

City of Wilsonville
Land Use Application

**ZONE CHANGE (RA-H TO PDR-4);
PDR STAGE I & STAGE II; AND
PRELIMINARY 3-LOT PARTITION
(2 PHASED); WITH
ZERO SETBACK WAIVER**

**Meridian United Church of Christ
(Frog Pond Church)**

Tax Lot 5500, Map T3SR1W 13AA

May 14, 2021

Revised for Completeness July 28, 2021

OWNER:

**Meridian United Church of Christ
6750 SW Boeckman Road
Wilsonville, OR 97070
Contact: Marsia Gunter, Moderator and
Phone: 503-682-0339
Email:**

**Richard Truitt, Member
971-344-6990
rrtruitt@gmail.com**

PREPARED BY:

**Pioneer Design Group, Inc.
9020 Washington Square Drive, Suite 170
Portland, OR 97223
Contact: Ben Altman
Ph: 971-708-6258 Cell: 541-993-9015
Email: baltman@pd-grp.com**

LEGAL COUNSEL:

**Wendie Kellington, Attorney
PO. Box 159
Lake Oswego, OR 97034
Phone: 503-636-0069
Email: wk@klgpc.com**



9020 SW Washington Square Rd.
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City of Wilsonville
Exhibit B1 DB21-0029 et seq



CIVIL • PLANNING • SURVEY • LANDSCAPE
P 503.643.8286 www.pd-grp.com
9020 SW Washington Square Rd Suite 170
Portland, Oregon 97223

July 28, 2021

Cindy Luxhoj, Associate Planner
City of Wilsonville
29799 SW Town Center Loop E.
Wilsonville, Oregon 97070

RE: Responses to Incomplete Application DB21-0029 through DB21-0033 – Meridian United Church of Christ (Frog Pond Church) - Zone Change with 3-Lot Partition; 6750 SW Boeckman Road (Tax Lot 5500, Map T3SR1W 13AA), Wilsonville, Clackamas County, Oregon.

Pioneer Project No.: 999-255

Dear Cindy:

This letter, together with supporting plans and documents, provides responses to the items listed in your Notice of Incomplete Application dated June 18, 2021.

The submitted application is incomplete, based on the applicable provisions of ORS 227.178(2) and the Wilsonville Comprehensive Plan and Development Code (WC), due to the following missing items 1-4:

1. General and Plan Sets (Section 4.035)

a. Include a signed Development Permit Application form for the City of Wilsonville, owner of Tract G, Landover Plat (Tax Lot 17600, Section 13AA), in the application submittal, and documentation that the City is agreeable to Meridian UCC purchasing the tract

RESPONSE: Based on the attached Landover plat, the applicant has determined that Tract G was dedicated to the City for the purpose of “*public access and utilities.*” Given this fact, the applicant is not proposing to seek acquisition of Tract G from the City. Rather Tract G is to remain as is with continued use for the dedicated purposes of “*public access and utilities.*” In fact, the City has determined that they are not interested in surplusing this Tract.

Consequently, the applicant argues that the City’s signature on the application is not necessary as no change to existing use of Tract G is proposed.

Therefore, the Plans and Code Complianace Narrative have been revised to acknowledge the dedicated purpose of Tract G and to eliminate reference to acquisition from the City.

b. Narrative and Code response:

i. Explain how lot frontage requirements are met for Parcel 3

RESPONSE: Section 4.124(.07) Table 2 requires residential developments to have 35 feet of street frontage on a public or private street.

Based on confirmation of code requirements, the Preliminary Partition Plat has been revised to provide separate 35 feet of street frontage for each of Parcels 2 & 3 on SW Boeckman Road via a double flag configuration. Parcel 1 has 185 feet of frontage on SW Boeckman Road.

Please also note that the Parcel numbering has been revised to better coincide with the proposed plat phasing. Parcel 2 is proposed for residential use, while Parcel 3 will be the sanctuary, only if needed.

Riciprocal easements for access, parking and utilities are proposed over the double flag access for use by all three Parcels. The easement will allow for the addition of the 13 new parking spaces needed to meet the 91 space requirement for the church.

With the proposed flag access configuration, the frontage requirement along SW Boeckman Road is met for both Parcels 2 & 3.

ii. Explain why parking area for Church buildings is placed in a tract and why some parking spaces are not included in the tract

RESPONSE: Our original intent was that Tract A would provide for shared ownership including public street access, parking and utilities.

However, given the requirement to provide street frontage for Parcel 2, the proposed Flag Lot configuration will eliminate Tract A, and an easement will replace its function for access, parking and utilities for the church Parcels.

iii. Explain how private and public utilities will be modified to serve Parcels 1-3, whether the existing well will be abandoned or continue to be used and, if so, by which parcels, and why existing sanitary line shown on the Existing Conditions Plan (P2.0) will be removed

RESPONSE: The existing building is served as follows:

- Water is currently provided by a well, as shown on the Existing Conditions Plan (P2.0).
- Sanitary sewer is provided by an existing private sanitary line connected to the public line in SW Morgan Street via Tract G.

- Storm drainage and water quality are provided by private storm lines and the storm water quality facility in the southwest portion of the property (Tract B).

The following revisions to the utilities will be made to provide services to each of the 3 Parcels consistent with the proposed plat phasing:

Note: We have changed the Parcel numbers to be consistent with the proposed phasing:

- Parcel 1 is the phase 1 church;
- Parcel 2 is the planned residential property; and
- Parcel 3 is the separated (partition wall) sanctuary.

Phase 1 – Parcels 1 & 2:

1. Water: With Phase 1, water service for the building will be provided by a new water meter and service lateral connected to the line in SW Boeckman Road. The service lateral will extend to a vault in the area of the existing well, where connection to the building plumbing will be made. The well may be maintained for irrigation purposes, but will be fully disconnected from the building for domestic water supply.

Parcel 2 will be served from the public line, which will be extended from SW Morgan Street, within Tract G, to provide service for the residential use. The line is proposed to be provided at the time of site development.

2. Sanitary Sewer: The existing sanitary sewer (private) will be upgraded to a public line including the addition of manholes, to allow for separate service to each Parcel. The line improvements will occur within paved access drive to minimize the need to replace concrete steps and sidewalks, utilizing the proposed access, parking and utilities easement.
3. Storm Drainage: Parcel 1 maintains access and maintenance of the Storm Facility (Tract A).

Parcel 2, with subsequent land use approval, will provide its own storm water facilities. However, provisions will be made to allow modification of the Tract A facility for joint use, if it is determined to be more cost effective and provide for mor efficient site development.

4. Appropriate easements will be provided as shown on the Phase 1 preliminary plats.

Phase 2 – Adds Parcel 3 (If needed):

1. Water: Parcel 3 will be served by a new water meter and service lateral connected to the line in SW Boeckman Road. The service later will connect into the northwest corner of the sanctuary portion of the building.

The existing well is anticipated to be maintained for irrigation purposes, but will be disconnected for domestic water supply.

2. Sanitary Sewer: Separate private sewer laterals will be provided from the public line installed in Phase 1 to serve each of the two Parcels.
3. Storm Drainage: Parcels 1 & 3 will have joint access to and maintenance of the Storm Facility (Tract A), with a public storm line provided between the facility and the building to accommodate separation of the two parts of the building as needed.
4. Appropriate easements will be provided as shown on the Phase 2 preliminary plats.

iv. Provide narrative and Code response as a Word file

RESPONSE: In addition to the Responses provided herein, the Code Compliance Narrative has been revised consistent with the revisions addressed herein. The Code Narrative is provided in written and electronic form as Word files, with PDF files for the plans and other supporting documents.

c. Plan sets:

i. Include legend on all plans, as appropriate, and include legible symbols on legend of Aerial Circulation Plan (P6.0)

RESPONSE: An appropriate legend has been provided for the Aerial (P6.0).

ii. Include landscape plan, showing existing condition of landscaping approved in 98DB35 and proposed modifications as described in Code response, including location of missing or storm damaged trees proposed to be replaced, location of landscape islands that will be added, and proposed new plantings

RESPONSE: The applicant has provided an updated landscaping planting inventory, based on the 98BD35 approved plans. An updated Landscaping Planting Plan has been provided to maintain compliance with the prior approved plan has also been provided.

The updated Plans includes identification of missing and/or storm damaged trees and plantings, together with specific replacement plantings. The replanting plan also

addresses repair of temporary trenching needed for modification of utilities, plus required parking area landscaping for the 13 added spaces. These updates have been prepared by a licensed landscape architect.

iii. Show location of existing well on plans, as appropriate

RESPONSE: The well location was shown on the Plans, but was not labeled for clear identification. The well has been clearly labeled on all Plan Sheets.

iv. Indicate correct zoning (PDR-3) south and east of the subject property on Zone Change Exhibit (P3.0)

RESPONSE: This correction has been made on Sheet P3.0.

v. Show all existing and proposed easements on Preliminary Plat (P1.0)

RESPONSE: All existing and proposed easements are shown on the Preliminary Plat; Master Utilities Plan and the Phase 1 & 2 Utilities Plans.

vi. Indicate where temporary trenching of landscaping and paved areas will occur to modify existing utility connections on Utilities Master Plan (P4.0)

RESPONSE: Temporary trenching is shown on the Master Utilities Plan, and on the Phase 1 and 2 preliminary plats.

2. Building Division Items:

a. Explain how the partition is approvable given that the desired opening in the party wall between the two sides is prohibited by the 2019 Oregon Structural Specialty Code Section 706.1.1 and Section 706.8, and there is no leeway/wiggle room in the code to allow such proposed opening(s).

Section 706.1.1 Party Walls states:

Any wall located on a lot line between adjacent buildings, which is used, or adapted for joint service between the two buildings, shall be constructed as a fire wall in accordance with Section 706. Party walls shall be constructed without openings and shall create separate buildings.

Section 706.8 Openings, Exception 1, states:

Openings are not permitted in party walls constructed in accordance with Section 706.1.1.

RESPONSE: We apparently misunderstood the discussions with the Building Department. We thought we had agreement on the viability for the alternative method of providing a sprinkler curtain wall for the door.

However, given the strict interpretation of Section 706.1.1, we have revised the partition wall excluding the door, thereby providing for compliance with building code requirements for the “party wall.”

b. An access and maintenance easement agreement will be needed for the shared responsibilities of accessing and maintaining the common wall and roof/ceiling components that attach to it.

RESPONSE: Assuming the application is approved, this easement can be appropriately addressed as a Condition of Approval. It is also noted that this easement will only be necessary if Parcel 2 is ultimately created.

However, a note has been added on the Phase 2 Preliminary Plat indicating the necessary access and maintenance agreement.

3. Engineering Items:

- a. Show water meter for proposed Parcel 3 on plans*
- b. Show public easements across tracts on plans*

RESPONSE: It is noted that we have revised the Parcel numbers to align with the proposed plat phasing, so the above reference to Parcel 3 is not Parcel 2.

We have added a water meter for Parcel 3 on the Master Utilities Plan and the Phase 2 preliminary plat. Where appropriate, public easements have been shown across tracts on the Preliminary Plat and Master Utilities Plan.

4. Natural Resources Items:

- a. A Stormwater Access Easement will be needed for the onsite stormwater system, including the proposed Tract B*

RESPONSE: With the revised lot layout (flag configuration) the storm facility is now Tract A.

We have added a stormwater facility access easement on the Preliminary Plat and Master Utilities Plan.

Incompleteness items 1-4 need to be addressed in order to complete the applications. Please provide 3 copies of the revised project narrative, findings, and reduced 11" by 17" plans, full sheet plans drawn to scale and folded plus an electronic copy of the project narrative, findings, and plans. When you have resubmitted the application materials,

staff will have up to 30 days to determine whether the application is complete. ORS 227.178. Upon determination the application is complete please provide 7 additional copies of the materials listed above. If there are revisions please provide 10 copies of the final set of plans and other materials, both paper and electronic copies.

RESPONSE: We have provided appropriate responses to each of the items 1-4 for completeness and have provided revised plans and Code Compliance Narrative consistent with our response.

We are providing 3 copies of all revisions for insertion into the Completeness Review books. We have also provided flash-drive (word files and pdfs) of the application documents.

With this submission, the applicant is requesting that the application be determined complete. In this context, we are providing the 7 additional complete copies of the application documents.

Sincerely,
Pioneer Design Group, Inc.

Ben Altman,
Senior Planner/Project Manager

Attached: Revised Code Compliance Narrative
Revised Plan Set, including Landscaping Plans
Copy of Recorded Landover Plat, identifying the purpose of Tract G

Cc: Rich Truitt
Wendie Kellington
Fred Wilson

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Sincerely,
Pioneer Design Group, Inc.



Ben Altman,
Senior Planner/Project Manager

Attached: Revised Code Compliance Narrative
Revised Plan Set, including Landscaping Plans
Copy of Recorded Landover Plat, identifying the purpose of Tract G

Cc: Rich Truitt
Wendie Kellington
Fred Wilson

Ben Altman

From: Luxhoj, Cindy <luxhoj@ci.wilsonville.or.us>
Sent: Friday, July 16, 2021 11:30 AM
To: Ben Altman; Richard Truitt; Wendie Kellington; Fred Wilson
Cc: Bateschell, Miranda; Pauly, Daniel; Palmer, Matt
Subject: RE: Acknowledgement - =Response to Incomplete Application
Attachments: Response to B.Altman questions 07.16.2021.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Ben,

Please find attached a compilation of your questions, as well as a summary of key questions and corresponding responses from the City's Planning and Engineering staff in the attached PDF.

Please let me know if you have other questions or need clarification.

Thank you,

Cindy Luxhoj AICP
Associate Planner
City of Wilsonville

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29799 SW Town Center Loop East, Wilsonville, OR 97070

City Hall is now open, with physical distancing controls in place. During COVID-19, we wish to remain responsive while prioritizing the health and safety of the Wilsonville community. We are happy to meet by call or teleconference as an alternative to face-to-face meetings.

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

From: Ben Altman <BAltman@pd-grp.com>
Sent: Wednesday, July 14, 2021 11:30 AM
To: Luxhoj, Cindy <luxhoj@ci.wilsonville.or.us>; Richard Truitt <rrtruitt@gmail.com>; Wendie Kellington <wk@klgpc.com>; Fred Wilson <fw@klgpc.com>
Cc: White, Shelley <swhite@ci.wilsonville.or.us>; Bateschell, Miranda <bateschell@ci.wilsonville.or.us>; Pauly, Daniel <pauly@ci.wilsonville.or.us>
Subject: RE: Acknowledgement - =Response to Incomplete Application

[This email originated outside of the City of Wilsonville]

Meridian UCC (Frog Pond Church), Case File No. DB21-0029 et al

Applicant Questions and City Response; July 16, 2021

Applicant questions are consolidated below for reference. Key questions are summarized as follows with corresponding response from the City's Planning and Engineering staff in *purple italic* below:

- Can Tract A, without being a private street, provide required street frontage for the partitioned sanctuary parcel through an access easement?
- Must street frontage be provided for the partitioned residential parcel, and could Tract A, through an access easement, provide the frontage?

Frontage is required for Parcel 3 and must be provided on a street or platted private drive. A private drive is defined as follows in Section 4.001 of the Wilsonville Code:

230. Private Drive: A private way, other than an alley, that includes a roadway.

- A. Private Access/Circulation Drive - Industrial/Commercial/Multi-family/Mixed Use: A private drive in an industrial, commercial, multi-family (including mobile home parks), or mixed-use development providing vehicular ingress and egress to the development and/or internal circulation.
- B. Residential Private Access Drive: A private drive in a non-multi-family residential development providing primary vehicle access to no more than four (4) dwelling units, excluding accessory dwelling units. A residential private access drive provides for no through vehicle access and is not extendable. This definition does not include private alleys.
- C. Residential Private Drive - Pre-existing: A private drive in a non-multi-family residential development approved prior to (effective date of ordinance) including those that provides vehicular access to more than four (4) dwelling units.

Tract A, which consists only of drive aisle, vehicle parking, sidewalk, and landscaping, would not be considered a "platted private drive" unless it is redesigned and reconstructed to the applicable standards, including the 2017 Public Works Standards, as shown below, and Sections 4.177 (.07) and (.08) of the Wilsonville Code. If Tract A is not improved, it would not be considered a private drive, and therefore, cannot provide frontage for Parcel 3 and the partition would not be approvable.

201.2.19 Private Access Drives

With prior approval of the Development Review Board a private access drive may be allowed for ingress and egress to two to four residential units and where there is no possibility of future extensions of the drive.

- a. Private access drives shall meet the requirements of the City of Wilsonville Planning Division and TVF&R.
- b. Private access drives shall not be used for ingress and egress into mixed use developments.
- c. Private access drives shall be designed with the same structural section as the adjacent residential street, or designed in conformance with these Standards.
- d. Private access drives shall be constructed and inspected in conformance with these Standards.
- e. Private access drives shall be signed with a blue street name sign in conformance with Section 201.8.01.b, "Street Name Signs" and Detail No. RD-1255 of these standards; in addition all private access drives shall be signed with a blue sign stating, "Not maintained by the City of Wilsonville."

July 16, 2021 1

- Can the existing well be maintained for the church with the Phase I partition, waiting to the second phase to separate utilities for the three parcels and connect to public water?

The existing well cannot be maintained for domestic potable water service and new City water service will be required at the time of land partition. The well can be maintained for irrigation use although there are restrictions outlined in Chapter 3 of the Wilsonville Code regarding cross connections for auxiliary water sources. In addition, if the well water pipes cross future lot lines, these restrictions will need to be considered, i.e. private utility easements.

- There is a question, not included below, about Tract G and whether the City is amenable to releasing or surplussing the tract for purchase by the Church.

The City is not interested in releasing or surplussing Tract G, as there is no benefit to the City from this action.

SUMMARY OF QUESTIONS FROM BEN ALTMAN ON BEHALF OF APPLICANT

07.09.2021 – from Ben Altman to Cindy Luxhoj:

Please respond to the question regarding easement access for the church, assuming the sanctuary is partitioned, as satisfying legal access requirements for non-residential use.

Your clarification is needed before we can determine how best to meet the street frontage requirement.

07.07.2021 – from Ben Altman to Cindy Luxhoj:

I wanted to confirm that if the church building is partitioned that the Sanctuary Parcel can legally have easement access (non-residential) and would not have to have 35 feet of public street frontage.

06.23.2021 – from Ben Altman to Khoi Le:

Regarding the existing well, can the well be maintained for the church with the Phase 1 partition, which just creates the rear parcel for residential development? If the second phase (building partition) is determined necessary we anticipate separating the water, sewer and storm drainage, with connection to public water.

06.22.2021 – from Ben Altman to Khoi Le and Cindy Luxhoj:

I need a bit of clarification regarding meeting the public street frontage requirement.

The private street option makes some sense, but may be too costly, given the church's financial limitations. But, we would also want consideration for a modified design to accommodate the existing parking.

It was our intent that Tract A, with access easements would serve the function of public street frontage, without the need to create a flag lot configuration, which doesn't fit this site very well.

July 16, 2021 2

So, can Tract A (without being a private street) provide the required street frontage? This intent may not have been clearly explained in our narrative. The Tract A access is our preferred alternative, if that can satisfy code requirements.

Or, do we actually have to establish street frontage (flag) for the intended residential Parcel?

06.22.2021 – from Khoi Le to Ben Altman:

A private access drive can serve up to four residential units where it requires to be designed with the same structural section as a residential street: 4-inch A.C.

A private street will typically require curb, planter, and sidewalk. I don't see a private street is needed in this situation but it can be done if it is a client's choice.

shall be governed by the City.

201.2.19 Private Access Drives

With prior approval of the Development Review Board a private access drive may be allowed for ingress and egress to two to four residential units and where there is no possibility of future extensions of the drive.

- a. Private access drives shall meet the requirements of the City of Wilsonville Planning Division and TVF&R.
- b. Private access drives shall not be used for ingress and egress into mixed use developments.
- c. Private access drives shall be designed with the same structural section as the adjacent residential street, or designed in conformance with these Standards.
- d. Private access drives shall be constructed and inspected in conformance with these Standards.
- e. Private access drives shall be signed with a blue street name sign in conformance with Section 201.8.01.b, "Street Name Signs" and **Detail No. RD-1255** of these standards;

in addition all private access drives shall be signed with a blue sign stating, "Not maintained by the City of Wilsonville."

06.22.2021 – from Ben Altman to Khoi Le:

We are looking at options for providing street frontage, particularly for Parcel 3.

One option would be to create flag lot configuration, giving Parcel 3 frontage on Boeckman Road. While this is technically feasible, the flag access would not align well with the existing access drive and parking. But we could provide easements to address that.

Another option would be to keep Tract A, with some minor adjustments, but make it a Private Street. Again, easements would be needed for parking and utilities. If we create a private street, would the Drive Isle need to be reconstructed to a street standard? And, also, could we keep the existing curbs and parking configuration?



June 18, 2021

Marsia Gunter
Moderator
Meridian United Church of Christ
6750 SW Boeckman Rd
Wilsonville, OR 97070

Application Numbers: DB21-0029 through DB21-0033 Meridian United Church of Christ (Frog Pond Church)

Proposal: Zone Map Amendment, Stage I Master Plan, Stage II Final Plan, Tentative Partition Plat, Waiver – Setback/Zero Lot Line

Location/Legal: 6750 SW Boeckman Road. Tax Lot 5500, Section 13AA, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon.

Status: Notice that Your APPLICATION IS NOT COMPLETE

Dear Ms. Gunter:

City of Wilsonville Site Development application forms submitted regarding the property described above list you as the applicant. The City received your applications on May 17, 2021, with additional materials submitted on May 20, 2021, for a Zone Map Amendment, Stage I Master Plan, Stage II Final Plan, Tentative Partition Plat, and Waiver – Setback/Zero Lot Line for the Meridian United Church of Christ (Frog Pond Church) project.

The submitted application is incomplete, based on the applicable provisions of ORS 227.178(2) and the Wilsonville Comprehensive Plan and Development Code (WC), due to the following missing items 1-4:

1. General and Plan Sets (Section 4.035)
 - a. Include a signed Development Permit Application form for the City of Wilsonville, owner of Tract G, Landover Plat (Tax Lot 17600, Section 13AA), in the application submittal, and documentation that the City is agreeable to Meridian UCC purchasing the tract
 - b. Narrative and Code response:
 - i. Explain how lot frontage requirements are met for Parcel 3
 - ii. Explain why parking area for Church buildings is placed in a tract and why some parking spaces are not included in the tract

- iii. Explain how private and public utilities will be modified to serve Parcels 1-3, whether the existing well will be abandoned or continue to be used and, if so, by which parcels, and why existing sanitary line shown on the Existing Conditions Plan (P2.0) will be removed
 - iv. Provide narrative and Code response as a Word file
 - c. Plan sets:
 - i. Include legend on all plans, as appropriate, and include legible symbols on legend of Aerial Circulation Plan (P6.0)
 - ii. Include landscape plan, showing existing condition of landscaping approved in 98DB35 and proposed modifications as described in Code response, including location of missing or storm damaged trees proposed to be replaced, location of landscape islands that will be added, and proposed new plantings
 - iii. Show location of existing well on plans, as appropriate
 - iv. Indicate correct zoning (PDR-3) south and east of the subject property on Zone Change Exhibit (P3.0)
 - v. Show all existing and proposed easements on Preliminary Plat (P1.0)
 - vi. Indicate where temporary trenching of landscaping and paved areas will occur to modify existing utility connections on Utilities Master Plan (P4.0)
2. Building Division Items:
 - a. Explain how the partition is approvable given that the desired opening in the party wall between the two sides is prohibited by the 2019 Oregon Structural Specialty Code Section 706.1.1 and Section 706.8, and there is no leeway/wiggle room in the code to allow such proposed opening(s).

Section 706.1.1 Party Walls states:
Any wall located on a lot line between adjacent buildings, which is used, or adapted for joint service between the two buildings, shall be constructed as a fire wall in accordance with Section 706. Party walls shall be constructed without openings and shall create separate buildings.

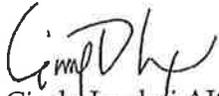
Section 706.8 Openings, Exception 1, states:
Openings are not permitted in party walls constructed in accordance with Section 706.1.1.
 - b. An access and maintenance easement agreement will be needed for the shared responsibilities of accessing and maintaining the common wall and roof/ceiling components that attach to it.
3. Engineering Items:
 - a. Show water meter for proposed Parcel 3 on plans
 - b. Show public easements across tracts on plans
4. Natural Resources Items:
 - a. A Stormwater Access Easement will be needed for the onsite stormwater system, including the proposed Tract B

Incompleteness items 1-4 need to be addressed in order to complete the applications. Please provide 3 copies of the revised project narrative, findings, and reduced 11" by 17" plans, full sheet plans drawn to scale and folded plus an electronic copy of the project narrative, findings, and plans. When you have resubmitted the application materials, staff will have up to 30 days to determine whether

the application is complete. ORS 227.178. Upon determination the application is complete please provide 7 additional copies of the materials listed above. If there are revisions please provide 10 copies of the final set of plans and other materials, both paper and electronic copies.

If you have any questions, please contact me at 503-682-4960, or at luxhoj@ci.wilsonville.or.us.

Sincerely,



Cindy Luxhoj AICP
Associate Planner
City of Wilsonville

Cc via email: Ben Altman, Pioneer Design Group, baltman@pd-grp.com



29799 SW Town Center Loop E, Wilsonville, OR 97070
 Phone: 503.682.4960 Fax: 503.682.7025
 Web: www.ci.wilsonville.or.us

Planning Division Development Permit Application

Final action on development application or zone change is required **within** 120 days in accordance with provisions of ORS 227.178

A pre application conference is normally required prior to submittal of an application. Please visit the City's website for submittal requirements

Pre-Application Meeting Date: _____

Incomplete applications will not be scheduled for public hearing until all of the required materials are submitted.

Applicant: MARISA
 Name: Marisa Gunter, Moderator
 Company: Meridian United Church of Christ
 Mailing Address: 6750 SW Boeckman Road
 City, State, Zip: Wilsonville, OR 97070
 Phone: 503-682-0339 Fax: _____
 E-mail: MADELGUNTER@gmail.com Moderator

Authorized Representative:
 Name: Ben Altman
 Company: Pioneer Design Group
 Mailing Address: 9020 SW Washington Sq. Rd. #170
 City, State, Zip: Portland, OR 97223
 Phone: 971-708-6258 Fax: _____
 E-mail: baltman@pd-grp.com

Property Owner:
 Name: _____
 Company: Meridian United Church of Christ
 Mailing Address: Same as Applicant
 City, State, Zip: _____
 Phone: _____ Fax: _____
 E-mail: _____

Property Owner's Signature:
Marisa A Gunter, Moderator
 Printed Name: MARISA A Gunter Date: 4/24/21
Applicant's Signature: (If different from Property Owner)

 Printed Name: _____ Date: _____

Site Location and Description:
 Project Address if Available: 6750 SW Boeckman Road Suite/Unit _____
 Project Location: South side of Boeckman Road, between SW Willow Creek Road & Wilsonville Rd.
 Tax Map #(s): T3S R1W 13AA Tax Lot #(s): 5500 County: Washington Clackamas

Request:
Three-Parcel Lot Partition

Project Type: Class I Class II Class III
 Residential Commercial Industrial Other: Church

Application Type(s):

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



REQUEST FOR TRAFFIC IMPACT STUDY

City of Wilsonville Engineering and Planning Divisions

Request Date:

<input type="checkbox"/> Traffic Scope of Services	<input checked="" type="checkbox"/> Traffic Impact Study Waiver	<input type="checkbox"/> A Determination of Demeaning of Traffic	<input type="checkbox"/> Other Traffic Related Issues
--	---	--	---

Applicant: <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Authorized Agent		Site Information	
Applicant: Ben Altman, Pioneer Design Group		Project Name: Meridian Church of Christ	
Address: 9020 SW Washington Sq. Rd. #170		Project Address: 6750 SW Boeckman Road	
City: Portland	State: OR	Zip: 97223	Tax Lot #: 5500
Email Address: baltman@pd-grp.com		Lot Size: 2.45 acre	
Additional Information and Fees			
Is work related to a Proposed Development: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Land Use Case File Number: Pending Partition	
Is work related to a CIP: Yes <input type="checkbox"/> No <input type="checkbox"/>		CIP Number:	
Fee: Traffic Impact Study's Fee determined by the City's traffic consultant based on Scope of Services plus 15% for City overhead			

I, the applicant, certify that:

- To the best of my knowledge, all the information provided within this application package is complete and accurate.
- The above request does not violate any recorded deed restrictions that may be attached to or imposed upon the subject property.
- If the application is granted, I will exercise the rights granted in accordance with the terms and subject to all the conditions and limitations of the approval.

Ben Altman

Applicant's or Authorized Agent's Signature <i>MARISA GUNTER</i>	Print Name MARISA Gunter, Moderator	Date 4/26/21
Property Owner's Signature (if not Applicant) Address: Same as Site	Print Name City/State/Zip: 97070	Date Phone: 503-682-0339

*Process: A Request, along with a site plan and project description must be submitted to the Engineering Division. The request is forwarded to the City's traffic consultant who will prepare a Scope of Services, which will include the necessary fee. The prepared Scope will be reviewed by the Engineering Division, and once approved, will be forwarded to the applicant/authorized agent listed above. When the applicant/authorized agent reviews and submits the fee indicated in the Scope of Services plus 15 percent for City overhead, the Scope will be authorized by Staff and forwarded to the traffic consultant. When the traffic impact study has been received and approved by the City's Engineering Division, it will be forwarded to the applicant/authorized agent and the Planning Division.

A Request for a Waiver from a Traffic Impact Study will be reviewed by the Community Director and the Engineering Division and the requestor will be notified by mail.

Note: If the project description and/or site plan change from what was originally submitted, additional traffic analysis and fees may be required.

Ben Altman

From: Rodocker, Cathy <Rodocker@ci.wilsonville.or.us>
Sent: Tuesday, May 04, 2021 8:59 AM
To: Ben Altman
Subject: RE: Liens & Assessments - Meridian (Frog Pond) Church of Christ - 6750 SW Boeckman Road

Mr. Altman,

We have verified that the City of Wilsonville does not have a lien on this property.

Thank you,
Cathy Rodocker
Finance Director
City of Wilsonville
503.570.1524
rodocker@ci.wilsonville.or.us
www.ci.wilsonville.or.us
[Facebook.com/CityofWilsonville](https://www.facebook.com/CityofWilsonville)



29799 SW Town Center Loop East, Wilsonville, OR 97070

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

City Hall is now open, with physical distancing controls in place. During COVID-19, we wish to remain responsive while prioritizing the health and safety of the Wilsonville community. We are happy to meet by call or teleconference as an alternative to face-to-face meetings.

From: Ben Altman <BAltman@pd-grp.com>
Sent: Tuesday, May 4, 2021 7:15 AM
To: Rodocker, Cathy <Rodocker@ci.wilsonville.or.us>
Subject: Liens & Assessments - Meridian (Frog Pond) Church of Christ - 6750 SW Boeckman Road

[This email originated outside of the City of Wilsonville]

Cathy: We are preparing a Land Use Application for the Church (T3SR1W 13AA Lot 5500).

I am checking for any outstanding Liens & Assessments.

There was a prior 1999 Agreement for payments for Street Improvements, see attached, which I assume has been paid in full.

Thanks!

City of Wilsonville
Land Use Application

**ZONE CHANGE (RA-H TO PDR-4);
PDR STAGE I & STAGE II; AND
PRELIMINARY 3-LOT PARTITION
(2 PHASED); WITH
ZERO SETBACK WAIVER**

**Meridian United Church of Christ
(Frog Pond Church)**

Tax Lot 5500, Map T3SR1W 13AA

May 14, 2021

Revised for Completeness July 28, 2021

OWNER:

**Meridian United Church of Christ
6750 SW Boeckman Road
Wilsonville, OR 97070
Contact: Marsia Gunter, Moderator and
Phone: 503-682-0339
Email:**

**Richard Truitt, Member
971-344-6990
rrtruitt@gmail.com**

PREPARED BY:

**Pioneer Design Group, Inc.
9020 Washington Square Drive, Suite 170
Portland, OR 97223
Contact: Ben Altman
Ph: 971-708-6258 Cell: 541-993-9015
Email: baltman@pd-grp.com**

LEGAL COUNSEL:

**Wendie Kellington, Attorney
PO. Box 159
Lake Oswego, OR 97034
Phone: 503-636-0069
Email: wk@klgpc.com**



9020 SW Washington Square Rd.
Suite 170
Portland, Oregon 97223
p 503.643.8286
f 844.715.4743
www.pd-grp.com

FACT SHEET:

Project Name: **Meridian Church of Christ**

Type of Application: **Zone Change, PDR Stage I & II, and 3-Lot Partition; and Zero Setback Waiver**

Site Location: **6750 SW Boeckman Road**

Tax Lots: **T3S R1W, Map 13AA, Lot 5500**

Land Area: **104,271 square feet; or 2.39 Acres (per Survey)**

Comp. Plan/Zoning: **Residential, RA-H, Residential Agricultural - Holding**

Applicant/Owner:

Meridian United Church of Christ

6750 SW Boeckman Road
Wilsonville, OR 97070

Contact: Marsia Gunter, Moderator and
Phone: 503-682-0339
Email:

Richard Truitt, Member
971-344-6990
rrtruitt@gmail.com

Design Team:

Pioneer Design Group, LLC

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Portland, OR 97223

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Lake Oswego, OR 97034

Phone: 503-636-0069

Email: wk@klgpc.com

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I. Introduction – Project Summary

The Meridian United Church of Christ is a long standing fixture within the Community of Wilsonville, originally founded in 1878. The Church is anchored by the historic chapel, commonly known as the Frog Pond Church.

Over the years additions to the historic structure have been made including: Samaritan House (Class Rooms, Library and Narthex); Koinonia Addition (kitchen, restrooms and meeting rooms (2 small & 1 large) and the new Sanctuary.

The site contains 2.39 acres. The land area allocation of existing uses is shown in Table 1.

Table 1
Existing Land Use Areas

Area Use	Square Footage	Percent of Site
Buildings	16,820	16.1%
Parking/paved	35,383	33.9%
Landscaping	52,068	49.9%
Existing Total	104,271 *	100.0%

*Site area per Survey. 2003 ROW dedication reduced lot area by 2,638 square feet.

Tract G (Landover plat), is owned by the City of Wilsonville. This tract, per dedicated purpose provides for public access and utilities to the southeast corner of the church property. While this tract is utilized for access and utilities it is not specifically part of this application.

In recent years the church has experienced declining membership. Then in 2020 came the covid-19 pandemic with all its public gathering restrictions. As a result, the church is now struggling with the operational limitations resulting from lack of active membership.

Consequently, the church contracted with Pioneer Design Group to conduct a Feasibility Analysis for options and opportunities to reduce overhead and down-size in a manner to allow for sustained operations at an economically feasible level.

Proposed Partition

The Church Board has decided to pursue partitioning the property in order to allow for sale of a portion of the site for residential development, and potential the larger sanctuary and land to generate revenue and to stabilize the church's financial status and reduce operating costs. The partitioning is proposed in two phases.

The applicant is proposing a two-phased partitioning of the property as follows:

1. Phase 1: This partition will create Parcel 2, containing 17,480 square feet, plus a flag access to meet public street frontage requirements. This Parcel is located at the south end of the property. This Parcel is intended to be sold for residential development.

Public street access for Parcel 2 will be provided by a flag lot configuration, providing 35 feet of frontage on SW Boeckman Road. An access, parking and utilities easement will be provided for the benefit of the church for continued use of the existing parking, with the addition of 13 new spaces.

A reciprocal easement will be provided for continued access, parking and utilities for the church.

It is hoped that sale of Parcel 2 will help stabilize the church's financial condition.

2. Phase 2: However, if following the sale of Parcel 2 the church continues to struggle financially, then the second Partition would be recorded to create Parcel 3, which includes the newer large sanctuary plus additional land.

Creation of Parcel 3 involves constructing an ownership partition party wall to separate the large sanctuary from the remainder of the building. This partition wall will allow sale of the sanctuary to another church or similar user. In addition, a second 35 foot wide flag access will be created for Parcel 3 to provide the required street frontage.

Based on strict Building Code limitations relative to the proposed partition party wall, the existing door will be removed and the entire Partition Wall will be designed and constructed to meet the required fire rating.

It is noted that the applicant is requesting approval for both phases of this partition, in order to avoid the costs of two separate applications. However, it is emphasized that Parcel 3 will only be created if determined necessary.

In order to accommodate the partitioning, the property must be rezoned. The rezoning will be from RA-H to PDR-4, Planned Development Residential, at 4 units per acre.

Existing Site and Conditions

The existing church is located along the front and eastern portion of the site, with parking down the west side and in back of the building. The building consist of three sections including: the original Old Church sanctuary, large meeting room, and basement classroom, a new connector section with kitchen and large assembly room, and the new building, with offices and large sanctuary.

With the location of the church and the relatively long narrow shape of the property the siting options are limited. There is really only one viable location for the new facility, which is to the south of the existing parking and east of the storm water pond.

The buildable area is limited by the existing storm water pond located in the southwest corner of the site. The building area is further limited by an auxiliary alley, which connects out the southeast corner of the site to the adjacent subdivision street. The sewer line serving the church is located within this alley.

The vacant area of the property south of the parking area contains approximately 17,470 square feet or .40 acres of buildable land. This area is being set aside as a separate parcel for potential residential development. This developable area could accommodate 2-3 dwelling units, based on the PDR-4 zoning.

There is an existing 20 foot wide public access and utilities easement (Tract G) which provides a connection out the southeast corner of the property to SW Morgan Street in the Landover Development. Per the recorded Landover Plat, Tract G was dedicated to the City of Wilsonville for "public access and utilities". There is an existing private sanitary sewer line, which serves the church located within Tract G.

