



PLANNING COMMISSION AGENDA

September 10, 2025 at 6:00 PM

Wilsonville City Hall & Remote Video Conferencing

PARTICIPANTS MAY ATTEND THE MEETING AT:

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

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

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

TO PROVIDE PUBLIC TESTIMONY:

Individuals may submit a testimony card online:

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

or via email to Dan Pauly: Pauly@wilsonvilleoregon.gov, 503-570-1536

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

for which testimony is being submitted in the subject line.

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

Matt Constantine

Ron Heberlein

Nicole Hendrix

Andrew Karr

Sam Scull

Yana Semenova

Jennifer Willard

PLEDGE OF ALLEGIANCE

CITIZEN INPUT

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

ADMINISTRATIVE MATTERS

1. Consideration of the August 13, 2025 Planning Commission minutes

WORK SESSION [6:10 PM]

2. Wilsonville Industrial Land Readiness (Code-Basalt Creek) (Luxhoj)(60 Minutes)

INFORMATIONAL [7:10 PM]

3. City Council Action Minutes (August 4, 2025)(No staff presentation)

4. 2025 PC Work Program (No staff presentation)

ADJOURN [7:15 PM]

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

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



PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 10, 2025

ADMINISTRATIVE MATTERS

1. Consideration of the August 13, 2025 Planning Commission minutes



**Wilsonville Planning Commission
Regular Meeting Minutes
August 13, 2025**

Wilsonville City Hall & Remote Video Conferencing
<https://www.ci.wilsonville.or.us/meetings/pc>

CALL TO ORDER - ROLL CALL

Chair Hendrix called the meeting to order at 6:01 pm.

Present: Nicole Hendrix, Andrew Karr, Ron Heberlein, Sam Scull, and Matt Constantine

Excused: Jennifer Willard and Yana Semenova

Staff Present: Daniel Pauly, Miranda Bateschell, Amanda Guile-Hinman, Kerry Rappold, and Mandi Simmons

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITIZEN INPUT

There was none.

ADMINISTRATIVE MATTERS

1. Consideration of the July 9, 2025 Planning Commission Minutes

The July 9, 2025, Planning Commission minutes were accepted as presented.

WORK SESSION

2. Climate Action Plan (Rappold)

Natural Resources Manager Rappold introduced the draft Climate Action Plan, which ~~The plan~~ provided a framework for how the City could move forward on Climate Action and established implementation measures for how to meet important objectives, such as the Governor's Executive Order and the City's goal to reduce emissions over the next 10 to 25 years. Tonight's presentation described the different scenarios and modeling used to determine the implementation measures and necessary actions and set in place the actions the City was already doing; however, additional work was needed around who was responsible for the implementation measures, how to finance them, and the time period required.

Maurya Braun, Consultant, Sustainability Solutions Group (SSG), and Natural Resources Manager Rappold presented the draft Climate Action Plan via PowerPoint, providing context on current climate conditions, projected local impacts, community support for climate actions and

the State's commitments to reducing greenhouse gases to below 1990 levels. (Slide 11) Three potential future scenarios were described showing the impacts of the City doing nothing, implementing its current plans, and implementing the Low Carbon actions from the draft plan. (Slides 8-10) Ten specific actions and some implementation measures Staff proposed in five categories that were key sources of emissions in Wilsonville, and most communities, were reviewed, along with the impact on greenhouse gas emissions and potential economic gains. The Climate Action Plan aligned with the City's Urban Forest Management Plan and the Natural Area Management Plan the City was currently developing. Metro's Coffee Lake Creek Wetlands Restoration Project would activate peat soils that were highly effective at sequestering carbon, and the City's Urban Forest Management Plan had a goal of increasing urban forest canopy by six percent over the next 20 years. Next steps included identifying how the City was already addressing any proposed actions within the City's Comprehensive Plan and Development Code, exploring potential financing opportunities, and employing the identified implementation measures and determining if further measures were needed. The current draft Climate Action Plan established a great framework for the City to meet the State's emission reduction targets.

Corrections were noted to the following slides:

- Slide 13: Correct second green box in second row to state, "By 2050, retrofit all existing **buildings** in Wilsonville to reduce energy use by 50 percent."
- Slide 21: Correct the second row to state, "Switch ~~City Fleet~~ **all community vehicles** to ZEVs"

Commissioner comments and feedback were as follows with the project team addressing questions as noted:

- The project team was commended for the draft Climate Action Plan and its level of detail. Such discussions and plans were not even on the radar of those on the East Coast.
- Concern was expressed about negative financial consequences associated with current federal actions and how the plan could be impacted. A lot of great metrics in the Action Plan that have improved could be negated by federal actions over the next several years and could impact what the City's efforts to stay on track.
 - **Ms. Braun** responded that amount of work required for the transition remained the same regardless of federal policy. No federal legislation was reflected in the modeled actions except perhaps for the fuel efficiency vehicle standards, which accounted for the small decrease in the first scenario, (Slide 8) and was a standard the federal government was considering for removal. The biggest change would be in the level of funding available to support the City in making these changes. Many states and communities were stepping up to continue that funding, and the auto industry was moving forward with affordable electric vehicles (EVs) despite federal actions.
 - **Mr. Rappold** added that in some ways, the City was more dependent on actions at the State level, particularly for support, guidance, and direction, especially with regard to State building codes, transportation, etc. It was important for the State to guide the process to ensure consistency between jurisdictions.
- **Ms. Braun** agreed the rapid pace of technological development was an important component of the financial analysis, the next step after the Climate Action Plan that would

identify the required capital investments and long-term savings in maintenance and energy costs, as well as who would bear those costs, whether the municipality, residents, or businesses. Technology like solar is typically modeled with declining capital costs over time to reflect efficiencies in manufacturing and production processes.

- Along with the potential benefits section in the appendix, showing the specific percentage in emissions reduction associated with each implementation measure would be helpful since some actions were inefficient and contrary to future goals. Knowing this would be important when considering where to put the City's financial resources.
 - **Mr. Rappold** noted that the Action Plan modeled what was associated with each action but was not specific down to the level of each implementation measure.
 - **Ms. Braun** stated that quantifying emissions reductions for each measure would be difficult because each could be implemented in multiple ways. As part of the financial analysis, the team could provide a sense of the return on investment for different approaches.
- Consistently using the term "zero emission vehicles" rather than "battery electric vehicles" was suggested to remain agnostic on the technology over the large time horizon since technology changes fast.
- Was the impact of landscaping practices on emissions, such as water, fertilizer use, irrigation, and gas-powered equipment, reflected in the Action Plan? What was the magnitude of that impact and were there actions the City should take to reduce it?
 - **Mr. Rappold** responded that he had gathered data on energy use, including from the wastewater and water treatment plants. Landscaping carried a cost in terms of the energy required to produce and deliver the water, which was compiled on an annual basis. Shifting to xeriscaping or drought-tolerant landscaping would eliminate irrigation demand, resulting in both cost savings and reduced emissions.
 - **Ms. Braun** noted the largest impact came from using treated drinking water for landscape irrigation. Treating water to a drinking level standard required significant energy and was often fossil fuel based. Using it for a purpose that did not require such a high standard and with some of it returning to the wastewater or stormwater system for additional treatment highly impacted emissions. The City should encourage alternatives such as rainwater use and a shift to electric lawn equipment and encouraging green electricity sources as quickly as possible.
- The header on Page 21 of Attachment 1 (PDF Page 27) read "Climate Actions Can Provide Municipalities with New Revenue Sources," and then examples of opportunities for new revenue sources were listed. Most those listed opportunities were from cities not similar in size to Wilsonville. If possible, the Action Plan should list revenue-source options that were more applicable to a city the size of Wilsonville.
- On Page 32 of Attachment 1 (PDF Page 38) claimed that switching from furnaces to emissions-free heating and cooling systems increased energy efficiency from approximately 96 percent to 300 to 400 percent. How was it possible to get above 100 percent efficiency?
 - **Ms. Braun** explained that heat pumps used electricity in combination with the heat exchange process to produce three to four times the amount of energy in heat or cooling relative to the electricity consumed. For example, if one kilowatt hour was used

to run the heat pump, it generated the equivalent of three to four kilowatt hours of heating or cooling in the space, which translated to a 300 to 400 percent efficiency.

- Did or could the Action Plan quantify how much of the emissions reduction would be attributed to the Town Center development? Noting emissions reduction could be an opportunity for Wilsonville to explain the benefits of the Town Center development helping meet the City's future climate reduction goals and help address some concerns about the plan.
 - **Ms. Braun** confirmed that the analysis was done at a geographic level and the Town Center fell within a single zone of the city from a modeling perspective, so the information could be extracted and shared. However, the modeling was based on broad assumptions about what would occur in that area and might not be as specific as the Planning Commission wanted, since her work was not focused on a detailed analysis of the Town Center development.
- The interchangeable use of terms such as "implementation measures," "significant climate actions," and "low carbon actions" made the Climate Action Plan less clear. The actual plan referenced low carbon actions with discussion about implementation measures in different sections. It would be better to be simpler and more direct about what the Action Plan actually proposed and use consistent terminology.
 - The graphic showing the Climate Action Plan Project's pathway to the end point of the implementation measures (Slide 13) was not specific to the actual plan being implemented. The slides toward the end of the presentation provided a summary of the actions being proposed.
 - **Ms. Braun** added the team could look at how the Climate Action Plan was organized to make the relationship clearer between the high- and mid-level priorities and the specific actions.
- "Low carbon" was not a term used consistently throughout the plan; parts of the Action Plan used "implementation" or "action plan," which were good terms. The Action Plan should be clear about the 10 action items the City was going to take.
 - **Mr. Rappold** explained "low carbon" was used to identify that scenario compared to the business-as-usual and business-as-planned scenarios. The project team would discuss how to make the actions more clear.
- The Action Plan's modeling was both exciting and a bit intimidating. Further conversations regarding responsibilities and financing were eagerly anticipated.
- Considering the expensive costs of recycling options with waste and procurement would be important to discuss.
- On Page 53 of the draft plan (Page 68, meeting packet) one of the bullet points should be corrected to read, "...further ~~reduce~~ **increase** the long-term affordability of homeownership in Wilsonville."
- Could the financial analysis include a cost-benefit analysis, showing the benefits of as well as the costs for not implementing the Climate Action Plan?
 - **Ms. Braun** replied a financial analysis would identify the costs of initiating changes, who would likely bear those costs, and who would realize the benefits of avoided maintenance and energy expenses. Another important perspective was the cost of not

taking action, sometimes referred to as the social cost of carbon. Those costs included impacts to infrastructure, increased healthcare costs from heat-related illness, and greater risks of stormwater overflows and powerline failures leading to fires. Those social costs were continually updated and increasingly outweighed the capital investments needed to avoid them.

- **Mr. Rappold** noted the same draft Climate Action Plan would be taken to the City Council's work session on September 4th, and the Commission's input would be addressed in the final Climate Action Plan presented to the Planning Commission for the public hearing on October 8th. He confirmed that a track changes version would be provided to the Commission.

Chair Hendrix confirmed there were no public comments on the draft Climate Action Plan.

INFORMATIONAL

3. City Council Action Minutes (July 21, 2025) (No staff presentation)

Planning Manager Pauly confirmed the 2025 legislative update was just educational. Staff was still digesting the outcome of the legislative session and would provide an update to the Planning Commission this fall.

Commissioner Karr announced that a town hall about the legislative session was scheduled at the Tigard Public Library on August 23rd.

4. 2025 PC Work Program (No Staff presentation)

Planning Director Bateschell shared that she had attended the memorial service in Wilsonville Town Center honoring former Commissioner and Senator Aaron Woods. A memorial plaque was placed on a bench in front of the Parks building in Town Center, facing the fountain. She noted that many Commissioners had served with him and were familiar with the impact he had on the Commission, the city, and the state.

ADJOURNMENT

The meeting was adjourned at 7:20 pm.



PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 10, 2025

WORK SESSION

2. Wilsonville Industrial Land Readiness (Code-Basalt Creek) (Luxhoj)(60 Minutes)



PLANNING COMMISSION MEETING STAFF REPORT

Meeting Date: September 10, 2025		Subject: Wilsonville Industrial Land Readiness – Basalt Creek	
		Staff Member: Cindy Luxhoj AICP, Associate Planner, and Dan Pauly AICP, Planning Manager	
		Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		Comments: N/A	
Staff Recommendation: Provide feedback on draft Development Code updates.			
Recommended Language for Motion: N/A			
Project / Issue Relates To: Basalt Creek Concept Plan area			
<input checked="" type="checkbox"/> Council Goals/Priorities: Attract high-quality industry and support economic opportunity for all in Wilsonville	<input checked="" type="checkbox"/> Adopted Master Plan(s): Basalt Creek Concept Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COMMISSION

Staff is seeking Planning Commission input on proposed Development Code amendments for the Basalt Creek planning area. Key aspects include merging the Coffee Creek Industrial Design Overlay District (DOD) with elements of the Planned Development Industrial (PDI) and PDI-RSIA Zones to create a new Northwest Industrial (NWI) Zone.

EXECUTIVE SUMMARY:

The Basalt Creek planning area, including the West Railroad area, was the focus of the Basalt Creek Concept Plan (BCCP), jointly developed with the City of Tualatin and adopted by Wilsonville in 2018. Located north and west of the Coffee Creek Industrial Area and adjacent to Tualatin's city limits, the Basalt Creek area represents a significant opportunity for employment growth in Wilsonville. As the Commission is aware, a central objective of the Wilsonville Industrial Land Readiness (WILR) project is to make the BCCP area development ready. Once the project is complete, the City will be positioned to accept industrial development applications, advancing the area's economic development potential.

Two key elements of the BCCP's Implementation and Phasing Strategy are to: (1) ensure zoning supports desired future land use, and (2) identify capital improvements needed to spur development. The Planning Commission has previously reviewed foundational components of the WILR project, including the economic inventory, market analysis, and infrastructure planning.

Craft Industrial (CI) Zone

In May, the Commission provided direction about the purpose and uses proposed for a new Craft Industrial (CI) Zone, developed to address the distinct characteristics of properties along SW Boones Ferry Road in the north-central portion of the Basalt Creek planning area. Since the May meeting, staff drafted proposed Development Code text for the CI Zone for Commission review (Attachment 1).

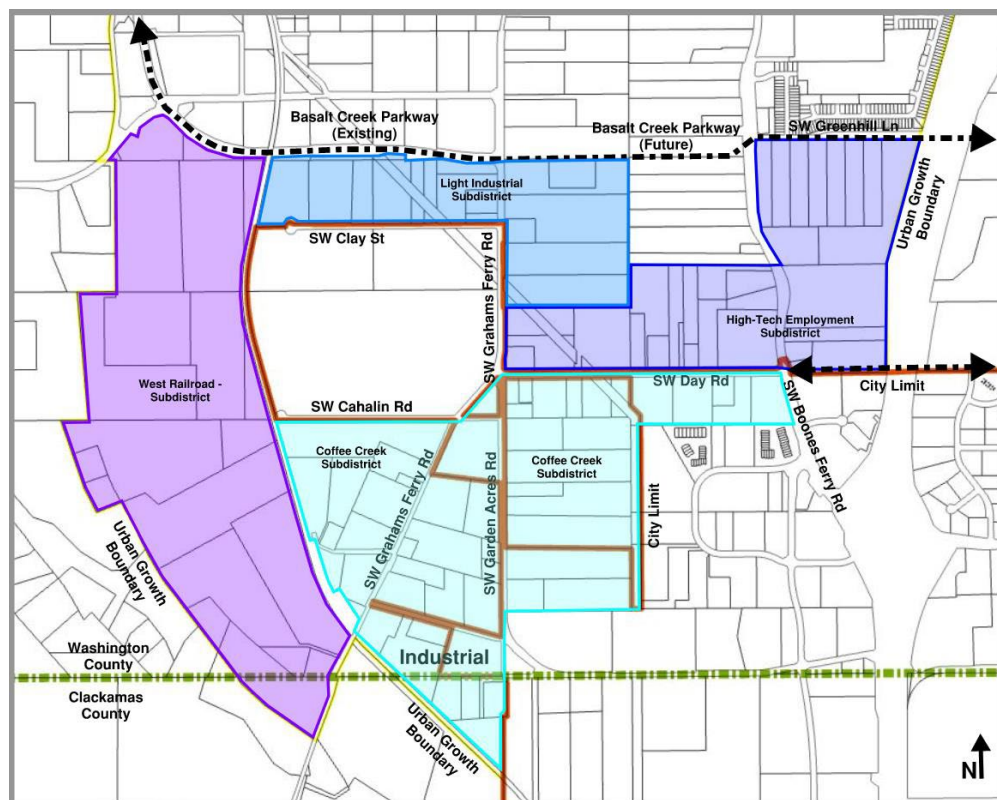
Northwest Industrial (NWI) Zone

This work session will also present the proposed zoning concept for the remaining portions of the Basalt Creek planning area, with a focus on the High-Tech Employment and Light Industrial subdistricts. The zoning framework for these areas is also expected to apply to the West Railroad area once the Commission and City Council provide direction on future employment uses desired for that area.

The proposed zoning for the High-Tech Employment and Light Industrial areas builds on the existing Coffee Creek Industrial Design Overlay District (DOD, form-based code) and PDI-RSIA zoning for the Coffee Creek Master Plan area. It introduces a new Northwest Industrial (NWI) Zone (Attachment 2), which integrates the design elements of the Industrial DOD—expanded geographically to include Basalt Creek—with a list of allowed uses and development standards drawn from both the PDI and PDI-RSIA Zones, updated to reduce redundancy and reflect more current uses.

A key component of the proposed NWI Zone is the use of a table that categorizes allowed use by subdistrict, with slight differences between the subdistricts intended to reflect and the desired outcomes of the different land use types identified in the Plan (Attachment 3). The design and other requirements of the zone are then applied throughout regardless of use. The proposed subdistricts and their unique requirements related to use are described and illustrated below:

- **Coffee Creek:** The area within the Coffee Creek Master Plan, which is the land within the proposed NWI Zone south of SW Day Road and SW Cahalin Road and east of the Portland and Western railroad tracks. This area is designated as Regionally Significant Industrial Area (RSIA)—a specific designation in the Comprehensive Plan—that leads to additional size restrictions for commercial uses beyond those for industrial land not so designated. No substantive changes are proposed for this subdistrict.
- **High-Tech Employment:** The area within Basalt Creek north of SW Day Road south of the Light Industrial subdistrict and CI Zone, and east of SW Boones Ferry Road. This subdistrict will have use restrictions to help preserve the available land for higher-density employment and focus industries.
- **Light Industrial:** The area within Basalt Creek north of SW Clay Street west of SW Grahams Ferry Road, and north of the High-Tech Employment subdistrict east of SW Grahams Ferry Road. This subdistrict is most like the current PDI zone in terms of allowed uses.
- **West Railroad:** The area within Basalt Creek west of the Portland and Western Railroad. Uses in this area are still under consideration, as noted in Attachment 3. After a work session with City Council and Planning Commission, the draft code will be updated for this subdistrict.



For each subdistrict the extent of allowance of each listed use is established by one of the following labels:

- **A-Allowed.** The use is allowed in the subdistrict without additional restrictions subject to the ability to meet siting and design standards, similar to “allowed” or “typically allowed” uses in other zones.
- **R-Allowed with Restrictions.** The use is allowed so long as specific restrictions or limitations are met as enumerated or referenced in the table. This is most often used when there is a size limitation for a use within a subdistrict.
- **C-Conditional.** The use can only be approved through a Conditional Use Permit.
- **P-Prohibited.** The use is prohibited. The table is not intended to list every prohibited or otherwise disallowed use, but this label is used when a use may be allowed in one subdistrict but not in others.

The project team reviewed the allowed uses in the PDI and PDI-RSIA Zones and updated the use table to reduce redundancy and reflect more current uses, as well as to add uses that are not well addressed in the City’s existing zoning code. Staff recommends these uses as potentially compatible with the zone—in terms of built form, operations, and/or employment density—or compatible with restrictions. An overview of these proposed uses new to PDI and PDI-RSIA, where they would be allowed, and the rationale for including them are outlined in the following table:

NEW USE	WHERE ALLOWED	RATIONALE
Hospitals	Allowed in all subdistricts; West Railroad to be determined (TBD)	Allowing hospitals in all areas of the zone helps to address the City's shortage of land for large-scale medical uses. Such facilities generate high-wage jobs with minimal traffic, unlike clinics or commercial uses. Any retail sales or medical office/clinic space dedicated to outpatient care is limited in the same manner as other retail and office uses in the zone.
Direct-to-Consumer (DTC) E-commerce Fulfillment or Logistics	Allowed with restrictions in all subdistricts; West Railroad TBD	E-commerce fulfillment and logistics has become a major industrial land use, driven by technology and changing consumer habits. To manage land use and avoid displacing other industrial users, a maximum building size of 200,000 square feet is proposed. This would support a regional hub for a large company or a primary center for a small to mid-sized business, typically requiring about 10 acres for operations, including truck courts, parking, circulation, and landscaping. On-site customers are limited to 5% of trips.

Specialty Automotive Services	Allowed in Light Industrial; Prohibited in other subdistricts; West Railroad TBD	This use does not fit neatly into existing zoning categories. Unlike typical auto repair shops, these facilities involve multi-day vehicle work and require screened outdoor storage for parts and vehicles. They operate more like light industrial manufacturing uses than retail services. Examples include auto body repair and vehicle customization shops. The use excludes general auto repair, oil changes, tire services, and dealership-based service operations.
Data Center	Allowed in Light Industrial; Allowed with restrictions in other subdistricts; West Railroad TBD	Data centers, like e-commerce facilities, reflect recent technological shifts. While they have low employment density, they demand significant energy and infrastructure. To prevent large data centers from outcompeting other industrial uses for limited land, water, and power, staff recommends a maximum building size of 25,000 square feet—adequate for local or regional needs. As precedent, the Siemens data center on SW Parkway Avenue is approximately 20,000 square feet.
Commercial Recreation	Allowed in Light Industrial; Prohibited in other subdistricts; West Railroad TBD	Commercial recreation uses—such as specialized gyms and indoor sports facilities—are not well supported by Wilsonville’s current zoning. These businesses need larger spaces and higher ceilings, which most PDC-zoned properties do not offer. They also struggle to compete with higher-paying retail tenants. While not intended for prime employment land, certain industrial parcels with physical constraints—such as small lot size or limited truck access—may be suited for these uses.
Contractor Establishment	Allowed in Light Industrial; Prohibited in other subdistricts; West Railroad TBD	Allowing contractor establishments in suitable areas of Basalt Creek supports prior discussions about their role in serving nearby construction activity. Once annexed, these uses would be subject to the NWI Zone’s development standards and design guidelines.

Discussion Questions

Feedback on the following questions will be incorporated into the draft Development Code amendments and be brought back to the Commission for further review:

- Craft Industrial (CI) Zone: What additional input, if any, does the Planning Commission have about the proposed CI Zone language?
- Northwest Industrial (NWI) Zone:

- What guidance does the Planning Commission have on creating a new NWI Zone that combines the Coffee Creek Industrial DOD with existing PDI and PDI-RSIA standards into a single zone for industrial lands in both the Coffee Creek and Basalt Creek planning areas?
- What input does the Planning Commission have on the proposed use of a table to clearly distinguish allowed uses across different subdistricts within the new NWI Zone?
- What feedback does the Planning Commission have on the proposed list of uses and the extent they are allowed within the different subdistricts?

EXPECTED RESULTS:

Feedback from Planning Commission will guide further updates to the Development Code for the proposed NWI Zone.

TIMELINE:

Additional work sessions with the Planning Commission and City Council are planned in the coming months. A public hearing on the Development Code amendments is planned for this winter.

CURRENT YEAR BUDGET IMPACTS:

Funding for the WILR project is allocated in the FY2025-26 budget, primarily through a \$290,000 Metro grant.

COMMUNITY INVOLVEMENT PROCESS:

The BCCP review process included broad community engagement to gather input. For the WILR project, outreach has focused on Business Oregon, Greater Portland Inc., property owners, and developers to better understand industrial land demand in Wilsonville and property owners' current and future plans for their property. This input has informed technical analysis and along with policy input from the Commission and Council is helping shape appropriate zoning standards and necessary Code amendments.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The proposed NWI Zone reflects the distinct characteristics and planning visions for Coffee Creek and Basalt Creek. Establishing the NWI Zone in the Development Code will support job creation and economic growth in Basalt Creek by providing a clear framework for future development.

