public transportation within town was not as much of a priority at present but becomes more relevant as people age

Future Housing Types

- Middle income 55+ community: desire for communities reserved for older and retirement age people. Interest in amenities that would create recreation opportunities for people to gather.
- Housing appropriate for aging in place: single story, some interest in master on ground floor, smaller size units (less than 1,200 sqft)
- Detached housing: general preference for housing that doesn't share walls, some preference for detached with a shared yard relative to attached housing with a small individual yard
- Design: Interest in duets or duplexes that may not be as obvious, such as different door orientations for each unit and interest in units that have an individual feel. Interest in variety of styles and more individuality still with a consistent character. Some interest in ADU, preference for detached style.
- Unit amenities: Yard and privacy, parking, balconies, high ceilings
- Apartments/Condos: less interest, less attractive. Concerned about privacy, fees, space for younger children

Future Home Ownership

- Many expressed interest in owning a home in Wilsonville. Some people felt they were not yet at the stage of life to own a home.
- Prices were the key limiting factor. Some expressed willingness to compromise on features they wanted in order to afford a home in this location but some would prefer to continue renting unless or until the right home they could afford became available. For some, owning is price prohibitive in Wilsonville regardless.
- Concerns about HOA fees though some expressed appreciating the benefits they provide



Meeting Summary – Community Design Workshop

When: Thursday, May 12, 6-8 p.m.

Where: Zoom virtual meeting

Participants:

Project team: Miranda Bateschell, Georgia McAlister, Cindy Luxhoj, Joe Dills, Andrew Parish, Saumya Kini, Betty Lou Poston, Ken Pirie, Ryan Mottau, Mariana Valenzuela

Attendees: 10 participants

Meeting purpose:

- Share project information
- Obtain feedback to be used in preparing master plan alternatives

Welcome and Meeting Overview

Georgia convened the workshop, welcomed the group, and explained Zoom features

Project and Workshop overview

Georgia gave a short presentation, covering: why this project, why now; where is Frog Pond; 2015 vision and some new priorities; what will happen in the breakout groups; what we will do with your input

Breakout Groups

The attendees were divided into two discussion groups. After introductions, each group discussed:

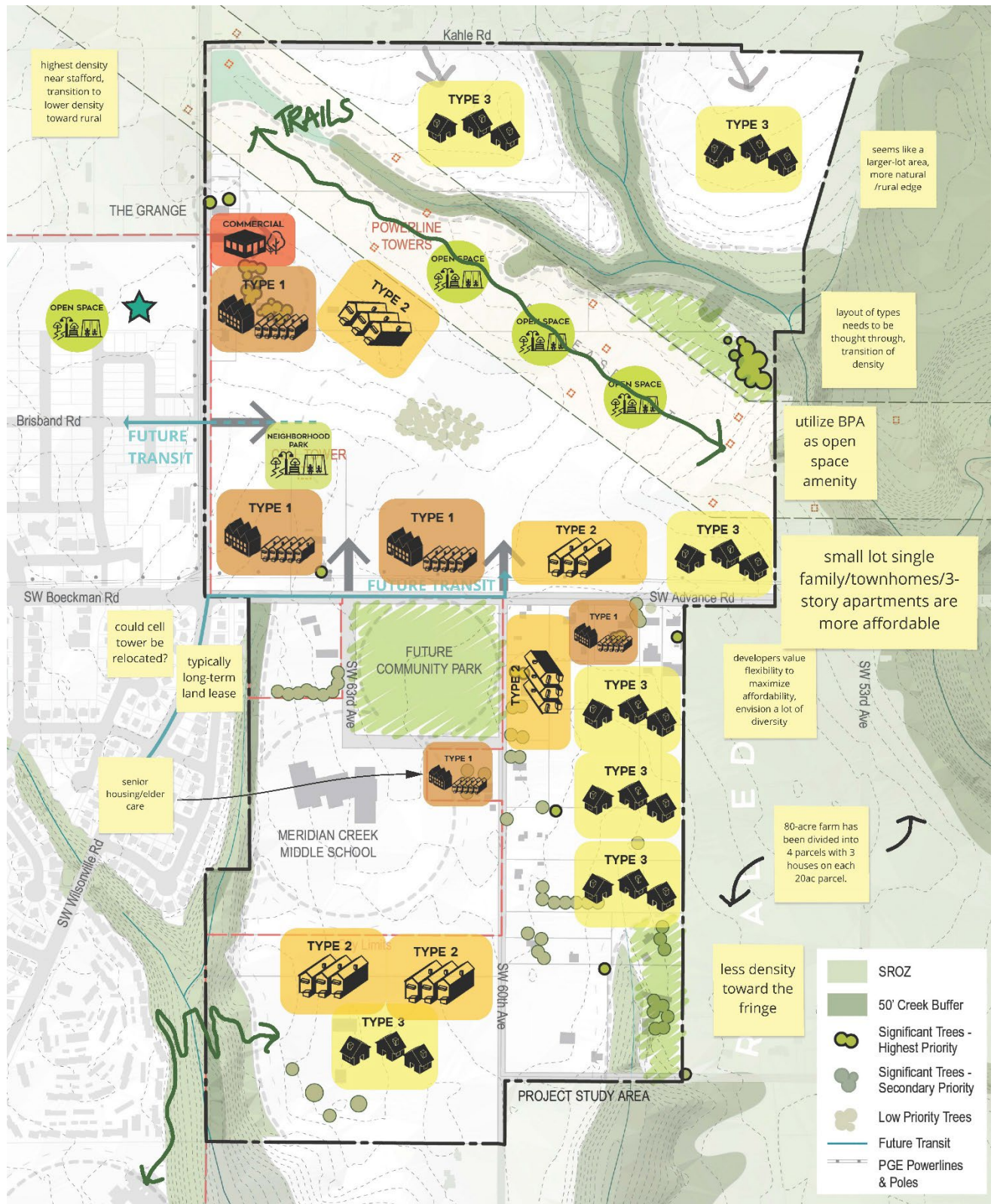
1. Location and context – Where are the destinations for community gathering in southeast Wilsonville?
2. Connections – Based on a conceptual map of how to connect local destinations, the groups discussed ideas about places to connect and added ideas for additional connections.
3. Neighborhood commercial center – Following background information about a market study and discussions with the Planning Commission, the groups addressed:
 - a. What do you think of the idea to locate a “Main Street” commercial area at SW Brisband Street at SW Stafford Road?
 - b. What would make it somewhere you and your family would go?
 - c. For our work today, can we proceed with Brisband Main Street as the location for our discussions? (One group supported and moved forward with the Brisband Street location. The other group placed their commercial “chip” on the Frog Pond Lane location)
4. Housing types – Background information was provided regarding the City’s focus on providing a range of housing types. Housing Types 1, 2, and 3 were explained, along with principles for their placement on the maps. The groups then proceeded to place housing chips on their maps. See below

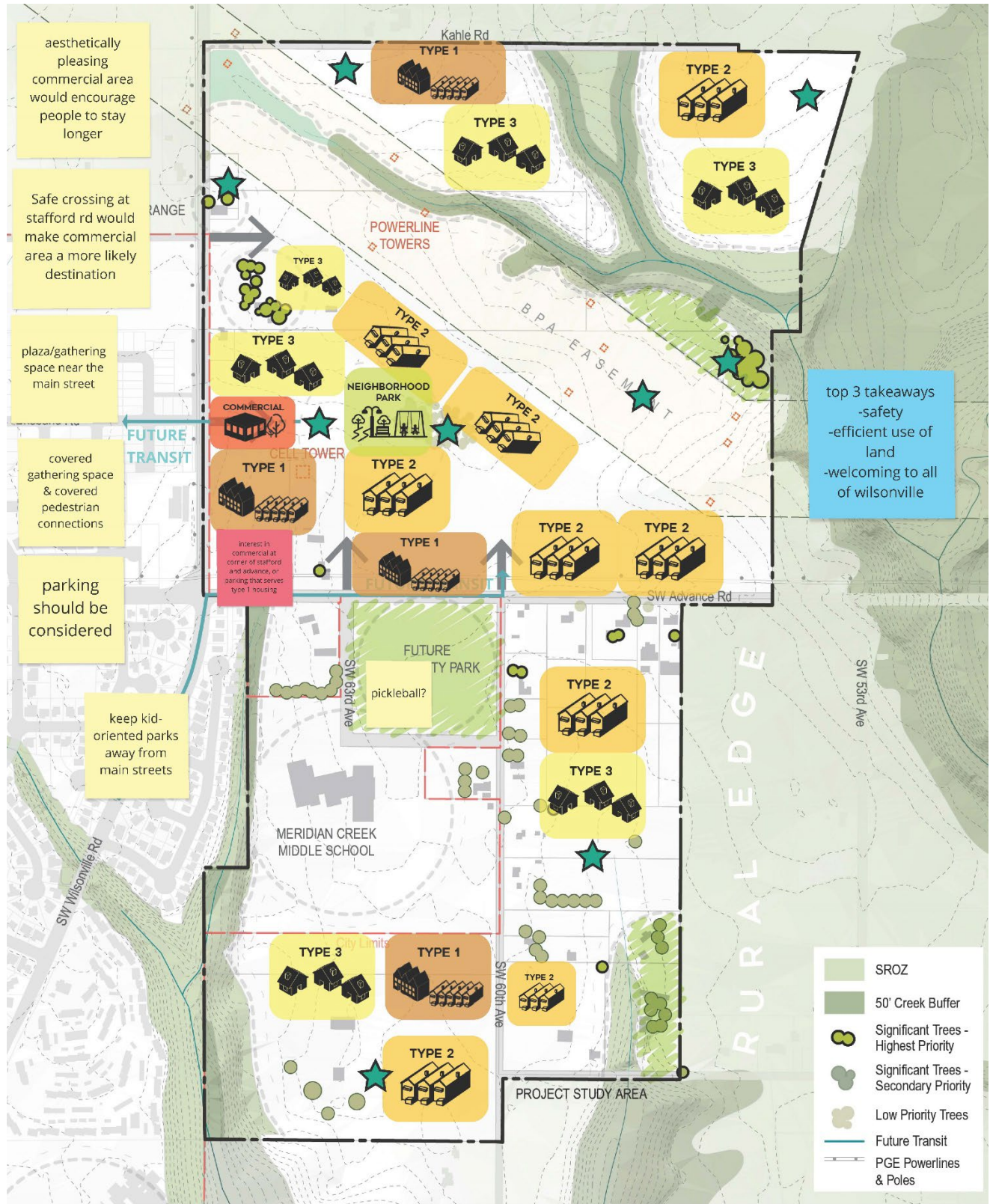


5. Parks and neighborhood destinations – The groups then placed chips for the East Neighborhood Park and small neighborhood destinations distributed around the map.

Breakout Group Feedback

Comments and ideas from workshop participants were recorded on maps – see below.





Report backs



Attendees returned from their groups and summarized highlights from their discussions:

Group 1:

- Type 1 housing should be focused towards the center with Type 3 towards the edge
- Make efficient use of the Frog Pond land supply including the BPA corridor and potential commercial area
- The neighborhood should include opportunities for affordable home ownership

Group 2:

- Pedestrian routes and should provide for safe walking and connectivity
- Make efficient use of the Frog Pond land supply
- Make these neighborhoods welcoming places

At 8:00 p.m., Georgia thanked everyone and the meeting was adjourned.

Community Focus Group 2

Overview

This event was delivered in English and Spanish using consecutive interpretation services to serve members of the Latinx Community in the area. Georgia presented the Frog Pond East & West Master Plan in the following sequence:

1. Description of the Frog Pond area
2. Goals of the development for the City of Wilsonville
3. Objective of focus group
4. Project update
5. Vision of Frog Pond – It is important to mention that this vision was built on feedback received during focus group events related to HB 2001 which took place last year.
6. Description and potential location of three home types
7. “Main Street” at Frog Pond-location and potential use
8. Community gathering places
9. Options to connect the neighborhood destinations
10. What to do at the BPA Corridor?
11. Group discussion
12. Next steps-Stay connected

There were seven participants who provided valuable input regarding the potential features and components of the future Frog Pond Neighborhood.

Most of the participants had already heard about Frog Pond since they had attended earlier community engagement events organized by the City of Wilsonville to provide information and gather feedback on HB 2001. They were very excited to have the opportunity to return and continue to be part of the urban planning process.



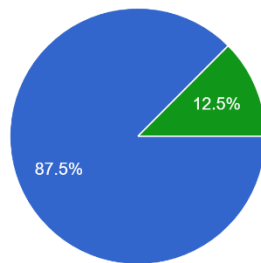
Pre-Meeting Survey

Participants completed a survey prior to the focus group event. These are the findings from that survey:

1. Living situation

¿Cuál de las siguientes opciones describe mejor su situación de vivienda?

8 responses

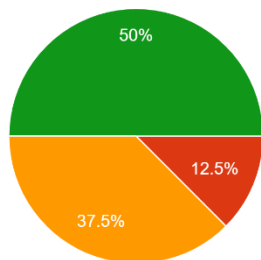


- Rent/Alquilo el lugar donde vivo
- Home owner/Soy dueña/o del lugar donde vivo
- I live with relatives/Vivo con parientes
- Other/Otra situación

2. Age group

¿Qué edad tiene usted?

8 responses



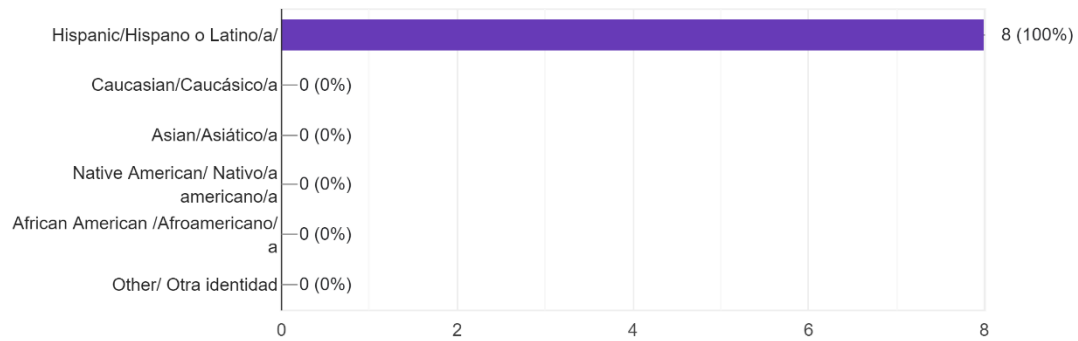
- 18 - 27
- 28 - 35
- 36 - 45
- 46 - 55
- 55+ / mayor de 55 años

3. Ethnicity



¿Dónde ubica usted su raza o identidad étnica? (marque todas las respuestas relevantes)

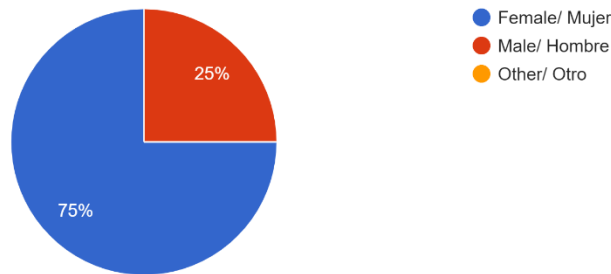
8 responses



4. Gender

¿Con cuál género se identifica usted?

8 responses

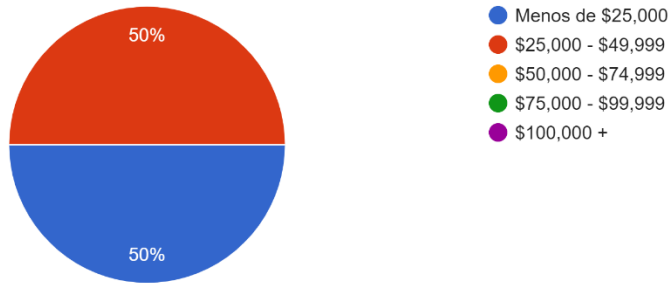


5. Annual Income



¿Cuál de las siguientes categorías representa mejor su ingreso anual? (marque una respuesta)

8 responses



Group Discussion

During the discussion, participants responded to the following questions:

1. **Neighborhood Center-** *What do you think of the idea to locate a “Main Street” commercial area along SW Brisband Street at SW Stafford Road? What would make it somewhere you and your family would go?*

Responses and comments:

- Ethnic food restaurants
- Family-owned small businesses
- Services: Beauty salon, Coffee shops, small market, ice cream shop
- Affordable rent for small businesses
- “Main Street” idea is good for the family, places you can walk to
- I really like the idea, but for small businesses rental is challenging. It would be important to know who the owner is. These businesses are small. For a business to be successful, rent needs to be affordable.
- Yes, a commercial area is a great idea, particularly if there is a focus on cultural exchange with arts & crafts, diversity of ethnic foods.
- Cultural exchange, as the gentleman mentioned, is very important. This space, if affordable, could be the place for that exchange. Great idea for families to connect.
- Spectacular idea. It would be wonderful. We don’t have such a place. A Colombian food restaurant would be great.
- It would be great to have a grocery store, so you can go to do the shopping for the week, and then stop at an ice cream shop.
- I love this idea of returning to a place where you can create community, connect with others.

