



DEVELOPMENT REVIEW BOARD PANEL A AGENDA

July 13, 2026 at 6:30 PM

Wilsonville City Hall & Remote Video Conferencing

PARTICIPANTS MAY ATTEND THE MEETING AT:

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

Zoom: <https://us02web.zoom.us/j/85843043229>

TO PROVIDE PUBLIC TESTIMONY:

Individuals must submit a testimony card online:

<https://www.wilsonvilleoregon.gov/DRB-SpeakerCard>

and email testimony regarding Resolution No. 447

to Hanna Tuia, Associate Planner, at

htuia@wilsonvilleoregon.gov

by 2:00 PM on July 13, 2026.

CALL TO ORDER

CHAIR'S REMARKS

ROLL CALL

Mitch Cooper

Jordan Herron

Alice Galloway

Janis Sanford

CITIZEN INPUT

This is an opportunity for visitors to address the Development Review Board on items not on the agenda. Staff and the Board will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter.

CONSENT AGENDA

1. [Approval of minutes of the June 8, 2026 DRB Panel A meeting](#)

PUBLIC HEARINGS

2. [Resolution No. 447. Spring Terrace Tract A Open Space. The applicant is requesting approval of a site design review for site improvements in the Tract A Open Space in the Spring Terrace Subdivision](#)

[Case Files:](#)

[DB26-0002 Spring Terrace Tract A Open Space](#)

[-Site Design Review \(SDR26-0001\)](#)

BOARD MEMBER COMMUNICATIONS

3. [Results of the June 22, 2026 DRB Panel B meeting](#)
4. [Recent City Council Action Minutes](#)

STAFF COMMUNICATIONS

ADJOURN

The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting the Shelley White, Planning Administrative Assistant at drba@wilsonvilleoregon.gov or 503-682-4960: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

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

DEVELOPMENT REVIEW BOARD MEETING

**MONDAY, JULY 13, 2026
6:30 PM**

Consent Agenda:

1. Approval of minutes from the June 8, 2026 DRB
Panel A meeting



**Development Review Board-Panel A
Regular Meeting Minutes
June 8, 2026**
Wilsonville City Hall & Remote Video Conferencing

CALL TO ORDER - ROLL CALL

Chair Galloway called the meeting to order at 6:30 pm.

Present: Alice Galloway, Jordan Herron, Janis Sanford, and Mitch Cooper

Excused: None.

Staff Present: Kimberly Rybold, Amanda Guile-Hinman, Hanna Tuia, Alie Cloo, Amy Maag, Chris Myers, and Shelley White

CHAIR'S REMARKS

The Conduct of Hearing and Statement of Public Notice were read into the record.

CITIZEN INPUT

There was none.

CONSENT AGENDA

- 1. Approval of minutes of the May 11, 2026 DRB Panel A meeting

Jordan Herron moved to approve the May 11, 2026 DRB Panel A meeting minutes as presented. Mitch Cooper seconded the motion, which passed 4 to 0. (Ayes: Herron, Sanford, Cooper, Galloway. Nays: None.)

PUBLIC HEARING

- 2. **Resolution No. 445. Willamette River Greenway Conditional Use Permit.** The applicant is requesting approval of a Willamette River Greenway Conditional Use Permit for reconfiguration of the house and associated site improvements at 10671 SW Edgewood Court.

Case Files:

DB26-0001 Willamette River Greenway Conditional Use Permit-Conditional Use Permit (CUP26-0001)

Chair Galloway called the public hearing to order at 6:36 p.m. and read the conduct of hearing format into the record. Chair Galloway and Jordan Herron declared for the record that they had visited the site. No board member, however, declared a conflict of interest, bias, or conclusion

from a site visit. No board member participation was challenged by any member of the audience.

Hanna Tuia, Associate Planner, announced that the criteria applicable to the application were stated starting on page 2 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room and on the City's website.

Associate Planner Tuia presented the Staff report via PowerPoint, briefly noting the site's location and background and reviewing the requested applications with these key comments:

- The single-family residence was constructed in 1953, predating City zoning, and is located partially within the Willamette River Greenway and the Significant Resource Overlay Zone (SROZ). Because the residence existed prior to December 6, 1975, it is an outright permitted use within the Greenway as per Development Code Section 4.124. She indicated the subject property, which abuts the Willamette River. (Slide 2)
- Proper public notice was provided to property owners within 250 feet of the subject property, including mailed notice, publication in the newspaper, posting on the site, and notice on the City's website. No public comments were received during the comment period.
- Although the existing structure was permitted, the proposal would substantially alter its appearance and was considered an intensification of use, which triggered a Willamette Greenway Conditional Use Permit review by the Board. The Board's review was limited to the conditional use permit. No other aspects of the application, including the design of the proposed residence or any other site improvements outside of the Greenway were subject to DRB review.
- Site plans comparing the existing and proposed footprints of the structures showed that 62 square feet of improved area would be removed from the Greenway and 186 square feet would be removed from the SROZ. The proposal would not add improved area within either the Greenway or the SROZ. (Slides 6-7)
- As outlined in the Staff report, the proposed structure modification met the criteria, enabling the DRB to approve the proposed Greenway Conditional Use Permit. (Slide 5)

Chair Galloway confirmed there were no questions from the Board and called for the Applicant's presentation.

Ivan France, Mountain View Homes, noted the Applicant had laid out their proposal in the submitted application materials and offered to answer any questions from the Board.

Chair Galloway asked about the anticipated construction schedule.

Mr. France replied that construction was estimated to take approximately one year and would begin as soon as possible once the review process was complete, adding that the engineering was done and the Applicant was preparing for permit submittal.

Mitch Cooper confirmed with Mr. France that landscaping would replace the improved area being removed from the site.

Chair Galloway confirmed there were no further questions. She called for public testimony regarding the application and confirmed with Staff that no one was present at City Hall to testify and no one on Zoom indicated they wanted to testify. She confirmed the Applicant had no rebuttal.

Chair Galloway confirmed there was no questions or discussion and closed the public hearing at 6:49 pm.

Jordan Herron moved to adopt the Staff report as presented. Janis Sanford seconded the motion, which passed 4 to 0. (Ayes: Herron, Sanford, Cooper, Galloway. Nays: None.)

Jordan Herron moved to adopt Resolution No. 445. Mitch Cooper seconded the motion, which passed 4 to 0. (Ayes: Herron, Sanford, Cooper, Galloway. Nays: None.)

Chair Galloway read the rules of appeal into the record.

BOARD MEMBER COMMUNICATIONS

3. Results of the May 28, 2026 DRB Panel B meeting - *This meeting was cancelled due to a lack of quorum.*
4. Recent City Council Action Minutes

Senior Planner Rybold clarified the public hearing originally scheduled for May 28th had been canceled, but the application remained active. The Applicant had requested an extension of the 120-day timeline, which now extended through early January. When the application was ready to proceed to a hearing, it would be re-noticed.

STAFF COMMUNICATIONS

Senior Planner Rybold announced that Board Member Megan Chuinard had resigned and would no longer serve on the DRB. Staff was still determining if a fifth Board member was needed, noting that with four Board members on the panel, three members were required to have a quorum. If needed, Panel B Board members could be pulled in as done previously.

ADJOURN

The meeting was adjourned at 6:55 p.m.

DEVELOPMENT REVIEW BOARD MEETING

**MONDAY, JULY 13, 2026
6:30 PM**

Public Hearing:

2. **Resolution No. 447. Spring Terrace Tract A Open Space.** The applicant is requesting approval of a site design review for site improvements in the Tract A Open Space in the Spring Terrace Subdivision

Case Files:

DB26-0002 Spring Terrace Tract A Open Space
-Site Design Review (SDR26-0001)

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 447**

A RESOLUTION ADOPTING FINDINGS AND CONDITIONS OF APPROVAL, ADOPTING FINDINGS AND CONDITIONS OF APPROVAL, AND APPROVING A SITE DESIGN REVIEW FOR SITE IMPROVEMENTS IN THE TRACT A OPEN SPACE IN THE SPRING TERRACE SUBDIVISION.

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted by Scott Miller, Samm-Miller LLC – Applicant and David James, Jamestown Construction – Owners in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the subject site is located at Tract A of the Spring Terrace Subdivision on Tax Lot 9400, Section 13BD, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, and

WHEREAS, the Planning Staff has prepared the staff report on the above-captioned subject dated July 6, 2026, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on July 13, 2026, at which time exhibits, together with findings and public testimony were entered into the public record, and

WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby incorporate as part of this resolution, as if fully set forth herein, the staff report, as adopted with any amendments and attached hereto, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations for:

DB26-0002 Spring Terrace Tract A Open Space: Site Design Review (SDR26-0001).

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 13th day of July, 2026, and filed with the Planning Administrative Assistant on _____. This resolution is final on the 15th calendar day after the postmarked date of the written notice of decision per *WC Sec 4.022(.09)* unless appealed per *WC Sec 4.022(.02)* or called up for review by the Council in accordance with *WC Sec 4.022(.03)*.

Alice Galloway, Chair - Panel A
Wilsonville Development Review Board

Attest:

Shelley White, Planning Administrative Assistant



Exhibit A1
Staff Report
Wilsonville Planning Division
Site Design Review of Tract A Open Space
Spring Terrace Subdivision

Development Review Board Panel 'A'
Quasi-Judicial Public Hearing

Hearing Date:	July 13, 2026
Date of Report:	July 6, 2026

Application Nos.:	DB26-0002 Site Design Review of Tract A Open Space - Site Design Review (SDR26-0001)
Request/Summary:	The request before the Development Review Board includes Site Design Review of the required open space in the Spring Terrace Subdivision. Improvements include a pathway from the public street onto a pedestrian bridge and viewing platform, hard and soft surface pathways within the open space, benches and other furnishings, and landscaping.
Location:	Tract A of the Spring Terrace Subdivision. The property is specifically known as Tax Lot 9400, Section 13BD, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon.
Owner:	Jamestown Construction (Contact: David James)
Applicant:	Samm-Miller, LLC (Contact: Scott Miller)
Comprehensive Plan Designation:	Residential 4-5 dwelling units/acre
Zone Map Classification:	Planned Development Residential-3 (PDR-3)
Staff Reviewers:	Hanna Tuia, Associate Planner Amy Maag, PE, Development Engineering Manager
Staff Recommendation:	<u>Approve with conditions</u> the requested Site Design Review.

Applicable Review Criteria:

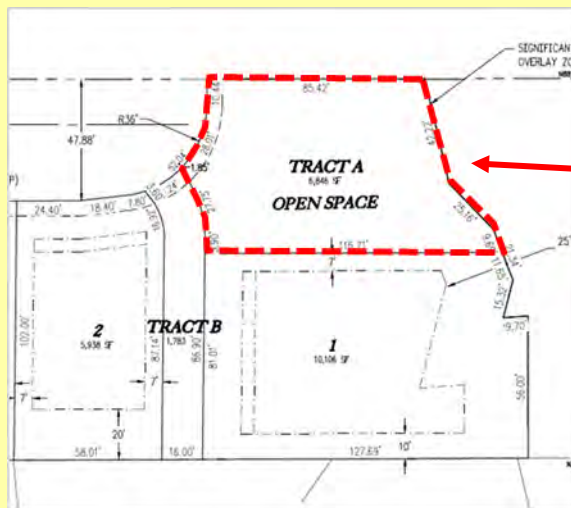
<u>Development Code:</u>	
Section 4.001	Definitions
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Section 4.034	Application Requirements
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.113	Standards Applying to Residential Development in All Zones
Section 4.118	Standards Applying to Planned Development Zones
Section 4.124	Planned Development Residential (PDR) Zone
Section 4.140	Planned Development Regulations
Section 4.154	On-site Pedestrian Access and Circulation
Section 4.167	Access, Ingress, and Egress
Section 4.171	Protection of Natural Features and Other Resources
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping, Screening, and Buffering
Section 4.199.20 through 4.199.60	Outdoor Lighting
Sections 4.300 through 4.320	Underground Utilities
Sections 4.400 through 4.450 as applicable	Site Design Review
<u>Other Planning Documents:</u>	
Wilsonville Comprehensive Plan Previous Land Use Approvals	

Vicinity Map



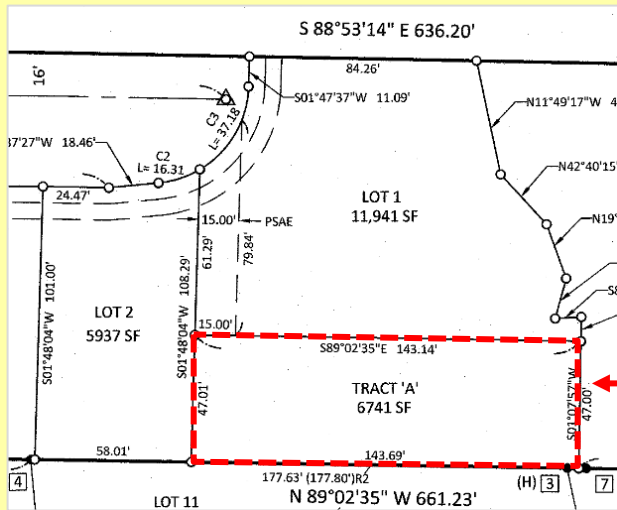
Background:

The Spring Terrace Subdivision (previously referred to as Canyon Creek South) was approved as a five (5)-lot residential development with a required open space area (Tract A) in April 2020, Case File No. DB20-0039 et seq. When the staff report was prepared for the Development Review Board (DRB) public hearing, only the size and general location and shape of the required usable Tract A open space area had been submitted by the applicant, as shown in the illustration below.



Tract A Open Space Location in DB20-0039 et seq

In response to public testimony received and subsequent discussion by the DRB at the hearing, Condition of Approval DRB 1 was added requiring the plans to be updated to swap the location of the Tract A open space with Lot 1, as illustrated below and proposed in the current application.



Tract A Open Space Location in Current Application

In addition, as further explained in Finding E1 of the DRB decision for DB20-0039 et seq, although the applicant previously proposed a professionally designed open space meeting the applicable standards for Site Design Review, this late change to the location of Tract A did not provide the applicant’s design team time to complete a professional design of the relocated open space. At that time the DRB was required to make a decision on other related applications, no evidence on the record would prevent a design of the proposed open space area meeting applicable City standards, and certainty existed that such a design could be created. Thus the DRB decision also included Conditions of Approval PDD 14 and PDE 1 which required the applicant to return to the DRB for final approval of the redesigned open space.

On January 22, 2024, the DRB approved DB23-0012, the redesigned open space, with conditions of approval.

Based on this approval, on January 6, 2026, the applicant submitted detailed construction plans to the City for review. The Engineering Division noted that the plans as submitted were not constructable because they included retaining walls in the storm pipeline easement. Per the storm pipeline easement agreement, structures such as retaining walls are not allowed in the easement area, and the applicant indicated that they could not construct the approved design without retaining walls in the easement. Because the approved design was not constructable, reconfiguration of the open space was needed, requiring DRB review pursuant to the requirements of the subdivision’s Compliance Agreement with the City.

Summary:

Site Design Review of Parks and Open Space (SDR26-0001)

The proposed application is for a redesign of the required Tract A open space design approved in Case File No. DB23-0012 for the Spring Terrace Subdivision currently under construction. Site Design Review focuses on design of the required Tract A open space area, including access,

Discussion Points – Discretionary Review:

The Development Review Board may approve or deny items in this section based upon a review of evidence submitted by the applicant. There are no discretionary review requests included as part of the proposed application.

Conclusion and Conditions of Approval:

Staff has reviewed the applicant’s analysis of compliance with the applicable criteria. The staff report adopts the applicant’s responses as Findings of Fact except as noted in the Findings. Based on the Findings of Fact and information included in this staff report, and information received from a duly advertised public hearing, staff recommends that the Development Review Board approve the proposed application (DB26-0002) with the following conditions:

Planning Division Conditions:

Request A: Site Design Review (SDR26-0001)

PDA 1.	Ongoing: This action modifies the Site Design Review approval in Case File DB23-0012. The Conditions of Approval contained in DB20-0039 et seq and TR23-0013 shall continue to apply to this application.
PDA 2.	Ongoing: Construction, site development, and landscaping shall be carried out and maintained in substantial accord with the Development Review Board approved plans, drawings, sketches, and other documents. Minor revisions may be approved by the Planning Director through administrative review pursuant to Section 4.030. See Finding A6.
PDA 3.	General: The following requirements for planting of shrubs and ground cover shall be met: <ul style="list-style-type: none"> • Non-horticultural plastic sheeting or other impermeable surface shall not be placed under landscaping mulch. • Native topsoil shall be preserved and reused to the extent feasible. • Surface mulch or bark dust shall be fully raked into soil of appropriate depth, sufficient to control erosion, and shall be confined to areas around plantings. • All shrubs shall be well branched and typical of their type as described in current AAN Standards and shall be equal to or better than 2-gallon containers and 10-inch to 12-inch spread. • Shrubs shall reach their designed size for screening within three (3) years of planting. • Ground cover shall be equal to or better than the following depending on the type of plant materials used: gallon containers spaced at 4 feet on center minimum, 4-inch pot spaced 2 feet on center minimum, 2-1/4-inch pots spaced at 18-inch on center minimum. • No bare root planting shall be permitted. • Ground cover shall be sufficient to cover at least 80% of the bare soil in required landscape areas within three (3) years of planting. • Appropriate plant materials shall be installed beneath the canopies of trees and large shrubs to avoid the appearance of bare ground in those locations. • Compost-amended topsoil shall be integrated in all areas to be landscaped, including lawns. See Finding A32.
PDA 4.	General: All trees shall be balled and burlapped and conform in size and grade to “American Standards for Nursery Stock” current edition. See Finding A35.

PDA 5.	Ongoing: Plant materials shall be installed to current industry standards and be properly staked to ensure survival. Plants that die shall be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City. See Finding A35.
PDA 6.	Prior to Issuance of Final Certificate of Occupancy for Lots 1 and 2 in the Spring Terrace Subdivision: All landscaping and site furnishings, including the installation of the proposed public access path from the public right-of-way to the Tract A open space area, required and approved by the Development Review Board for Tract A shall be installed as specified in the Residential Development Compliance Agreement. See Finding A38.
PDA 7.	Ongoing: The approved landscape plan is binding upon the applicant/owner. Substitution of plant materials, irrigation systems, or other aspects of an approved landscape plan shall not be made without official action of the Planning Director or Development Review Board, pursuant to the applicable sections of Wilsonville’s Development Code. See Finding A39.
PDA 8.	Ongoing: All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the DRB, unless altered as allowed by Wilsonville’s Development Code. See Findings A40 and A41.

The following Conditions of Approval are provided by the Engineering, Natural Resources, or Building Divisions of the City’s Community Development Department, or Tualatin Valley Fire and Rescue, all of which have authority over development approval. A number of these Conditions of Approval are not related to land use regulations under the authority of the Development Review Board or Planning Director. Only those Conditions of Approval related to criteria in Chapter 4 of Wilsonville Code and the Comprehensive Plan, including but not limited to those related to traffic level of service, site vision clearance, recording of plats, performance standards, and concurrency, are subject to the Land Use review and appeal process defined in Wilsonville Code and Oregon Revised Statutes and Administrative Rules. Other Conditions of Approval are based on City Code chapters other than Chapter 4, state law, federal law, or other agency rules and regulations. Questions or requests about the applicability, appeal, exemption or non-compliance related to these other Conditions of Approval should be directed to the City Department, Division, or non-City agency with authority over the relevant portion of the development approval.

Engineering Division Findings and Conditions:

PFA 1.	Prior to Construction of Tract A Open Space Improvements: Applicant shall submit construction drawings to engineering showing the proposed improvements, including a landscaping plan for review and approval. The platform shall be designed so that no footings are placed within the existing storm pipeline easement area and so that the platform can be easily dismantled and reconstructed should the City need to gain access to its storm pipeline.
PFA 2.	Prior to Final Approval of the Public Works Permit: The existing storm pipeline easement agreement shall be revised and recorded with Clackamas County to

address the long term responsibility of the HOA to maintain, remove and replace the platform should the City need to gain access to its storm pipeline.

PFA 3. Prior to the Issuance of the Public Works Permit: The applicant shall apply for a local erosion control permit. Erosion control measures shall be installed, inspected and approved by the City prior to issuance of the Public Works Permit.

Master Exhibit List:

Entry of the following exhibits into the public record by the Development Review Board confirms its consideration of the application as submitted. The list below includes exhibits for Planning Case File No. DB26-0002 and reflects the electronic record posted on the City's website and retained as part of the City's permanent electronic record. Any inconsistencies between printed or other electronic versions of the same exhibits are inadvertent and the version on the City's website and retained as part of the City's permanent electronic record shall be controlling for all purposes.

Planning staff Materials

- A1. Staff report and Findings (this document)
- A2. Staff's Presentation Slides for Public Hearing (to be presented at Public Hearing)

Materials from Applicant

- B1. **Applicant's Narrative and Materials** – *Available Under Separate Cover*
Signed Application Form
Narrative
- B2. **Applicant's Drawings and Plans** – *Available Under Separate Cover*

Development Review Team Correspondence

None received.

Public Comments

- D1. J. Carlson Comment dated July 2, 2026
- D2. H. Lulay Comment dated July 2, 2026
- D3. B. Troupe Comment dated July 2, 2026

Procedural Statements and Background Information:

- 1. The statutory 120-day time limit applies to this application. The application was received on March 16, 2026. Staff conducted a completeness review within the statutorily allowed 30-day review period and found the application incomplete on April 14, 2026. The applicant submitted additional materials on April 20, 2026. Staff conducted a second completeness review within the statutorily allowed 30-day review period and found the application to be complete on April 30, 2026. The City must render a final decision for the request, including any appeals, by August 28, 2026.
- 2. Surrounding land uses are as follows:

Compass Direction	Zone	Existing Use
North	PDR-3	Undeveloped Residential
East	PDR-3	Significant Resource Overlay Zone (SROZ) Open Space
South	PDR-4	Residential
West	PDR-3	Undeveloped Residential

- 3. Previous Planning Approvals:
 Bridle Trail Ranchetts – Approved prior to City incorporation
 AR20-0032 – Class 2 Administrative Review 2-Lot Partition
 DB20-0039 et seq – Canyon Creek 5-Lot Subdivision
 TR21-0242 – Type C Tree Removal Permit – 16 trees as approved by DB20-0044
 AR23-0005 – Administrative Relief of Setback at 28700 SW Canyon Creek Road South
 TR23-0013 – Type C Tree Removal Permit – one (1) tree additional to those approved by DB20-0044 and TR21-0242
 DB23-0012 – Site Design Review for Tract A Open Space
- 4. The applicant has complied with Sections 4.008 through 4.011, 4.013-4.031, 4.034 and 4.035 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

Findings:

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

General Information

Application Procedures - In General Section 4.008

The application is being processed in accordance with the applicable general procedures of this Section.