The proposed partition maintains the use of Tract G for utilities and secondary access. This Tract is currently owned by the City. In pre-application discussions the City indicated it would be necessary for the church to acquire Tract G, and that the City would be willing to process conveyance (per State Law) if the application were approved.

However, based on the recorded Landover plat, the applicant has determined that Tract G was in fact dedicated to the City for the purpose of "public access and utilities." Given this fact, the applicant concludes that acquisition of Tract G from the City is not necessary. Rather Tract G is to remain as is with continued use for the dedicated purposes of "public access and utilities."

Because Parcel 2 will not have typical public street frontage (access by flag configuration over the existing parking lot) it is anticipated that any residential development will not be detached single family. Such development is expected to be an attached or clustered configuration (Charbonneau style), but is intended to be owner occupied, not rental.

Shared Parking

The existing parking provides 78 paved spaces, with additional graveled area for auxiliary parking for about 30 cars. From time to time, the church has rented its facilities, particularly the large sanctuary to other churches or organizations like AA. The historic operations at this location indicate that shared parking with churches and organizations has worked quite adequately.

Under current conditions of approval, a minimum of 91 parking spaces is required for the church operations (98DB35). However, the unimproved area (auxiliary parking) will be eliminated once Parcel 2 is developed.

Therefore, an additional 13 spaces are proposed to be constructed as shown on the Preliminary Plans. These 13 spaces provide the 91 spaces required when the new sanctuary was approved and built, thereby maintaining compliance with 98DB35.

Church Activities

Membership historically was very strong and stable, until their Pastor of 29 years retired in 2007. Since 2007 membership dropped, but seemed to stabilize at about 180. Regular service is Sunday mornings. But there are also Sunday school programs. Most recently, however, with the covid-19 pandemic membership as suffered due to the lack of ability to gather in large group services.

A second church (Island Community Church) has at times leased space to hold separate Sunday afternoon service. Their membership is about 360. With their larger membership they sometimes fills the enter lot. However, this has not occurred recently.

A variety of different non-church groups also use the facilities during the week, with both day and evening meeting times.

Transportation

The church site has frontage on the south side of Boeckman Road, just west of the Wilsonville Road/Stafford Road intersection. Primary site access is from Boeckman Road. However, a secondary access has been utilized over Tract G of the Landover plat.

The church dedicated 10 feet of additional right-of-way for Boeckman Road in 2003, based on conditions of approval for 98DB35. The church also paid for proportional future street improvements for Boeckman Road based on a 1999 Agreement with the City.

The applicant is proposing to maintain us of the secondary access (Tract G), but is not seeking acquisition from the City.

Transit

Currently, the site does not have direct transit service on Boeckman Road. The closest Smart Route is the #4 line, which runs on Wilsonville Road to Advance Road to Meridian Creek Middle School. This route runs between 9:45 AM and 2:15 PM.

However, as the Frog Pond West Neighborhood continues to be developed, it is expected that additional route will be added on Boeckman Road.

Dial-a-ride is also available and in fact is utilized by some clients. But this service has the inconvenience of a typically long wait for return pick-up. The return pick-up is totally dependent upon the number and locations other scheduled pick-ups and deliveries the driver has to complete.

Pedestrian Accessibility

The site fronts on SW Boeckman Road. There currently is not a full standard sidewalk along the frontage of the church on Boeckman Road. There is a standard 5 foot sidewalk up to the east property line, and then an offset 3 foot sidewalk up to the front door of the church. A Sidewalk easement was granted to the West Linn/Wilsonville School District to allow a sidewalk to be extended across the site front.

It is noted that under the Frog Pond West Master Plan, the City has planned major street improvement for Boeckman Road. The construction costs for these improvements are covered by Standard and Supplemental SDCs being applied to developments within the Frog Pond West Master Plan. The timing for these improvements has not, yet, been established, as it is based on completion of a specific number of homes within the Frog Pond West Neighborhood.

It is also noted that as part of the approvals for the new sanctuary (98DB35) THE Church executed an Agreement with the City to pay their proportional share of future street improvements for Boeckman Road. This agreement has been fully executed and paid in full.

Utilities

Adequate public services are available to serve the existing and proposed development as follows:

- Water The Church currently uses an existing well for water. However, a water line is available in Boeckman Road and there is a 6” fire line & hydrant in the church parking lot.

For the Phase 1 partition, the church desires to continue use of the well for irrigation use only, but will connect to City water for domestic supply.

For Parcel 2, it is anticipated that separate water service line will be extended form the line in SW Morgan Street. This line and any individual service laterals will be provided in conjunction with site development, as may be approved by separate land use review.

For the Phase 2 Plat, if needed, separate water meters and service laterals will be provided for Parcels 1 & 3.

- Sanitary sewer Sanitary sewer service is provided from the south, form the line in Morgan Street via Tract G. There is an existing private sewer connection that serves the church. With the partitioning the private line will need to be replaced with a public line with manholes to ultimately serve each Parcel.
- Storm Drainage There is an existing storm/water quality pond located at the southwest portion of the site (Tract A). This facility was designed (PBS

calculations) to serve the existing site development. While this facility does not meet current City storm water management standards, it is grand-fathered for the church use. Tract A will be jointly assigned to and maintained by Parcels 1 & 3, if Parcel 3 is ultimately created.

The Tract A stormwater facility is not adequate for any future residential development of Parcel 2, unless modified. Any future residential development will be required to provide separate storm water management consistent with current standards and/or modify the existing facility to service all three parcels. Provisions are proposed that would allow for modification of the existing facility if it is determined to better support efficient site development.

- Franchise Utilities

- PGE provides electrical power to the church. The main service line connects to the building at the back (southeast corner) of the Old Sanctuary.
- NW Natural
- Phone service is currently provided to the building.
- Internet service is currently provided to the building.

With the Partition the existing services will need to be separated to individually serve the two sections of the building (Parcels 1 & 3). Separate services will be provided for development of Parcel 2, as reflected on the Utilities Master Plan.

Neighborhood Sensitivity

The Meridian United Church of Christ is a long standing fixture within the Community of Wilsonville, originally founded in 1878, long before the City was incorporated. The Church is anchored by the historic chapel, commonly known as the Frog Pond Church.

As development has occurred around the church over the years, the Church has maintained good neighborhood relations. Historically there has been good community support for the Church and its various activities and operations, which at one time included the Community Food Bank.

Today this property is surrounded by single family residential to the east, south and west. The church has maintained a good reputation in the community and has operated from this site for many years with no known neighborhood objections or history of complaints. The HOA has been notified of the proposed partition and development plans, and has indicated support for the proposed partition, including maintaining the secondary access via Tract G.

Proposed Phased Platting and Site Improvements

The applicant intends to phase the platting in an effort to control costs and generate revenue. The proposed phasing is as follows:

Phase 1:

The first priority is to secure a purchaser for Parcel 2 for residential development. Once a purchaser is identified the Phase 1 Final Plat will be prepared and submitted for final approval and recording. This phase will include the following site improvements:

- Phase 1 Plat will create Parcels 1 & 2:
 - Provide reciprocal access, parking and utilities easement for the initial two Parcels.
 - Tract A will be owned and maintained by Parcel 1. However, provisions will be made to allow potential modification to accommodate Parcel 2, if found to be appropriate for better site planning.
- Modify the existing private sanitary sewer line (Tract G), providing a public line, with manholes per Master Utilities Plan to provide separate lateral service to each Parcel.
- Connect the church to City water, with meter and lateral connected to the line in SW Boeckman Road. Separate water service for Parcel 2 will be provided via Tract G, connecting to the line in SW Morgan Street.
- Add 13 additional parking spaces per Stage II Development Plan.
- Replace missing or storm damage trees, per approved Landscaping Plan (98DB35), per updated Landscaping Plan (Sheet L1.0).
- Repave access as needed per parking and utilities modifications.

Phase 2:

The applicant is hoping that sale of Parcel 2, and recovery from covid restrictions will allow the church to grow membership sufficient to maintain all of the existing building.

However, if it is determined necessary, than the Phase 2 Partition will be completed, with recording of the plat creating Parcel 3 (Newer Sanctuary) at the south end of the building. The following modification and improvements will be provided prior to or in conjunction with the Phase 2 Final Plat:

- Complete separation of existing utilities to individually serve each Parcels 1 & 3.
- Construct fire rated Partition Party Wall to establish a property line between two portions of the building (Parcels 1 & 3).
- Tract A will be jointly owned and maintained by Parcels 1 & 3, while maintaining the reciprocal access, parking and utilities easement for all three Parcels.

II. COMPLIANCE WITH COMPREHENSIVE PLAN

The property is designated Residential 6-7/du/acre on the Comprehensive Plan Map. However, the property is currently zoned RA-H, Residential Agricultural-Holding. This application includes a request to rezoned the site to PDR-4, Planned Development Residential, consistent with the Comprehensive Plan designation.

There are no Significant Natural Resources or other protective designations associated with this property. There are also no flood or other natural hazards identified on this property.

Therefore, this proposal complies with the applicable provisions of the Comprehensive Plan.

III. DEVELOPMENT CODE COMPLIANCE

Zoning

The subject site is zoned RA-H, Residential Agricultural, Holding. This zone is the most restrictive of the various City zones, as it is intended to serve as a holding zone for future urban level residential development. As such it is also the most restrictive in terms of allowed or Conditional Uses and minimum lot size requirements.

While the property is zoned RA-H zone, the Comprehensive Plan designation of Residential 6-7/du/ac. This Plan designation is intended to be implemented by PDR-4 zoning. The site is not designated with any other restrictive overlay zoning such as Flood Hazard or Significant Resource Protection.

The Meridian United Church of Christ (Frog Pond Church) is a long standing fixture within the Community of Wilsonville, originally founded in 1878. The church operates under an approved Conditional Use under the current RA-H zoning.

The newer sanctuary was approved through Design Review, which modified the prior Conditional Use Permit per City File 98DB35 August 1998.

Under the RA-H zone, Section 4.120(.03)A, states:

Section 4.120. Zones. RA-H Residential Agricultural - Holding Zone.

(.03) Uses Permitted Subject to receiving approval of a Conditional Use Permit:

- A. *One single-family dwelling, per lot and accessory dwelling units subject to the standards of Section 4.113 (.10). Where the Comprehensive Plan calls for future non-residential zoning of the site, the building permit for any proposed residential development shall not be granted until a statement has been recorded applying to the title of the subject property, notifying any potential buyer that future development in the area is expected to be non-residential. [Amended by Ord. #825, 10/15/18]*
- B. *Except for existing lots of record of less than two acres, recorded prior to the effective date of this Code, partitioning or subdivision of properties designated for development shall only be considered in conjunction with or following a zone change in conformance with the Comprehensive Plan. Said zoning shall confirm the adequate provision of public facilities and the protection of future urban development potentials.*

- C. *If the proposed development is for a less intensive interim density consisting of large lots, a pre-plat and Site Plan review shall be required that provides for future development of the property in accordance with the uses and densities shown in the Comprehensive Plan. Said plat shall be filed on the City's Lien Docket as an obligation toward the property, together with an agreement of non-remonstrance towards the formation of any local improvement district which may serve the subject site.*
- D. *For properties designated in the City's Comprehensive Plan for nonresidential use, the intensity of use shall be restricted to activities which do not require construction of a permanent structure and which will not tend to restrict, obstruct, or adversely affect the future development of the property for its designated use. Except, however, that the development of a single-family dwelling shall be permitted as specified in subsection (.02), above.*
- G. *Private parks, municipal and government buildings, public utilities, public information centers, semi-public buildings of a non-commercial nature, churches, attached family dwelling units limited to two (2) family maximum, public, private, and parochial schools as provided in Section 4.184 when approved by the Development Review Board at a Public Hearing as provided in Section 4.013.*

RESPONSE: The applicant is proposing a two-phased 3-Parcel Partition to allow for a combination of church, or similar public gathering activities, plus future residential uses. The church is an existing Conditional Use, and residential use is an outright permitted use in the PDR-4 zone.

The applicant's intent is to first record the Phase 1 plat to create Parcel 2 for future residential development, consistent with the PDR-4 zoning.

Then, if determined necessary record the Phase 1 plat to separate (Partition Wall) the large sanctuary from the rest of the church building to allow for sale to another church or possibly some other similar use.

These proposed uses are consistent with the allowed uses in the RA-H zone. However, as hi-lited above, the Code requires rezoning for the land partition. The Comprehensive Plan designation of Residential 6-7/DU/AC, is implemented by the PDR-4 zoning.

As required by Sub-B. the applicant is requesting a Zone Change from RA-H to PDR-4, consistent with the Comprehensive Plan designation of Residential 6-7/DU/AC.

Section 4.120. Zones. RA-H Residential Agricultural - Holding Zone.

(.04) Dimensional Standards:

A. Minimum Lot Size: 30,000 square feet.

B. Minimum Front and Rear Yard Setbacks: Thirty (30) feet. Minimum Side Yard Setback: Ten (10) feet.

1. *Legal, non-conforming RA-H lots in the Old Town Overlay Zone shall have the following setbacks:*

- a. *Front: Ten (10) feet for single family dwellings, for all other uses: none;*
- b. *Rear: Fifteen (15) feet;*
- c. *Side: Five (5) feet...*

RESPONSE: The existing church has previously been approved as a Conditional Use, and the building, including various additions were approved through design review (98DB35 and 00DB05). The existing facilities have been found to comply with the RA-H zoning standards.

The existing lot contains 2.39 acre or 104,271 square feet, based on the boundary survey.

With the required zone change, the new lot standards will be set by the PDR-4 zoning, Section 4.124 and 4.113. Table 1 compares the RA-H and PDR-4 standards, as reflected in Table 2.

The Phase 1 preliminary plat provides approximately 17,480 square feet for Parcel 2, not counting the flag access. The buildable lot area for Parcel 2 does not include the flag access, which is technically not buildable for the intended residential use, but provides access from SW Boeckman Road. Consequently, only the primary lot area of Parcel 2 (17,480 square feet) can be counted for density calculation. The buildable land area, Parcel 2 could accommodate 2-3 housing units, depending upon the configuration, and accounting for required open space (25%).

Given the unique private street access and odd shape of Parcel 2 it is anticipated that the residential development may be some form of single family attached or clustered housing. However, the intent is for single family owner occupied units, not apartments or rentals. It is noted that any proposed development will be subject to Design Review approval and applicable zoning criteria.

**Table 2
RA-H and PDR-4 Zoning Standards**

Code Standards	RA-H	PDR-4
Minimum lot size	30,000 sf	3,000 sf
Setbacks		4.113(.02)A.*
Front	30 feet	20 feet
Rear	30 feet	20 feet
Side	10 feet	10 feet
Maximum Building Height	35 feet	35 feet

*Under the PDR-4 zoning, the setbacks for Parcels 1 & 2 are based on lots over 10,000 square feet. Future residential development of Parcel 2 will be based on the setback in 4.113(.02)B. for lots under 10,000 square feet.

Setbacks for the Parcel 1 as shown on the Phase 1 Preliminary Plat. Setback for any development of Parcel 2 will be consistent with the DPR-4 standards.

If the Phase 2 plat is necessary, the setbacks for Parcels 1 & 3 are shown on the Phase 2 Preliminary Plat, demonstrating compliance will be maintained with the new PDR-4 zoning.

Modification of Conditional Use

Section 4.184. Conditional Use Permits – Authorization.

(.01) Conditional Use of property may be granted by the Development Review Board after concluding a public hearing as provided in Section 4.013. A land use that is “conditional” is one that is generally not compatible with surrounding uses unless mitigating conditions of approval are established. In acting on applications for Conditional Use Permits, the DRB may establish conditions of approval that are found to be necessary to implement the Comprehensive Plan or to assure compliance with the standards of this Code, based on information in the record.

A. Authorization to Grant or Deny Conditional Uses: A conditional use listed in this ordinance shall be permitted, altered, or denied in accordance with the standards and procedures of this Section. In judging whether a conditional use permit shall be approved, or determining appropriate conditions of approval, the Development Review Board shall weigh the proposal’s positive and negative features that would result from authorizing the particular development at a location proposed, and to approve such use, shall find that the following criteria are either met, can be met by observance of conditions, or are not applicable:

- 1. The proposal will be consistent with the provisions of the Comprehensive Plan and the requirements of Chapter 4 of the Wilsonville Code and other applicable policies of the City.*
- 2. The characteristics of the site are suitable for the proposed use considering size, shape, design, location, topography, existence of improvements and natural features.*
- 3. All required public facilities and services exist, or will be provided, to adequately meet the needs of the proposed development.*
- 4. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, or precludes the use of surrounding properties for the uses listed as permitted in the zone.*

RESPONSE: The Church is an approved Conditional Use as modified (98DB35) under the RA-H zoning, and will continue as a Conditional Use under the PDR-4 zoning.

If the second phase partition is needed, it is anticipated that a second church, or other similar semi-public use will acquire Parcel 3, which may require a Modification to the existing Conditional Use, as follows:

1. The subject property is currently zoned RA-H, Residential Agricultural Holding. Meridian United Church of Christ is an approved Conditional Use under the RA-H zoning.

The Comprehensive Plan designation is Residential 6-7/DU/AC. Per Table 1 of 4.124(.05) the applicable implementing zone is PDR-4. Therefore, the applicant

is requesting a zone change to PDR-4. Compliance with the PDR-4 zoning is addressed later herein.

Therefore, the proposal will be consistent with the provisions of the Comprehensive Plan and the requirements of Chapter 4 of the Wilsonville Code and other applicable policies of the City as addressed herein.

2. As demonstrated by prior City land use approval (98DB35), the characteristics of the site have been found to be suitable for church use, considering size, shape, design, location, topography, existence of improvements and natural features.

As reflected on the proposed Stage I Master Plan and Preliminary Partition Plat, Parcels 1 & 3 will remain as church use, including required parking consistent with prior approvals. The only difference is that there will be two separate churches operating on-site instead of just one.

However, given the reduced congregation size of the Meridian Church of Christ, the addition of a second church is not expected to increase total site activity over that of the previous larger congregation of the Meridian Church of Christ.

3. All required public facilities and services currently exist and adequately meet the needs of the existing church facilities, and the proposed future residential development.

4. The proposed uses will not significantly alter the character of the surrounding neighborhood in a manner which substantially limits, or precludes the use of surrounding properties for the uses listed as permitted in the zone.

The continuation of church use will maintain existing conditions relative to the character of the surrounding neighborhood. The proposed future residential use will be compatible with the surrounding residential neighborhood, consistent with the PDR-4 zoning.

Therefore, the proposed modification of the Conditional Use permit complies with the approval criteria.

A. ZONE CHANGE

As note, the RA-H zoning requires rezoning in conjunction with the proposed partitioning. The applicant is requesting rezoning to PDR-4.

Section 4.197. Zone Changes and Amendments To This Code – Procedures.

(.01) The following procedure shall be followed in applying for an amendment to the text of this Chapter:

- A. The Planning Commission shall conduct a public hearing on the proposed amendment at its earliest practicable meeting after it is proposed and shall, within forty (40) days after concluding the hearing, provide a report and*

recommendation to the City Council regarding the proposed amendment. The findings and recommendations of the Commission shall be adopted by resolution and shall be signed by the Chair-of the Commission.

RESPONSE: Once the application is determined “Complete” the City will schedule the public hearing and provide the appropriate notice. The planning staff will provide the staff report.

- B. In recommending approval of a proposed text amendment, the Planning Commission shall, at a minimum, adopt findings relative to the following:*
- 1. That the application was submitted in compliance with the procedures set forth in Section 4.008; and*

RESPONSE: This application has been submitted in compliance with the procedures set forth in Section 4.008. The applicant completed a pre-application conference and has submitted all required forms, fees and supporting documents.

- 2. The amendment substantially complies with all applicable goals, policies and objectives set forth in the Comprehensive Plan; and*

RESPONSE: The applicant is requesting a zone change from RA-H to PDR-4, consistent with Section 4.124, based on the Comprehensive Plan designation is Residential 6-7/DU/AC.

- 3. The amendment does not materially conflict with, nor endanger, other provisions of the - text of the Code; and*

RESPONSE: As addressed herein, the proposed zone change will not materially conflict with, nor endanger, other provisions of the text of the Code. The requested zone change will implement to the Residential 6-7/DU/AC Plan designation as intended.

- 4. If applicable, the amendment is in compliance with Statewide Land Use Planning Goals and related administrative rules; and*

RESPONSE: The City’s Comprehensive Plan is Acknowledge by the State, and the proposed zone change will serve to implement the Residential 6-7/DU/AC Plan designation as intended. Compliance with applicable Code provisions as addressed herein ensures compliance with the Acknowledged Comprehensive Plan.

- 5. If applicable, the amendment is necessary to ensure that the City's Land Use and Development Ordinance complies with mandated requirements of State or Federal laws and/or statutes.*

RESPONSE: This zone change is required by Section 4.4.120(.02)B. and thereby maintains compliance with the City's Land Use and Development Ordinance. The requested zone change does not conflict with any State or Federal requirements.

(.02) The following procedures shall be followed for zone map amendments. : [This section Amended by Ord. 682, 9/9/10]

A. When a requested quasi-judicial zone map amendment within the Coffee Creek Industrial Design Overlay District is consistent with the adopted or concurrently proposed Comprehensive Plan Map designation and only one option exists for a zone map amendment consistent with the Comprehensive Plan Map the amendment shall be reviewed by the City Council without prior review or recommendation by the Development Review Board or Planning Commission.

1. The Zoning Order adopting such zone map amendments shall state the zone map amendment expires 120 days from Council adoption unless a Stage II Final Plan receives final local approval for the area subject to the zone map amendment. In the event of a LUBA appeal of the final local approval, the 120-day expiration period will be tolled pending completion of the appeal process.

2. Notwithstanding the process described above an applicant may elect to have the zone map amendment reviewed by the Development Review Board for a recommendation to City Council concurrently with other land use applications for the subject property.

If the Planning Director anticipates that individuals other than the applicant can be expected to question the requested zone map amendment's compliance with the Comprehensive Plan the Planning Director may require the zone map amendment be first reviewed by the Development Review Board to make a recommendation to City Council.

B. All other quasi-judicial zone map amendments shall be reviewed by the Development Review Board to make a recommendation to City Council and all legislative zone map amendments shall be reviewed by the Planning Commission to make a recommendation to City Council.

RESPONSE: The subject property is not within the *Coffee Creek Industrial Design Overlay District*. Therefore, Sub-(.02)A. is not applicable. This request will be processed in accordance with Sub-(.02)B.

C. In recommending approval or denial of a proposed zone map amendment, the Planning Commission or Development Review Board shall at a minimum, adopt findings addressing the following criteria:

1. That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125 (.18)(B)(2) or, in the case of a Planned Development, Section 4.140; and [Amended by Ord 557, adopted 9/5/03]

RESPONSE: This application was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125 (.18)(B)(2) or, in this case in accordance with Planned Development, Section 4.140. The applicant has provided a Stage I Master Plan and Stage II Final Development Plan for the PDR-4 zoning.

2. *That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text; and*

RESPONSE: As demonstrated herein and by supporting plans and documents, the proposed zone change is consistent with the Comprehensive Plan map designation (Residential 6-7/du/ac). Consistency with the implementing zoning includes substantial compliance with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text.

3. *In the event that the subject property, or any portion thereof, is designated as "Residential" on the City's Comprehensive Plan Map; specific findings shall be made addressing substantial compliance with Implementation Measures 4.1.4.b, d, e, q, and x of Wilsonville's Comprehensive Plan text; and [Amended by Ordinance No. 538, 2/21/02.]*

RESPONSE: The subject property is designated residential on the Comprehensive Plan Map. The proposed zone change substantially complies with Implementation Measures 4.1.4.b, d, e, q, and x as follows:

Policy 4.1.4 The City of Wilsonville shall provide opportunities for a wide range of housing types, sizes, and densities at prices and rent levels to accommodate people who are employed in Wilsonville.

Implementation Measure 4.1.4.b Plan for and permit a variety of housing types consistent with the objectives and policies set forth under this section of the Comprehensive Plan, while maintaining a reasonable balance between the economics of building and the cost of supplying public services. It is the City's desire to provide a variety of housing types needed to meet a wide range of personal preferences and income levels. The City also recognizes the fact that adequate public facilities and services must be available in order to build and maintain a decent, safe, and healthful living environment.

RESPONSE: The property is designated Residential 6-7/DU/AC, which is also the designation for surrounding properties. The surrounding neighborhood is substantially developed for single family detached housing consistent with the Residential 6-7/DU/AC Plan designation and PDR-4 zoning. The requested zone change is simply implementing the intended zoning.

The property is currently served by all necessary public facilities and services, each adequate to support the proposed development.

The subject property is currently developed with a church. The proposed zoning and partition will allow for continuation of the church, as well as providing for some future residential development, consistent with the PDR-4 zoning.

Implementation Measure 4.1.4.d Encourage the construction and development of diverse housing types, but maintain a general balance according to housing type and geographic distribution, both presently and in the future. Such housing types may include, but shall not be limited to: Apartments, single-family detached, single-family common wall, manufactured homes, mobile homes, modular homes, and condominiums in various structural forms.

RESPONSE: The applicant is proposing residential housing, more likely attached, on the southern portion of the property.

It is anticipated that this type of residential housing is consistent with the *Wilsonville Equitable Housing Strategic Plan*, adopted Resolution 2820.

The Plan's actions encourage the production of more diverse housing types with access to services, improve partnerships with housing providers, expand homeownership opportunities, and reduce displacement risk for Wilsonville residents.

It is also anticipated that such future housing will be designed compatible with the established surrounding neighborhood, which includes the Landover and Meadows subdivisions, and the more recent Frog Pond West now being constructed.

Implementation Measure 4.1.4.e Targets are to be set in order to meet the City's Goals for housing and assure compliance with State and regional standards.

RESPONSE: The City has set housing targets, to maintain a balance of housing types consistent with Metro Housing Goals and Policies. The applicable zoning is consistent with these targets.

The PDR-4 code allows for A variety of housing types including both detached and attached housing types (4.129(.01) B. C. & D. Given the unusual access, size and shape for Parcel 3, it is not anticipated that the site will fit detached housing.

Implementation Measure 4.1.4.q The City will continue to allow for mobile homes and manufactured dwellings, subject to development review processes that are similar to those used for other forms of housing. Individual units will continue to be allowed on individual lots, subject to design standards. Mobile home parks and subdivisions shall be subject to the same procedures as other forms of planned developments.

RESPONSE: While the City allows for mobile and manufactured homes, the applicant is not proposing this type of residential development.

Implementation Measure 4.1.4.x Apartments and mobile homes are to be located to produce an optimum living environment for the occupants and surrounding residential areas. Development criteria includes: Public Facilities and Services Wilsonville Comprehensive Plan Page D - 20 Updated June 2020

- 1. Buffering by means of landscaping, fencing, and distance from conflicting uses.*
- 2. Compatibility of design, recognizing the architectural differences between apartment buildings and houses.*
- 3. On-site recreation space as well as pedestrian and bicycle access to parks, schools, mass transit stops and convenience shopping.*
- 4. The siting of buildings to minimize the visual effects of parking areas and to increase the availability of privacy and natural surveillance for security.*

RESPONSE: While the City allows for mobile and manufactured homes, the applicant is not proposing this type of residential development.

4,197(.02) continued:

- 4. That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized; and*

RESPONSE: As addressed herein and with supporting plans and documents, all the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequately sized to serve the proposed development; or can be provided in conjunction with project development, or future City Capital Improvement projects.

- 5. That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/or geologic hazard are located on or abut the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone and*

RESPONSE: There are no designated Significant Resources (SROZ) on this property. There are also no known natural hazards associated with the property.

6. *That the applicant is committed to a development schedule demonstrating that development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change; and*

RESPONSE: The property is already developed and used for church purposes. The church use is anticipated to continue with the initial partitioning being creation of Parcel 2 for residential development. This phasing will allow the church to continue as is allowing for membership growth post-covid restrictions.

The proposed phasing, with Phase 1 including Parcels 1 & 2, will secure the zoning and Stage II approvals, thereby allowing for Phase 2 partitioning, if necessary.

Once preliminary approval is obtained, the applicant intends to immediately market the planned residential Parcel 2. It is anticipated that this effort will be successful allowing for Phase 1 platting within two years.

Even with all the covid-19 pandemic problems, the housing market has remainder relatively strong. The residential portion of this partition will be a small scale project, which is expected to attract interest among smaller project developers and builders.

7. *That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached that insure that the project development substantially conforms to the applicable development standards.*

RESPONSE: As demonstrated herein, the proposed development and use(s) can be developed in compliance with the applicable development standards. The City will attach appropriate conditions to ensure this criterion is met.

8. *Adequate public facilities, services, and transportation networks are in place, or are planned to be provided concurrently with the development of the property. The applicant shall demonstrate compliance with the Transportation Planning Rule, specifically by addressing whether the proposed amendment has a significant effect on the transportation system pursuant to OAR 660-012-0060. A Traffic Impact Analysis (TIA) shall be prepared pursuant to the requirements in Section 4.133.05.(01).*

(.03) *If affirmative findings cannot be made for all applicable criteria listed above the proposed text or map amendment, as the case may be, shall be denied.*

RESPONSE: As addressed in the Introduction, and further described herein, the site is well served by existing public facilities and public streets.

The majority of the site is operated by a church, which will continue to operate. Consequently, the low level of existing impacts from the church use are expected to be maintained.

The future residential portion of the site will be limited to 2-3 dwelling units, given the type of access and lot area available, with the PDR-4 zoning and required open space. The actual unit type and configuration will depend upon the final plans of any future purchaser. However, given the limited density, this small scale of development will not result in any significant impacts on transportation or other public facilities.

Water, sanitary sewer and storm drainage systems are all currently adequate to serve the existing church use and planned residential development. Initially the only changes to the existing utilities will be to physically separate the services to individually serve each Parcel. This will require upgrading the main sewer service to a public line, with lateral connections to each Parcel.

With the limited number of future homes anticipated, the existing street network has adequate capacity to serve the site.

In addition, with continued development of the Frog Pond West Neighborhood, the City will be widening Boeckman Road to full planned standards. The applicant has previously dedicated additional right-of-way consistent with the Boeckman Road Plans.

A Condition of Approval, (98DB35) required proportional payment for future street improvements for Boeckman Road. This condition was implemented by a payment agreement, Executed in January 1998, which has subsequently been paid in full.

Tract G of the Landover plat, by dedicated purpose, provides for “*public access and utilities*” to the church site, from SW Morgan Street. The Tract is owned by the City. As previously discussed herein the applicant has determined that acquisition of the Tract from the City is not necessary. The applicant intends to continue use for the dedicated purposes, but is not proposing to pursue acquisition.

- (.04) *City Council action approving a change in zoning shall be in the form of a Zoning Order.*
- (.05) *In cases where a property owner or other applicant has requested a change in zoning and the City Council has approved the change subject to conditions, the owner or applicant shall sign a statement accepting, and agreeing to complete the conditions of approval before the zoning shall be changed.*

RESPONSE: The City will officially adopt the requested zone change by Zoning Order per City Council action.

The applicant will sign the appropriate statement accepting the approval and all applicable conditions of approval.

CONCLUSION – Zone Change

Based on the findings presented herein the applicant has demonstrated compliance with all applicable approval criteria.

Section 4.124. Standards Applying To All Planned Development Residential Zones.

(.01) Examples of principal uses that are typically permitted:

- A. *Open Space.*
- B. *Single-Family Dwelling Units.*
- C. *Duplexes. [Added by Ord. #825, 10/15/18]*
- D. *Multiple-Family Dwelling Units. [Amended by Ord. #825, 10/15/18]*
- E. *Public parks, playgrounds, recreational and community buildings and grounds, tennis courts, and similar recreational uses, all of a non-commercial nature, provided that any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot.*
- F. *Manufactured homes, subject to the standards of Section 4.115 (Manufactured Housing).*

RESPONSE: For Parcel 2 of the proposed partition, the applicant is proposing single family owner-occupied residential use, consistent with the PDR-4 zoning, which is an outright allowed use. No initial development of Parcel 2 is proposed.

This Parcel will ultimately be sold to a residential builder. The purchaser will need to obtain appropriate land use approvals for any residential development.

(.04) Uses permitted subject to Conditional Use Permit requirements:

- A. *Public and semi-public buildings and/or structures essential to the physical and economic welfare of an area, such as fire stations, substations and pump stations.*
- B. *Public or private clubs, lodges or meeting halls. Public or private parks, playground, golf courses, driving ranges, tennis clubs, community centers and similar recreational uses.*
- C. *Churches, public, private and parochial schools, public libraries and public museums.*

RESPONSE: As previously discussed, the church use of the property is proposed to continue under the current Conditional Use Permit. However, depending upon the ultimate user for Parcel 2 modification of the Conditional Use may be necessary.

The existing site improvements comply with the existing RA-H zoning standards. With the rezoning and partitioning, compliance with the PDR-4 standards will be maintained.

(.05) Appropriate PDR Zoning Designation and Maximum and Minimum Density based on Comprehensive Plan Density Range District:

Table 1: PDR Zoning Designation and Maximum and Minimum Density based on Comprehensive Plan Density Range District

Zoning Designation	Comprehensive Plan Map Density Range District*	Max. Density per Acre	Min. Density per Acre
PDR-1	0-1	1	.8
PDR-2	2-3	3	2.4
PDR-3	4-5	5	4
PDR-4	6-7	7.5	6
PDR-5	10-12	12	9.6

***All dwelling unit types, except accessory dwelling units, are included for calculating density.**

[Amended by Ord. #841, effective 6/4/2020]

RESPONSE: As proposed the buildable portion of Parcel 2 will contain 17,480 square feet or .40 acres. This lot area will accommodate 2-3 housing units based on the density calculation of 6-7.5 units per acre. The density factors account for typical dedication of rights-of-way and the required open space at 25% of the gross area. Sub-(.06) further limits the allowed density by rounding down. However, in this case there is no rounding necessary.

- (.06) Unit Count Limitations. Unit count limitations are calculated as follows:
- A. *Maximum Unit Count. Maximum unit count at build out of Stage I Master Plan area: is calculated by taking the Gross Development Area multiplied by Maximum Density per Acre stated in Table 1 of this Code section, plus any density transferred from SROZ areas pursuant to Subsection 4.139.11 (.02). For example, any number greater than 4 and less than 5 shall be rounded down to 4.*
 - B. *Minimum Unit Count. Minimum unit count at build out of Stage I Master Plan area: 80% of maximum unit count described in A. above.*
 - C. *If the Stage I Master Plan area is subject to more than one Comprehensive Plan Map Density Range District and Zoning Designation, calculations for areas of differing densities shall be done separately and then summed together, and the final summed number rounded down to the nearest whole number.*

RESPONSE: Parcel 2, which is planned for residential development contains 17,480 square feet, or .40 gross acres. The access flag is not counted for density calculation.

Per Table 1 above, the maximum allowed density is calculated as $0.40 \times 7.5 = 3.00$. The required minimum density is 80% of the maximum, or 6 units per acre calculated as $0.40 \times 6 = 2.40$ rounded down to 2.

(.07) Lot Standards

Table 2: Lot Standards for All PDR Zoned Lots

Zoning Designation	Minimum Lot Size (square feet)	Setbacks	Maximum Lot Coverage (percent of lot area) of Largest Building/All Buildings ^A	Minimum Lot Width at building Line/Minimum Street Frontage of Lot ^B (feet)	Minimum Lot Depth (feet)	Maximum Building Height (feet)
PDR-4	3,000		75/75	35/35 ^C	60	

- A. separate building for the purpose of lot coverage calculations
- B. Lot frontage may be on a public street or approved, platted private drive.
- C. Lot frontage may be reduced to 24 feet when the lot fronts a cul-de-sac.

RESPONSE: For Parcels 1 & 3 a Waiver for Zero Setback at the partition party wall is necessary, see PDR Stage I Responses herein.

The proposed partition does not create a final lot layout for Parcel 2. The applicant intends to sell this Parcel separate from the church uses and existing buildings. Access for Parcel 2 is provided by the flag lot configuration, which provides 35 feet of frontage on SW Boeckman Road.

Parcel 2 contains 17,480 square feet, not counting the flag access, which as described above will accommodate 2-3 housing units under the PDR-4 zoning.

No initial housing is proposed as part of this partition. The applicant intends to sell this Parcel separate from the church use, with the purchaser developing the residential use, via partition or subdivision. However, given the access configuration, odd lot shape and required open space, it is anticipated that any residential development will be single family attached or cluster units, maybe similar to Charbonneau.

The applicant intends to sell Parcel 2 to a developer of home builder. The purchaser of this Parcel is anticipated to make application of further land division or site design review for the final lot/unit configuration.

Sub-(.07) Table 2 provides the lot size, setback and unit height standards, which will be applicable for such future residential development.

- (.08) Adjustments to Ensure Minimum Density is Met. In development not involving Multi-Family Dwelling Units, if demonstrated by the applicant that it is not physically possible to accommodate the minimum number of units at the required minimum lot size and the minimum open space, the following adjustments, A.-B., shall be made to the minimum extent necessary to enable minimum density to be met. To prioritize the provision of required open space, adjustments to minimum lot size, width, and depth shall be used to the extent allowed, as described in A. below, prior to any adjustment to open space requirements as described in B. below.

- A. Adjustments to Minimum Lot Size, Width, and Depth: Reduce minimum lot size of up to 20% of the residential lots, rounded consistent with Subsection (.06) above or one lot for a four-lot subdivision, by up to 20%. For example, the potential adjustment, if determined necessary, for a 100-lot subdivision in the PDR-4 zone would be to reduce 20 lots to as low as 2,400 square feet (a 20% reduction of the 3,000 square foot minimum lot size). Also reduce the minimum lot width and minimum lot depth by up to 20% as necessary to allow the reduction of lot size.

RESPONSE: Parcel 2 has been sized so as to accommodate 2-3 housing units, consistent with the PDR-4 standards, without need for any Adjustments. As noted, it is assumed that the units will be single family attached or clustered type units. No adjustments are anticipated at this time.