ALTERNATIVES:

Alternatives to the proposed NWI Zone include applying the existing PDI Zone, applying a modified PDI Zone, or taking no action addressing zoning for this area at this time.

ATTACHMENTS:

1. Draft Craft Industrial (CI) Zone Development Code Text (September 3, 2025)
2. Draft Northwest Industrial (NWI) Zone Development Code Text (September 3, 2025)
3. Draft NWI Zone Use Table (September 3, 2025)

Section 4.137. CI—Craft Industrial Zone.

- (.01) *Purpose.* The purpose of the Craft Industrial (CI) Zone is to support a diverse range of small-scale industrial and creative enterprises such as incubators, craft and artisan studios, innovation hubs, and maker spaces. It may also include limited residential and commercial uses accessory to the typically permitted uses that serve as a transition to and support more intense urban uses nearby.
- (.02) The CI Zone is a Planned Development Zone, subject to applicable Planned Development regulations (see Sections 4.118 and 4.140). Where conflicts occur between these standards and other Development Code regulations or other ordinances, the provisions of this Chapter shall apply.
- (.03) *Uses that are typically permitted:*
- A. Home Businesses that include any of the uses listed below.
 - B. Business-Integrated Dwelling Units (BIDU) and Live-Work Dwelling Units (LWDU).
 - C. Studios and Creative Workspaces.
 - D. Artisan Food and Beverage Production and Food-Related Micro-Businesses, with or without accessory on-site tasting rooms or eateries subject to the limitations for Retail and Service Commercial Uses of Subsection 4.137(.03)K.
 - E. Craft and Specialty Manufacturing, including the processing, packaging, and/or assembly of artisan goods and handcrafted items.
 - F. Custom Fabrication and Printing Services, including sign fabrication.
 - G. Light Manufacturing and Assembly of small machinery and appliances, micro-mobility vehicles, precision tools, or other electrical or mechanical items.
 - H. Industrial Office and Laboratory Uses, including research, development, testing, or product training and support.
 - I. Repair, Finishing, and Testing Services of products manufactured or assembled within the zone.
 - J. Professional Services, which may cater to daily customers, limited to 5,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.
 - K. Retail and Service Commercial Uses, limited to 5,000 square feet of indoor and outdoor sales, service or inventory storage area.
 - L. Accessory Uses, including buildings and structures customarily incidental and subordinate to any permitted use.
 - M. Other Similar Uses, as determined by the Planning Director to be consistent with the purpose of the CI Zone.
- (.04) *Performance Standards.* The performance standards of Section 4.117(.01) apply to all industrial properties and sites within the CI Zone, and are intended to minimize the potential adverse impacts of industrial activities on the general public and on other land uses or activities. They are not intended to prevent conflicts between different uses or activities that may occur on the same property or site.
- (.05) *Design and Development Standards:*
- A. The standards of Section 4.134(.10), *Development Standards Table*, excepting the front yard setback provisions, for properties with frontage on SW Boones Ferry Road located north of SW Day Road, where the setback standards of Section 4.137(08) shall apply; or
 - B. The standards of the PDC zone, Section 4.131(.03), for all other properties.

- (.06) *Performance Standards.* The performance standards of Section 4.117(.01) apply to all industrial properties and sites within the CI Zone and are intended to minimize the potential adverse impacts of industrial activities on the general public and on other land uses or activities. They are not intended to prevent conflicts between different uses or activities that may occur on the same property or site.
- (.07) *Block and access standards.* The CI zone shall be subject to:
- C. The block and access standards of Section 4.134(.10), *Development Standards Table*, for properties with frontage on SW Boones Ferry Road located north of SW Day Road; or
 - D. The block and access standards of the PDC zone, Section 4.131(.03), for all other properties.
- (.08) *Other Standards:*
- A. *Minimum Individual Lot Size.* No limit save and except as shall be consistent with the other provisions of this Code (e.g., landscaping, parking, etc.).
 - B. *Maximum Lot Coverage.* No limit save and except as shall be consistent with the other provisions of this Code (e.g., landscaping, parking, etc.).
 - C. *Minimum Front Yard Setback.* None required except when front yard abuts a more restrictive district, in which case setbacks shall be the same as the abutting district. Except as otherwise provided for properties with frontage on SW Boones Ferry Road located north of SW Day Road, structures on corner or through lots shall observe the minimum front yard setback on both streets. Setbacks shall also be maintained from the planned rights-of-way shown on any adopted City Transportation System Plan (TSP).
 - D. *Minimum Rear and Side Yard Setback.* None required except when rear and side yards abut a more restrictive district, in which case setbacks shall be the same as the abutting district.. Except as otherwise provided for properties with frontage on SW Boones Ferry Road located north of SW Day Road, structures on corner or through lots shall observe the minimum rear and side yard setbacks on both streets. Setbacks shall also be maintained from the planned rights-of-way shown on any adopted City TSP.
 - E. No setback is required when side or rear yards abut a railroad siding.
 - F. *Corner Vision.* Corner lots shall have no sight obstruction to exceed the vision clearance standards of Section 4.177.

Section 4.134. Northwest Industrial (NWI) Zone.

(.01) *Purpose.* The purpose of the Northwest Industrial (NWI) Zone is to implement the Coffee Creek Industrial Area Master Plan (2007) and Basalt Creek Master Plan (2025) by establishing standards for allowed uses, street design and connectivity, site design and circulation, building form, and building architecture and landscape for all development located within the master plan areas. These standards are intended to result in:

- A. An industrial district featuring cohesive and high-quality site, landscape, and building design that is well integrated with adjacent streetscapes and other public spaces.
- B. A multi-modal transportation network accommodating pedestrians, bicyclists, transit riders, motorists, and freight in the context of a modern industrial district.
- C. Preservation of trees and natural features.
- D. Minimization of adverse impacts to adjacent properties from development that detracts from the character and appearance of the area.
- E. Minimization of the off-site visibility of vehicular parking, circulation and loading areas.
- F. Creation of a pleasant and functional industrial district for employees and visitors.
- G. A predictable and timely process for reviewing industrial development applications.

(.02) *Applicability.* The NWI Zone shall apply to all properties within the Coffee Creek Master Plan and Basalt Creek Master Plan areas as shown in the Regulating Plan (Figure NWI-2).

- A. *Subdistricts.* The NWI Zone includes four subdistricts (Figure NWI-1):
 - 1. *Coffee Creek.* Properties in the Coffee Creek Master Plan area located south of SW Day Road.
 - 2. *High-Tech Employment.* Properties located in the Basalt Creek Master Plan area north of SW Day Road south of the Light Industrial subdistrict, and east of SW Boones Ferry Road.
 - 3. *Light Industrial.* Properties located in the Basalt Creek Master Plan area north of SW Clay Street west of SW Grahams Ferry Road, and north of the High-Tech Employment subdistrict east of SW Grahams Ferry Road to the western boundary of Craft Industrial (CI) Zone.
 - 4. *West Railroad.* Properties located in the Basalt Creek Master Plan area west of the Portland and Western Railroad tracks.
- B. The provisions of this section shall apply to:
 - 1. All new building construction.
 - 2. Any exterior modifications to existing, non-residential buildings, subject to Section 4.134(.03).
 - 3. All development of site improvements, including but not limited to, new paved parking lots, outdoor storage, display areas, signs, and landscaping.
 - 4. All building expansions greater than 1,250 square feet.

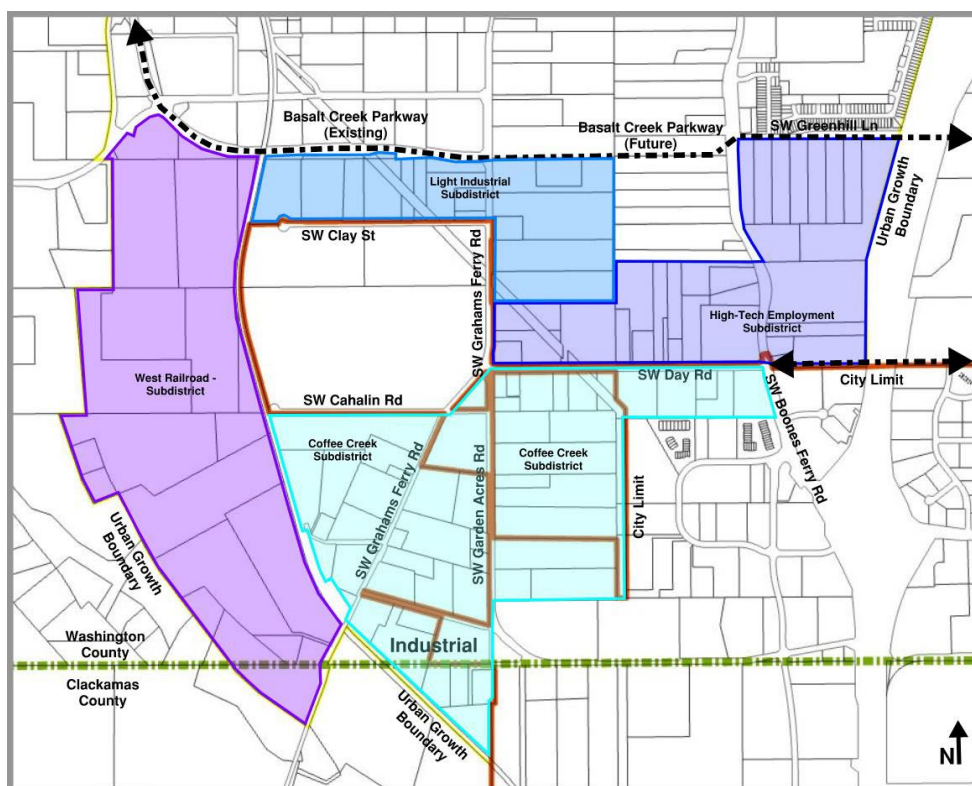


Figure NWI-1. NWI Zone Subdistricts

(.03) *Exceptions.* This section does not apply to the following:

- A. Maintenance of the exterior of an existing industrial/employment structure, such as painting to an approved color palette, reroofing, or residing with the same or similar materials.
- B. Interior remodeling.
- C. Maintenance of existing dwellings and accessory buildings.
- D. Maintenance of agricultural buildings.

(.04) *Uses that are Typically Permitted:*

[Insert Use Table – example below]

Table NWI-1. Typically Permitted Uses		

(.05) *Overview of Northwest Industrial Zone Standards:*

- A. *Section 4.134(.08) Regulating Plan.* The Regulating Plan organizes all existing and future streets, drives, and shared-use paths within the NWI Zone into a hierarchy of Addressing Streets, Supporting Streets and Through Connections.
- B. *Section 4.134(.09) Connectivity Standards:*
 1. New Supporting Streets and Through Connections are required within the NWI Zone to meet Connectivity Requirements as shown on Figure NWI-5.
 2. The Street Types specify the cross sections for each of the street and shared-use path types within the Regulating Plan. These cross section specifications apply to both existing and proposed new streets. A range of cross sections for Supporting Streets and Through Connections is permitted and detailed in Figures NWI-3 and NWI-4.

C. *Section 4.134(.10) Development Standards Table:*

1. The Development Standards Table provides an overview of all applicable development standards. The development standards for any given parcel are determined by the existing or future street or shared-use path type on which the parcel fronts, as detailed in Table NWI-2.
2. Areas bounded by new Supporting Streets and Through Connections are designated as Parcels and are required to comply with Development Standards governing site design, building orientation and frontage. The development standards for site design, building façade and landscape design are intended to work in tandem with the street types to create a cohesive and unified public realm.
3. Adjustments to Development Standards may be granted by the Planning Director for quantifiable provisions, as noted in Tables NWI-2 through NWI-5, if the Planning Director finds that the adjusted Development Standard will perform as well as the Development Standard.

- D. *NWI Zone Pattern Book.* The NWI Zone Pattern Book provides supplemental design guidelines, which are intended to allow more flexibility in design than the Development Standards while satisfying the purpose of the NWI Zone.

(.06) *Review Process.* Development applications shall follow the application review process described in:

- A. Section 4.197 Zone Changes and Amendments.
- B. Section 4.198 Comprehensive Plan Changes.
- C. Section 4.700 Annexation and Urban Growth Boundary Amendments.
- D. Section 4.140 Planned Development Regulations.

(.07) *Waivers.* The Development Review Board may waive standards as listed in Section 4.134(.10), consistent with the provisions of Section 4.118(.03).