Initiating Application Section 4.009

The application has been submitted by Scott Miller for the property owner, Jamestown Construction, LLC, and is signed by the owner's authorized representative and the applicant.

Pre-Application Conference Subsection 4.010 (.02)

A pre-application conference was held for the Canyon Creek South Subdivision on March 28, 2019 (PA19-0006) in accordance with this subsection. As the current application is modifying DB23-0012, which responded to specific conditions of approval of the previously approved DB20-0039 et seq, a subsequent pre-application conference was not required.

Lien Payment before Approval Subsection 4.011 (.02) B.

No applicable liens exist for the subject property. The application can thus move forward.

General Submission Requirements Subsections 4.035 (.04) A. and 4.035 (.05)

The applicant has provided all of the applicable general submission requirements contained in this subsection.

Zoning - Generally Section 4.110

The proposed development is in conformity with the applicable zoning district and City review uses the general development regulations listed in Sections 4.140 through 4.199.

Request A: Site Design Review of Required Open Space (SDR26-0001)

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

Planned Development Regulations

Planned Development Purpose & Lot Qualifications
Subsection 4.140 (.01) and (.02)

A1. The proposed improvements to the Tract A open space are consistent with the Planned Development Regulations purpose statement and lot qualifications.

Ownership Requirements
Subsection 4.140 (.03)

A2. The property owner, Samm-Miller, LLC, represented by Scott Miller, signed the application.

Professional Design Team
Subsection 4.140 (.04)

A3. The design was led by credentialed professionals. Brian Lind, Emerio Design, LLC, is the registered professional landscape architect for the project and the same landscape architect who was originally associated with the previously approved Canyon Creek South Subdivision project (DB20-0039 et seq) and Site Design Review (DB23-0012).

Submission Timing in Relation to Stage 1 and Stage 2 Approvals
Subsection 4.140 (.09) A. and I. and Section 4.023

A4. The current application is requesting approval of Site Design Review for a redesign of the required Tract A open space design approved in Case File No. DB23-0012 for the Spring Terrace Subdivision currently under construction. Site Design Review of the Tract A open space fulfills Conditions of Approval PDD 14 and PDE 1 of Case File No. DB20-0039 et seq., which granted Stage 1 and Stage 2 approval for the subdivision. While not within two (2) years of the Stage 1 and Stage 2 approvals, the development has been under construction since it was approved in 2020 and, thus, is vested, including the subject Conditions of Approval for returning to the DRB for review and approval of the Tract A open space redesign.

Consistency with Plans
Subsection 4.140 (.09) J. 1.

A5. The proposed subdivision is consistent with the Residential 4-5 dwelling units/acre designation in the Comprehensive Plan and the site's zoning, Planned Development Residential-3 (PDR-3).

Adherence to Approved Plans
Subsection 4.140 (.09) L.

- A6.** A Condition of Approval will ensure adherence to approved plans unless modified under the proper authority.

Standards Applying to Residential Developments in Any Zone

Open Space Standards within Residential Developments
Subsection 4.113 (.01) A. and B.

- A7.** The Tract A open space is proposed as part of the previously approved Canyon Creek Subdivision (now referred to as the Spring Terrace Subdivision), thus this section applies. The purpose and intent of the open space requirements are met through the provision of Tract A, a 6,741-square-foot usable open space area, along with an additional 44,198 square feet of open space located within the Significant Resource Overlay Zone (SROZ). As over half of the subject property is classified as SROZ, well in excess of 25 percent of the subdivision is proposed as open space, substantially exceeding the requirement. The open space has been designed by a registered professional landscape architect and will allow for adequate light, air, open space and usable recreational facilities for residents of the development.

Open Space Area Required, Characteristics and Usable Space
Subsection 4.113 (.01) C. and D.

- A8.** The proposed five-lot subdivision must provide 25% open space, half of which (12.5%) must be located outside of the SROZ and be usable open space programmed for active recreational use. The applicant has provided Tract A to be the usable open space area for the subdivision. The gross development area (GDA) of the subdivision, including Tract A, is 105,727 square feet. After removing the SROZ area of 44,198 square feet, the net buildable area is 53,836 square feet. Twenty-five percent (25%) of the GDA is 13,459 square feet and 12.5% of the site GDA is 6,729 square feet. The revised Tract A open space area shown on the plans is now 6,741 square feet, which meets the minimum usable open space requirement for the Spring Terrace subdivision.

Standards Applying to All Planned Development Zones

Waivers
Subsection 4.118 (.03) A. through D.

- A9.** The applicant has not requested any waivers to the standards applying to all planned development zones.

Other Requirements or Restrictions
Subsection 4.118 (.03) E.

- A10.** No additional requirements or restrictions are recommended pursuant to this subsection.

Impact on Development Cost Subsection 4.118 (.04)

- A11.** In staff's professional opinion, the determination of compliance or attached conditions of approval do not unnecessarily increase the cost of development and no evidence has been submitted to the contrary.

Dedications or Easements for Recreation Facilities, Open Space, Public Utilities Subsection 4.118 (.05)

- A12.** The applicant has dedicated a public access easement over all portions of the ADA accessible path providing access to and within the Tract A open space area, and has adopted CC&Rs assigning responsibility for maintenance of Tract A to the HOA of the subdivision. No additional dedications or easements are required.

Habitat Friendly Development Practices Subsection 4.118 (.09)

- A13.** Grading will be limited to that needed for the proposed improvements, no significant native vegetation would be retained by an alternative site design, and no impacts on wildlife corridors or fish passages have been identified.

Planned Development Residential (PDR) Zone

Typically Permitted Uses Subsection 4.124 (.01)

- A14.** The applicant is proposing design of an open space area, which is an outright allowed use in the PDR-3 zone.

On-site Pedestrian Access and Circulation

Continuous Pathway System, Vehicle Pathway Separation, Width and Surface Subsection 4.154 (.01) B.1. through B.6.

- A15.** The applicant proposes a pathway from the public right-of-way providing access to a pedestrian bridge opening into an approximately 180 square-foot framed viewing platform that contains a bench. There is an additional soft surface path extending in a looped configuration further into the open space area with another bench located near to the SROZ boundary. No changes to pedestrian circulation and access within the subdivision, outside of the Tract A open space and the pedestrian connection to it, are proposed or required with the current application.

Other Development Standards

Access, Ingress, and Egress Section 4.167

- A16.** Pedestrian access to the subdivision from SW Canyon Creek Road South is provided as part of the development and no changes are proposed to the approved plans for this access.

Natural Features and Other Resources Section 4.171

- A17.** Over half of the subdivision property is protected as part of the City's SROZ and its buffer area. In addition, numerous preserved and protected mature trees are located along the south and west boundaries of the subdivision, with five (5) of these trees in the southern part of the Tract A open space. The site slopes from the north and west to the east and south toward the SROZ, necessitating the pedestrian bridge from the public right-of-way to the observation deck in Tract A to provide safe, ADA accessible access to the area. There are no structures of any historic or cultural designation needing protection, and no overhead powerlines, high voltage powerline easements or rights-of-way, or petroleum pipeline easements on the site.

Outdoor Lighting Sections 4.199.20 through 4.199.60

- A18.** A streetlight is proposed in the public right-of-way near the proposed concrete path, which will provide lighting for open space users. However, no lighting of the pathway, or within the Tract A open space area is required or proposed.

Public Safety and Crime Prevention

Design for Public Safety, Surveillance and Access Subsections 4.175 (.01) and (.03)

- A19.** No evidence has been presented that the design and function of the Tract A open space will prevent surveillance or encourage crime.

Addressing and Directional Signing Subsection 4.175 (.02)

- A20.** No changes to addressing or directional signage are proposed with the current application.

Lighting to Discourage Crime Subsection 4.175 (.04)

- A21.** As discussed above, no changes are proposed with the current application to previously approved outdoor lighting and surveillance systems, which are designed and will continue to discourage crime on the site.

Site Design Review

Open Space Requirements Objectives and Design

Subsection 4.400 (.01), 4.400 (.02) and Subsection 4.421 (.03)

A22. The Tract A open space has been professionally designed by a credentialed professional and meets applicable landscape and site design standards. Professional design and meeting the landscape and site design standards ensures the proposed Tract A open space design meets the standards and objectives of Site Design Review. Specifically:

- The proposed observation deck and benches are typical of open space areas, are appropriate for the site function, and are well designed.
- Landscaping is designed appropriately and integrates with the mature preserved trees in the open space area, providing a pleasing environment for users.
- The proposed design of Tract A allows for landscaping requirements to be met while supporting use of the open space for recreation, and creates a visual environment that is compatible with surrounding residential uses.
- Tract A provides recreation for residents of the subdivision, as well as a landscaped buffer between houses in the proposed subdivision and the residential area to the south, thus sustaining the comfort, health and tranquility of the community.
- Installation of landscaping in the open space will provide a pleasing environment for users of the site.
- The proposal will not impact the availability or orderly, efficient and economic provision of public services and facilities, which are available and adequate for the subject property.

Development Review Board Jurisdiction

Section 4.420

A23. A Condition of Approval will ensure construction, site development, and landscaping are carried out in substantial accordance with the DRB-approved plans, drawings, sketches, and other documents. No building permits for the open space improvements will be granted prior to Development Review Board approval of the Tract A open space design. No variances are requested from site development requirements.

Design Standards

Subsection 4.421 (.01) A. through G.

A24. The applicant has provided sufficient information demonstrating compliance with the standards of this subsection as follows:

- **Pursuant to Standard A** (Preservation of Landscape), over half of the subdivision property is protected as part of the City's SROZ and its buffer area. In addition, numerous preserved and protected mature trees are located along the south and west boundaries of the site, with five (5) of these trees in the southern part of the Tract A open space. The trees will be preserved and protected and proposed landscaping within Tract A is proposed to be primarily native trees, shrubs and groundcover to blend with

the natural setting of the site.

- **Pursuant to Standard B** (Relation of Proposed Buildings to Environment), the proposed observation deck and benches have been placed in appropriate locations and designed to blend with the environment of the open space area.
- **Pursuant to Standard C** (Drives, Parking, and Circulation), no parking is proposed for the Tract A open space. A sidewalk provides connection between the open space and the public right-of-way, and both hard and soft surface paths provide circulation within the area for residents of the subdivision.
- **Pursuant to Standard D** (Surface Water Drainage), there is no indication this project will have a negative impact on surface water drainage.
- **Pursuant to Standard E** (Utility Service), no above ground utility installations are proposed in the Tract A open space and no changes to utility service are included in the current application.
- **Pursuant to Standard F** (Advertising Features), no signs are proposed as part of the current application; therefore, this standard does not apply.
- **Pursuant to Standard G** (Special Features), no special features are proposed for the Tract A open space.

Conditions of Approval

Subsection 4.421 (.05)

A25. The Development Review Board may attach certain development or use conditions in granting an approval that are determined necessary to insure the proper and efficient functioning of the development, consistent with the intent of the Comprehensive Plan, allowed densities and the requirements of the Code. In making this determination of compliance and attaching conditions, the DRB is required, however, to consider the effects of this action on the availability and cost of needed housing. No conditions of approval in addition to those already included in this staff report are recommended to ensure the proper and efficient functioning of the proposed improvements.

Color or Materials Requirements

Subsection 4.421 (.06)

A26. The structures proposed in the Tract A open space include an observation deck and benches. The observation deck uses recycled plastic molded and colored to look like natural wood and will have black coated metal railings. The benches use similar recycled plastic and black coated metal supports and assembly components. A six (6)-foot-tall sight-obscuring fence is proposed along the southern boundary of the open space area shared with Tax Lot 1100 to the south. The proposed materials reflect and blend with the surrounding environment while creating a unique neighborhood feature for subdivision residents.

Site Design Review Submission Requirements

Submission Requirements Section 4.440

A27. The applicant has submitted materials in addition to requirements of Section 4.035, as applicable.

Time Limit on Site Design Review Approvals

Time Limit on Approval Section 4.442

A28. The current application will expire two (2) years after approval, unless a building permit has been issued and substantial development has taken place or an extension is approved in accordance with this section.

Landscaping Standards

Landscaping Standards Purpose Subsection 4.176 (.01)

A29. Through complying with the various landscape standards in Section 4.176 the applicant has demonstrated that the design of the Tract A open space is in compliance with the landscaping and screening purpose statement.

Landscape Code Compliance Subsection 4.176 (.02) B.

A30. No waivers or variances to landscape standards have been requested.

Intent and Required Materials Subsections 4.176 (.02) C.

A31. As shown on the landscape plan (Exhibit B2), the Tract A open space is designed to meet the General Landscaping Standard as appropriate for areas that are generally open. A mix of ground cover, evergreen and deciduous shrubs, and deciduous trees as proposed to be planted. Existing mature trees along the south property boundary are proposed for protection and preservation and the landscape plan shows native plantings and a soft surface path, as appropriate, within the dripline of these trees. A six (6)-foot-tall sight-obscuring wooden fence is proposed along the south property boundary shared with Tax Lot 1100 to provide privacy for and separation from this neighbor.

Shrubs and Groundcover Materials Subsection 4.176 (.06) A.

A32. Proposed shrubs include Kelsey red-osier dogwood, Oregon grape, creeping mahonia, Pacific wax myrtle, mock orange, baldhip rose, pink winter currant, and evergreen

huckleberry. Groundcover includes western columbine, blue wildrye, and blue-eyed grass. A Condition of Approval ensures that the detailed requirements of this subsection are met.

Types of Plant Species Subsection 4.176 (.06) E.

A33. The applicant has provided sufficient information in their landscape plan showing the proposed landscape design meets the standards of this subsection.

Exceeding Plant Standards Subsection 4.176 (.06) G.

A34. The selected landscape materials do not violate any height or vision clearance requirements.

Landscape Installation and Maintenance Subsection 4.176 (.07)

A35. Conditions of Approval ensure that installation and maintenance standards are or will be met including that plant materials be installed to current industry standards and properly staked to ensure survival, and that plants that die are required to be replaced in kind, within one (1) growing season, unless appropriate substitute species are approved by the City. A permanent underground irrigation system is proposed as noted on the landscape plan.

Landscape Plan Requirements Subsection 4.176 (.09)

A36. The applicant's landscape plan (Exhibit B2) provides the required information including proposed landscape areas, type, installation size, number and placement of materials and plant material list.

Completion of Landscaping Subsection 4.176 (.10)

A37. The applicant has not requested to defer completion of landscaping.

Installation of Landscaping

Landscape Installation or Bonding Subsection 4.450 (.01)

A38. A Condition of Approval will assure installation of all Tract A improvements, including landscaping and site furnishings, consistent with the applicant's Residential Development Compliance Agreement with the City.

Approved Landscape Plan Subsection 4.450 (.02)

A39. Action by the City approving a proposed landscape plan is binding on the applicant. A Condition of Approval will ensure that substitution of plant materials, irrigation systems,

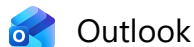
or other aspects of an approved landscape plan will not be made without official action of the Planning Director through a Class 1 or Class 2 Administrative Review or Development Review Board and provide ongoing assurance the criterion is met.

Landscape Maintenance and Watering
Subsection 4.450 (.03)

A40. A Condition of Approval will ensure landscaping is continually maintained in accordance with this subsection.

Modifications of Landscaping
Subsection 4.450 (.04)


A41. A Condition of Approval will provide ongoing assurance that this criterion is met by preventing modification or removal of landscaping without appropriate City review.

**Fwd: DRB members DB26-0002**

From Joan Carlson <joancarlson24@gmail.com>

Date Thu 7/2/2026 2:26 PM

To Hanna Tuia <htuia@wilsonvilleoregon.gov>; Joan Carlson <joancarlson24@gmail.com>

**This message needs your attention**

- This is a personal email address.

[Click to Report or Mark Safe](#)

Powered by Mimecast

Dear Development Review Board Members,

Regarding DB26-0002 Site Design Review of Tract A Open Space

My name is Joan Carlson and I live at 7564 SW Vlahos Dr, Wilsonville.

We have lived in our home for over 30 years and our property backs up to the proposed "Spring Terrace" development on Canyon Creek South Road.

A week ago we received in the mail the public notice that the DRB will be reviewing the proposed revised site plan for the Open Space directly behind our property. The map on the notice is so light, it is barely readable. It looks like faint dots and circles. I spoke with city assistant planner (Hanna Tuia) and she emailed me a clearer version of the proposed site.

We are being asked to comment on these site revisions but there is little information on the given site plan. Once again, mostly circles and dots.

I have several concerns regarding this plan.

There is no legend listing what is being planted and what size these trees or shrubs(?) will be.

Crabapples and Wax Myrtle's were mentioned but little else. Crab apple trees are highly attractive to deer and are usually considered "dwarf" or small in height, so will not be a privacy screen for neighboring properties.

The viewing platform seems an unnecessary addition. We as neighbors are not in favor of a platform that looks directly into our backyards. Why is this platform included? How tall will this platform be? What material is being used? Does it have railings? The site plan is lacking helpful information.

In addition, the SROZ site has been planted with small plants and grasses and the deer have been enjoying them very much. What is the plan for replanting in this area? The invasive blackberries are returning and taking over again.



Item 2.

We as neighbors and citizens of Wilsonville have been dealing with this site for over 5 years. We have endured digging in our backyard for the storm drain easement, cutting down of trees that provided privacy, and run off from the slope that has been reworked several times.

We hope the city will keep a close eye on this proposed site. I hope all previous agreements with the developer, DRB and city planners concerning the open space and SROZ are honored and inspected with this new revised plan and the new developer.

Thank you,
Joan Carlson
503-888-5652
7564 SW Vlahos Drive
Wilsonville OR 97070

From: [Hanna Tuia](#)
To: [Kim Rybold](#)
Cc: [Shelley White](#)
Subject: Fw: Development Review Board Members DB26-0002
Date: Monday, July 6, 2026 7:39:53 AM
Attachments: [image.png](#)
[image.png](#)

Hanna Tuia

Associate Planner
 City of Wilsonville
 503.570.1623
htuia@wilsonvilleoregon.gov
<https://www.wilsonvilleoregon.gov>
[Facebook.com/CityofWilsonville](https://www.facebook.com/CityofWilsonville)



29799 SW Town Center Loop East, Wilsonville, OR 97070

Disclosure Notice: Messages to and from this e-mail address may be subject to the Oregon Public Records Law

From: Helena Lulay <hlulay1@gmail.com>
Sent: Thursday, July 2, 2026 7:05 PM
To: Hanna Tuia <htuia@wilsonvilleoregon.gov>
Subject: Re: Development Review Board Members DB26-0002



Yes I would like this included in the staff report.

Thank You,

Helena Lulay

On Thu, Jul 2, 2026 at 3:09 PM Hanna Tuia <htuia@wilsonvilleoregon.gov> wrote:

Hi Helena,

Thank you for reaching out! I have answered your questions in blue below. Please also confirm if you would like this email to be included as an exhibit to the staff report.



Additionally, if you would like more specifics about this application, the staff report will be posted here <https://www.wilsonvilleoregon.gov/bc-drba/page/development-review-board-panel-35> on Monday; this is the page that has information about the DRB meeting where this issue will be discussed.

If you would like to see more about the Spring Terrace project in general, you can also look at our [Projects Around the City page](#) for this project, where this specific hearing info will be listed under "Subsequent Applications."

Hanna Tuia

Associate Planner

City of Wilsonville

503.570.1623

htuia@wilsonvilleoregon.gov

<https://www.wilsonvilleoregon.gov>

[Facebook.com/CityofWilsonville](https://www.facebook.com/CityofWilsonville)



29799 SW Town Center Loop East, Wilsonville, OR 97070

Disclosure Notice: Messages to and from this e-mail address may be subject to the Oregon Public Records Law

From: Helena Lulay <hlulay1@gmail.com>

Sent: Wednesday, July 1, 2026 9:47 PM

To: Hanna Tuia <htuia@wilsonvilleoregon.gov>

Subject: Development Review Board Members DB26-0002

Dear Development Review Board Members,

Regarding: DB26-0002 Site Design Review of Tract A Open Space - Site Design Review (SDR26-0001)

My name is Helena Lulay, and I have been a resident of Vlahos Drive in Wilsonville for 30 years. My property directly backs up to the new "Spring Terrace" development. I have several questions and concerns regarding the current plan for Tract A:

- Viewing Deck: What is the height of the deck, and will it include a railing? What materials will be used for its construction? [The proposed height of the deck is 8 feet over the](#)

steepest part of the slope. It will include a 3-foot tall railing.

- Accessibility: Will the viewing platform and its approaches utilize smooth, non-slip surfaces with a slope no greater than 5%? Does the overall plan meet ADA requirements?

The viewing platform and bridge are designed to be ADA accessible.

- Landscaping: What size will the Crabapple and Wax Myrtle trees be at the time of planting? Given that Crabapples grow 1-2 feet per year, I am concerned about the privacy of homes along the property line if mature trees are not used. There will be a condition of approval ensuring that all trees planted comply with Code requirements regarding minimum tree size.

- Pedestrian Bridge and Path: What materials will be used for the bridge? What are the specific widths of the bridge and path, and do they meet core accessibility standards? The proposed path leading to the bridge and the bridge itself are designed to be ADA accessible. The soft path that goes throughout the site will not be designed to be ADA accessible.

- Amenities: Does the plan include the installation of tables? No tables are proposed, but three benches are proposed in the area.

- Clarity of Plans: The copy of the Tract A plan mailed to residents lacks a clear legend and is difficult to follow. Please see the note above about the upcoming publication of the staff report and where to access it.

- Property Ownership: The property is currently for sale. How will the design plan be impacted if the property is sold before Tract A is completed? If the property does change hands, any change proposed beyond what has been approved as part of the Spring Terrace subdivision will need to go back through the land-use process for approval.

- Fencing: Fencing for Spring Terrace has only been partially installed. When will the remaining fencing be completed, as discussed in previous meetings with the DRB and the developer? The applicant proposes to construct the proposed fence prior to installing plant materials and pedestrian path.

- Maintenance: Can you confirm that the HOA will be responsible for maintaining the open space, including the pedestrian bridge, viewing deck, and landscaping? The HOA will be responsible for maintaining the open space.

I am raising these points based on previous experiences with the rezoning and design compliance of this property. As the site has already changed hands once and is on the market again, I want to ensure all previous agreements remain in place and that all elements are inspected for strict adherence to code. The quality of this development directly impacts the property values of the surrounding neighborhood.

Thank you for your time and for reviewing these concerns.