- B. Adjustment to Open Space Area: Reduce the amount of open space area required pursuant to Subsection 4.113 (.01). Reduce non-usable open space to the extent possible prior to usable open space required by Subsection 4.113 (.01) C. 3. After any adjustment to open space, all subdivisions with 10 or more units must still include a minimum of one usable, programmed open space of at least 2,000 square feet meeting the requirements of Subsection 4.113 (.01)
- C. 3. Subdivisions less than 10 units shall require one usable open space of at least 1,000 square feet meeting the same requirements.

[Sections (.06-.08) added by Ord. #841, effective 6/4/2020]

RESPONSE: Section 4.113(.01)C. requires 25% of residential developments be provided in open space, with a minimum of at least 1,000 square feet for developments of less than 10 lots. Since the applicant is not proposing the final residential lot layout, at this time, no adjustment for open space is being requested as part of this partition.

(.09) Block and access standards:

1. Maximum block perimeter in new land divisions: 1,800 feet.
2. Maximum spacing between streets or private drives for local access: 530 feet, unless waived by the Development Review Board upon finding that barriers such as railroads, freeways, existing buildings, topographic variations, or designated Significant Resource Overlay Zone areas will prevent street extensions meeting this standard. [Amended by Ord. 682, 9/9/10]
3. Maximum block length without pedestrian and bicycle crossing: 330 feet, unless waived by the Development Review Board upon finding that barriers such as railroads, freeways, existing buildings, topographic variations, or designated Significant Resource Overlay Zone areas will prevent pedestrian and bicycle facility extensions meeting this standard.

[Section 4.124(.06) amended by Ordinance No. 538, 2/21/02.]

RESPONSE: The subject site abuts the south side of SW Boeckman Road, just west of the Wilsonville/Stafford Road intersection. There are two local streets SW Willow Creek Drive (west) and SE Morgan Street (east) that are near the property but not immediately adjacent to it.

Tract G of the Landover plat was dedicated to the City for the stated purposes of “*public access and utilities*”. No change to this Tract is proposed, other than necessary extension of utilities. This Tract provides secondary access to the southeast corner of the property. The applicant intends to continue use of Tract G for its dedicated purposes.

This partition does not propose any new streets. Given the surrounding street and lot pattern, the subject property is not capable of completing any existing block, or providing any new block configuration consistent with the Block standard of this section. Consequently, the proposed development complies to the degree practicable.

(.10) Signs. Per the requirements of Sections 4.156.01 through 4.156.11.
[Amended by Ord. No. 704, 6/18/12]

RESPONSE: No new signs are being proposed at this time. Any future signage will be submitted under separate application.

(.11) Parking. Per the requirements of Section 4.155.

RESPONSE: See response to Section 4.155 below.

(.12) Corner Vision Clearance. Per the requirements of Section 4.177.
[Section 4.124.1 PDR-1 to Section 4.124.7 PDR-7 omitted per Ord. 841, effective 6/04/2020]

RESPONSE: No new intersections are being created. There is currently adequate vision clearance at the entry drive. Therefore, this criterion is not applicable or it is otherwise already met.

Section 4.140. Planned Development Regulations.

(.01) Purpose.

- A. *The provisions of Section 4.140 shall be known as the Planned Development Regulations. The purposes of these regulations are to encourage the development of tracts of land sufficiently large to allow for comprehensive master planning, and to provide flexibility in the application of certain regulations in a manner consistent with the intent of the Comprehensive Plan and general provisions of the zoning regulations and to encourage a harmonious variety of uses through mixed use design within specific developments thereby promoting the economy of shared public services and facilities and a variety of complimentary activities consistent with the land use designation on the Comprehensive Plan and the creation of an attractive, healthful, efficient and stable environment for living, shopping or working.*
- B. *It is the further purpose of the following Section:*
 1. *To take advantage of advances in technology, architectural design, and functional land use design:*

2. *To recognize the problems of population density, distribution and circulation and to allow a deviation from rigid established patterns of land uses, but controlled by defined policies and objectives detailed in the comprehensive plan;*
3. *To produce a comprehensive development equal to or better than that resulting from traditional lot land use development.*
4. *To permit flexibility of design in the placement and uses of buildings and open spaces, circulation facilities and off-street parking areas, and to more efficiently utilize potentials of sites characterized by special features of geography, topography, size or shape or characterized by problems of flood hazard, severe soil limitations, or other hazards;*
5. *To permit flexibility in the height of buildings while maintaining a ratio of site area to dwelling units that is consistent with the densities established by the Comprehensive Plan and the intent of the Plan to provide open space, outdoor living area and buffering of low-density development.*
6. *To allow development only where necessary and adequate services and facilities are available or provisions have been made to provide these services and facilities.*
7. *To permit mixed uses where it can clearly be demonstrated to be of benefit to the users and can be shown to be consistent with the intent of the Comprehensive Plan.*
8. *To allow flexibility and innovation in adapting to changes in the economic and technological climate.*

(.02) Lot Qualification.

- A. *Planned Development may be established on lots which are suitable for and of a size to be planned and developed in a manner consistent with the purposes and objectives of Section 4.140.*
- B. *Any site designated for development in the Comprehensive Plan may be developed as a Planned Development, provided that it is zoned "PD" or specifically defined as a PD zone by this code. All sites which are greater than two (2) acres in size, and designated in the Comprehensive Plan for commercial, residential, or industrial use shall be developed as Planned Developments, unless approved for other uses permitted by the Development Code. Smaller sites may also be developed through the City's PD procedures, provided that the location, size, lot configuration, topography, open space and natural vegetation of the site warrant such development.*

RESPONSE: As described in the zone change section above, the applicant is proposed PDR-4 zoning for the subject property. Therefore, the provisions of this Chapter are applicable.

The subject property contains 2.39 acres, which is consistent with (.02)B.

(.03) Ownership.

- A. *The tract or tracts of land included in a proposed Planned Development must be in one (1) ownership or control or the subject of a joint application by the owners of all the property included. The holder of a written option to purchase, with written authorization by the owner to make applications, shall be deemed the owner of such land for the purposes of Section 4.140.*
- B. *Unless otherwise provided as a condition for approval of a Planned Development permit, the permittee may divide and transfer units or parcels of any development. The transferee shall use and maintain each such unit or parcel in strict conformance with the approval permit and development plan.*

RESPONSE: The applicant owns the subject property, with the exception of Tract G of the Landover Plat. Tract G is owned by the City.

Contrary to the pre-application conference discussions the applicant has determined that acquisition of Tract G is not necessary.

(.04) Professional Design.

- A. *The applicant for all proposed Planned Developments shall certify that the professional services of the appropriate professionals have been utilized in the planning process for development.*
- B. *Appropriate professionals shall include, but not be limited to the following to provide the elements of the planning process set out in Section 4.139:*
 - 1. *An architect licensed by the State of Oregon;*
 - 2. *A landscape architect registered by the State of Oregon;*
 - 3. *An urban planner holding full membership in the American Institute of Certified Planners, or a professional planner with prior experience representing clients before the Development Review Board, Planning Commission, or City Council; or*
 - 4. *A registered engineer or a land surveyor licensed by the State of Oregon.*
- C. *One of the professional consultants chosen by the applicant from either 1, 2, or 3, above, shall be designated to be responsible for conferring with the planning staff with respect to the concept and details of the plan.*
- D. *The selection of the professional coordinator of the design team will not limit the owner or the developer in consulting with the planning staff.*

RESPONSE: The applicant's Design Team is set forth on the Page 2 of this Compliance Narrative.

(.05) Planned Development Permit Process.

- A. *All parcels of land exceeding two (2) acres in size that are to be used for residential, commercial or industrial development, shall, prior to the issuance of any building permit:*
 - 1. *Be zoned for planned development;*
 - 2. *Obtain a planned development permit; and*
 - 3. *Obtain Planning Director, Development Review Board, or, on appeal, City Council approval.*
- B. *Zone change and amendment to the zoning map are governed by the applicable provisions of the Zoning Sections, inclusive of Section 4.197*
- C. *Development Review Board and Planning Director approval is governed by Sections 4.400 to 4.450*

RESPONSE: This application includes a proposed zone change from RA-H to PDR-4, as previously addressed herein.

- D. *All planned developments require a planned development permit. The planned development permit review and approval process consists of the following multiple stages, the last two or three of which can be combined at the request of the applicant:*
 - 1. *Pre-application conference with Planning Department;*

RESPONSE: The applicant's Design Team participated in a virtual pre-application conference January 28, 2021. Additional discussion were held regarding the use and transfer of Tract G of the Landover plat. We have also had additional email and phone conversations with staff regarding various elements of this proposal in developing responses to the notice of Incomplete Application. Therefore, this criterion is met,

- 2. *Preliminary (Stage I) review by the Development Review Board or the Planning Director for properties within the Coffee Creek Industrial Design Overlay District. When a zone change is necessary, application for such change shall be made simultaneously with an application for preliminary approval; and*

RESPONSE: As required, this application includes a Stage I Master Plan. The Master Plan provides the necessary summary information so the Review Body can easily understand the desired outcomes. The Stage I Master Plan includes a request for one Waiver and a phasing plan. The waiver is for a Zero Lot Line setback at the Partition wall between Parcels 1 & 3.

- 3. *Final (Stage II) review by the Development Review Board or the Planning Director for properties within the Coffee Creek Industrial Design Overlay District.*

RESPONSE: This application also includes a Stage II Development Plan. The Stage II Development Plan, is essentially the same as the Preliminary Plat, except that it represents only the Phase 1 Partition Plat.

4. *In the case of a zone change and zone boundary amendment, City Council approval is required to authorize a Stage I preliminary plan except for properties within the Coffee Creek Industrial Design Overlay District, which may receive separate zone map amendment approvals.*
[Section 4.140 (.05)D amended per Ordinance No. 812, 02/22/18]

RESPONSE: The subject property is not within the Coffee Creek Industrial Design Overlay District. Therefore, DRB approval is required.

(.07) Preliminary Approval (Stage One):

- A. *Applications for preliminary approval for planned developments shall:*
 1. *Be made by the owner of all affected property or the owner's authorized agent; and*
 2. *Be filed on a form prescribed by the City Planning Department and filed with said Department.*
 3. *Set forth the professional coordinator and professional design team as provided in subsection (.04), above.*
 4. *State whether the development will include mixed land uses, and if so, what uses and in what proportions and locations.*

RESPONSE: This application is made by the property owner. It has been filed on a form provided by the Planning Department. The applicant's Design Team is set forth on page two of this Compliance Narrative.

The project summary clearly states the intended mixed-use of continued church operations and planned future residential development.

- B. *The application shall include conceptual and quantitatively accurate representations of the entire development sufficient to judge the scope, size, and impact of the development on the community; and, in addition to the requirements set forth in Section 4.035, shall be accompanied by the following information:*
 1. *A boundary survey or a certified boundary description by a registered engineer or licensed surveyor.*
 2. *Topographic information as set forth in Section 4.035*
 3. *A tabulation of the land area to be devoted to various uses, and a calculation of the average residential density per net acre. Developments within the RN zone shall show how the proposed*

number of units complies with the applicable maximum and minimum provisions of the RN zone.

4. *A stage development schedule demonstrating that the developer intends receive Stage II approval within two (2) years of receiving Stage I approval, and to commence construction within two (2) years after the approval of the final development plan, and will proceed diligently to completion; unless a phased development schedule has been approved; in which case adherence to that schedule shall be considered to constitute diligent pursuit of project completion.*
5. *A commitment by the applicant to provide in the Final Approval (Stage II) a performance bond or other acceptable security for the capital improvements required by the project.*
6. *If it is proposed that the final development plan will be executed in stages, a schedule thereof shall be provided.*
7. *Statement of anticipated waivers from any of the applicable site development standards.*

RESPONSE: This application includes all the relevant submittal requirements listed in B.1-7. Compliance with this criterion will be confirmed through the City completeness review process.

The applicant intends to implement the Partitioning in two phases as addressed herein. The initial phase (Parcels 1 & 2) will be completed within the require 2-year timeframe. The second phase will be determined based on the success of the church to re-grow membership.

As part of the Stage I Master Plan a request of a waiver of the PDR-4 setback is requested to allow a zero lot line setback at the partition party wall between Parcels 1 & 3. The partition wall physically separates the two sections of the existing building by creating a fire rated common wall.

Therefore, these criteria are met.

(.09) Final Approval (Stage Two):

[Note: Outline Number is incorrect.]

- A. *Unless an extension has been granted by the Development Review Board or Planning Director, as applicable, within two (2) years after the approval or modified approval of a preliminary development plan (Stage I), the applicant shall file with the City Planning Department a final plan for the entire development or when submission in stages has been authorized pursuant to Section 4.035 for the first unit of the development, a public hearing shall be held on each such application as provided in Section 4.013. As provided in Section 4.134, an application for a Stage II approval within the Coffee Creek Industrial Design Overlay District may be considered by the Planning Director without a public hearing as a Class II Administrative Review as provided in Section 4.035(.03).*

[Section 4.140 Section (.09)A amended per Ordinance No. 812, 02/22/18]

RESPONSE: This application includes the Stage II Development Plan, which is essentially the same as the Preliminary Plat, except that it is limited to the Phase 1 Plat to create Parcels 1 & 2. Therefore, this criterion is met.

B. The Development Review Board or Planning Director, as applicable, shall determine whether the proposal conforms to the permit criteria set forth in this Code, and shall approve, conditionally approve, or disapprove the application. [Section 4.140 Section (.09)B amended per Ordinance No. 812, 02/22/18]

RESPONSE: Compliance with the Development Permit Criteria is addressed later herein.

C. The final plan shall conform in all major respects with the approved preliminary development plan, and shall include all information included in the preliminary plan plus the following:

- 1. The location of water, sewerage and drainage facilities;*
- 2. Preliminary building and landscaping plans and elevations, sufficient to indicate the general character of the development;*
- 3. The general type and location of signs;*
- 4. Topographic information as set forth in Section 4.035;*
- 5. A map indicating the types and locations of all proposed uses; and*
- 6. A grading plan.*

RESPONSE: The Final Plan substantially conforms to the Preliminary Stage I Phasing Plan relative to items listed in C. 1-6.

D. The final plan shall be sufficiently detailed to indicate fully the ultimate operation and appearance of the development or phase of development. However, Site Design Review is a separate and more detailed review of proposed design features, subject to the standards of Section 4.400.

RESPONSE: The Phase 1 final plan is sufficiently detailed to indicate fully the ultimate operation and appearance of the development. This phase creates Parcel 2, which will allow for residential development consistent with the PDR-4 zoning.

E. Copies of legal documents required by the Development Review Board or Planning Director, as applicable, for dedication or reservation of public facilities, or for the creation of a non-profit homeowner's association, shall also be submitted. [Section 4.140 Section (.09)E amended per Ordinance No. 812, 02/22/18]

RESPONSE: Copies of legal documents required by the Development Review Board or Planning Director, as applicable, for dedication or reservation of public facilities have been provided.

- F. *Within thirty (30) days after the filing of the final development plan, the Planning staff shall forward such development plan and the original application to the Tualatin Valley Fire and Rescue District, if applicable, and other agencies involved for review of public improvements, including streets, sewers and drainage. The Development Review Board or Planning Director, as applicable, shall not act on a final development plan until it has first received a report from the agencies or until more than thirty (30) days have elapsed since the plan and application were sent to the agencies, whichever is the shorter period. [Section 4.140 Section (.09)F amended per Ordinance No. 812, 02/22/18]*
- G. *Upon receipt of the final development plan, the Development Review Board or Planning Director, as applicable shall examine such plan and determine:*
 - 1. *Whether it conforms to all applicable criteria and standards; and*
 - 2. *Whether it conforms in all substantial respects to the preliminary approval; or*
 - 3. *Require such changes in the proposed development or impose such conditions of approval as are in its judgment necessary to insure conformity to the applicable criteria and standards.**[Section 4.140 Section (.09)G amended per Ordinance No. 812, 02/22/18]*
- H. *If the Development Review Board or Planning Director, as applicable, permits the applicant to revise the plan, it shall be resubmitted as a final development plan within sixty (60) days. If the Board or Planning Director approves, disapproves or grants such permission to resubmit, the decision of the Board shall become final at the end of the appeal period for the decision, unless appealed to the City Council, in accordance with Sections 4.022 of this Code. [Section 4.140 Section (.09)H amended per Ordinance No. 812, 02/22/18]*

RESPONSE: Implementation of Section F, G & H are the responsibility of the City, once the application has been submitted.

- I. *All Stage II Site Development plan approvals shall expire two years after their approval date, if substantial development has not occurred on the property prior to that time. Provided, however, that the Development Review Board or Planning Director, as applicable, may extend these expiration times for up to three (3) additional periods of not more than one (1) year each. Applicants seeking time extensions shall make their requests in writing at least thirty (30) days in advance of the expiration date. Requests for time extensions shall only be granted upon (1) a showing that the applicant has in good faith attempted to develop or market the property in the preceding year or that development can be expected to occur within the next year, and (2) payment of any and all Supplemental Street SDCs applicable to the development...*

RESPONSE: The applicant understands the two year expiration provisions for the Stage II approval, including options for obtaining an extension, if needed.

- J. A planned development permit may be granted by the Development Review Board or Planning Director, as applicable, only if it is found that the development conforms to all the following criteria, as well as to the Planned Development Regulations in Section 4.140: [Section 4.140 Section (.09)J amended per Ordinance No. 812, 02/22/18]*
- 1. The location, design, size and uses, both separately and as a whole, are consistent with the Comprehensive Plan, and with any other applicable plan, development map or Ordinance adopted by the City Council.*

RESPONSE: This compliance narrative and supporting plans and documents demonstrate that the proposed location, design, size and uses, both separately and as a whole, are consistent with the Comprehensive Plan, and with any other applicable plan, development map or Ordinance adopted by the City Council.

The existing church operated within a prior approved building. The proposed Partition maintains this building, with a partition party wall to create two separate sections of the building. All existing parking is maintained, and proposed phased additional parking provides for compliance with the prior minimum 91 parking spaces.

The future residential development (Parcel 2) is consistent with the Residential plan designation on the Comprehensive Plan, as implemented by the proposed DPR-4 zoning.

- 2. That the location, design, size and uses are such that traffic generated by the development at the most probable used intersection(s) can be accommodated safely and without congestion in excess of Level of Service D, as defined in the Highway Capacity Manual published by the National Highway Research Board, on existing or immediately planned arterial or collector streets and will, in the case of commercial or industrial developments, avoid traversing local streets. Immediately planned arterial and collector streets are those listed in the City's adopted Capital Improvement Program, for which funding has been approved or committed, and that are scheduled for completion within two years of occupancy of the development or four years if they are an associated crossing, interchange, or approach street improvement to Interstate 5.*
- a. In determining levels of Service D, the City shall hire a traffic engineer at the applicant's expense who shall prepare a written report containing the following minimum information for consideration by the Development Review Board:*
- i. An estimate of the amount of traffic generated by the proposed development, the likely routes of travel of the estimated generated traffic, and the source(s) of information of the estimate of the traffic generated and the likely routes of travel; [Added by Ord. 561, adopted 12/15/03.]*
- ii. What impact the estimate generated traffic will have on existing level of service including traffic generated by (1) the development itself, (2) all existing developments, (3) Stage II developments approved but not yet*

built, and (4) all developments that have vested traffic generation rights under section 4.140(.10), through the most probable used intersection(s), including state and county intersections, at the time of peak level of traffic. This analysis shall be conducted for each direction of travel if backup from other intersections will interfere with intersection operations. [Amended by Ord 561, adopted 12/15/03.]

- b. The following are exempt from meeting the Level of Service D criteria standard:
 - i. A planned development or expansion thereof which generates three (3) new p.m. peak hour traffic trips or less;*
 - ii. A planned development or expansion thereof which provides an essential governmental service.**
- c. Traffic generated by development exempted under this subsection on or after Ordinance No. 463 was enacted shall not be counted in determining levels of service for any future applicant. [Added by Ord 561, adopted 12/15/03.]*
- d. Exemptions under 'b' of this subsection shall not exempt the development or expansion from payment of system development charges or other applicable regulations. [Added by Ord 561, adopted 12/15/03.]*
- e. In no case will development be permitted that creates an aggregate level of traffic at LOS "F". [Added by Ord 561, adopted 12/15/03.]*

RESPONSE: The initial phase (Parcels 1 & 2) will not significantly alter existing trip generation resulting from the historic operation of the church, as addressed in 98DB35. B There will be no change to existing impacts until Parcel 2 is actually developed.

Due to the limited number of potential units, traffic impacts of any future residential development of Parcel 2 is not expected to result in any significant degradation of traffic. As noted, development will be limited to a maximum of 3 units, see attached prior study by DKS. A separate traffic study will be prepared at the time of application for development of Parcel 2.

Therefore, the applicant has requested a Waiver of the traffic report.

- 3. That the location, design, size and uses are such that the residents or establishments to be accommodated will be adequately served by existing or immediately planned facilities and services.

RESPONSE: The existing site improvements were previously approved (98DB35) and will not be substantially altered as a result of this Partition. The existing building is adequately served consistent with prior approvals.

The future impacts of development of Parcel 2 will be evaluated at the time of proposed development. But since such development is limited to a maximum of 3 dwelling units, existing facilities all have adequate capacity to support the future development.

Therefore, the proposed partition complies with the PD Permit criteria.

Section 4.155. General Regulations - Parking, Loading and Bicycle Parking.

(.01) Purpose:

A. The design of parking areas is intended to enhance the use of the parking area as it relates to the site development as a whole, while providing efficient parking, vehicle circulation and attractive, safe pedestrian access.

B. As much as possible, site design of impervious surface parking and loading areas shall address the environmental impacts of air and water pollution, as well as climate change from heat islands.

C. The view from the public right of way and adjoining properties is critical to meet the aesthetic concerns of the community and to ensure that private property rights are met. Where developments are located in key locations such as near or adjacent to the I-5 interchanges, or involve large expanses of asphalt, they deserve community concern and attention.

RESPONSE: There are currently 78 paved spaces for the continued church use, as previously approved (98BD35). The vacant area planned for Parcel 2 development currently provides the additional parking needed to meet the approved requirement of 91 spaces for church use.

Consistent with the approved plans (98DB35) a minimum of 91 parking space is required for the church use. The prior approved Site Plan (A1.1R) showed a design for 118 parking spaces. However, the southern portion of the parking was approved as gravel for over-flow parking (gravel). The auxiliary parking is in the undeveloped portion of the property to the south, which satisfies the Condition of Approval.

With the Phase 1 partition, development of Parcel 2 will ultimately eliminate this auxiliary parking once the property is developed. Consequently, 13 additional paved parking spaces (consistent with the prior approval) will be paved, as reflected on the Preliminary Plat to maintain the 91 required spaces. However, paving of these additional spaces is proposed to be provided in conjunction with the sale and development of Parcel 2, as part of the Phase 1 plat.

Parcel 2 is planned for residential use. However, no homes or final layout are proposed as part of this partitioning application.

Anticipated future residential development will be addressed under a separate application, which will provide parking consistent with Code standards.

(.02) General Provisions:

A. The provision and maintenance of off-street parking spaces is a continuing obligation of the property owner. The standards set forth herein shall be considered by the Development Review Board as minimum criteria.

1. The Board shall have the authority to grant variances or planned development waivers to these standards in keeping with the purposes and objectives set forth in the Comprehensive Plan and this Code.

2. Waivers to the parking, loading, or bicycle parking standards shall only be issued upon a findings that the resulting development will have no significant adverse impact on the surrounding neighborhood, and the community, and that the development considered as a whole meets the purposes of this section.

B. No area shall be considered a parking space unless it can be shown that the area is accessible and usable for that purpose, and has maneuvering area for the vehicles, as determined by the Planning Director.

C. In cases of enlargement of a building or a change of use from that existing on the effective date of this Code, the number of parking spaces required shall be based on the additional floor area of the enlarged or additional building, or changed use, as set forth in this Section. Current development standards, including parking area landscaping and screening, shall apply only to the additional approved parking area.

D. In the event several uses occupy a single structure or parcel of land, the total requirement for off-street parking shall be the sum of the requirements of the several uses computed separately, except as modified by subsection "E," below.

E. Owners of two (2) or more uses, structures, or parcels of land may utilize jointly the same parking area when the peak hours of operation do not overlap, provided satisfactory legal evidence is presented in the form of deeds, leases, or contracts securing full and permanent access to such parking areas for all the parties jointly using them. [Amended by Ord. # 674 11/16/09]

F. Off-street parking spaces existing prior to the effective date of this Code may be included in the amount necessary to meet the requirements in case of subsequent enlargement of the building or use to which such spaces are necessary.

G. Off-Site Parking. Except for single-family dwellings, the vehicle parking spaces required by this Chapter may be located on another parcel of land, provided the parcel is within 500 feet of the use it serves and the DRB has approved the off-site parking through the Land Use Review. The distance from the parking area to the use shall be measured from the nearest parking space to the main building entrance, following a sidewalk or other pedestrian route. The right to use the offsite parking must be evidenced in the form of recorded deeds, easements, leases, or contracts securing full and permanent access to such parking areas for all the parties jointly using them. [Amended by Ord. # 674 11/16/09]

H. The conducting of any business activity shall not be permitted on the required parking spaces, unless a temporary use permit is approved pursuant to Section 4.163.

I. Where the boundary of a parking lot adjoins or is within a residential district, such parking lot shall be screened by a sight-obscuring fence or planting. The screening shall be continuous along that boundary and shall be at least six (6) feet in height.

J. Parking spaces along the boundaries of a parking lot shall be provided with a sturdy bumper guard or curb at least six (6) inches high and located far enough within the boundary to prevent any portion of a car within the lot from extending over the property line or interfering with required screening or sidewalks.

K. All areas used for parking and maneuvering of cars shall be surfaced with asphalt, concrete, or other surface, such as pervious materials (i. e. pavers, concrete, asphalt) that is found by the City's authorized representative to be suitable for the purpose. In all cases, suitable drainage, meeting standards set by the City's authorized representative, shall be provided. [Amended by Ord. # 674 11/16/09]

L. Artificial lighting which may be provided shall be so limited or deflected as not to shine into adjoining structures or into the eyes of passers-by.

M. Off-street parking requirements for types of uses and structures not specifically listed in this Code shall be determined by the Development Review Board if an application is pending before the Board. Otherwise, the requirements shall be specified by the Planning Director, based upon consideration of comparable uses.

N. Up to forty percent (40%) of the off-street spaces may be compact car spaces as identified in Section 4.001 - "Definitions," and shall be appropriately identified.
O. Where off-street parking areas are designed for motor vehicles to overhang beyond curbs, planting areas adjacent to said curbs shall be increased to a minimum of seven (7) feet in depth. This standard shall apply to a double row of parking, the net effect of which shall be to create a planted area that is a minimum of seven (7) feet in depth.

RESPONSE: The church has existing approved parking, as described above, see Existing Approved Site Plan (A1.1R). The existing paved access and parking portion of the site improvements are not initially proposed to be altered from the prior approval (98DB35). However, some repaving will be required for utilities and added parking.

For the church use, the building, landscaping and parking configuration will remain as it exists, until Parcel 3 is platted, if determined necessary. However, 13 new parking spaces are proposed to be constructed as part of the Phase 1 plat. These additional spaces account for overflow spaces lost to Parcel 2, providing the required 91 spaces.

However, some of the trees within the parking area were damaged during the February 2021 ice storm. These trees are identified on the Updated Landscape Inventory and Planting Plan (L1-0). A total of 4 trees will be replaced, together with 241 shrubs that have died or are otherwise missing. These replacement plantings will be complete prior to or in conjunction with the Phase 1 Final Plat approval. The updated Landscaping Inventory and Planting plan has been provided, to maintain consistency with the prior approved plans (98DB35).

The Phase 2 partition will create a new line property line (partition wall) separating the building into Parcels 1 & 3 for ownership purposes only. Parcels 1 & 3 will jointly share the existing access and parking within the two flags (Parcels 2 & 3) covered by reciprocal easement.

The existing parking provides 78 paved spaces, with additional graveled area for auxiliary parking for about 30 cars (98DB35).

The historic church operations at this location have previously included use by other church organizations on a rental basis, including shared parking, which has proved to be adequate. Consequently, adding a separate ownership, as compared to rental agreement, is not expected to significantly alter the demand for parking.

Based on a shared parking agreement (cross-easement) the respective owners will be responsible for coordinating activities so that large group activities will not conflict with each other resulting in over-load parking requirements.

Parcel 2 is expected to be sold separately for future residential development (Phase 1). Therefore, there the additional parking will be provided to allow the creation of Parcel 2. Any future residential development will provide parking consistent with Section 4.155.

(.03) Minimum and Maximum Off-Street Parking Requirements:

A. Parking and loading or delivery areas shall be designed with access and maneuvering area adequate to serve the functional needs of the site and shall:

1. Separate loading and delivery areas and circulation from customer and/or employee parking and pedestrian areas. Circulation patterns shall be clearly marked.

2. To the greatest extent possible, separate vehicle and pedestrian traffic.

B. Parking and loading or delivery areas shall be landscaped to minimize the visual dominance of the parking or loading area, as follows:

1. Landscaping of at least ten percent (10%) of the parking area designed to be screened from view from the public right-of-way and adjacent properties.

This landscaping shall be considered to be part of the fifteen percent (15%) total landscaping required in Section 4.176.03 for the site development.

2. Landscape tree planting areas shall be a minimum of eight (8) feet in width and length and spaced every eight (8) parking spaces or an equivalent aggregated amount.

a. Trees shall be planted in a ratio of one (1) tree per eight (8) parking spaces or fraction thereof, except in parking areas of more than two hundred (200) spaces where a ratio of one (1) tree per six (six) spaces shall be applied as noted in subsection (.03)(B.)(3.). A landscape design that includes trees planted in areas based on an aggregated number of parking spaces must provide all area calculations.

b. Except for trees planted for screening, all deciduous interior parking lot trees must be suitably sized, located, and maintained to provide a branching minimum of seven (7) feet clearance at maturity.

RESPONSE: The existing parking provides 78 paved spaces, with additional graveled area for auxiliary parking for about 30 cars as previously approved (98DB35).

Limited new parking is proposed as part of this partitioning, with the addition of 13 spaces proposed in conjunction with the development of Parcel 2 to maintain the required 91 minimum spaces. Minor landscaping (islands) will be added with the additional parking space to maintain compliance with the above criteria.

3. Due to their large amount of impervious surface, new development with parking areas of more than two hundred (200) spaces that are located in any zone, and that may be viewed from the public right of way, shall be landscaped to the following additional standards:

a. One (1) trees shall be planted per six (6) parking spaces or fraction thereof. At least twenty-five percent (25%) of the required trees must be planted in the interior of the parking area...

RESPONSE: The existing parking is less than 200 spaces. Therefore, these criteria are not applicable.

4. Be designed for safe and convenient access that meets ADA and ODOT standards. All parking areas which contain ten (10) or more parking spaces, shall for every fifty (50) standard spaces., provide one ADA-accessible parking space that is constructed to building code standards, Wilsonville Code 9.000.

5. Where possible, parking areas shall be designed to connect with parking areas on adjacent sites so as to eliminate the necessity of utilizing the public street for multiple accesses or cross movements. In addition, on-site parking shall be designed for efficient on-site circulation and parking.

RESPONSE: The existing parking has been approved, consistent with these criteria (98BD35).

6. In all multi-family dwelling developments, there shall be sufficient areas established to provide for parking and storage of motorcycles, mopeds and bicycles. Such areas shall be clearly defined and reserved for the exclusive use of these vehicles.

RESPONSE: No multi-family housing is proposed. Therefore, this criterion is not applicable.

7. On-street parking spaces, directly adjoining and on the same side of the street as the subject property, may be counted towards meeting the minimum off-street parking standards.

8. Tables 5, below, shall be used to determine the minimum and maximum parking standards for various land uses. The minimum number of required parking spaces shown on Tables 5 shall be determined by rounding to the nearest whole parking space. For example, a use containing 500 square feet, in an area where the standard is one space for each 400 square feet of floor area, is required to provide one off-street parking space. If the same use contained more than 600 square feet, a second parking space would be required. [Amended by Ordinance No. 538, 2/21/02.]

RESPONSE: The property abuts SW Boeckman Road, which is a designate arterial, which does not allow for on-street parking.

As addressed herein, the existing parking complies with the applicable standards.

Section 4.156.01. Sign Regulations Purpose and Objectives.

(.01) Purpose. The general purpose of the sign regulations are to provide one of the principal means of implementing the Wilsonville Comprehensive Plan by fostering an aesthetically pleasing, functional, and economically vital community, as well as promoting public health, safety, and well-being. The sign regulations strive to accomplish the above general purpose by meeting the needs of sign owners while maintaining consistency with the development and design standards elsewhere in Chapter 4. This code regulates the design, variety, number, size, location, and type of signs, as well as the processes required to permit various types of signs. Sign regulations have one or more of the following specific objectives:

- A. Well-designed and aesthetically pleasing signs sufficiently visible and comprehensible from streets and rights-of-way that abut a site as to aid in wayfinding, identification and provide other needed information.*
- B. Sign design and placement that is compatible with and complementary to the overall design and architecture of a site, along with adjoining properties, surrounding areas, and the zoning district.*
- C. A consistent and streamlined sign review process that maintains the quality of sign development and ensures due process.*

- D. Consistent and equitable application and enforcement of sign regulations.*
- E. All signs are designed, constructed, installed, and maintained so that public safety, particularly traffic safety, are not compromised.*
- F. Sign regulations are content neutral.*

RESPONSE: The church has an existing sign our along Boeckman Road. No changes to signage is proposed at this time.

Section 4.176. Landscaping, Screening, and Buffering.

Note: the reader is encouraged to see Section 4.179, applying to screening and buffering of storage areas for solid waste and recyclables.

(.01) Purpose. This Section consists of landscaping and screening standards and regulations for use throughout the City. The regulations address materials, placement, layout, and timing of installation. The City recognizes the ecological and economic value of landscaping and requires the use of landscaping and other screening or buffering to:

- A. Promote the re-establishment of vegetation for aesthetic, health, erosion control, flood control and wildlife habitat reasons;*
- B. Restore native plant communities and conserve irrigation water through establishment, or re-establishment, of native, drought-tolerant plants;*
- C. Mitigate for loss of native vegetation;*
- D. Establish and enhance a pleasant visual character which recognizes aesthetics and safety issues;*
- E. Promote compatibility between land uses by reducing the visual, noise, and lighting impacts of specific development on users of the site and abutting sites or uses;*
- F. Unify development and enhance and define public and private spaces;*
- G. Promote the retention and use of existing topsoil and vegetation. Amended soils benefit stormwater retention and promote infiltration;*
- H. Aid in energy conservation by providing shade from the sun and shelter from the wind; and*
- I. Screen from public view the storage of materials that would otherwise be considered unsightly.*
- J. Support crime prevention, create proper sight distance clearance, and establish other safety factors by effective landscaping and screening.*
- K. Provide landscaping materials that minimize the need for excessive use of fertilizers, herbicides and pesticides, irrigation, pruning, and mowing to conserve and protect natural resources, wildlife habitats, and watersheds.*

RESPONSE: The church has existing landscaping that met the standards at the time of prior land use approvals. Per 98BD35, the approved plans provided 50,303 square feet of landscaping, which equals 46.8% of the site as reflected in Table 1.

Landscaping and other use areas adjusted for Parcels 1 & 2 with the partitioning are shown in Table 3. Compliance with landscaping and other area requirements is maintained. Parcel 2 remains undeveloped and is proposed for residential development.

However, connection to utilities may necessitate replacement of some landscaping. It is noted that with the dedication of right-of-way (2003) the land area numbers in Table 3 vary slightly from those listed in the record for 98DB35.

For this application, the City requested an updated landscaping inventory, together with a planting plan to ensure compliance with the prior approved plans (98DB35).

**Table 3
Propose Land Use Areas
Phase 2 Plat
Parcels 1 & 3**

Area Use	Parcel 1		Parcel 3	
	Square Footage	Percent of Site	Square Footage	Percent of Site
Buildings	5,727	28.1	7,462	15.9
Parking/paved	2,689	13.1	26,173	55.7
Landscaping	11,984	58.8	13,372	28.4
Existing Total	20,391	100.0%	47007	100.0%

(.02) *Landscaping and Screening Standards.*

- A. *Subsections “C” through “I,” below, state the different landscaping and screening standards to be applied throughout the City. The locations where the landscaping and screening are required and the depth of the landscaping and screening is stated in various places in the Code.*
- B. *All landscaping and screening required by this Code must comply with all of the provisions of this Section, unless specifically waived or granted a Variance as otherwise provided in the Code. The landscaping standards are minimum requirements; higher standards can be substituted as long as fence and vegetation height limitations are met. Where the standards set a minimum based on square footage or linear footage, they shall be interpreted as applying to each complete or partial increment of area or length (e.g., a landscaped area of between 800 and 1600 square feet shall have two trees if the standard calls for one tree per 800 square feet.*
- C. *General Landscaping Standard.*
 - 1. *Intent. The General Landscaping Standard is a landscape treatment for areas that are generally open. It is intended to be applied in situations where distance is used as the principal means of separating uses or developments and landscaping is required to enhance the intervening space. Landscaping may include a mixture of ground cover, evergreen and deciduous shrubs, and coniferous and deciduous trees.*
 - 2. *Required materials. Shrubs and trees, other than street trees, may be grouped. Ground cover plants must fully cover the remainder of the landscaped area (see Figure 21: General Landscaping). The General Landscaping Standard has two different requirements for trees and shrubs:*
 - a. *Where the landscaped area is less than 30 feet deep, one tree is required for every 30 linear feet.*

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

RESPONSE: The subject property is surrounded by residential development, for which sight-obscuring screening is required consistent with Sub-section F. & J.