- A. The following standards shall not be waived, unless there is substantial evidence in the whole record to support a finding that the intent and purpose of the standards will be met in alternative ways:
 1. Required minimum building height as provided in Section 4.134(.10) Table NWI-5;
 2. Parking location and design along Addressing Streets in Section 4.134(.10) Table NWI-4; and
 3. Parcel pedestrian access as listed in Section 4.134(.10) Table NWI-4.
- B. In addition to meeting the purposes and objectives of Section 4.140, any waivers granted in the NWI Zone must be found to be consistent with the intent of the NWI Zone Pattern Book.

(.08) *NWI Zone Regulating Plan, Figure NWI-2:*

A. *Components of the Regulating Plan Map:*

1. *Addressing Streets.* Existing and planned streets within the Regulating Plan Area are called Addressing Streets and include Boones Ferry Road, Cahalin Road, Clay Street, Clutter Street, Day Road, Garden Acres Road, and Grahams Ferry Road, and "Future" Street. For the purposes of this Subsection, the Basalt Creek Parkway and SW Greenhill Lane are existing or planned streets, but not Addressing Streets as referred to in Tables NWI-2 through NWI-5.
2. *Regulating Plan Area.* Land area identified within the NWI Zone on Figure NWI-2 is subject to additional Connectivity Standards as detailed in Figure NWI-5 and Table NWI-2.

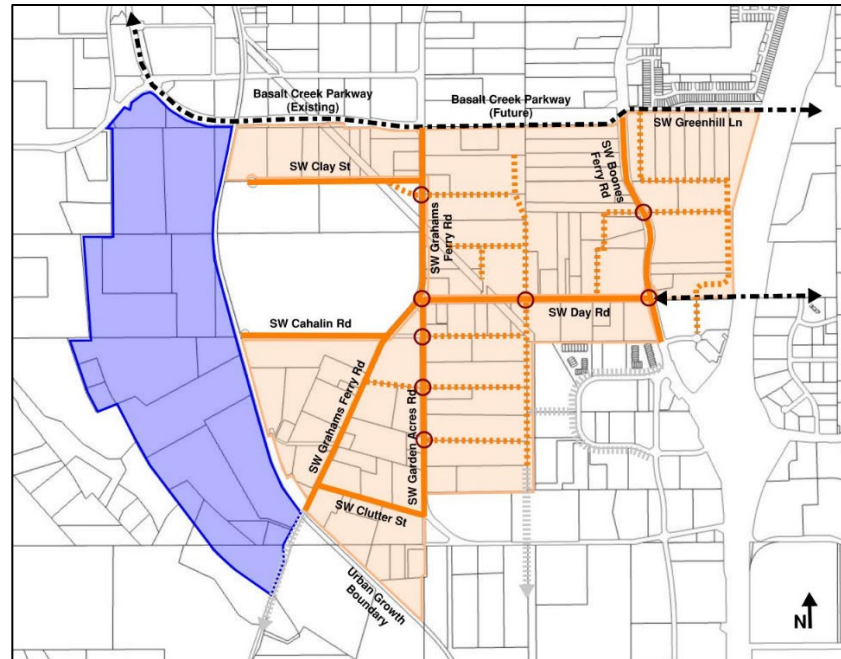
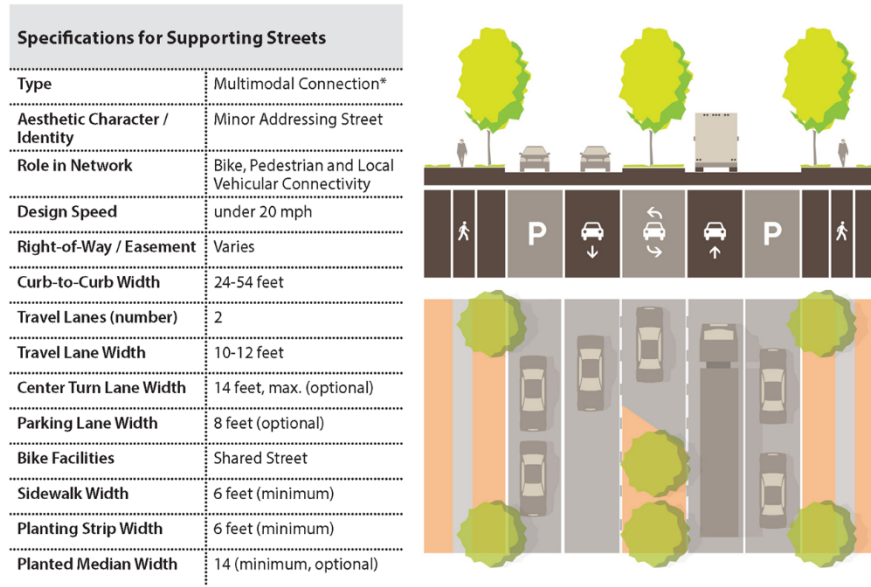


Figure NWI-2. Regulating Plan

(.09) *NWI Zone Connectivity Standards:*

- A. *Street Types, Figure NWI-2.* Within the land area bounded by Addressing Streets, connectivity shall be provided through new streets or private drives and shared use paths. The location, alignment, and cross-section of required streets or private drives and shared-use paths is flexible, as long as they comply with spacing and minimum cross-section standards. New connections may be one of the following types:
 1. *Supporting Streets.* Supporting Streets are new public streets or private streets in public easements. They shall meet the development standards set out in Figure NWI-3.
 - a. A Required Supporting Street is one that intersects with an Addressing Street as shown on Figure NWI-2. The exact location and design of these connections will be determined at the time of development review.
 - b. Planned Intersections are locations where Existing and Planned Addressing Streets intersect with required Supporting Streets and Planned Pathways, as generally shown in Figure NWI-2.
 2. *Through Connections.* Through Connections are new public streets or private streets in public easements with multi-use paths, or streets or public easements that combine characteristics of streets and multi-use paths. They shall meet the Development Standards set out in Figure NWI-4.
- B. Planned Pathways are multi-use paths or pedestrian connections that are planned in the Transportation Systems Plan to occur in the location generally shown in Figure NWI-2. A Planned Pathway may be employed to meet required connectivity, if it complies with Through Connection Standards for Connection Spacing and Connection Type, see Figure NWI-7.
- C. *Maximum Connection Spacing:*
 1. Addressing Streets. When intersecting with an Addressing Street, new Supporting Streets and Through Connections shall meet maximum spacing standards as set out in Table NWI-2.
 2. Internal Supporting Streets and Through Connections. See Figure NWI-5 and Table NWI-2.

- D. **Required Connectivity Master Plan.** Connectivity Master Plans are required for all development within the NWI Zone. Development proposals shall show conceptually how the Connectivity Requirements will be met. In addition, the Connectivity Master Plan should generally indicate how parking, driveways, walkways, waysides, etc., will relate or connect to adjacent parcels.



*The Regulating Plan (Figure CC-1) illustrates the general location of planned multimodal connections. These are labeled as *Required Supporting Streets*. Within 300 feet of an Addressing Street, the exact location and design of these connections will be determined at the time of development review.

Figure NWI-3 - Supporting Streets Standards

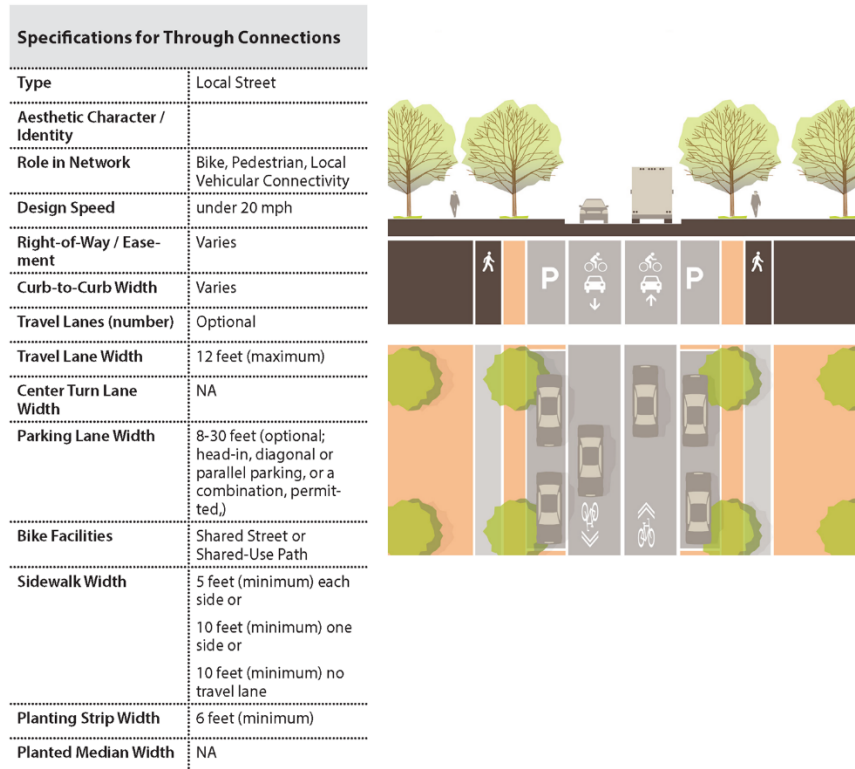


Figure NWI-4 - Through Connections Standards

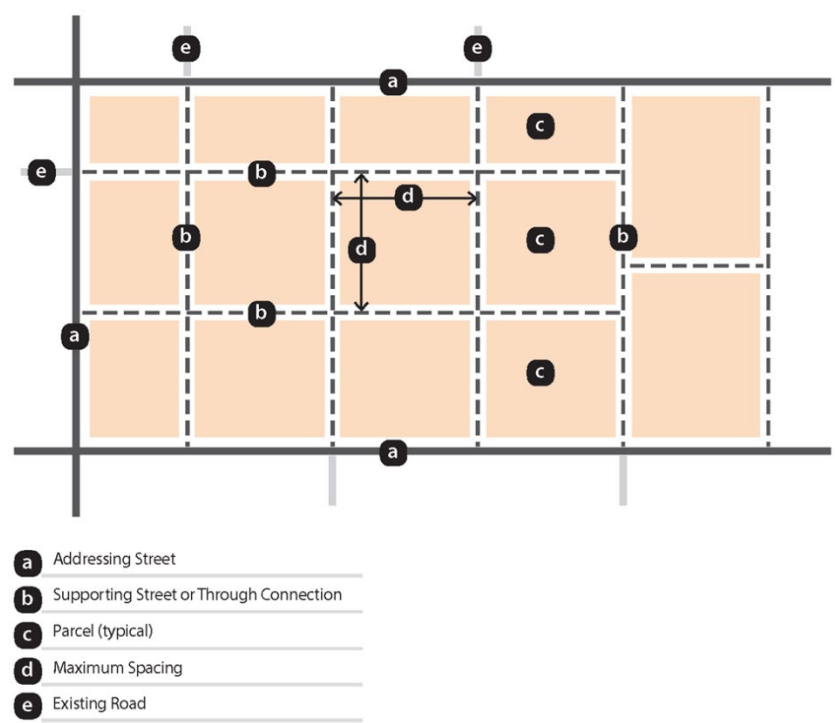


Figure NWI-5 - Connectivity Standards

(.10) *Development Standards Table.* Areas bounded by Addressing Streets, Supporting Streets and Through Connections shall be designated as a Parcel and subject to the Development Standards in Tables NWI-2 through NWI-5.

Table NWI-2: Street Design and Connectivity			
	Addressing Streets	Supporting Streets	Through Connections
General	Development Standards within this table are not adjustable.		
Connection Spacing	Not applicable, Addressing Streets exist or are planned	600 feet, maximum, centerline to centerline. Supporting Streets and Through Connections shall intersect with Addressing Streets; or if the Addressing Street is Boones Ferry Road, Garden Acres Road, or Grahams Ferry Road, as shown on Figure NWI-2, Regulating Plan; or if the Addressing Street is Day Road, no less than 1,000 feet apart, centerline to centerline.	
Connection Type	Addressing Streets are Boones Ferry Road, Cahalin Road, Clay Street, Clutter Street, Day Road, Garden Acres Road, Grahams Ferry Road, and "Future" Street.	Supporting Streets are those meeting Specifications, Figure NWI-3. A Required Supporting Street is one that intersects with an Addressing Street. The exact location and design of these connections will be determined at the time of development review.	Through Connections are those meeting Specifications, Figure NWI-4. Through Connections may be multimodal or used exclusively for bicycle and pedestrian access.
Connection Hierarchy and Primary Frontage	If one of the streets or connections bounding a parcel is an Addressing Street, the Addressing Street shall be the Primary Frontage. If none of the bounding streets or connections is an Addressing Street, a Supporting Street shall be the Primary Frontage. See Figure NWI-6.		