Sincerely,

Helena Lulay
7557 SW Vlahos Drive
Wilsonville, OR 97070
503-545-4657

From: [Brenda Troupe](#)
To: [Shelley White](#)
Cc: [Amy Maag](#)
Subject: DB26-0002 Site Design Renew (SD26-0002)
Date: Friday, July 3, 2026 1:02:03 PM



Regarding DB26-0002 Site Design Review of Tract A Open Space.

My name is Brenda Troupe and I have lived in my house for 32 years and my property backs up to the proposed Spring Terrace development on Canyon Creek South Road.

After reviewing the site plan, I have a major concern regarding the proposed pedestrian path and platform. I understand that it must be ADA compliant, but not at the cost of further sacrificing my privacy that I lost when the trees along the property line were cut down.

Instead of orienting the platform toward our backyard, it would make sense to orient it along the property line of Lot 1 to face the creek. This would place the platform more centrally located in Tract A for a better viewing experience.

The quality of this development directly impacts the property values of the surrounding neighborhood.

Please include this email as an exhibit to the staff report.

Thank you for your time and consideration.

Brenda Lund Troupe
7558 SW Vlahos Dr
Wilsonville, OR 97070
503-709-0073





29799 SW Town Center Loop E, Wilsonville, OR 97070
Phone: 503.682.4960 Fax: 503.682.7025
Web: www.wilsonvilleoregon.gov

Planning Division
Development Permit Application

Item 2.

Final action on development application or zone change is required within 120 days per ORS 227.175 or as otherwise required by state or federal law for specific application types.

A pre application conference may be required.

The City will not accept applications for wireless communication facilities or similar facilities without a completed copy of a Wireless Facility Review Worksheet.

The City will not schedule incomplete applications for public hearing or send administrative public notice until all of the required materials are submitted.

Applicant:

Name: Scott Miller
Company: Samm-Miller, LLC
Mailing Address: 1327 Jay Ct.
City, State, Zip: West Linn, OR 97068
Phone: 503-819-3610 Fax:
E-mail: scott@jamestownc.com

Authorized Representative:

Name:
Company:
Mailing Address:
City, State, Zip:
Phone: Fax:
E-mail:

Property Owner:

Name: David James
Company: Jamestown Construction
Mailing Address: 696 McVey Ave., 101D
City, State, Zip: Lake Oswego, OR 97034
Phone: 503-421-6346 Fax:
E-mail: david@jamestownc.com

Property Owner's Signature:

Signature of David James
Printed Name: David James Date: 3-12-26

Applicant's Signature: (if different from Property Owner)

Signature of Scott Miller
Printed Name: Scott Miller Date: 3-12-26

Site Location and Description:

Project Address if Available: Spring Terrace Plat - Tract A Suite/Unit
Project Location: 28700 SW Canyon Creek Road South
Tax Map #(s): Tax Lot #(s): County: Washington Clackamas

Request:

We are requesting that DRB consider modifying the Conditions of Approval to allow for a Tract A redesign due to city engineering rejecting the DRB approved plan.

Project Type: Class I Class II Class III

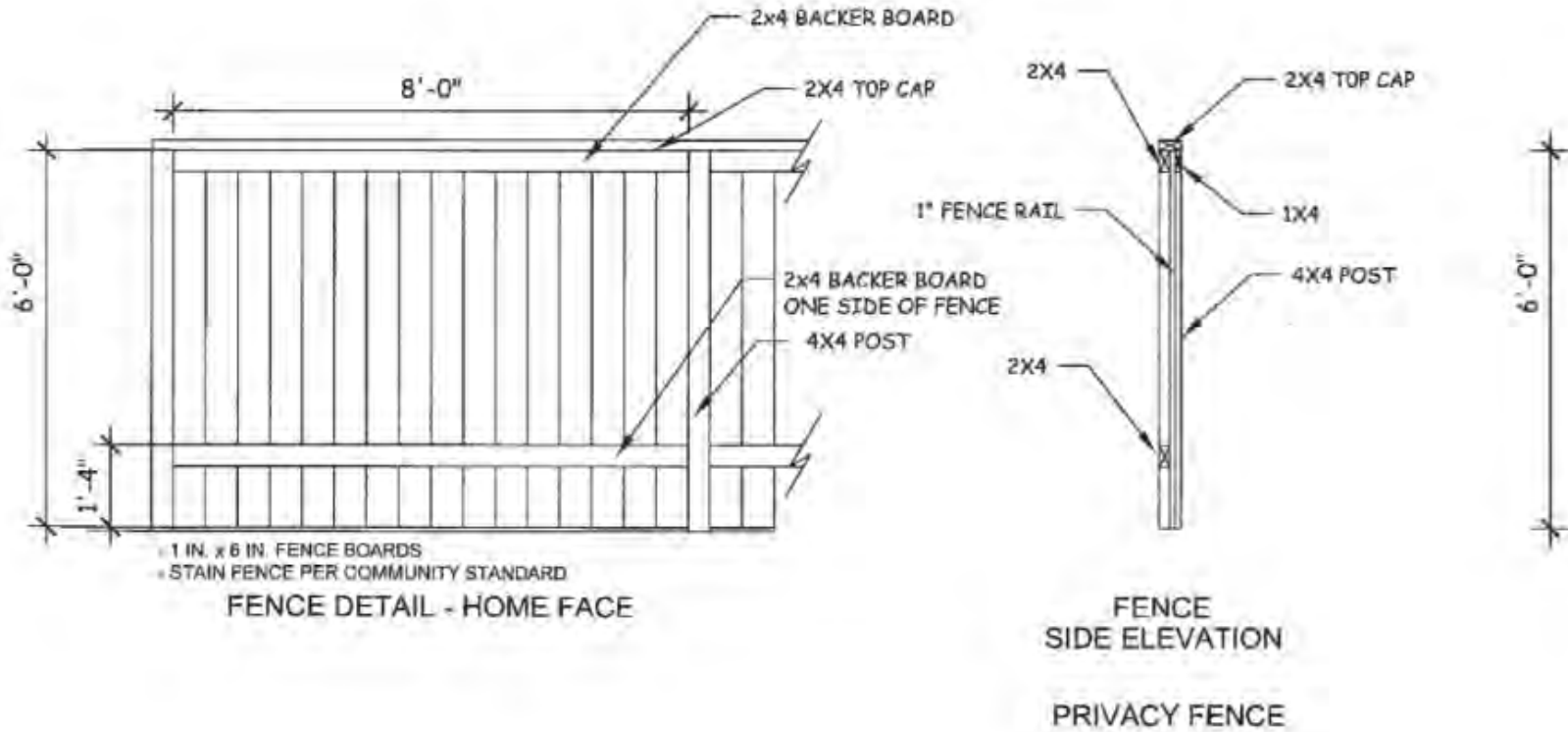
Residential Commercial Industrial Other:

Application Type(s):

- Annexation Appeal Comp Plan Map Amend Parks Plan Review
Final Plat Major Partition Minor Partition Request to Modify Conditions
Plan Amendment Planned Development Preliminary Plat Site Design Review
Request for Special Meeting Request for Time Extension Signs Stage II Final Plan
SROZ/SRIR Review Staff Interpretation Stage I Master Plan Variance
Type C Tree Removal Plan Tree Permit (B or C) Temporary Use Other (describe)
Villebois SAP Villebois PDP Villebois FDP
Zone Map Amendment Waiver(s) Conditional Use



Exhibit F



FENCE DETAIL

Modification of Tract A – Design Review of Parks and Open Space (SDR23-0008) DRB Decision DB23-0012

Prepared for:

Jamestown Construction
696 McVey Ave, 101D
Lake Oswego, OR 97034
david@jamestownc.com

Prepared by:



1500 Valley River Drive, Suite 100
Eugene, OR 97401
503.746.8812
emeriodesign.com

Project Summary

Request:	Application for Site Design Review of Parks and Open Space Modification	
Location and Map Number:	28700 SW Canyon Creek Road South Clackamas County Assessor's Map No. 31W13BD, Tax Lot 6400	
Applicant/Owner:	Jamestown Construction 696 McVey Ave, 101D Lake Oswego, OR 97034 Phone: 503-421-6346 Email: david@jamestownc.com	
Engineer/Planner:	Emerio Design, LLC 1500 Valley River Drive Suite 100 Eugene, OR 97401 503-746-8812 Engineer: Eric Evans, PE eevans@emeriodesign.com	Planner: Jennifer Arnold jarnold@emeriodesign.com

I. Project Description

The subject property is located at 28700 SW Canyon Creek Road S. The applicant proposes modifying the approved landscape plan for Tract A. Tract A is an open space tract associated with the Canyon Creek Phase 3/Spring Terrace Subdivision approval. As stated in the decision for the Canyon Creek Phase 3/Spring Terrace subdivision, the applicant was required to comply with the following conditions of approval:

PDD 14. Prior to Final Plat Approval: The applicant shall submit a revised Sheet L1 showing the landscaping plan to match the new shape and square footage of the proposed usable open space area in Tract A. If the project landscape architect changes, the applicant shall submit a new Affidavit of Professional Credentials for Residential Usable Open Space Areas in the City of Wilsonville. For final approval of the revised open space area, the applicant shall return to the Development Review Board for review of the redesigned open space. See Finding D49.

PDE 1. Prior to Final Plat Approval: The applicant shall submit landscape plans meeting applicable design standards and receive DRB approval of the landscape plans for the usable open space (Tract A) and install the approved landscaping unless such landscaping installation is deferred based written agreement with the City.

These conditions of approval were satisfied under the DB23-0012 approval issued in January 2024. The applicant now proposes modifying that design to comply with Public Works and Engineering Department standards in addition to creating a usable community asset. The proposed modification does not invalidate the compliance with the above conditions, nor does it propose to deviate from them. The applicant proposes this modification to better conform with City standards and to create a relaxing environment while keeping more of the existing topography intact.

The applicant is using the same project Landscape Architect as was originally associated with this project. This licensed professional was also the same Landscape Architect who developed the original Tract A plan.

The proposed modification conforms to all applicable sections of the Wilsonville Development Code and the above conditions of approval. This application provides findings of fact that demonstrate conformance with all applicable standards of the previously mentioned governing regulations. Applicable criteria of the Development Code will appear in *italics* followed by the applicant's responses in **bold** text.

II. Existing Conditions

As its address would suggest, the subject property has frontage on SW Canyon Creek Road S, an existing public road. Elevations on the subject property decrease from the west to the eastern property line. The site is currently under construction for improvements associated with active permit number LEEC21-0009.

North: Future Development Agricultural-Holding (FDA-H) (Map 31W13BD, Lot 6300).

South: Planned Development Residential (PDR) (Map 31W13BD, Lots 1400, 1300, 1200, 1100).

East: Planned Development Residential (PDR) (Map 31W13AC, Lot 9700) City owned open space Tract.

West: Planned Development Residential (PDR) (Map 31W13BD, Lot 3802).

III. Response to Applicable Criteria

4.421. Criteria and Application of Design Standards

(.01) The following standards shall be utilized by the Board in reviewing the plans, drawings, sketches and other documents required for Site Design Review. These standards are intended to provide a frame of reference for the applicant in the development of site and building plans as well as a method of review for the Board. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention and innovation. The specifications of one or more particular architectural styles is not included in these standards. (Even in the Boones Ferry Overlay Zone, a range of architectural styles will be encouraged.)

A. Preservation of Landscape. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soils removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.

Response: Existing significant trees along the southern property line are shown to be preserved with this modification. The remaining Tract A area has incorporated existing plants and topography into the design to the greatest extent possible.

B. Relation of Proposed Buildings to Environment. Proposed structures shall be located and designed to assure harmony with the natural environment, including protection of steep slopes, vegetation and other naturally sensitive areas for wildlife habitat and shall provide proper buffering from less intensive uses in accordance with Sections 4.171 and 4.139 and 4.139.5. The achievement of such relationship may include the enclosure of space in conjunction with other existing buildings or other proposed buildings and the creation of focal points with respect to avenues of approach, street access or relationships to natural features such as vegetation or topography.

Response: No buildings are proposed for Tract A. Buildings associated with the subdivision approval are on adjacent parcels and not part of the landscape plan of this application. Natural vegetation and topography have been incorporated into the landscape design of Tract A.

C. Drives, Parking and Circulation. With respect to vehicular and pedestrian circulation, including walkways, interior drives and parking, special attention shall be given to location and number of access points, general interior circulation, separation of pedestrian and vehicular traffic, and arrangement of parking areas that are safe and convenient and, insofar as practicable, do not detract from the design of proposed buildings and structures and the neighboring properties.

Response: No vehicular parking or circulation is proposed for Tract A however a paved pedestrian path is shown from the turn-around on lot 1 to Tract A. The paved pedestrian path is met with a suspended deck to a viewing platform with a bench. Two steps are shown from the beginning of the suspended deck down to a mulch path that follows natural grade to another viewing bench. The area is heavily planted with trees and shrubs to provide beauty, privacy, and habitat (see submitted landscape plan). No other buildings or structures are proposed on Tract A, and the proposed plan is not shown to detract from the design from adjacent proposals on neighboring properties. Properties to the east are buffered by city owned open space, properties to the south are buffered by the protection of existing trees, Tract A improvements are shown to be setback from lot 1 (property to the north) by over 11 feet, and the seating area is shown to be on the opposite side of Tract A as the development on lot 2. Additional privacy is proposed at the end of the viewing platform to ensure the view is focused to the east and not to the south.

D. Surface Water Drainage. Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties of the public storm drainage system.

Response: Special attention has been given to ensure proper site drainage (see submitted landscape plan). A stormwater report was included with the previous submittal to address drainage requirements. The proposed modification removes the impervious surface previously shown on the Tract A plan. By proposing decking and mulch, no additional significant impervious area is proposed. An updated drainage report can be submitted with the construction drawings for the Tract A improvements as a reasonable condition of approval.

E. Utility Service. Any utility installations above ground shall be located so as to have a harmonious relation to neighboring properties and site. The proposed method of sanitary and storm sewage disposal from all buildings shall be indicated.

Response: No above ground utilities or buildings are proposed with this application. Sanitary and stormwater disposal methods were approved with the initial subdivision approval and subsequent approval of the civil construction plans. The criterion does not apply.

F. Advertising Features. In addition to the requirements of the City's sign regulations, the following criteria should be included: the size, location, design, color, texture, lighting and materials of all exterior signs and outdoor advertising structures or features shall not detract from the design of proposed buildings and structures and the surrounding properties.

Response: No advertising features are proposed with this application. The criterion does not apply.

G. Special Features. Exposed storage areas, exposed machinery installations, surface areas, truck loading areas, utility buildings and structures and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall be required to prevent their being incongruous with the existing or contemplated environment and its surrounding properties. Standards for screening and buffering are contained in Section 4.176.

Response: The applicant does not propose any exposed storage areas, machinery installations, truck loading areas, utility buildings, or primary or accessory structures. As shown on the landscape plan, screen plantings are proposed in areas where existing screening is insufficient or additional screening was recommended by Staff.

(.02) The standards of review outlined in Sections (a) through (g) above shall also apply to all accessory buildings, structures, exterior signs and other site features, however related to the major buildings or structures.

(.03) The Board shall also be guided by the purpose of Section 4.400, and such objectives shall serve as additional criteria and standards.

(.04) Conditional application. The Planning Director, Planning Commission, Development Review Board or City Council may, as a Condition of Approval for a zone change, subdivision, land partition, variance, conditional use, or other land use action, require conformance to the site development standards set forth in this Section.

(.05) The Board may attach certain development or use conditions in granting an approval that are

determined necessary to insure the proper and efficient functioning of the development, consistent with the intent of the Comprehensive Plan, allowed densities and the requirements of this Code. In making this determination of compliance and attaching conditions, the Board shall, however, consider the effects of this action on the availability and cost of needed housing. The provisions of this section shall not be used in such a manner that additional conditions either singularly or accumulatively have the effect of unnecessarily increasing the cost of housing or effectively excluding a needed housing type.

(.06) The Board or Planning Director may require that certain paints or colors of materials be used in approving applications. Such requirements shall only be applied when site development or other land use applications are being reviewed by the City.

A. Where the conditions of approval for a development permit specify that certain paints or colors of materials be used, the use of those paints or colors shall be binding upon the applicant. No Certificate of Occupancy shall be granted until compliance with such conditions has been verified.

B. Subsequent changes to the color of a structure shall not be subject to City review unless the conditions of approval under which the original colors were set included a condition requiring a subsequent review before the colors could be changed.

Response: A new suspended deck is proposed for accessible use of Tract A. This suspended deck avoids significant grading, and wall demands the previous plan proposed. The applicant believes that following natural grade, avoiding the need for additional retaining walls makes for a more usable open space. General details of materials and benches have been included with the submitted modification materials. No other structures are proposed for Tract A and no previous approvals with conditions have been imposed for Tract A indicating specific colors or materials of improvements.

Section 4.430. Location, Design and Access Standards for Mixed Solid Waste and Recycling Areas.

(.01) The following locations, design and access standards for mixed solid waste and recycling storage areas shall be applicable to the requirements of Section 4.179 of the Wilsonville City Code.

(.02) Location Standards:

A. To encourage its use, the storage area for source separated recyclables shall be co-located with the storage area for residual mixed solid waste.

(...)

Response: This application does not propose any mixed solid waste or recycling areas with the proposed landscape design of Tract A. The criteria of this section do not apply to this application.

4.450. Installation of Landscaping.

(.01) All landscaping required by this section and approved by the Board shall be installed prior to issuance of occupancy permits, unless security equal to 110 percent of the cost of the landscaping as determined by the Planning Director is filed with the City assuring such installation within six months of occupancy. "Security" is cash, certified check, time certificates of deposit, assignment of a savings account or such other assurance of completion as shall meet with the approval of the City Attorney. In

such cases the developer shall also provide written authorization, to the satisfaction of the City Attorney, for the City or its designees to enter the property and complete the landscaping as approved. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the installation. Upon completion of the installation, any portion of the remaining security deposited with the City shall be returned to the applicant.

(.02) Action by the City approving a proposed landscape plan shall be binding upon the applicant. Substitution of plant materials, irrigation systems, or other aspects of an approved landscape plan shall not be made without official action of the Planning Director or Development Review Board, as specified in this Code.

(.03) All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Board, unless altered with Board approval.

(.04) If a property owner wishes to add landscaping for an existing development, in an effort to beautify the property, the Landscape Standards set forth in Section 4.176 shall not apply and no Plan approval or permit shall be required. If the owner wishes to modify or remove landscaping that has been accepted or approved through the City's development review process, that removal or modification must first be approved through the procedures of Section 4.010.

Response: See landscape plan for installation notes as advised by the project's Landscape Architect.

4.171. General Regulations—Protection of Natural Features and Other Resources.

(.02) General Terrain Preparation:

A. All developments shall be planned, designed, constructed and maintained with maximum regard to natural terrain features and topography, especially hillside areas, floodplains, and other significant landforms.

Response: The applicant proposes modifying the Tract A design to utilize the natural topography of Tract A to a greater extent than the previous proposal. Grading is minimal and confined to the northern area of Tract A under the deck to transition from adjacent lot grading to existing in Tract A. Walls are no longer proposed and the ADA ramp near the public right-of-way is no longer needed.

B. All grading, filling and excavating done in connection with any development shall be in accordance with the Uniform Building Code.

Response: Civil construction plans were previously approved, and construction activities are underway on the subject site for the approved subdivision. All grading, filing, and excavation needed for the development of the subdivision has already been reviewed for compliance with this section. This application proposes a landscape plan for Tract A and includes minimal additional grading with Tract A improvements. A grading plan for Tract A has been included with this application submittal to demonstrate compliance with the above standard. All grading has been minimized to the greatest extent possible.

C. In addition to any permits required under the Uniform Building Code, all developments shall be planned, designed, constructed and maintained so as to:

- 1. Limit the extent of disturbance of soils and site by grading, excavation and other land alterations.*
- 2. Avoid substantial probabilities of: (1) accelerated erosion; (2) pollution, contamination, or siltation of lakes, rivers, streams and wetlands; (3) damage to vegetation; (4) injury to wildlife and fish habitats.*
- 3. Minimize the removal of trees and other native vegetation that stabilize hillsides, retain moisture, reduce erosion, siltation and nutrient runoff, and preserve the natural scenic character.*

Response: Existing trees along the southern property line are shown to be preserved which limits grading and development activities. Erosion control measures are in place to ensure protection with adjacent sensitive lands and natural resources. Tract A is not located on a hillside requiring additional slope stabilization.

(.03) Hillsides. All developments proposed on slopes greater than 25 percent shall be limited to the extent that:

A. An engineering geologic study approved by the City, establishes that the site is stable for the proposed development, and any conditions and recommendations based on the study are incorporated into the plans and construction of the development. The study shall include items specified under subsection 4.171(.07)A.2.a—j:

Response: Tract A slope does not exceed 25% and therefore a geologic study is not required for this application.

B. Slope stabilization and re-vegetation plans shall be included as part of the applicant's landscape plans.

Response: This application proposes a landscape plan for the open space Tract A associated with the Canyon Creek Phase 3 subdivision/Spring Terrace Subdivision. As part of that review, a tree mitigation plan was submitted and approved. This application for modification does not seek to change that approval. No slope stabilization is proposed with this application.

C. Buildings shall be clustered to reduce alteration of terrain and provide for preservation of natural features.

Response: No buildings are proposed with this application. The criterion does not apply.

D. Creation of building sites through mass pad grading and successive padding or terracing of building sites shall be avoided where feasible.

Response: The grading plans (stormwater areas and lot grading) were approved with the civil construction plans in March of 2023 and no changes to those approvals are proposed with this application. Grading is shown on the submitted civil plan for Tract A and kept to a minimum. The

grading for the Tract A modification shown on the submitted plan ties adjacent lot grading to existing contours within the Tract. No other grading is proposed.

E. Roads shall be of minimum width, with grades consistent with the City's Public Works Standards.

Response: No new roads are proposed with this application. The applicant does not propose any changes to the streets as they were approved on the civil construction plans.

F. Maintenance, including re-vegetation, of all grading areas is the responsibility of the developer, and shall occur through October 1 of the second growing season following receipt of Certificates of Occupancy unless a longer period is approved by the Development Review Board.

Response: The applicant acknowledges and understands the responsibilities of the developer regarding maintenance.

G. The applicant shall obtain an erosion and sediment control permit from the City's Building and Environmental Services Division's.

Response: The applicant currently has an active erosion and sediment control permit issued by the City's Building and Environmental Services Division (permit # LEEC21-0009).

(.04) Trees and Wooded Areas:

A. All developments shall be planned, designed, constructed and maintained so that:

- 1. Existing vegetation is not disturbed, injured, or removed prior to site development and prior to an approved plan for circulation, parking and structure location.*

Response: No parking, structures or vehicle circulation are proposed on Tract A. Site development activities are currently underway, but vegetation was not removed prior to approved site development work. Tree protection is in place to save the trees along the southern property line during site development activities.

