



## DEVELOPMENT REVIEW BOARD PANEL A AGENDA

March 13, 2023 at 6:30 PM

Wilsonville City Hall & Remote Video Conferencing

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### 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.ci.wilsonville.or.us/DRB-SpeakerCard>.

### CALL TO ORDER

### CHAIR'S REMARKS

### ROLL CALL

Yara Alatawy     Rob Candrian  
Jordan Herron     Clark Hildum  
Jean Svadlenka

### CITIZEN INPUT

### CONSENT AGENDA

1. [Approval of Minutes of the February 13, 2023 DRB Panel A meeting](#)

### PUBLIC HEARINGS

### BOARD MEMBER COMMUNICATIONS

2. [Results of the February 27, 2023 DRB Panel B meeting](#)
3. [Recent City Council Action Minutes](#)

### STAFF COMMUNICATIONS

4. DRB Member Training: Transportation

### ADJOURN

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

*Habr  interpretes disponibles para aquellas personas que no hablan Ingl s, previo acuerdo. Comuniquese al 503-682-4960.*

DEVELOPMENT REVIEW BOARD MEETING  
MARCH 13, 2023  
6:30 PM

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Item 1.

Consent Agenda:

1. Approval of minutes of February 13, 2023 DRB Panel  
A meeting



**DEVELOPMENT REVIEW BOARD PANEL A  
MEETING MINUTES**

**February 13, 2023 at 6:30 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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**CALL TO ORDER**

A regular meeting of the Development Review Board Panel A was held at City Hall beginning at 6:30 p.m. on Monday, January 9, 2023. Chair Jean Svadlenka called the meeting to order at 6:30 p.m.

**CHAIR'S REMARKS**

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

**ROLL CALL**

Present for roll call were: Jean Svadlenka, Rob Candrian, and Clark Hildum. Jordan Herron and Yara Alatawy were absent.

Staff present: Daniel Pauly, Kimberly Rybold, and Shelley White

**CITIZENS INPUT** – This is an opportunity for visitors to address the Development Review Board on items not on the agenda. There were no comments.

**ELECTION OF 2023 CHAIR AND VICE-CHAIR**

**Daniel Pauly, Planning Manager**, described the Chair and Vice-Chair roles and highlighted nomination and election process.

1. Chair

**Rob Candrian nominated Jean Svadlenka for 2023 Development Review Board Chair.**

**Following a voice vote, Jean Svadlenka was unanimously elected as Development Review Board Chair for 2023.**

2. Vice-Chair

**Jean Svadlenka nominated Clark Hildum as 2023 Development Review Board Vice-Chair.**

**Following a voice vote, Clark Hildum was unanimously elected as 2023 Development Review Board Vice-Chair.**

**CONSENT AGENDA**

3. Approval of minutes of January 9, 2023 DRB Panel A meeting

**Chair Svadlenka moved to accept the January 9, 2023 DRB Panel A meeting minutes as presented. Clark Hildum seconded the motion, which passed unanimously.**

**PUBLIC HEARINGS**

**BOARD MEMBER COMMUNICATIONS:**

4. Results of the January 23, 2023 DRB Panel A meeting
5. Recent City Council Action Minutes

There were no comments.

**STAFF COMMUNICATIONS**

The meeting was adjourned before Staff proceeded with DRB Member Training.

6. New DRB Member Training

**ADJOURN**

The meeting adjourned at 6:41 p.m. and the Board returned to Staff Communications New DRB Member Training.

Respectfully submitted,

Paula Pinyerd, ABC Transcription Services, LLC. for  
Shelley White, Planning Administrative Assistant

DEVELOPMENT REVIEW BOARD MEETING  
MARCH 13, 2023  
6:30 PM

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Item 2.