An update Landscape Inventory and Replacement Planting Plan (Sheet L1.0) has been provided to ensure consistency with the prior approved plan (98BD35) is maintained.

F. High Screen Landscaping Standard.

- 1. *Intent. The High Screen Landscaping Standard is a landscape treatment that relies primarily on screening to separate uses or developments. It is intended to be applied in situations where visual separation is required.*
- 2. *Required materials. The High Screen Landscaping Standard requires sufficient high shrubs to form a continuous screen at least six (6) feet high and 95% opaque, year-round. In addition, one tree is required for every 30 linear feet of landscaped area, or as otherwise required to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area. A six (6) foot high masonry wall or a berm may be substituted for the shrubs, but the trees and ground cover plants are still required. When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area. (See Figure 24: High Screen Landscaping).*

J. Fully Sight-Obscuring Fence Standard.

- 1. *Intent. The Fully Sight-Obscuring Fence Standard is intended to provide a totally blocked visual separation. The standard is applied where full visual screening is needed to reduce the impact of one use or development on another. It can be applied in conjunction with landscape plantings or applied in areas where landscape plantings are not necessary.*
- 2. *Required materials. Fully sight-obscuring fences are to be at least six (6) feet high and 100% sight-obscuring. Fences may be made of wood (other than plywood or particle-board), metal, bricks, masonry or other permanent materials (see Figure 28: Totally Sight-Obscuring Fence).*

RESPONSE: For the most part the existing landscaping provides the required perimeter screening, with fencing, trees and shrubs. However, some trees have been lost to storm damage, and those will be replaced with Phase 1 improvements.

- (.03) *Landscape Area. Not less than fifteen percent (15%) of the total lot area, shall be landscaped with vegetative plant materials. The ten percent (10%) parking area landscaping required by section 4.155.03(B)(1) is included in the fifteen percent (15%) total lot landscaping requirement. Landscaping shall be located in at least three separate and distinct areas of the lot, one of which must be in the contiguous*

frontage area. Planting areas shall be encouraged adjacent to structures. Landscaping shall be used to define, soften or screen the appearance of buildings and off-street parking areas. Materials to be installed shall achieve a balance between various plant forms, textures, and heights. The installation of native plant materials shall be used whenever practicable. (For recommendations refer to the Native Plant List maintained by the City of Wilsonville). [Amended by Ord. # 674 11/16/09]

RESPONSE: The existing landscaping exceeds the 15% minimum standard, and provides the 10% parking area landscaping. As noted, trees lost to storm damage will be replaced.

With the proposed partitioning, each Parcel maintains compliance with landscaping, exceeding the 15% minimum.

- (.04) *Buffering and Screening. Additional to the standards of this subsection, the requirements of the Section 4.137.5 (Screening and Buffering Overlay Zone) shall also be applied, where applicable.*
- A. All intensive or higher density developments shall be screened and buffered from less intense or lower density developments.*
 - B. Activity areas on commercial and industrial sites shall be buffered and screened from adjacent residential areas. Multi-family developments shall be screened and buffered from single-family areas.*
 - C. All exterior, roof and ground mounted, mechanical and utility equipment shall be screened from ground level off-site view from adjacent streets or properties.*
 - D. All outdoor storage areas shall be screened from public view, unless visible storage has been approved for the site by the Development Review Board or Planning Director acting on a development permit.*
 - E. In all cases other than for industrial uses in industrial zones, landscaping shall be designed to screen loading areas and docks, and truck parking.*
 - F. In any zone any fence over six (6) feet high measured from soil surface at the outside of fence line shall require Development Review Board approval.*
- (.05) *Sight-Obscuring Fence or Planting. The use for which a sight-obscuring fence or planting is required shall not begin operation until the fence or planting is erected or in place and approved by the City. A temporary occupancy permit may be issued upon a posting of a bond or other security equal to one hundred ten percent (110%) of the cost of such fence or planting and its installation. (See Sections 4.400 to 4.470 for additional requirements.)*

RESPONSE: For the most part the existing landscaping provides the required perimeter screening, with fencing, trees and shrubs. However, some trees have been lost to storm damage, and those will be replaced with Phase 1 improvements.

Section 4.179. Mixed Solid Waste and Recyclables Storage in New Multi-Unit Residential and Non-Residential Buildings.

(.01) All site plans for multi-unit residential and non-residential buildings submitted to the Wilsonville Development Review Board for approval shall include adequate storage space for mixed solid waste and source separated recyclables. [Amended by Ordinance No. 538, 2/21/02.]

(.02) The floor area of an interior or exterior storage area shall be excluded from the calculation of building floor area for purposes of determining minimum storage requirements.

(.03) The storage area requirement shall be based on the predominant use(s) of the building. If a building has more than one of the uses listed herein and that use occupies 20 percent or less of the floor area of the building, the floor area occupied by that use shall be counted toward the floor area of the predominant use(s). If a building has more than one of the uses listed herein and that use occupies more than 20 percent of the floor area of the building, then the storage area requirement for the whole building shall be the sum of the requirement for the area of each use.

(.04) Storage areas for multiple uses on a single site may be combined and shared.

RESPONSE: For solid waste and recycling the church is currently using typical residential roll carts, as previously approved (98DB35). This method has proved to be adequate, without need for any large drop boxes, etc.

The carts are stored on the east side of the building, and placed out in the parking lot for weekly pick-up by Republic Services. No immediate changes are proposed. With the partitioning, it is anticipated that the same roll cart service will be maintained as there is no need for a large drop box, which would require an enclosure.

(.05) The specific requirements are based on an assumed storage height of four feet for solid waste/recyclables. Vertical storage higher than four feet but no higher than seven feet may be used to accommodate the same volume of storage in a reduced floor space. Where vertical or stacked storage is proposed, the site plan shall include drawings to illustrate the layout of the storage area and dimensions for the containers.

(.06) The specific requirements for storage area are as follows:

A. Multi-unit residential buildings containing five-ten units shall provide a minimum storage area of 50 square feet. Buildings containing more than ten residential units shall provide an additional five square feet per unit for each unit above ten.

B. Non-residential buildings shall provide a minimum storage area of ten square feet, plus:

- 1. Office: Four square feet per 1,000 square feet gross floor area (GFA);*
- 2. Retail: Ten square feet per 1,000 square feet GFA;*
- 3. Wholesale / Warehouse / Manufacturing: Six square feet per 1,000 square feet GFA; and*
- 4. Other: Four square feet per 1,000 square feet GFA.*

(.07) The applicant shall work with the City's franchised garbage hauler to ensure that site plans provide adequate access for the hauler's equipment and that storage area is adequate for the anticipated volumes, level of service and any other special circumstances which may result in the storage area exceeding its capacity. The hauler shall notify the City by letter of their review of site plans and make recommendations for changes in those plans pursuant to the other provisions of this section.

RESPONSE: The applicant has existing service provided by Republic Services, as described above. No changes are proposed at this time. Some minor adjustments may be necessary once a new owner for Parcel 3 is identified. The applicant will coordinate with Republic Services as need for any changes in service. But it is not anticipated that a storage enclosure will be necessary.

Section 4.199 OUTDOOR LIGHTING

Section 4.199.10 Outdoor Lighting In General.

Section 4.199.20 Applicability.

Section 4.199.30 Lighting Zones.

Section 4.199.40 Lighting Systems Standards for Approval.

Section 4.199.50 Submittal Requirements.

Section 4.199.60 Major Additions or Modifications.

Section 4.199.10. Outdoor Lighting In General.

(.01) Purpose: The purpose of this Code is to provide regulations for outdoor lighting that will:

Section 4.199.20. Applicability.

- A. Permit reasonable uses of outdoor lighting for nighttime safety, utility, security, productivity, enjoyment and commerce.*
- B. Conserve energy and resources to the greatest extent possible.*
- C. Minimize glare, particularly in and around public rights-of-way; and reduce visual discomfort and improve visual acuity over large areas by avoiding "light islands" and "spotlighting" that result in reduced visual perception in areas adjacent to either the source of the glare or the area illuminated by the glare.*
- D. Minimize light trespass, so that each owner of property does not cause unreasonable light spillover to other property.*
- E. Curtail the degradation of the nighttime environment and the night sky.*
- F. Preserve the dark night sky for astronomy and enjoyment.*
- G. Protect the natural environment, including wildlife, from the damaging effects of night lighting from human sources.*

(.02) Purpose Statement as Guidelines: Declaration of purpose statements are guidelines and not approval criteria in the application of WC Section 4.199.

RESPONSE: The existing lighting was approved per 98DB35. No changes to outdoor lighting is proposed at this time.

Once Parcel 2 is developed, the existing in that area will be eliminated. If it is determined that a new light will be necessary for the southern portion of the access parking area, a light it will be provided in conjunction with Parcel 2 development.

B. PRELIMINARY PARTITION PLAT

LAND DIVISIONS

Section 4.200. General - Purpose.

The City Council hereby finds and deems that it is reasonable and necessary, in order to accomplish the orderly development of land within the corporate limits of the City, and in order to promote the public health, safety and general welfare of the City, to enact these sections, to be hereinafter known as the "Land Division Regulations of the City of Wilsonville, Oregon," in order to provide rules, regulations and standards to govern the approval of plats for subdivisions, land partitions, condominium divisions, and plans for other property divisions, to carry out the development pattern and plan of the City and to promote the public health, safety and general welfare thereof, and in order to lessen congestion of streets, secure safety from fires, flood, pollution and other dangers and to provide adequate light and area, and to prevent overcrowding of land, improve connectivity from one part of the community to another, and to facilitate adequate provision for transportation, water supplies, sewage, drainage, education, recreation and other needs of the people of the City, and to prescribe procedures to be followed in submitting plans and plats of land divisions for approval by the City.

Section 4.202. General - Authorization.

- (.01) Pursuant to ORS Chapter 92, plans and plats must be approved by the Planning Director or Development Review Board (Board), as specified in Sections 4.030 and 4.031, before a plat for any land division may be filed in the county recording office for any land within the boundaries of the City, except that the Planning Director shall have authority to approve a final plat that is found to be substantially consistent with the tentative plat approved by the Board.*
- (.02) The Development Review Board and Planning Director shall be given all the powers and duties with respect to procedures and action on tentative and final plans, plats and maps of land divisions specified in Oregon Revised Statutes and by this Code.*
- (.03) Approval by the Development Review Board or Planning Director of divisions of land within the boundaries of the City, other than statutory subdivisions, is hereby required by virtue of the authority granted to the City in ORS 92.*
- (.04) No person shall sell any lot or parcel in any condominium, subdivision, or land partition until a final condominium, subdivision or partition plat has been approved by the Planning Director as set forth in this Code and properly recorded with the appropriate county.
 - A. No development permit shall be issued for any lot or parcel that is not legally created in accordance with this Code.*
 - B. It shall be a violation of this Code to divide a tract of land into a parcel smaller than the lot size required in the Zoning Sections of this Code unless specifically approved by the Development Review Board or City Council. No conveyance of any portion of a lot, for other than a public use, shall leave a structure on the remainder of the lot with less than the minimum lot size, width, depth, frontage, yard or setback requirements, unless**

specifically authorized through the Variance procedures of Section 4.196 or the waiver provisions of the Planned Development procedures of Section 4.118...

RESPONSE: The applicant is proposing a 3-Parcel partition, which requires compliance with this Code Section.

Section 4.210. Application Procedure.

(.01) *Pre-application conference. Prior to submission of a tentative condominium, partition, or subdivision plat, a person proposing to divide land in the City shall contact the Planning Department to arrange a pre-application conference as set forth in Section 4.010.*

RESPONSE: The applicant has completed a Pre-application Conference, which was held January 28, 2021. Further discussion regarding Tract G was held March 16, 2021.

A. *Preparation of Tentative Plat. The Planning staff shall provide information regarding procedures and general information having a direct influence on the proposed development, such as elements of the Comprehensive Plan, existing and proposed streets, roads and public utilities. The applicant shall cause to be prepared a tentative plat, together with improvement plans and other supplementary material as specified in this Section. The Tentative Plat shall be prepared by an Oregon licensed professional land surveyor or engineer. An affidavit of the services of such surveyor or engineer shall be furnished as part of the submittal.*

RESPONSE: The applicant is proposing a 2-Phased 3-Parcel Partition. Information regarding submittal requirements were addressed at the Pre-application Conference.

**Table 4
3-Parcel Partition
Land Area Allocation**

Parcel	Lot Area Square Feet
1	20,391
2	17,788 (less flag access)**
3 (Phase 2)	47,007
Total	104,271*

*The base lot contains 104,271 square feet, per boundary survey.

**The flag access for Parcel 2 is 13,063 square feet, but is not counted for density calculation.

The land area allocation summary for Phase 1 is shown in Table 5 later herein.

B. *Tentative Plat Submission. The purpose of the Tentative Plat is to present a study of the proposed subdivision to the Planning Department and Development Review Board and to receive approval or*

recommendations for revisions before preparation of a final Plat. The design and layout of this plan plat shall meet the guidelines and requirements set forth in this Code. The Tentative Plat shall be submitted to the Planning Department with the following information:

- 1. Site development application form completed and signed by the owner of the land or a letter of authorization signed by the owner. A preliminary title report or other proof of ownership is to be included with the application form.*
- 2. Application fees as established by resolution of the City Council.*
- 3. Ten (10) copies and one (1) sepia or suitable reproducible tracing of the Tentative Plat shall be submitted with the application. Paper size shall be eighteen inch (18") by twenty-four inch (24"), or such other size as may be specified by the City Engineer.*
- 4. Name of the subdivision. No subdivision name shall duplicate or resemble the name of any other subdivision in Clackamas or Washington County. Names may be checked through the county offices.*
- 5. Names, addresses, and telephone numbers of the owners and applicants, and engineer or surveyor.*
- 6. Date, north point and scale of drawing.*
- 7. Location of the subject property by Section, Township, and Range.*
- 8. Legal road access to subject property shall be indicated as City, County, or other public roads.*
- 9. Vicinity map showing the relationship to the nearest major highway or street.*
- 10. Lots: Dimensions of all lots, minimum lot size, average lot size, and proposed lot and block numbers.*
- 11. Gross acreage in proposed plat.*
- 12. Proposed uses of the property, including sites, if any, for multi-family dwellings, shopping centers, churches, industries, parks, and playgrounds or other public or semi-public uses.*
- 13. Improvements: Statement of the improvements to be made or installed including streets, private drives, sidewalks, lighting, tree planting, and times such improvements are to be made or completed. [Amended by Ord. 682, 9/9/10]*
- 14. Trees. Locations, types, sizes, and general conditions of all existing trees, as required in Section 4.600.*
- 15. Utilities such as electrical, gas, telephone, on and abutting the tract.*
- 16. Easements: Approximate width, location, and purpose of all existing and proposed easements on, and known easements abutting the tract.*
- 17. Deed Restrictions: Outline of proposed deed restrictions, if any.*
- 18. Written Statement: Information which is not practical to be shown on the maps may be shown in separate statements accompanying the Tentative Plat.*

19. *If the subdivision is to be a "Planned Development," a copy of the proposed Home Owners Association By-Laws must be submitted at the time of submission of the application. The Tentative Plat shall be considered as the Stage I Preliminary Plan. The proposed By-Laws must address the maintenance of any parks, common areas, or facilities.*
20. *Any plat bordering a stream or river shall indicate areas subject to flooding and shall comply with the provisions of Section 4.172.*
21. *Proposed use or treatment of any property designated as open space by the City of Wilsonville.*
22. *A list of the names and addresses of the owners of all properties within 250 feet of the subject property, printed on self-adhesive mailing labels. The list shall be taken from the latest available property ownership records of the Assessor's office of the affected county.*
23. *A completed "liens and assessments" form, provided by the City Finance Department.*
24. *Locations of all areas designated as a Significant Resource Overlay Zone by the City, as well as any wetlands shall be shown on the tentative plat.*
25. *Locations of all existing and proposed utilities, including but not limited to domestic water, sanitary sewer, storm drainage, and any private utilities crossing or intended to serve the site. Any plans to phase the construction or use of utilities shall be indicated. [Amended by Ord. 682, 9/9/10]*
26. *A traffic study, prepared under contract with the City, shall be submitted as part of the tentative plat application process, unless specifically waived by the Community Development Director.*

RESPONSE: This application includes the proposed Preliminary Partition Plat, which provides all of the applicable information listed in B.1-16.

The partition party wall, which will separate Parcels 1 & 3 runs along the north side of the existing wall separating the two sections of the building. This wall will be upgraded to the required fire rating. As noted, to comply with Building Code restriction there will not be any door connecting the two separate ownerships. The property line continues along the dividing wall to the exterior of the building, then extends north the width of the sidewalk, which runs parallel to the sanctuary extending in a straight line out to the parking lot sidewalk.

The existing sidewalk adjacent to the parking lot is contained within Parcel 1 and 3.

C. Action on proposed tentative plat:

1. *Consideration of tentative subdivision plat. The Development Review Board shall consider the tentative plat and the reports of City staff and other agencies at a regular Board meeting no more than ninety (90) days after tentative plat application has been accepted as complete by the City. Final action on the proposed tentative plat shall occur within*

the time limits specified in Section 4.013. The tentative plat shall be approved if the Development Review Board determines that the tentative plat conforms in all respects to the requirements of this Code.

2. *Consideration of tentative partition plat. The Planning Director shall review and consider any proposed land partition plat through the procedures for Administrative Reviews specified in Section 4.030 and 4.035.*
3. *The Board shall, by Resolution, adopt its decision, together with findings and a list of all Conditions of Approval or required changes to be reflected on the Final Plat.*
4. *Board may limit content of deed restrictions. In order to promote local, regional and state interests in affordable housing, the Board may limit the content that will be accepted within proposed deed restrictions or covenants. In adopting conditions of approval for a residential subdivision or condominium development, the Board may prohibit such things as mandatory minimum construction costs, minimum unit sizes, prohibitions of manufactured housing, etc.*
5. *Effect of Approval. After approval of a tentative plat, the applicant may proceed with final surveying, improvement construction and preparation of the final plat. Approval shall be effective for a period of two (2) years, and if the final plat is not submitted to the Planning Department within such time, the tentative plat shall be submitted again and the entire procedure shall be repeated for consideration of any changed conditions which may exist. Except, however, that the Development Review Board may grant a time extension as provided in Section 4.023.*

RESPONSE: Compliance with the provisions of Sub-C. 1-5. is the responsibility of the City, based on the application documents that have been submitted by the applicant. The proposed application will be reviewed by the DRB in a public hearing.

- D. *Land division phases to be shown. Where the applicant intends to develop the land in phases, the schedule of such phasing shall be presented for review at the time of the tentative plat. In acting on an application for tentative plat approval, the Planning Director or Development Review Board may set time limits for the completion of the phasing schedule which, if not met, shall result in an expiration of the tentative plat approval.*

RESPONSE: The proposed phased partitioning will ultimately create 3 Parcels in Phase 2. As intended, there is residential potential for Parcel 2, which can be further partitioned by a subsequent purchaser.

However, given the size, shape and easement access, it is anticipated that any future residential development will more likely be some form of single family attached or clustered unit configuration. It is the intent that any such residential development will be for single family owner-occupied housing.

- E. *Remainder tracts to be shown as lots or parcels. Tentative plats shall clearly show all affected property as part of the application for land division. All remainder tracts, regardless of size, shall be shown and counted among the parcels or lots of the division.*

RESPONSE: The proposed partition does not create any remnant tracts. A Water Quality Tract (Tract A) is proposed to accommodate the existing storm drainage facility, which will be jointly owned and maintained by Parcels 1 & 3.

As noted, the existing storm facility is not designed to support any future residential use. However, provisions will be made to allow for modification of this facility in conjunction with Parcel 2 development, if it is determined it would facilitate better site planning for the homes.

- F. *Replats subject to same procedures as new plats. Proposals to replat any previously platted land shall be subject to the same standards and procedures as a new application for tentative plat approval. Except, however, that a replat that proposes the same number of lots or parcels as the originally recorded land division, and that is determined by the Planning Director to create no significant adverse impacts on adjacent properties beyond that of the original division, may be reviewed through Class II Administrative Review procedures.*

RESPONSE: This application does not involve a replat.

Section 4.220. Final Plat Review.

- (.01) *Submission of the Paper Plat. Prior to submitting the Final Plat as required in subsection “(.02),” below, the applicant shall submit a Paper Plat to the City Engineer for review. Comments of the City Engineer, Planning Director, and Community Development Director shall be conveyed in writing to the County Surveyor of the County where the final plat is to be recorded.*
- (.02) *Submission of the Final Plat. Any time within two (2) years after approval of the tentative plat, the applicant shall have the subject property, or any part thereof, surveyed and the final plat prepared in conformance with the approved tentative plat. When the final plat is in order, the applicant will submit the following items to the City offices for final approval of the plat...*

RESPONSE: The applicant intends to prepare and submit the Phase 1 Final Plat as soon as all approvals are granted and any required site improvements are completed.

The Phase 2 plat will only be recorded if determined necessary to support the church’s financial stability.

Section 4.236. General Requirements - Streets.

- (.01) *Conformity to the Transportation System Plan. Land divisions shall conform to and be in harmony with the Transportation Systems Plan, the Bicycle and*

*Pedestrian Master Plan, and the Parks and Recreation Master Plan.
[Amended by Ord. #719, 6/17/13]*

(.02) *Relation to Adjoining Street System.*

- A. *A land division shall provide for the continuation of the principal streets existing in the adjoining area, or of their proper projection when adjoining property is not developed, and shall be of a width not less than the minimum requirements for streets set forth in these regulations. Where, in the opinion of the Planning Director or Development Review Board, topographic conditions make such continuation or conformity impractical, an exception may be made. In cases where the Board or Planning Commission has adopted a plan or plat of a neighborhood or area of which the proposed land division is a part, the subdivision shall conform to such adopted neighborhood or area plan.*
- B. *Where the plat submitted covers only a part of the applicant's tract, a sketch of the prospective future street system of the unsubmitted part shall be furnished and the street system of the part submitted shall be considered in the light of adjustments and connections with the street system of the part not submitted.*

RESPONSE: The site abuts SW Boeckman Road along the north side of the property. The applicant will dedicate additional right-of-way as required to meet the planned street design for Boeckman Road.

Tract G), as previously discussed, provides for public access and utilities from SW Morgan Street into the southeast corner of the property. The applicant intends to continue utilization of Tract G, consistent with the dedicated purposes for “*public access and utilities*”. Tualatin Valley Fire and Rescue has stated they favor maintenance of this tract for secondary access.

The proposed partition does not create any new streets.

- C. *At any time when an applicant proposes a land division and the Comprehensive Plan would allow for the proposed lots to be further divided, the city may require an arrangement of lots and streets such as to permit a later resubdivision in conformity to the street plans and other requirements specified in these regulations.*

RESPONSE: The Preliminary Partition Plat creates Parcel 2 for the intended purpose of future residential development. No specific plans for the residential layout are provided at this time. However, given the access and site constraints, it is anticipated that any such residential use will be designed for attached or cluster type housing, rather than detached single family homes. Consequently, Parcel 3 may or may not be further divided in the future.

(.03) *All streets shall conform to the standards set forth in Section 4.177 and the block size requirements of the zone.*

RESPONSE: As discussed, the proposed partition does not and cannot create any new streets. Tract G is proposed to continue to be utilized for secondary access and utilities via SW Morgan Street, per its dedicated purpose.

- (.04) *Creation of Easements: The Planning Director or Development Review Board may approve an easement to be established without full compliance with these regulations, provided such an easement is the only reasonable method by which a portion of a lot large enough to allow partitioning into two (2) parcels may be provided with vehicular access and adequate utilities. If the proposed lot is large enough to divide into more than two (2) parcels, a street dedication may be required. [Amended by Ord. 682, 9/9/10]*

RESPONSE: The applicant is proposing a reciprocal easements for access, parking and utilities over the flag access for Parcel 2.

- (.05) *Topography: The layout of streets shall give suitable recognition to surrounding topographical conditions in accordance with the purpose of these regulations.*

RESPONSE: The site is generally flat, but slopes slightly to the southwest, as reflected on the Existing Conditions Plan. Initially no new grading is proposed. Any future grading will be associated with the development of Parcel 2.

- (.06) *Reserve Strips: The Planning Director or Development Review Board may require the applicant to create a reserve strip controlling the access to a street. Said strip is to be placed under the jurisdiction of the City Council, when the - Director or Board determine that a strip is necessary:*
- A. *To prevent access to abutting land at the end of a street in order to assure the proper extension of the street pattern and the orderly development of land lying beyond the street; or*
 - B. *To prevent access to the side of a street on the side where additional width is required to meet the right-of-way standards established by the City; or*
 - C. *To prevent access to land abutting a street of the land division but not within the tract or parcel of land being divided; or*
 - D. *To prevent access to land unsuitable for building development.*

RESPONSE: There is no need for any Reserve strip.

- (.07) *Future Expansion of Street: When necessary to give access to, or permit a satisfactory future division of, adjoining land, streets shall be extended to the boundary of the land division and the resulting dead-end street may be approved without a turn-around. Reserve strips and street plugs shall be required to preserve the objective of street extension. Notification that the street is planned for future extension shall be posted on the stub street. [Amended by Ord. #719, 6/17/13]*

RESPONSE: There are no existing or planned streets that require extension through the subject property. All surrounding properties have legal and adequate public street access.

- (.08) *Existing Streets: Whenever existing streets adjacent to or within a tract are of inadequate width, additional right-of-way shall conform to the designated width in this Code or in the Transportation Systems Plan.*
- (.09) *Street Names: No street names will be used which will duplicate or be confused with the names of existing streets, except for extensions of existing streets. Street names and numbers shall conform to the established name system in the City, and shall be subject to the approval of the City Engineer.*

RESPONSE: The applicant has previously dedicated additional right-of-way as required to meet the planned street design for Boeckman Road consistent with 98DB35, see documentation attached hereto.

4.237. General Requirements – Other.

- (.01) *Blocks:*
 - A. *The length, width, and shape of blocks shall be designed with due regard to providing adequate building sites for the use contemplated, consideration of needs for convenient access, circulation, control, and safety of pedestrian, bicycle, and motor vehicle traffic, and recognition of limitations and opportunities of topography.*
 - B. *Sizes: Blocks shall not exceed the sizes and lengths specified for the zone in which they are located unless topographical conditions or other physical constraints necessitate larger blocks. Larger blocks shall only be approved where specific findings are made justifying the size, shape, and configuration.*

RESPONSE: There are existing blocks created by surrounding existing streets. However, the subject site is not capable of completing any existing block of creating a new block consistent with these criteria. No new streets are proposed. These criteria are met to the degree practicable.

- (.02) *Easements:*
 - A. *Utility lines. Easements for sanitary or storm sewers, drainage, water mains, electrical lines or other public utilities shall be dedicated wherever necessary. Easements shall be provided consistent with the City's Public Works Standards, as specified by the City Engineer or Planning Director. All of the public utility lines within and adjacent to the site shall be installed within the public right-of-way or easement; with underground services extending to the private parcel constructed in conformance to the City's Public Works Standards. All franchise utilities shall be installed within a public utility easement. All utilities shall have appropriate easements for construction and maintenance purposes. [Amended by Ord. 682, 9/9/10]*

- B. *Water courses. Where a land division is traversed by a water course, drainage way, channel or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of the water course, and such further width as will be adequate for the purposes of conveying storm water and allowing for maintenance of the facility or channel. Streets or parkways parallel to water courses may be required.*

RESPONSE: There are existing easements, as reflected on the Existing Conditions Plan. The applicant will provide additional easements as needed to support the intended separate ownerships, consistent with the Utilities Master Plan.

- (.03) *Pedestrian and bicycle pathways. An improved public pathway shall be required to transverse the block near its middle if that block exceeds the length standards of the zone in which it is located.*
- A. *Pathways shall be required to connect to cul-de-sacs or to pass through unusually shaped blocks.*
- B. *Pathways required by this subsection shall have a minimum width of ten (10) feet unless they are found to be unnecessary for bicycle traffic, in which case they are to have a minimum width of six (6) feet.*

RESPONSE: There is a temporary sidewalk along the site frontage. Which varies in width. Ultimately, a full standard sidewalk will be developed along the site frontage, in conjunction with planned Boeckman Road improvements. There are existing sidewalks within the adjacent Landover development. As noted, Tract G provides for secondary access, which is proposed to be continued, thereby providing pedestrian connectivity through the site.

- (.04) *Tree planting. Tree planting plans for a land division must be submitted to the Planning Director and receive the approval of the Director or Development Review Board before the planting is begun. Easements or other documents shall be provided, guaranteeing the City the right to enter the site and plant, remove, or maintain approved street trees that are located on private property.*

RESPONSE: The applicant is not proposing any new landscaping, except as may be needed for the 13 new parking spaces.

However, given requirements for modifications of existing utilities connections to each parcel, it is anticipated that some replanting of landscaping will be required. There has also been a loss of some trees due to recent storm damage. These trees will be replaced in Phase 1, with the additional paved parking, as reflected on the updated Landscaping and Planting Plan.

There will be no new streets created, which would require street trees. The applicant believes the existing site improvements (98DB35) satisfy the requirements of this Section. Except, however, the storm damaged trees will be replaced consistent with the prior approved landscaping plans.

- (.05) *Lot Size and shape. The lot size, width, shape and orientation shall be appropriate for the location of the land division and for the type of development and use contemplated. Lots shall meet the requirements of the zone where they are located.*
- A. *In areas that are not served by public sewer, an on-site sewage disposal permit is required from the City. If the soil structure is adverse to on-site sewage disposal, no development shall be permitted until sewer service can be provided.*
 - B. *Where property is zoned or deeded for business or industrial use, other lot widths and areas may be permitted at the discretion of the Development Review Board. Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for the off-street service and parking facilities required by the type of use and development contemplated.*
 - C. *In approving an application for a Planned Development, the Development Review Board may waive the requirements of this section and lot size, shape, and density shall conform to the Planned Development conditions of approval.*

RESPONSE: The proposed lots are sized to accommodate the existing building improvements and parking. The size of Parcel 2 is also designed to accommodate the PDR-4 standards for a maximum of 3 units as previously addressed herein for future residential use.

- (.06) *Access. The division of land shall be such that each lot shall have a minimum frontage on a street or private drive, as specified in the standards of the relative zoning districts. This minimum frontage requirement shall apply with the following exceptions:*
- A. *A lot on the outer radius of a curved street or tract with a private drive, or facing the circular end of a cul-de-sac shall have frontage of not less than twenty-five (25) feet upon a street or tract with a private drive, measured on the arc.*
 - B. *The Development Review Board may waive lot frontage requirements where in its judgment the waiver of frontage requirements will not have the effect of nullifying the intent and purpose of this regulation or if the Board determines that another standard is appropriate because of the characteristics of the overall development.*

[Section 4.237(.06) amended by Ord. 682, 9/9/10]

RESPONSE: The existing lot and church has frontage on and access from SW Boeckman Road consistent with Code standards.

The proposed Partition maintains the existing frontage and access on and from SW Boeckman Road.

The double flag access for Parcels 2 & 3 are overlaid over the existing access drive to establish the required public street frontage for the intended residential development.

Reciprocal easements for access, parking and utilities will be provided as shown on the Utilities Master Plan. Maintenance of the existing secondary access provided by Tract G is proposed to be maintained, consistent with the dedicated purposes for this Tract.

Section 4.001 Definitions defines a private drive as follows:

230. Private Drive: A private way, other than an alley, that includes a roadway.

- A. Private Access/Circulation Drive - Industrial/Commercial/Multi-family/Mixed Use: A private drive in an industrial, commercial, multi-family (including mobile home parks), or mixed-use development providing vehicular ingress and egress to the development and/or internal circulation.*
- B. Residential Private Access Drive: A private drive in a non-multi-family residential development providing primary vehicle access to no more than four (4) dwelling units, excluding accessory dwelling units. A residential private access drive provides for no through vehicle access and is not extendable. This definition does not include private alleys.*
- C. Residential Private Drive - Pre-existing: A private drive in a non-multi-family residential development approved prior to (effective date of ordinance) including those that provides vehicular access to more than four (4) dwelling units.*

RESPONSE: Section 4.124(.07) Table 2 requires residential lots to have 35 feet of street frontage on a public or private street.

The Preliminary Partition Plat has been revised to provide 35 feet of street frontage for Parcel 2 & 3 on SW Boeckman Road via a double flag configuration. Please note that the Parcel numbering has also been revised to better coincide with the proposed plat phasing. Parcel 2 is proposed for residential use.

The revised plat provides a double 35 foot wide flag access for Parcels 2 & 3. The two flag accesses essentially split the existing paved access drive down the middle. This flag access will function similar to a private street, but does not require the existing access and parking to be reconstructed to meet private street standards.

A reciprocal easement for access, parking and utilities is proposed over the double access flags for use by all three Parcels. The easement will allow for the addition of the 13 new parking spaces needed to maintain compliance with the 91 spaces set by the prior approval for the church.

With the proposed flag access configuration, the frontage requirement along SW Boeckman Road is met for both Parcels 1 & 3.

Parcel 2, contains 17,470 square feet, not counting the flag access. This limited land area will not allow for more than 3 housing units under the PDR-4 zoning. This number of potential units is consistent with the access limits for a private drive.

- (.07) Through lots. Through lots shall be avoided except where essential to provide separation of residential development from major traffic arteries or adjacent non-residential activity or to overcome specific disadvantages of topography and orientation. A planting screen easement of at least ten (10) feet, across which there shall be no access, may be required along the line of lots abutting such a traffic artery or other disadvantageous use. Through lots with planting screens shall have a minimum average depth of one hundred (100) feet. The Development Review Board may require assurance that such screened areas be maintained as specified in Section 4.176.

RESPONSE: No Through Lots are being created.

- (.08) Lot side lines. The side lines of lots, as far as practicable for the purpose of the proposed development, shall run at right angles to the street or tract with a private drive upon which the lots face. [Amended by Ord. 682, 9/9/10]

RESPONSE: All lot lines run at right angles to the degree practicable.

- (.09) Large lot land divisions. In dividing tracts which at some future time are likely to be re-divided, the location of lot lines and other details of the layout shall be such that re-division may readily take place without violating the requirements of these regulations and without interfering with the orderly development of streets. Restriction of buildings within future street locations shall be made a matter of record if the Development Review Board considers it necessary.

RESPONSE: This is not a Large Lot land division. This section is not applicable.

- (.10) Building line. The Planning Director or Development Review Board may establish special building setbacks to allow for the future redivision or other development of the property or for other reasons specified in the findings supporting the decision. If special building setback lines are established for the land division, they shall be shown on the final plat.
- (.11) Build-to line. The Planning Director or Development Review Board may establish special build-to lines for the development, as specified in the findings and conditions of approval for the decision. If special build-to lines are established for the land division, they shall be shown on the final plat.

RESPONSE: No Building Lines or Build-to Lines are proposed or necessary.

- (.12) Land for public purposes. The Planning Director or Development Review Board – may require property to be reserved for public acquisition, or irrevocably offered for dedication, for a specified period of time.

RESPONSE: Except for dedication of right-of-way for Boeckman Road, no land for public use is proposed.

- (.13) Corner lots. Lots on street intersections shall have a corner radius of not less than ten (10) feet.

RESPONSE: No corner lots are created.

Section 4.260. Improvements - Procedures.

In addition to other requirements, improvements installed by the developer, either as a requirement of these regulations or at the developer's own option, shall conform to the requirements of this Code and improvement standards and specifications of the City. The improvements shall be installed in accordance with the City's Public Works Standards.

Section 4.262. Improvements - Requirements.

- (.01) Streets. Streets within or partially within the development shall be graded for the entire right-of-way width, constructed and surfaced in accordance with the Transportation Systems Plan and City Public Works Standards. Existing streets which abut the development shall be graded, constructed, reconstructed, surfaced or repaired as determined by the City Engineer.
- (.02) Curbs. Curbs shall be constructed in accordance with standards adopted by the City.
- (.03) Sidewalks. Sidewalks shall be constructed in accordance with standards adopted by the City.
- (.04) Sanitary sewers. When the development is within two hundred (200) feet of an existing public sewer main, sanitary sewers shall be installed to serve each lot or parcel in accordance with standards adopted by the City. When the development is more than two hundred (200) feet from an existing public sewer main, the City Engineer may approve an alternate sewage disposal system.
- (.05) Drainage. Storm drainage, including detention or retention systems, shall be provided as determined by the City Engineer.
- (.06) Underground utility and service facilities. All new utilities shall be subject to the standards of Section 4.300 (Underground Utilities). The developer shall make all necessary arrangements with the serving utility to provide the underground services in conformance with the City's Public Works Standards.
- (.07) Streetlight standards. Streetlight standards shall be installed in accordance with regulations adopted by the City.
- (.08) Street signs. Street name signs shall be installed at all street intersections and dead-end signs at the entrance to all dead-end streets and cul-de-sacs in accordance with standards adopted by the City. Other signs may be required by the City Engineer.

- (.09) Monuments. *Monuments shall be placed at all lot and block corners, angle points, points of curves in streets, at intermediate points and shall be of such material, size and length as required by State Law. Any monuments that are disturbed before all improvements are completed by the developer and accepted by the City shall be replaced to conform to the requirements of State Law.*
- (.10) Water. *Water mains and fire hydrants shall be installed to serve each lot in accordance with City standards.*

RESPONSE: The applicant will be making water and sanitary system connections as required to support the separate ownerships for the two sections of the existing building (Parcels 1 & 3) and for Parcel 2. Public water and sewer lines will be extended into the property, within the proposed access and utilities easement (existing access drive and parking area), with service laterals provided for each Parcel. Appropriate easements will be provided for these utilities.

No immediate street improvements are proposed, as no new impact will initially result from this partition. As previously noted, the applicant has previously dedicated 10 additional feet of right-of-way for future widening of SW Boeckman Road, consistent with the Frog Pond West Master Plan. See also prior Agreement for proportional share of the cost of street improvements.