- 2. Existing wooded areas, significant clumps/groves of trees and vegetation, and all trees with a diameter at breast height of six inches or greater shall be incorporated into the development plan and protected wherever feasible.*

Response: The grove of trees along the southern property line is shown to be preserved. Tree type, diameter, and location of significant trees is shown on the submitted landscape plan. All significant trees are proposed to be preserved.

- 3. Existing trees are preserved within any right-of-way when such trees are suitably located, healthy, and when approved grading allows.*

Response: Tract A is not adjacent to right-of-way with existing trees; therefore the above criterion does not apply.

B. Trees and woodland areas to be retained shall be protected during site preparation and construction according to City Public Works design specifications, by:

1. *Avoiding disturbance of the roots by grading and/or compacting activity.*
2. *Providing for drainage and water and air filtration to the roots of trees which will be covered with impermeable surfaces.*
3. *Requiring, if necessary, the advisory expertise of a registered arborist/horticulturist both during and after site preparation.*
4. *Requiring, if necessary, a special maintenance, Management program to insure survival of specific woodland areas of specimen trees or individual heritage status trees.*

Response: As shown on the submitted landscape plan, disturbance within the critical root zone of preserved trees is limited to planting native low shrubs (see landscape plan) by hand. No compacting activities are proposed within the tree protection area. Planting notes are on the submitted landscape plan regarding the management program for all plants and the plans were prepared by a licensed landscape architect. The project arborist and landscape architect will be available to provide expertise during and after site preparation.

(.05) High Voltage Powerline Easements and Right-of-Way and Petroleum Pipeline Easements:

A. Due to the restrictions placed on these lands, no residential structures shall be allowed within high voltage powerline easements and rights-of-way and petroleum pipeline easements, and any development, particularly residential, adjacent to high voltage powerline easements and rights-of-way and petroleum pipeline easements shall be carefully reviewed.

B. Any proposed non-residential development within high voltage powerline easements and rights-of-way and petroleum pipeline easements shall be coordinated with and approved by the Bonneville Power Administration, Portland General Electric Company or other appropriate utility, depending on the easement or right-of-way ownership.

Response: Although the proposed use of Tract A is nonresidential, Tract A does not have any high voltage powerline easements and is not located adjacent to right-of-way. Additionally, Tract A does not have any petroleum pipeline easements.

(.07) Standards for Earth Movement Hazard Areas:

A. No development or grading shall be allowed in areas of land movement, slump or earth flow, and mud or debris flow, except under one of the following conditions:

1. *Stabilization of the identified hazardous condition based on established and proven engineering techniques which ensure protection of public and private property. Appropriate conditions of approval may be attached by the City.*
2. *An engineering geologic study approved by the City establishing that the site is stable for the proposed use and development. The study shall include the following:*
 - a. *Index map.*

- b. Project description, to include: location; topography, drainage, vegetation; discussion of previous work; and discussion of field exploration methods.*
 - c. Site geology, to include: site geologic map; description of bedrock and superficial materials including artificial fill; location of any faults, folds, etc.; and structural data including bedding, jointing, and shear zones.*
 - d. Discussion and analysis of any slope stability problems.*
 - e. Discussion of any off-site geologic conditions that may pose a potential hazard to the site or that may be affected by on-site development.*
 - f. Suitability of site for proposed development from geologic standpoint.*
 - g. Specific recommendations for cut slope stability, seepage and drainage control, or other design criteria to mitigate geologic hazards.*
 - h. Supportive data, to include: cross sections showing subsurface structure; graphic logs of subsurface explorations; results of laboratory tests; and references.*
 - i. Signature and certification number of engineering geologist registered in the State of Oregon.*
 - j. Additional information or analyses as necessary to evaluate the site.*
- B. Vegetative cover shall be maintained or established for stability and erosion control purposes.*
- C. Diversion of storm water into these areas shall be prohibited.*
- D. The principal source of information for determining earth movement hazards is the State Department of Geology and Mineral Industries (DOGAMI) Bulletin 99 and any subsequent bulletins and accompanying maps. Approved site specific engineering geologic studies shall be used to identify the extent and severity of the hazardous conditions on the site, and to update the earth movement hazards database.*

Response: The applicant has an active erosion control permit and is complying with the requirements with that permit approval. As shown on approved civil construction plans, stormwater is managed in an appropriate way using LIDA facilities. Additionally, based on the information from DOGAMI the subject site is not identified to be within an earth movement hazard zone and therefore the above standards do not apply.

(.08) Standards for Soil Hazard Areas:

A. Appropriate siting and design safeguards shall insure structural stability and proper drainage of foundation and crawl space areas for development on land with any of the following soil conditions: wet or high water table; high shrink-swell capability; compressible or organic; and shallow depth-to-bedrock.

B. The principal source of information for determining soil hazards is the State DOGAMI Bulletin 99 and any subsequent bulletins and accompanying maps. Approved site-specific soil studies shall be used to identify the extent and severity of the hazardous conditions on the site, and to update the soil hazards database accordingly.

Response: Based on the information from DOGAMI, the subject site is not identified to have soil hazard areas and therefore the above criteria do not apply.

(.09) Historic Protection: Purpose.

A. To preserve structures, sites, objects, and areas within the City of Wilsonville having historic, cultural, or archaeological significance.

Response: No historical resources are identified on the subject site and therefore the criteria of this section do not apply.

4.176. Landscaping, Screening, and Buffering.

(.02) Landscaping and Screening Standards:

A. Subsections "C" through "I," below, state the different landscaping and screening standards to be applied throughout the City. The locations where the landscaping and screening are required and the depth of the landscaping and screening is stated in various places in the Code.

B. All landscaping and screening required by this Code must comply with all of the provisions of this Section, unless specifically waived or granted a Variance as otherwise provided in the Code. The landscaping standards are minimum requirements; higher standards can be substituted as long as fence and vegetation-height limitations are met. Where the standards set a minimum based on square footage or linear footage, they shall be interpreted as applying to each complete or partial increment of area or length (e.g., a landscaped area of between 800 and 1,600 square feet shall have two trees if the standard calls for one tree per 800 square feet.

C. General Landscaping Standard:

1. Intent. The General Landscaping Standard is a landscape treatment for areas that are generally open. It is intended to be applied in situations where distance is used as the principal means of separating uses or developments and landscaping is required to enhance the intervening space. Landscaping may include a mixture of ground cover, evergreen and deciduous shrubs, and coniferous and deciduous trees.

2. Required materials. Shrubs and trees, other than street trees, may be grouped. Ground cover plants must fully cover the remainder of the landscaped area (see Figure 21: General Landscaping). The General Landscaping Standard has two different requirements for trees and shrubs:

a. Where the landscaped area is less than 30 feet deep, one tree is required for every 30 linear feet.

- b. Where the landscaped area is 30 feet deep or greater, one tree is required for every 800 square feet and two high shrubs or three low shrubs are required for every 400 square feet.*

Response: As shown on the submitted landscape plan, trees and shrubs are grouped together by plant type and distributed throughout the Tract. Ground cover and low spreading shrubs are shown between the drip line of the significant trees along the southern property line and the proposed pedestrian path. Tract A is shown to be approximately 47 feet by 143 feet and the landscape plan includes the preservation of significant trees along the southern property line, three new trees proposed, and 177 shrubs of various types and sizes (see landscape plan for details). In addition to the trees and shrubs, the applicant proposes a variety of grasses and perennials distributed throughout the Tract. Bark mulch is proposed within critical root zone areas to avoid tree root disturbance.

D. Low Screen Landscaping Standard:

- 1. Intent. The Low Screen Landscaping Standard is a landscape treatment that uses a combination of distance and low screening to separate uses or developments. It is intended to be applied in situations where low screening is adequate to soften the impact of one use or development on another, or where visibility between areas is more important than a total visual screen. The Low Screen Landscaping Standard is usually applied along street lot lines or in the area separating parking lots from street rights-of-way.*
- 2. Required materials. The Low Screen Landscaping Standard requires sufficient low shrubs to form a continuous screen three feet high and 95 percent opaque, year-round. In addition, one tree is required for every 30 linear feet of landscaped area, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area. A three foot high masonry wall or a berm may be substituted for the shrubs, but the trees and ground cover plants are still required. When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area. (See Figure 22: Low Screen Landscaping).*

Response: A continuous line of shrubs is shown along the boundary of the property where a tree is not shown to be planted or preserved. Screening is shown along the southern property line between new trees and is a mix of groundcover, tall and medium screening, and accent shrubs. For screening along the eastern property line, the applicant proposes to preserve the existing trees, and fill the remaining area with tall screening shrubs. Tract A is not located along a street and has existing tree canopy covering a significant portion of the site. The new trees proposed complete the consistent canopy around the open space. No trees are proposed to be planted within the stormwater pipeline easement.

E. Low Berm Landscaping Standard:

- 1. Intent. The Low Berm Standard is intended to be applied in situations where moderate screening to reduce both visual and noise impacts is needed to protect abutting uses or developments from one-another, and where it is desirable and practical to provide separation by both distance and sight-obscuring materials. This screening is*

most important where either, or both, of the abutting uses or developments can be expected to be particularly sensitive to noise or visual impacts.

2. *Required materials. The Low Berm Standard requires a berm at least two feet six inches high along the interior side of the landscaped area (see Figure 23: Low Berm Landscaping). If the berm is less than three feet high, low shrubs meeting the Low Screen Landscaping Standard, above, are to be planted along the top of the berm, assuring that the screen is at least three feet in height. In addition, one tree is required for every 30 linear feet of berm, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area.*

Response: No berms are proposed as the applicant proposes to work with the existing topography of the site to a greater extent with this proposed modification. A continuous line of shrubs is shown along the boundary of the property where a tree is not shown to be planted or preserved. Screening is shown along the eastern property line between new trees and is a mix of groundcover, tall screening, medium and tall shrubs. For screening along the southern property line, the applicant proposes to preserve the existing trees, and fill the remaining area with tall screening shrubs. Tract A is not located along a street and has existing tree canopy covering a significant portion of the site. The new trees proposed complete the consistent canopy around the usable open space portion. The applicant has agreed to construct a wooden privacy fence along the rear property line of adjacent tax lot 1100 which shares the southern boundary with Tract A. see fence material details and other necessary information with the submitted civil plan.

F. High Screen Landscaping Standard:

1. *Intent. The High Screen Landscaping Standard is a landscape treatment that relies primarily on screening to separate uses or developments. It is intended to be applied in situations where visual separation is required.*
2. *Required materials. The High Screen Landscaping Standard requires sufficient high shrubs to form a continuous screen at least six feet high and 95 percent opaque, year-round. In addition, one tree is required for every 30 linear feet of landscaped area, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area. A six foot high masonry wall or a berm may be substituted for the shrubs, but the trees and ground cover plants are still required. When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area. (See Figure 24: High Screen Landscaping).*

Response: A continuous line of shrubs is shown along the boundary of the property where a tree is not shown to be planted or preserved. Screening is shown along the eastern property line between new trees and is a mix of groundcover, tall screening, medium and tall shrubs. For screening along the southern property line, the applicant proposes to preserve the existing trees, and fill the remaining area with tall screening shrubs. Tract A is not located along a street and has existing tree canopy covering a significant portion of the site. The new trees proposed complete the consistent canopy around the usable open space portion.

Ground cover is shown between the drip line of the significant trees along the southern property line and the proposed pedestrian path. Tract A is shown to be approximately 47 feet by 143 feet,

and the landscape plan includes the preservation of significant trees along the southern property line, two new trees near the eastern property line, and 177 shrubs of various types and sizes (see landscape plan for details). Bark mulch is shown in the critical root zone under the existing trees to avoid root disturbance during planting.

G. High Wall Standard:

- 1. Intent. The High Wall Standard is intended to be applied in situations where extensive screening to reduce both visual and noise impacts is needed to protect abutting uses or developments from one-another. This screening is most important where either, or both, of the abutting uses or developments can be expected to be particularly sensitive to noise or visual impacts, or where there is little space for physical separation.*
- 2. Required materials. The High Wall Standard requires a masonry wall at least six feet high along the interior side of the landscaped area (see Figure 25: High Wall Landscaping). In addition, one tree is required for every 30 linear feet of wall, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area.*

Response: No walls are proposed for screening purposes on the site and the applicant does not anticipate needing to screen Tract A from adjacent properties due to noise. Tract A is located in a residential area, and it is not anticipated that noise generated on this open space tract will exceed typical neighborhood sounds. Extensive vegetative screening and landscaping are shown throughout Tract A. See submitted landscape plan which demonstrates compliance with above screening standards.

H. High Berm Standard:

- 1. Intent. The High Berm Standard is intended to be applied in situations where extensive screening to reduce both visual and noise impacts is needed to protect abutting uses or developments from one-another, and where it is desirable and practical to provide separation by both distance and sight-obscuring materials. This screening is most important where either, or both, of the abutting uses or developments can be expected to be particularly sensitive to noise or visual impacts.*
- 2. Required materials. The High Berm Standard requires a berm at least four feet high along the interior side of the landscaped area (see Figure 26: High Berm Landscaping). If the berm is less than six feet high, low shrubs meeting the Low Screen Landscaping Standard, above, are to be planted along the top of the berm, assuring that the screen is at least six feet in height. In addition, one tree is required for every 30 linear feet of berm, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area.*

Response: No berms are proposed as the applicant proposes to work with the existing topography of the site in conjunction with dense plantings. A continuous line of shrubs is shown along the boundary of the property where a tree is not shown to be planted or preserved. Screening is shown along the eastern property line between new trees and is a mix of groundcover, tall screening, medium and tall shrubs. For screening along the southern property line, the applicant proposes to

preserve the existing trees, and fill the remaining area with tall screening shrubs. Tract A is not located along a street and has existing tree canopy covering a significant portion of the site. The new trees proposed complete the consistent canopy around the usable open space portion.

I. Partially Sight-Obscuring Fence Standard:

1. *Intent.* The Partially Sight-Obscuring Fence Standard is intended to provide a tall, but not totally blocked, visual separation. The standard is applied where a low level of screening is adequate to soften the impact of one use or development on another, and where some visibility between abutting areas is preferred over a total visual screen. It can be applied in conjunction with landscape plantings or applied in areas where landscape plantings are not necessary and where nonresidential uses are involved.
2. *Required materials.* Partially Sight-Obscuring Fence Standard are to be at least six feet high and at least 50 percent sight-obscuring. Fences may be made of wood (other than plywood or particle-board), metal, bricks, masonry or other permanent materials (see Figure 27: Partially Sight-Obscuring Fence).

Response: The applicant proposes to construct a six foot wooden privacy along the rear property line of adjacent tax lot 1100 which shares the southern boundary with Tract A. This will result in a continuous wooden privacy fence along the southern boundary of Tract A in addition to vegetative screening. See submitted materials for fence material details as this is a fully sight-obstructing fence. The applicant's submitted landscape plan shows compliance with vegetative screening standards.

J. Fully Sight-Obscuring Fence Standard:

1. *Intent.* The Fully Sight-Obscuring Fence Standard is intended to provide a totally blocked visual separation. The standard is applied where full visual screening is needed to reduce the impact of one use or development on another. It can be applied in conjunction with landscape plantings or applied in areas where landscape plantings are not necessary.
2. *Required materials.* Fully sight-obscuring fences are to be at least six feet high and 100 percent sight-obscuring. Fences may be made of wood (other than plywood or particle-board), metal, bricks, masonry or other permanent materials (see Figure 28: Totally Sight-Obscuring Fence).

Response: The applicant proposes to construct a six feet wooden privacy along the rear property line of adjacent tax lot 1100 which shares the southern boundary with Tract A. This will result in a continuous wooden privacy fence along the southern boundary of Tract A in addition to vegetative screening. See submitted materials for fence material details as this is a fully sight-obstructing fence. The last 25 feet of the proposed fence is proposed to be located within the SROZ buffer area but does not encroach into the SROZ overlay area. The applicant's submitted landscape plan shows compliance with vegetative screening standards.

(.03) Landscape Area. Not less than 15 percent) of the total lot area, shall be landscaped with vegetative plant materials. The ten percent parking area landscaping required by section 4.155.03(B)(1) is included in the 15 percent total lot landscaping requirement. Landscaping shall be located in at least three separate and distinct areas of the lot, one of which must be in the contiguous frontage area. Planting

areas shall be encouraged adjacent to structures. Landscaping shall be used to define, soften or screen the appearance of buildings and off-street parking areas. Materials to be installed shall achieve a balance between various plant forms, textures, and heights. The installation of native plant materials shall be used whenever practicable. (For recommendations refer to the Native Plant List maintained by the City of Wilsonville).

(.04) Buffering and Screening. Additional to the standards of this subsection, the requirements of the Section 4.137.5 (Screening and Buffering Overlay Zone) shall also be applied, where applicable.

A. All intensive or higher density developments shall be screened and buffered from less intense or lower density developments.

Response: No parking areas are proposed on Tract A and more than 15% of the site is shown to be landscaped. Landscaping is shown to screen the Tract from adjacent properties and to enhance the experience of community users. The proposed plants provide a variety of heights, textures, and plant types. Tract A is not within a Screening and Buffering Overlay Zone. Per the submitted landscape plan, Tract A is screened from adjacent developments as density varies in the area.

B. Activity areas on commercial and industrial sites shall be buffered and screened from adjacent residential areas. Multi-family developments shall be screened and buffered from single-family areas.

Response: Tract A is zoned PDR-3 and not considered a commercial or industrial area needing buffering/screening. The criterion does not apply.

C. All exterior, roof and ground mounted, mechanical and utility equipment shall be screened from ground level off-site view from adjacent streets or properties.

Response: Tract A does not have any roof or ground mounted, mechanical or utility equipment as no structures are proposed. The above criterion does not apply.

D. All outdoor storage areas shall be screened from public view, unless visible storage has been approved for the site by the Development Review Board or Planning Director acting on a development permit.

Response: No outdoor storage areas are proposed for Tract A and therefore the above criterion does not apply.

E. In all cases other than for industrial uses in industrial zones, landscaping shall be designed to screen loading areas and docks, and truck parking.

Response: No loading areas, docks or truck parking is proposed for Tract A and therefore the above criterion does not apply.

F. In any zone any fence over six feet high measured from soil surface at the outside of fence line shall require Development Review Board approval.

Response: The applicant proposes to construct a privacy fence along the shared boundary between TL 1100 and Tract A but does not propose the fence exceeding 6 feet in height. The above criterion is met.

(.05) Sight-Obscuring Fence or Planting. The use for which a sight-obscuring fence or planting is required shall not begin operation until the fence or planting is erected or in place and approved by the City. A temporary occupancy permit may be issued upon a posting of a bond or other security equal to 110 percent of the cost of such fence or planting and its installation. (See Sections 4.400 to 4.470 for additional requirements.)

Response: The applicant proposes to construct a six foot wooden privacy along the rear property line of adjacent tax lot 1100 which shares the southern boundary with Tract A. This will result in a continuous wooden privacy fence along the southern boundary of Tract A in addition to vegetative screening. See submitted materials for fence material details as this is a fully sight-obstructing fence. The applicant proposes to construct the proposed fence prior to installing plant materials and pedestrian path.

(.06) Plant Materials:

A. Shrubs and Ground Cover. All required ground cover plants and shrubs must be of sufficient size and number to meet these standards within three years of planting. Non-horticultural plastic sheeting or other impermeable surface shall not be placed under mulch. Native topsoil shall be preserved and reused to the extent feasible. Surface mulch or bark dust are to be fully raked into soil of appropriate depth, sufficient to control erosion, and are confined to areas around plantings. Areas exhibiting only surface mulch, compost or barkdust are not to be used as substitutes for plant areas.

- 1. Shrubs. All shrubs shall be well branched and typical of their type as described in current AAN Standards and shall be equal to or better than 2-gallon containers and ten inches to 12 inches spread.*

Response: As shown on the submitted landscape plan, native topsoil is proposed to be preserved and reused where feasible. Additionally, proposed shrubs are shown to be planted from 2 to 3 gallon containers. Groundcover, grasses/perennials are shown to be planted from 1 gallon containers. Surface bark mulch is proposed in areas throughout Tract A. Sufficient erosion control measures are shown on the approved LEEC21-0009 permit.

- 2. Ground cover. Shall be equal to or better than the following depending on the type of plant materials used: gallon containers spaced at four feet on center minimum, four inch pot spaced two feet on center minimum, two one-fourth inch pots spaced at 18 inch on center minimum. No bare root planting shall be permitted. Ground cover shall be sufficient to cover at least 80 percent of the bare soil in required landscape areas within three years of planting. Where wildflower seeds are designated for use as a ground cover, the City may require annual re-seeding as necessary.*

Response: Groundcover is shown to be planted throughout the site from 1 gallon containers. The proposed spacing is approximately 3 feet to 3.5 feet on-center, depending on location. No bare root plantings are proposed. Ground cover is shown to be planted to provide sufficient cover over bare soil areas. Bark mulch is proposed in areas of existing trees or where no new plants are proposed. Wildflower seeds are not proposed to be distributed to comply with groundcover standards.

- 3. Turf or lawn in non-residential developments. Shall not be used to cover more than ten percent of the landscaped area, unless specifically approved based on a finding that, due to site conditions and availability of water, a larger percentage of turf or lawn*

area is appropriate. Use of lawn fertilizer shall be discouraged. Irrigation drainage runoff from lawns shall be retained within lawn areas.

Response: The submitted landscape plan shows grasses and perennials to be planted in selective areas throughout Tract A but not to exceed 10% of the landscaped area. Fertilizer is only proposed for ground cover, shrubs, and trees per the manufacturer recommendation. Irrigation is proposed for plant maintenance, but no lawn areas are proposed. An irrigation meter is shown on the submitted civil plan sheets to provide the water for the irrigation system.

4. *Plant materials under trees or large shrubs. Appropriate plant materials shall be installed beneath the canopies of trees and large shrubs to avoid the appearance of bare ground in those locations.*

Response: The applicant's submitted landscape plan proposes a mix of shrubs, groundcover and bark mulch under large existing trees and larger shrubs proposed to be planted.

5. *Integrate compost-amended topsoil in all areas to be landscaped, including lawns, to help detain runoff, reduce irrigation and fertilizer needs, and create a sustainable, low-maintenance landscape.*

Response: Proposed plants are a mix of native and low maintenance types. Fertilizer is proposed based on manufacturers recommendations and compost amended topsoil is recommended by the Project's Landscape Architect at the time of planting. Irrigation is proposed to utilize SMART Technology installed by Landscape Contractor to ensure irrigation only in the required months of little to no rain. An irrigation meter is shown on the civil plan sheet included with this application.