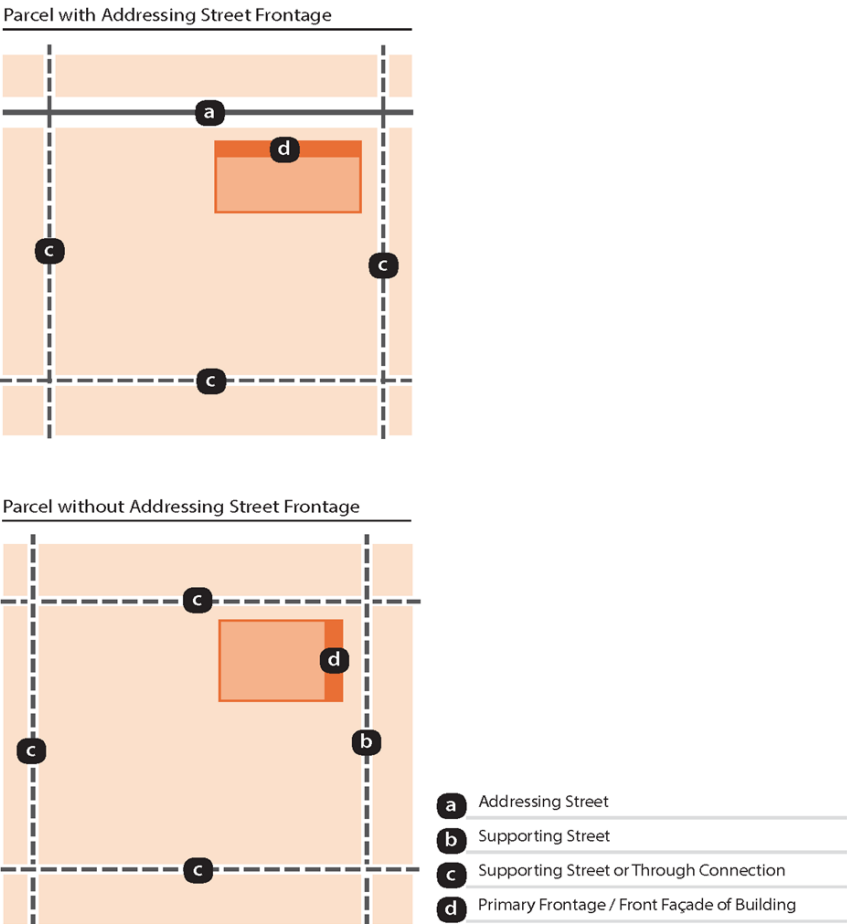


Figure NWI-6 - Connection Heriarchy and Primary Frontage

Table NWI-3: Planning and Landscaping			
	Addressing Streets	Supporting Streets	Through Connections
General	The following provisions apply: <ul style="list-style-type: none"> • Section 4.176 for landscaping standards • Section 4.610.10 for tree removal, relocation or replacement. • Section 4.610.10(.01)C. for consideration of development alternatives to preserve wooded areas & trees. 		

Table NWI-4: Site Design			
	Addressing Streets	Supporting Streets	Through Connections
1. Parcel Access			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none"> • Section 4.177(.02) for street design; • Section 4.177(.03) to (.10) for sidewalks, bike facilities, pathways, transit improvements, access drives and intersection spacing. The following Development Standards are adjustable: <ul style="list-style-type: none"> • Parcel Driveway Spacing: 20% • Parcel Driveway Width: 10% 		
Parcel Driveway Access	Not applicable	Limited by connection spacing standards Parcel Driveway Access may be employed to meet required connectivity, if it complies with Supporting Street Standards for Connection Spacing and Connection Type, see Figure NWI-7. Subject to approval by City Engineer	Limited by connection standards for motorized vehicle access. Parcel Driveway Access may be employed to meet required connectivity, if it complies with Through Connection Standards for Connection Spacing and Connection Type, see Figure NWI-7. Subject to approval by City Engineer
Parcel Driveway Spacing	Not applicable	150 feet, minimum See Figure NWI-7	150 feet, minimum See Figure NWI-7
Parcel Driveway Width	Not applicable	24 feet, maximum or complies with Supporting Street Standards for primary driveway providing access for passenger vehicles, light delivery, etc. 40 feet, maximum for secondary driveway providing access for heavy delivery vehicles, large trucks, etc.	24 feet, maximum or complies with Through Connection Standards for primary driveway providing access for passenger vehicles, light delivery, etc. 40 feet, maximum for secondary driveway providing access for heavy delivery vehicles, large trucks, etc.
2. Parcel Pedestrian Access			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none"> • Section 4.154 (.01) for separated and direct pedestrian connections between 		

	parking, entrances, street right-of-way and open space <ul style="list-style-type: none">Section 4.167 (.01) for points of access		
Parcel Pedestrian Access Spacing	No restriction		
Parcel Pedestrian Access Width	8 feet wide, minimum for pedestrian connections between the primary street frontage and Primary Building Entrance(s).		
Parcel Pedestrian Access to Transit	Provide separated and direct pedestrian connections between transit stops and parking, entrances, street right-of-way and open space.		
3. Parcel Frontage			
Parcel Frontage, Defined	Parcel Frontage shall be defined by the linear distance between centerlines of the perpendicular Supporting Streets and Through-Parcel Connections. Where Parcel Frontage occurs on a curved segment of a street, Parcel Frontage shall be defined as the linear dimension of the Chord.		
Primary Frontage, Defined	The Primary Frontage is the Parcel Frontage on an Addressing Street. If the parcel is not bounded by Addressing Streets, it is the Parcel Frontage on a Supporting Street. See Figure NWI-6.		
Parcel Frontage Occupied by a Building	A minimum of 100 feet of the Primary Frontage shall be occupied by a building. The maximum Primary Frontage occupied by a building shall be limited only by required side yard setbacks.	No minimum	
4. Parking Location and Design			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none">Section 4.155 (03) Minimum and Maximum Off-Street Parking RequirementsSection 4.155 (04) Bicycle ParkingSection 4.155 (06) Carpool and Vanpool Parking RequirementsSection 4.176 for Parking Perimeter Screening and Landscaping—permits the parking landscaping and screening standards as multiple options The following Development Standards are adjustable: <ul style="list-style-type: none">Parking Location and Extent: up to 20 spaces permitted on an Addressing Street		
Parking Location and Extent	Limited to 16 spaces, maximum. 50% of spaces designated for short-term (1 hour or less), visitor, and disabled parking only between right-of-way of Addressing Street and building.	Parking is permitted between right-of-way of Supporting Street and building.	Parking is permitted between right-of-way of Through Connection and building.
Parking Setback	20 feet minimum from the right-of-way of an Addressing Street.	15 feet minimum from the right-of-way of a Supporting Street.	10 feet minimum from the right-of-way of a Through Connection.
Parking Lot Sidewalks	Where off-street parking areas are designed for motor vehicles to overhang beyond curbs, sidewalks adjacent to the	Where off-street parking areas are designed for motor vehicles to overhang beyond curbs, planted areas adjacent to the curbs shall be increased to a minimum of nine (9) feet in depth.	

	curbs shall be increased to a minimum of seven (7) feet in depth.	
Parking Perimeter Screening and Landscaping	<p>Screen parking area from view from Addressing Streets and Supporting Streets by means of one or more of the following:</p> <ul style="list-style-type: none"> a. General Landscape Standard, Section 4.176 (.02) C. b. Low Berm Standard, Section 4.176 (.02) E., except within 50 feet of a perpendicular Supporting Street or Through Connection as measured from the centerline. 	<p>Screen parking area from view from Through Connections by means of</p> <ul style="list-style-type: none"> a. Low Screen Landscape Standard, Section 4.176(.02) D., or b. High Screen Landscaping Standard, Section 4.176(.02)F., or c. High Wall Standard, Section 4.176(.02)G., or d. Partially Sight-obscuring Fence Standard, Section 4.176(.02)I.
Off-Street Loading Berth	<p>One loading berth is permitted on the front façade of a building facing an Addressing Street. The maximum dimensions for a loading berth are 16 feet wide and 18 feet tall. A clear space 35 feet, minimum is required in front of the loading berth.</p> <p>The floor level of the loading berth shall match the main floor level of the primary building. No elevated loading docks or recessed truck wells are permitted.</p> <p>Access to a loading berth facing an Addressing Street may cross over, but shall not interrupt or alter, a required pedestrian path or sidewalk. All transitions necessary to accommodate changes in grade between access aisles and the loading berth shall be integrated into adjacent site or landscape areas.</p> <p>Architectural design of a loading berth on an</p>	No limitation. Shall meet minimum standards in Section 4.155(.05).

	Addressing Street shall be visually integrated with the scale, materials, colors, and other design elements of the building.		
Carpool and Vanpool Parking	No limitation		
5. Grading and Retaining Walls			
General	The following Development Standards are adjustable: <ul style="list-style-type: none">Retaining Wall Design: 20%		
Maximum height	Where site topography requires adjustments to natural grades, landscape retaining walls shall be 48 inches tall maximum when visible from adjacent streets and 60 inches tall maximum when visible only to users from within a site. Where the grade differential is greater than 30 inches, retaining walls may be stepped.		
Required Materials	Materials for retaining walls shall be unpainted cast-in-place, exposed-aggregate, or board-formed concrete; brick masonry; stone masonry; or industrial-grade, weathering steel plate.		
Retaining Wall Design	Retaining walls longer than 50 linear feet shall be tiered, introducing a 5-foot, minimum horizontal offset between the lowest part and upper part(s) of the wall to reduce their apparent mass.		
6. Planting			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none">Section 4.176 Landscaping and Screening Standards		
Landscaping Standards Permitted	General Landscape Standard, Section 4.176(.02)C. Low Berm Standard, Section 4.176(.02)E., except within 50 feet of a perpendicular Supporting Street or Through Connection as measured from the centerline	General Landscape Standard, Section 4.176(.02)C. Low Screen Landscape Standard, Section 4.176(.02)D. Screen loading areas with High Screen Landscaping Standard, Section 4.176(.02)F., and High Wall Standard, Section 4.176(.02)G.	
7. Location and Screening of Utilities and Services			
General	Unless noted otherwise below, the following provisions apply: <ul style="list-style-type: none">Sections 4.179 and 4.430. Mixed Solid Waste and Recyclables Storage in New Multi-Unit Residential and Non-Residential Buildings		
Location and Visibility	Site and building service, equipment, and outdoor storage of garbage, recycling, or landscape maintenance tools and equipment is not permitted	Site and building service, utility equipment, and outdoor storage of garbage, recycling, or landscape maintenance tools and equipment is not permitted within the setback	No limitation
Required Screening	Not permitted	High Screen Landscaping Standard, Section 4.176(.02)F. and/or High Wall Standard, Section 4.176(.02) G.	