For storm drainage, no immediate modification are needed for the storm drainage facility, other than creating a separate tract for common ownership.

At the time future residential development is proposed for Parcel 2, modification of the storm facility may be required. Provision will be made to allow for modification of the existing storm facility in conjunction with the anticipated future residential development. Such modification may allow for better site planning for the residential use.

Proposed Phasing of Platting and Improvements

In order to limit initial cost, the applicant proposes to phase the improvements as follows:

Phase 1:

Secure a purchaser for Parcel 3 for residential development and submit a Two-Parcel Plat for final plat approval and recording. This phase will include the following site improvements:

- Phase 1 Plat will create Parcels 1 & 2:
 - Provide reciprocal access, parking and utilities easement for the initial two Parcels.
 - Tract A will be owned and maintained by Parcel 1. However, provisions will be made to allow potential modification to accommodate Parcel 2, if found to be appropriate for better site planning.

- Modify the existing private sanitary sewer line (Tract G), providing a public line, with manholes per Master Utilities Plan to provide separate lateral service to each Parcel.
- Connect the church to City water, with meter and lateral connected to the line in SW Boeckman Road. Separate water service for Parcel 2 will be provided via Tract G, connecting to the line in SW Morgan Street.
- Add 13 additional parking spaces per Stage II Development Plan.
- Replace missing or storm damage trees, per approved Landscaping Plan (98DB35), per updated Landscaping Inventory and Planting Plan (Sheet L1.0).
- Repave access as needed per parking and utilities modifications.

For the Phase 1 plat, the land area summary is shown in Table 5.

**Table 5
Phase 1 Plat
Land Use Areas
Parcels 1 & 2**

Area Use	Parcel 1		Parcel 2	
	Square Footage	Percent of Site	Square Footage	Percent of Site
Buildings	13,190	19.3	115*	0.6
Parking/paved	28,862	42.8	558	3.1
Landscaping	25,537	37.9	17,115	96.2
Total	67,399	100.0	17,788, plus Flag Access 13,063	100.0

*Shed to be remove

Phase 2:

The applicant is initially hoping that sale of Parcel 2, and recovery from covid restrictions will allow the church to grow membership sufficient to maintain all of the existing building.

However, if it is determined necessary, than the Phase 2 Partition will be completed, creating Parcel 3 (newer sanctuary). The following modification and improvements will be provided prior to or in conjunction with the Phase 2 Final Plat:

- Complete separation of existing utilities to individually serve each Parcels 1 & 3.
- Construct fire rated partition party wall to establish a property line between two portions of the building (Parcels 1 & 3).
- Tract A will be jointly owned and maintained by Parcels 1 & 3, while maintaining the reciprocal access, parking and utilities easement for all three Parcels.

Section 4.264. Improvements - Assurance.

- (.01) *A certificate shall be signed by the City Engineer certifying that the developer has complied with one of the following alternatives:*
- A. All improvements have been installed in accordance with the requirements of these regulations and with the action of the Planning Director or Development Review Board, giving conditional approval of the preliminary plat, or*
 - B. A bond or other form of security satisfactory to the Community Development Director or a certified check, equal to one and one-half (1 1/2) times the City Engineer's estimate of the cost of such improvement, has been posted with the City to assure completion of all required improvements, or*
 - C. Deed restriction to the effect that no lots may be sold until improvements have been completed and accepted by the City, a bond or other security satisfactory to the City Council or a certified check is posted, or other means approved by the Community Development Director, giving full assurance that the improvements will be completed.*
 - D. If, at the termination of two (2) years, the work has not been completed, and no extension has been granted, the certified check or bond may be forfeited and the improvements constructed at the direction of the City Engineer. If the work has been completed to the satisfaction of the City Engineer, the certified check or bond shall be released.*

RESPONSE: The applicant will provide any necessary assurance for required improvements.

C. SITE DESIGN REVIEW

Section 4.400. Purpose.

(.01) Excessive uniformity, inappropriateness or poor design of the exterior appearance of structures and signs and the lack of proper attention to site development and landscaping in the business, commercial, industrial and certain residential areas of the City hinders the harmonious development of the City, impairs the desirability of residence, investment or occupation in the City, limits the opportunity to attain the optimum use in value and improvements, adversely affects the stability and value of property, produces degeneration of property in such areas and with attendant deterioration of conditions affecting the peace, health and welfare, and destroys a proper relationship between the taxable value of property and the cost of municipal services therefore.

(.02) The City Council declares that the purposes and objectives of site development requirements and the site design review procedure are to:

- A. Assure that Site Development Plans are designed in a manner that insures proper functioning of the site and maintains a high quality visual environment.*
- B. Encourage originality, flexibility and innovation in site planning and development, including the architecture, landscaping and graphic design of said development;*
- C. Discourage monotonous, drab, unsightly, dreary and inharmonious developments;*

D. Conserve the City's natural beauty and visual character and charm by assuring that structures, signs and other improvements are properly related to their sites, and to surrounding sites and structures, with due regard to the aesthetic qualities of the natural terrain and landscaping, and that proper attention is given to exterior appearances of structures, signs and other improvements;

E. Protect and enhance the City's appeal and thus support and stimulate business and industry and promote the desirability of investment and occupancy in business, commercial and industrial purposes;

F. Stabilize and improve property values and prevent blighted areas and, thus, increase tax revenues;

G. Insure that adequate public facilities are available to serve development as it occurs and that proper attention is given to site planning and development so as to not adversely impact the orderly, efficient and economic provision of public facilities and services.

H. Achieve the beneficial influence of pleasant environments for living and working on behavioral patterns and, thus, decrease the cost of governmental services and reduce opportunities for crime through careful consideration of physical design and site layout under defensible space guidelines that clearly define all areas as either public, semi-private, or private, provide clear identity of structures and opportunities for easy surveillance of the site that maximize resident control of behavior -- particularly crime;

I. Foster civic pride and community spirit so as to improve the quality and quantity of citizen participation in local government and in community growth, change and improvements;

J. Sustain the comfort, health, tranquility and contentment of residents and attract new residents by reason of the City's favorable environment and, thus, to promote and protect the peace, health and welfare of the City.

RESPONSE: The applicant does not believe that Site Design Review is necessary. The existing site and building improvements comply with prior land use approvals (98DB35). No significant changes to the exterior of the existing building or site improvements area proposed, other than modifications to separate utility services. All proposed site improvements are consistent with the prior approved DRB approved Plans.

The only building changes (Phase 2), if determined necessary, will be internal to create the partition wall for property owner separation for the large sanctuary. There are also no immediate changes proposed for the existing landscaping. Therefore, Design Review compliance per 98DB35 is maintained. Other than providing for the separation of utilities and provision of 13 new parking spaces, all existing site improvements will remain as is, until Parcel 2 is developed.

With the Phase 1 creation of Parcel 2 the 13 additional parking spaces will be paved to maintain the 91 minimum required under 98DB35. With these additional parking spaces, minor landscaping islands will be added to maintain compliance with parking standards, see Updated Landscaping and Planting Plan Sheet L1.0. All landscaping is proposed consistent with the prior approved plans (98DB35) per (Peck Smiley Ettlin Architects Sheet L-2).

The added paving will be less than 5,000 square feet, so there will be no required change to the existing storm water facility (Tract A).

Therefore, Site Design Review is not necessary.

Section 4.421. Criteria and Application of Design Standards.

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

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

RESPONSE: There are also no immediate changes proposed for the existing landscaping, except as needed for the added parking spaces and to replace missing trees and shrubs, consistent with the approved plans under 98DB35. Some trees, as identified were damage during the February 2021 ice storm.

A total of 4 trees will be replaced, together with 241 shrubs that have died or are otherwise missing. These replacement plantings will be complete prior to or in conjunction with the Phase 1 Final Plat approval. The updated Landscaping Inventory and Planting plan has been provided, to maintain consistency with the prior approved plans (98DB35).

Further, modification of existing utilities connections to physically separate services to each Parcel will necessitate temporary trenching of landscaping and paved areas. These areas will be restored to existing conditions consistent with 98DB35.

Further, with the additional parking spaces, minor landscaping islands will be added to maintain compliance with parking standards, see Plan Sheets P1 and L1.0 for the added parking and landscaping details.

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

RESPONSE: There are no changes proposed that will visually or functionally alter the relation of the existing building to the environment.

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

RESPONSE: The existing access drive and parking lot area will remain the same as existing, but this driveway will also provide access for Parcel 2. As part of the Phase 1 plat, 13 additional paved parking spaces will be added, including new and/or replace tree island to meet code standards.

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

RESPONSE: The existing storm facility was designed and constructed to support the existing site improvements per 98DB35. No site changes are proposed that require any modification of the existing storm facility (Tract B).

When Parcel 2 develops, a separate storm facility, designed to meet current code requirements will be necessary.

It is noted, that provisions will be provided to allow alteration of Tract B, if it will allow for improved site design, while also meeting storm drainage standards for all three Parcels.

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

RESPONSE: The site is currently fully served by urban services, including both public and franchise utilities.

Modification of existing utilities connections to physically separate services to each Parcel will necessitate temporary trenching of landscaping and paved areas. These areas will be restored to existing conditions consistent with 98DB35.

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

RESPONSE: There is an existing church sign, which will remain as is. Once a new owner for Parcel 2 is secured, a separate application for signage will be submitted as determined necessary.

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

RESPONSE: There are no special site features, exposed storage or mechanical equipment that requires screening. The existing facilities are in compliance with 98DB35.

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

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

RESPONSE: There are no existing or proposed accessory building.

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

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

(.02) Location Standards:

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

B. Indoor and outdoor storage areas shall comply with Uniform Building and Fire Code requirements.

C. Storage area space requirements can be satisfied with a single location or multiple locations and can combine with both interior and exterior locations.

D. Exterior storage areas can be located within interior side yard or rear yard areas. Minimum setback shall be three (3) feet. Exterior storage areas shall not be located within a required front yard setback, including double frontage lots.

E. Exterior storage areas shall be located in central and visible locations on a site to enhance security for users.

F. Exterior storage areas can be located in a parking area if the proposed use provides at least the minimum number of parking spaces required for the use after deducting the area used for storage. Storage areas shall be appropriately screened according to the provisions of Section 4.430 (.03), below.

G. The storage area shall be accessible for collection vehicles and located so that the storage area will not obstruct pedestrian or vehicle traffic movement on the site or on public streets adjacent to the site.

RESPONSE: The applicant has existing service provided by Republic Services, as described above. No changes are proposed at this time. Some minor adjustments may be necessary once a new owner for Parcel 3 is identified. The applicant will coordinate with

Republic Services as need for any changes in service. But it is not anticipated that a storage enclosure will be necessary.

IV. FINAL CONCLUSION

Based on the response findings provided herein, and with supporting plans and documents, the applicant has demonstrated compliance with the Comprehensive Plan relative to the proposed zone change.

The applicant has further demonstrated compliance with the applicable zoning, land division and site design review regulations and standards.

Therefore, approval for this two-phased 3-Lot partition, with zero lot line waiver, is respectfully requested.

Ben Altman

From: Luxhoj, Cindy <luxhoj@ci.wilsonville.or.us>
Sent: Friday, February 05, 2021 9:00 AM
To: Ben Altman; rrruitt@gmail.com
Cc: Rybold, Kim; Pauly, Daniel
Subject: PA20-0017 Meridian United Church of Christ 3-Parcel Partition - Pre-Application Meeting Follow-up
Attachments: Plan Set.docx; Reports and Other Documents.docx

Thank you for taking the time to discuss your project with us last week. I am writing to follow up with additional information as we discussed during the pre-application meeting. Please forward this information to other members of your project team as appropriate.

An audio recording of the pre-application meeting can be found here:
<https://app.box.com/s/b199wekfw9xac2y7uffig39p7yt3whps>.

As you look at what you need to submit for land use review, the following information will guide you about required materials and which code criteria to respond to in your project narrative. If you have further questions about what a project narrative should look like or other parts of the application please do not hesitate to contact a planner and ask.

The City's Development Code in pdf and Microsoft Word document formats may be accessed at [this link](#). Please keep in mind the burden to show compliance with applicable City standards falls on the applicant (see Wilsonville Code 4.014).

For planned development proposals Wilsonville Code requires a professional design team including, but not limited to, a registered architect, a registered landscape architect, a certified planner or planner with extensive experience taking projects through public review processes, and a professional engineer. We have typically found it difficult for applicants to prepare a complete and satisfactory application without this full team of professionals.

As a reminder the land use review process is separate from and occurs prior to building and other construction permitting. We allow for some concurrent review of building permits, but request that you do not submit building permits prior to your land use application being complete and a public hearing being scheduled. Building permits cannot be issued until the land use decision is final after the conclusion of the local appeal period.

This email includes 5 sections, which are discussed in more detail below:

1. [Land Use Review Steps](#)
2. [Anticipated/Potential Land Use Applications for Project](#)
3. [Submittal Requirements](#)
4. [Applicable Development Code Sections](#)
5. [Other Specific Concerns/Discussion Items for Project](#)

1. [Land Use Review Steps](#)

Land use review has a number of steps as follows:

Step 1. Submittal (see Section 3 and attached checklist for more details on submittal requirements): Applicant submits application including:

- Signed [application form](#)
- All land use application fees

- 3 paper copies, and 1 electronic copy in flattened pdf format on CD, DVD, flash drive, or via file storage site or email of the following:
 - Project narrative (please include in MS Word document format in addition to pdf)
 - Full size and reduced (11X17 or smaller) plans related to land use review
 - Reports such as arborist report, stormwater drainage report, traffic report

Step 2. Initial City Review "Completeness Review": The assigned planner reviews the application to determine if all materials required to review the application are submitted. We call this step "completeness review." It concludes with a determination of whether the submitted application package is "complete" or "incomplete". The applicant will be notified by letter about the determination. If the determination is "incomplete" the letter includes the specific items needed to make the application "complete." If the application is "complete" the next step is Step 6.

Step 3. Indication of Intention for Incomplete Applications: If the application is "incomplete" the applicant indicates whether they intend to submit the items identified in the "incompleteness letter". This is done by signing and returning a page enclosed with the "incompleteness letter". If the applicant refuses to submit additional materials the application will proceed to Step 6, noting that failure to provide sufficient information can be grounds for denying an application.

Step 4. Applicant Prepares Additional Requested Materials and Resubmits Application: If the application is "incomplete" and the applicant intends to address the items identified in the "incompleteness letter" the applicant prepares the identified items. Once the applicant prepares all the items they resubmit the application as identified in Step 1. Occasionally if the additional materials are minor the previous submittal package can be supplemented or pages switched out. In most cases complete new copies of the entire submittal package will be submitted.

Step 5. City Reviews Resubmitted Package "2nd Completeness Review": The assigned Wilsonville planner reviews the revised application to determine if all materials required to review the application are submitted. A determination of "complete" or "incomplete" will again occur with the corresponding letter being sent to the applicant.

Step 6. Hearing Scheduled, City Staff Prepares Report, Public Notice and Comment Period: Once the application is "complete" the project is scheduled for a hearing before one of two Development Review Board (DRB) panels. The hearing is typically scheduled 30-45 days from when the application is deemed "complete". Twenty (20) days prior to the hearing the assigned planner sends out a Public Hearing Notice soliciting comments from the public. The assigned planner also solicits comments and conditions of approval from various City Departments and Divisions as well as partner agencies and service providers such as TVF&R, NW Natural, and Republic Services (franchise waste collector). One week prior to the hearing a staff report is published for public review.

Step 7. Public Hearing: Development Review Board (DRB) public hearings are typically 6:30 p.m. on the 2nd and 4th Monday of the month at Wilsonville City Hall. The public hearing typically follows the following format:

- Assigned planner presents their report to the DRB often with support from Engineering and Natural Resource staff and answers DRB questions. The staff presentation typically thoroughly describes the project including layout, design, and impacts.
- Applicant is given the opportunity to present. The applicant may say as little as they want, but the DRB typically prefers some description and explanation of the motivation behind and goals of the project adding color to staff's description. The DRB may ask questions of the applicant.
- Others in attendance may testify and the DRB may ask questions of them.
- Applicant gets an opportunity to rebut any testimony.
- After all testimony and questioning the DRB chair closes the public hearing.
- A DRB member makes a motion.
- DRB discusses and deliberates.
- DRB makes a decision.

Step 8. Notice of Decision and Appeal Period: Typically the next day a Notice of Decision is sent by the City. In most cases this includes a form accepting the conditions of approval which the applicant must sign and return. The Notice of Decision includes notification of the 14-day appeal period from the date the decision is mailed.

Step 9. City Council Adoption: Once the DRB issues a decision, the Zone Map Amendment is scheduled for public hearing before the City Council. City Council public hearings are typically held at 7:00 p.m. on the 1st and 3rd Monday of the month at Wilsonville City Hall. The format of this meeting is the same as the DRB meeting, although presentations to the City Council are generally shorter in length. To adopt ordinances related to this application type, two readings of the ordinance are required. The first reading occurs on the night of the public hearing, and the second reading takes place at the next City Council meeting after the public hearing. The Zone Map Amendment will be in effect 30 days after the ordinance is adopted.

Step 10. After the ordinance is in effect, if the appeal period lapses with no appeal and the form accepting conditions of approval is signed and returned, construction permits consistent with the DRB approval can then be processed and issued.

2. Anticipated/Potential Land Use Applications for Project

- Zone Map Amendment
- Stage I Master Plan
- Stage II Final Plan (required for Waiver)
- Tentative Partition Plat
- Waiver – Setback/Zero Lot Line between Parcels 1 and 2
- Final Partition Plat (to be submitted for administrative review after approval of the Tentative Partition Plat, if applicable)

Where a development requires that multiple applications or plans be reviewed by the Development Review Board (DRB) they are reviewed concurrently. This avoids the need for multiple reviews and public hearings and helps streamline the land use review and decision making process.

3. Submittal Requirements (may use as a checklist)

We have tried to make this as complete as possible but may not have included everything required.

The submittal package needs to include:

1. An application form signed by the property owner
2. All applicable planning application fees
3. A project narrative including the following sections (paper copy, pdf, and MS word):
 - a. Summary of Proposal (1-2 pages typically) including key numbers (i.e. acreage, square feet of buildings, number of units, etc.)
 - b. Background Information (1-2 pages typically)
 - c. Discussion of key issues or discussion items (1-2 pages), include discussion of any neighborhood outreach
 - d. Response Findings to Code Criteria (numerous pages), in the following basic format:
 - Code Criteria Reference and Language
 - Response (from applicant): The written response needs to be specific and clear. It needs to go beyond saying a criteria is met to clearly and specifically explaining how it is met. As an example, if the criteria is "Parking standards shown in Table A shall be met," the response should state, "the proposal provides 52 parking spaces, 2 more than the 50 parking spaces required. See parking layout on the site plan, Exhibit B2", not something unspecific such as "the proposal provides sufficient parking".
4. Plan set including the information in the attached "Plan Set Submittal Checklist": (you may use the sheet reference field to write in a reference to where the information is).
5. Other reports and documents (traffic report, arborist report, etc.): Include in notebook or packet with narrative. A checklist of required documents is attached as "Reports and Other Documents Checklist".

4. Applicable Development Code Sections

These are the applicable code sections to consider in preparing your narrative and designing your site. For the most part it does not include code sections related to procedures. The code may be accessed online by following [this link](#).

Residential Development Standards and Residential Zoning

- Residential Development Standards in All Zones: Section 4.113
- Residential Agricultural-Holding Zone (RA-H): Section 4.120
- Planned Development Residential Zones: Section 4.124

Planned Development Standards and Regulations for all Planned Development (PD) Zones

- Standards Applying to all Planned Development (PD) Zones: Section 4.118
- Planned Development Regulations: Section 4.140

General Development Regulations and Standards

- On-Site Pedestrian Access and Circulation: Section 4.154
- Parking, Loading, and Bicycle Parking: Section 4.155
- Street Improvement Standards: Section 4.177
- Landscaping, Screening, and Buffering: Section 4.176
- Mixed Solid Waste and Recycling: Section 4.179
- Outdoor Lighting: Sections 4.199 through 4.199.60
- Underground Utilities: Sections 4.300 through 4.320
- Protection of Natural and Other Features: Section 4.171
- Public Safety and Crime Prevention: Section 4.175

Waivers to Typical Development Standards

- Waivers to Development Standards: Subsections 4.118 (.03) and 4.140(.01)

Zone Changes

- Zone Changes: Section 4.197

Land Divisions (Subdivisions and Plats, etc.)

- Land Divisions: Sections 4.200 through 4.290

Conditional Use Permits

- Conditional Use Permits: Section 4.184

Definition of Terms

- Definition of Terms: Section 4.001

5. Staff/Agency Contact Information

We encourage you to reach out with any questions you may have as you continue to develop the plans for your project.

Cindy Luxhoj, Planning Division – luxhoj@ci.wilsonville.or.us
Melissa Gitt, Building Division – gitt@ci.wilsonville.or.us
Becky White, Building Division (SDCs) – white@ci.wilsonville.or.us
Khoi Le, Engineering Division – kle@ci.wilsonville.or.us

Kerry Rappold, Natural Resources Division – rappold@ci.wilsonville.or.us
Ian Eglitis, Public Works – eglitis@ci.wilsonville.or.us
Jason Arn, TVF&R – jason.arn@tvfr.com
John Olivares, Republic Services - jolivares@republicservices.com

Please contact me or any of the City’s planners if you have questions or need additional information.

Thank you,

Cindy

Cindy Luxhoj AICP

Associate Planner
City of Wilsonville

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



29799 SW Town Center Loop East, Wilsonville, OR 97070

City Hall is now open, with physical distancing controls in place. During COVID-19, we wish to remain responsive while prioritizing the health and safety of the Wilsonville community. We are happy to meet by call or teleconference as an alternative to face-to-face meetings.

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

General		Reference
Proof the property affected is in the exclusive ownership of the application or the applicant has the consent of all individuals or partners in ownership of affected property	4.035 (.04)	
Legal description of affected property (map and taxlot, address if available)	4.035 (.04)	
Correspondence showing coordination with franchise garbage hauler of adequate trash and recycling storage area for planned containers and access for collection.	4.179 (.07)	
Outdoor Lighting (as applicable)		
All conformance methods		
For each luminaire type all of the following:		
Drawings, cut sheets or other documents containing:		
Luminaire description		
Mounting method		
Mounting height		
Lamp type and manufacturer		
Lamp watts		
Ballast		
Optical system/distribution		
Accessories such as shields		
Stage I Preliminary Plan		Reference
Statement of anticipated waivers from any site development standards	4.140(.07)	
Tabulation of land area to be devoted to various uses	4.140(.07)	
Stage development schedule (explanation of build out of project, especially if in stages)	4.140(.07)	
Statement of anticipated waivers	4.140(.07)	
Stage II Final Plan		Reference
Traffic Report	4.140(.09)	
Soils and Drainage Report		
Draft copies of legal documents including easements, dedications, CC&R's.	4.140(.09)	
Site Design Review		Reference
Color board displaying specifications as to type, color, and texture of exterior surfaces of proposed structures.		
Outdoor Lighting (as applicable)	4.199.50 (.01)	
All conformance methods	4.199.50 (.01)	
For each luminaire type all of the following:	4.199.50 (.01)	
Drawings, cut sheets or other documents containing:	4.199.50 (.01)	
Luminaire description	4.199.50 (.01)	
Mounting method	4.199.50 (.01)	
Mounting height	4.199.50 (.01)	

General, Including Site Plan	WC	Sheet Reference
1. On-site and immediately adjacent features:		
a. Streets	4.035(.04)	
b. Private drives	4.035(.04)	
c. Sidewalks and pathways	4.035(.04)	
d. Off-street parking, including location and dimensions of each space	4.035(.04)	
e. Loading areas, including location and dimensions of each berth	4.035(.04)	
f. Direction of traffic flow into and out of off-street parking and loading areas	4.035(.04)	
g. Turning and maneuvering areas	4.035(.04)	
h. Garbage and recycling storage areas	4.035(.04) 4.179 (.01)	
i. Power lines	4.035(.04)	
j. Railroad tracks	4.035(.04)	
k. Utility services, including sanitary sewer, water, and storm drainage	4.035(.04)	
l. Location and dimension of all structures, primary and accessory	4.035(.04)	
m. Utilization of structures	4.035(.04)	
n. Number of residential units and average residential density per acre(as applicable)	4.035(.04)	
o. Tabulation of land area, in square feet, devoted to various uses such as building area (gross and net rentable), parking and paving coverage, landscaped area coverage.	4.035(.04)	
p. Major existing landscape features including trees to be saved	4.035(.04)	
2. Off-site features		
a. Distance of subject property to any structures on adjacent properties	4.035(.04)	
b. Location and uses of streets, private drives, and driveways on adjacent properties.	4.035(.04)	
3. Grading Plan	4.035(.04)	
a. Existing and proposed contours and other topographic information sufficient to determine direction and percentage of slopes and drainage patterns. Additional topographic information needed for environmentally sensitive areas (See WC 4.035 (.04) A. 6. f.)	4.035(.04)	
4. Flood Plain Permit Information (as applicable)		
a. A field survey in relation to mean sea level by a	4.172(.06)	

	licensed surveyor or civil engineer of the actual location of the 100-year flood plain, fringe, floodway and the lowest habitable finished floor elevations, including basements, of all existing structures		
	b. A Site Plan map showing all existing and proposed contours and development and supplemented by a soils and hydrologic report sufficient to determine the net effect of the proposed development on the flood plain elevations on the subject site and adjacent properties.	4.172(.06)	
	c. Clear indication of cut or fill areas	4.172(.06)	
	d. A soils stabilization plan for all cuts, fills and graded areas.	4.172(.06)	
Stage I Preliminary Plan		e.	Sheet Reference
	1. Boundary survey or certified boundary description by a registered engineer or licensed surveyor	4.140(.07)	
Stage II Final Plan			Sheet Reference
	1. Preliminary building elevations (not needed if building elevations are being submitted and reviewed concurrently for Site Design Review)	4.140(.09)	
	2. Preliminary landscaping plans (not needed if detailed landscape plans are being submitted and reviewed concurrently for Site Design Review)	4.140(.09)	
	3. General type and location of signs (not needed if sign plan/permit is being submitted and reviewed concurrently)	4.140(.09)	
Site Design Review			Sheet Reference
	1. Location and design of fences, walls	4.440(.01)	
	2. Landscape Plan		
	a. Location and design of landscape areas	4.440(.01)	
	b. Number and placement of trees and plant materials		
	c. The variety of trees and plant materials listed by scientific and common name	4.440 (.01) 4.176 (.09)	
	d. The size of trees and plant materials	4.440(.01)	
	e. Information, including condition, size and variety, of trees or other plant material being retained on the site	4.440(.01) 4.176 (.09)	
	f. Indication of water consumption categories	4.440(.01)	

(high, moderate, low, and interim or unique) See WC 4.176 (.09) A.-D.	4.176 (.09)	
3. Tree survey showing all trees 4" or greater in caliper. Large area of trees being undisturbed only need the perimeter of the area shown.	4.440(.01)	
4. Architectural drawings and sketches of all building and structures		
a. Floor plans	4.440(.01)	
b. All elevations of proposed structures and other improvements	4.440(.01)	
c. Details of outdoor site furnishings (benches, outdoor tables, garbage cans, lighting, etc.)	4.440(.01)	
5. Sign Plan, drawn to scale, showing the location, size, design, material, color and methods of illumination of all exterior signs	4.440(.01)	
6. Outdoor Lighting (as applicable):		
a. All conformance methods:		
i. Site lighting plan		
ii. Intended lighting by type and location		
iii. Aiming angles for adjustable luminaires		
Tentative Partition Plat		Sheet Reference
1. Name of Subdivision (as applicable)	4.210(.01)	
2. Date, north point and scale of drawing	4.210(.01)	
3. Location by Section, Township, and Range	4.210(.01)	
4. Legal road access	4.210(.01)	
5. Vicinity map showing relationship to nearest major highway or street	4.210(.01)	
6. Dimensions of all lots or parcels, edge dimensions and area	4.210(.01)	
7. Minimum lot size	4.210(.01)	
8. Average lot size	4.210(.01)	
9. Proposed lot and block numbers	4.210(.01)	
10. Gross acreage in plat	4.210(.01)	
11. Proposed uses of the property	4.210(.01)	
12. Information on improvements including streets, private drives, sidewalks, lighting, tree planting	4.210(.01)	
13. Information on times improvements will be made and completed.	4.210(.01)	
14. Location, type, sizes, and general condition of all existing trees	4.210(.01)	
15. Location of existing and proposed Utilities such as electrical, gas, telephone, on and abutting the tract	4.210(.01)	

	a. Domestic water	4.210(.01)	
	b. Irrigation water service	4.210(.01)	
	c. Sanitary sewer	4.210(.01)	
	d. Stormwater drainage and sewer	4.210(.01)	
	e. Electrical	4.210(.01)	
	f. Gas	4.210(.01)	
	g. Telephone	4.210(.01)	
	h. Etc.	4.210(.01)	
	16. Easement information, including approximate width, location, and purpose of all existing and proposed easement on, and known easements abutting the tract.	4.210(.01)	
	17. Outline of deed restrictions, if any.	4.210(.01)	
	18. Indication of areas subject to flooding consistent with Flood Plain Regulations (WC 4.172)	4.210(.01)	
	19. Outline of areas in the SROZ (Significant Resource Overlay Zone)	4.210(.01)	
	20. Outline of wetlands	4.210(.01)	
Sign Plan			Sheet Reference
	1. Sign drawings or descriptions of all materials, sign area and dimensions used to calculate areas, lighting methods, and other details sufficient to judge the full scale of the signs and related improvements;	4.156.02(.05)	
	2. Documentation of the lengths of building or tenant space facades used in calculating maximum allowed sign area;	4.156.02(.05)	
	3. Drawings of all building facades on which signs are proposed indicating the areas of the facades on which signs will be allowed;	4.156.02(.05)	
Tree Plan			Sheet Reference
	1. Topographical information (same as provided on other sheets)	4.610.40(.02)	
	2. Shape and dimensions of the property	4.610.40(.02)	
	3. Location of existing and proposed structures or improvements	4.610.40(.02)	
	4. Location of each tree 6" or greater d.b.h. likely to be impacted	4.610.40(.02)	
	5. Spread and canopy of each tree (may be by numerical reference to list in arborist report)	4.610.40(.02)	
	6. Common and botanical name of each tree	4.610.40(.02)	
	7. Description of health and condition of each tree	4.610.40(.02)	

Pre-Application Conference Summary
3-LOT PARTITION
Meridian United Church of Christ
(Frog Pond Church)

Tax Lot 5500, Map T3SR1W 13AA

December 21 , 2020

OWNER:

Meridian United Church of Christ
6750 SW Boeckman Road
Wilsonville, OR 97070

Marisa Gunter, Moderator and Richard Truitt
Phone: 503-682-0339 971-344-6990

Email: rrtruitt@gmail.com

PREPARED BY:

Pioneer Design Group, Inc.
9020 Washington Square Drive, Suite 170
Portland, OR 97223

Contact: Ben Altman
Ph: 971-708-6258 Cell: 541-993-9015

Email: baltman@pd-grp.com



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Portland, Oregon 97223
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f 844.716.4743
www.pd-grp.com

FACT SHEET:

Project Name: **3-Lot Partition**
Type of Application: **Pre-application Conference**
Site Location: **6750 SW Boeckman Road**
Tax Lots: **T3S R1W, Map 13AA, Lot 5500**
Land Area: **107,083 square feet; or 2.44 Acres**
Comp. Plan/Zoning: **Residential, RA-H, Residential Agricultural - Holding**

Applicant/Owner:

Meridian United Church of Christ

6750 SW Boeckman Road

Wilsonville, OR 97070

Contact: Marisa Gunter, Moderator and

Phone: 503-682-0339

Email:

Richard Truitt

971-344-6990

rrtruitt@gmail.com

**Design Team: **

Pioneer Design Group, LLC

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Bruce Sternberg Architect, Inc.

PO Box 82416

Portland, OR 97282

Bruce Sternberg

503-774-5005

sternarc@comcast.net

Introduction – Project Summary

The Meridian United Church of Christ is a long standing fixture within the Community of Wilsonville, originally founded in 1878. The Church is anchored by the historic chapel, commonly known as the Frog Pond Church.

Over the years additions to the historic structure has been modified several times, as follows:

- Original Chapel;
- Samaritan House Addition: (Class Rooms, Library and Narthex);
- Koinonia Addition: (kitchen, restrooms and meeting rooms (2 small & 1 large); and
- The new 8,200 square foot Sanctuary.

In recent years the church has experienced declining membership, and is now struggling with the operational limitations resulting from the covid-19 pandemic. Consequently, the church contracted with Pioneer Design Group to conduct a Feasibility Analysis for options and opportunities to reduce overhead and down-size in a manner to allow for sustained operations at an economically feasible level.

Based on the Feasibility Report, the Church Board has decided to pursue a land partition. The purposed of the partition is two-fold:

1. Create an ownership (partition wall) to separate the large sanctuary from the remainder of the building, to allow sale of the sanctuary to another church or similar user.
2. Create an additional Parcel to accommodate future limited residential development.

Existing Site and Conditions

The existing church is located along the front and eastern portion of the site, with parking down the west side and in back of the building. The building consist of three sections including: the original Old Church sanctuary, large meeting room, and basement classroom, a new connector section with kitchen and large assembly room, and the new building, with offices and large sanctuary.

With the location of the church and the relatively long narrow shape of the property the siting options are limited. There is really only one viable location for the new facility, which is to the south of the existing parking and east of the storm water pond.

The buildable area is limited by the existing storm water pond located in the southwest corner of the site. The building area is further limited by an auxiliary alley, which connects out the southeast corner of the site to the adjacent subdivision street. The sewer line serving the church is located within this alley.

There is an undeveloped area south of the parking area which is being considered for potential residential development. This developable area could accommodate 3-4 homes, based on the PDR-4 zoning.

There is a 20 foot wide alley connection out the southeast corner connecting to Morgan Street in the Landover Development. This connection also provides for the sanitary sewer connection. This connection is made via Tract G platted as part of Landover, so it is actually owned by the subdivision not the church. However, Tract G is only 20 feet wide, so it would not satisfy the 30-40 foot minimum street frontage requirement. Consequently, the applicant proposes that this Tract be considered a private street, which could serve up to 4 lots.

Shared Parking

The existing parking provides 65 paved spaces, with additional graveled area for auxiliary parking for about 30 cars. From time to time, the church has rented its facilities, particularly the large sanctuary to other churches or organizations like AA. The historic operations at this location indicate that shared parking with churches and organizations has worked quite adequately.

Church Activities

Membership historically was very strong and stable, until their Pastor of 29 years retired in 2007. From 2007 membership dropped, but seemed to stabilize at about 180. Regular service is Sunday mornings. But there are also Sunday school programs. Most recently, however, with the covid-19 pandemic membership as suffered due to the lack of ability to gather in large group services.

A second church (Island Community Church) has at times leased space to hold separate Sunday afternoon service. Their membership is about 360. With their larger membership they sometimes fills the enter lot. However, this has not occurred recently.

A variety of different non-church groups also use the facilities during the week, with both day and evening meeting times.

Transit

Currently, the site does not have direct transit service on Boeckman Road. The closest Smart Route is the #4 line, which runs on Wilsonville Road to Advance Road to Meridian Creek Middle School. This route runs between 9:45 AM and 2:15 PM.

However, as the Frog Pond West Neighborhood continues to be developed, it is expected that additional route will be added on Boeckman Road.

Dial-a-ride is also available and in fact is utilized by some clients. But this service has the inconvenience of a typically long wait for return pick-up. The return pick-up is totally dependent upon the number and locations other scheduled pick-ups and deliveries the driver has to complete.

Accessibility

The Frog Pond site has no option for a location near the street. The only available location for the building is 380 feet walking distance from Boeckman Road. Approximately 130 feet of additional sidewalk will be needed to connect the site to the existing sidewalk in the parking lot, plus a sidewalk along the front of the building.

There currently is not a sidewalk along the frontage of the church on Boeckman Road. However, there is a standard 5 foot sidewalk up to the east property line, and then an offset 3 foot walk up to the front door of the church. The closest sidewalk to the west is about 250 west of the church driveway.

However, under the Frog Pond West Master Plan, the City has planned street improvement for Boeckman Road. These improvements are covered by Standard and Supplemental SDCs. The timing for these improvements has not, yet, been established.

Utilities

Adequate public services are available to serve the existing and proposed development as follows:

- The Church currently uses an existing well for water. However, a water line is available in Boeckman Road and there is a 6" fire line & hydrant in the church parking lot. Water service is also available from the south from Morgan Street.
- Sanitary sewer service is provided from the south, in Morgan Street. The new building will make a private sewer connection to the existing on-site line serving the church.
- There is an existing storm/water quality pond, adjacent to the development site, which is designed with 2, 5, & 10 year storm outlets. The capacity of this facility has been confirmed adequate to accommodate the proposed church. It will need to be evaluated for necessary modifications to accommodate anticipated residential use.

Neighborhood Sensitivity

Generally, it is assumed that this use, which includes individual and family assistance counseling and food bank, is not recognized as an objectionable use in the community. Historically there has been good community support for their operations. This property is surrounded by single family residential to the east, south and west. The church has maintained a good reputation in the community and has operated from this site for many years with no known neighborhood objections or history of complaints.

In fact, the church has an existing access and utilities easement at the southeast corner of the property, which was granted by the Landover HOA. The HOA has been notified of the proposed partition and development plans, and is supportive of the proposal, including allowing any necessary modifications to the existing easement.

Conceptual Partition

The applicant is proposing a 3-Parcel Partition, which includes partitioning the building, separating the large sanctuary, and also creating a 3rd parcel for future residential development, see Table 1.