B. Trees. All trees shall be well-branched and typical of their type as described in current American Association of Nurserymen (AAN) Standards and shall be balled and burlapped. The trees shall be grouped as follows:

1. *Primary trees which define, outline or enclose major spaces, such as Oak, Maple, Linden, and Seedless Ash, shall be a minimum of two inch caliper.*
2. *Secondary trees which define, outline or enclose interior areas, such as Columnar Red Maple, Flowering Pear, Flame Ash, and Honeylocust, shall be a minimum of 1¾ inch to 2 inch caliper.*
3. *Accent trees which, are used to add color, variation and accent to architectural features, such as Flowering Pear and Kousa Dogwood, shall be 1¾ inch minimum caliper.*
4. *Large conifer trees such as Douglas Fir or Deodar Cedar shall be installed at a minimum height of eight feet.*
5. *Medium-sized conifers such as Shore Pine, Western Red Cedar or Mountain Hemlock shall be installed at a minimum height of five to six feet.*

Response: Proposed trees are known to be well-branched and meet the AAN standards. The large existing ponderosa Pine and Douglas Fir trees along the southern property line are shown to be preserved and incorporated into the landscape plan. The applicant proposes two Western

Dogwoods (2.00" caliper) and one Western Crabapple tree to complete the canopy and provide additional screening.

C. Where a proposed development includes buildings larger than 24 feet in height or greater than 50,000 square feet in footprint area, the Planning Director or the Development Review Board, as applicable, may require larger or more mature plant materials.

- 1. At maturity, proposed trees shall be at least one-half the height of the building to which they are closest, and building walls longer than 50 feet shall require tree groups located no more than 50 feet on center, to break up the length and height of the façade.*
- 2. Either fully branched deciduous or evergreen trees may be specified depending upon the desired results. Where solar access is to be preserved, only solar-friendly deciduous trees are to be used. Where year-round sight obscuring is the highest priority, evergreen trees are to be used.*
- 3. The following standards are to be applied:*
 - a. Deciduous trees:*
 - i. Minimum height of ten feet; and*
 - ii. Minimum trunk diameter (caliper) of two inches (measured at four and one-half feet above grade).*
 - b. Evergreen trees: Minimum height of 12 feet.*

Response: The proposed landscape plan for Tract A does not include any structures. The 5-lot subdivision has been approved and those lots will be individually landscaped. The landscaping for Tract A has been designed to screen the open space area from the adjacent structures. Tall shrubs and existing significant trees are shown to be as close to the nearest off-site structure (the future home on lot 2).

D. Street Trees. In order to provide a diversity of species, the Development Review Board may require a mix of street trees throughout a development. Unless the Board waives the requirement for reasons supported by a finding in the record, different types of street trees shall be required for adjoining blocks in a development.

- 1. All trees shall be standard base grafted, well branched and typical of their type as described in current AAN Standards and shall be balled and burlapped (b&b). Street trees shall be planted at sizes in accordance with the following standards:*
 - a. Arterial streets—Three inches minimum caliper*
 - b. Collector streets—Two inches minimum caliper.*
 - c. Local streets or residential private access drives—1¾ inches minimum caliper.*

d. Accent or median tree—1¾ inches minimum caliper.

Response: Tract A is not located adjacent to public right-of-way. The approved 5-lot subdivision has a condition to comply with street tree standards and the applicant does not propose to modify compliance with those conditions of approval.

2. The following trees and varieties thereof are considered satisfactory street trees in most circumstances; however, other varieties and species are encouraged and will be considered:

a. Trees over 50 feet mature height: Quercus garryana (Native Oregon White Oak), Quercus rubra borealis (Red Oak), Acer Macrophyllum (Native Big Leaf Maple), Acer nigrum (Green Column Black Maple), Fraxinus americanus (White Ash), Fraxinus pennsylvannica 'Marshall' (Marshall Seedless Green Ash), Quercus coccinea (Scarlet Oak), Quercus pulustris (PinOak), Tilia americana (American Linden).

b. Trees under 50 feet mature height: Acer rubrum (Red Sunset Maple), Cornus nuttallii (Native Pacific Dogwood), Gleditsia triacanthos (Honey Locust), Pyrus calleryana 'Bradford' (Bradford Pear), Tilia cordata (Little Leaf Linden), Fraxinus oxycarpa (Flame Ash).

c. Other street tree species. Other species may be specified for use in certain situations. For instance, evergreen species may be specified where year-round color is desirable and no adverse effect on solar access is anticipated. Water-loving species may be specified in low locations where wet soil conditions are anticipated.

Response: Tract A is not located adjacent to public right-of-way. The approved 5-lot subdivision has a condition to comply with street tree standards and the applicant does not propose to modify compliance with those conditions of approval. Tract A is the open space tract associated with the approved subdivision.

E. Types of Plant Species:

1. Existing landscaping or native vegetation may be used to meet these standards, if protected and maintained during the construction phase of the development and if the plant species do not include any that have been listed by the City as prohibited. The existing native and non-native vegetation to be incorporated into the landscaping shall be identified.

2. Selection of plant materials. Landscape materials shall be selected and sited to produce hardy and drought-tolerant landscaping. Selection shall be based on soil characteristics, maintenance requirements, exposure to sun and wind, slope and contours of the site, and compatibility with other vegetation that will remain on the site. Suggested species lists for street trees, shrubs and groundcovers shall be provided by the City of Wilsonville.

3. Prohibited plant materials. The City may establish a list of plants that are prohibited in landscaped areas. Plants may be prohibited because they are potentially damaging

to sidewalks, roads, underground utilities, drainage improvements, or foundations, or because they are known to be invasive to native vegetation.

Response: Existing significant trees located along the southern property line are shown to be preserved and incorporated into the landscape plan for Tract A. Many of the proposed plants are native species and others have been chosen due to their tolerance to drought and hardiness in low temps. All proposed plants are low maintenance, and the submitted landscape plan includes a maintenance schedule, guarantee, and average water demand per plant type. No trees are proposed to be planted within the existing stormwater pipeline easement.

F. Tree Credit. Existing trees that are in good health as certified by an arborist and are not disturbed during construction may count for landscaping tree credit as follows (measured at four and one-half feet above grade and rounded to the nearest inch):

Existing trunk diameter	Number of Tree Credits
18 to 24 inches in diameter	3 tree credits
25 to 31 inches in diameter	4 tree credits
32 inches or greater	5 tree credits

- 1. It shall be the responsibility of the owner to use reasonable care to maintain preserved trees. Trees preserved under this section may only be removed if an application for removal permit under Section 4.610.10(01)(H) has been approved. Required mitigation for removal shall be replacement with the number of trees credited to the preserved and removed tree.*
- 2. Within five years of occupancy and upon notice from the City, the property owner shall replace any preserved tree that cannot be maintained due to disease or damage, or hazard or nuisance as defined in Chapter 6 of this Code. The notice shall be based on complete information provided by an arborist. Replacement with the number of trees credited shall occur within one growing season of notice.*

Response: The applicant understands the tree credit policy and the owner's responsibilities as outlined above.

G. Exceeding Standards. Landscape materials that exceed the minimum standards of this Section are encouraged, provided that height and vision clearance requirements are met.

Response: The applicant has proposed landscaping throughout Tract A to provide an inviting space for community users. The landscape area appears to exceed minimum standards but does not conflict with vision clearance requirements.

H. Compliance with Standards. The burden of proof is on the applicant to show that proposed landscaping materials will comply with the purposes and standards of this Section.

Response: The applicant understands their burden of proof.

(.07) Installation and Maintenance:

A. Installation. Plant materials shall be installed to current industry standards and shall be properly staked to assure survival. Support devices (guy wires, etc.) shall not be allowed to interfere with normal pedestrian or vehicular movement.

Response: As noted on the landscape plan, planting instructions by plant unit are provided along with a guarantee that plants will survive for two full growing seasons or two years (whichever is longer).

B. Maintenance. Maintenance of landscaped areas is the on-going responsibility of the property owner. Any landscaping installed to meet the requirements of this Code, or any condition of approval established by a City decision-making body acting on an application, shall be continuously maintained in a healthy, vital and acceptable manner. Plants that die are to be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City. Failure to maintain landscaping as required in this Section shall constitute a violation of this Code for which appropriate legal remedies, including the revocation of any applicable land development permits, may result.

Response: As noted on the landscape plan, maintenance of plants is included. It is the advice of the project Landscape Architect that maintenance of plants be done immediately after each tree is planted, protect, and maintain plantings for a period of 60-days after acceptance and then ongoing maintenance to occur as needed.

C. Irrigation. The intent of this standard is to assure that plants will survive the critical establishment period when they are most vulnerable due to a lack of watering and also to assure that water is not wasted through unnecessary or inefficient irrigation. Approved irrigation system plans shall specify one of the following:

- 1. A permanent, built-in, irrigation system with an automatic controller. Either a spray or drip irrigation system, or a combination of the two, may be specified.*
- 2. A permanent or temporary system designed by a landscape architect licensed to practice in the State of Oregon, sufficient to assure that the plants will become established and drought-tolerant.*
- 3. Other irrigation system specified by a licensed professional in the field of landscape architecture or irrigation system design.*
- 4. A temporary permit issued for a period of one year, after which an inspection shall be conducted to assure that the plants have become established. Any plants that have died, or that appear to the Planning Director to not be thriving, shall be appropriately replaced within one growing season. An inspection fee and a maintenance bond or other security sufficient to cover all costs of replacing the plant materials shall be provided, to the satisfaction of the Community Development Director. Additionally, the applicant shall provide the City with a written license or easement to enter the property and cause any failing plant materials to be replaced.*

Response: Irrigation is included with the proposal for Tract A and an irrigation meter is shown on the submitted plan. The submitted landscape plan includes irrigation notes to demonstrate compliance with the above criteria.

D. Protection. All required landscape areas, including all trees and shrubs, shall be protected from potential damage by conflicting uses or activities including vehicle parking and the storage of materials.

Response: Included on the landscape plan Planting Notes, is a statement plants are to be protected for a period of 60-days after acceptance and then ongoing maintenance and protection to occur as needed.

(.08) Landscaping on Corner Lots. All landscaping on corner lots shall meet the vision clearance standards of Section 4.177. If high screening would ordinarily be required by this Code, low screening shall be substituted within vision clearance areas. Taller screening may be required outside of the vision clearance area to mitigate for the reduced height within it.

(.09) Landscape Plans. Landscape plans shall be submitted showing all existing and proposed landscape areas. Plans must be drawn to scale and show the type, installation size, number and placement of materials. Plans shall include a plant material list. Plants are to be identified by both their scientific and common names. The condition of any existing plants and the proposed method of irrigation are also to be indicated. Landscape plans shall divide all landscape areas into the following categories based on projected water consumption for irrigation:

A. High water usage areas (\pm two inches per week): small convoluted lawns, lawns under existing trees, annual and perennial flower beds, and temperamental shrubs;

Response: Tract A is not considered a corner lot. The submitted landscape plan includes all landscaping areas within the open space tract to demonstrate compliance with the conditions of approval for the subdivision. Irrigation is proposed for Tract A using SMART technology to ensure proper watering as needed without being excessive.

B. Moderate water usage areas (\pm one inch per week): large lawn areas, average water-using shrubs, and trees;

Response: The applicant does not propose any large lawn areas on Tract A and all plants will be watered by permanent irrigation using SMART technology. It is anticipated that once plants are established, regular watering will be done as needed. Water demand per plant type is listed on the submitted landscape plan.

C. Low water usage areas (Less than one inch per week, or gallons per hour): seeded fieldgrass, swales, native plantings, drought-tolerant shrubs, and ornamental grasses or drip irrigated areas.

Response: It is anticipated that once plants are established, the water demands will be low. Many of the plants proposed for Tract A are native and/or drought tolerant.

D. Interim or unique water usage areas: areas with temporary seeding, aquatic plants, erosion control areas, areas with temporary irrigation systems, and areas with special water-saving features or water harvesting irrigation capabilities.

These categories shall be noted in general on the plan and on the plant material list.

Response: The applicant proposes to plant started plants ranging from 1 gallon to 2 gallon sizes. The applicant does not propose any temporary plantings or irrigation and does not propose aquatic plants.

(.10) Completion of Landscaping. The installation of plant materials may be deferred for a period of time specified by the Board or Planning Director acting on an application, in order to avoid hot summer or cold winter periods, or in response to water shortages. In these cases, a temporary permit shall be issued, following the same procedures specified in subsection (.07)(C)(3), above, regarding temporary irrigation systems. No final Certificate of Occupancy shall be granted until an adequate bond or other security is posted for the completion of the landscaping, and the City is given written authorization to enter the property and install the required landscaping, in the event that the required landscaping has not been installed. The form of such written authorization shall be submitted to the City Attorney for review.

(.11) Street Trees Not Typically Part of Site Landscaping. Street trees are not subject to the requirements of this Section and are not counted toward the required standards of this Section. Except, however, that the Development Review Board may, by granting a waiver or variance, allow for special landscaping within the right-of-way to compensate for a lack of appropriate on-site locations for landscaping. See subsection (.06), above, regarding street trees.

(.12) Mitigation and Restoration Plantings. A mitigation plan is to be approved by the City's Development Review Board before the destruction, damage, or removal of any existing native plants. Plantings intended to mitigate the loss of native vegetation are subject to the following standards. Where these standards conflict with other requirements of this Code, the standards of this Section shall take precedence. The desired effect of this section is to preserve existing native vegetation.

Response: As associated with the subdivision approval, the applicant was conditioned to mitigate tree removal and remove invasive plants within Tract B. The applicant does not propose any modifications to the subdivision approval. This application for the landscaping on Tract A is required per the subdivision conditions of approval. No street trees are proposed on Tract A. Existing vegetation is proposed to be incorporated into the landscape design to the greatest extent possible. The eastern boundary of Tract A is the western boundary of the Significant Resource Overlay Zone (SROZ). The SROZ requires a 25 foot setback from that line which encroaches into the landscape area of Tract A. The applicant proposes to remove invasive species within the SROZ buffer area and mitigate by planting native shrubs and ground cover in this area. Additionally, a Western Dogwood (native cultivar) is proposed in this area. No structures, walls, impervious surfaces, or other disturbances not associated with planting are proposed in the SROZ zone.

A. Plant Sources. Plant materials are to be native and are subject to approval by the City. They are to be non-clonal in origin; seed source is to be as local as possible, and plants must be nursery propagated or taken from a pre-approved transplantation area. All of these requirements are to be addressed in any proposed mitigation plan.

Response: See submitted landscape plan for compliance with this standard.

B. Plant Materials. The mitigation plan shall specify the types and installation sizes of plant materials to be used for restoration. Practices such as the use of pesticides, fungicides, and fertilizers shall not be employed in mitigation areas unless specifically authorized and approved.

Response: See submitted landscape plan for compliance with this standard.

C. Installation. Install native plants unsuitable soil conditions. Plant materials are to be supported only when necessary because of extreme winds at the site. Where support is necessary, all stakes, guy wires or other measures are to be removed as soon as the plants can support themselves. Protect from animal and fowl predation and foraging until establishment.

Response: See submitted landscape plan for compliance with this standard.

D. Irrigation. Permanent irrigation systems are generally not appropriate in restoration situations, and manual or temporary watering of new plantings is often necessary. The mitigation plan shall specify the method and frequency of manual watering, including any that may be necessary after the first growing season.

Response: See submitted landscape plan for compliance with this standard. A permanent irrigation system is proposed to be installed for the landscaping of Tract A. A ¾ inch irrigation meter is proposed to serve Tract A.

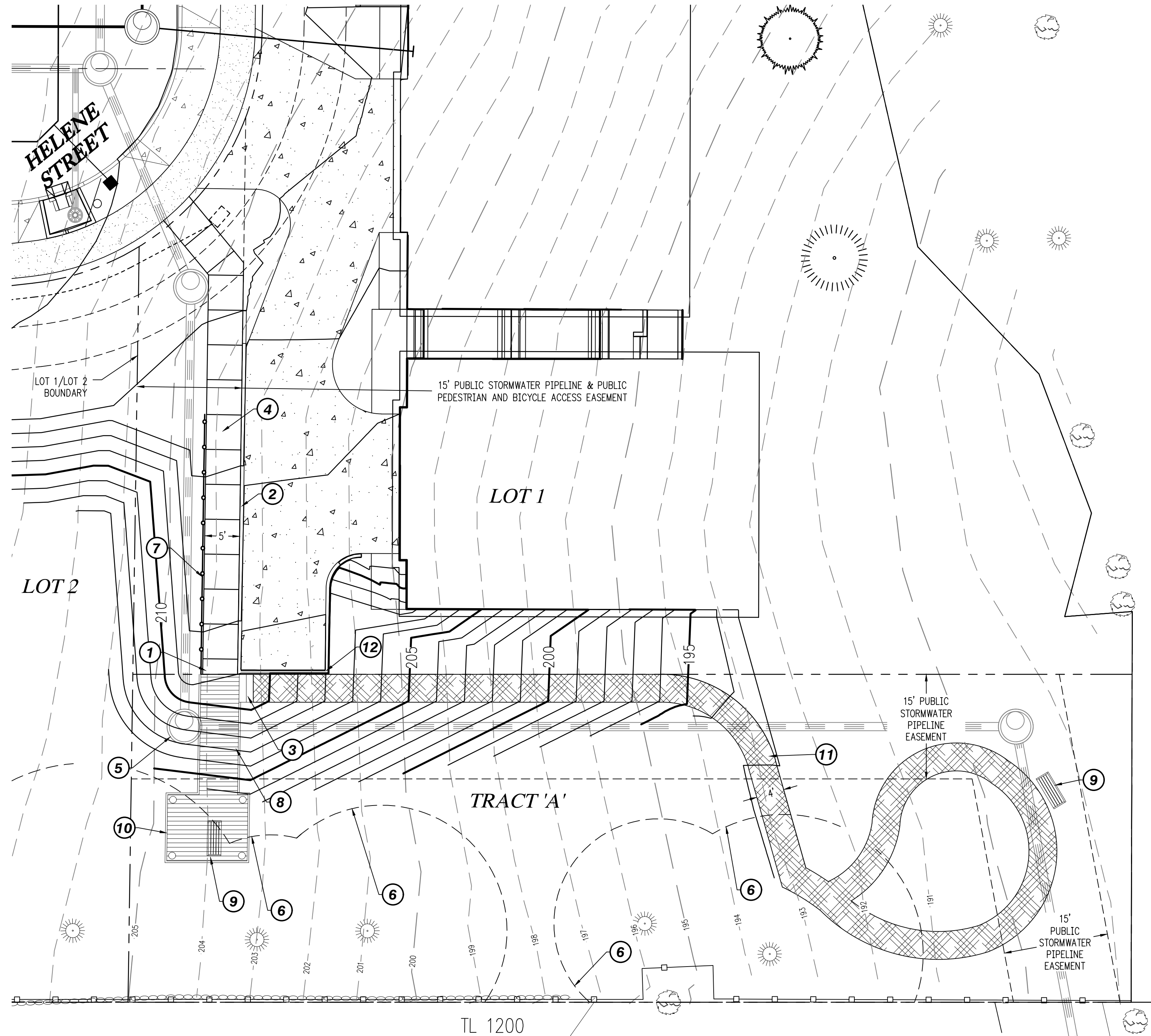
E. Monitoring and Reporting. Monitoring of native landscape areas is the on-going responsibility of the property owner. Plants that die are to be replaced in kind and quantity within one year. Written proof of the survival of all plants shall be required to be submitted to the City's Planning Department one year after the planting is completed.

Response: The applicant understands the responsibilities of monitoring and reporting of native landscaped areas.

IV. Conclusion

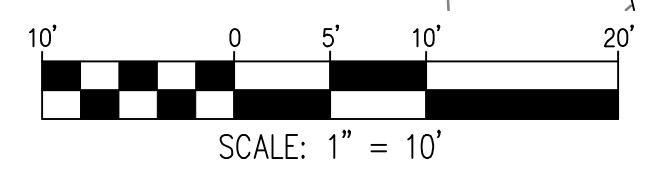
This application narrative and accompanying plan set demonstrate that all applicable provisions of the Wilsonville Community Development Code are satisfied.

Exhibit A
Tract A Civil Plan



TRACT A IS SUBJECT TO A BLANKET PUBLIC PEDESTRIAN AND BICYCLE ACCESS EASEMENT OVER ITS ENTIRETY
 TRACT A IS SUBJECT TO A BLANKET TREE PROTECTION AND PRESERVATION EASEMENT OVER ITS ENTIRETY.
 TRACT A IS SUBJECT TO A BLANKET STORMWATER AND ACCESS EASEMENT OVER ITS ENTIRETY.

TRACT 'A' GRADING - PLAN



ADA STATEMENT:
 CONCRETE PATH, BRIDGE/CATWALK, AND VIEWING PLATFORM
 DESIGNED TO BE ADA ACCESSIBLE.
 STAIRS LEADING TO THE SOFT PATH AND THE SOFT PATH
 WILL NOT BE DESIGNED TO BE ADA ACCESSIBLE.

CONSTRUCTION NOTES:

- 1 CONCRETE BRIDGE FOOTING
- 2 PROPOSED CURB
- 3 PROPOSED WOODEN STEPS DOWN TO GRADE
- 4 PROPOSED CONCRETE PATH
- 5 ADJUST RIM TO MATCH PROPOSED GRADE
- 6 ANY GRADING PROPOSED WITHIN TREE PROTECTION EASEMENT WILL BE DONE UNDER THE SUPERVISION OF THE PROJECT ARBORIST.
- 7 PROPOSED 4' CHAINLINK FENCE
- 8 PROPOSED BRIDGE/CAT WALK FF≈11.0
- 9 PROPOSED 5' BENCH
- 10 PROPOSED 10'X12' WOOD FRAMED OVERLOOK PLATFORM ELEVATED ~4 TO ~8 FEET ABOVE GRADE. WOOD DECK RAILING ON ALL SIDES. FF≈11.0
- 11 PROPOSED 4' WIDE GRAVEL OR WOOD CHIP PERMEABLE PATH
- 12 PROPOSED RETAINING WALL. INSTALL FENCE IF NEEDED.