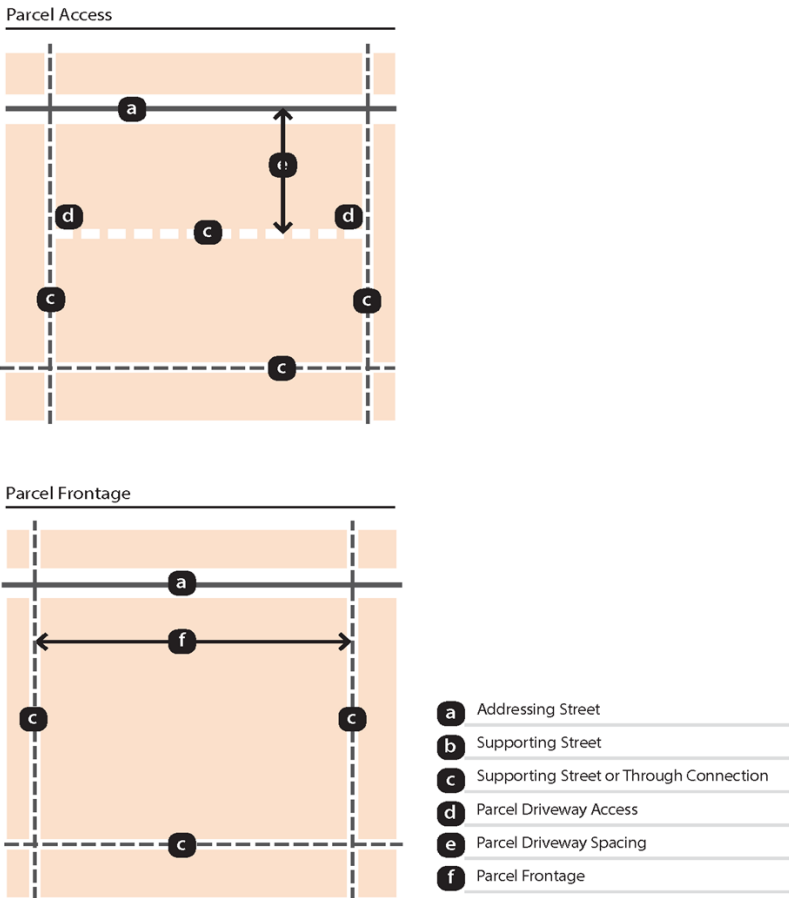


Figure NWI-7 - Site Design - Parcel Access

Table NWI-5: Building Design			
	Addressing Streets	Supporting Streets	Through Connections
1. Building Orientation			
Front Façade	Buildings shall have one designated front façade and two designated side façades. If one of the streets or connections bounding a parcel is an Addressing Street, the front façade of the building shall face the Addressing Street. If two of the streets or connections bounding a parcel are Addressing Streets, the front façade of the building may face either Addressing Street, except when one of the Addressing Streets is Day Road. In that case, the front façade must face Day Road. If none of the bounding streets or connections is an Addressing Street, the front façade of the building shall face a Supporting Street. See Figure NWI-6.		
Length of Front Façade	A minimum of 100 feet of the Primary Frontage shall be occupied by a building. The maximum Primary Frontage occupied by a building shall be limited only by required side yard setbacks.		
Articulation of Front Façade	Applies to a Front Façade longer than 175 feet that has more than 5,250 square feet of street-facing façade area: At least 10% of the street-facing façade of a building facing an Addressing Street must be divided into façade planes that are offset by at least 2 feet from the rest of the façade. Façade area used to meet this standard may be recessed behind, or project out from, the primary façade plane.		
2. Primary Building Entrance			
General	The following Development Standards are adjustable: <ul style="list-style-type: none">• Required Canopy: 20%• Transparency: 20%		
Accessible Entrance*	The Primary Building Entrance shall be visible from, and accessible to, an Addressing Street (or a Supporting Street if there is no Addressing Street frontage). A continuous pedestrian pathway shall connect from the sidewalk of an Addressing Street to the Primary Building Entrance with a safe, direct and convenient path of travel that is free from hazards and provides a reasonably smooth and consistent surface consistent with the requirements of Americans with Disabilities Act (ADA). The Primary Building Entrance shall be 15 feet wide, minimum and 15 feet tall, minimum.		
Location	150 feet, maximum from right-of-way of an Addressing Street, see Figure NWI-8.	150 feet, maximum from right-of-way of a Supporting Street, if there is no Addressing Street Frontage, see Figure NWI-8.	
Visibility	Direct line of sight from an Addressing Street to the Primary Building Entrance.		
Accessibility	Safe, direct, and convenient path from adjacent public sidewalk.		
Required Canopy*	Protect the Primary Building Entrance with a canopy with a minimum vertical clearance of 15 feet and an all-weather protection zone that is 8 feet deep, minimum and 15 feet wide, minimum.		
Transparency	Walls and doors of the Primary Building Entrance shall be a minimum of 65% transparent.		
Lighting	The interior and exterior of the Primary Building Entrance shall be illuminated to extend the visual connection between the sidewalk and the building interior from day to night. Pathway lighting connecting the Primary Building Entrance to the adjacent sidewalk on an Addressing Street shall be scaled to the needs of the pedestrian. Comply with Outdoor Lighting, Section 4.199		

3. Overall Building Massing			
General	The following Development Standards are adjustable: <ul style="list-style-type: none"> • Required Minimum Height: 10% • Ground Floor Height: 10% • Base, Body, and Top Dimensions: 10% • Base Design: 10% • Top Design: 10% 		
Front Setback	30 feet, minimum, except as provided below	30 feet maximum	30 feet maximum
Allowance of Primary Building Entrance*	Where the Primary Building Entrance is located on an Addressing Street it may extend into the required front yard setback by 15 feet maximum provided that: <ol style="list-style-type: none"> It has a two-story massing with a minimum height of 24 feet; The Parcel Frontage on the Addressing Street is limited to 100 feet; The building extension is 65% transparent, minimum; The entrance is protected with a weather-protecting canopy with a minimum vertical clearance of 15 feet; and The standards for site design and accessibility are met. 	Not applicable	Not applicable
Required Minimum Height	30 feet minimum.		
Ground Floor Height*	The Ground Floor height shall measure 15 feet, minimum from finished floor to finished ceiling (or 17.5 feet from finished floor to any exposed structural member).		
Base, Body, and Top Dimensions	Buildings elevations shall be composed of a clearly demarcated base, body and top. <ol style="list-style-type: none"> For Buildings 30 feet in height (unless lower by adjustment): <ol style="list-style-type: none"> The base shall be 30 inches, minimum. The body shall be equal to or greater than 75% of the overall height of the building. The top of the building shall be 18 inches, minimum. For Buildings between 30 feet and 5 stories in height: <ol style="list-style-type: none"> The base shall be 30 inches, minimum; 2 stories, maximum. The body shall be equal to or greater than 75% of the overall height of the building. The top of the building shall be 18 inches, minimum. For Buildings greater than 6 stories in height: <ol style="list-style-type: none"> The base shall be 1 story, minimum, 3 stories, maximum. 		

	<p>ii. The body shall be equal to or greater than 75% of the overall height of the building.</p> <p>iii. The top of the building shall be 18 inches, minimum.</p>
Base Design	<p>The design of the building Base shall:</p> <p>a. Use a material with a distinctive appearance, easily distinguished from the building Body expressed by a change in material, a change in texture, a change in color or finish; and/or</p> <p>b. Create a change in surface position where the Base projects beyond the Body of the building by 1½ inches, minimum; and/or</p> <p>c. Low Berm Landscape Standard, Section 4.176(.02)E.</p>
Top Design	<p>Building Tops define the skyline.</p> <p>The design of the Building Top shall:</p> <p>a. Use a material with a distinctive appearance, easily distinguished from the building Body expressed by a change in material, a change in texture, a change in color or finish; and/or</p> <p>b. Create a change in surface position where the Top projects beyond, or recesses behind, the Body of the building by 1½ inches, minimum.</p>
Required Screening of Roof-mounted Equipment	<p>Screen roof-mounted equipment with architectural enclosures using the materials and design of the building Body and/ or the building Top. No roof-mounted equipment shall be visible from an Addressing Street or Supporting Street.</p>

* When an applicant elects to use the allowed adjustment to reduce Required Canopy height to less than 15 feet, corresponding reduction in minimum height is allowed for Accessible Entrance, Allowance of Primary Building Entrance, and Ground Floor Height.

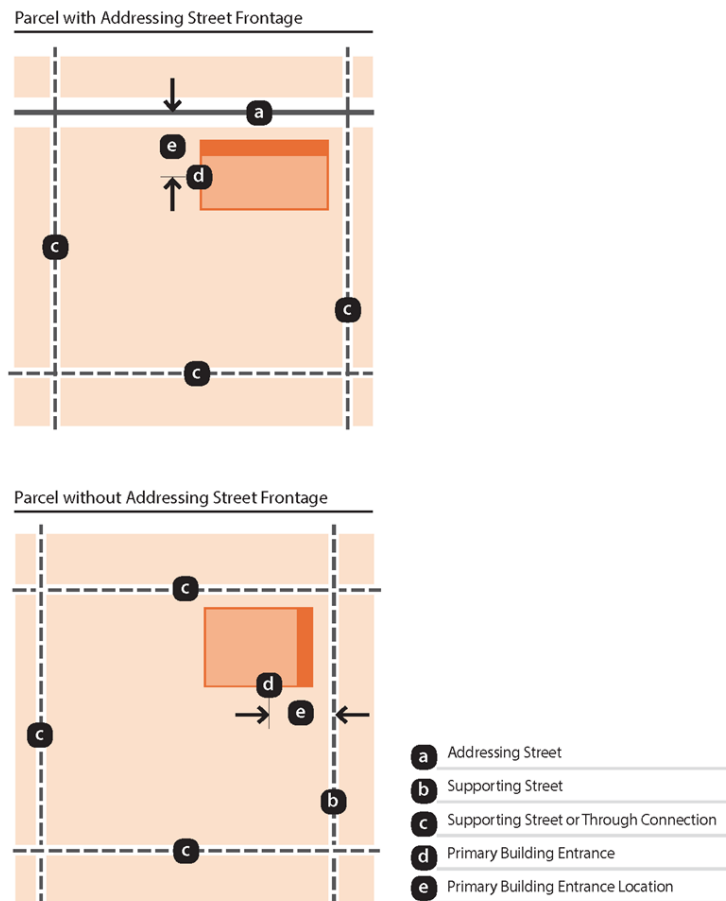


Figure NWI-8 - Building Design - Primary Building Entrance

(.11) *Waysides:*

- A. *Purpose.* This section consists of standards and regulations for use throughout the NWI Zone. The regulations address materials, placement, layout, installation, and maintenance of Industrial Waysides. The City recognizes the need to:
1. Provide multiple, distributed destinations for passive and active recreation for the public and employees along a network of streets and trails;
 2. Be convenient, usable and accessible. Industrial Waysides should be physically and visually accessible from the adjacent Addressing Street, Supporting Street or Through Connection;
 3. Connect Industrial Waysides to transit;
 4. Be inviting. Inviting open spaces feature designs that encourage users to explore the Industrial Wayside and design elements that support a sense of the human scale. These elements include landscaping, benches and other seating areas, and pedestrian-scaled lighting;
 5. Provide access. Provide access to the employees and the public between the hours of 6:00 a.m. and 8:00 p.m.;
 6. Be safe. Safe open spaces incorporate principles of natural surveillance, lighting, and prominent entrances;

7. Provide facilities appropriate for the scale of the proposed development; and
 8. Be easy to maintain. Industrial Waysides should be constructed of commercial grade materials that will endure and are readily maintainable.
- B. *Applicability.* All projects in the NWI Zone shall provide Waysides according to the standards in Table NWI-6.
- C. *General.* The following development standards apply to all Waysides:
1. Required Wayside Area is exclusive of required landscape screening.
 2. Required Minimum Dimension of 20 feet (either width or depth).
- D. *Criteria.* Waysides shall meet the following criteria:
1. *Perimeter Landscaping.* In addition to the minimum size and dimensions, landscape three sides of the Industrial Wayside to a depth of 20 feet, minimum according to Section 4.176(.02). Permitted screening includes: Section 4.176(.02)D. Low Screen Landscaping Standard; Section 4.176(.02)E. Low Berm Standard; or Section 4.176(.02)F. High Screen Landscaping Standard. Perimeter landscaping shall not obscure visual access to the Industrial Wayside. Unscreened surface parking lots, chain link fencing, or service yards are prohibited adjacent to Industrial Waysides.
 2. *Visibility.* Industrial Waysides shall be visible from and accessible to Addressing Streets.
 3. *Accessible Pathway.* A paved walking surface, width: five feet, minimum, meeting ADA standards is required to connect Industrial Wayside with Addressing Street.
 4. *Accessible Surface.* Industrial Waysides shall have an accessible surface, 100 square feet, minimum; dimensions ten feet, minimum meeting ADA standards.
 5. *Required Amenities:*
 - a. *Seating.* Outdoor seating shall be provided. Publicly accessible plazas, courtyards, and pocket parks shall include at least one linear foot of seating per each 40 square feet of plaza, courtyard or pocket park space on site. Outdoor seating shall be in the form of:
 - i. Free standing outdoor benches consistent with the standards; or
 - ii. Seating incorporated into low walls, berms, or raised planters.
 - b. *Landscaping.* The landscaping must be planted and maintained according to Section 4.176(.02)C.
 - c. *Lighting.*
 - d. *Recycling/ Waste Receptacle.* Locate waste and recycling stations nearest to the accessible path and away from stormwater facilities.
 6. *Installation and Maintenance.* Industrial Waysides shall be programmed, planned, constructed, and maintained at the expense of the applicant. The landscaping must be planted and maintained according to Section 4.176(.07). Recycling, waste receptacles, and pet waste stations shall be serviced at an acceptable professional interval to prevent being over filled or creating unsanitary or visually messy appearances.
 7. *Solar Access.* Exposure to sunlight. Southern exposure is encouraged. Design facilities to permit direct sunlight to enter the Industrial Wayside and strike the required accessible surface between the hours of 10:00 a.m. and 2:00 p.m. local time.
 8. *Lighting.* Lighting for Industrial Waysides is required to permit reasonable use, utility, security, and nighttime safety. Lighting installed in Industrial Waysides shall conform to the requirements of Section 4.199. All outside lighting shall be arranged and shielded so as not to shine into

adjacent areas and to prevent any undue glare or reflection and any nuisance, inconvenience, and hazardous interference of any kind on adjoining streets or property.