Table 1
Conceptual 3-Parcel Partition

Parcel 1	Parcel 2	Parcel 3	Total
22,346 sf	60,487 sf	24,250 sf	107,083 sf

CODE COMPLIANCE

Zoning

The subject site is zoned RA-H, Residential Agricultural, Holding. This zone is the most restrictive of the various City zones, as it is intended to serve as a holding zone for future urban level residential development. As such it is also the most restrictive in terms of Allowed or Conditional Uses and minimum lot size requirements.

While the property is zoned RA-H zone, the Comprehensive Plan designation of Residential 6-7/DU/AC. This Plan designation is intended to be implemented by PDR-4 zoning. The site is not designated with any other restrictive overlay zoning such as Flood Hazard or Significant Resource Protection.

The Meridian United Church of Christ (AKA Frog Pond Church) is a long standing fixture within the Community of Wilsonville, originally founded in 1878. The church is an approved Conditional Use under the RA-H zoning.

Under the RA-H zone, Section 4.120(.03)A, states:

Section 4.120. Zones. RA-H Residential Agricultural - Holding Zone.

(.03) Uses Permitted Subject to receiving approval of a Conditional Use Permit:

- A. One single-family dwelling, per lot and accessory dwelling units subject to the standards of Section 4.113 (.10). Where the Comprehensive Plan calls for future non-residential zoning of the site, the building permit for any proposed residential development shall not be granted until a statement has been recorded applying to the title of the subject property, notifying any potential buyer that future development in the area is expected to be non-residential. [Amended by Ord. #825, 10/15/18]***
- B. Except for existing lots of record of less than two acres, recorded prior to the effective date of this Code, partitioning or subdivision of properties designated for development shall only be considered in conjunction with or following a zone change in conformance with the Comprehensive Plan. Said zoning shall confirm the adequate provision of public facilities and the protection of future urban development potentials.***

- C. *If the proposed development is for a less intensive interim density consisting of large lots, a pre-plat and Site Plan review shall be required that provides for future development of the property in accordance with the uses and densities shown in the Comprehensive Plan. Said plat shall be filed on the City's Lien Docket as an obligation toward the property, together with an agreement of non-remonstrance towards the formation of any local improvement district which may serve the subject site.*
- D. *For properties designated in the City's Comprehensive Plan for nonresidential use, the intensity of use shall be restricted to activities which do not require construction of a permanent structure and which will not tend to restrict, obstruct, or adversely affect the future development of the property for its designated use. Except, however, that the development of a single-family dwelling shall be permitted as specified in subsection (.02), above.*
- G. *Private parks, municipal and government buildings, public utilities, public information centers, semi-public buildings of a non-commercial nature, churches, attached family dwelling units limited to two (2) family maximum, public, private, and parochial schools as provided in Section 4.184 when approved by the Development Review Board at a Public Hearing as provided in Section 4.013.*

RESPONSE: The applicant is proposing a 3-Lot Partition to allow for a combination of church, or similar public gathering activities and residential uses. The church is an existing Conditional Use, and residential use is an outright permitted use in both the RA-H and PDR-4 zones.

The applicant's intent is to separate (Partition Wall) the large sanctuary from the rest of the church building to allow for sale to another church or possibly some other similar use. In addition, the proposed partition creates a third parcel for future residential development, consistent with the PDR-4 zoning. These proposed uses are consistent with the allowed uses in the RA-H zone and the Comprehensive Plan designation of Residential 6-7/DU/AC.

As required by Sub-D, the applicant is requesting a Zone Change from RA-H to PDR-4, consistent with the Comprehensive Plan designation of Residential 6-7/DU/AC.

(.04) Dimensional Standards:

A. Minimum Lot Size: 30,000 square feet.

B. Minimum Front and Rear Yard Setbacks: Thirty (30) feet. Minimum Side Yard Setback: Ten (10) feet.

1. Legal, non-conforming RA-H lots in the Old Town Overlay Zone shall have the following setbacks:

a. Front: Ten (10) feet for single family dwellings, for all other uses: none;

b. Rear: Fifteen (15) feet;

c. Side: Five (5) feet...

RESPONSE: The existing church has previously been approved as a Conditional Use, and the building, including various additions were approved through design review

(98DB35 and 00DB05). The existing facilities have been found to comply with the RA-H zoning standards.

The existing lot contains 2.45 acre or 107,083 square feet, not counting future right-of-way dedication for Boeckman Road. With the required zone change, the new lot standards are set by the PDR-4 zoning, Section 4.124 and 4.113. The proposed building conforms as follows:

**Table 2
RA-H and PDR-4 Zoning Standards**

Code Standards	RA-H	PDR-4
Minimum lot size	30,000 sf	3,000 sf
Setbacks		
Front	30 feet	15 feet
Rear	30 feet	15 feet
Side	10 feet	5 feet 7 feet 2-story
Maximum Building Height	35 feet	35 feet

The future residential development of Parcel 3 is anticipated to have access via a private street (Tract G, Landover. Therefore, the maximum number of lots will be 4, per Section 4.177(.07)

Modification of Conditional Use

Section 4.184. Conditional Use Permits – Authorization.

(.01) Conditional Use of property may be granted by the Development Review Board after

concluding a public hearing as provided in Section 4.013. A land use that is “conditional” is one that is generally not compatible with surrounding uses unless mitigating conditions of approval are established. In acting on applications for Conditional Use Permits, the DRB may establish conditions of approval that are found to be necessary to implement the Comprehensive Plan or to assure compliance with the standards of this Code, based on information in the record.

A. Authorization to Grant or Deny Conditional Uses: A conditional use listed in this ordinance shall be permitted, altered, or denied in accordance with the standards and procedures of this Section. In judging whether a conditional use permit shall be approved, or determining appropriate conditions of approval, the Development Review Board shall weigh the proposal’s positive and negative features that would result from authorizing the particular development at a location proposed, and to approve such use, shall find that the following criteria are either met, can be met by observance of conditions, or are not applicable:

- 1. The proposal will be consistent with the provisions of the Comprehensive Plan and the requirements of Chapter 4 of the Wilsonville Code and other applicable policies of the City.*

- 2. The characteristics of the site are suitable for the proposed use considering size, shape, design, location, topography, existence of improvements and natural features.*
- 3. All required public facilities and services exist, or will be provided, to adequately meet the needs of the proposed development.*
- 4. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, or precludes the use of surrounding properties for the uses listed as permitted in the zone.*

RESPONSE: The church is an approved Conditional Use under the RA-H zoning, and will continue as a Conditional Use under the PDR-4 zoning.

However, with the proposed partition, it is anticipated that a second church will be involved, which requires a Modification to the existing Conditional Use, as follows:

1. The subject property is currently zoned RA-H, Residential Agricultural Holding. Meridian United Church of Christ is an approved Conditional Use under the RA-H zoning.

The Comprehensive Plan designation is Residential 6-7/DU/AC. Per Table 1 of 4.124(.05) the applicable implementing zone is PDR-4. Therefore, the applicant is requesting a zone change to PDR-4. Compliance with the PDR-4 zoning is addressed later herein.

Therefore, the proposal will be consistent with the provisions of the Comprehensive Plan and the requirements of Chapter 4 of the Wilsonville Code and other applicable policies of the City as addressed herein.

2. As demonstrated by prior City land use approvals (98DB35 and 00DB05), the characteristics of the site have been found to be suitable for church use, considering size, shape, design, location, topography, existence of improvements and natural features.

As reflected on the proposed Stage I Master Plan and Preliminary Partition Plat, Parcels 1 & 2 will remain as church use, including required parking consistent with prior approvals. The only difference is that there will be two separate churches operating on-site instead of just one.

However, given the reduced congregation size of the Meridian Church of Christ, the addition of a second church is not expected to increase total site activity over that of the previous larger congregation of the Meridian Church of Christ.

3. All required public facilities and services currently exist and adequately meet the needs of the existing church facilities, and the proposed future residential development.
4. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, or precludes the use of surrounding properties for the uses listed as permitted in the zone.

The continuation of church use will maintain existing conditions relative to the character of the surrounding neighborhood. The proposed future residential use will be consistent with the surrounding residential neighborhood.

Therefore, the proposed modification of the Conditional Use permit complies with the approval criteria.

ZONE CHANGE

As note, the RA-H zoning requires rezoning in conjunction with the proposed partitioning. The applicant will be requesting rezoning to PDR-4, per 4.197.

PRELIMINARY BUILDING CODE EVALUTION

Bruce Sternberg, Architect, has prepared a preliminary Code assessment for the building partitioning. His report summarizes existing conditions and defines necessary wall modifications needed to create an ownership wall, separating the large sanctuary from the rest of the building.

The preliminary report found that the existing wall separating the newer sanctuary from the Koinonia Hall is a bearing (1 hour rated) wall, which supports the roof of the sanctuary. Therefore, a new partition wall (2 hour rated) will need to be constructed. The applicant desires to maintain connectivity to the sanctuary, so a determination needs to be made as to door rating, etc.

As addressed in the assessment, there are still some unanswered code questions that need to be resolved through the Pre-Application Process.

TRAFFIC STUDY WAIVER

For the initial partition application, the applicant is requesting a waiver for a Traffic Study. The basis for the waiver is that there will not be an initial change in trips, as the continued use will remain church related.

In the longer term, the applicant intends to sell Parcel 3 for residential development. At that time, any application for any residential development will be subject to an appropriate traffic study.

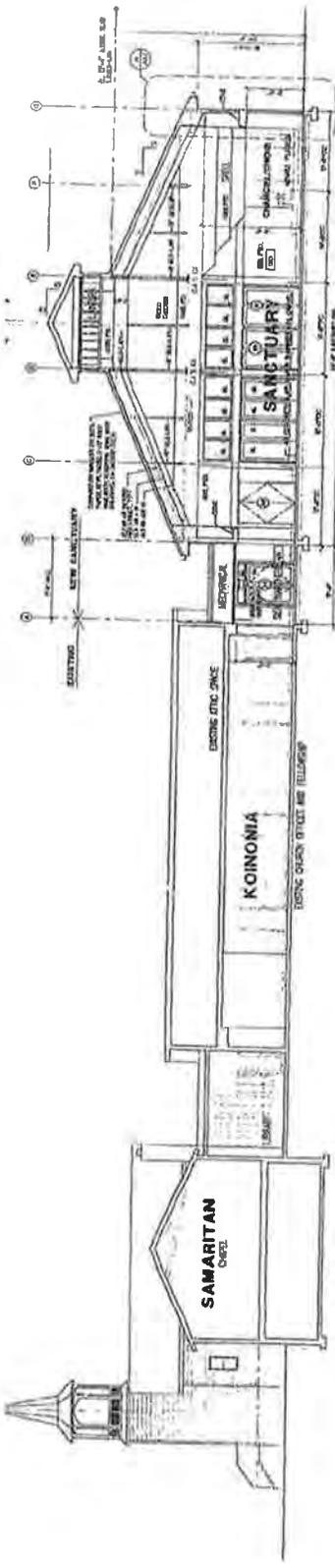


PECK
SHILEY
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ARCHITECTS

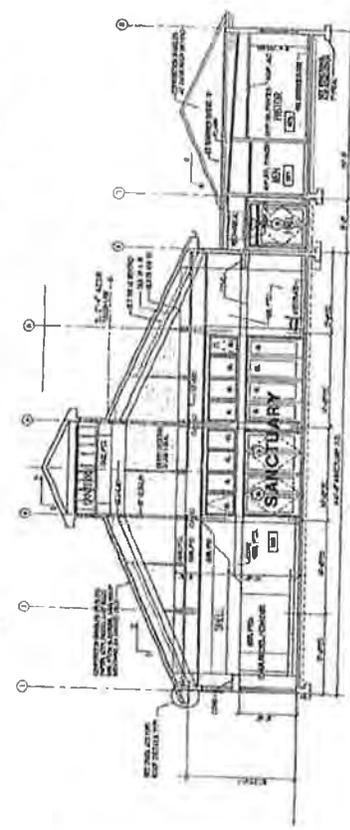
1200 NW HAYWARD
PORTLAND, OREGON
97209
(503) 251-1010

SANCTUARY ADDITION AND ALTERATIONS
MERIDIAN UNITED CHURCH OF CHRIST
6720 S.W. BOECKMAN ROAD, WALTONVILLE, OH 45770

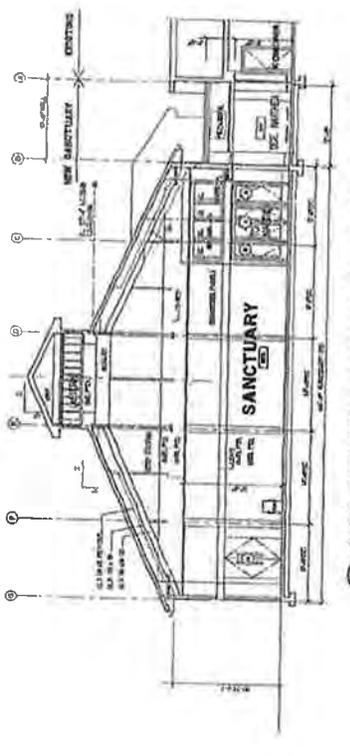
A4
1/4" = 1'-0"



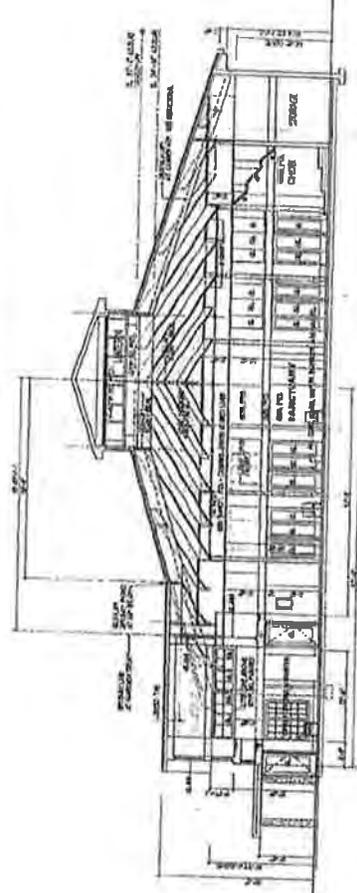
1 LONGITUDINAL SECTION-ELEVATION LOOKING EAST AT SANCTUARY
SCALE: 1/8" = 1'-0"



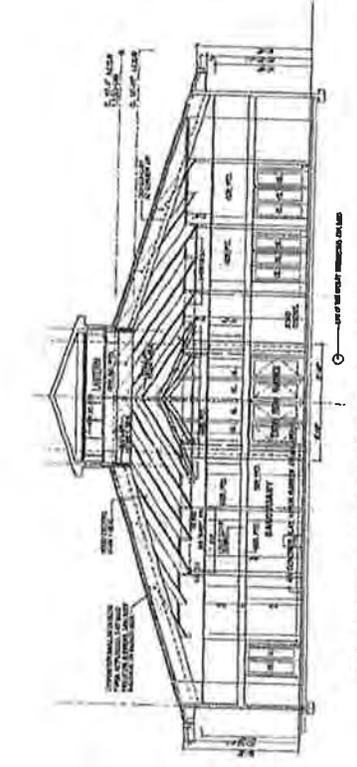
2 NORTH-SOUTH SECTION ELEVATION LOOKING TOWARD OFFICES
SCALE: 1/8" = 1'-0"



3 SECTION-ELEVATION LOOKING SOUTH AT SANCTUARY
SCALE: 1/8" = 1'-0"



4 DIAGONAL SECTION THRU SANCTUARY LOOKING TOWARD MARTREX
SCALE: 1/8" = 1'-0"



5 DIAGONAL SECTION THRU SANCTUARY AND NARTHEX
SCALE: 1/8" = 1'-0"

SECTION	ELEVATION	SCALE
1	LONGITUDINAL SECTION-ELEVATION LOOKING EAST AT SANCTUARY	1/8" = 1'-0"
2	NORTH-SOUTH SECTION ELEVATION LOOKING TOWARD OFFICES	1/8" = 1'-0"
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4	DIAGONAL SECTION THRU SANCTUARY LOOKING TOWARD MARTREX	1/8" = 1'-0"
5	DIAGONAL SECTION THRU SANCTUARY AND NARTHEX	1/8" = 1'-0"



PECK
SMILEY
EITLIN
ARCHITECTS

1220 S. WASHINGTON
SUITE 400
SPRINGFIELD, MISSOURI
65804-2849

SITE UTILITY PLAN
SANCTUARY ADDITION AND ALTERATIONS
MERIDIAN UNITED CHURCH OF CHRIST
6700 S.W. BOECKMAN ROAD, WILSONVILLE, OR 97170

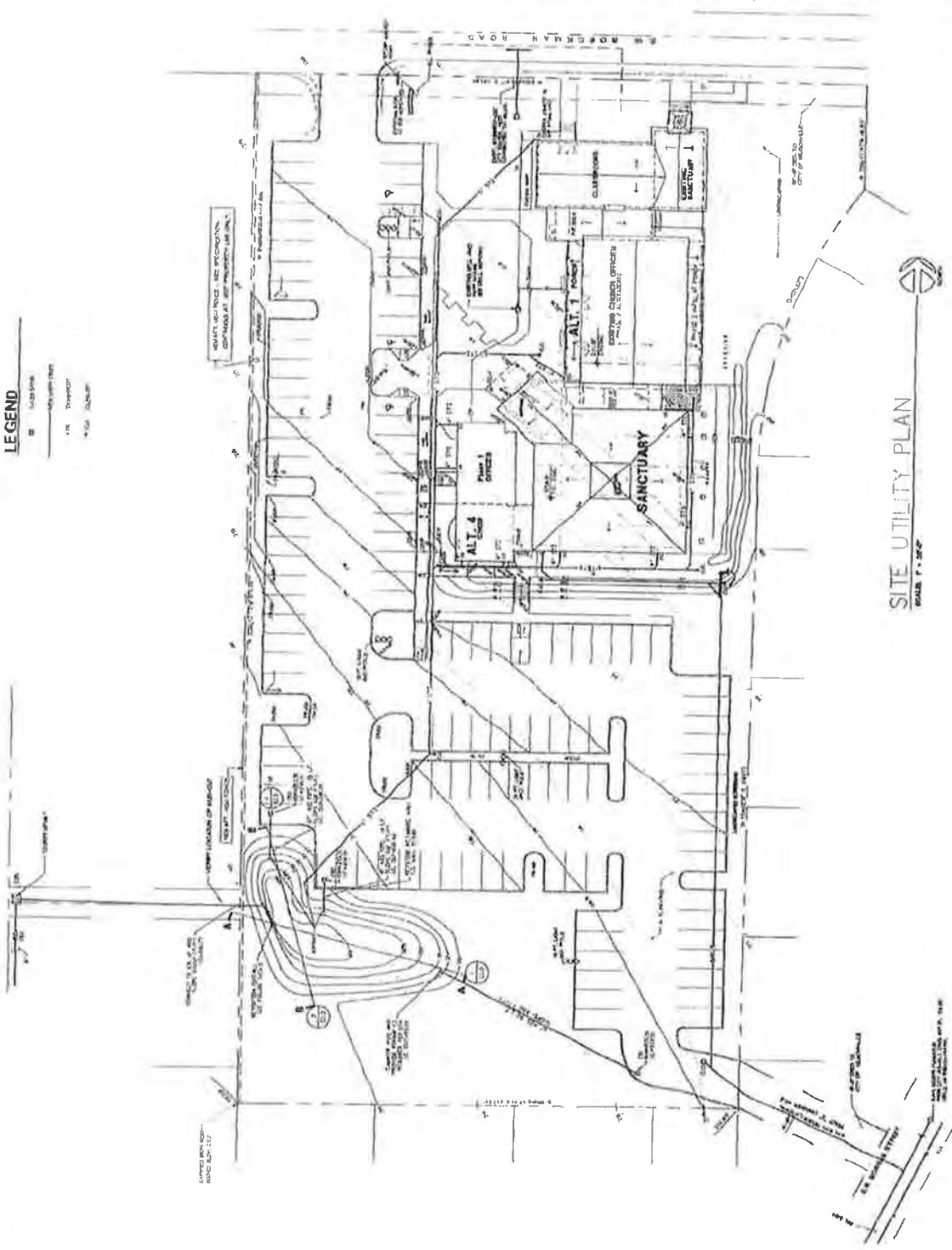
NO.	DATE	DESCRIPTION
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3	02/11/11	ISSUED FOR PERMITS
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98	01/19/19	ISSUED FOR PERMITS
99	02/19/19	ISSUED FOR PERMITS
100	03/19/19	ISSUED FOR PERMITS

C1.2



LEGEND

— 1/2" = 1' SCALE
 — 1/4" = 1' SCALE
 — 1/8" = 1' SCALE
 — 1/16" = 1' SCALE



SITE UTILITY PLAN
 SCALE: 1" = 20'



Unique Serial Number: (assigned by dbase) 5142

Department: Planning

Case No: 98DB35

File Creation Date:

Request: 1) Conditional Use Permit for development of an 8,200 SF sanctuary addition
2) Appeal of DRB decision to require full deposit of future construction costs

Action: 1) Approved
2) Appeal withdrawn

Project Expiration Date: 8/24/00

Property Description: TL 5500 Sec. 13AA County: C

Location:

Street Address: 6750 SW Boeckman Road

Project Name(s): **Meridian United Church of Christ**

Applicant: Wayne Lowrie

Retention Schedule: Permanent

Location of Microfilm: City Hall Vault

Hard Copies of drawings/plans available? Yes

Physical copy of file retained? Yes - Color / Materials board retained

See also Case Files: Resolution 1517, 00DB05

Other name(s) on file:

sw 11/8/07 Initial/Date

MIAPS

NOTICE OF DECISION



30000 SW Town Center Loop E
Wilsonville, Oregon 97070
(503) 682-1011
(503) 682-1015 Fax
(503) 682-0843 TDD

DEVELOPMENT REVIEW BOARD

PANEL B

Project Name: Meridian United Church of Christ
Case File No: 98DB35
Applicant/Owner: Wayne Lowrie
Proposed action: Approval of a conditional use permit to allow for church expansion.
Property description: Tax Lot 5500, Section 13AA, T3S-R1W Clackamas County, OR
Location: 6750 SW Boeckman Road

On August 24, 1998, at the meeting of the Development Review Board the following decision was made on the above referenced proposed development action:

Approved

This decision has been finalized in written form and placed on file in the city records at the Wilsonville City Annex this 27th day of August, 1998, and is available for public inspection. The date of filing is the date of the decision. Any appeal(s) must be filed with the City Recorder by 5:00 p.m. on September 11, 1998.

Written decision is attached.

This action will expire on August 24, 2000 unless development commences prior to the expiration date.

For further information, please contact the Wilsonville Planning Division at the Community Development Building, 8445 SW Elligsen Road, Wilsonville, Oregon, 97070, or phone 682-4960.

Attachment: Resolution 98DB35 including
Adopted Staff Report
DRB Motion to approve

FILED 8-27-98 my.



**CITY OF WILSONVILLE
DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 98DB35**

A RESOLUTION ADOPTING FINDINGS AND CONDITIONS OF APPROVAL, APPROVING A CONDITIONAL USE PERMIT TO ALLOW FOR CHURCH EXPANSION. THE SITE IS LOCATED AT 6750 S.W. BOECKMAN ROAD ON TAX LOT 5500, SECTION 13AA, T3S-R1W, CLACKAMAS COUNTY, OREGON. MERIDIAN UNITED CHURCH OF CHRIST, APPLICANT.

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Sections 4.008(4) and 4.139(1), (2), and (3) of the Wilsonville Code; and

WHEREAS, the Planning Staff has prepared a report on the above-captioned subject which is attached hereto as EXHIBIT "A"; and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board at a regularly scheduled meeting conducted on August 24, 1998, at which time said exhibits, together with findings and public testimony, were entered into the public record; and

WHEREAS, the Board has duly considered the subject and the recommendations contained in the staff report; and

WHEREAS, all interested parties, if any, have been afforded the opportunity to be heard on the subject.

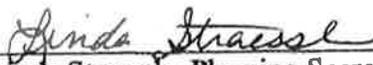
NOW, THEREFORE, BE IT RESOLVED that the Development Review Board does hereby adopt the staff report, with the findings, recommendations and Conditions of Approval contained therein (Exhibit A attached) and further authorizes the Planning Director to issue A SITE DEVELOPMENT PERMIT consistent with said recommendations.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 24th day of August, 1998, and filed with the Planning Secretary on August 24, 1998.



Brian Griffin, Chair
Wilsonville Development Review Board
Panel B

Attest:



Linda Straessle, Planning Secretary

DEVELOPMENT REVIEW BOARD
PANEL B
AUGUST 24, 1998
MOTION
98DB35

PUBLIC HEARING:

- A. 98DB35 – Meridian United church of Christ. Applicant requests a Conditional Use Permit to allow church expansion. The site is located at 6750 SW Boeckman Road on Tax Lot 5500, Section 13AA, T3S-R1W, Clackamas County, Oregon.

Tom Sullivan moved to approve 98DB35 (as proposed by staff) with the following amendment to the Condition of Approval #12 and the additional Conditions of Approval:

Amended Condition #12: ...”The applicant shall install drip irrigation in new shrub bed areas with energy wise control systems.”

Condition #16: Applicant is required to resubmit its landscaping plan to the City Planning Division for its review. The plan should show lawn and bed delineation, indicating maturity within three years, and should increase the density of ground cover and shrubs.

Condition #17: The applicant can submit the architectural plan for the “new marker” at the end of the porte cochere to staff and staff may either approve it or remand it back to the Development Review Board.

Condition #PF 16: Within one year from the date of the City Council acceptance of an adequate long-term and short-term solution to the current water deficiency, the applicant shall connect to city water service.

Also the Building Official’s conditions as listed in Exhibit G on page 84 of 90 of the Staff Report.

Nancy Downs seconded the motion which passed 4 – 0.

**PLANNING DIVISION
STAFF REPORT**

DATE: August 24, 1998, DRB meeting.

TO: Development Review Board

PREPARED BY: Blaise Edmonds
Robert Hoffman AICP

REQUEST: 98DB35 Meridian United Church of Christ. 6750
S.W. Boeckman Road. Review Conditional Use Permit
for development of an 8,200 SF sanctuary addition.



Summary

A new church or church expansion is permitted within the RA-1 zone subject to a Conditional Use Permit. This request involves 8,200 SF sanctuary addition and interior alternations to the existing Meridian United Church of Christ.

The traffic report prepared by DKS Associates demonstrates that traffic generated by the church addition can be accommodated safely and without congestion in excess of level service D at the intersection of Wilsonville Road and Town Center Loop East. The proposed church addition will generate zero (0) p.m. peak hour, weekday period trips.

Ordinance No's. 493 and 497: City moratorium on planning approvals due to lack of water capacity. The DRB may approve this application as

ADOPTED STAFF REPORT

the Community Development Director determined that the proposed church improvements would not cause an increased demand for water service. The subject property will use the existing on-site well.

The City's minimum parking requirement is 91 spaces. 118 parking spaces are proposed which are 27 parking spaces more than the City's minimum-parking requirement. The DKS traffic report estimates *"75 stalls would be required, based on one stall per four seats in the proposed sanctuary, but is slightly lower than anticipated demand (129 stalls, based on 0.43 stalls per attendee)." DKS further states that "parking spillover into adjacent neighborhoods should be anticipated during peak periods. (I.e. Christmas, Easter, etc.)"*

The design challenge here is how to architecturally integrate the new addition with the historic Frog Pond Church, which was founded in 1878. In the opinion of staff, the proposed church addition including its cupola over the new sanctuary is designed to compliment the architecture, colors and materials of the existing church consistent with Subsection 4.421(3)(b) and Subsection 4.121(3)(a)WC.

One or two proposed parking lot islands should be re-aligned and constructed to create larger areas next to existing trees as recommended by the arborist. This will result in some longer rows of parking spaces (more than 10 spaces) but will preserve more trees.

City code requires 35 (thirty-five)-replacement trees at minimum 2" caliper. However, planting 35 replacement trees may be an excessive number as the arborist report indicates that numerous Pines have grown too closely together. Regarding this, Ordinance 464 provides an option which allows the applicant to pay into the City tree fund based on the cost of a 2" caliper tree which include the cost of installing the trees. Alternatively WC4.620(7) allows the Planning Director to exempt tree replacement for "good cause" which may be the case here.

Parking lot lighting should be directed away from adjacent residential homes.

Proposed head-in parking along the subject property lines of the church property may cause vehicle headlights to shine into homes at the rear yards. There is an existing wood fence along the East Side property line, but in the Wilsonville Meadows VII addition adjacent to the West, the homes are under construction with no fencing. The DRB may choose to wait and see if each respective homeowner builds their fence or condition the church to build a 6' high, solid, sight-obscuring fence.

Action:

Approve the Conditional Use Permit with Conditions of Approval
attached herein.

98DB35
Meridian United Church of Christ
Conditional Use Permit

Owner/applicant: Meridian United Church of Christ
Architect: Peck/Smiley/Ettin Architects
Landscape: Peck/Smiley/Ettin Architects
Arborist: William L. Owen

Development Review Criteria:
Zoning:

Section 4.012: Hearings procedures.
Section 4.120: Residential Agriculture 1-acre zone. (RA-1)
Section 4.175: Conditional Use Criteria (churches)
Section 4.150: Off-street parking
Subsection 4.139(4)(a): Land use
Subsection 4.139(4)(b): Traffic
Subsection 4.139(4)(c): Public facilities
Subsection 4.168: Sidewalks and bikeways
Section 4.166: Landscaping
Sections 4.400 to 4.450: Site Design Review
Section 4.421: Criteria of Design Standards
Section 4.151(1)(b)(1 to 5): Signs.
Ordinance No. 464 Tree Preservation including Section 4.620(7).
Planning Director to exempt the project for "good cause".

Ordinance No's, 493 and 497 City moratorium on planning approvals due to lack of water capacity.
Transportation Master Plan dated July 12, 1991

Submittal date: June 30, 1998
120-day review limit: October 21, 1998

Site Description and Location:

The project site is located at 6750 Boeckman Road. The project site is more specifically described as being Tax Lot 5500, Section 13AA, T3S-R1W, Wilsonville, Clackamas County, Oregon.

Adjacent uses:

North: Large lot, single family dwellings in unincorporated land in Clackamas County

East: Arbor Lake subdivision.
West: Wilsonville Meadows VII subdivision.
South: Arbor Lake subdivision.

Proposal:

Review Conditional Use Permit for 8,200 SF sanctuary addition and interior alternations. Proposed architecture and landscaping is also being reviewed. Review Type 'C' tree removal plan.

Project Data:

Property area = 2.47 acres
Building portion of the property, existing plus proposed = 16,820 SF @ 15.6%
Parking and driveways = 40,470 SF @ 37.7%
Landscaping = 50,303 SF @ 46.8%

Proposed Addition:

New sanctuary, offices, choir, toilets and narthex = 8,200 SF
Remodel: Kitchen relocated, toilet rooms renovated.
New porch = 6,800 SF
Koinonia = 2,500 SF
Chapel/Parlor = 1,500 SF

RECOMMENDED FINDINGS

Comprehensive Plan Designation and Zoning.

1. The Comprehensive Plan Map designates the property as Low Medium Residential – 0 to 1 dwelling units per acre. Zoning is Residential – Agricultural 1-acre minimum. (RA-1). The subject request may be reviewed as a Conditional Use.

Section 4.139(4) WC stipulates that the Planning Commission (Development Review Board) may grant a Conditional Use Permit only if it is found that the development conforms to Section 4.175. Section 4.175 reads:

- (1) *Zone permitted: RA-1 and R.*
- (2) *Condition Standards:*
 - (a) *Minimum Lot Area: Ten thousand (10,000) square feet.*
 - (b) *Minimum Street Frontage: One hundred (100) feet.*

- (c) *Maximum coverage: Fifty percent (50%) for all buildings.*
- (d) *Maximum Building height: Fifty (50) feet.*
- (e) *Minimum Depth: One hundred twenty-five (125) feet.*

Response Findings:

2. Section 4.175WC Conditional Use Permit is met. The existing property meets or exceeds the minimum lot area, street frontage (260' +/- is existing) and minimum lot depth (495' is existing). It does not exceed the maximum lot coverage (15.6% is proposed). Under Section 4.172 WC, church spires are exempt from all maximum height restrictions. A cupola is proposed atop the proposed church sanctuary at 38' high. There is a 41'-2" high spire/tower attached to the historic church, which is good design solution as it will give the old spire visual hierarchy over the proposed church addition. The spacing of the cupola and tower is adequate to provide proper contrast.

Setbacks:

3. Within the RA-1 zone the minimum front yard setback is 30', rear is 30' and side yard is 10'. The proposed church expansion will observe the City's minimum yard setback requirements. WC 4.170(1)(a)(1) allows setbacks for public use such as road widening of projects which is likely to occur in the future.

Parking:

4. Section 4.150WC sets forth-minimum parking standards for off-street parking. Key subsections of the parking code that most commonly affect site development review is as follows:

Subsection 4.150 (1)(k): All areas used for parking and maneuvering of cars shall be surfaced with screened gravel, asphalt, or concrete, and shall provide for suitable drainage.

Subsection 4.150 (2)(a)(3)(b): Tree and/or shade planting areas of a minimum eight feet in width and length and spaced 7 to 10 parking spaces or an aggregate amount.

Subsection 4.150 (2)(4): Be designed for safe and convenient handicapped access.

Definitions 52 and 53 of the Wilsonville Code specify the dimensions of a standard parking space at 9 feet wide by 18 feet long, and a compact parking space at 8 1/2 feet wide by 17 feet long.

Subsection 4.150 (1)(n): *When the parking standards require ten (10) or more parking spaces, up to 30% of these may be compact car spaces as identified in Section 4.005 and shall be appropriately identified.*

Response findings:

5. Code minimum parking:

Existing church sanctuary: Seating capacity @ 72' total bench length at 1 space per 8' bench length = 9 parking spaces. 9 parking space is required.

Proposed building:

1 space per 4 chairs. Staff estimates approximately 327 chairs in the proposed sanctuary including choir seating and 8 chairs for over flow area = 82 parking spaces.

The City parking code does not require additional parking for the fellowship hall, three office rooms, Samaritan, nursery, kitchen, choir room, etc.

The City's minimum parking requirement is 91 spaces. **118 parking spaces are proposed** which are 27 parking spaces more the City's minimum-parking requirement. The DKS traffic report estimates 75 stalls would be required, based on one stall per four seats in the proposed sanctuary, but is slightly lower than anticipated demand (129 stalls, based on 0.43 stalls per attendee). DKS states that "parking spillover into adjacent neighborhoods should be anticipated during peak periods. (I.e. Christmas, Easter, etc.)

Parking for the disabled:

6. The Americans with Disabilities Act (ADA) have superseded section 4.150 of the Wilsonville Code. The City Building Official administers the ADA. The proposed site plan shows two (2) parking spaces for the disabled.

Subsection 4.139(4)(b), Traffic:

Subsection 4.139 (4)(b) of the Wilsonville Code sets forth traffic criteria for planned development. Subsection 4.139 (4)(b) states:

"The location, design, size and uses are such that traffic generated by the development at the most probable used intersection(s) can be accommodated safely and without congestion in excess of level service D defined in the highway capacity manual published by the National Highway Research Board on existing or immediately planned arterial or collector streets and will, in the case of commercial or industrial developments, avoid traversing local streets."

Response Findings:

7. Subsection 4.139 (4)(b) (WC) Traffic: The City traffic consultant, DKS associates, has prepared the traffic impact report for the proposed church addition. The DKS traffic report appraised trip generation, capacity and level of service on arterial and collector streets up through the nearest intersection(s). In this case, the intersection of Town Center Loop East and Wilsonville Road. The proposed church addition will generate three (3) PM Peak hour trips of zero (0) trips will travel through the Wilsonville Interchange. The proposed project has an acceptable traffic level that can be accommodated safely and without congestion for compliance with Subsection 4.139 (4)(b) (WC).

Streets:

7. The church has two driveways; the main driveway is at Boeckman Road and a secondary driveway at Morgan Street. Boeckman Road is a Minor Arterial which is not constructed to full street standards and width. Table 5 of the Transportation Master Plan specifies for a Section "E" street to have 3 to 5 lanes, 50-66 pavement width within 64-90 right-of-way. Such an improvement could cause a significant impact (removal of the front steps and covered entry) if not done with sensitivity with the original Frog Pond Church and may ultimately require removing several significant trees including the 36" Sequoia located at the northwest corner of the subject property unless City standards are selectively adjusted to protect and recognize the historic structure. The Frog Pond church receives the highest score of any Wilsonville resource listed in the Comprehensive Plan. The applicant in their site plan dated April 1998 proposes to dedicate 10 feet of additional right-of-way. This would bring the ROW adjacent to the porch.

Sidewalks and Bikeways:

Subsection 4.167(b) Wilsonville Code stipulates:

"(b) All streets shall be developed with curbs, utility strips and Sidewalks on both sides; or a sidewalk on one side and a bike path on the other side of the street.

9. There is an existing 3 to 4' wide concrete sidewalk along Boeckman Road fronting the subject property. Again, the potential future widening of Boeckman Road including a 5' wide sidewalk improvement will have significant impact on the existing Frog Pond church. The existing sidewalk alignment is most apparent looking west from the sidewalk on the North Side of Arbor Lake subdivision. If this sidewalk were extended West without adjustment it would appear to extend straight through the old church. Obviously, adjustment of alignment of the sidewalk must be made to recognize and protect the historic resource. An interim sidewalk is needed to provide continuity along Boeckman Road for pedestrian movement even from the view of the church. The sidewalk system on site must be extended to the public sidewalk. A sidewalk would also be desirable to access SW Morgan Street but would require significant

Looking West along Boeckman Road, sidewalk extension through church?



modification of the parking and landscaping plan. This would better access the adjacent subdivision.