2. **Housing Choices-** *For the range of housing choices that was presented – which ones should go where?*



Responses and comments:

- There were many questions about home affordability. How will they make these homes more affordable? Andrew responded to this concern. He explained that the City is thinking that a percentage of the homes will be subsidized. The same participant asked what is the percentage of subsidized homes. Georgia explained that there are three models. The most optimistic is a 15% of homes will be subsidized. Then the participant asked if 15% is the most optimistic, what is the most realistic or lowest? Georgia explained that they do not have the exact percent, that it all depends on the support of the community, but that affordable housing is a goal for the City so they are optimistic.
- **Type 1**-Participants agree that these homes should be near schools for safety since there are more children. Least focus should be on building Type 3 homes. Most houses in Wilsonville are single-family homes and are less affordable.
- **Type 2**-Near retail stores- Near “Main Street”
- **Type 3** closer to the Grange, more isolated- Again, participants concur with that opinion. Focus the least on building this type of home.
- The tallest buildings should be placed far away from power lines, and whatever is built, make sure there is a lot of parking space.
- 3. **Community Gathering Places:** *Which are the potential uses for the Grange? What ideas do you have for the East Neighborhood Park? What other community gathering places should there be?*
 - A Community Center near the park; Park and community center should be located away from traffic for safety
 - Picnic tables
 - Place to barbecue
 - Swimming Pool
 - Sports fields- soccer, tennis
 - Walking and biking trails
 - A road so we could drive and carry food to barbecue
 - A covered space due to rainy days, so families can celebrate birthdays
- 4. **Connecting Destinations:** *Regarding the design concept map that shows connections, do these make sense to you? Are there other important destinations to connect? Where should trails be located?*
 - Biking trails
 - Walking trails
 - Consider those who have mobility issues
 - These trails
 - Connecting path should have the shape of an “S” instead of a “C”

After the discussion, Georgia and Andrew thanked participants for their meaningful contributions.



Online Survey

Overview

A survey was posted to *Let's Talk Wilsonville!* on May 17 and ran through May 31. The survey had three components: housing history and preference, location of housing types in Frog Pond East and South, and feedback on proposed amenities such as use of the historic grange and park programming. Through May 31 the survey had 46 respondents. More information on responses to individual questions can be found in attached summary.

Of the 46 respondents, 40 currently live in a detached single-family home. A preference for detached single-family homes from this group remained consistent throughout the survey. Detached single-family was by far the predominant preference for respondents if they were to seek a different home in the coming years. In addition, the overall preference for the Type 3 Housing Form was clear. Only 5 respondents indicated they did not prefer Type 3, compared to 14 for Type 2 and 25 for Type 1. It was not unexpected existing single-family homeowners would have this type of response.

Other survey questions brought additional insights about preferences and potential future needs. As can be seen in some of the other outreach results, generally there is a preference for detached units. The ideal of the detached home runs strong. A particularly interesting survey question was if respondents could not afford a detached single-family home what other type of housing they would consider. Half of respondents (23) said a townhouse, the next most frequently selected options were cottage cluster (19), plexes (16), cluster housing (13), and apartment or condo (11).

Respondents were also asked best and preferred location for different housing forms in Frog Pond East and South, referencing the map below.

1. Adjacent to the neighborhood retail and next to Stafford road
2. Outer area of East Neighborhood between creek corridors
3. Central area of East Neighborhood, near power line easement areas
4. South Neighborhood near future community park
5. Southern portion of South Neighborhood area near middle school
6. Central East Neighborhood
7. Southeastern corner of South Neighborhood near natural area and rural residences

Locations 1 and 3 were the only locations where a majority of respondents did not indicate a preference for the Type 3 housing form. A majority of respondents indicated Type 1 housing form as the appropriate housing form for Location 1. Type 2 housing form had the most respondents feeling it is most appropriate for Location 3.



Respondents were also asked to rank all seven locations in order of preference for each Type of housing form. The results indicated as follows:

- For Type 1 housing form, Location 1 was most preferred, followed by Location 3, with locations 7 and 2 being the least preferred
- For Type 2 housing form, Location 3 was most preferred, followed by Location 4, with locations 6 and 7 being the least preferred
- For Type 3 housing form, Location 7 was most preferred, followed by Location 5, with Location 1 being by far the least preferred, followed by Location 3.

Detailed responses to use of the grange and parks will be retained for reference during further work on designing and programming these areas in the coming months.

May 2022 Community Survey

SURVEY RESPONSE REPORT

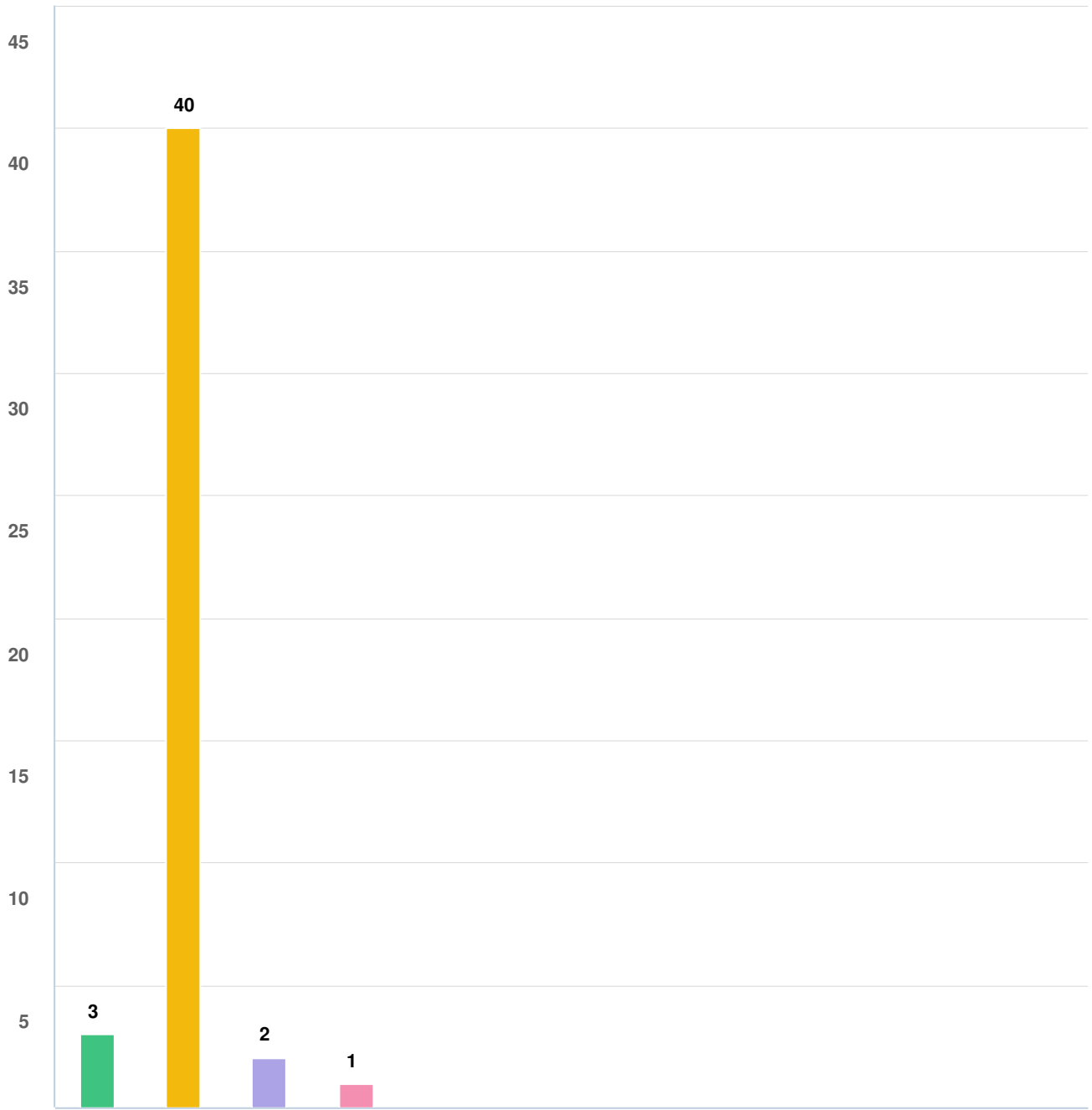
01 May 2022 - 30 May 2022

PROJECT NAME:

Frog Pond East and South Master Plan



Q1 Which of the following types of housing do you currently live in?

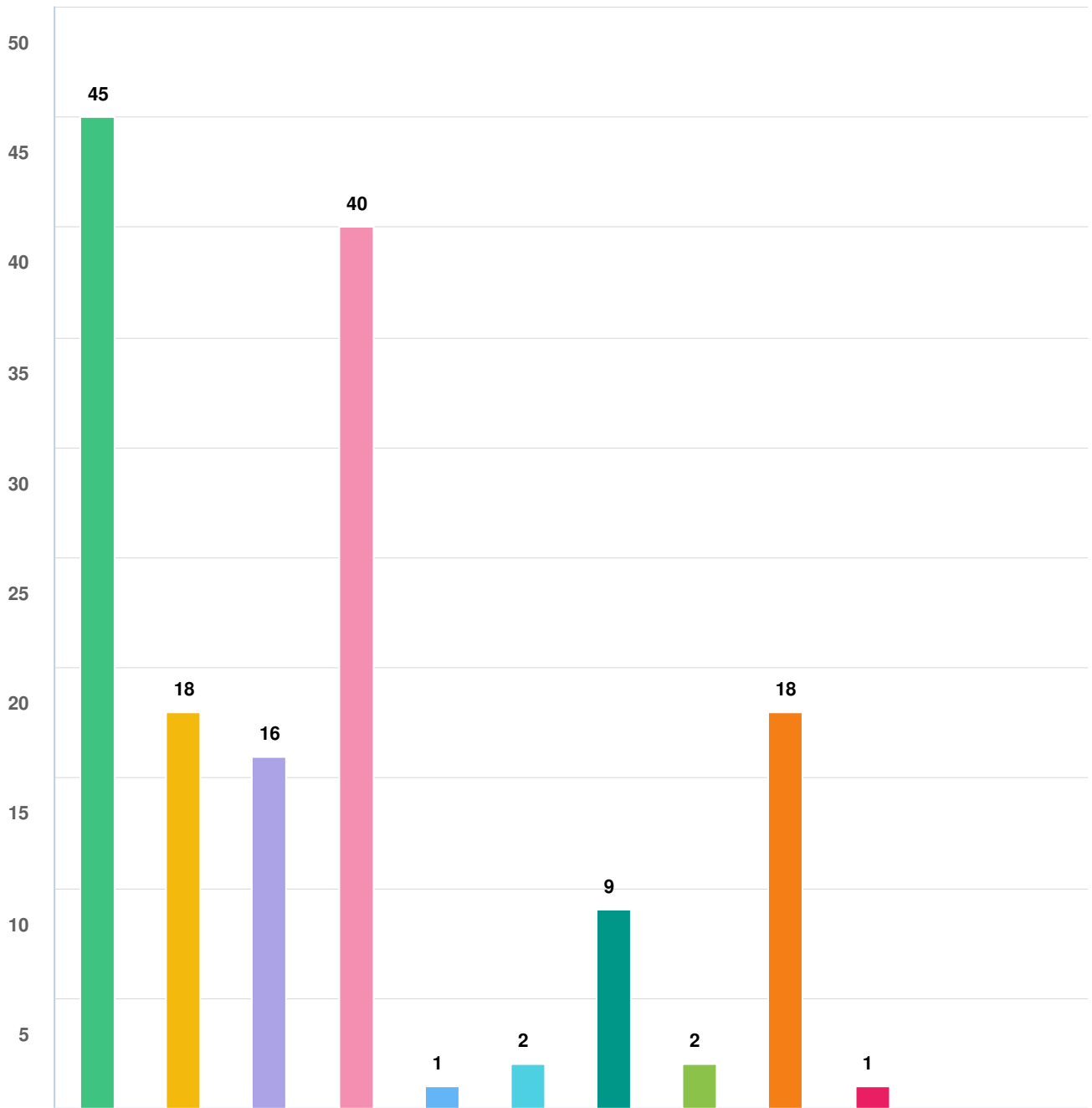


Question options

- Townhouse ● Detached single-family home ● Apartment or Condo ● Accessory Dwelling Unit "ADU"
- Duplex, triplex, quadplex ● Manufactured Home or Mobile Home ● Cluster Housing ● Cottage Cluster
- Congregate housing (i.e. dorms, etc.) ● RV (more than 30 days in a row without another home)
- I am currently houseless ● Other (please specify)

Mandatory Question (46 response(s))
 Question type: Checkbox Question

Q2 Which of the following types of housing have you lived in during your life? (select all that apply)

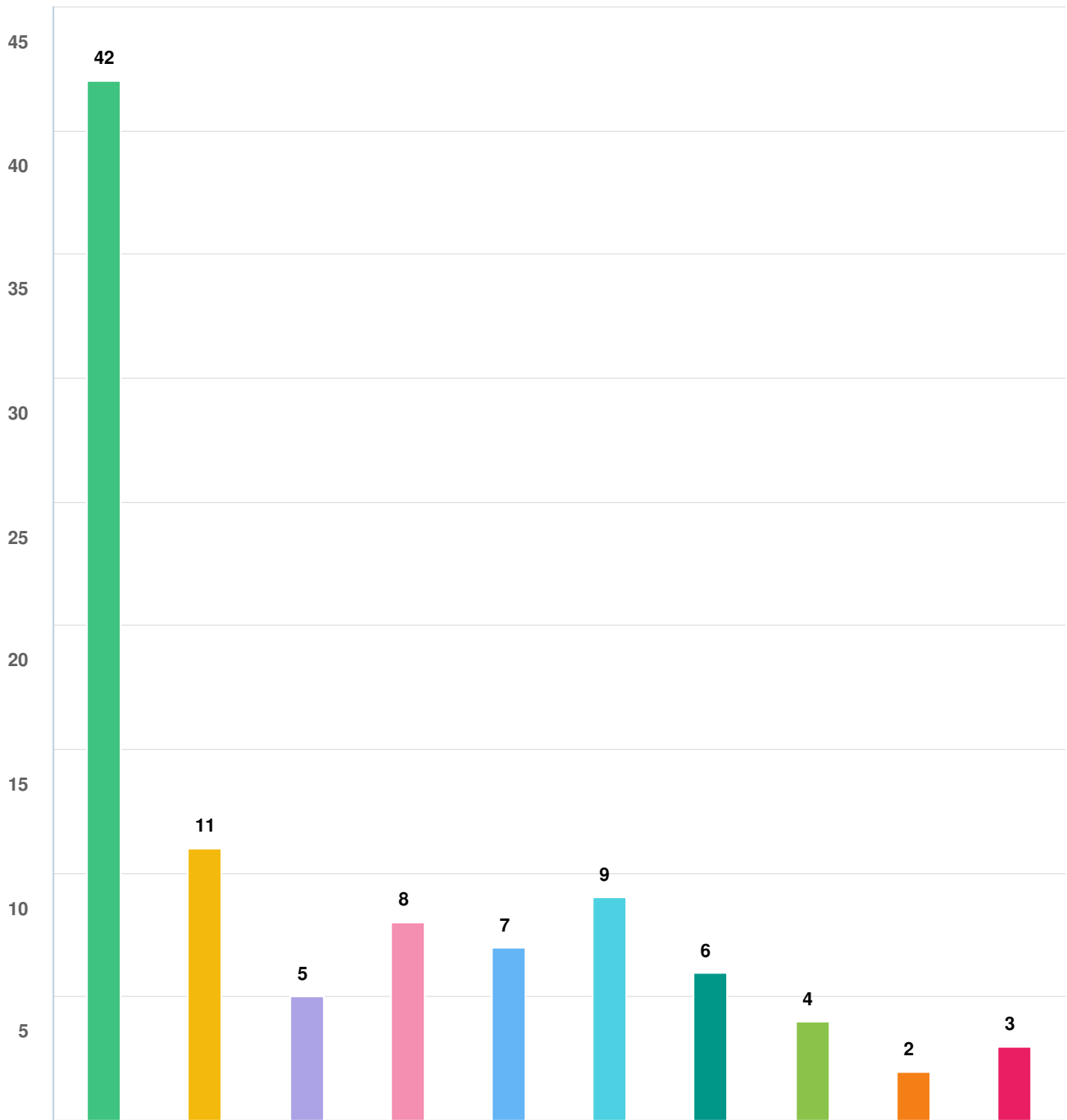


Question options

- Detached single-family home ● Duplex, triplex, quadplex ● Townhouse ● Apartment or Condo
- Cottage Cluster ● Accessory Dwelling Unit "ADU" ● Manufactured Home or Mobile Home
- RV (more than 30 days in a row without another home) ● Congregate housing (i.e. dorms, etc.)
- I have experienced being houseless ● Cluster Housing ● Other (please specify)