28700 CANYON CREEK RD S
 TAX LOT 6400
 TAX MAP 31W13BD
 NW 1/4 OF SEC.13, T.3S R.1W W.M.
 WILSONVILLE, OREGON

**TRACT 'A' PATH & ADA
 RAMP GRADING PLAN &
 PROFILE**

REVISIONS	
NO.	DATE

EMERIO
 ENGINEERING • SURVEYING • DESIGN
 644 SW CALLEBROOK PLACE, SUITE 100
 BEAVERTON, OREGON 97008
 TEL: (503) 748-8812
 FAX: (503) 639-8592
 www.emeriodesign.com

SHEET
1
 OF
1

Exhibit B
Materials Detail for Concrete Walk

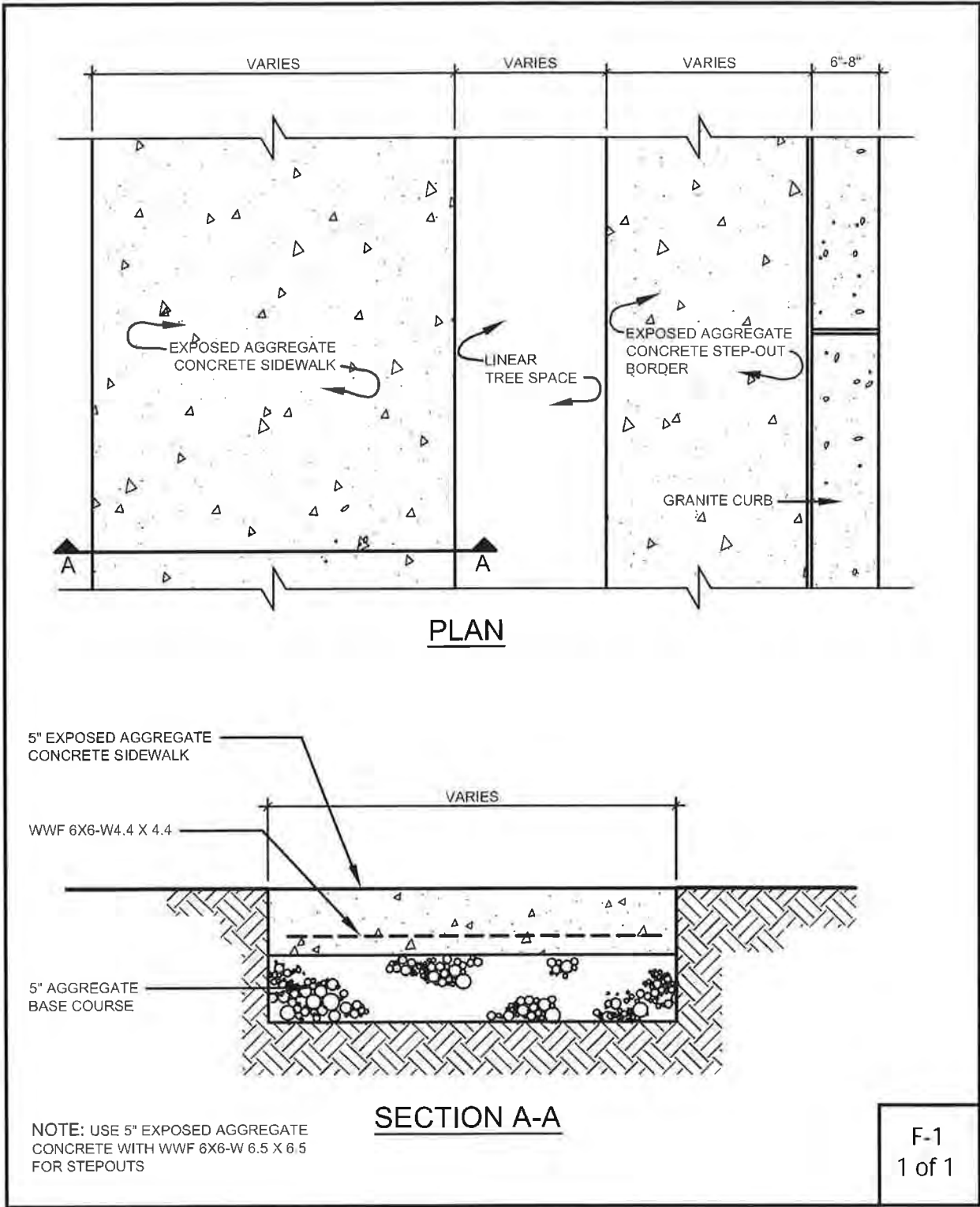
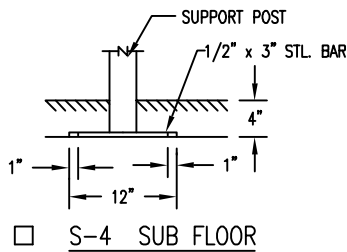
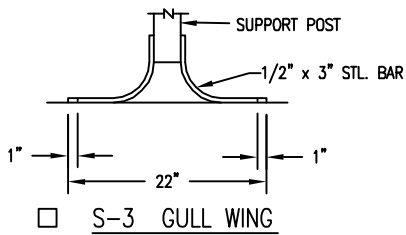
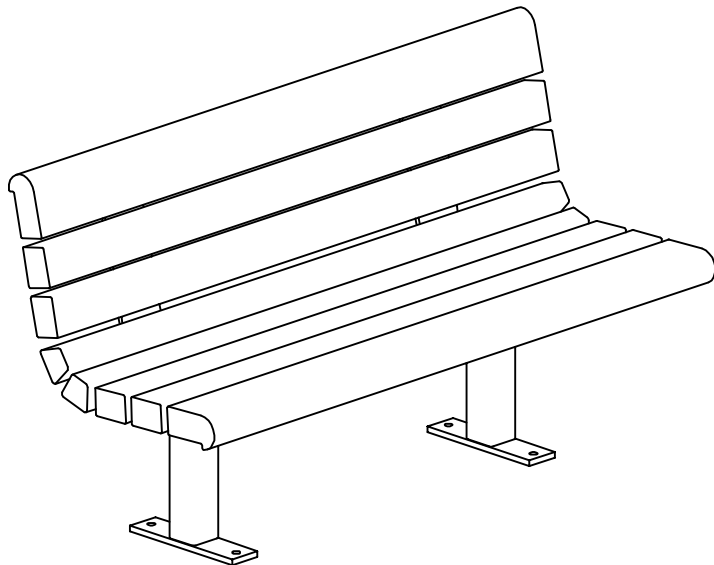
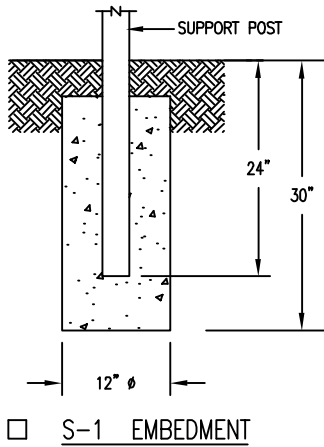
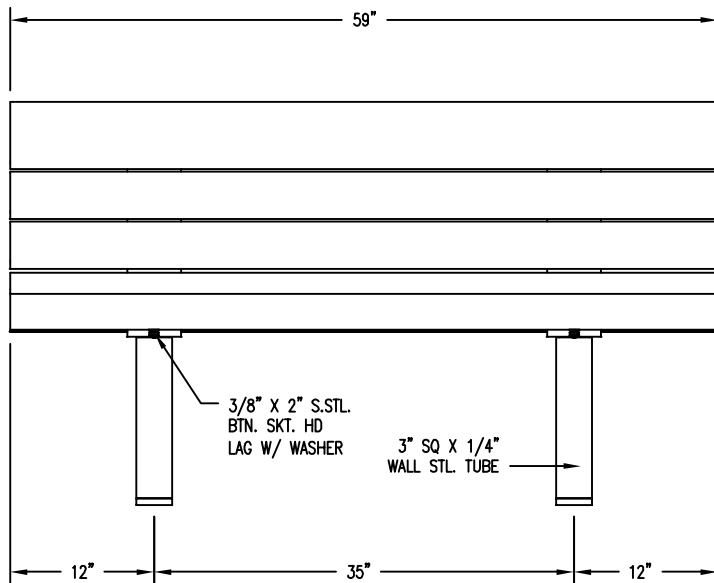
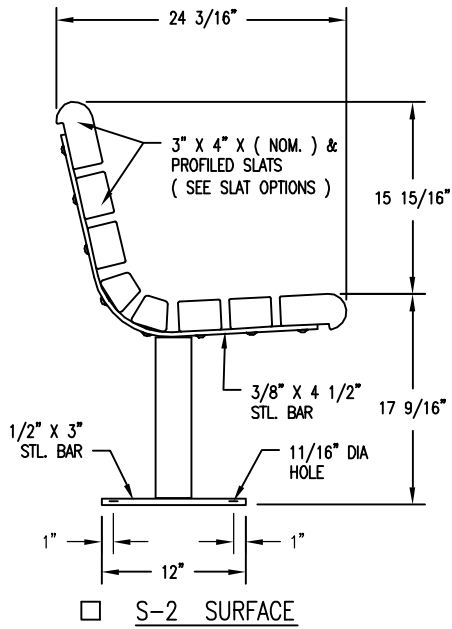


Figure 5: Sidewalk Detail—Exposed Aggregate Concrete
Interagency Initiative for National Mall Road Improvement

Exhibit C
Materials Detail for Benches

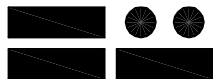


SLAT OPTIONS

- "CEDAR" RECYCLED PLASTIC
- "GREY" RECYCLED PLASTIC
- "REDWOOD" RECYCLED PLASTIC
- "WALNUT" RECYCLED PLASTIC
- OTHER _____

NOTES

- 1.) ALL STL. MEMBERS COATED W/ ZINC RICH EPOXY THEN FINISHED W/ POLYESTER POWDER COATING.
- 2.) 1/2" X 3 3/4" EXPANSION ANCHOR BOLT PROVIDED FOR S-2, S-3 & S-4 OPTIONS.



DuMor, inc.
P.O. Box 142 Mifflintown, PA 17059-0142

SCALE : NONE
DATE DRAWN : 8/6/96
DRAWN BY : HD
DATE REV. : 10/25/11
REV. BY : RDH

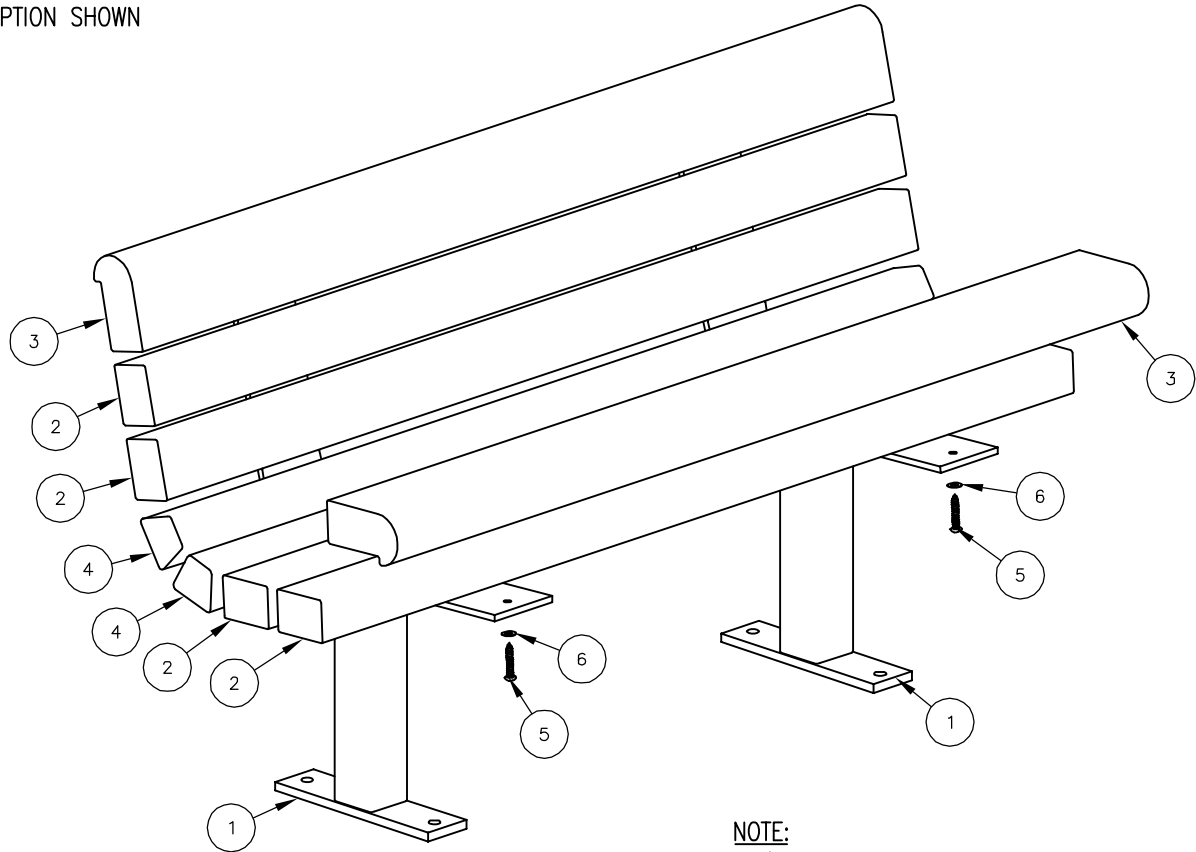
TITLE : BENCH

REV. E

DRAWING NUMBER 88-50PL

SHEET 1 OF 2

SURFACE MOUNT
OPTION SHOWN



NOTE:

- 1.) DURING ASSEMBLY PROCEDURE;
DO NOT COMPLETELY TIGHTEN HARDWARE.
- 2.) THE ACTUAL PARTS WILL NOT BE NUMBERED;
NUMBERS ONLY APPLY TO DRAWING.
- 3.) SEE SPEC. SHEET 1 FOR MOUNTING OPTION.

STEP 1:

- USE 3 - PCS. SUPPORT FOR SURFACE MOUNT (1)
- 4 - PCS. 3" X 4" X 59" PLASTIC INT'R SLAT (2)
- 2 - PCS. 59" PLASTIC EDGE SLAT (3)
- 2 - PCS. 59" PLASTIC TRAP SLAT (4)
- 24 - PCS. 3/8" X 2" SS. BTN. SKT. HD. LAG SCR. (5)
- 24 - PCS. 3/8" SS. FLAT WASHER (6)

ATTACH SLATS (2, 3, & 4) TO SUPPORT FOR SURFACE MOUNT (1) USING HARDWARE (5 & 6). TIGHTEN TO SNUG FIT.
REPEAT UNTIL ALL SLATS ARE ATTACHED.

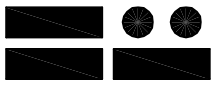
STEP 2:

UPON COMPLETION OF BENCH ASSEMBLY SQUARE ALL COMPONENTS THEN TIGHTEN ALL HARDWARE.

STEP 3:

ANCHOR ACCORDING TO SUPPORT OPTION USED.

ITEM	QTY	PART NO	DESCRIPTION
1	2	0-88-00-01/S-2	BENCH SUPPORT FOR SURFACE MOUNT
2	4	0-88-50PL-02	3" X 4" X 59" PLASTIC SLAT
3	2	0-88-50PL-03	59" PLASTIC EDGE SLAT
4	2	0-88-50PL-04	59" PLASTIC TRAP SLAT
5	16	1-13-016	3/8" X 2" SS BTN SKT HD LAG SCR
6	16	1-22-024	3/8" SS FLAT WASHER

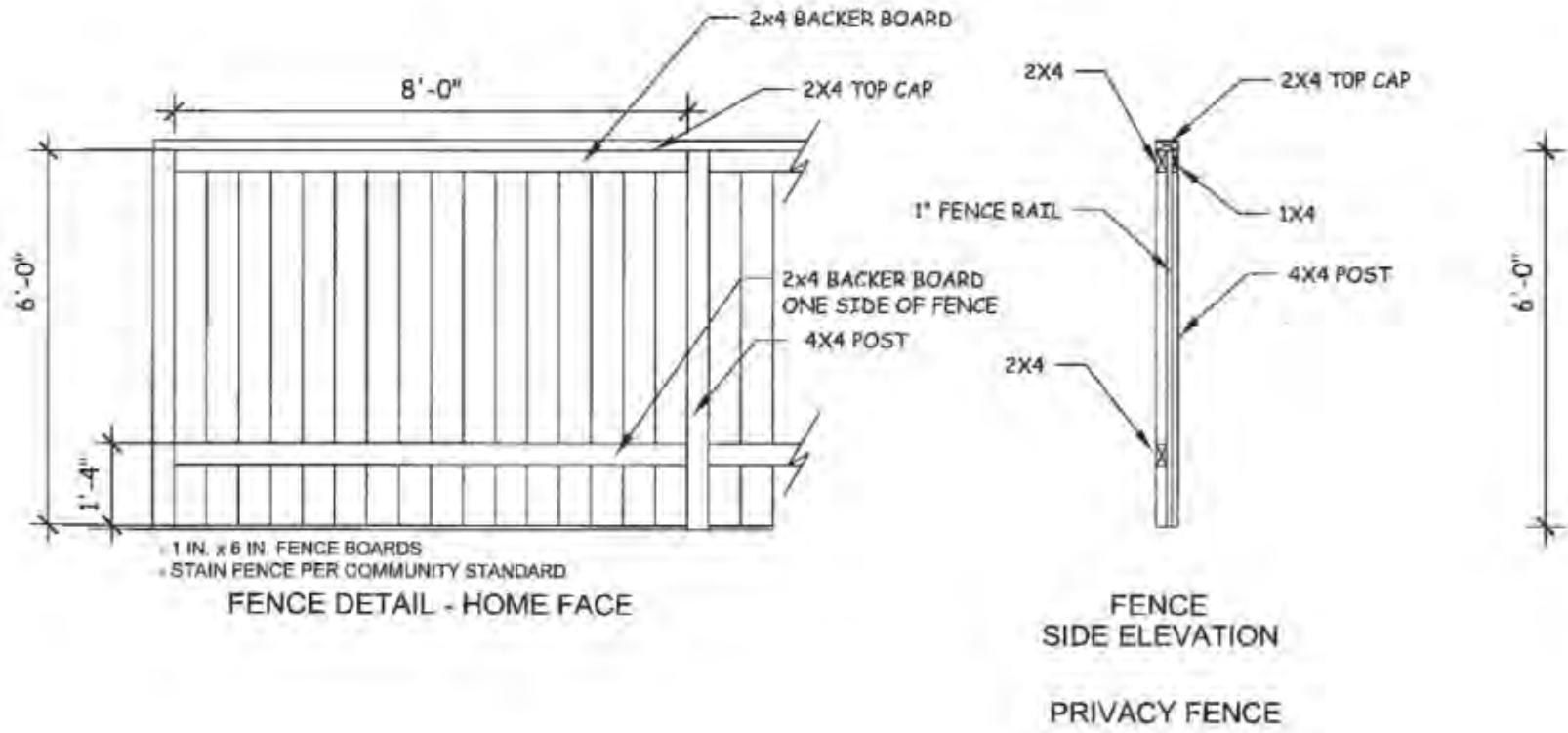
 DuMor, inc. P.O. Box 142 Mifflintown, PA 17059-0142	SCALE :	NONE		TITLE : BENCH		
	DATE DRAWN :	8/6/96				
	DRAWN BY :	HD		REV. E	DRAWING NUMBER 88-50PL	SHEET 2 OF 2
	DATE REV. :	10/25/11				
REV. BY :	RDH					

Item 2.



Exhibit D
Materials Detail for Fence

Exhibit F



FENCE DETAIL

Exhibit E
Materials Detail for Deck and Railing



Customer: **eric evans**

Address: **6445 SW FALLBROOK , 100, BEAVERTON, OREGON 12345**



General Project Information

Item 2.

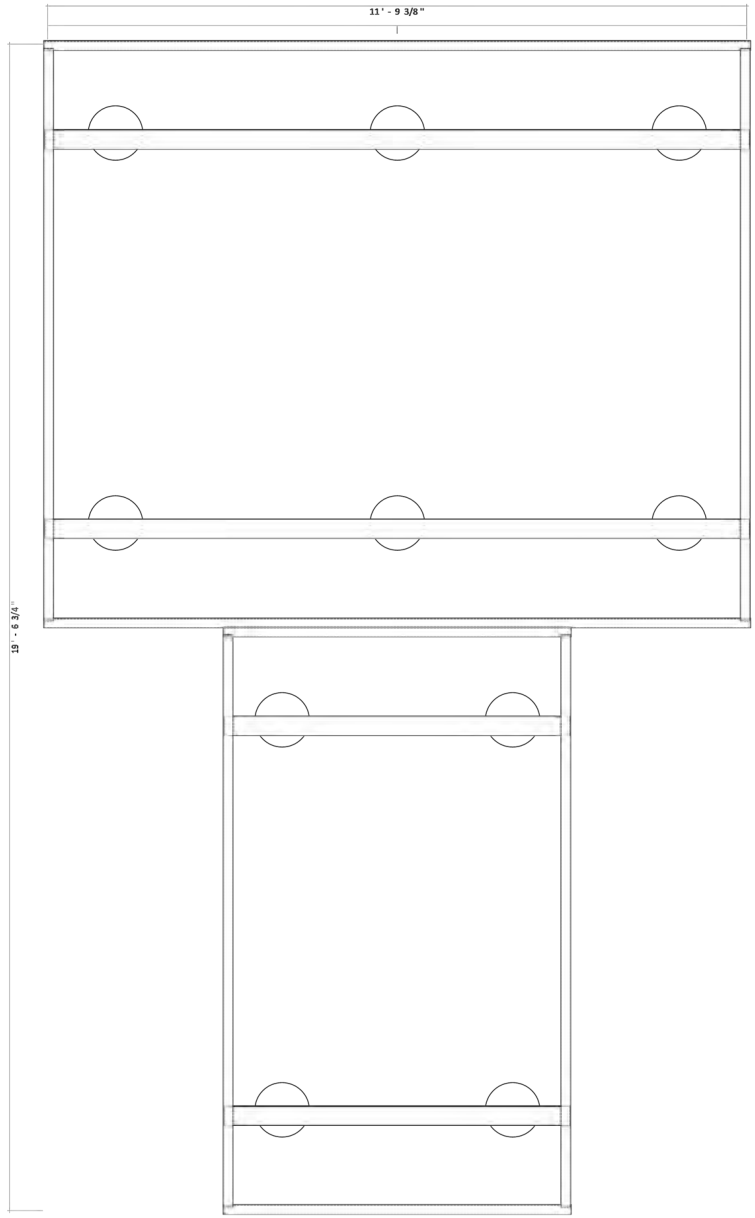
Total Square Feet	180
Height	8'
Number of Levels	1
Decking	Transcend Tropical-Island Mist https://online.flippingbook.com/view/171224276/
Railing	Signature Square Balusters - Charcoal Black https://online.flippingbook.com/view/171224276/
Railing Height	36"
Maximum Railing Span	60.32"
Deck Post Width	5.5"
Deck Board Width	5.5"
Joist Spacing	16"

NOTES

Actual material and structural support subject to change based on local conditions. Footing placement to be adjusted based on site conditions to avoid impacts to existing utilities and easement.