Board Member Communications:

2. Results of the February 27, 2023 DRB Panel B meeting

## City of Wilsonville

**Development Review Board Panel B Meeting  
Meeting Results**

<b>DATE:</b>	<b>FEBRUARY 27, 2023</b>	
<b>LOCATION:</b>	29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR	
<b>TIME START:</b>	6:30 P.M.	<b>TIME END: 7:05 P.M.</b>

**ATTENDANCE LOG**

BOARD MEMBERS	STAFF
Rachelle Barrett	Daniel Pauly
John Andrews	Kimberly Rybold
Justin Brown	Sarah Pearlman
Megan Chuinard	Shelley White
Alice Galloway	

**AGENDA RESULTS**

AGENDA	ACTIONS
CITIZENS INPUT	None.
CONSENT AGENDA	
1. Approval of January 23, 2023 Minutes	1. Unanimously approved as presented.
PUBLIC HEARING	
2. <b>Resolution No. 412. Frog Pond Crossing Five-Year Temporary Use Permit.</b> The applicant is requesting approval of a five (5) year Temporary Use Permit for one (1) 48-foot by 12-foot sales trailer and the eventual use of the Pulte Homes Model Home's garage as a sales office at the Frog Pond Crossing Subdivision.  Case Files:  DB22-0013 Five-Year Temporary Use Permit	2. Resolution No. 412 was unanimously adopted as presented.
BOARD MEMBER COMMUNICATIONS	
3. Results of the February 13, 2023 DRB Panel A Meeting	3. No comments
4. Recent City Council Action Minutes	4. No comments
STAFF COMMUNICATIONS	
5. DRB Member Training	5. Training conducted after the meeting adjourned.

DEVELOPMENT REVIEW BOARD MEETING  
MARCH 13, 2023  
6:30 PM

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Item 3.

Board Member Communications:

3. Recent City Council Action Minutes



City Council Meeting Action Minutes  
February 6, 2023

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry  
Councilor Dunwell

Robert Wurpes, Chief of Police  
Brenda Evans, Behavioral Health Unit  
Andrew Barrett, Capital Projects Eng. Manager  
Dan Pauly, Planning Manager  
Chris Neamtzu, Community Development Director  
Matt Lorenzen, Economic Development Manager  
Mike Nacrelli, Civil Engineer  
Shasta Sasser, Library Director  
Zach Weigel, City Engineer  
Bill Evans, Communications & Marketing Manager

**STAFF PRESENT**

Bryan Cosgrove, City Manager  
Amanda Guile-Hinman, City Attorney  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Beth Wolf, Senior Systems Analyst

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:03 p.m.</b>
A. Economic Development Overview	Staff shared an overview of the City’s current programs to support current businesses, and attract new employers to Wilsonville.
B. Frog Pond East and South Master Plan Development	Staff sought the Council’s input to inform development code updates to be drafted to facilitate implementation of the adopted Frog Pond East and South Master Plan.
<b>REGULAR MEETING</b>	
<u>Mayor’s Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.
B. Joint Semiconductor Committee	Council moved to respond to the legislature’s Joint Semiconductor Committee regarding Clackamas County’s proposed inclusion of French Prairie Rural Reserve and unplanned Norwood Urban Reserve. Passed 5-0.
C. Boards/Commissions Appointments	Council moved to ratify the appointment of Alice Galloway Neeley to the Development Review Board for a term beginning 2/6/2023 to 12/31/2024. Passed 5-0.

	<p>Council moved to ratify the appointment of Jenelle Reid to the Kitakata Sister City Advisory Board for a term beginning 2/6/2023 to 12/31/2025. Passed 5-0.</p>
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Communications

- A. Behavioral Health Unit Mental Health Clinician Introduction
- B. Boeckman Road Corridor Project Update

New Behavioral Health Unit Mental Health Clinician Brenda Evans was introduced to City Council.

Council heard an update on the Boeckman Road Corridor Improvement Program.

Consent Agenda

- A. **Resolution No. 2997**  
 A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into An Amendment To The Development Agreement With Taylor Morrison Northwest, LLC Regarding The Completion Of Improvements Associated With Regional Park 5.
- B. **Resolution No. 3008**  
 A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Consor North America, Inc. To Provide Engineering Consulting Services For The West Side Level B Reservoir And 24-Inch Transmission Main Project (Capital Improvement Project #1149).
- C. **Resolution No. 3018**  
 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 2023 Street Maintenance Project (Capital Improvement Project No. 4014).
- D. **Resolution No. 3038**  
 A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Goods And Services Agreement With Absco Solutions For The For Security And Access Controls For The Public Works Complex (CIP # 8113).
- E. Minutes of the January 19, 2023 Council Meeting.