Mandatory Question (46 response(s))
 Question type: Checkbox Question

**Q3 Which of the following types of housing do you think you may live in in the future?
(select all that apply)**

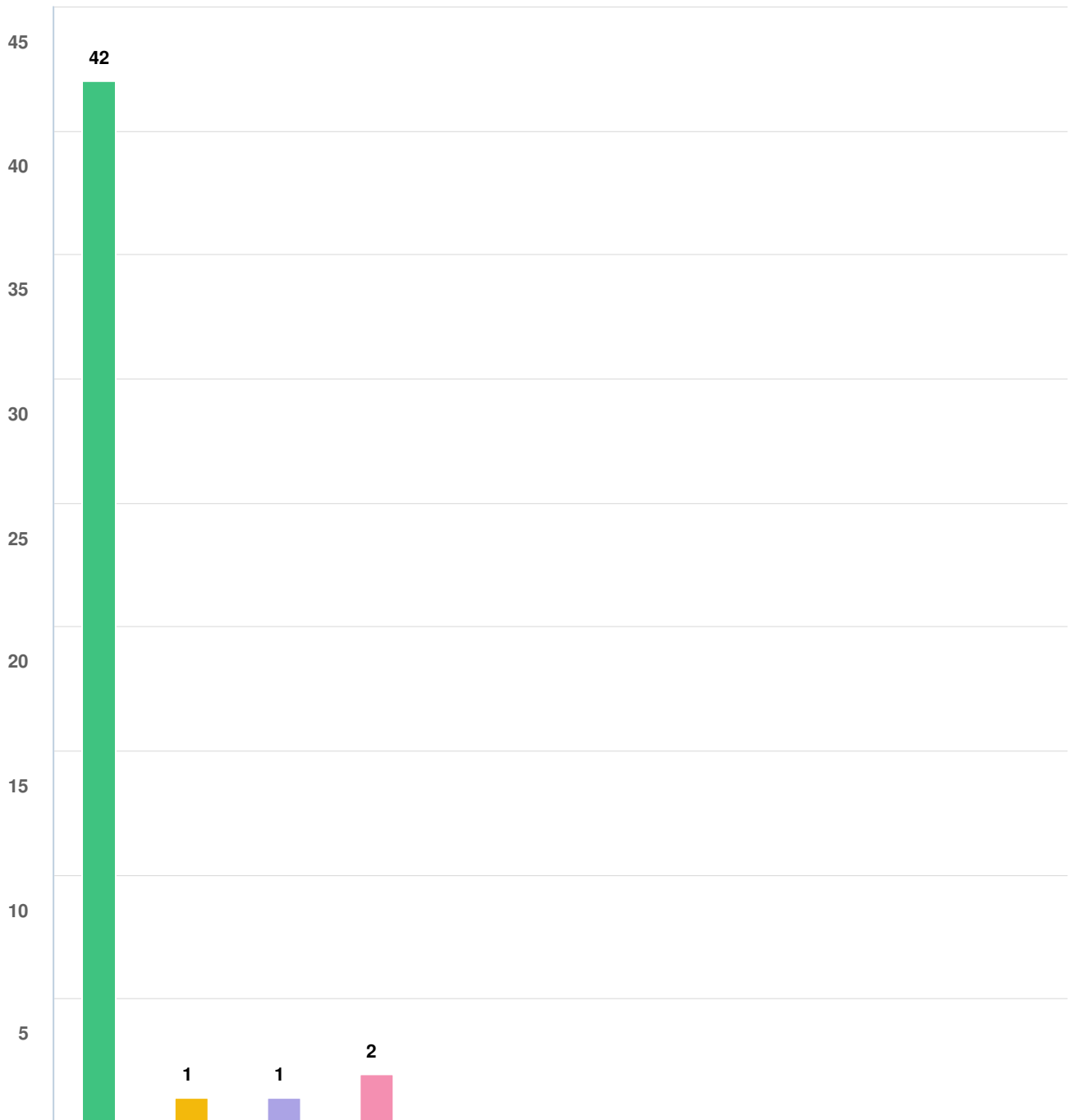


Question options

- Detached single-family home
 ● Apartment or Condo
 ● Duplex, triplex, quadplex
 ● Townhouse
- Cluster Housing
 ● Cottage Cluster
 ● Accessory Dwelling Unit "ADU"
 ● Manufactured Home or Mobile Home
- RV (more than 30 days in a row without another home)
 ● Congregate housing (i.e. dorms, etc.)

Mandatory Question (46 response(s))
Question type: Checkbox Question

Q4 If you were searching for a home in Wilsonville today or in the next few years, and cost was not a consideration, which of ...

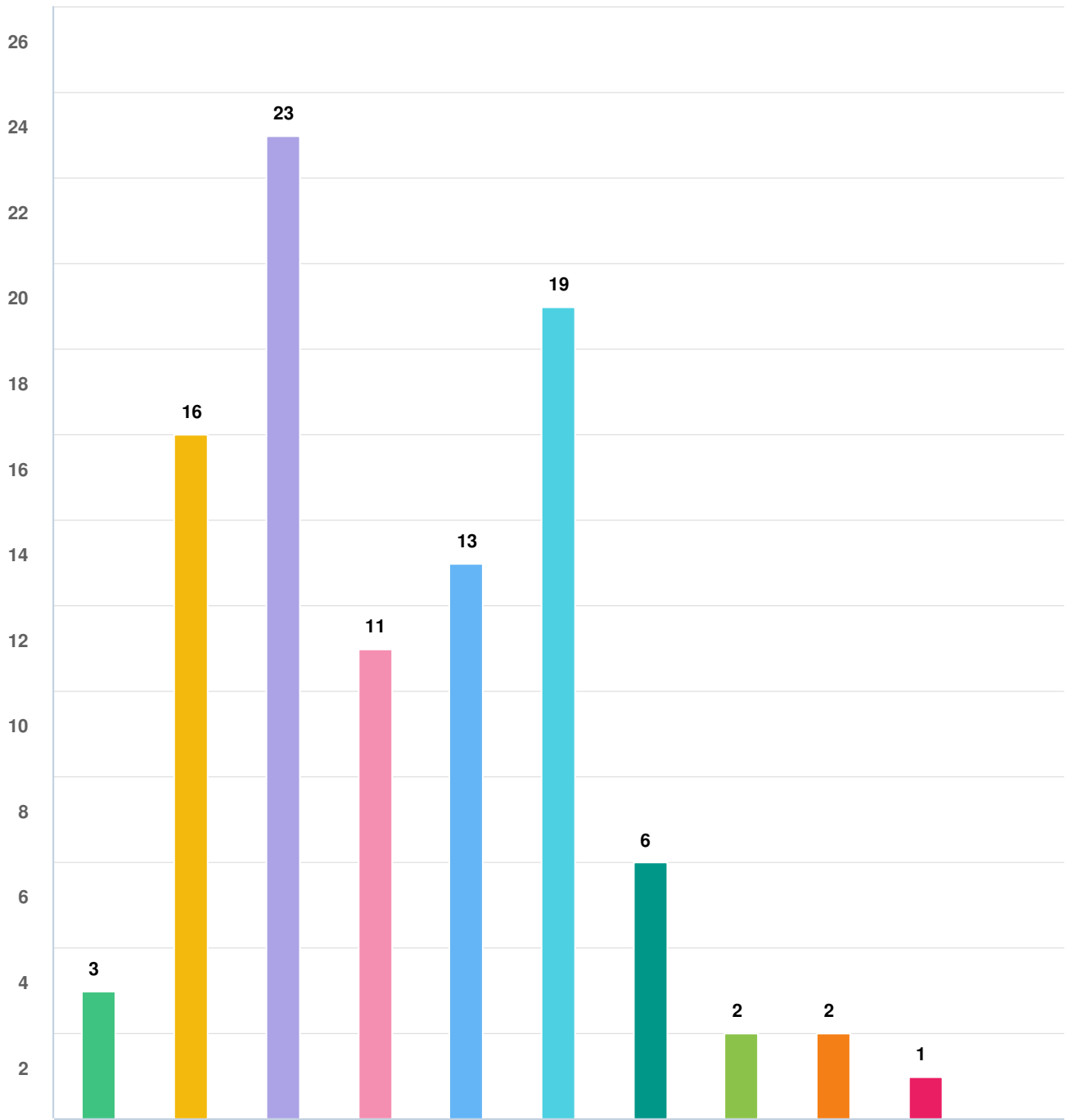


Question options

- Detached single-family home
 ● Townhouse
● Cluster Housing
● Cottage Cluster
● Duplex, triplex, quadplex
- Apartment or Condo
 ● Accessory Dwelling Unit "ADU"
● Manufactured Home or Mobile Home
● RV
- Congregate housing (i.e. dorms, etc.)
 ● Other (please specify)

Mandatory Question (46 response(s))
 Question type: Checkbox Question

Q5 If you could not afford the preferred type of housing indicated in Question 5, which of the following types of housing woul...

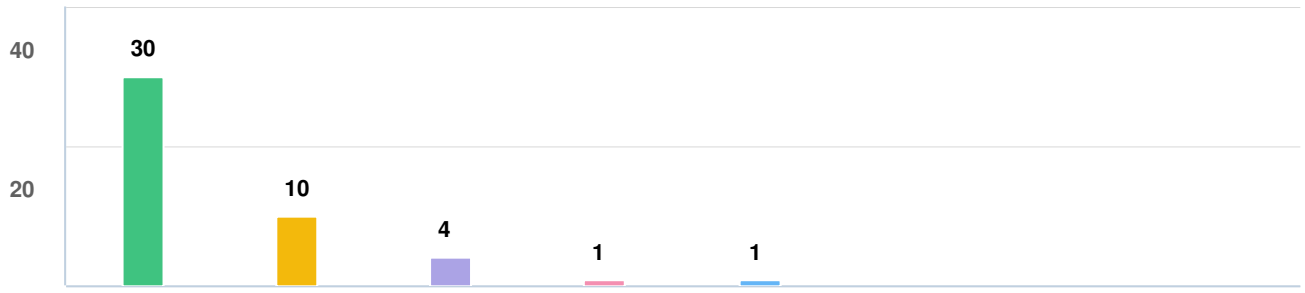


Question options

- Detached single-family home
 ● Duplex, triplex, or quadplex
 ● Townhouse
 ● Apartment or Condo
- Cluster Housing
 ● Cottage Cluster
 ● Accessory Dwelling Unit "ADU"
 ● Manufactured Home or Mobile Home
- RV
 ● Congregate housing (i.e. dorms, etc.)
 ● Other (please specify)

Mandatory Question (46 response(s))
 Question type: Checkbox Question

Q6 Which of the following best describes your current living situation?

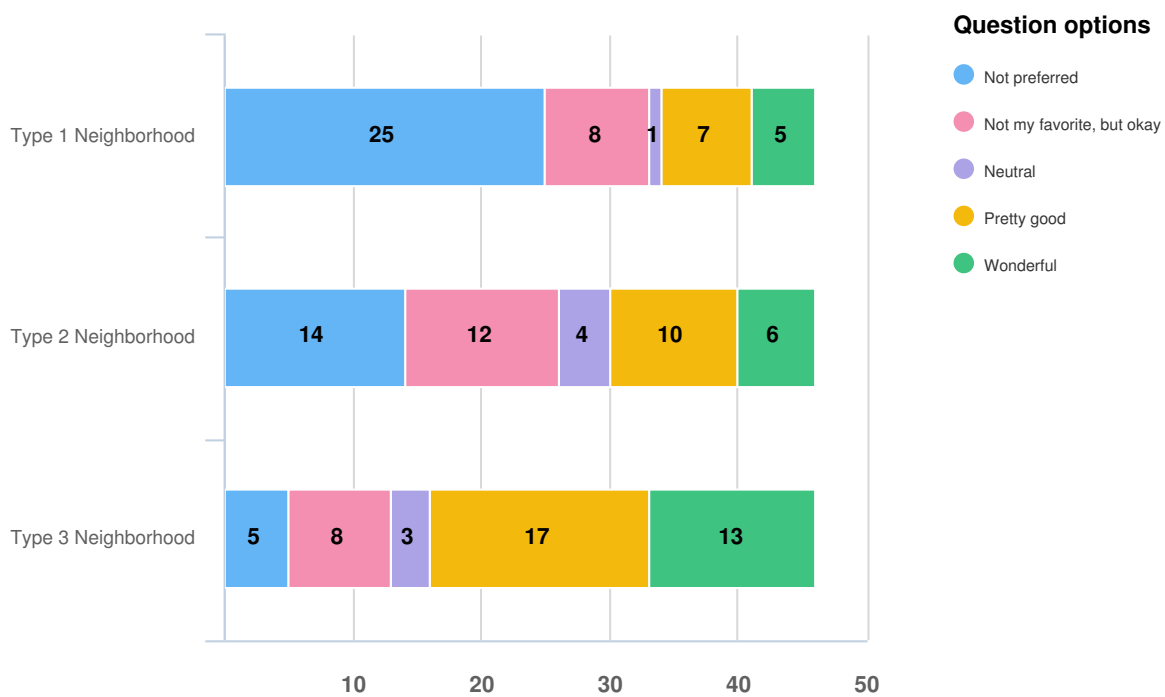


Question options

- I own my home and have or share primary responsibility for the mortgage
- I own my home and it is paid off
- I rent my home and have or share primary responsibility for the rent
- I live in a home owned by family or friends but do not help pay the mortgage
- I live in a home rented by family or friends but do not help pay the rent
- I do not have secure housing or I am currently houseless
- Unsure
- Other (please specify)