E. *Optional Amenities include the following:*

1. Picnic tables and benches. Locate picnic tables and benches on the Accessible Surface;
2. Arbors or trellises;
3. Drinking Fountains. Locate drinking fountains and benches on the Accessible Surface;
4. Sculpture and other works of art;
5. Bicycle repair stations;
6. Exercise stations; or
7. Pet waste stations. Locate pet waste stations nearest to the accessible path and away from stormwater facilities.

Table NWI-6: Waysides			
Parcel Area	Required Wayside Area	Number of Waysides	Enhanced Transit Plaza ‡
Less than or equal to 5.0 acres	Not required	n/a	n/a
Greater than 5.0 acres, less than or equal to 8.0 acres	400 square feet, minimum	One	Not permitted
Greater than 8.0 acres, less than or equal to 13.0 acres	600 square feet, minimum	One	Not permitted
Greater than 13.0 acres, less than or equal to 23.0 acres	800 square feet, minimum	One, minimum	Permitted*. Up to 400 square feet.
Greater than 23.0 acres, less than or equal to 36.0 acres	1,600 square feet, minimum	One, minimum	Permitted*. Up to 400 square feet.
Greater than 36.0 acres, less than or equal to 51.0 acres	3,200 square feet, minimum	Two, minimum	Permitted*. Up to 400 square feet.
*** Greater than 51.0 acres, less than or equal to 70.0 acres	6,400 square feet, minimum	Two, minimum	Permitted**. Up to 800 square feet.
*** Greater than 70.0 acres, less than or equal to 92.0 acres	12,800 square feet, minimum	Two, minimum	Permitted**. Up to 800 square feet.

‡ In the future when SMART serves parcels in the NWI Zone, Industrial Waysides may comply with the standards for Enhanced Transit Plazas, as follows:

*Up to 400 square feet of the space requirement for Industrial Waysides may be satisfied by installation of an enhanced transit stop. An enhanced transit stop must provide weather protection, paved surface, and seating, as approved by SMART Transit.

******Up to 800 square feet of the space requirement for Industrial Waysides may be satisfied by installation of an enhanced transit stop, provided parcel fronts on two or more Addressing Streets. An enhanced transit stop must provide weather protection, paved surface, and seating, as approved by SMART Transit.

*******For Parcel Frontage greater than 1,500 feet, and area greater than 51.0 acres, up to 50 percent of the space requirement for Industrial Waysides may be satisfied by restoration of wetlands, riparian zones, or other habitat because of the significant passive recreation opportunities provided.

(.12) *Performance and Other Standards:*

- A. *Performance Standards.* The performance standards of Section 4.117(.01) shall apply to all industrial properties and sites within the NWI Zone, as are intended to minimize the potential adverse impacts of industrial activities on the general public and on other land uses or activities. They are not intended to prevent conflicts between different uses or activities that may occur on the same property.
- B. *Block and access standards.* The block and access standards of Tables NWI-2 and NWI-4 shall apply.
- C. *Lot Size.* No limit save and except as shall be consistent with the other provisions of this Code (e.g., landscaping, parking, etc.).
- D. *Maximum Lot Coverage.* No limit save and except as shall be consistent with the other provisions of this Code.
- E. *Front Yard Setback.* The setback standards of Table NWI-5 shall apply.
- F. *Rear and Side Yard Setbacks.* Thirty feet, except as otherwise provided for properties within this zone.
 - 1. No setback is required when rear or side yards abut a railroad siding.
- G. *Corner Vision.* Corner lots shall have no lot obstruction to exceed the vision clearance standards of Section 4.177.

(.13) *Signs:*

- A. *Applicability.* PDI Zone requirements of Section 4.156.01 through 4.156.11 apply to the NWI Zone with the following modifications and adjustments.
- B. *General:*
 - 1. Site Frontage as described in Section 4.156.08 is the Primary Frontage.
 - 2. Monument-style signs are required. Pole-style freestanding signs are not permitted.
 - 3. Maximum area for signs on buildings is based on linear length (in feet) of the façade adjacent to the Primary Frontage.
 - 4. Directional and Wayfinding Signs shall be placed at the intersection of Supporting Streets and Through Connections.

(Ord. No. 812, 2-22-2018; Ord. No. 889, § 2(Exh. A), 3-18-2024)

Table NWI-1. Typically Permitted Uses					
Abbreviations: A Allowed R Allowed with Restrictions C Conditional P Prohibited					
Subdistricts: Coffee Creek South of SW Day Road High-Tech Employment North of SW Day Road south of the Light Industrial subdistrict, and east of SW Boones Ferry Road Light Industrial North of SW Clay Street west of SW Grahams Ferry Road, and north of the High-Tech Employment subdistrict east of SW Grahams Ferry Road to the western boundary of Craft Industrial (CI) Zone West Railroad West of Portland and Western Railroad tracks					
Use	Coffee Creek Subdistrict	High-Tech Employment Subdistrict	Light Industrial Subdistrict	West Railroad Subdistrict	Rationale and Considerations:
Manufacturing, Processing, Assembly, and Packaging of products.	A	A	A	TBD	
Fabrication.	P	A	A	TBD	<u>Prohibit in Coffee Creek Subdistrict:</u> Fabrication is smaller scale (small to medium) than manufacturing. PDI-RSIA is more appropriate for larger-scale uses that would fall into manufacturing.
Repair, Finishing, and Testing of products manufactured or fabricated within the zone.	A	A	A	TBD	<u>Possibly Restrict in Coffee Creek Subdistrict:</u> Use is generally allowed as part of manufacturing. However, if there is a concern about an independent small to medium use that would consume too much land locating in the Coffee Creek Subdistrict, consider making R with a minimum size.
Research and Development.	R Allowed accessory to a primary use or as a separate use. When a separate use, no single building on a site may be less than 75,000 square feet in size.	A	A	TBD	<u>Restrict in Coffee Creek Subdistrict:</u> Research and development is not specifically called out in Coffee Creek (PDI-RSIA). Thus, restrict the use in the Coffee Creek Subdistrict to accessory to a primary use or limited in size when a separate use.
Laboratories.	A	A	A	TBD	
Hospitals.	A	A	A	TBD	<u>Allow in all Subdistricts:</u> Allowing hospitals in all areas of the zone helps to address the City's shortage of land for large-scale medical uses. Such facilities generate high-wage jobs with minimal traffic, unlike clinics or commercial uses. Any retail sales or medical office/clinic space dedicated to outpatient care is limited the same as other retail and office uses in the zone.
Warehousing and Distribution, except Direct to Consumer (DTC) E-commerce Fulfillment or Logistics.	A	A	A	TBD	

** Highlighted rows indicate those uses are proposed additions not currently directly listed as permitted in PDI or PDI-RSIA

Use	Coffee Creek Subdistrict	High-Tech Employment Subdistrict	Light Industrial Subdistrict	West Railroad Subdistrict	Rationale and Considerations:
Direct-to-Consumer (DTC) E-commerce Fulfillment or Logistics.	R On-site customers limited to 5% of trips. No single building on a site may exceed 200,000 square feet in size. Any delivery vehicles, including light-duty vehicles, shall be kept in a screened storage area.	R On-site customers limited to 5% of trips. No single building on a site may exceed 200,000 square feet in size. Any delivery vehicles, including light-duty vehicles, shall be kept in a screened storage area.	R Any delivery vehicles, including light-duty vehicles, shall be kept in a screened storage area.	TBD	<u>Restrict in all Subdistricts:</u> E-commerce fulfillment and logistics has become a major industrial land use, driven by technology and changing consumer habits. To manage land use and avoid displacing other industrial users, a maximum building size of 200,000 square feet is proposed. This would support a regional hub for a large company or a primary center for a small to mid-sized business, typically requiring about 10 acres for operations, including truck courts, parking, circulation, and landscaping. On-site customers are limited to 5% of trips. <u>Add a definition to WC Section 4.001?</u>
Industrial Services.	P	P	A	TBD	<u>Prohibit in Coffee Creek and High-Tech Subdistricts:</u> Industrial Services is not specifically called out in Coffee Creek (PDI-RSIA). Thus, prohibit the use in the Coffee Creek Subdistrict. Also prohibit in High-Tech Employment Subdistrict.
Motor Vehicle Services, or other services complementary or incidental to primary uses, and which support the primary uses by allowing more efficient or cost-effective operations.	A	A	A	TBD	
Specialty Automotive Services.	P	P	R Limited to processing that generally takes more than 48 hours and customer interaction area of not more than 5,000 square feet. Does not include typical maintenance or mechanical repair of light-duty vehicles done at quick lube, auto mechanics, or similar commercial service facilities catering to motor vehicles. All equipment or vehicles being processed and waiting for processing or pickup shall be kept inside a building or in screened storage areas.	TBD	<u>Prohibit in Coffee Creek and High-Tech Subdistricts; Restrict in Light Industrial Subdistrict:</u> This use does not fit neatly into existing zoning categories. Unlike typical auto repair shops, these facilities involve multi-day vehicle work and require screened outdoor storage for parts and vehicles. They operate more like light industrial manufacturing uses than retail services. Examples include auto body repair and vehicle customization shops. The use excludes general auto repair, oil changes, tire services, and dealership-based service operations.
Corporate Headquarters.	R Must have more than 20 employees.	A	A	TBD	<u>Restrict in Coffee Creek Subdistrict:</u> Corporate Headquarters is not specifically called out in Coffee Creek (PDI-RSIA). Thus, allow the use in the Coffee Creek Subdistrict but restrict it to more than 20 employees.
Office Complex-Technology, other than Call Center or Data Center.	A	A	A	TBD	
Call Center.	R Must have more than 20 employees.	R Must have more than 20 employees.	A	TBD	<u>Restrict in Coffee Creek and High-Tech Subdistricts:</u> Call Center is not specifically called out in Coffee Creek (PDI-RSIA). Thus, allow the use in the Coffee Creek Subdistrict but restrict it to more than 20 employees. Include same restriction in High-Tech Employment Subdistrict.