The Consent Agenda was approved 5-0.

New Business

- A. None.

<u>Continuing Business</u> A. None.	
<u>Public Hearing</u> A. None.	
<u>City Manager's Business</u>	<p>The City Manager reminded Council to take the Core Strength quiz prior to the City Council Retreat.</p> <p>Council was encouraged to contact the Public Works Director or Public Works Ops. Manager to schedule a tour of the Public Works building construction site.</p>
<u>Legal Business</u>	No report.
<b>ADJOURN</b>	8:21 p.m.

City Council Meeting Action Minutes  
February 23, 2023

Item 3.

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry  
Councilor Dunwell

Jeanna Troha, Assistant City Manager  
Beth Wolf, Senior Systems Analyst  
Andy Stone, IT Director  
Andrew Barrett, Capital Projects Eng. Manager  
Mark Ottenad, Public/Government Affairs Director  
Cricket Jones, Finance Operations Supervisor  
Martin Montalvo, Public Works Ops. Manager  
Zach Weigel, City Engineer  
Dwight Brashear, Transit Director

**STAFF PRESENT**

Bryan Cosgrove, City Manager  
Amanda Guile-Hinman, City Attorney  
Kimberly Veliz, City Recorder

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START:</b> 5:00 p.m.
A. Prohibited Camping Code Update Project	Council heard a presentation on Clackamas County’s supportive housing services programs, and part of staff’s presentation on the update on the City’s prohibited-camping code project.
B. Updated ‘Explore Wilsonville’ Visual Identify	Council was shown the new logo for the ‘Explore Wilsonville’ tourism-promotion program.
C. Kiva Building Architectural Assessment and Recommendations	Staff shared the architectural assessment and recommendations for the City of Wilsonville owned “Kiva” building.
<b>REGULAR MEETING</b>	
<u>Mayor’s Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.
<u>Communications</u>	
A. None.	
<u>Consent Agenda</u>	
A. <b><u>Resolution No. 3020</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute Guaranteed Maximum Price Amendment No. 1 To The Progressive Design-Build Agreement For The Boeckman Road Corridor Project With Tapani Sundt A Joint Venture.	The Consent Agenda was approved 5-0.

<p><b>B. <u>Resolution No. 3027</u></b>  A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Goods And Services Contract With Urban Solar For Smart Bus Station Electronic Display Signage.</p>	
<p><u>New Business</u></p> <p>A. Minutes of the February 6, 2023 City Council Meeting.</p> <p><b>B. <u>Resolution No. 3036</u></b>  A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To Construction Of The Boeckman Road Corridor Project.</p>	<p>The amended minutes were approved 5-0.</p> <p>Resolution No. 3036 was adopted 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. None.</p>	
<p><u>City Manager’s Business</u></p>	<p>The City Manager checked in with Council about the City Council Retreat and Goal Setting scheduled for February 24-25, 2023.</p>
<p><u>Legal Business</u></p>	<p>Continuation of staff’s presentation on the update on the City’s prohibited-camping code project.</p>
<p><b>URBAN RENEWAL AGENCY</b></p>	
<p><u>URA Consent Agenda</u></p> <p>A. <b><u>URA Resolution No. 334</u></b>  A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To Construction Of The Boeckman Road Corridor Project.</p> <p>B. <b><u>URA Resolution No. 335</u></b>  A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute Guaranteed Maximum Price Amendment No. 1 To The Progressive Design-Build Agreement For The Boeckman Road Corridor Project With Tapani Sundt A Joint Venture.</p>	<p>The URA Consent Agenda was approved 5-0.</p>

<p>C. <b><u>URA Resolution No. 343</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The Termination Of Tax Increment Collection For The Year 2000 Plan.</p> <p>D. Minutes of the January 5, 2023 Urban Renewal Agency Meeting.</p>	
<p><u>New Business</u> A. None.</p>	
<p><u>URA Public Hearing</u> A. None.</p>	
<p><b>ADJOURN</b></p>	<p>9:36 p.m.</p>