Subsection 4.139(4)(c), Public Facilities:

Section 4.139(4)(c) WC: Adequate public facilities; *"The location, design, size and uses are such that the residents or establishments to be accommodated will be adequately served by existing or immediately planned facilities and services."*

Response Findings:

10. To assure orderly and efficient development of the subject property, each respective development must be provided with adequate public facilities (i.e., sanitary sewer, storm drainage water and streets). Those facilities must be available prior to or simultaneous with each respective phase of development. With the recommendations of the City Engineer the location, design and size of sanitary sewer, storm sewer and water are such that the project is adequately served or service can be made available in the near future. Engineering findings and recommendations are listed in Exhibit 'F'.

Water:

11. Ordinances No. 493 and 497: City moratorium on planning approvals due to lack of water capacity. The DRB may approve this application as the Community Development Director determined that the proposed building addition would not cause an increased demand for water service, as the church will utilize an existing on-site well. The applicant has provided a well log, which shows an alternative water source capable of providing an adequate water supply to the existing church, and the proposed church expansion including new landscaping. See Exhibit 'H'. City connection is at a 12" line in Boeckman Road. Adequate fire service will be a requirement for construction.

Sanitary Sewer:

12. A 8" line is available in the adjacent Arbor Lake subdivision.

Storm water:

13. The Public Works Code requires storm drainage facilities adequate to handle a 25-year storm event. A 12" line at the adjacent Arbor Lake subdivision will intercept proposed storm drainage.

Tree Removal and Retention/Ordinance No. 464:

Tree Preservation Ordinance No. 464 and Subsection 4.161(1)(b)
Protection of natural features.

4.161(1)(b) WC: *To encourage site planning and development practices which protect and enhance natural features such as streams, swales, ridges, rock outcroppings, views, large trees and wooded areas.*

Subsection 4.161(4)(a and b): Preservation of trees.

(4) *Trees and Wooded Areas:*

(a) *All developments shall be planned, designed, constructed and maintained so that:*

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

2. *Existing wooded areas, significant clumps/groves of trees and vegetation, and all conifers and oaks with a diameter of six inches or greater and all deciduous trees with a diameter of eight inches or greater shall be incorporated into the development plan wherever feasible.*

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

(b) *Trees and woodland areas to be retained shall be protected during site preparation and construction according to county design specifications by:*

1. *Avoiding disturbance of the roots by grading and/or compacting activity.*

2. *Providing for water and air filtration to the roots of trees which will be covered with impermeable surfaces.*

3. *Requiring, if necessary, the advisory expertise of a registered arborist/horticulturist both during and after site preparation.*

4. *Requiring, if necessary, a special maintenance, management program to insure survival of specific woodland areas of specimen trees.*

14. Regarding the above, the applicant has identified 64 trees within the project site 6" caliper or larger. The applicant has provided an arborist report necessary for a Type 'C' tree removal review. The arborist report indicates the condition, species and size of all trees (6" caliper or larger) within the project site. Staff further summarizes:

a) The total number of trees over 6" D.B.H. shown on the drawings as possible candidates for retention is twenty-nine (29) trees.

b) The best specimen trees on the subject property are:

Tree #1	13" Oak
Tree #5	36" Sequoia
Tree #11	11" Pine
Tree #50	7" Pine
Tree #51	10" Pine
Tree #52	12" Pine
Tree #54	10" Fir
Tree #69	14" Pine
Tree #70	11" Maple
Tree #71	9" Maple
Tree #74	13" Maple
Tree #76	11" Maple



Tree #5, 36" Sequoia

15. The majority of trees listed above are proposed to be retained. In order to retain Tree #69, the proposed Parking Lot Island needs to be aligned adjacent to the tree to give it more growth and root area. A similar condition affects Tree #49. Shifting parking lot islands to preserve trees will not reduce parking spaces.

c) The number of trees not suitable for retention is thirty-five (35). Those trees are proposed to be removed by future building, parking lot, sidewalks, decline due to age, disease, over crowding, poor shape, multi-stemmed, or being in a dangerous condition.

- d) The arborist recommends that Tree # 73 (A split stemmed 16" and 28" Birch) "should be cabled and given support without any delay on the basis of hazard, both present and potential. It is in danger of splitting apart under certain conditions at this time. **Do not delay taking action.**"
- e) Species, size and cost of replacement trees are provided in the landscape plan. The landscape plan shows 8 Flowering Pears, 4 Kwanzan, 1 Dogwood, and 1 Japanese maple replacement trees but at a smaller 1-1/2" caliper. City code requires 35 (thirty-five)-replacement trees at minimum 2" caliper. However, planting 35 replacement trees may be an excessive number as the arborist report indicates that numerous Pines have grown too closely together. Regarding this, Ordinance 464 provides a second option which allows the applicant to pay into the City tree fund based on the cost of a 2" caliper tree including installation or for the Planning Director to exempt the project for "good cause". See Section 4.620(7).

Site and Design Review

4.421 Criteria in Standards and Application of Design Standards

(l) The following standards shall be utilized by the Board in reviewing the plans, drawings, sketches and other documents required under Section 4.440. These standards are intended to provide a frame of reference for the applicant in the development of site and building plans as well as a method of review for the Board. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention and innovation. The specifications of one or more particular architectural styles are not included in these standards.

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

(b). Relation of Proposed Buildings to Environment. Proposed structures shall be located and designed to insure harmony with the natural environment, including protection of steep slopes, vegetation and other naturally sensitive areas for wildlife habitat and shall provide proper buffering from less intensive uses in accordance with Section 4.163. The achievement of such relationship may include the enclosure of space in conjunction with other existing buildings or other proposed

buildings and the creation of focal points with respect to avenues of approach, street access or relationships to natural features such as vegetation or topography.

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

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

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

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

(g) Special Features. Exposed storage areas, exposed machinery installations, surface areas, truck loading areas, utility buildings and structures and similar accessory areas and structures shall be subject to such setbacks, screen plantings, or other screening methods as shall be required to prevent their being incongruous with the existing or contemplated environment and its surrounding properties.

(3) The Board shall also be guided by the objectives of Section 4.400 and such objectives shall serve as additional criteria and standards. They are as follows:

(a) Insure that Site Development Plans are designed in a manner that insures proper functioning of the site and maintains a high quality visual environment.

(b) *Encourage originality, flexibility and innovation in site planning and development, including the architecture, landscaping and graphic design of said development;*

(c) *Discourage monotonous, drab, unsightly, dreary and inharmonious developments;*

(d) *Conserve the City's natural beauty and visual character and charm by insuring that structures, signs and other improvements are properly related to their sites and to surrounding sites and structures, with due regard to the aesthetic qualities of the natural terrain and landscaping, and that proper attention is given to exterior appearances of structures, signs and other improvements;*

(e) *Protect and enhance the City's appeal and thus support and stimulate business and industry and promote the desirability of investment and occupancy in business, commercial and industrial purposes;*

(f) *Stabilize and improve property values and prevent blighted areas and, thus, increase tax revenues;*

(g) *Insure that adequate public facilities are available to serve development as it occurs and that proper attention is given to site planning and development so as to not adversely impact the orderly, efficient and economic provision of public facilities and services.*

(h) *Achieve the beneficial influence of pleasant environments for living and working on behavioral patterns and, thus, decrease the cost of governmental services and reduce opportunities for crime through careful consideration of physical design and site layout under defensible space guidelines that clearly define all areas as either public, semi-private, or private, provide clear identity of structures and opportunities for easy surveillance of the site that maximize resident control of behavior particularly crime;*

(i) *Foster civic pride and community spirits so as to improve the quality and quantity of citizen participation in local government and in community growth, change and improvements;*

(j) *Sustain the comfort, health, tranquillity and contentment of residents and attract new residents by reason of the City's favorable environment and, thus, to provide and protect the peace, health and welfare of the City.*

Architecture:

16. In the professional opinion of staff, the proposed architecture meets or exceeds the minimal design standards found in Subsection 4.421(3)(b) and Subsection 4.121(3)(a) which seeks to maintain a high quality visual environment, and Subsection 4.421(3)(a) which seeks to insure *that "Site Development Plans are designed in a manner that insures proper functioning of the site and maintains a high quality visual environment.* Proposed is a one story church addition. The design challenge here is how to architecturally integrate the new addition with the historic Frog Pond Church, which was founded in 1878. In the opinion of staff, the proposed church addition is designed to compliment the architecture, colors and materials of the existing church consistent with Subsection 4.421(3)(b) and Subsection 4.121(3)(a) WC.

Landscaping:

Subsection 4.166(1) of the Wilsonville Code stipulates:

"All areas not covered by buildings or pavement, but not less than 15% of the total lot area, exclusive of parking lot areas, shall be landscaped with vegetative plant materials. Landscaping shall be located in at least three separate and distinct areas of the lot, one of, which must be located in the front yard area. Such areas shall be encouraged adjacent to structures. Landscape planters shall be used to define, soften or screen the appearance of buildings and off-street parking areas. Materials to be installed shall achieve a balance between various plant forms and heights."

17. Proposed landscape coverage is 46.8% which exceeds the 15% requirement. The proposed landscape materials are on native drought resistant plant selection. The plant legend provides quantitative information for plant species, quantity and size.

On-Site Trees:

As set forth in Subsection 4.166(2)(a)WC, all trees shall be well branched and typical of their type as described in current American Association of Nurserymen (AAN) Standards and shall be balled and burlapped. The trees grouped as follows:

"Primary trees which define, outline or enclose major spaces, shall be a minimum of 2" caliper. Secondary trees which define, outline or enclose interior areas shall be a minimum 1-3/4" to 2" caliper and accent trees which are used to add color, variation and accent to architectural

features, etc. shall be 1-1/4" to 1-1/2" caliper. Large conifer trees such as Douglas Fir or Deader Cedar shall be a minimum 8 to 10 feet, medium-sized conifers such as Court Pine or Canadian Hemlock shall be a minimum 6 to 7 feet."

18. Regarding the above, the landscape plan shows secondary trees primarily in parking islands.

Street trees:

19. Section 4.166(2)(b) of the Wilsonville Code specifies the type and caliper of street trees. Street trees along this segment of Boeckman Road in the vicinity of the subject property are not well defined. Properties adjacent to the North are outside the City Limits. Staff does not recommend street tree planting on the subject property as the existing Sequoia and other existing trees should provide a more than adequate street trees. In order to meet Ordinance No. 464 for a Type 'C' tree removal permit, the applicant needs to mitigate tree removal with 2" caliper or greater trees on the project site at more than a 1 to 1 ratio.

Shrubs:

Section 4.166 (2)(c)WC states:

"All shrubs shall be well branched and typical of their type as described in current AAN Standards and shall be equal to or better than 2 gallon cans, 12" to 15"."

20. Shrub beds - Proposed shrubs have good variety, which satisfies Subsection 4.166 (2)(c). However, the proposed one (1) gallon shrubs must be increase to two (2) gallon sizes for Code compliance. The proposed shrubs once established will require little irrigation. Ground cover is primarily Kinnikinick, Ivy and lawn. The proposed Ivy material is not be the best choice as it is a listed in other jurisdictions including the City of Portland as a nuisance plant material.

Ground cover:

Subsection 4.166 (2)(d) states:

"Ground cover shall be equal to or better than the following depending on the type of plant materials used: Gallon cans spaced at 4 feet on center minimum 4" pot spaced 2 feet on center minimum. 2-1/4" pots spaced at 18 inch on center minimum. No bare root planting shall be permitted."

21. Regarding Subsection 4.166 (2)(d), the ground cover is primarily seeded lawn.

Parking Area Landscaping:

Subsection 4.150(2)(a)(3)(a and b)WC requires the following:

a. *Landscaping of at least 10% of the parking area designed to be screened from view from the public right-of-way and adjacent properties.*

b. *Tree and/or shade planting areas of a minimum eight feet in width and length and spaced every 7 to 10 parking spaces."*

22. The applicants propose to construct the required number of shade/tree planting islands and landscape strips consistent with Subsection 4.150(2)(a)(3)(a and b). Some of the proposed parking lot islands should be constructed to create larger areas next to existing trees as recommended by the arborist. This will result in some longer rows of parking spaces (more than 10 spaces) but will preserve more trees.

Irrigation:

Subsection 4.166(2)(e)(1 and 2):

(1) *Landscape irrigation. Automatic underground irrigation systems are encouraged and if determined necessary for proper maintenance by the Board, may be required.*

(2) *At a minimum, a hose bib or snap valve system shall be provided with valves placed 100 feet on center and on both sides of travel lanes and parking lots.*

23. Proposed Condition #12 requires the installation of an approved automatic irrigation system. The City recommends installing drip irrigation in new shrub beds with energy wise control systems.

Exterior Lighting:

24. The proposed exterior lighting plan shows low level lighting in the parking lot, but it should be directed away from surrounding residential

Buffering and Screening:

Subsection 4.163(2) WC stipulates:

"All outdoor storage and garbage collection areas shall be screened from off-site view with fencing and/or landscaping."

25. Trash enclosures to serve the church are not identified.
26. Proposed head-in parking along the subject property lines of the church property may cause vehicle headlights to shine into homes at the rear yards. There is an existing wood fence along the East Side property line, but in the Wilsonville Meadows VII addition adjacent to the West, the homes are under construction with no fencing. Such fencing is necessary.

Signs:

27. Section 4.151(1)(b)(1 to 5): Signs. A church is considered to be a semi-public institution. One (1) bulletin board is allowed to not exceed eighteen (18) square feet. The church has 3 signs along Boeckman Road. The main monument sign is proposed to be removed. This sign can be replaced with a similar sized sign, but it should be installed behind the future right-of-way of Boeckman Road. The City Engineer would determine the future ROW. A small-carved wood sign identifying the church and when it was established is more of a nameplate than a sign. This sign will remain. The temporary "A" frame sign shall be removed.

98DB35

Meridian United Church of Christ

**CONDITIONAL USE PERMIT
ADOPTED CONDITIONS OF APPROVAL**

(Amended and adopted August 24, 1998)

Bold/italic = New words

~~Strike-through = Deleted words~~

1. The applicant shall develop the project in substantial compliance with the approved Stage II Final Plan and with the Site and Design Plans. It is understood that minor revisions in the development will occur prior to and during the construction phase. Minor site development revisions may be reviewed by the Planning Director under a Class I administrative review.
2. The applicant shall waive right of remonstrance against any local improvement district that may be formed to provide public improvements to serve the subject site. The City Attorney before the start of construction shall approve this waiver.
3. Final construction plans shall be reviewed and approved by the Planning Director, City Engineer, the Tualatin Valley Fire and Rescue District, and the City Building Official prior to the project's construction.
4. The Stage II Final Plan and Site and Design Plan approval will expire two years after final approval if substantial development has not occurred on the property within that time unless extended in accordance with Ordinance #454 by the DRB for just cause.
5. The applicant is required by Section 4.600.3 to obtain a Type 'C' Tree Removal Permit prior to site grading. Furthermore, the applicant shall follow the Tree and Plant Preservation / Protection specifications prepared by their arborist. In order to meet Ordinance No. 464 for a Type 'C' tree removal permit, the applicant shall mitigate tree removal with 2" caliper or greater trees on the project site at more than a 1 to 1 ratio for total of thirty five (35) trees or pay into the City tree fund to include the cost of each 2" caliper tree plus installation unless the Planning Director waives such mitigation for "good cause" under WC 4.620(7).

6. The arborist recommends that Tree # 73 (split stemmed 16" and 28" Birch) should be cabled and given support without any delay on the basis of hazard, both present and potential. It is in danger of splitting apart under certain conditions at this time. Staff recommends immediate removal of Tree #73.
7. The proposed one- (1) gallon shrubs shall be increased to two- (2) gallon size.
8. The applicant shall not plant the proposed Ivy ground cover. Plant with a more suitable, drought resistant, evergreen plant ground cover material.
9. All landscaping required by this approval shall be installed prior to issuance of occupancy permits, unless security equal to 110% of the cost of the landscaping as determined by the Community Development Director is filed with the City assuring such installation within six months of occupancy. "Security" is cash, certified check, and time certificates of deposit, assignment of a savings account and written right of access to the property, or such other assurance of completion as shall meet with the approval of the Community Development Director. If the installation of the landscaping is not completed within a six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the installation. Upon completion of the installation, any portion of the remaining security deposited within the City shall be returned to the applicant.
10. All construction workers vehicles and job shacks associated with this project shall be parked and located on site.
11. Exterior lighting shall not glare and not shine on adjacent residential properties. Repositioning of exterior lighting and/or installation of hoods or baffles may be required. The intent is that some adjustment may be required after the installation is made and the function and actual glare can be measured and tested and quantified visually to insure adherence with the plans and City's ordinances.
12. The installation of an approved automatic irrigation system is required to ensure the longevity of all new landscaping. The applicant shall install ~~drip~~ drip irrigation in new shrub bed areas with energy wise control systems.
13. All roof-mounted mechanical equipment shall be painted to match the body color of the building. If the HVAC equipment is ground mounted it shall be screened with broad leaf evergreen landscaping.

14. The applicant shall construct a 6' high, solid, sight-obscuring wood fence along the entire length of the West property line of the subject church property.
15. The applicant is allowed to replace the existing monument sign with a similar sized sign but it shall be installed behind the future right-of-way of Boeckman Road. Prior to its installation, the applicant shall coordinate with the City Engineer to determine the future right-of-way, and to assure that the sign will not obstruct vision clearance. The applicant shall coordinate with the Planning Division to review the design of a new monument sign. Once right-of-way is determined, the Planning Director is hereby authorized to review and approve minor revisions to entry-way sidewalks and landscaping in the front yard. The applicant shall construct A continuous concrete sidewalk parallel to Boeckman Road when the road is widened. The applicant shall construct a temporary 5' wide concrete sidewalk to connect to the sidewalks at Wilsonville Meadows VII subdivision to the West and Arbor Lake subdivision to the East at Boeckman Road.
16. *The applicant is required to resubmit the landscape plan to the City Planning Division for its review. The landscape plan shall show lawn and bed delineation, indicating maturity within three years, and shall increase the density of ground cover and shrubs.*
17. *The applicant shall submit the architectural plan for the "new marker" at the end of the Porte cochere to Planning Division staff and staff may either approve it or remand it back to the Development Review Board.*
18. *The Building Official's conditions as listed in Exhibit G on pages 84 of 90 of the Staff Report are included as conditions of approval.*
19. *The applicant shall construct 8'x8' parking lot islands next to tree numbers 61 and 69 as shown on Sheet A1.1. Parking lot islands may be shifted so that there is no reduction in parking spaces.*

RE: *Engineering Division Public Facilities (PF) Conditions of Approval for Meridian United Church Expansion*

Based on a review of the materials submitted to the Community Development Department, the following Conditions of Approval are presented. These conditions are applicable to the subject application. Any modifications or revisions to the subject application may require amendments and/or additions to the conditions as set forth and outlined below:

At the request of Staff DKS Associates has previously completed a Traffic Impact Analysis dated July 28, 1998

PF 1. From the materials submitted, it appears that the storm drain, domestic water and sanitary sewer facilities may be obtained from main line connections. The materials as proposed do not show main line connections that are to be used in conjunction with the construction of the proposed development. Separate Engineering Drawings reflecting the installation of these public utilities may be required.

No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by the Engineering Division, all fees have been paid, all necessary permits, right-of-way and easements obtained and the applicant notifies the Engineering Division a minimum of 24 hours in advance.

PF 2. The Engineering Division reserves the right to revise/modify the public improvement construction plans and completed street improvements to see if additional modifications or expansion of the site distance onto adjacent streets is required.

PF 3. All public utility/improvement plans submitted for review shall be based upon a 24"x36" format and shall be prepared in accordance with the City of Wilsonville Public Work's Standards.

PF 4. Record drawings are to be furnished by the applicant for all public utility improvements (on 3 mil. mylar) before the final Punch List inspection will be performed.

PF 5. All survey monuments on the subject site, or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated or destroyed as a result of any construction, the applicant shall, at his cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to the Engineering Division.

PF 6. Plans submitted for review shall meet the following general format:

- A. Composite Utility Plan
- B. Detailed Utility Plan and Grading Plan.
- C. Public utilities/improvements that are not contained within any public street shall be provided a maintenance access acceptable to the City centered in a 15 ft. wide public utility easement and shall be conveyed to the City on its dedication forms.
- D. Design of any public utility/improvement shall be approved at the time of the issuance of a Public Works Permit.
- E. All proposed on and off-site utility/improvement shall comply with the State of Oregon and the City of Wilsonville requirements and any other applicable codes.
- F. Design plans shall identify locations for street lighting, gas service, power lines, telephone poles, cable television, mailboxes and any other public or private utility within the general construction area.
- G. All new public utility/improvements and/or utilities shall be installed underground.
- H. Any final site landscaping and signing shall not impede any proposed or existing driveway or interior maneuvering site distance.
- I. All plans, specifications, calculations, etc., prepared in association with the proposed project shall be prepared by a registered professional Engineer of the State of Oregon.
- J. Erosion Control Plan that conforms to the current edition of the "Prevention and Sediment Control Plans Technical Guidance Handbook."

PF 7. The applicant shall install, operate and maintain adequate erosion control measures in conformance with the standards adopted by the City of Wilsonville Ordinance No. 482 during the construction of any public utilities and building improvements until such time as approved permanent vegetative materials have been installed.

- PF 8. If required, the applicant shall install a manhole at each connection point to the public storm system (with City approved energy dissipaters and pollution control devices) and the sanitary sewer system.
- PF 9. To lessen the impact of the proposed project on the downstream storm drain system, and adjacent properties, the run-off from the site shall be detained and limited to the difference between a developed 25 year storm and an undeveloped 25 year storm. The detention facilities shall be designed and constructed in conformance with the standards of the Unified Sewerage Agency of Washington County.
- PF10. The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing wells that are not proposed for continued use shall be properly abandoned in conformance with State standards. Should the applicant utilize any existing wells for irrigation purposes, proper separation in conformance with all State standards shall be maintained between the irrigation on public water systems.
- PF11. The applicant shall provide adequate sight distance at all project driveways by driveway placement or vegetation control. Specific designs to be submitted and approved by the City Engineer. Coordinate and align proposed driveways with driveways on the opposite side of the proposed project site.
- PF12. The applicant shall contact SMART regarding making the site as transit friendly as possible. This project has potential for transit ridership and measures shall be taken to enhance transit access to the site and pedestrian connections to transit.
- PF13. The applicant shall dedicate (10)-feet of right-of-way adjacent to SW Boeckman Road in conformance with the adopted Transportation Mater Plan. A 6-foot wide public utility easement shall also be dedicated immediately adjacent to the right-of-way.
- PF14. The applicant shall determine, to the satisfaction of the city, an accurate estimate of the cost to construct a (24)-foot wide concrete street improvement including a (5)-foot wide sidewalk and street trees on the Boeckman Road frontage in conformance with the adopted Transportation Master Plan. The estimated cost of construction shall then be deposited with the city to be used to construct the improvements at such time as a detailed alignment study can be completed to minimize the impact on the existing church structure..
- PF15. At the request of Staff, DKS completed a traffic impact analysis dated July 28, 1998. The project is hereby limited to no more than the following impacts.

New P.M. peak hour trips 3

Trips through Wilsonville Road Interchange Area 0

PF16 *Within one year from the date of the City Council acceptance of an adequate long-term and short-term solution to the current water deficiency, the applicant shall connect to City water service.*

EXHIBITS

The following Exhibits are hereby entered into the public record by the Development Review Board as confirmation of its consideration of the application as submitted.

- A. Findings and Conditions of Approval
- B. City of Wilsonville Comprehensive Plan
- C. Chapter 4 of the Wilsonville Code
- D. Applicant's submittal documents.
Site plan/vicinity maps, well log.
- E. Arborist report.
- F. City Engineering Division report
- G. City Building Division report
- H. Eldon Johansen letter waiving water service.
- I. DKS Traffic report.

city of wilsonville
BUILDING DEPARTMENT
DEVELOPMENT REVIEW



TO: Blaise Edmonds, Associate Planner
FROM: Martin Brown, Building Official
SUBJECT: DEVELOPMENT REVIEW
DATE: August 3, 1998

The following is a list of concerns and/or conditions related to the mentioned projects. Further conditions of approval may be noted during the actual plan review of the project plans.

MERIDIAN UNITED CHURCH SANCTUARY ADDITION 98DB35

1. The new proposed sanctuary appears to be an A.2.1 occupancy which would be required to be constructed of not less than one-hour fire-resistive construction throughout or be provided with an automatic sprinkler system.
2. If the new sanctuary was classified as an A-2.1, an area separation wall would be required separating the existing building from the new proposed sanctuary.
3. A fire hydrant shall be provided within 250' hose-lay fashion of all exterior walls of both the existing and proposed addition.
4. If the existing well is to be used to supply the new sanitary fixtures, an approved well report must be submitted to verify that the existing well is sized for the added capacity.
5. An approved ADA sidewalk connecting the existing and new church to a public way must be provided.
6. If the parking lot is to be paved, a storm sewer plan must be submitted which would now connect the storm sewer with a public storm sewer facility.

/srf

cc: Guy Sperb, Plans Examiner
Project File

EXHIBIT
G



PECK
EMBLEY
ESTLIN
ARCHITECTS

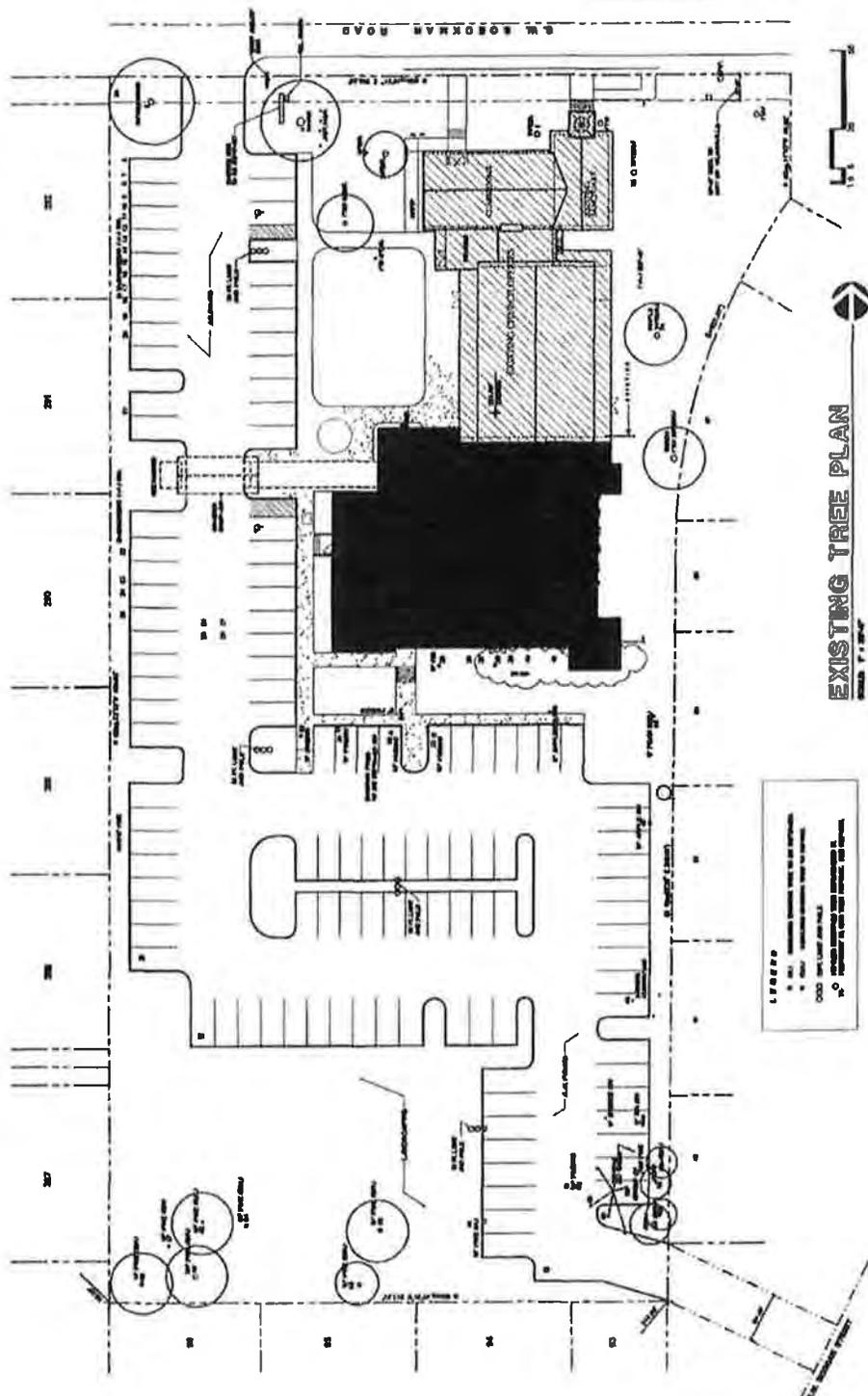
1000 1/2 AVENUE
SOUTH
PORTLAND, OREGON
97202
(503) 241-1174

BANGUARY ADDITION AND ALTERATIONS
MERIDIAN UNITED CHURCH OF CHRIST
0750 S.W. BOECKMAN ROAD, WILSONVILLE, OR 97070

EXISTING
TREE PLAN

L-2

THE SHOWN PROPERTY IS
NOT TO BE CONSIDERED
AS A PART OF THE PROJECT
UNLESS SPECIFICALLY NOTED

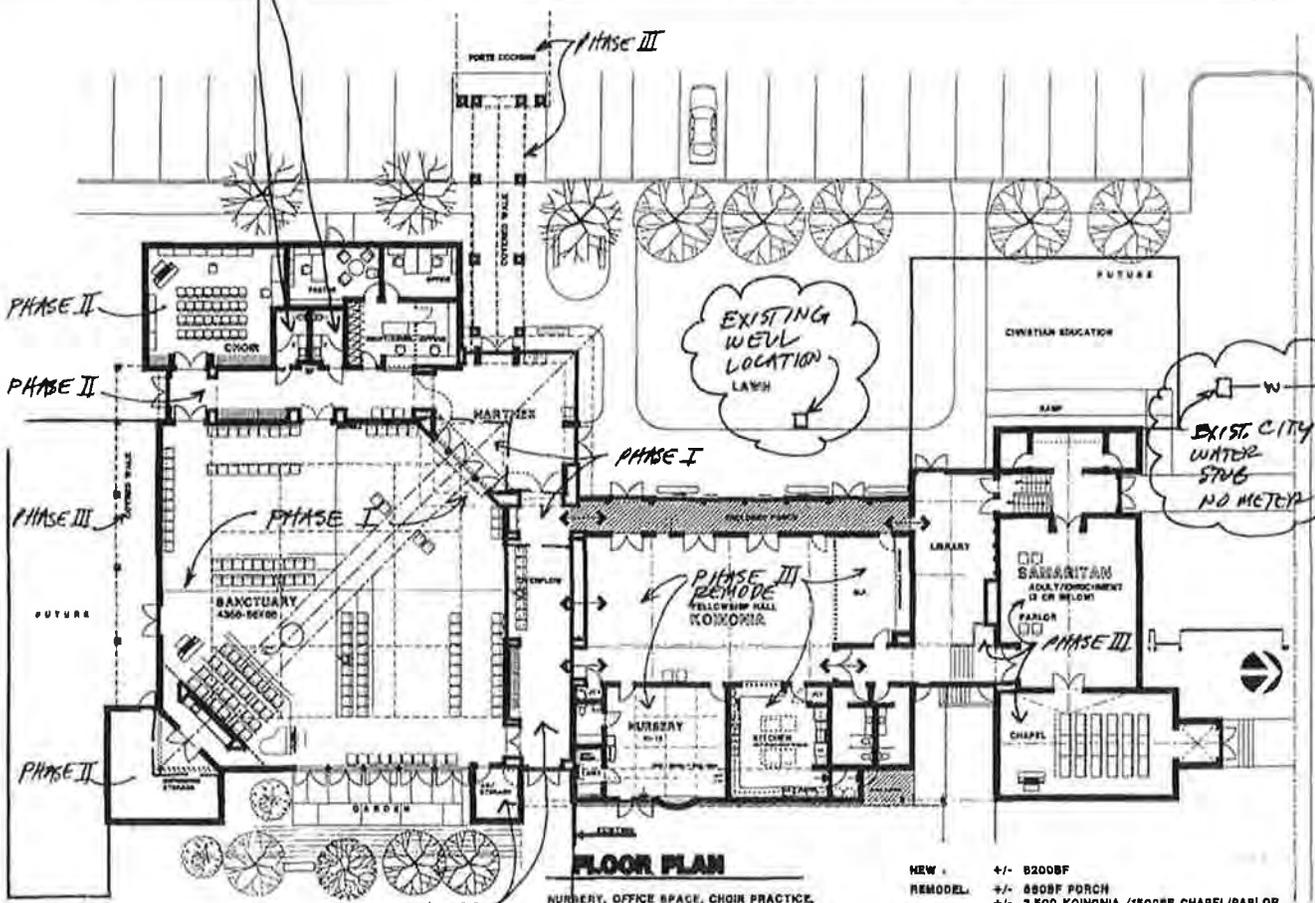


LEGEND
 - () - EXISTING TREES TO BE PRESERVED
 - () - EXISTING TREES TO BE REMOVED
 - () - EXISTING TREES TO BE PLANTED
 - () - EXISTING TREES TO BE MAINTAINED

EXISTING TREE PLAN
 SCALE: 1" = 20'

EXHIBIT
 'D'
 4 of 90

2 NEW TANK TOILETS
2 NEW LAVATORIES



FLOOR PLAN

NURSERY, OFFICE SPACE, CHOIR PRACTICE, KITCHEN RELOCATED, NEW TOILETS

- NEW +/- 8200BF
- REMODEL +/- 8800BF PORCH
- +/- 2,800 KOINOMA /1800BF CHAPEL/PARLOR

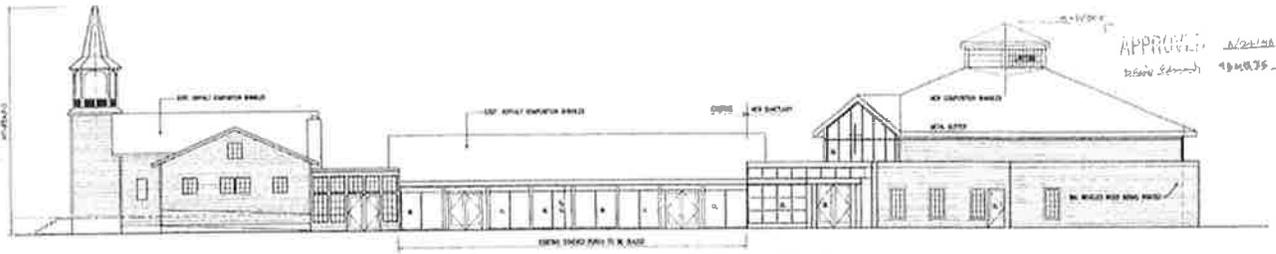


39 of 50

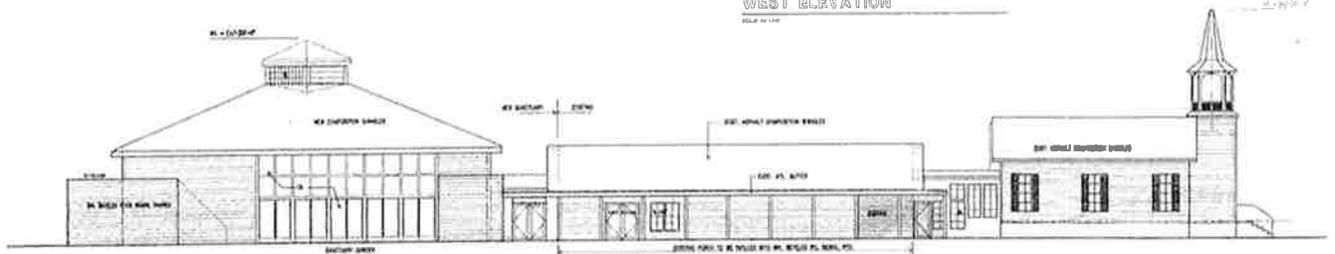
PRELIMINARY FLOOR PLAN

SANCTUARY ADDITION AND ALTERATIONS STUDY
SOUTHERN UNITED CHURCH OF CHRIST
3025 SW WILSONVILLE ROAD
WILSONVILLE, OREGON 97150