Use	Coffee Creek Subdistrict	High-Tech Employment Subdistrict	Light Industrial Subdistrict	West Railroad Subdistrict	Rationale and Considerations:
Data Center.	R Limited to maximum of 25,000 square feet on a site.	R Limited to maximum of 25,000 square feet on a site	A	TBD	Restrict in Coffee Creek and High-Tech Subdistricts: Data centers, like e-commerce facilities, reflect recent technological shifts. While they have low employment density, they demand significant energy and infrastructure. To prevent large data centers from outcompeting other industrial uses for limited land, water, and power, staff recommends a maximum building size of 25,000 square feet—adequate for local or regional needs. As precedent, the Siemens data center on SW Parkway Avenue is approximately 20,000 square feet. Note: Mentor Graphics/Siemens is about 20K SF.
Any use allowed in the PDC Zone or any other light industrial uses provided that any such use is compatible with industrial use, planned and developed in a manner consistent with the purposes and objectives of Section 4.130 to 4.140, and subject to the following criteria:					Restrict Office, Commercial Service, and Retail in all Subdistricts: These uses are restricted in PDI-RSIA and PDI consistent with Metro Title 4 Industrial and Other Employment Areas. Include same restrictions as PDI-RSIA in Coffee Creek Subdistrict and PDI in High-Tech Employment and Light Industrial Subdistricts.
Professional Office accessory to and occupying a smaller square footage than the primary use.	R Not to exceed 20 percent of total floor area within a site.	R Not to exceed 30 percent of total floor area within a site.	R Not to exceed 30 percent of total floor area within a site.	TBD	See rationale, above.
Professional Office or Commercial Service <u>with</u> regular customers (daily or more than 3 per week) including small medical/dental offices.	R Not to exceed 3,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.	R Not to exceed 5,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.	R Not to exceed 5,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.	TBD	See rationale, above.
Retail use including indoor and outdoor sales, service or inventory storage area	R Not to exceed 3,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.	R Not to exceed 5,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.	R Not to exceed 5,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.	TBD	See rationale, above.
Combined Professional Office, Commercial Service, and Retail use including indoor and outdoor sales, service or inventory storage area	R Not to exceed 3,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.	R Not to exceed 5,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.	R Not to exceed 5,000 square feet of floor area in a single building, or 20,000 square feet of combined floor area within a multi-building development.	TBD	See rationale, above.
Commercial Recreation.	P	P	A	TBD	Prohibit in Coffee Creek and High-Tech Employment Subdistricts: Commercial recreation uses—such as specialized gyms and indoor sports facilities—are not well supported by Wilsonville’s current zoning. These businesses need larger spaces and higher ceilings, which most PDC-zoned properties do not offer. They also struggle to compete with higher-paying retail tenants. While not intended for prime employment land, certain industrial parcels with physical constraints—such as small lot size or limited truck access—may be suited for these uses.
Training Facilities and Vocational Schools providing education to meet industrial workforce needs.	A	A	A	TBD	

Use	Coffee Creek Subdistrict	High-Tech Employment Subdistrict	Light Industrial Subdistrict	West Railroad Subdistrict	Rationale and Considerations:
Self Storage, including retail storage facilities and/or storage/warehousing of containers for use in moving or self-storage.	P	P	P	TBD	<u>Prohibit in all Subdistricts:</u> Self-storage is considered a commercial/retail use that is not appropriate for industrial land. However, it could be appropriate for West Railroad and is, therefore, included in the use table.
Public Facilities.	A	A	A	TBD	
Contractor Establishment.	P	P	A	TBD	<u>Prohibit in Coffee Creek and High-Tech Employment Subdistricts:</u> Allowing contractor establishments in suitable areas of Basalt Creek supports prior discussions about their role in serving nearby construction activity. Once annexed, these uses would be subject to the NWI Zone's development standards and design guidelines. <u>Add definition to Section 4.001?</u>
Residential use.	R Shall not exceed 10 percent of total floor area.	R or C?	P	TBD	<u>Restrict in Coffee Creek and High-Tech Subdistricts; Prohibit in Light Industrial Subdistrict:</u> Residential uses are allowed in Coffee Creek (PDI-RSIA), but limited not to exceed 10 percent of total floor area; therefore, the same limitation is included in the Coffee Creek Subdistrict. Should the same restriction be included, or should the use be conditional in the High-Tech Employment Subdistrict? Residential use is not typically permitted in the PDI Zone; therefore, it is listed as prohibited in the Light Industrial Subdistrict.
Accessory Uses, Buildings and Structures customarily incidental to any permitted use.	A	A	A	TBD	
Temporary Buildings or Structures for uses incidental to construction work.	R Structures shall be removed within 30 days of completion or abandonment of construction work.	R Structures shall be removed within 30 days of completion or abandonment of construction work.	R Structures shall be removed within 30 days of completion or abandonment of construction work.	TBD	<u>Restrict in all Subdistricts:</u> Required removal of temporary buildings associated with construction within a certain number of days is a typical restriction.
Expansion of a Building, Structure or Use approved prior to October 25, 2004 of up to 2-percent additional floor area and/or ten percent additional land area.	A	P	P	TBD	<u>Allow in Coffee Creek Subdistrict; Prohibit in other Subdistricts:</u> This is allowed in Coffee Creek (PDI-RSIA); therefore, the allowance is included for the Coffee Creek Subdistrict. The same use is not typically permitted in the PDI Zone; thus, it is prohibited in other Subdistricts.
Similar Uses to those listed as typically allowed.	R Must be substantially similar as determined by the Planning Director and meet any restrictions of similar uses.	R Must be substantially similar as determined by the Planning Director and meet any restrictions of similar uses.	R Must be substantially similar as determined by the Planning Director and meet any restrictions of similar uses.	TBD	<u>Restrict in all Subdistricts:</u> This restriction is consistent with WC Section 4.164 - General Regulations--Uses Not Listed, authorizing the Planning Director to make the determination of similar use.



PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 10, 2025

INFORMATIONAL

3. City Council Action Minutes (August 4, 2025)(*No staff presentation*)



ACTION MINUTES

August 04, 2025, at 7:00 PM

Wilsonville City Hall

PRESENT:

Mayor O'Neil
 Councilor President Berry
 Councilor Dunwell – Only Attended Executive Session
 Councilor Cunningham
 Councilor Shevlin

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
 Andrew Barrett, Capital Projects Engineering Manager
 Arush Goswami, Admin Intern
 Bryan Cosgrove, City Manager
 Bill Evans, Communications & Marketing Manager
 Cindy Luxhoj, Associate Planner
 Dan Pauly, Planning Manager
 Jeanna Troha, Assistant City Manager
 Kimberly Veliz, City Recorder
 Everett Wild, Government Affairs Manager
 Marissa Rauthause, Civil Engineer
 Zach Weigel, City Engineer
 Zoe Mombert, Assistant to the City Manager

EXECUTIVE SESSION [5:00 PM]

- ORS 192.660(2)(h) Legal Counsel/Litigation

ADJOURN [5:41 PM]

There was a brief break to switch Zoom accounts.

WORK SESSION [5:47 PM]

REVIEW OF AGENDA AND ITEMS ON CONSENT

There was none.

COUNCILORS' CONCERNS

There was none.

PRE-COUNCIL WORK SESSION

1. Parks Amenity Update

The Administration Student Intern detailed work to inventory park assets for the purpose of updating the City's website with more detailed information about each park's amenities, including accessibility features, parking, seating areas, restrooms, trails, and other information.

2. Wilsonville Industrial Land Readiness – Citywide Economic Opportunities Analysis

Staff sought input from the Council on two key work products that informed the Economic Opportunities Analysis (EOA) for the Citywide portion of the Wilsonville Industrial Land Readiness (WILR) project.

3. Special Legislative Session Update

The Government Affairs Manager informed Council of outcomes of the Special Legislative Session.

ADJOURN [6:34 PM]

CITY COUNCIL MEETING [7:00 PM]

CALL TO ORDER

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

Passed 4-0.

MAYOR'S BUSINESS

4. Transportation Package Legislative Advocacy

The Council moved to direct staff to work with the League of Oregon Cities and the State Legislature to support a transportation package that retains local revenue sharing, eliminates the threat of tolls on the Boone Bridge, and includes accountability measures to minimize financial burden on Wilsonville residents and businesses. Passed 3-1.

5. Board/Commission Appointments

Arts, Culture, and Heritage Commission – Appointment

Appointment of Creed Harmon to the Arts, Culture, and Heritage Commission for a term beginning 8/4/2025 to 6/30/2027. Passed 4-0.

Diversity, Equity and Inclusion Committee – Appointment

Appointment of Jason Smith to the Diversity, Equity and Inclusion Committee for a term beginning 8/4/2025 to 12/31/2026. Passed 4-0.

Kitakata Sister City Advisory Board – Appointment

Appointment of Devan Olmstead to the Kitakata Sister City Advisory Board for a term beginning 8/4/2025 to 12/31/2025. Passed 4-0.

6. Upcoming Meetings

Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

COMMUNICATIONS

7. Civics Academy Project Presentation & Graduation

A representative from the Civics Academy presented to City Council on their interest to reboot and relaunch the Boones Ferry Days Event.

Certificates and street signs were awarded to the graduates of the Civics Academy, Class of 2025.

8. Recess for Photos & Refreshments

The Council recessed to celebrate the Civics Academy graduates.

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 announced prior and upcoming meetings and events.

CONSENT AGENDA

9. **Resolution No. 3208**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Water Systems Consultants, Inc. To Provide Engineering Consulting Services For The Water Distribution System Master Plan Project (Capital Improvement Project #1154).

10. Minutes of the July 21, 2025, City Council Meeting.

The Consent Agenda was approved 4-0.

NEW BUSINESS

11. **Resolution No. 3205**

A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To Construction Of The Brown Road Improvements Project, Capital Improvements Project (CIP) #4216.

Resolution No. 3205 was adopted 4-0.

CONTINUING BUSINESS

12. **Ordinance No. 899** - *2nd Reading (Legislative Land Use)*

An Ordinance Of The City Of Wilsonville Adopting The Climate Friendly And Equitable Communities (CFEC) Parking Compliance Development Code Amendments.

Ordinance No. 899 was adopted 4-0, on second reading.

PUBLIC HEARING

There was none.

CITY MANAGER'S BUSINESS

The City Manager reported that the City has been awarded \$6 million to fund construction of the Boeckman Trail underneath the new Boeckman Bridge. Updated the Council on the City's work to identify executive recruitment agencies to guide the City's search for a new City Manager and discussed preliminary strategies to gauge the sentiment of the Council and the community on how to proceed with the Wilsonville Town Center Plan in the community's best interest.

LEGAL BUSINESS

There was none.

ADJOURN [8:37 PM]

URBAN RENEWAL AGENCY MEETING [8:37 PM]

CALL TO ORDER

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

Passed 4-0.

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.

There was none.

CONSENT AGENDA

3. Minutes of the June 2, 2025, Urban Renewal Agency Meeting.

The URA Consent Agenda was approved 4-0.

NEW BUSINESS

4. **URA Resolution No. 354**

A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To Construction Of The Brown Road Improvements Project, Capital Improvements Project (CIP) #4216.

URA Resolution No. 354 was adopted 4-0.

CONTINUING BUSINESS

There was none.

PUBLIC HEARING

There was none.

ADJOURN [8:40 PM]



PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 10, 2025

INFORMATIONAL

4. 2025 PC Work Program *(No staff presentation)*

2025 DRAFT PC WORK PROGRAM SCHEDULE

Item 4.

Updated 9/3/2025

AGENDA ITEMS			
Date	Informational	Work Sessions	Public Hearings
JANUARY 8		<ul style="list-style-type: none"> Climate Action Plan CFEC Parking 	
FEBRUARY 12		<ul style="list-style-type: none"> Wilsonville Industrial Land Readiness (Basalt Creek) 	
MARCH 12		<ul style="list-style-type: none"> Wilsonville Industrial Land Readiness (Basalt Creek) 	
APRIL 9		<ul style="list-style-type: none"> CFEC Parking Housing Our Future 	
MAY 14		<ul style="list-style-type: none"> Wilsonville Industrial Land Readiness (Basalt Creek) CFEC Parking 	<ul style="list-style-type: none"> Housing Our Future
JUNE 11	<ul style="list-style-type: none"> Annual Housing Report 		<ul style="list-style-type: none"> CFEC Parking
JULY 9		<ul style="list-style-type: none"> Wilsonville Industrial Land Readiness (Citywide) 	
AUGUST 13		<ul style="list-style-type: none"> Climate Action Plan 	
SEPTEMBER 10		<ul style="list-style-type: none"> Wilsonville Industrial Land Readiness (Code-Basalt Creek) 	
OCTOBER 6 Joint WS with City Council		<ul style="list-style-type: none"> Wilsonville Industrial Land Readiness (West Railroad-Basalt Creek) 	
OCTOBER 8			<ul style="list-style-type: none"> Climate Action Plan
NOVEMBER 12		<ul style="list-style-type: none"> Wilsonville Industrial Land Readiness (West RR & Citywide/EOA) 	
DECEMBER 10		<ul style="list-style-type: none"> Wilsonville Industrial Land Readiness (Basalt Creek Master Plan & Code) Housing Statute Compliance-Code Assessment 	
JAN. 14, 2026			<ul style="list-style-type: none"> Wilsonville Industrial Land Readiness (Basalt Creek MP & Code, & Citywide EOA)
2025 Projects To Be Scheduled		Future (2026)	
<ul style="list-style-type: none"> Water Distribution System Master Plan Solid Waste and Recycling Code Update 		<ul style="list-style-type: none"> Housing Our Future Implementation Housing Compliance from 2025 Legislative Session WILR (Basalt Creek Master Plan & Code, & Citywide EOA adoption) 	

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