Foundation Plan - All Decks

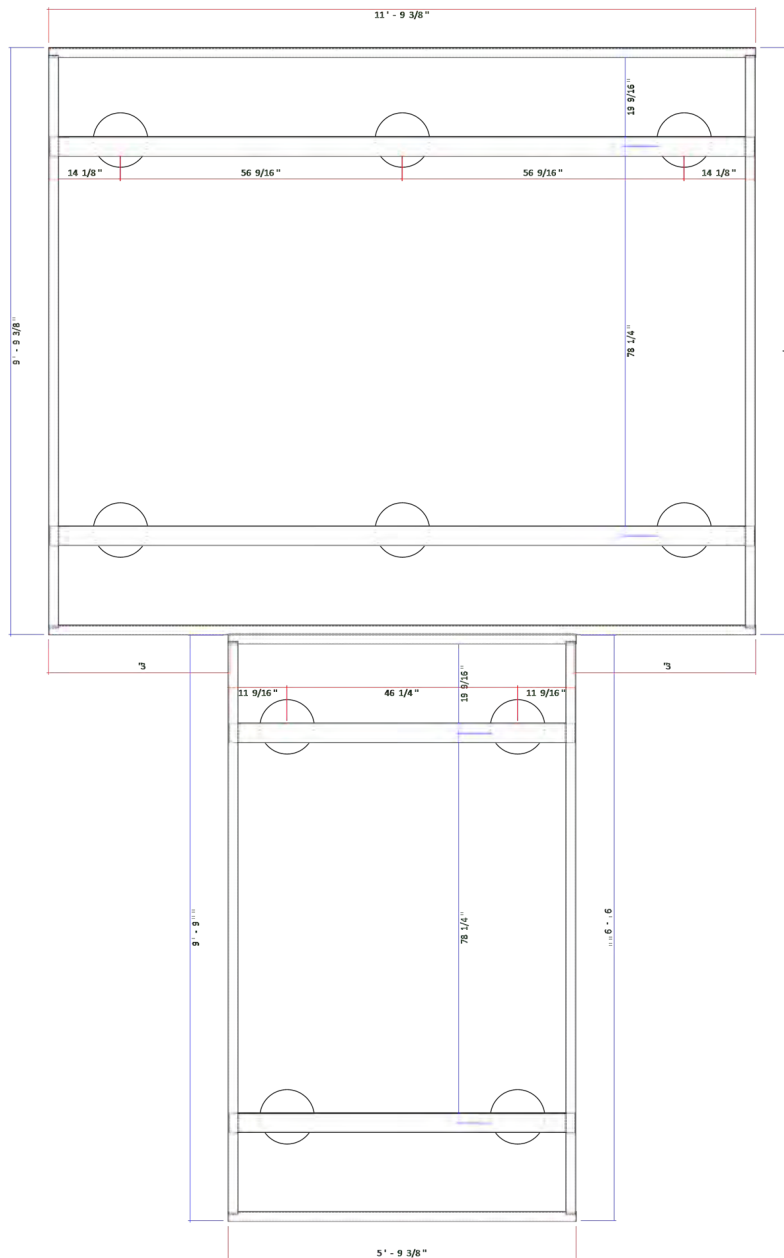
Item 2.



[Download Fullsize Image](#)

Foundation Plan - Primary Deck

Item 2.



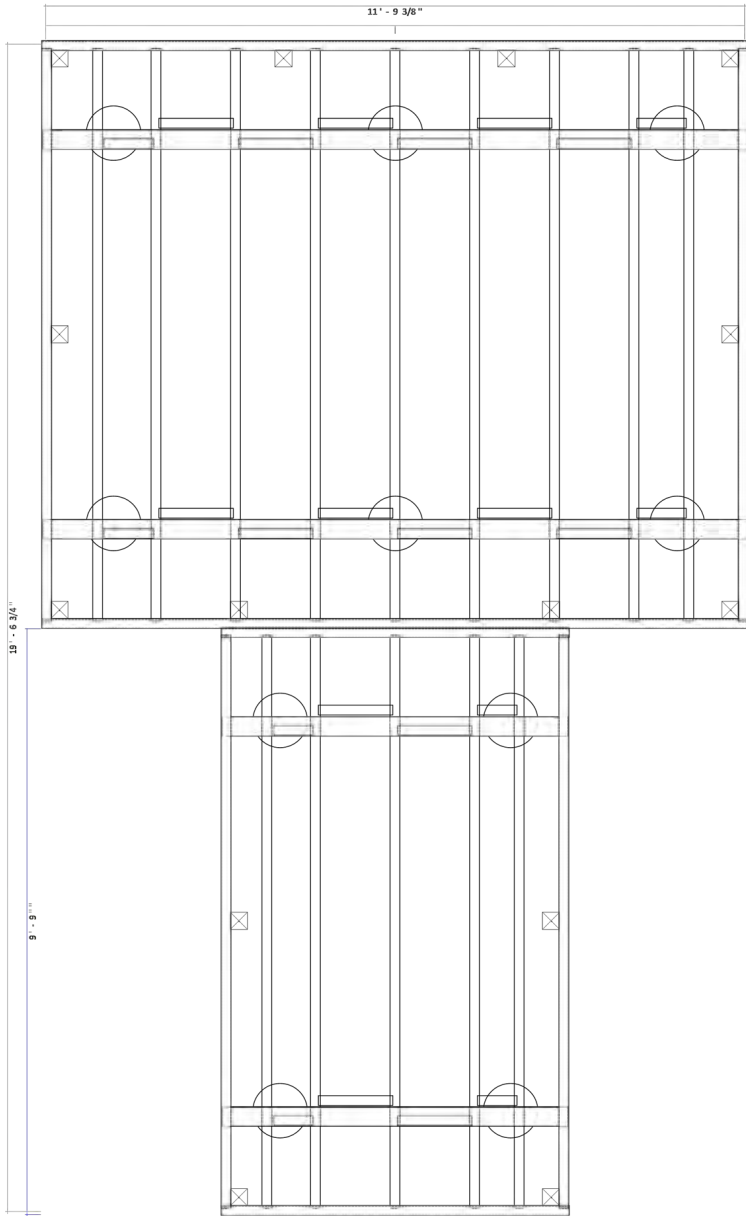
[Download Fullsize Image](#)

Total Square Feet	180
Length	10'
Width	12'
Height	8'

Framing Plan

Frame Structure - All Decks

Item 2.

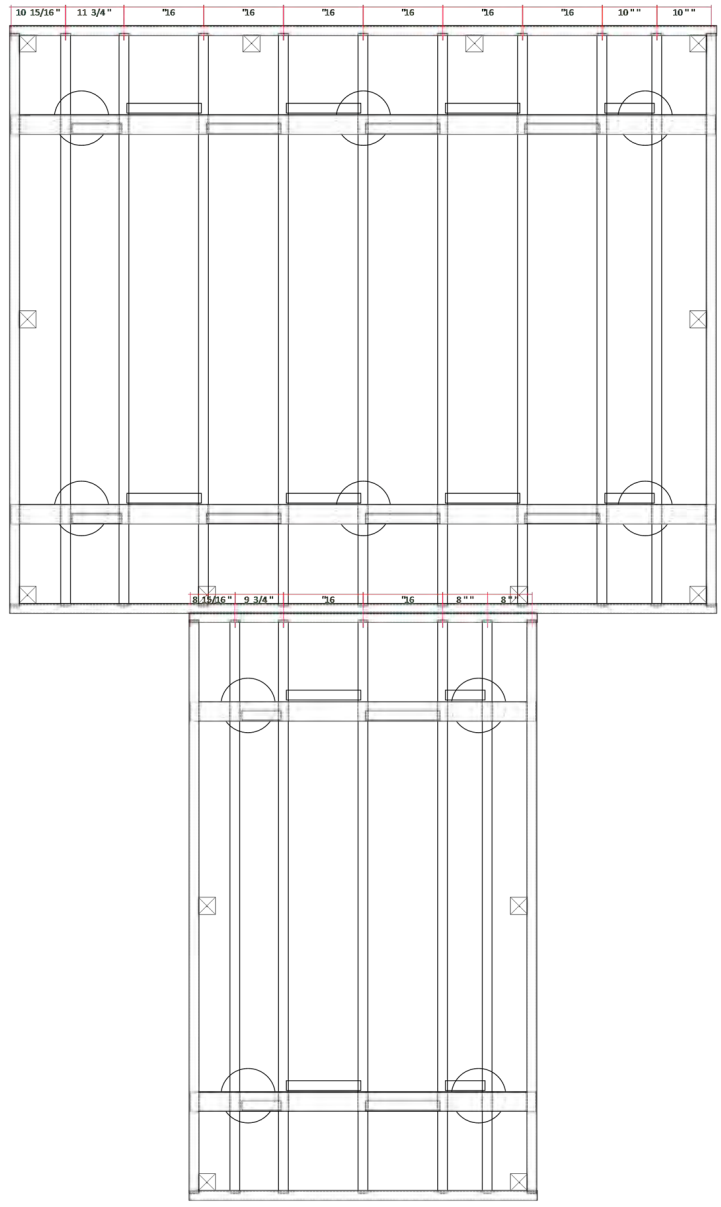


[Download Fullsize Image](#)

Framing Plan

Frame Structure - Primary Deck

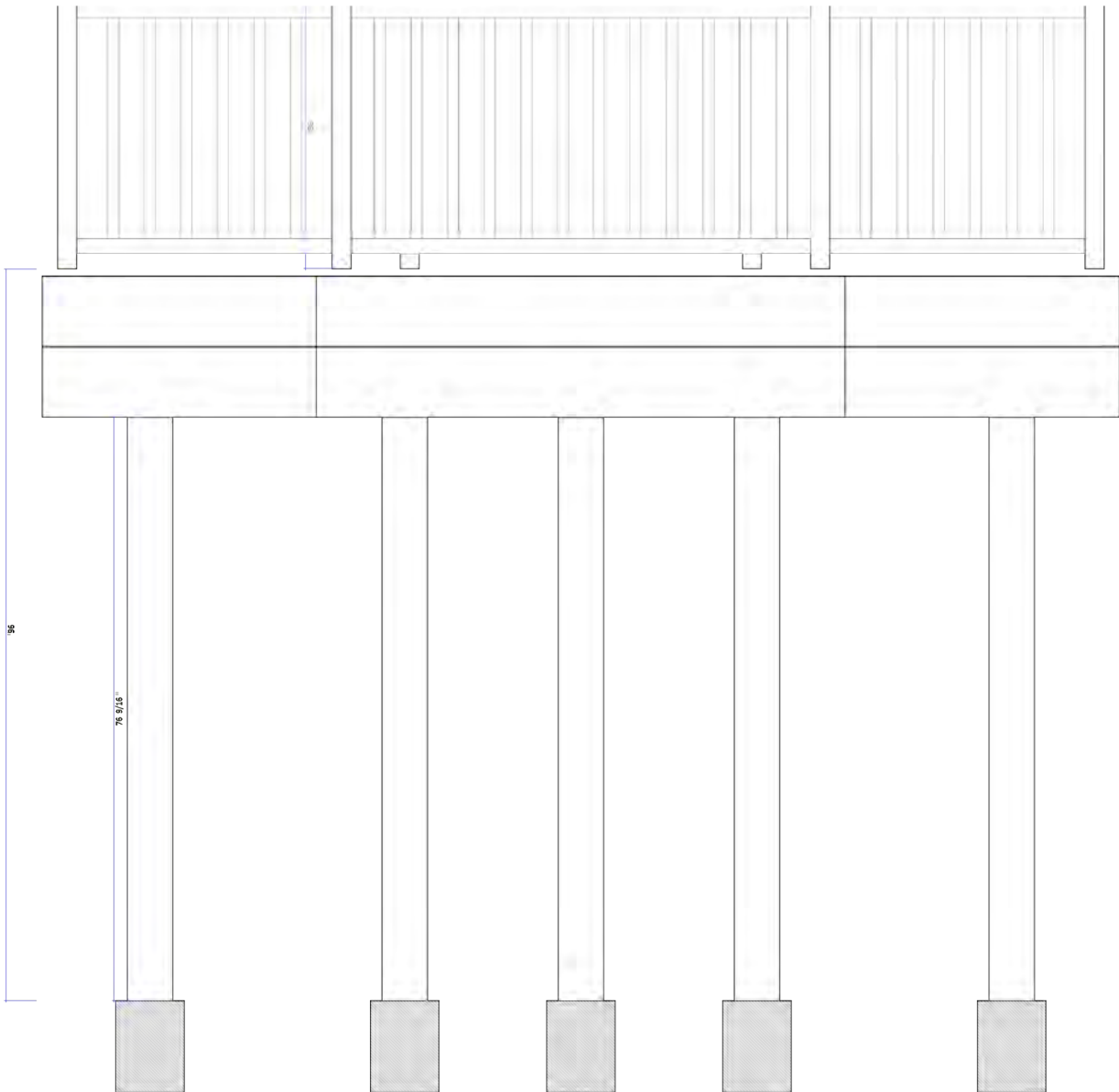
Item 2.



[Download Fullsize Image](#)

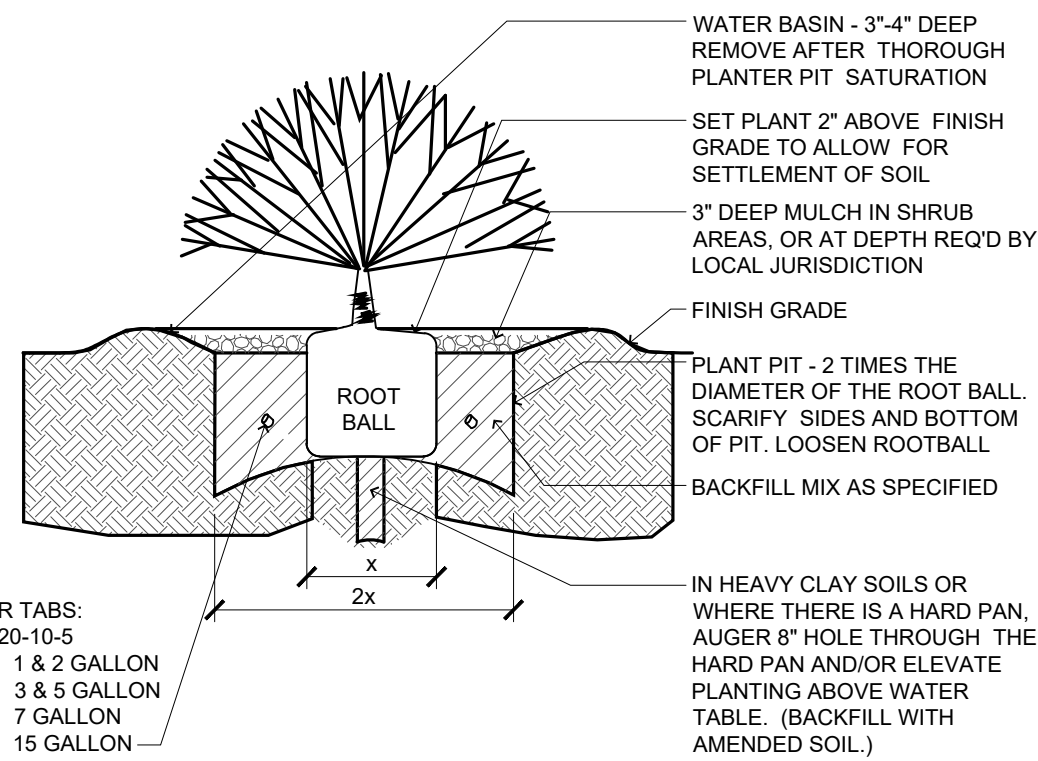
Side View

Item 2.



[Download Fullsize Image](#)

Exhibit F
Landscape Plan for Tract A



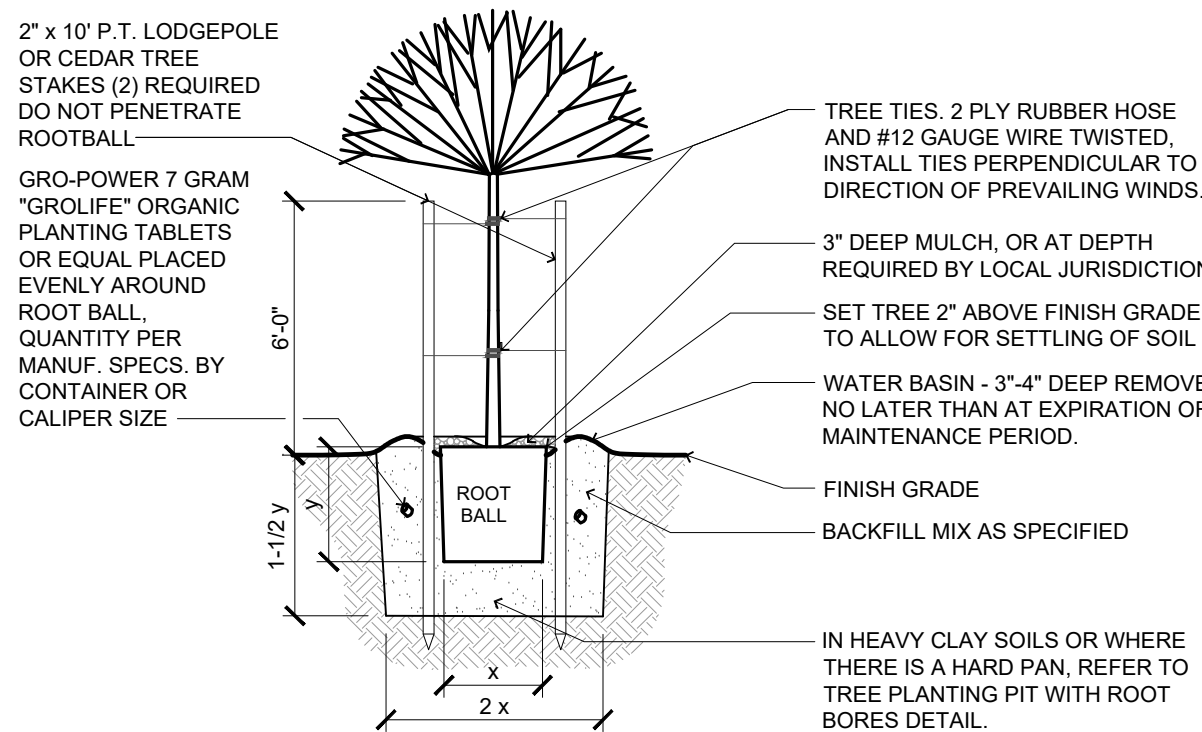
FERTILIZER TABS:
 21 GRAM, 20-10-5
 1 TAB - 1 & 2 GALLON
 2 TABS - 3 & 5 GALLON
 3 TABS - 7 GALLON
 4 TABS - 15 GALLON

IN HEAVY CLAY SOILS OR WHERE THERE IS A HARD PAN, AUGER 8\"/>

2 SHRUB/GROUNDCOVER PLANTING (SECTION)

SCALE: NOT TO SCALE

T:\02SITE\WK\220EX\CAV\02220006



GRO-POWER 7 GRAM \"GRO-LIFE\" ORGANIC PLANTING TABLETS OR EQUAL PLACED EVENLY AROUND ROOT BALL. QUANTITY PER MANUF. SPECS. BY CONTAINER OR CALIPER SIZE

IN HEAVY CLAY SOILS OR WHERE THERE IS A HARD PAN, REFER TO TREE PLANTING PIT WITH ROOT BORES DETAIL.

1 TREE PLANTING (SECTION)

SCALE: NOT TO SCALE

T:\02SITE\WK\220EX\CAV\02220007

PLANTING NOTES

Plant material: All plant material shall be nursery grown under climatic conditions similar to or harder than those at the site. All plants shall be of normal habit of growth, healthy, vigorous, and free of disease, insects, insect eggs and larvae.

Trees: All trees shall be healthy grown nursery stock, be a minimum of 2\"/>

Topsoil: Backfill for planting holes to be 2/3 topsoil, 1/3 textural soil amendment. Shrub beds to have 6\"/>

Fertilizer: 10-15-10 slow release on shrubs, trees, and groundcovers. All plants to receive applications of fertilizer according to manufacturer's recommendation.

Mulch: Minimum 2\"/>

Planting: Stones, mortar, rubbish, and any material harmful to plant life are all to be removed from all planting areas.

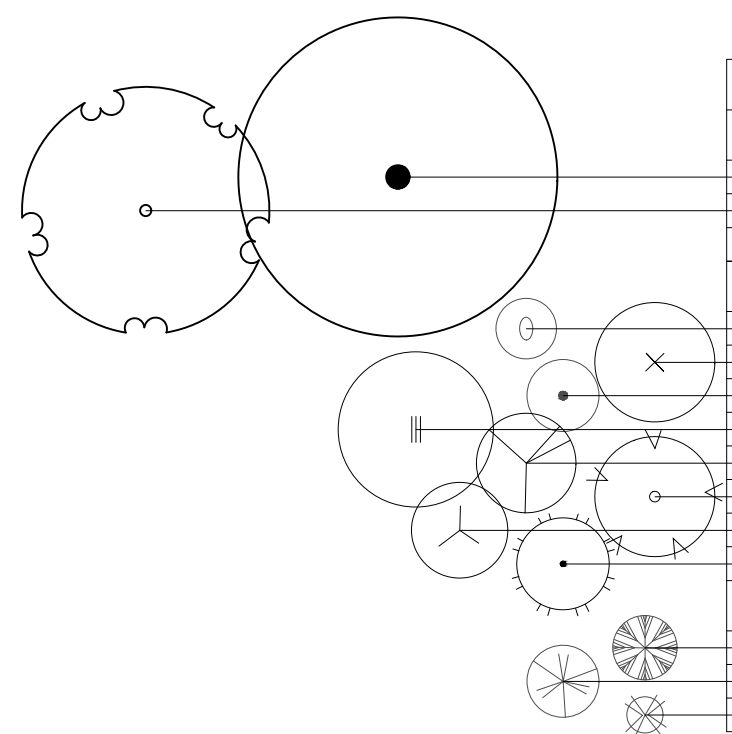
- All planting areas to be raked smooth prior to planting.
- All planting holes are to be twice the diameter of the plant root ball or system. Sides and bottom of holes are to be broken up.
- All plants to be watered in when the planting holes have been half filled with soil. The irrigation system is not to be used to water plants in.
- Apply fertilizer when the planting hole is 3/4 full.
- ~~required~~ planting level of plants to be at or slightly above level grown in nursery.
- Landscape Architect shall inspect all planting and give written approval before owner will accept the landscaping work (from the general contractor) as being complete.