Mandatory Question (46 response(s))
Question type: Checkbox Question

Q7 How do you generally feel about the different neighborhood design types

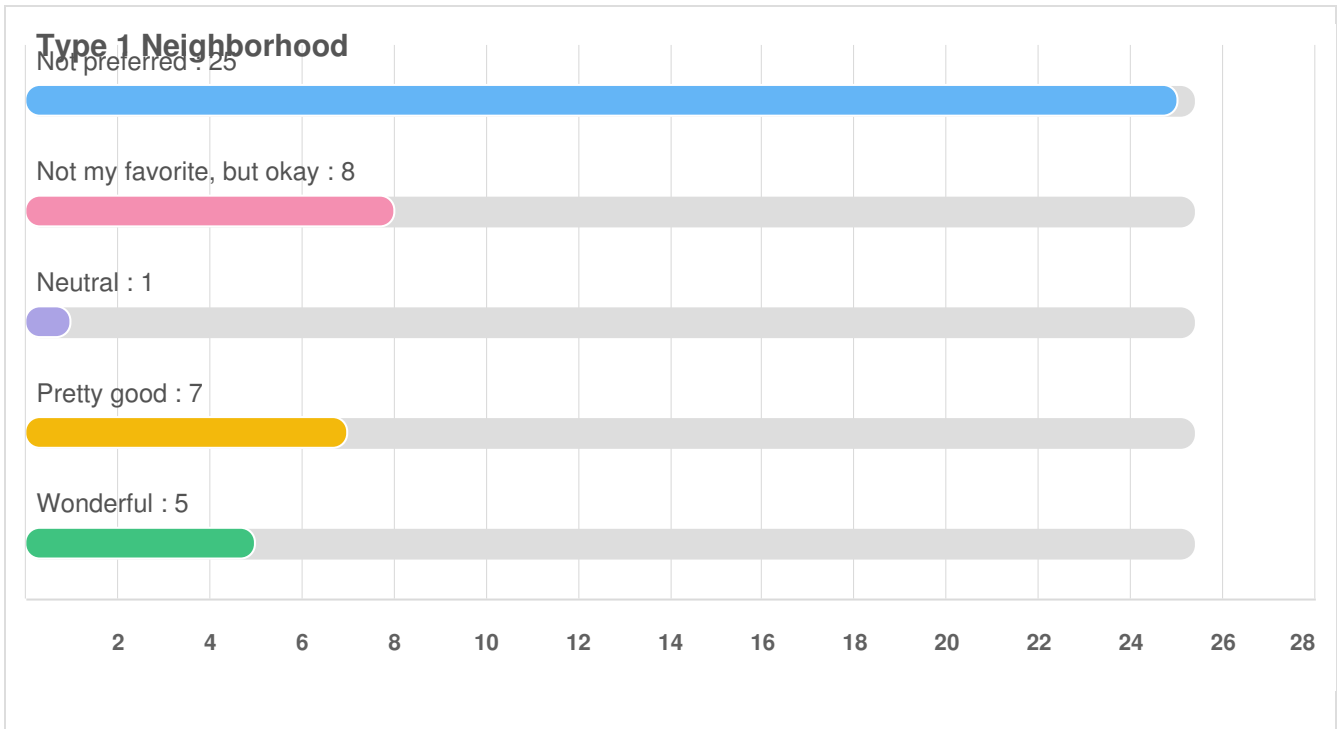


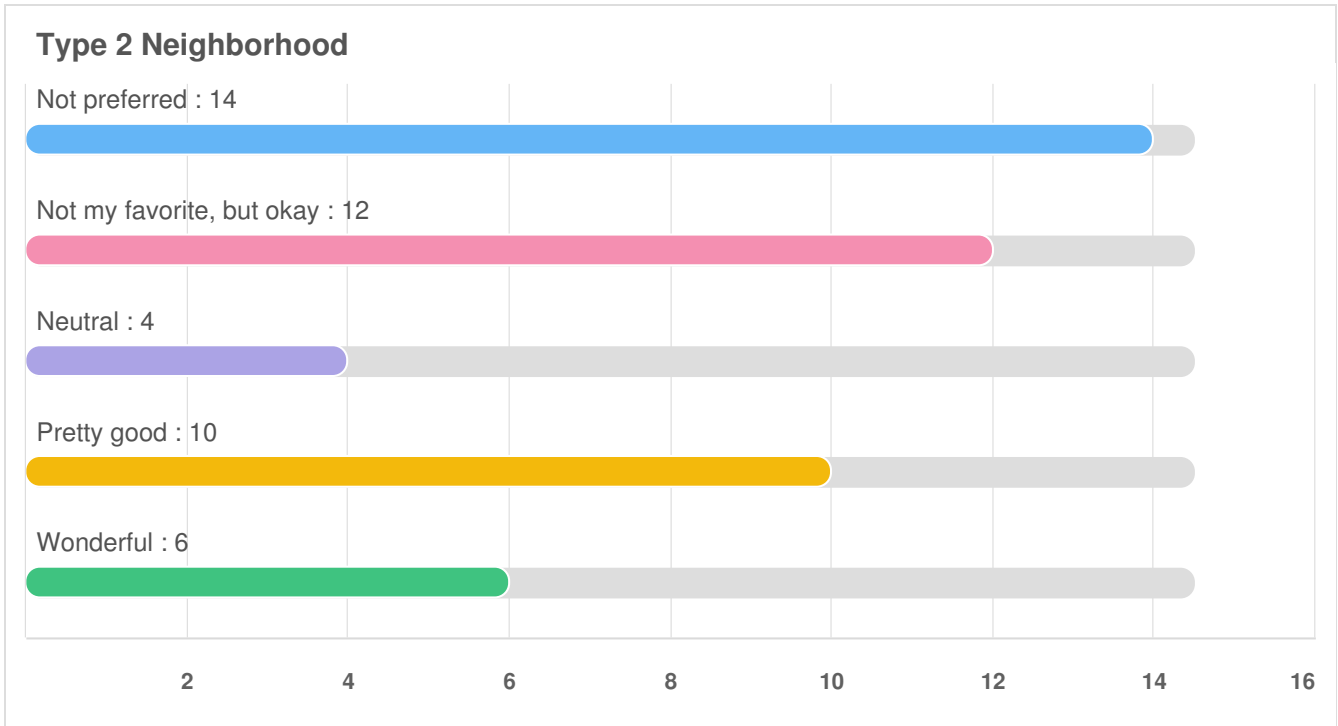
Question options

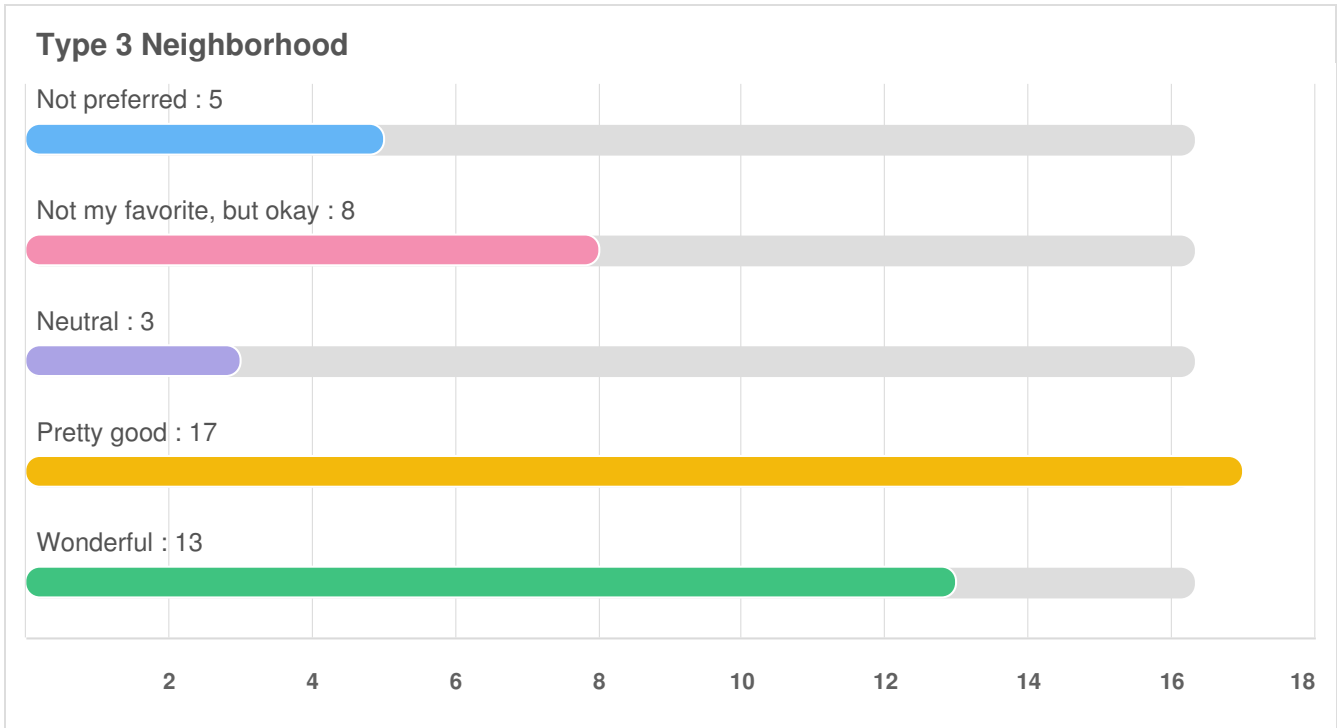
- Not preferred
- Not my favorite, but okay
- Neutral
- Pretty good
- Wonderful

Optional question (46 response(s), 0 skipped)
Question type: Likert Question

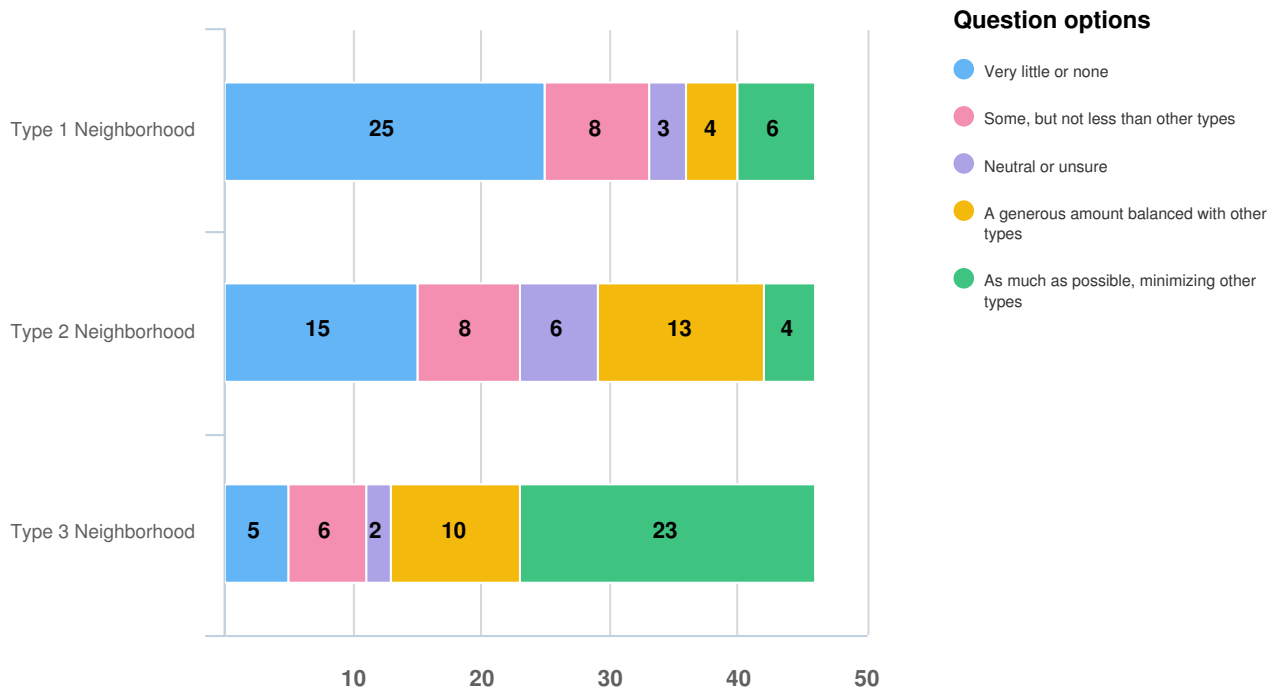
Q7 | How do you generally feel about the different neighborhood design types





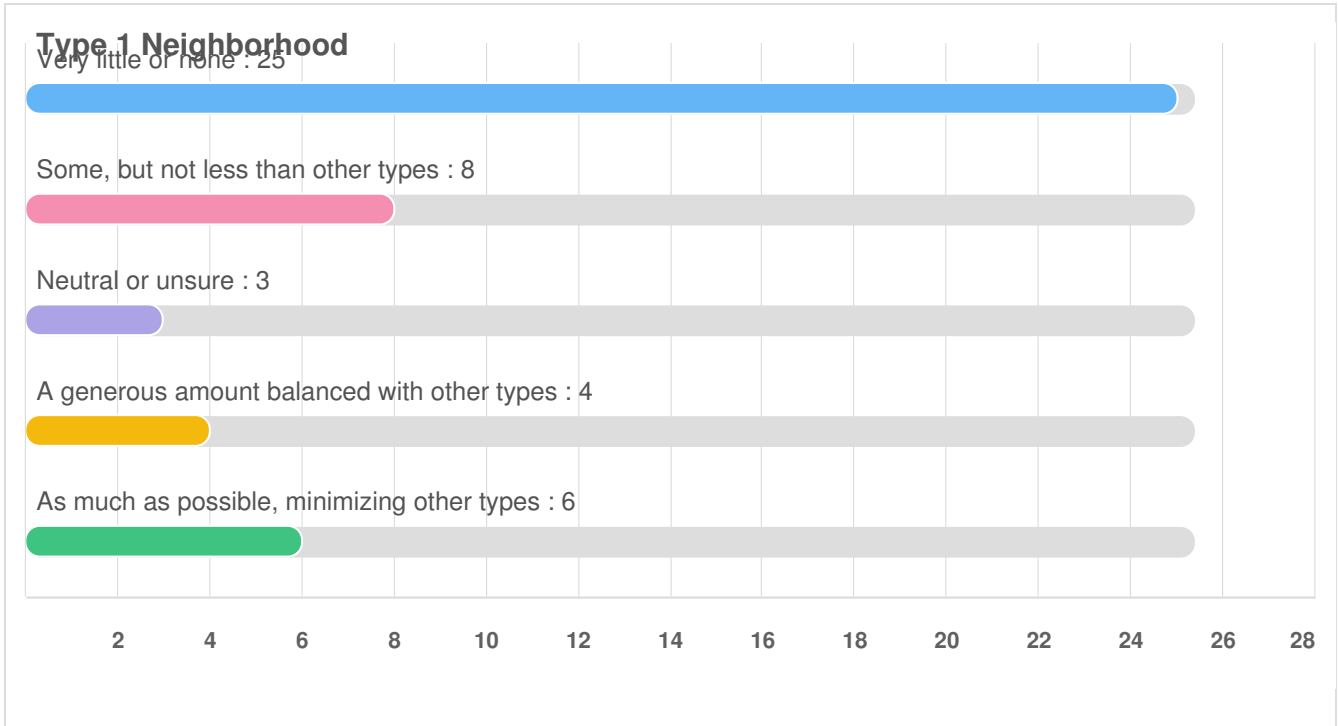


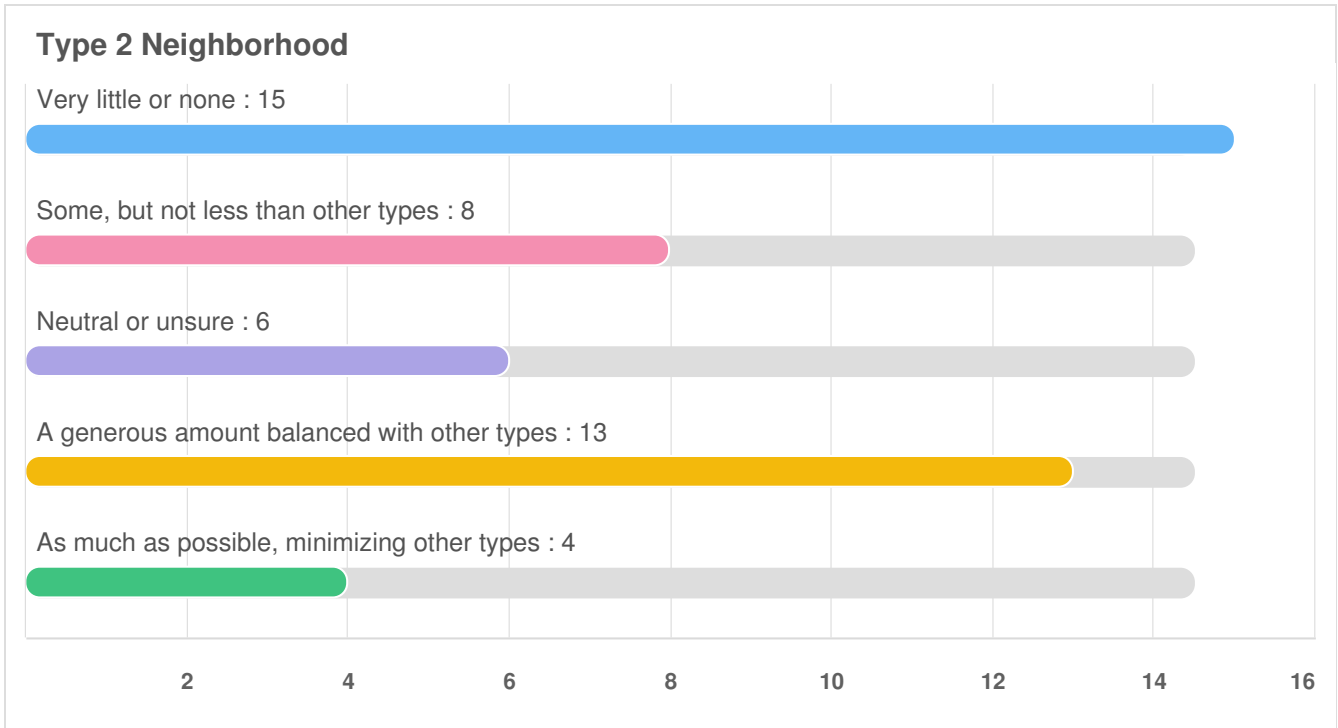
Q8 In your opinion, how much of each neighborhood type should be planned for in the Frog Pond East and South neighborhoods (sh...

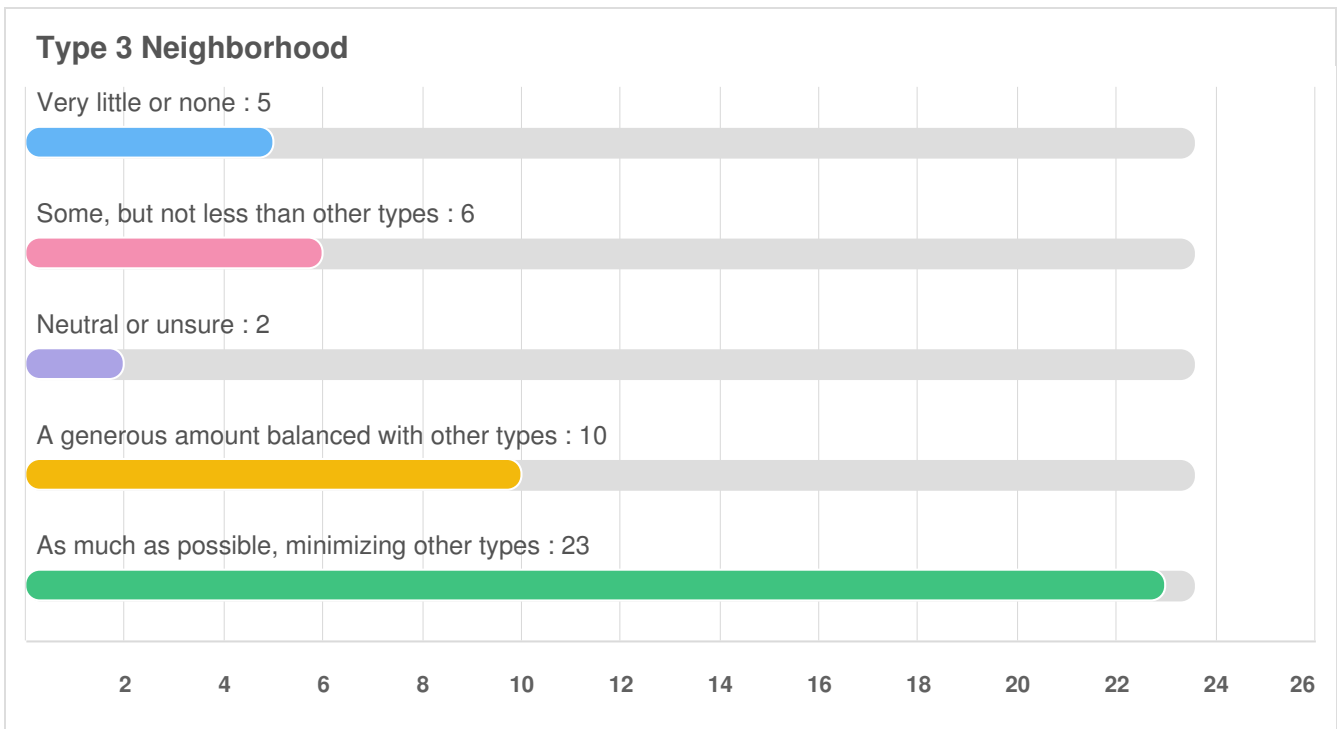


Mandatory Question (46 response(s))
Question type: Likert Question

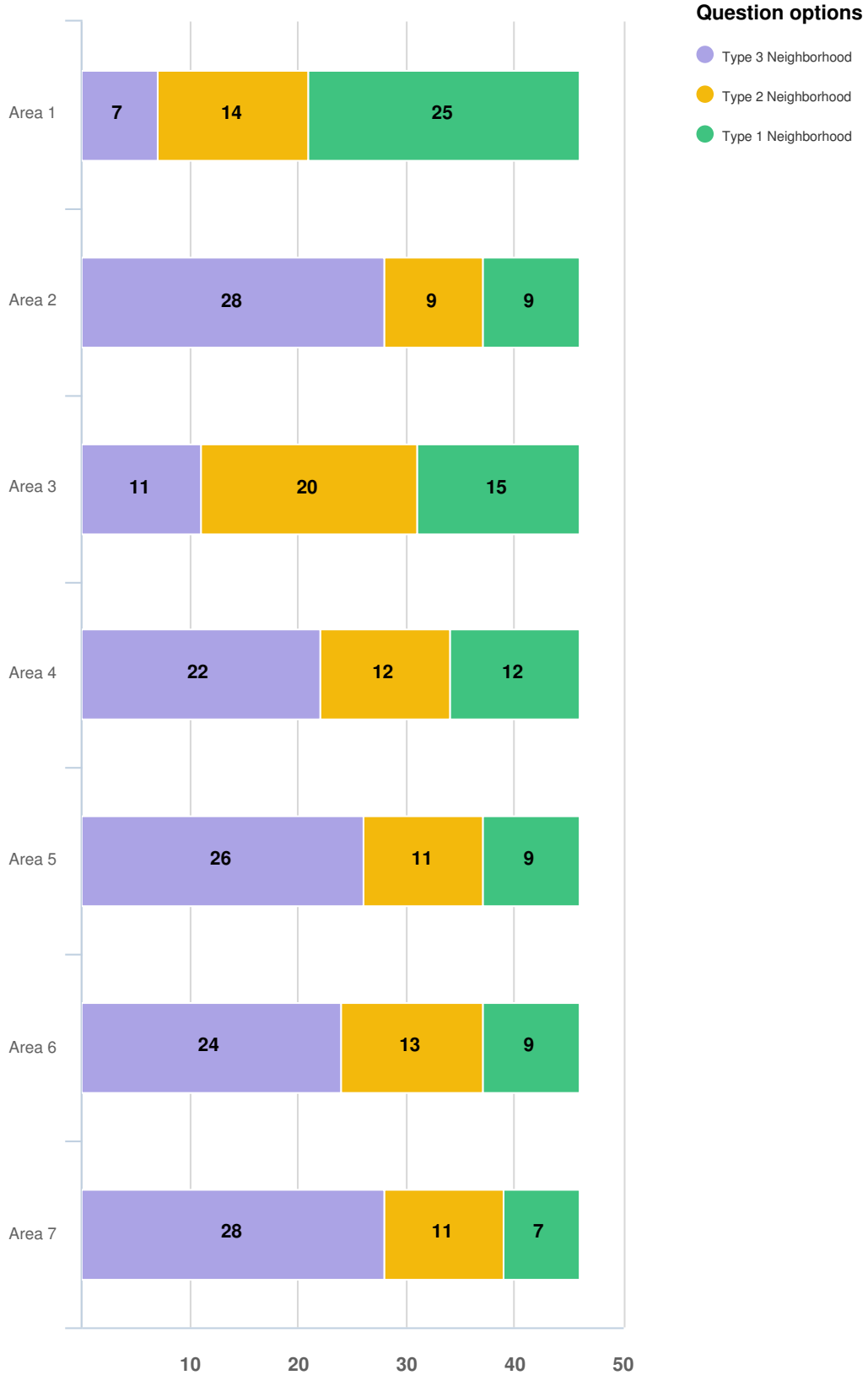
Q8 | In your opinion, how much of each neighborhood type should be planned for in the Frog Pond East and South neighborhoods (sh...





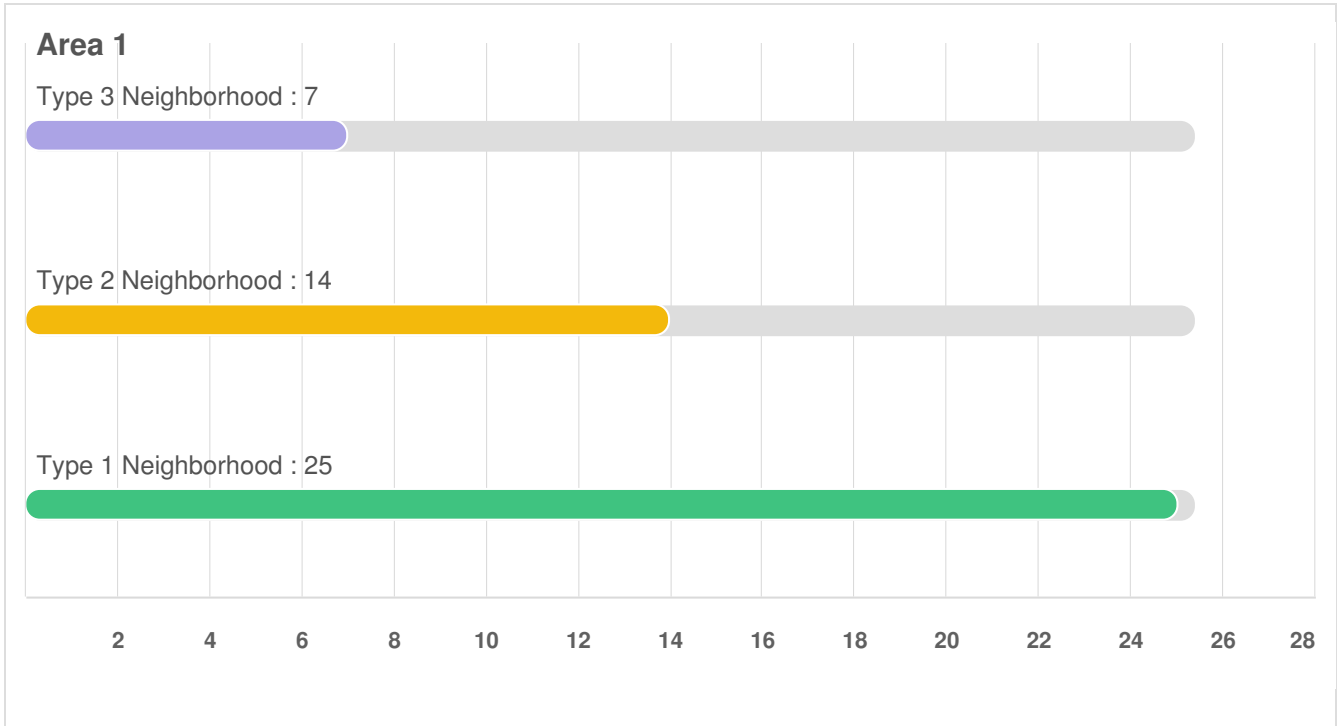


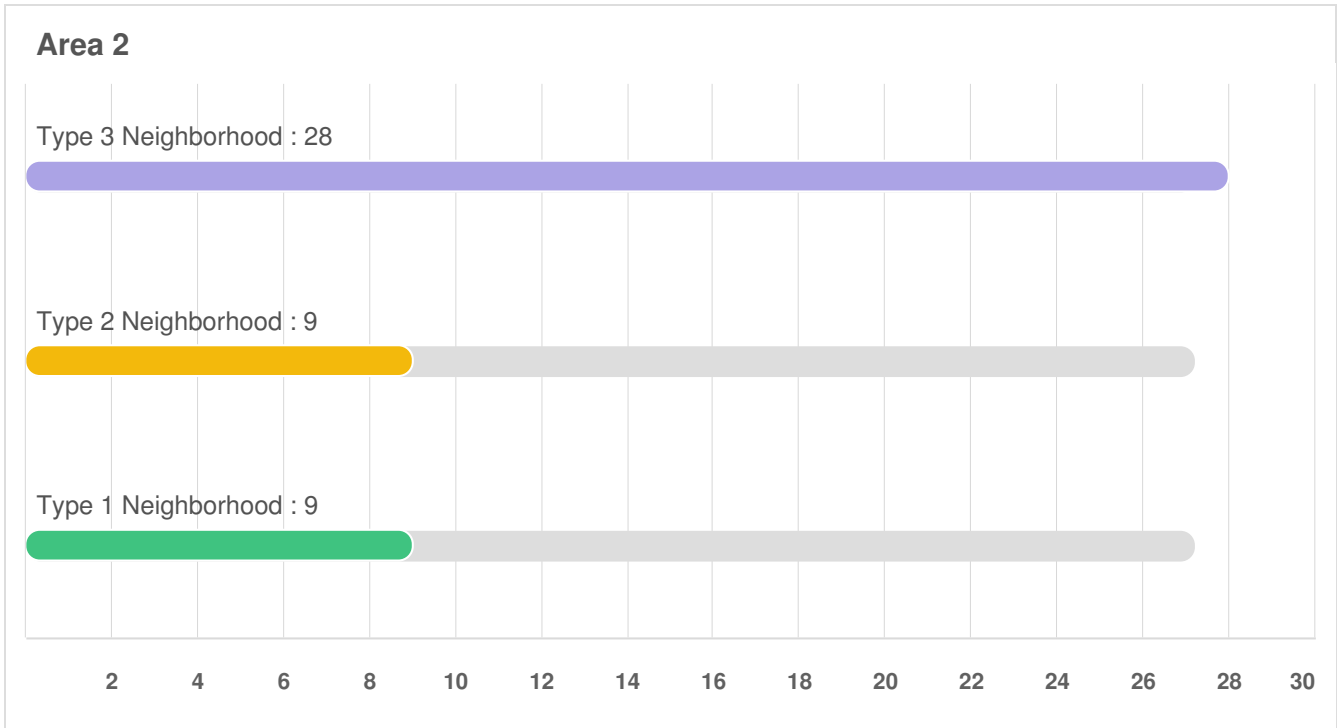
Q9 In your opinion, what neighborhood design type is most appropriate for each location in the map above

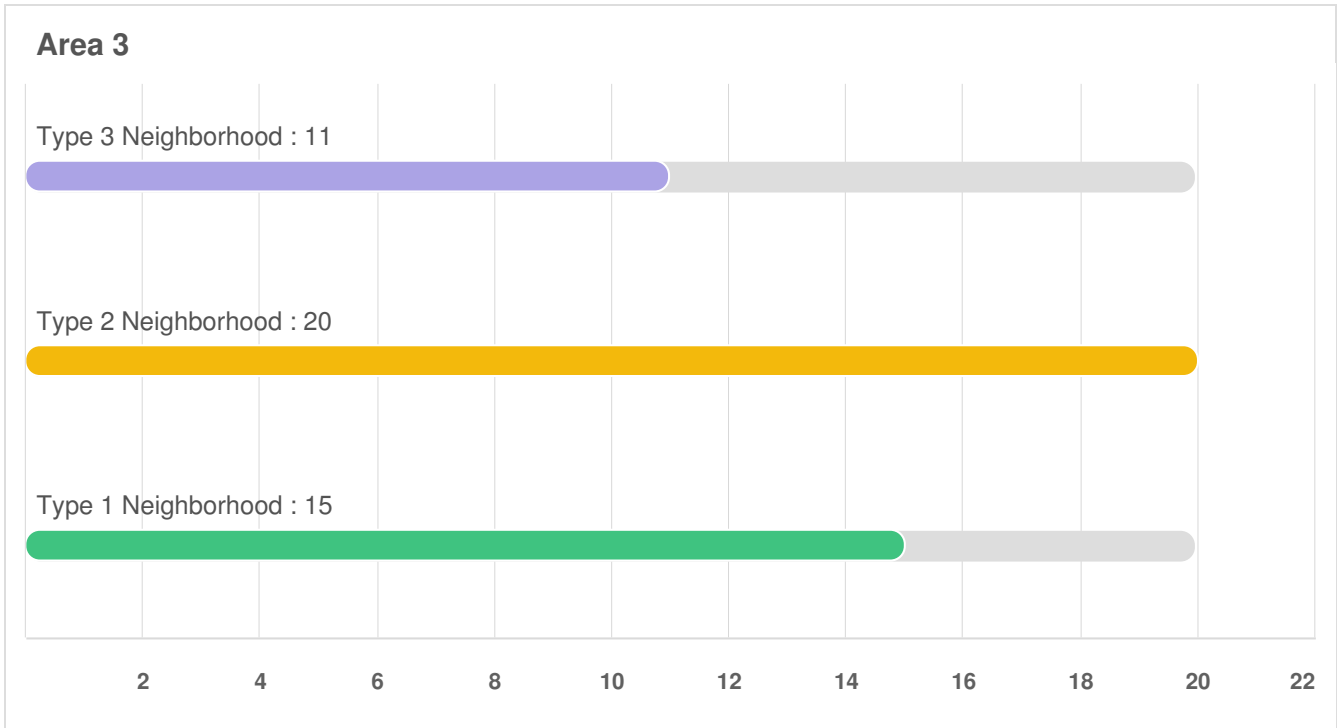


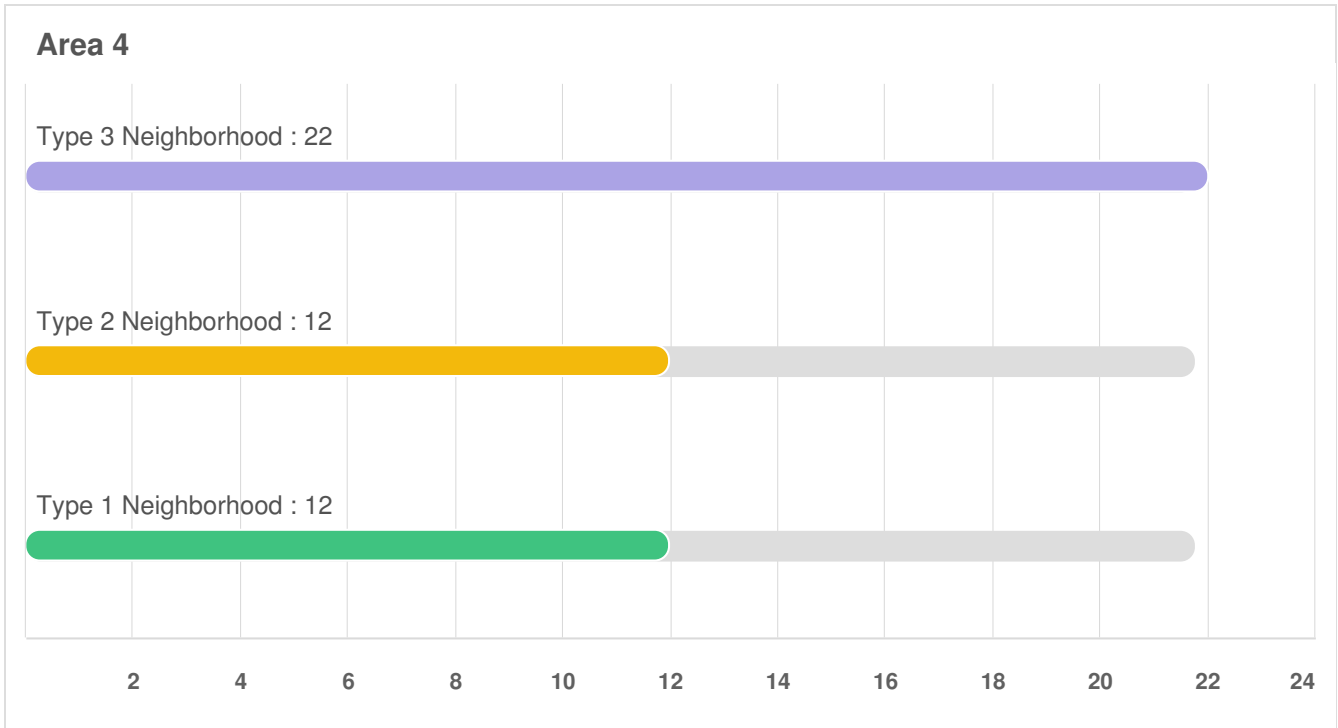
Mandatory Question (46 response(s))
Question type: Likert Question