Maintenance: Begin maintenance immediately after each tree is planted. Protect and maintain plantings for a period of 60 days after acceptance. Water, weed, cultivate, maintain mulch, and reset plants to proper grades and upright positions as

Guarantee: Guarantee all plant material after final acceptance for duration of two full growing seasons or for two years, whichever is longer. Replace plant materials not surviving or in poor condition; except only loss or damage due to freezing, vandalism, or acts or neglects on the part of others.

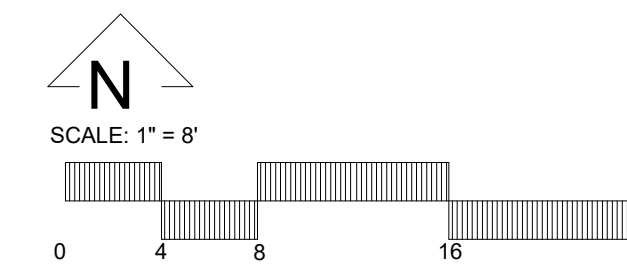
IRRIGATION NOTES

Irrigation to be provided by a permanent Design/Build irrigation system utilizing SMART[™] Technology installed by Landscape Contractor. Point of connection to be from 3/4\"/>



PLANTING SCHEDULE

SYMBOL	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	TYPE	REMARKS	WATER DEMAND
DECIDUOUS TREES (Tree symbol reduced in scale)							
→	2	Cornus nuttallii 'Eddie's White Wonder'	Western Dogwood (Native cultivar)	2.00\"/>			



28705 SW CANYON CREEK ROAD S
 2-LOT PARTITION
 TAX MAP 31W13BD
 NW 1/4 OF SEC.13, T.3S R.1W W.M.
 WILSONVILLE, OREGON

BRIAN D. LIND PLA #521
 (503) 409-7149

NO.	DATE	DESCRIPTION

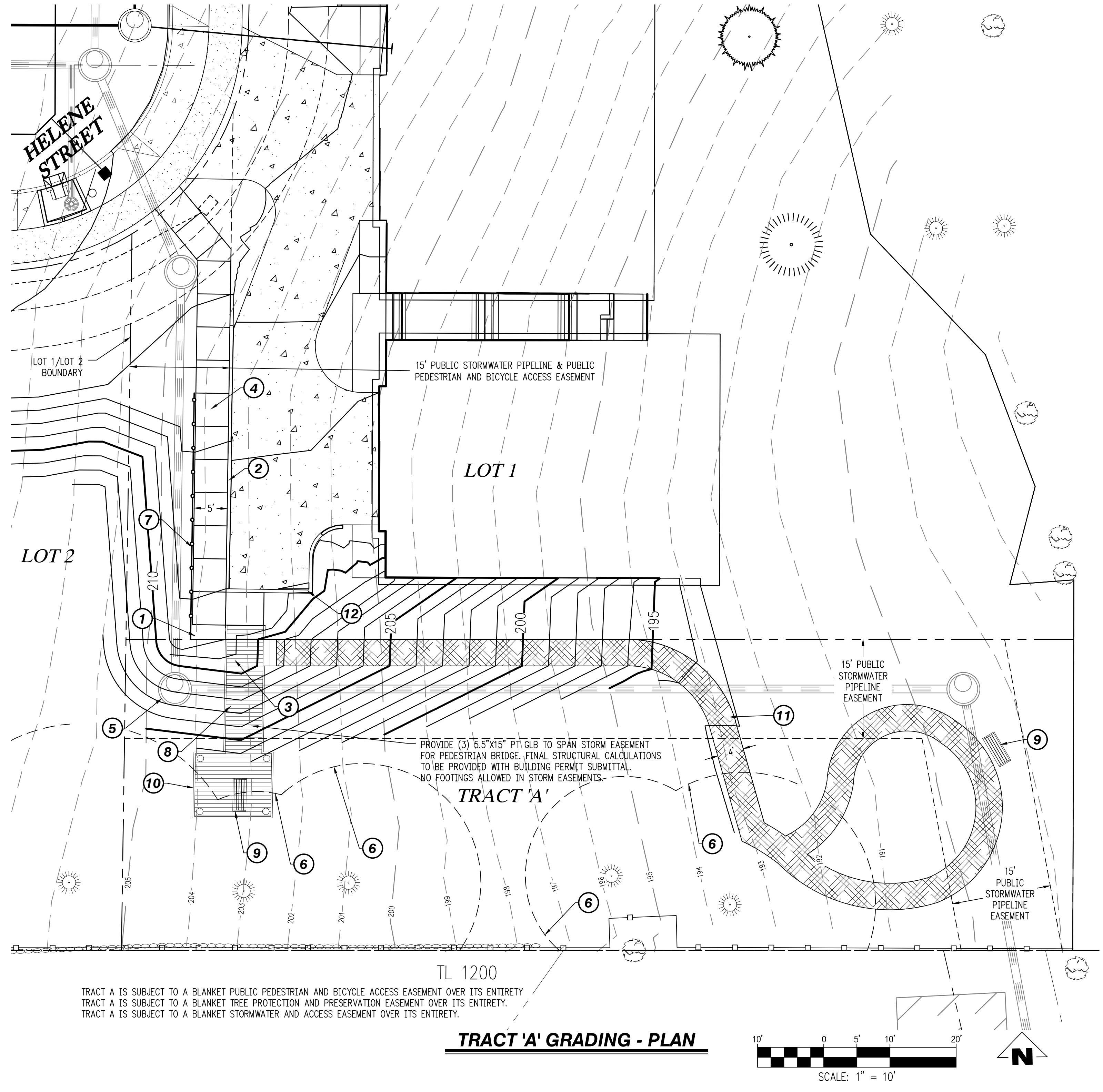
EMERIO
 ENGINEERING • SURVEYING • DESIGN
 6446 SW CALLEBROOK PLACE, SUITE 100
 BEAVERTON, OREGON 97008
 TEL: (503) 748-9812
 FAX: (503) 639-9592
 www.emeriodesign.com

REGISTERED
 521
 Brian D. Lind
 OREGON
 11/08/02
 EXP. 11-30-2026
 LANDSCAPE ARCHITECT

SHEET
 L1 OF
 1

Know what's below.
 Call 811 before you dig.

LANDSCAPE PLAN-TRACT 'A'



CONSTRUCTION NOTES:

- ① CONCRETE BRIDGE FOOTING
- ② PROPOSED CURB
- ③ PROPOSED WOODEN STEPS DOWN TO GRADE
- ④ PROPOSED CONCRETE PATH
- ⑤ ADJUST RIM TO MATCH PROPOSED GRADE
- ⑥ ANY GRADING PROPOSED WITHIN TREE PROTECTION EASEMENT WILL BE DONE UNDER THE SUPERVISION OF THE PROJECT ARBORIST.
- ⑦ PROPOSED 4' CHAINLINK FENCE
- ⑧ PROPOSED BRIDGE/CAT WALK FF≈11.0
- ⑨ PROPOSED 5' BENCH
- ⑩ PROPOSED 10'X12' WOOD FRAMED OVERLOOK PLATFORM ELEVATED ~4 TO ~8 FEET ABOVE GRADE. WOOD DECK RAILING ON ALL SIDES. FF≈11.0
- ⑪ PROPOSED 4' WIDE GRAVEL OR WOOD CHIP PERMEABLE PATH
- ⑫ PROPOSED RETAINING WALL. INSTALL FENCE IF NEEDED.

ADA STATEMENT:
 CONCRETE PATH, BRIDGE/CATWALK, AND VIEWING PLATFORM DESIGNED TO BE ADA ACCESSIBLE.
 STAIRS LEADING TO THE SOFT PATH AND THE SOFT PATH WILL NOT BE DESIGNED TO BE ADA ACCESSIBLE.

28700 CANYON CREEK RD S
 TAX LOT 6400
 TAX MAP 31W13BD
 NW 1/4 OF SEC.13, T.3S R.1W W.M.
 WILSONVILLE, OREGON

TRACT 'A' PATH & ADA RAMP GRADING PLAN & PROFILE

NO.	DATE	DESCRIPTION

EMERIO
 ENGINEERING • SURVEYING • DESIGN
 644 SW CALLEBROOK PLACE, SUITE 100
 BEAVERTON, OREGON 97008
 TEL: (503) 748-8812
 FAX: (503) 639-8592
 www.emeriodesign.com

SHEET
1
 OF
1

DEVELOPMENT REVIEW BOARD MEETING

**MONDAY, JULY 13, 2026
6:30 PM**

Board Member Communications:

3. Results of the June 22, 2026 DRB Panel B Meeting

City of Wilsonville

Development Review Board Panel B Meeting Meeting Results

DATE: JUNE 22, 2026	
LOCATION: 29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR	
TIME START: 6:30 PM	TIME END: 7:52 PM

ATTENDANCE LOG

BOARD MEMBERS	STAFF
Dana Crocker	Kim Rybold
John Andrews	Alie Cloo
Kamran Mesbah	Chris Myers
George Dunn	Amy Maag
	Kerry Rappold
	Amanda Guile-Hinman
	Miranda Bateschell
	Shelley White

AGENDA RESULTS

AGENDA	ACTIONS
CITIZENS' INPUT	
	None.
CONSENT AGENDA	
1. Approval of the April 27, 2026 DRB Panel B Minutes	1. Unanimously approved as presented.
PUBLIC HEARING	
<p>2. Res. No. 446 Sysco Expansion. The applicant is requesting approval of rezoning of approximately 33.00 acres, a Stage 1 Preliminary Plan, Stage 2 Final Plan, Site Design Review, Class 3 Sign Permit, Type C Tree Removal Plan, Standard SRIR Review, Lot Line Adjustment and Standard SROZ Map Verification for 380,000 square feet of warehouse expansion for Sysco Portland, Inc.</p> <p>Case Files: DB25-0010 Sysco Zone Map Amendment & Facility Expansion Master Plan</p> <ul style="list-style-type: none"> - Zone Map Amendment (ZONE25-0002)* - Stage 1 Preliminary Plan (STG125-0004) - Stage 2 Final Plan (STG225-0007) - Site Design Review (SDR25-0009) - Class 3 Sign Permit (SIGN25-0012) - Type C Tree Removal Plan (TPLN25-0006) - SRIR Review (SRIR25-0002) - Lot Line Adjustment (ARC226-0002) - Verification of Boundary (Standard) (SROZ26-0001) 	2. Unanimously adopted Resolution No. 446 along with the approved Staff report as amended to include the amendments from new Exhibit A3 and the addition of Exhibits B4 and B5.

BOARD MEMBER COMMUNICATIONS	
3. Results of the June 8, 2026 DRB Panel A meeting	3. No comments.
4. Recent City Council Action Minutes	4. No comments.
STAFF COMMUNICATIONS	
	Natural Resources Manager Rappold was recognized for his many contributions to the City and to Wilsonville with well wishes for his retirement next week.

DEVELOPMENT REVIEW BOARD MEETING

**MONDAY, JULY 13, 2026
6:30 PM**

Board Member Communications:

4. Recent City Council Action Minutes



ACTION MINUTES

June 01, 2026 at 5:00 PM

Wilsonville City Hall & Remote Video Conferencing

PRESENT:

Mayor O'Neil
 Councilor President Berry
 Councilor Cunningham
 Councilor Shevlin
 Councilor Scull

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
 Andrea Villagrana, Human Resource Manager
 Diana Kotler, Transit Operations Manager
 Dwight Brashear, Transit Director
 Jeanna Troha, City Manager
 Katherine Smith, Assistant Finance Director
 Keith Katko, Finance Director
 Kelsey Lewis, Grants & Programs Manager
 Kimberly Rybold, Senior Planner
 Kimberly Veliz, City Recorder
 Miranda Bateschell, Planning Director
 Matt Lorenzen, Economic Development Manager
 Sarah Pearlman, Assistant Planner
 Zach Weigel, City Engineer
 Zoe Mombert, Assistant to the City Manager

WORK SESSION [5:00 PM]

REVIEW OF AGENDA AND ITEMS ON CONSENT

There was none.

COUNCILORS' CONCERNS

Councilors were asked to submit recommendations for filling upcoming vacancies on various boards and commissions.

PRE-COUNCIL WORK SESSION

1. 2026 Town Center Urban Renewal Feasibility Study

City Council
June 01, 2026

Page 1 of 5

Staff walked the Council through the 2026 Wilsonville Town Center Urban Renewal Feasibility Study. The Council expressed its desire to pursue a vote on the establishment of a Town Center urban renewal district in November's general election and directed staff to begin drafting ballot measure language.

2. Statewide Transportation Improvement Fund (STIF) Plan for the 2028-29 Biennium

Staff presented plans for Statewide Transportation Improvement Fund (STIF) projects for the 2028-2029 biennial plan, to be included in the application for funding through TriMet to the Oregon Transportation Commission.

3. City Attorney Performance Evaluation

Council considered granting a second two-month extension of the City's employment agreement with City Attorney through August to provide adequate time to negotiate the agreement.

ADJOURN [6:22 PM]

There was a brief break to switch Zoom accounts.

EXECUTIVE SESSION [6:30 PM]

- ORS 192.660(2)(f) Exempt Public Records
 - To consider information or records that are exempt by law from public inspection.
- ORS 192.660(2)(h) Legal Counsel/Litigation
 - To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

ADJOURN [7:13 PM]

CITY COUNCIL MEETING [7:20 PM]

CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Motion to approve the following order of the agenda.

The order of agenda was approved 5-0.

MAYOR'S BUSINESS

4. Upcoming Meetings (Link to City Calendar: <https://www.wilsonvilleoregon.gov/calendar>)

The Mayor provided a written report on past and upcoming meetings and events.

COMMUNICATIONS

5. Metro Presentation

Metro District 3 Councilor Rosenthal provided an update on many of the agency's regional initiatives, including ongoing development of its 50-year vision, natural area restorations, and projects made possible by the recent affordable housing bond.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

This is an opportunity for visitors to address the City Council on any matter concerning City's Business or any matter over which the Council has control. It is also the time to address items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizen input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

Councilors provided comments, announced prior and anticipated meetings and events.

CONSENT AGENDA

6. Minutes of the May 18, 2026 City Council Meeting.

The Consent Agenda was adopted 5-0.

NEW BUSINESS

7. **Resolution No. 3262**

A Resolution To Allocate Community Enhancement Funds For Fiscal Year 2026/2027.

Resolution No. 3262 was adopted 4-1.

CONTINUING BUSINESS

There was none.

PUBLIC HEARING

8. **Ordinance No. 903** - *1st Reading (Legislative Land Use Hearing)*

An Ordinance Of The City Of Wilsonville Adopting Amendments To Chapter 2 And Chapter 4 Of The Wilsonville City Code Related To The Housing Statutory Compliance Project – Part 1; And Declaring An Emergency.

After a public hearing, Ordinance No. 903 was adopted 5-0 on first reading.

9. **Resolution No. 3264**

A Resolution Declaring The City's Eligibility To Receive State Shared Revenues.

After a public hearing Resolution No. 3264 was adopted 5-0.

10. **Resolution No. 3265**

A Resolution Declaring The City's Election To Receive State Shared Revenues.

After a public hearing Resolution No. 3265 was adopted 5-0.

11. **Resolution No. 3266**

A Resolution Of The City Of Wilsonville Adopting The Budget, Making Appropriations, Declaring The Ad Valorem Tax Levy, And Classifying The Levy As Provided By ORS 310.060(2) For Fiscal Year 2026-27.

After a public hearing Resolution No. 3266 was adopted 5-0.

CITY MANAGER'S BUSINESS

The City Manager reported that the Town Center Communications Plan approved by Council in February 2026 was being implemented.

LEGAL BUSINESS

There was none.

ADJOURN [9:16 PM]

URBAN RENEWAL AGENCY [9:16 PM]

CALL TO ORDER

1. Roll Call

2. Motion to approve the following order of the agenda.

The order of the URA agenda was approved 5-0.

CITIZEN INPUT

This is an opportunity for visitors to address the Urban Renewal Agency on any matter concerning City's Business or any matter over which the Agency has control. It is also the time to address items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the Urban Renewal Agency will make every effort to respond to questions raised during citizen input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

CONSENT AGENDA

3. Minutes of April 20, 2026, Urban Renewal Agency Meeting.

The URA Consent Agenda was adopted 5-0.

NEW BUSINESS

There was none.

CONTINUING BUSINESS

There was none.

PUBLIC HEARING

4. **URA Resolution No. 359**

A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Adopting The Budget, Making Appropriations, And Declaring The Intent To Collect Tax Increment For Fiscal Year 2026-27.

After a public hearing URA Resolution No. 359 was adopted 5-0.

ADJOURN [9:22 PM]



ACTION MINUTES

June 15, 2026 at 5:00 PM

Wilsonville City Hall & Remote Video Conferencing

PRESENT:

Mayor O'Neil
Councilor President Berry
Councilor Cunningham
Councilor Shevlin
Councilor Scull

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
Amy Magg, Engineering Manager
Aliese Cloo, Assistant City Attorney
Andrea Villagrana, Human Resource Manager
Delora Kerber, Public Works Director and Interim Community Development
Everett Wild, Government Relations Manager
Jim Cartan, Environmental Specialist
Jeanna Troha, City Manager
Kimberly Rybold, Senior Planner
Kimberly Veliz, City Recorder
Miranda Bateschell, Planning Director
Zach Weigel, City Engineer

WORK SESSION [5:00 PM]

REVIEW OF AGENDA AND ITEMS ON CONSENT

There was none.

COUNCILORS' CONCERNS

The boards/commissions appointment process was discussed.

PRE-COUNCIL WORK SESSION

1. West Hills Legislative Request

Representatives of West Hills presented two code-related issues impeding the financial feasibility of development in the Frog Pond East master plan area.

2. Town Center Building Height Waiver Provision Project

Staff reviewed with Council recommendations from the Town Center Building Height Waiver Task Force.

3. Public Safety Council Goal Update – Nuisance Code Revisions

The City Attorney presented an update on nuisance code revisions under Council Goal 2 (Public Safety), Strategy 2.3.

ADJOURN [6:30 PM]

EXECUTIVE SESSION [6:35 PM]

- ORS 192.660(2)(e) Real Property Transactions
 - *To conduct deliberations with persons designated by the governing body to negotiate real property transactions.*
- ORS 192.660(2)(f) Exempt Public Records
 - *To consider information or records that are exempt by law from public inspection.*
- ORS 192.660(2)(h) Legal Counsel/Litigation
 - *To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.*
- ORS 192.660(2)(i) Performance Evaluations of Public Officer and Employees
 - *To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.*

RECESSED [6:54 PM]

CITY COUNCIL [7:00 PM]

CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance

3. Motion to approve the following order of the agenda.

Motion carried 5-0.

MAYOR'S BUSINESS

4. Upcoming Meetings (*Link to City Calendar: <https://www.wilsonvilleoregon.gov/calendar>*)

The Mayor reported on past and upcoming meetings and events.

5. Boards/Commission Appointments/Reappointments

Arts, Culture, and Heritage Commission – Reappointments

Reappointment of David Altman and Aaron Harris to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2026 to 6/30/2029. Passed 5-0.

Arts, Culture, and Heritage Commission – Appointment

Appointment of Susan Hanson to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2026 to 6/30/2029. Passed 5-0.

Library Board – Reappointment

Reappointment of Sarah Ebersole to the Library Board for a term beginning 7/1/2026 to 6/30/2030. Passed 5-0.

Library Board – Appointment

Appointment of Leann Scotch to the Library Board for a term beginning 7/1/2026 to 6/30/2030. Passed 5-0.

Tourism Promotion Committee – Reappointments

Reappointment of Elaine Owen, Gus Castaneda, and Sungim Park to the Tourism Promotion Committee for a term beginning 7/1/2026 to 6/30/2029. Passed 5-0.

Wilsonville-Metro Community Enhancement Committee – Appointments

Appointment of James Warram to the Wilsonville-Metro Community Enhancement Committee for a term beginning 7/1/2026 to 6/30/2029. Passed 5-0.

6. City Attorney Contract Extension

Council moved to extend the City Attorney contract. Passed 5-0.

COMMUNICATIONS

7. Stormwater Stewards Recognition Program

Staff recognized the honorees of the City's new Stormwater Stewards Recognition Program.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

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CONSENT AGENDA

8. **Resolution No. 3263**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Century West Engineering For Engineering Consulting Services For The Coffee Creek – Day Road Sewer Extension Project (Capital Improvement Project No. 2115).

9. **Resolution No. 3270**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Amendment To The Professional Services Agreement With Dowl, LLC To Provide Engineering Consulting Services For The Stafford Road Improvements Project (Capital Improvement Project No. 4219, 2111, And 1158).

10. **Resolution No. 3272**

A Resolution Adopting The Canvass Of Votes Of The May 19, 2026 General Election.

11. **Resolution No. 3273**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into Amendment #2 To The Intergovernmental Agreement Between Clackamas County And City Of Wilsonville For Housing Services.

12. Minutes of the June 1, 2026 City Council Meeting.

The Consent Agenda was adopted 5-0.

COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

Councilors provided comments, announced prior and anticipated meetings and events.

NEW BUSINESS

13. **Resolution No. 3271**

A Resolution Of The City Of Wilsonville Approving An Amendment To The City's Fee Schedule Clarifying Fees For Class 2 Administrative Review Applications And Applying Fees For Public Hearings.

Resolution No. 3271 was adopted 5-0.

CONTINUING BUSINESS

14. Ordinance No. 903 - 2nd Reading (Legislative Land Use Hearing)

An Ordinance Of The City Of Wilsonville Adopting Amendments To Chapter 2 And Chapter 4 Of The Wilsonville City Code Related To The Housing Statutory Compliance Project – Part 1; And Declaring An Emergency.

Ordinance No. 903 was adopted on Second Reading, 5-0.

PUBLIC HEARING

There was none.

CITY MANAGER'S BUSINESS

The City Manager informed Council that staff had contracted with a consultant to conduct statistically valid community polling regarding the potential Town Center Urban Renewal District.

LEGAL BUSINESS

There was none.

ADJOURN [7:56 PM]

URBAN RENEWAL AGENCY [7:57 PM]

1. Roll Call
2. Motion to approve the following order of the agenda.

Motion carried 5-0.

CITIZEN INPUT

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CONSENT AGENDA

3. **URA Resolution No. 360**

A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute A Professional Services Agreement With Century West Engineering For Engineering Consulting Services For The Coffee Creek – Day Road Sewer Extension Project (Capital Improvement Project No. 2115).

4. Minutes of June 1, 2026, Urban Renewal Agency meeting.

The Consent Agenda was adopted 5-0.

NEW BUSINESS

There was none.

CONTINUING BUSINESS

There was none.

PUBLIC HEARING

There was none.

ADJOURN [7:58 PM]

EXECUTIVE SESSION CONTINUED [8:00 PM]

ADJOURN [8:29 PM]