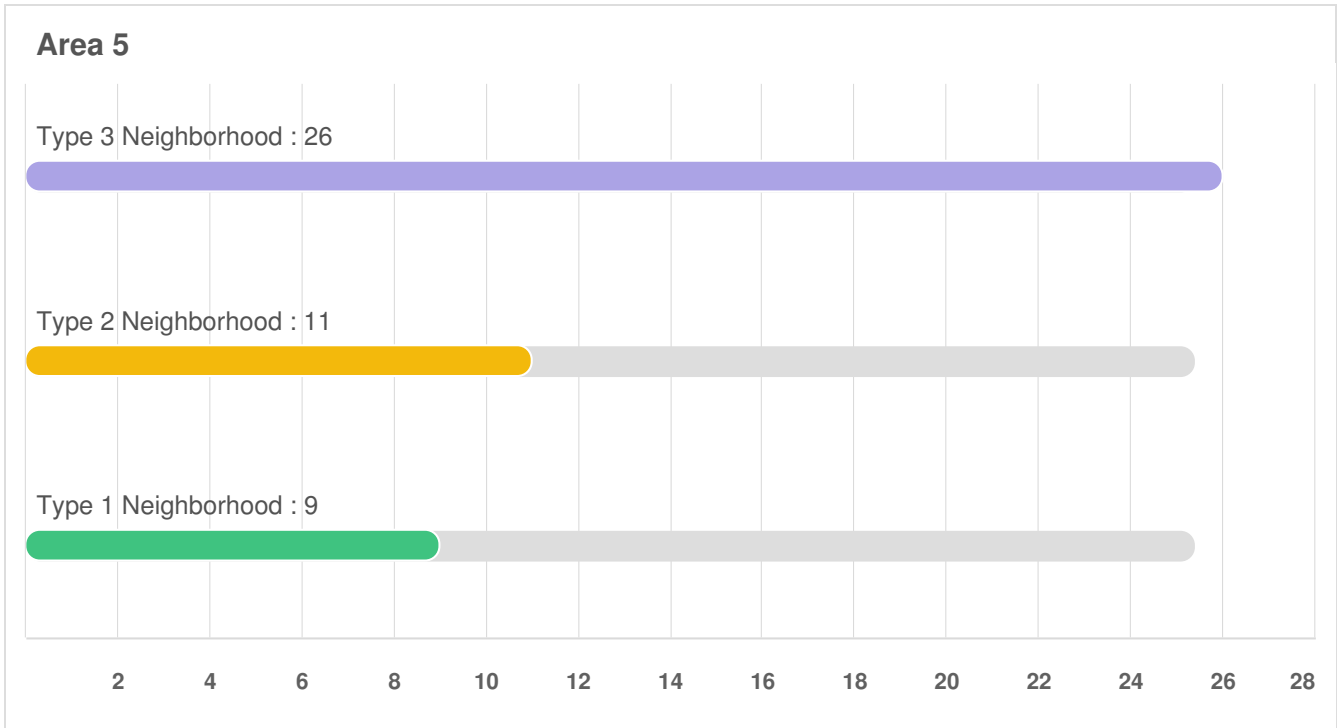
Q9 | In your opinion, what neighborhood design type is most appropriate for each location in the map above

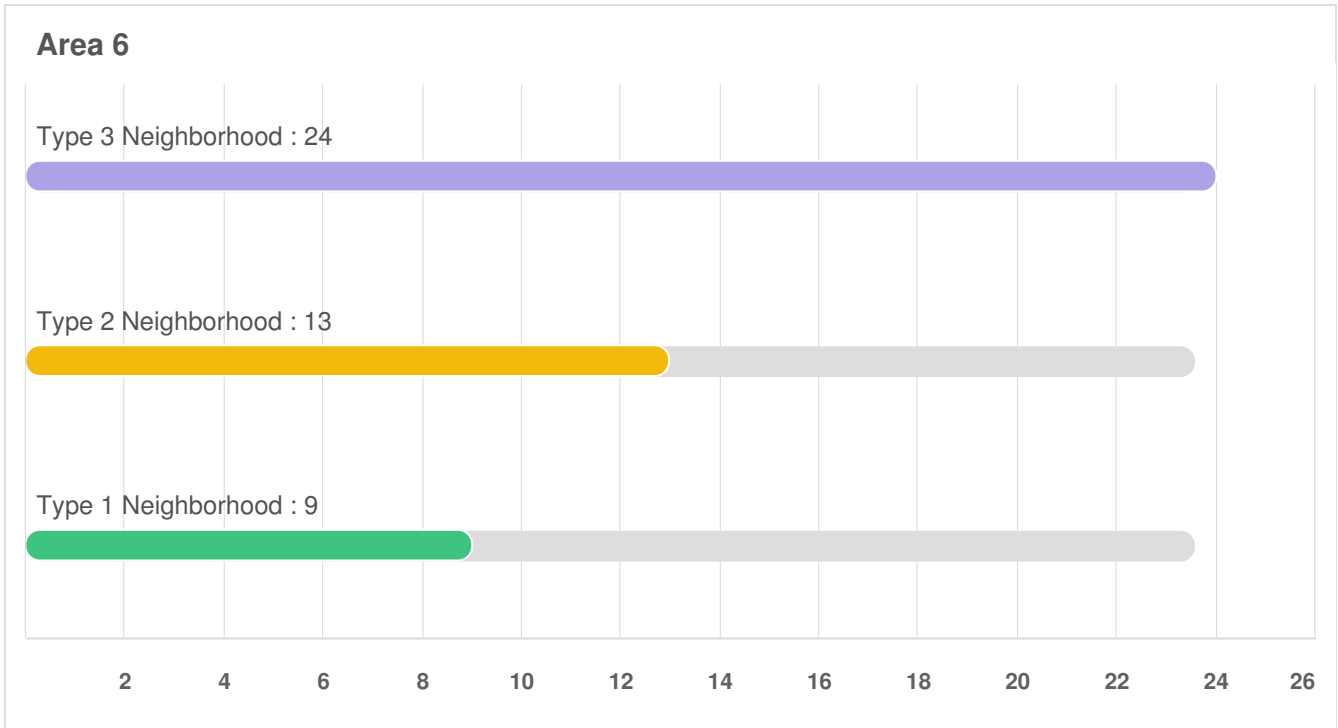


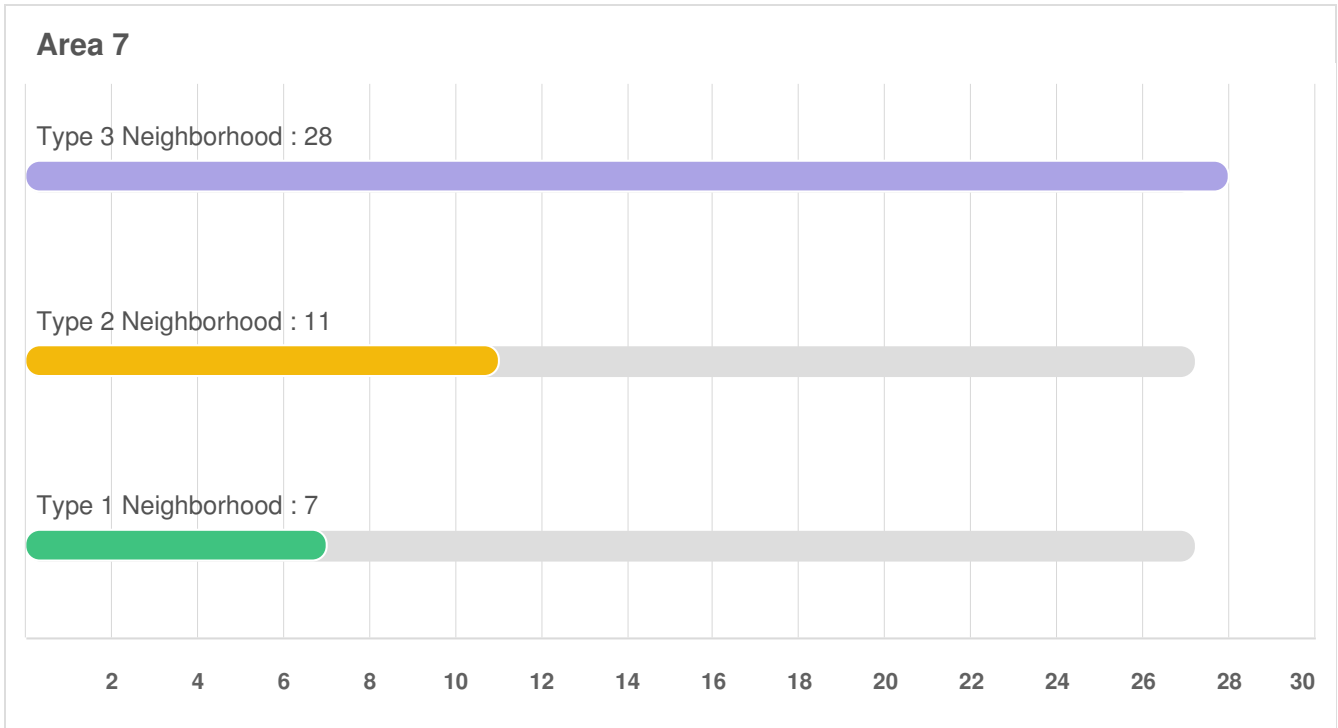












Q10 Rank the locations in the neighborhoods from most preferred location (1) to least preferred location (7) for the Type 1 Nei...

OPTIONS	AVG. RANK
Area 1	2.46
Area 3	3.40
Area 4	3.71
Area 6	4.36
Area 2	4.60
Area 5	4.62
Area 7	4.82

Optional question (46 response(s), 0 skipped)
Question type: Ranking Question

Q11 Rank the locations in the neighborhoods from most preferred location (1) to least preferred location (7) for the Type 2 Neighborhood design type. (optional)

OPTIONS	AVG. RANK
Area 3	3.23
Area 4	3.44
Area 1	3.58
Area 2	4.16
Area 5	4.44
Area 6	4.56
Area 7	4.58

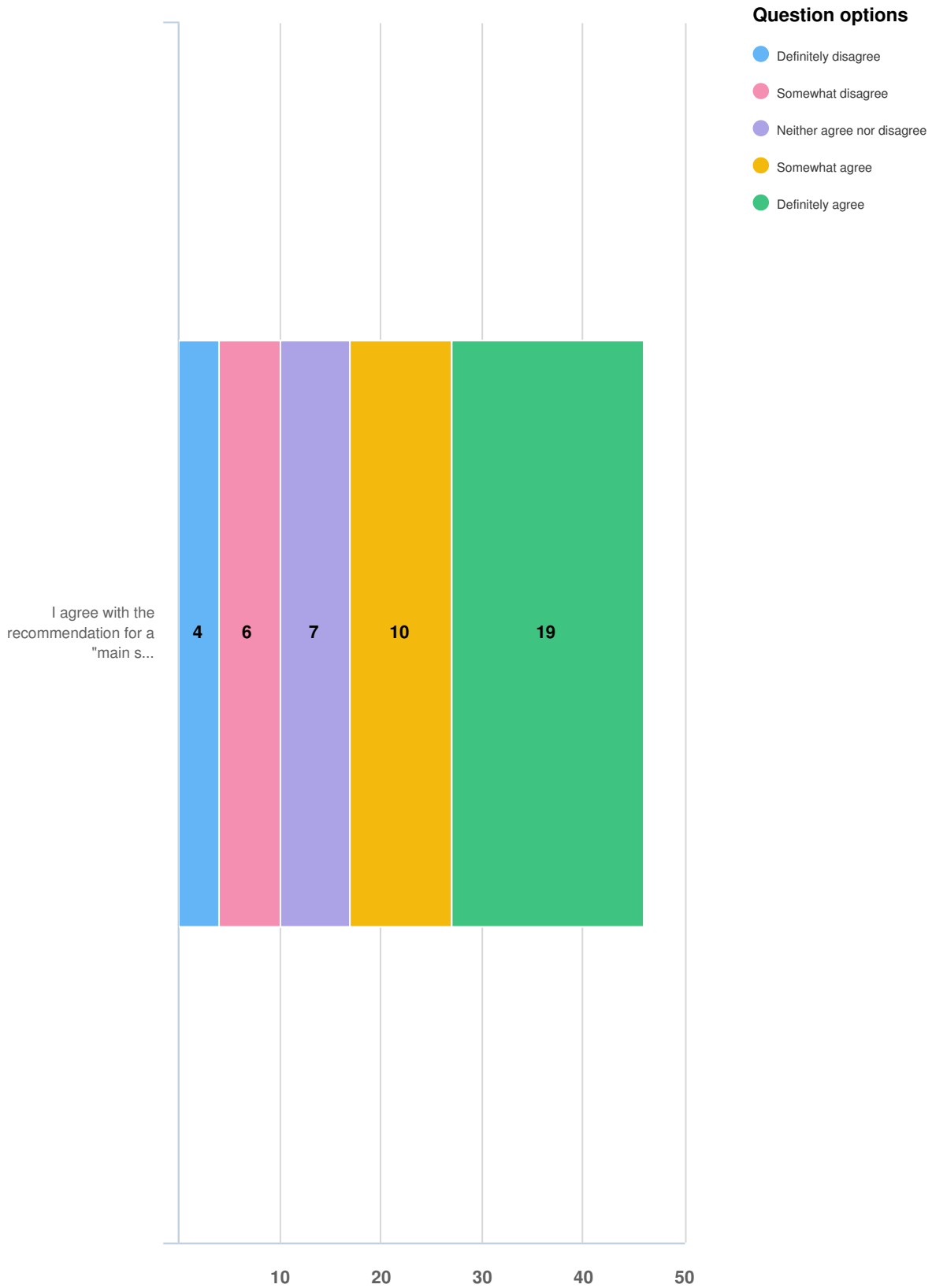
Optional question (43 response(s), 3 skipped)
Question type: Ranking Question

Q12 Rank the locations in the neighborhoods from most preferred location (1) to least preferred location (7) for the Type 3 Neighborhood design type. (optional)

OPTIONS	AVG. RANK
Area 7	3.21
Area 5	3.48
Area 2	3.81
Area 6	3.81
Area 4	4.02
Area 3	4.62
Area 1	5.05

*Optional question (42 response(s), 4 skipped)
Question type: Ranking Question*

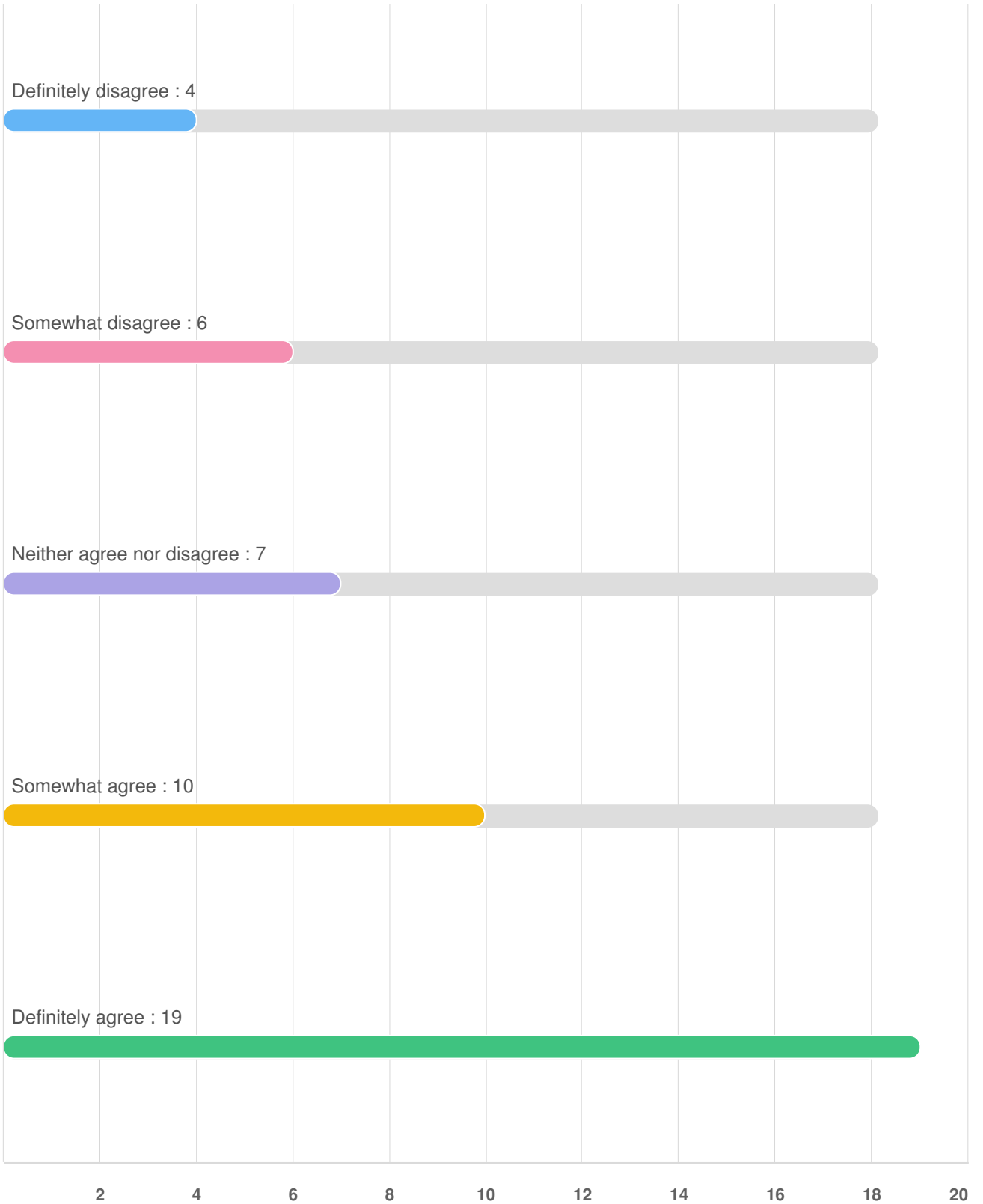
Q13 Indicate the degree to which you agree with the following statement:



Mandatory Question (46 response(s))
Question type: Likert Question

Q13 | Indicate the degree to which you agree with the following statement:

I agree with the recommendation for a "main street style" neighborhood commercial center on Brisband Street off Stafford Road.



Technical Memorandum

Date: May 31, 2022

Project: Wilsonville Frog Pond East and South Master Plan

To: Andrew Parish – APG/MIG
Joe Dills – APG/MIG

From: Mike Carr, PE – Murraysmith
Julia King, EIT – Murraysmith

Re: Existing Conditions Analysis - Water, Wastewater, Stormwater Infrastructure

Introduction

This technical memorandum provides a summary of the analysis performed to determine existing conditions for water, wastewater, and stormwater infrastructure for the Wilsonville Frog Pond East and South areas, to be documented in the area's Master Plan. The analysis includes a review of existing conditions, previously prepared planning documents, and a review of applicable standards for the systems.

Background

In 2015, the Frog Pond Area Plan (FPAP) was adopted by the City of Wilsonville. The Frog Pond area consists of three separate neighborhoods: West, East, and South. A master plan for Frog Pond West was developed in 2017 and development in Frog Pond West began soon after. Based on current information from the City, it is estimated that 80% of the parcels in Frog Pond West are currently under development.

In 2018, the Frog Pond East and South areas were brought into the regional Urban Growth Boundary (UGB). In 2021, the City began the process of preparing a master plan for Frog Pond East and South. The City is anticipating having the master plan completed and adopted by end of 2022.

Water, Sewer & Stormwater Existing Conditions

The existing conditions analysis included review of relevant background information provided by the City regarding water, sanitary sewer and stormwater infrastructure needed to serve the Frog Pond East and South area. These documents are described in the individual sections below.

The work also included discussions with City staff to learn the current status of related infrastructure projects, and to document any lessons learned from infrastructure development in the Frog Pond West area, currently under construction. The recommendations and observations for future infrastructure development to serve the land uses anticipated in the Frog Pond East and South areas were developed and are summarized below.

Existing Water Conditions

The water purveyor for the Frog Pond area is the City of Wilsonville. The City's *Water System Master Plan* (WSMP), adopted September 6, 2012, is the current basis for domestic water and fire system planning within the Frog Pond East and South. The water system recommendations in the 2015 FPAP still apply for the current Frog Pond East and South. These areas are planned to be extensions of water pressure Zone B which operates in an elevation range from 100 ft to 285 ft and has a hydraulic grade of 400 ft.

Figure 1 shows the existing water system in the Frog Pond area, and identifies off-site improvements needed to serve the area. These are further described below.

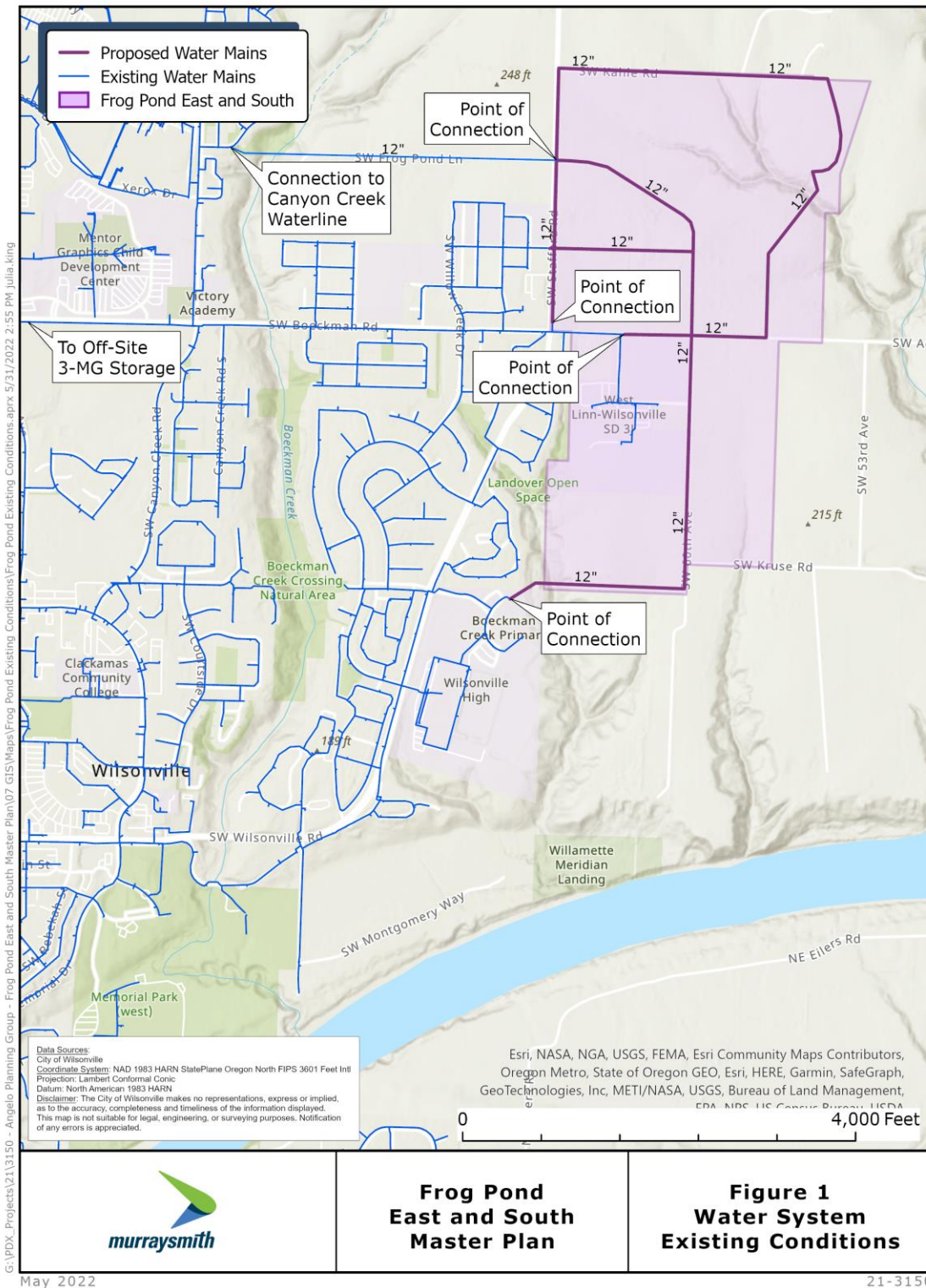
An existing 12-inch waterline in Boeckman Road, extending east to the intersection of Stafford Road, is considered the primary backbone connection to the City's water supply and storage system. The FPAP identified a new point of connection to the existing distribution system would be needed from Frog Pond South near the Boeckman Creek Primary School. The FPAP also identified a connection to the existing water system through a proposed 12-inch waterline through Frog Pond West, which was connected to the existing 18-inch line in Canyon Creek Road. Development will be installing a 12-inch water line through Frog Pond West, but the creek crossing and connection to the existing water system is not included in the City's 5-year CIP. This creek crossing and connection project will be needed to service Frog Pond East and South.

As shown in the FPAP, a system of looped 12-inch waterlines extending off the existing Boeckman Road waterline around the Frog Pond East and South areas is recommended to provide potable water and fire service meeting City standards, including new waterlines extending north in Stafford Road east in Advance Road.

The WSMP identified an overall water storage deficiency in the City which will be further increased by development in Frog Pond East and South. The WSMP proposed a 3.0-million-gallon West Side Tank and 24-inch transmission main project to provide sufficient storage for the City. This project is identified in the City's CIP for design to begin in FY2023 and construction in will take approximately 3 years to construct.

The extent of the storage deficiency and its impact on development of Frog Pond East and South is unknown at this time, since the WSMP is 10 years old and significant development has occurred in the City in that period. Additional analysis should be conducted to determine what, if any, impact the storage deficiency would have on the timing for development in Frog Pond East and South.

Figure 1 – Existing Water System Conditions



Water Planning Criteria and Standards

Planning criteria used in the 2012 WSMP is presented in

Table 1. These criteria will be used to determine the water infrastructure needs for Frog Pond.

Table 1 - Water Planning Criteria

Water System Component	Evaluation Criterion	Value
Water Supply¹	Firm Capacity	ADD + 2 days
	Maximum in mainlines	120 psi
Service Pressure	Maximum (without PRV)	80 psi
	Minimum, PHD	40 psi
	Minimum, during emergency or fire flow	20 psi
Distribution Mains	Velocity during PHD or fire flow	Not to exceed 10 fps
	Firm Capacity	MDD + fire flow
Required Fire Flow and Duration	Minimum for new residential	1,500 gpm
	Target for commercial/industrial	3,000 gpm

Notes:

1. Firm capacity is the total capacity with the largest well, or WTP supply pump, out of service
2. Firm capacity is the total capacity with the largest pump out of service

Existing Wastewater Conditions

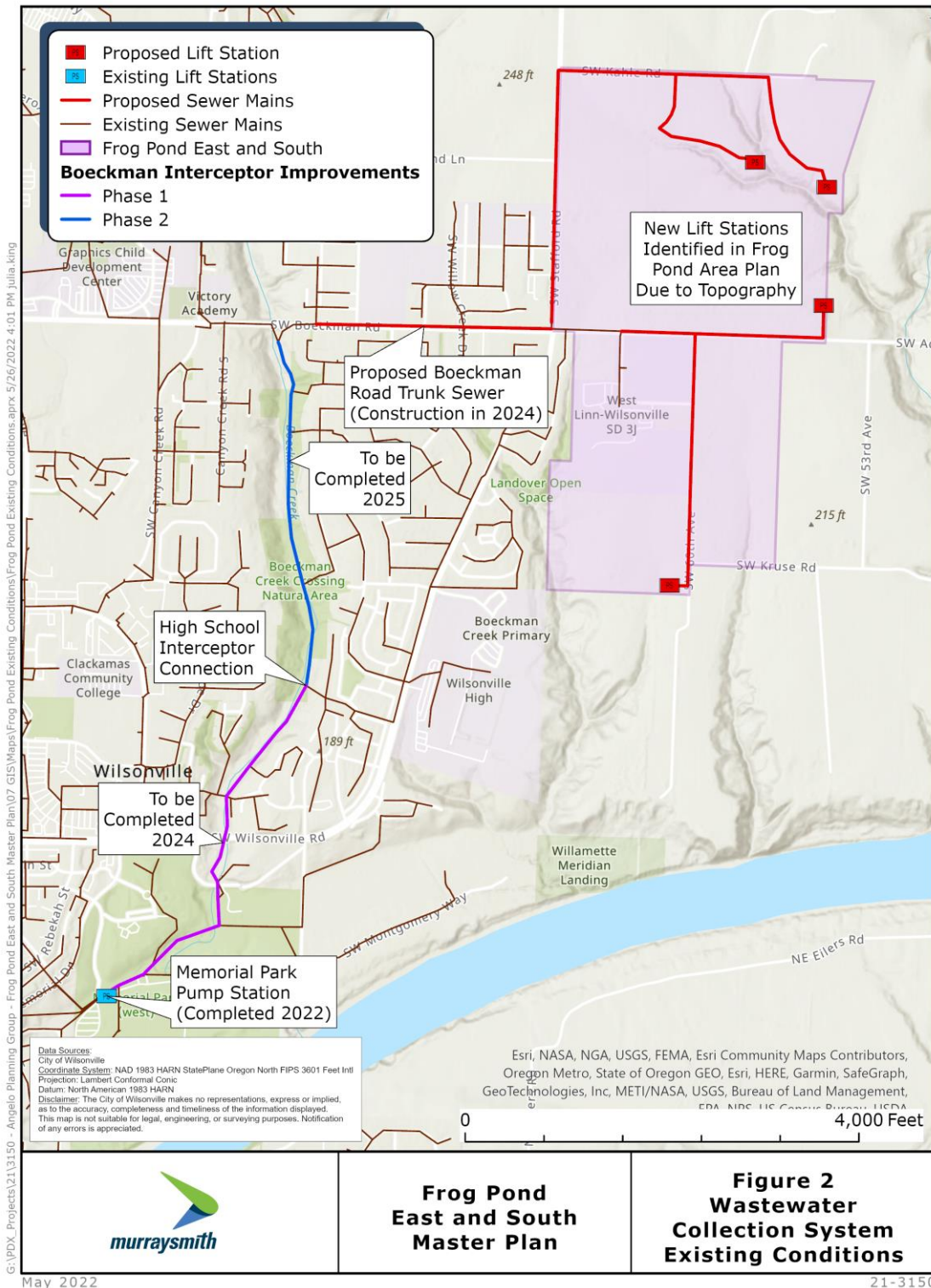
The City of Wilsonville will provide sanitary sewer service for the Frog Pond East and South area as an extension of the City's existing collection system. The City's *Wastewater Collection System Master Plan (WCSMP)*, adopted in 2014, is the current basis for wastewater system planning within the City. The 2015 FPAP and subsequent studies provide the specific framework for wastewater system planning in the Frog Pond East & South Areas.

Figure 2 shows the existing wastewater system in the Frog Pond area, and identifies the improvements needed to serve the area and their current status.

In general, the analysis and findings developed as part of the FPAP still apply. Wastewater from Frog Pond East and South is to be conveyed to the wastewater treatment plant through connection to a planned 18-inch trunk sewer in Boeckman Road, which flows west to the existing Boeckman Creek Interceptor Sewer and the Memorial Park Pump Station. The Boeckman Road Trunk Sewer is to be constructed as part of improvements to the roadway and Boeckman Creek Bridge, with completion anticipated for 2024.

The Boeckman Interceptor is a 12-inch to 18-inch diameter pipe from Boeckman Road down to the Memorial Park Pump Station. Capacity of the Boeckman Interceptor was determined to be sufficient for buildout of Frog Pond West, but is insufficient to serve full build-out of Frog Pond East and South. The FPAP notes that the Boeckman Interceptor upgrade project should be triggered upon development of the East and South areas.

Figure 2 – Existing Wastewater Conditions



The City is currently planning an upsizing of the Boeckman Interceptor as a two-phased project, to be constructed in conjunction with a regional trail in the creek corridor. Design of the project will begin in 2022. Phase 1 will replace the southern portion of the interceptor between the High School Interceptor and the Memorial Park Pump Station, where capacity restriction was found to be greatest. Phase 1 is planned to be completed in fall of 2024. Phase 2 will increase the northern portion of the interceptor and is expected to be completed in fall of 2025.

The Memorial Park Pump Station was recently relocated out of the 100-year floodplain, and its capacity was increased to 3,200 gpm. According to an analysis performed in 2021, documented in the *HB2001 Sanitary Sewer Sensitivity Analysis Technical Memorandum* (Murraysmith, 2021), the pump station is adequately sized for full build-out of the Frog Pond West, East and South areas, even under increased density expected through middle housing development.

As noted above, the Boeckman Interceptor has remaining capacity to serve the full build out of Frog Pond West, but not capacity to serve build-out in Frog Pond East and South. There may be some capacity available for initial development in Frog Pond East and South, depending on how much capacity was actually taken up by Frog Pond West, but a specific amount has not been calculated. With the Frog Pond West area nearing full development, it is recommended the City reevaluate the remaining capacity in the Boeckman Interceptor to estimate how many new dwelling units in Frog Pond East and South can be connected before the planned off-site improvements are complete.

The FPAP shows three additional pump stations are planned in Frog Pond East and one additional pump station is planned for Frog Pond South, due to the area’s topography.

Wastewater Planning and Criteria Standards

Design criteria from the 2017 Public Works Standards are shown below in **Table 2**. These criteria are to be used in the Frog Pond design.

Table 2 - Wastewater Planning Criteria

Wastewater System Component	Wastewater Criteria	
Pipe Size	D=d/0.67	
Minimum Pipe Size	8 inches	
Mean Velocity When Flowing Full or Half-Full	2 ft/s	
Minimum Grade for Sanitary Laterals	2.00%	
Minimum Grade for Sanitary Mains	8-inch	0.40%
	10-inch	0.28%
	12-inch	0.22%
	15-inch	0.15%
	18-inch	0.12%
	21-inch	0.10%
	24-inch	0.08%
	27-inch	0.07%
	30-inch	0.06%

Wastewater System Component	Wastewater Criteria
Typical Sanitary Sewer Main Cover	8 feet
Minimum Horizontal Clearance from Water Pipe	5 feet if water pipe is above 10 feet if water pipe is below
Minimum Vertical Clearance from Water Pipe	Sewer 18 inches below water

Existing Stormwater Conditions

The City of Wilsonville will be the regulatory authority for design and construction of stormwater facilities for the Frog Pond East and South area, in accordance with the City’s current National Pollution Discharge Elimination System (NPDES) permit. Furthermore, the City is currently preparing an update to their Stormwater Master Plan (SWMP), adopted in 2012. The new Stormwater Master Plan is anticipated to be adopted for use in 2023.

Figure 3 shows the existing drainage features in the Frog Pond area, with estimated drainage basin boundaries and flow directions to the most likely location of runoff discharge identified. The FPAP identified a framework for stormwater system planning in Frog Pond East and South, and is considered to still be generally applicable, with some minor changes. This framework includes the use of Low Impact Development Approaches (LIDA) for stormwater management where possible. Neither the SWMP or FPAP identified deficient conveyance systems within the proximity of the Frog Pond Area, and therefore did not identify any capital improvements necessary for supporting development within the Frog Pond Area.

Currently, LIDA methods are being implemented for stormwater management in Frog Pond West in accordance with the 2015 Stormwater and Surface Water Standards. City staff were consulted about their experience in the implementation of the standards for Frog Pond. Amy Pepper, PE, the City’s Development Engineering Manager, noted the following:

- The Frog Pond West Master Plan envisioned the City’s LIDA standards being implemented as more of a green street design with LIDA facilities located within the landscaping strip adjacent to sidewalks. Development is proceeding quickly, on 5- to 10-acre lots. LIDA is being used throughout each subdivision to the extent feasible, but each development is also requiring a larger stormwater pond.
- The City is seeing challenges with developers implementing LIDA in the rights-of-way (ROW) typically between the curb and the sidewalk. The ROW is also needed for other infrastructure, including as driveways, street lights, fire hydrants, and street trees, and these compete for limited space with LIDA. This can result in conflicts and design changes, and may lead to a reduced number of street trees or fewer dispersed LIDA facilities.

Frog Pond East and South are expected to be developing at somewhat higher densities than Frog Pond West due to new middle housing standards and other factors. Increased density often results in more impervious surfaces being constructed (roofs, pavement) which will require more stormwater management. It is recommended the City closely evaluate the street cross-section

and feasibility of a green street design and identify alternatives that avoid the installation of larger ponds to the extent possible.

Stormwater Planning and Criteria Standards

Stormwater conveyance facilities are sized for the 25-year design storm with no pressure flow. Systems should strive to maintain pre-development stormwater runoff characteristics. Low impact development approaches and designs that encourage groundwater recharge are preferred. It should be anticipated that stricter stormwater design standards may be adopted by the City prior to or during the development of Frog Pond East and South, to reflect the City's recently updated NPDES permit. Bacteria and mercury are classified as stormwater parameters for the Willamette River total daily maximum loads.

References

Angelo Planning Group. (2015). *Frog Pond Area Plan*.

City of Wilsonville. (2017). *Public Works Standards*.

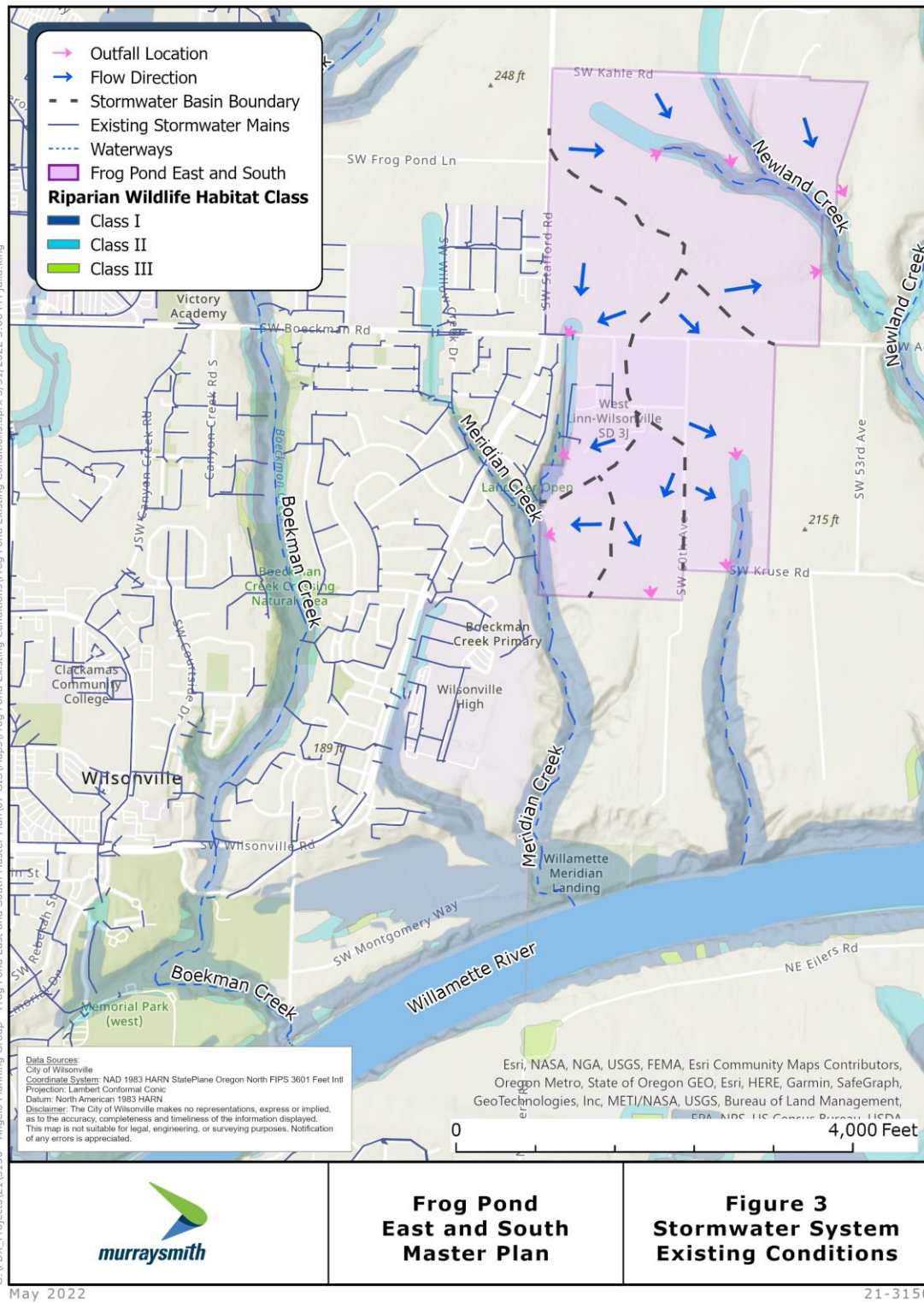
Keller Associates. (2012). *Water System Master Plan*.

Murraysmith. (2014). *Wastewater Collection System Master Plan*.

Murraysmith. (2021). *Findings of HB 2001 Sensitivity Analysis*.

URS. (2012). *Stormwater Master Plan*.

Figure 1 - Existing Stormwater Conditions





PLANNING COMMISSION

WEDNESDAY, JUNE 8, 2022

INFORMATIONAL

3. City Council Action Minutes (May 2 & 16, 2022) *(No staff presentation)*

City Council Meeting Action Minutes
May 2, 2022

City Council members present included:

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

Dustin Schull, Parks Supervisor
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Beth Wolf, Senior Systems Analyst
Zoe Mombert, Assistant to the City Manager
Dan Pauly, Planning Manager
Cindy Luxhoj, Associate Planner
Zach Weigel, City Engineer
Mike Nacrelli, Civil Engineer
Kimberly Rybold, Senior Planner
Bill Evans, Communications & Marketing Manager
Matt Lorenzen, Economic Development Manager

Staff present included:

Bryan Cosgrove, City Manager
Amanda Guile-Hinman, City Attorney
Ryan Adams, Assistant City Attorney

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:00 p.m.
<p>A. Frog Pond East and South Master Plan</p> <p>B. Airport Good-Neighbor Policies</p> <p>C. Guaranteed Maximum Price (GMP) for Willamette River Water Treatment Plant (WRWTP) Expansion</p>	<p>Council provided input to staff on components of the Frog Pond East and South Master Plan.</p> <p>Consultants sought Council’s direction on the Airport Good-Neighbor Policies drafted to provide direction for elected officials and staff advocating on the City’s behalf during regional planning efforts related to the Aurora Airport.</p> <p>Staff briefed Council on Resolution No. 2970, which authorizes the City Manager to execute an amendment to the CM/GC contract with Kiewit Infrastructure West Co. for a GMP to construct the WRWTP Expansion Project (CIP# 1144).</p>
REGULAR MEETING	
<u>Mayor’s Business</u>	
<p>A. Upcoming Meetings</p>	<p>Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.</p> <p>The Mayor appointed Councilor Linville to be the City’s representative to the Clackamas Workforce Partnership Board.</p>

Communications

- A. Mero Update

- B. Stump Grinding Community Enhancement Program Update

Councilor Gerritt Rosenthal provided a snapshot of Metro’s progress on several regional policy initiatives.

Staff briefed Council on the Stump Grinding project funded by the Wilsonville-Metro Community Enhancement Program.

Consent Agenda

- A. Minutes of the April 18, 2022 City Council Meeting.

- B. **Resolution No. 2970**
 A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Amendment To The Construction Manager/General Contractor(CM/GC) Contract With Kiewit Infrastructure West Co. For A Guaranteed Maximum Price To Construct The Willamette River Water Treatment Plant Expansion Project (Capital Improvement Project 1144).

The Consent Agenda was approved 4-0.

New Business

- A. **Resolution No. 2971**
 A Resolution Of The City Of Wilsonville Establishing The Wilsonville Vertical Housing Development Zone (VHDZ) Program And Local Criteria.

Resolution No. 2971 was adopted 4-0.

Continuing Business

- A. **Ordinance No. 859**
 An Ordinance Of The City Of Wilsonville Annexing Approximately 13.24 Acres Of Property Located Between SW Boeckman Road and SW Frog Pond Lane at 7070 SW Frog Pond Lane and 7151 SW Boeckman Road; The Land Is More Particularly Described As Tax Lot 1501, Section 12D, And Tax Lot 4500, Section 12DC, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Kathy Ludwig, Amy Thurmond, Gregory Cromwell, Matthew Hall, Matthew Kirkendall, Gary Moon, Jaelene Moon, Kurt Moon, Laurel Moon, Petitioners.

- B. **Ordinance No. 860**
 An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 4.06 Acres, And To The Public Facility (PF) Zone On Approximately 9.18 Acres Located Between SW Boeckman Road and SW Frog

Ordinance No. 859 was adopted on second reading by a vote of 4-0.

Ordinance No. 860 was adopted on second reading by a vote of 4-0.

Pond Lane At 7070 SW Frog Pond Lane and 7151 SW Boeckman Road; The Land Is More Particularly Described As Tax Lot 1501, Section 12D, And Tax Lot 4500, Section 12DC, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

C. Ordinance No. 861

An Ordinance Of The City Of Wilsonville Annexing Approximately 10.46 Acres Of Property Located West Of SW Stafford Road North Of SW Frog Pond Lane at 6725 SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lots 401 And 402, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Sheri Miller, James Mehus, Jeremiah Kreilich, Brian Powell, Petitioners.

Ordinance No. 861 was adopted on second reading by a vote of 4-0.

D. Ordinance No. 862

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 10.46 Acres Located West Of SW Stafford Road North Of SW Frog Pond Lane at 6725 SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lots 401 And 402, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

Ordinance No. 862 was adopted on second reading by a vote of 4-0.

Public Hearing

A. Ordinance No. 863

An Ordinance Of The City of Wilsonville Annexing Approximately 8.72 Acres of Property Generally Located Between SW Garden Acres Road And SW Grahams Ferry Road Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lot 100 and A Portion Of SW Grahams Ferry Road Right-Of-Way, Section 3D, Township 3 South, Range 1 West, Willamette Meridian, Washington County, Oregon. Gary S. Rychlick As Trustee Of The Eileen Rychlick Trust, Gary S. And Susan M. Rychlick, As Individuals, Petitioners.

After a public hearing was conducted, Ordinance No. 863 was approved on first reading by a vote of 4-0.

<p>B. <u>Ordinance No. 864</u> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Washington County Future Development - 20 Acre (FD-20) Zone To The Planned Development Industrial - Regionally Significant Industrial Area (PDI-RSIA) Zone On Approximately 8.17 Acres Generally Located Between SW Garden Acres Road and SW Grahams Ferry Road; The Land Is More Particularly Described As Tax Lot 100, Section 3D, Township 3 South, Range 1 West, Willamette Meridian, Washington County, Oregon. BTC III Grahams Ferry IC LLC, Applicant.</p>	<p>After a public hearing was conducted, Ordinance No. 864 was approved on first reading by a vote of 4-0.</p>
<p><u>City Manager’s Business</u></p>	<p>No report.</p>
<p><u>Legal Business</u></p>	<p>Announced that the City Attorney and Assistant City Attorney planned to attend the Oregon City Attorney's annual conference on May 13-14, 2022.</p>
<p>ADJOURN</p>	<p>9:12 p.m.</p>

City Council Meeting Action Minutes
May 16, 2022

City Council members present included:

Mayor Fitzgerald
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Amanda Guile-Hinman, City Attorney
Delora Kerber, Public Works Director
Dan Pauly, Planning Manager
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Zoe Mombert, Assistant to the City Manager
Cindy Luxhoj, Associate Planner

Staff present included:

Bryan Cosgrove, City Manager

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:04 p.m.
A. Community Enhancement Grant Recommendations	Council heard shared details of Wilsonville-Metro Community Enhancement Committee recommendation for grant awards.
B. Wilsonville Framework for Inclusive Engagement	Staff detailed plans to establish strategies to create framework for more inclusive public engagement on City projects.
C. Fireworks Ban	Council discussed the drafting of guidelines to invoke a temporary citywide ban on fireworks usage during periods of extreme heat.
D. WRWTP Operations and Maintenance Agreement	Staff informed Council of Resolution No. 2974, which authorizes the City Manager to execute the third amendment of operations and maintenance contract between the City, Tualatin Valley Water District (TVWD), and Veolia Water North America - West, LLC for The Willamette River Water Treatment Plant (WRWTP).
REGULAR MEETING	
<u>Mayor's Business</u>	
A. Fireworks Ban – Placeholder	This item will return at a future City Council meeting.
B. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.

C. Boards and Commissions Appointments / Reappointments

Budget Committee – Appointment
Appointment of Synthea Russell to the Budget Committee for a term beginning 5/16/2022 to 12/31/2022. Passed 5-0.

Library Board - Appointment
Appointment of Natalie McNown to the Library Board for a term beginning 7/1/2022 to 6/30/2026. Passed 5-0.

Library Board - Reappointment
Reappointment of Yasmin Ismail to the Library Board for a term beginning 7/1/2022 to 6/30/2026. Passed 5-0.

Tourism Promotion Committee - Appointment
Appointment of Lin Anderson to the Tourism Promotion Committee for a term beginning 5/16/2022 to 6/30/2024. Passed 5-0.

Tourism Promotion Committee - Reappointments
Reappointment of Brandon Roben and Rohit Sharma to the Tourism Promotion Committee for a term beginning 7/1/2022 to 6/30/2025. Passed 5-0.

Communications

A. 2022 Public Works Week Proclamation

Council viewed a video highlighting a few of the many contributions made by Public Works staff to protect the health, safety, and quality of life of community members.

Consent Agenda

A. **Resolution No. 2964**

A Resolution of the City of Wilsonville Adopting the FY 22/23 Five-Year Action Plan and Annual One-Year Implementation Plan for the Wilsonville Tourism Development Strategy.

B. **Resolution No. 2974**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute The Third Amendment Of Operations And Maintenance Contract Between The City Of Wilsonville, Tualatin Valley Water District, And Veolia Water North America - West, LLC For The Willamette River Water Treatment Plant.

The Consent Agenda was approved 5-0.

C. **Resolution No. 2977**

A Resolution Of The City Of Wilsonville Amending The 2012 Stormwater Master Plan Project List (Table 9-2 – Prioritized CIP Projects) To Add Project Mc-1: Meridian Creek Culvert Replacement.

D. Minutes of the May 2, 2022 City Council Meeting.

New Business

A. Kiva Building Roof Truss Repair

Council directed staff to move forward with Option 2 for the restoration of the Kiva Building, which is to remove and replace damaged and deficient trusses. Passed 5-0.

Continuing Business

A. **Ordinance No. 863**

An Ordinance Of The City of Wilsonville Annexing Approximately 8.72 Acres of Property Generally Located Between SW Garden Acres Road And SW Grahams Ferry Road Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lot 100 and A Portion Of SW Grahams Ferry Road Right-Of-Way, Section 3D, Township 3 South, Range 1 West, Willamette Meridian, Washington County, Oregon. Gary S. Rychlick As Trustee Of The Eileen Rychlick Trust, Gary S. And Susan M. Rychlick, As Individuals, Petitioners.

Ordinance No. 863 was adopted on second reading by a vote of 5-0.

B. **Ordinance No. 864**

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Washington County Future Development - 20 Acre (FD-20) Zone To The Planned Development Industrial - Regionally Significant Industrial Area (PDI-RSIA) Zone On Approximately 8.17 Acres Generally Located Between SW Garden Acres Road and SW Grahams Ferry Road; The Land Is More Particularly Described As Tax Lot 100, Section 3D, Township 3 South, Range 1 West, Willamette Meridian, Washington County, Oregon. BTC III Grahams Ferry IC LLC, Applicant.

Ordinance No. 864 was adopted on second reading by a vote of 5-0.

Public Hearing

A. None.

City Manager’s Business

Shared the Budget book includes photos submitted by community members.

	Informed staff is working with Wilsonville Community Sharing on a lease agreement for Art Tech/Kiva building, Item 3.
<u>Legal Business</u>	No report.
ADJOURN	8:10 p.m.



PLANNING COMMISSION

WEDNESDAY, JUNE 8, 2022

INFORMATIONAL

4. 2022 PC Work Program (*No staff presentation*)

2022 DRAFT PC WORK PROGRAM SCHEDULE

Item 4.

Updated 05/25/2022

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		• Frog Pond East and South MP	
SEPTEMBER 14		• TC Infrastructure Funding Plan • Frog Pond East and South MP	• Wastewater Treatment Plant Master Plan
OCTOBER 12	• I-5 Bike/Pedestrian Bridge	• Frog Pond East and South MP	
NOVEMBER 9			• 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