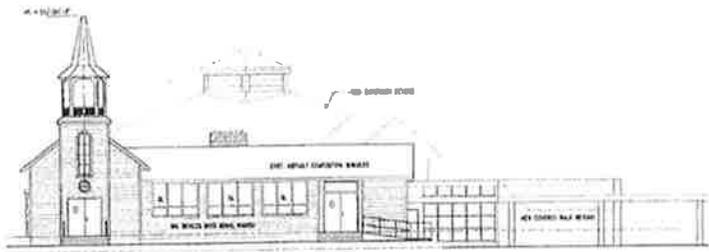
1



WEST ELEVATION



EAST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION



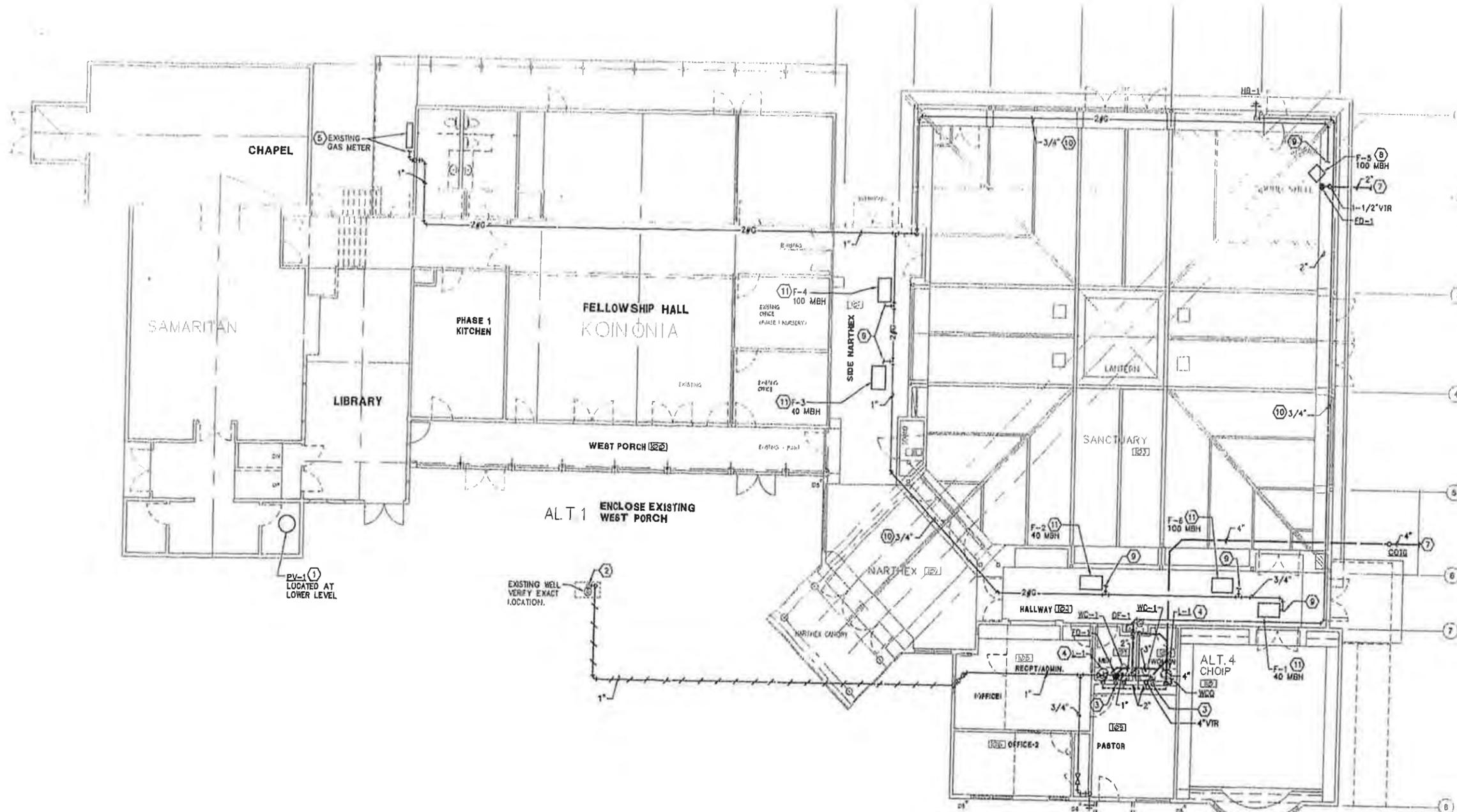
FECK
SMILEY
EITLIN
ARCHITECTS

1221 24th WASHINGTON
DURHAM, NC 27603
(919) 286-1111

SANCTUARY ADDITION AND ALTERATIONS
MERIDIAN UNITED CHURCH OF CHRIST
8750 S.W. BOGGAN ROAD, WILSONVILLE, OR 97150

PROPOSED
ELEVATIONS

DATE: 04/24/14
SCALE: AS SHOWN
DRAWN BY: JTB
CHECKED BY: JTB



1 FLOOR PLAN - PLUMBING
 P2.1 SCALE: 1/8" = 1'-0"

NOTES THIS SHEET

- ① REMOVE EXISTING AND PROVIDE NEW PRESSURE VESSEL.
- ② CONNECT TO EXISTING 1" CW DOWNSTREAM OF DOUBLE CHECK VALVE. ROUTE 1" CW PIPING BELOW GRADE TO NEW ADDITION.
- ③ 3/4" CW ON TO BRANCH FOR CONNECTION TO WATER CLOS. AND LAVATORY.
- ④ PROVIDE POINT-OF-USE WATER HEATER (WH-1) UNDER LAVATORY. PROVIDE CW CONNECTION TO WATER HEATER AND HW BRANCH FROM WATER HEATER FOR CONNECTION TO LAVATORY. COORDINATE WITH ELECTRICAL.
- ⑤ GAS COMPANY TO UPGRADE METER SET TO 2 PSI DELIVERY PRESSURE FOR NEW GAS MAIN. CONTRACTOR TO PROVIDE STANDARD PRESSURE REGULATOR ON EXISTING GAS LINE TO BUILDING. COORDINATE CONNECTIONS WITH GAS COMPANY.
- ⑥ CONNECT TO HVAC EQUIPMENT IN CEILING SPACE. COORDINATE EXACT LOCATION OF EQUIPMENT AND CONNECTION.
- ⑦ SEE CIVIL DRAWINGS FOR CONTINUATION.
- ⑧ PROVIDE CONDENSATE DRAIN TRAP AND ROUTE 3/4" CONDENSATE MAIN DRAIN PIPING TO ROUTE INDIRECT TO OVER FLOOR DRAIN. PROVIDE SECONDARY DRAIN PAN AND 1/2" SECONDARY DRAIN PIPING WITH 90 DEG. ELBOW TO VISUALLY DRIP OVER FLOOR DRAIN.
- ⑨ PROVIDE GAS REGULATOR TO STANDARD PRESSURE AND CONNECT GAS PIPE TO HVAC EQUIPMENT IN CEILING SPACE. SEE DETAIL 1/P.1.
- ⑩ ROUTE PIPING IN SOFFIT SPACE. COORDINATE WITH ARCHITECTURAL.
- ⑪ PROVIDE 3/4" CONDENSATE DRAIN PIPING FROM EXHAUST VENT OF HVAC EQUIPMENT IN CEILING SPACE TO ROUTE IN CEILING SPACE, DN IN WALL TO STUB OUT AND INDIRECT TO OVER FLOOR DRAIN IN MENS TOILET ROOM. PROVIDE P-TRAP.

John R. McMichael
 JULY 27, 1988
 JOHN R. MCMICHAEL
 EXP 12/5/100



PECK SMILEY ETTL ARCHITECTS

1220 SW MORRISON
 SUITE 600
 PORTLAND, OREGON
 97205
 (503) 248-9170

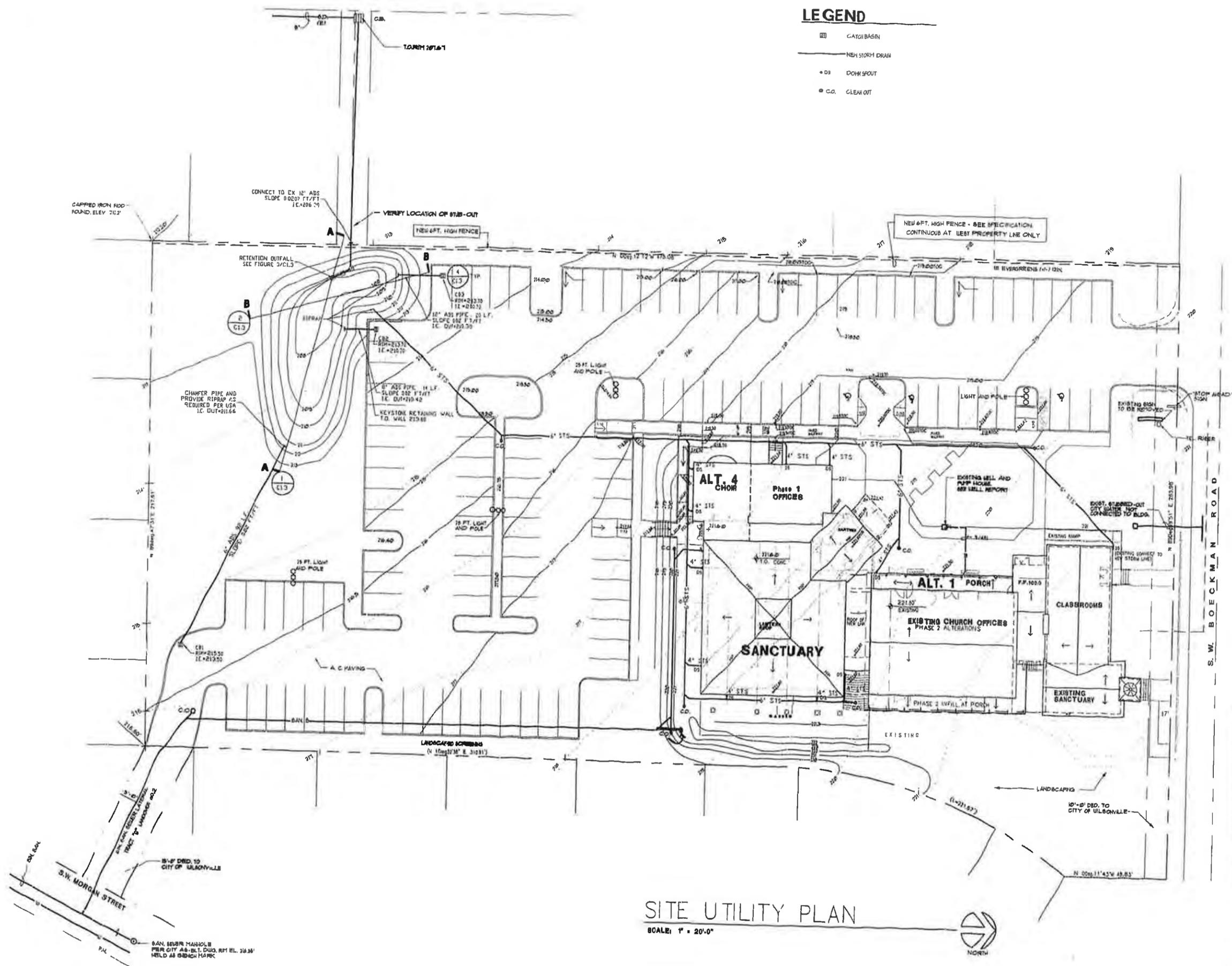
**SANCTUARY ADDITION AND ALTERATIONS
 MERIDIAN UNITED CHURCH OF CHRIST
 8750 S.W. BOECKMAN ROAD, WILSONVILLE, OR 97070**

**FLOOR PLAN -
 PLUMBING**

PROJECT: 0019
 DRAWN: LMC
 CHECKED: DJM
 DATE: MARCH 1988
 REVISIONS:

P2.1

INTERFACE ENGINEERING
 Consulting Engineers
 2000 N. CENTRAL
 PORTLAND, OREGON 97228
 PHONE: 503-255-1111
 FAX: 503-255-1112



LEGEND

- ☐ CATCHBASIN
- NEW STORM DRAIN
- DS DOWN SPOUT
- ⊙ CO CLEAN OUT

SITE UTILITY PLAN

SCALE: 1" = 20'-0"



**PECK
SMILEY
ETTLIN
ARCHITECTS**

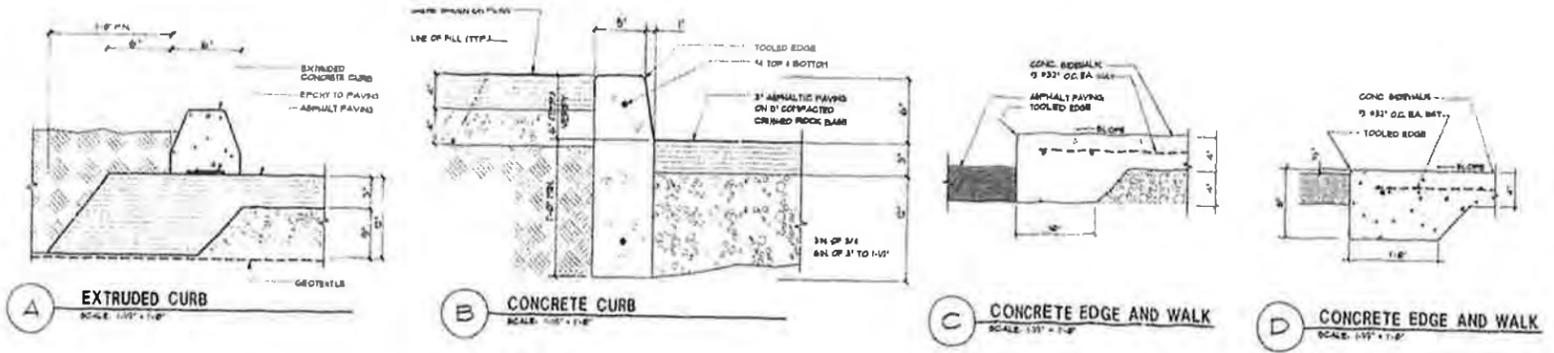
1220 SW MORRISON
SUITE 600
PORTLAND, OREGON
97205
(503) 248-9170

SITE UTILITY PLAN
SANCTUARY ADDITION AND ALTERATIONS
MERIDIAN UNITED CHURCH OF CHRIST
 6750 S.W. BOECKMAN ROAD, WILSONVILLE, OR 97070

**SITE
UTILITY
PLAN**

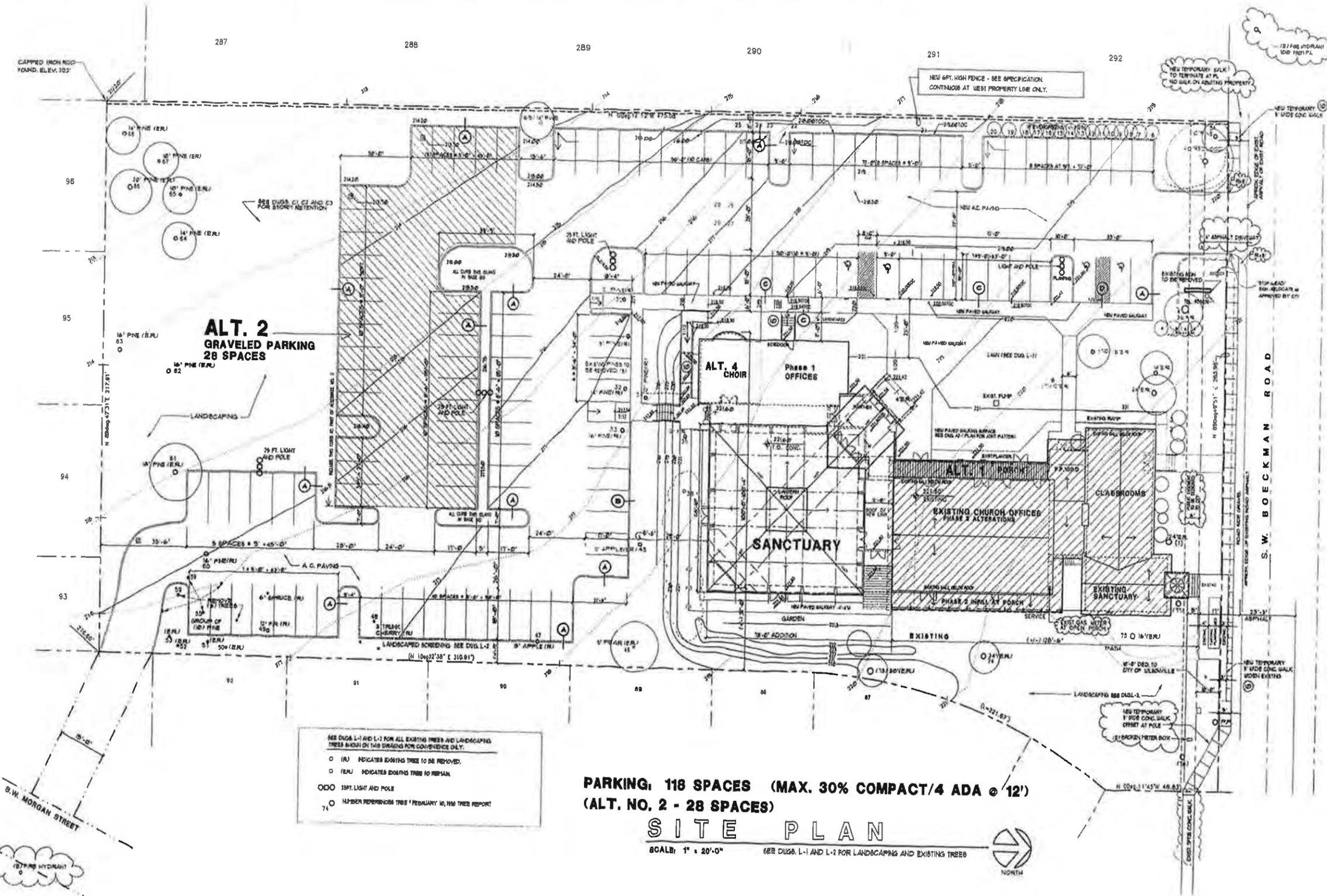
PROJECT	26-15
DRAWN	KH
CHECKED	
DATE	MARCH 1989
REVISED	





LEGEND
 (E) EXISTING CENTERLINE
 (P) PL. PL. LINE
 (S) BACK OF WALK
 (W) WATER METER
 (V) VALVE
 (E) ELEV. OF PAVEMENT
 (T) TOP OF RETAINING WALL
 (M) MANHOLE
 (C) CATCH BASIN
 (H) H. H. TACK
 (S) SET BY SURVEYOR
 (T) TOP OF CURB
 (I) - INVERT ELEVATION
 (E) - EXISTING SPOT ELEVATION
 (N) - NEW CONTOUR LINE
 (E) - EXISTING CONTOUR LINE

- PLAN NOTES THIS SHEET**
- 1) POLE-MOUNTED DISABLED PARKING SIGN. SEE SPEC.
 - 2) CURB RAMP IN APPROVED FINISHED SURFACE PER STATE AND LOCAL CODES. SLOPE = 1:12 MAXIMUM.
 - 3) PAINTED DISABLED PARKING LOGO PER ALL STATE AND LOCAL CODES. SEE SPEC.
 - 4) STRIPED ACCORDING TO SPEC.
 - 5) SEE DIAL A-1 FOR PAVING PATTERNS AT LANDSCAPE.
 - 6) SEE SPECIFICATION AND DIAL L-1 FOR IRRIGATION.
 - 7) PARKING STRIPS AT ASPHALT PAVING. SEE SPECIFICATION.
 - 8) SEE DIAL L-1 AND L-2 FOR LANDSCAPING AND TREES.
 - 9) SEE ELECTRICAL AND SPECIFICATION FOR SITE LIGHTING.
 - 10) NEW TEMPORARY 3/4" WIDE CONCRETE WALK ALONG NORTH PL. JOIN TO EXISTING ADJUTING WALK.
 - 11) SEE DIAL A-3 FOR RAMP, STAIR AND MISCELLANEOUS SITE DETAILS.



SEE DIAL L-1 AND L-2 FOR ALL EXISTING TREES AND LANDSCAPING TREES SHOWN ON THIS DRAWING FOR CONFORMANCE ONLY.

- (R) INDICATES EXISTING TREES TO BE REMOVED.
- (RU) INDICATES EXISTING TREES TO REMAIN.
- ODO 3/4" LIGHT AND POLE
- 74 NUMBER REFERENCE TREE # FROM JULY 10, 1988 TREE REPORT

PARKING: 118 SPACES (MAX. 30% COMPACT/4 ADA @ 12')
(ALT. NO. 2 - 28 SPACES)

SITE PLAN

SCALE: 1" = 20'-0" SEE DIALS L-1 AND L-2 FOR LANDSCAPING AND EXISTING TREES

PECK SMILEY ETTLIN ARCHITECTS
 1220 SW MORRISON SUITE 600 PORTLAND, OREGON 97205 (503) 248-8170

SANCTUARY ADDITION AND ALTERATIONS MERIDIAN UNITED CHURCH OF CHRIST
 6750 S.W. BOECKMAN ROAD, WILSONVILLE, OR 97070

SITE PLAN

PROJECT:	5611
DRAWN:	COG
CHECKED:	
DATE:	MARCH 1988
REVISIONS:	
REV. 1	JAN 1988 - PUBLIC COPY
REV. 2	JULY 88 FOR ADA PARK AND SANCTUARY

A1.1R

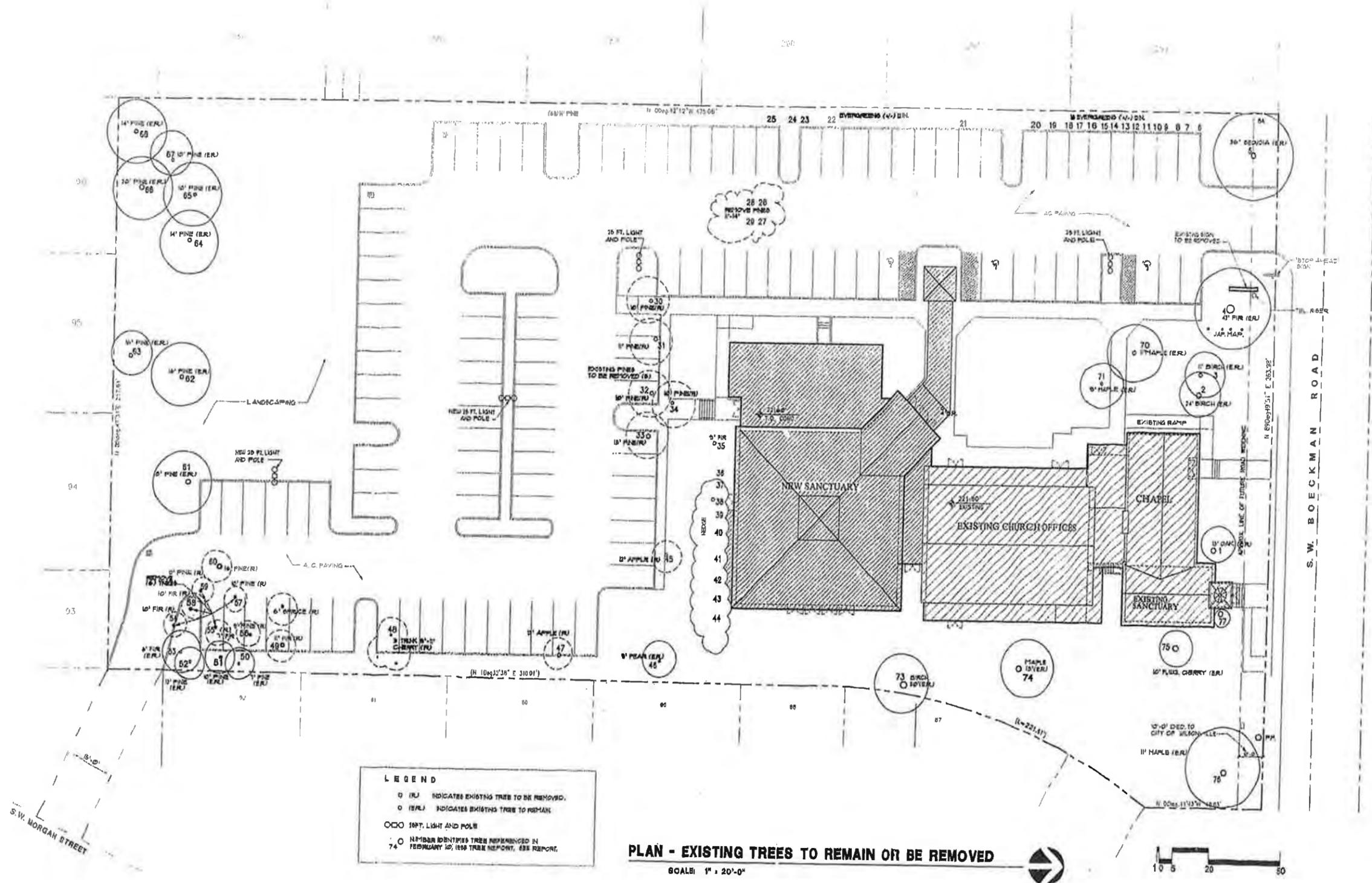


PECK
 SMILEY
 ETLIN
 ARCHITECTS

1220 SW MORRISON
 SUITE 600
 PORTLAND, OREGON
 97205
 (503) 248-9170

SANCTUARY ADDITION AND ALTERATIONS
 MERIDIAN UNITED CHURCH OF CHRIST
 6750 S.W. BOECKMAN ROAD, WILSONVILLE, OR 97070

TREE REPORT PREPARED BY
 WILLIAM L. OWEN AND ASSOCIATES
 TREE AND LANDSCAPE CONSULTING SERVICES
 PO BOX 641, PORTLAND, OR 97207 (503)222-7007



LEGEND
 ○ (R) INDICATES EXISTING TREE TO BE REMOVED.
 ○ (E/R) INDICATES EXISTING TREE TO REMAIN.
 ○○○ SEPT. LIGHT AND POLE
 ○ NUMBER IDENTIFIES TREE REFERENCED IN FEBRUARY 19, 1999 TREE REPORT, SEE REPORT.
 74

PLAN - EXISTING TREES TO REMAIN OR BE REMOVED
 SCALE: 1" = 20'-0"

EXISTING	
TREE PLAN	
PROJECT	0615
DRAWN	ACCA
CHECKED	
DATE	MARCH 1999
REVISION	

1/78

35
10
11

Recorded By TICOR TITLE

766297

PUBLIC UTILITY EASEMENT
Grantor - Corporation

After recording, return to:
CITY RECORDER
CITY OF WILSONVILLE
30000 SW Town Center Loop, E.
WILSONVILLE OR 97070

Clackamas County Official Records Sherry Hall, County Clerk	2003-020228
	
\$56.00	
00429873200300202280070076	
02/18/2003 10:19:00 AM	
D-E	Cnt=1 Sln=2 DIANNAW
\$35.00	\$11.00 \$10.00

KNOW ALL MEN BY THESE PRESENTS, that MERIDIAN UNITED CHURCH OF CHRIST, hereinafter referred to as "Grantor", for the consideration hereinafter stated, does forever grant unto the CITY OF WILSONVILLE, a municipal corporation, hereinafter referred to as "Grantee", a permanent right-of-way and easement over and along the full width and length of the premises described as follows, to-wit:

1. Legal description is set forth in EXHIBIT "A" attached hereto, and incorporated by reference herein.
2. A map of the above legal description is set forth in EXHIBIT "B" and incorporated by reference herein.

together with a temporary working easement as follows: _____

The temporary working easement shall be effective only for and during the time of the initial construction of the improvement hereinafter described.

The true and actual consideration paid for this transfer cannot be stated in terms of dollars. However, the actual consideration consists of or includes other property or value given or promised which is the whole of the consideration.

In the event the permanent right-of-way and easement shall no longer serve a public purpose, it shall revert back to the Grantor, its successors and/or assigns; and

TO HAVE AND TO HOLD the above described permanent right-of-way and easement unto said Grantee in accordance with the conditions and covenants as follows:

1. The Grantee, through its officers, employees and agents, shall have the right to enter upon said lands in such a manner and at such times from this date as may be reasonably necessary for the purpose of constructing, building, patrolling, replacing and maintaining a public utilities easement along said right-of-way for the conveyance of power, electric, natural gas, telephone or cable, including such renewals, repairs, replacements and removals as may be from time to time required. Said right shall be perpetual for so long as grantee shall operate or cause to be operated a public utility for said purposes as herein provided.

2. Immediately after any construction or repair of said public utility the surface of the ground shall be restored equal to its original condition so that the Grantor and its successors and/or assigns shall have the free and unobstructed use thereof, subject to rights of Grantee herein provided.

3. Grantee will make no unreasonable interference with such use of the surface of said land by Grantor and its successors and/or assigns.

4. Grantor has dedicated adjacent property to the City of Wilsonville for use as road right-of-way, in a separate agreement. It is anticipated that road widening might extend to the structure on Grantor's property as noted in Exhibit B. In such circumstance, it is understood by Meridian United Church of Christ (Grantor) and the City of Wilsonville (Grantee) that any utilities located in this public utility easement would be subterranean due to the need to protect the bell tower, which is an historic structure.

5. Grantor and its successors and/or assigns will not be responsible for damage by others to said public utilities.

6. Grantee will indemnify and hold harmless the Grantor and its successors and/or assigns from claims or injury to person or property as a result of the negligence of the Grantee, its agents or employees in the construction, operation or maintenance of said easement for public utilities.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930.

IN WITNESS WHEREOF, the undersigned grantor has executed this easement, this 21 day of November, 2002

Grantor(s): MERIDIAN UNITED CHURCH OF CHRIST

By:

Karen L. Costello
(Name of Duly Authorized Representative)

Title: Board Member - Past Moderator

STATE OF OREGON)
) ss
County of Clackamas)

On this 21 day of November, 2003 before me, a notary public in and for said County and State, personally appeared Karen L. Costello, known to me to be the person whose name is subscribed to the within instrument and acknowledged that she executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on the day and year above written.

Diane M. Pankonin
NOTARY PUBLIC FOR OREGON
My Commission Expires: 11/29/03

APPROVED AS TO FORM
this 11 day of Feb, 2003.

Julia Lee
for Michael E. Kohlhoff, City Attorney
City of Wilsonville, Oregon



APPROVED AS TO LEGAL DESCRIPTION
this 11th day of February, 2003

Michael Stone
Michael A. Stone, P.E., City Engineer
City of Wilsonville, Oregon

ACCEPTED on behalf of the City of Wilsonville,
OR, this 11th day of Feb., 2003.

Arlene Loble
Name and Title: Arlene Loble, City Manager

ATTESTED TO:

Sandra C. King
Sandra C. King, CMC, City Recorder
Date: 2/11/03

STATE OF OREGON)
) ss
County of Clackamas)

On this 17th day of February, 2003, before me personally appeared Arlene Loble, personally known to me to be the person whose name is subscribed to this instrument, and acknowledged that she executed the same.

Starla J. Schur
NOTARY PUBLIC FOR OREGON
My Commission Expires: June 16, 2003

Starla J. Schur

324443

4

EXHIBIT A

Page 1 of 3
13582LD2
09/30/02
MRN



1703 Main St. Vancouver, WA 98660 (360) 695-3411 Portland (503) 289-6726

LEGAL DESCRIPTION
COUNTY ROAD No. 80, (BOECKMAN ROAD)
6.00' PUBLIC UTILITY EASEMENT
TAX LOT No. 5500

An easement over real property situated in the City of Wilsonville, Clackamas County, Oregon, being a portion of that tract conveyed to the German Evangelical Reformed Congregation of Meridian by deed recorded in Book R at Page 136, records of Clackamas County, lying in the Northeast quarter of the Northeast quarter of Section 13, Township 3 South, Range 1 West of the Willamette Meridian, more particularly described as follows:

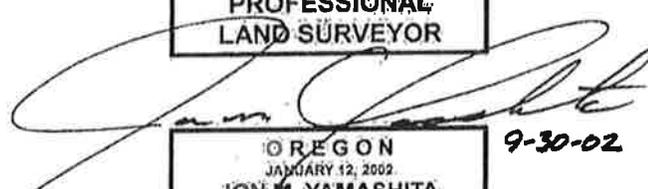
Beginning at the Northeast corner of said Section 13 as shown on Landover No. 2 recorded under Plat No. 3248, records of said county; thence along the North line of the Northeast quarter of said Section 13 as shown on said plat and along the centerline of County Road 80 as shown on said plat South 89° 47' 31" West 478.50 feet to the Northeast corner of said German Evangelical Reformed Congregation of Meridian tract; thence along the East line of said German Evangelical tract South 00° 11' 43" East 40.00 feet to a point 40.00 feet from the centerline of said road when measured at right angles, said point being on the West line of that 11.00 foot dedication shown on said Landover No. 2 plat, said point also being the **True Point of Beginning**; thence continuing along the East line of said German Evangelical tract and along the West line of said dedication and its Southerly extension South 00° 11' 43" East 6.00 feet to a point 46.00 feet from said centerline when measured at right angles; thence parallel with said centerline South 89° 47' 31" West 263.97 feet, more or less, to a point on the West line of said German Evangelical tract, said point being on the East line of Lot 291 of Wilsonville Meadows No. 7 recorded under Plat No. 3390, records of said county; thence along the West line of said

5

German Evangelical tract and along the East line of said Lot 291 North 00° 15' 29" West 6.00 feet to a point 40.00 feet from the centerline of said road when measured at right angles; thence along said South right of way line North 89° 47' 31" East 263.97 feet, more or less, to the **True Point of Beginning**.

Containing 1,584 square feet, (0.036 acres), more or less.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JANUARY 12, 2002
JON M. YAMASHITA
53760LS

9-30-02

EXPIRES: 6-30-04

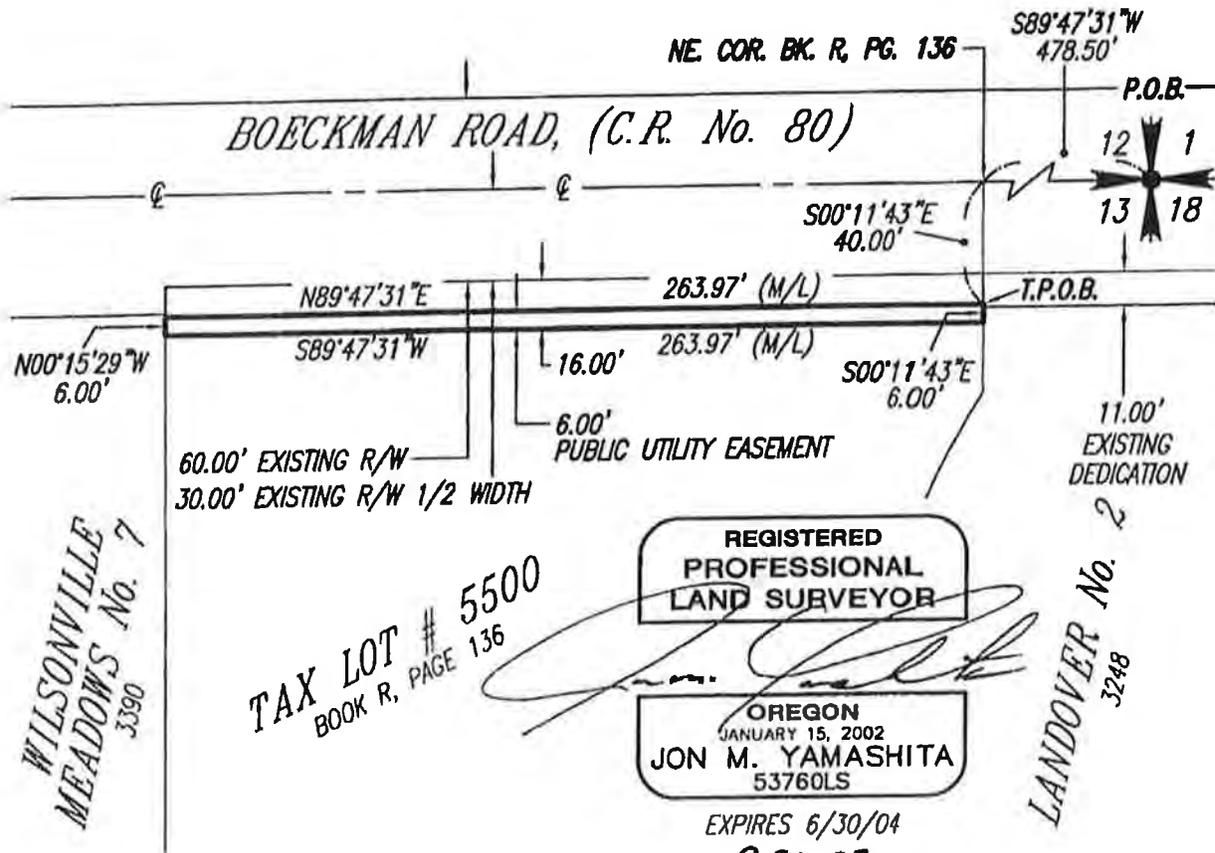
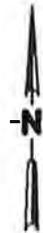
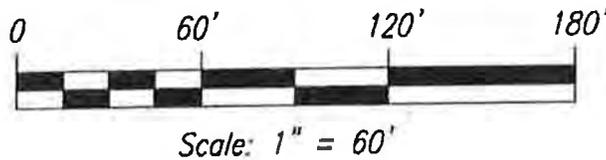
EXHIBIT B

Mackay & Sposito, Inc.



ENGINEERS SURVEYORS PLANNERS
1703 MAIN STREET VANCOUVER, WA 98660
(360) 695-3411 (503) 289-6726 PTLD FAX (360) 695-0833

EXHIBIT TO ACCOMPANY LEGAL DESCRIPTION
COUNTY ROAD No. 80, (BOECKMAN ROAD)
6.00 FOOT PUBLIC UTILITY EASEMENT
CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON
SEPTEMBER 30, 2002



7

AGREEMENT

The CITY OF WILSONVILLE ("City") and MERIDIAN UNITED CHURCH OF CHRIST ("Church"), parties to this agreement, do hereby agree to fully perform all duties and obligations as specified and described.

Recitals

- A. City of Wilsonville is a municipal corporation formed under the laws of the State of Oregon. The City has jurisdiction and powers to review applications for development, and to charge and collect monies for impacts of a proposed development on municipal infrastructure necessary to serve development in order to protect and preserve public health, safety and welfare.
- B. The Church is a religious organization and operates as a tax-exempt religious and charitable organization under laws of the State of Oregon, and whose property is in the City of Wilsonville. On August 24, 1998, the City of Wilsonville Development Review Board approved an application by the Church to expand its property within the City at its present location, as described in 98DB35, attached as Exhibit A.
- C. The City approval of the expansion was conditioned on the Church paying its proportionate share of future street improvements to Boeckman Road, including a 24-foot wide concrete street with 5-foot wide sidewalk and street trees as described in 98DR35, Condition PF14. An explanation of the improvements and costs is contained in a memorandum from City Engineer Michael Stone dated October 8, 1998, and attached as Exhibit B.
- D. The Church accepted all conditions of approval but objected to depositing the cost of the improvements in one payment. After discussions among the parties, and as consideration for this agreement, the Church has withdrawn its appeal of 98DR35, and

the City has refunded the appeal fee of \$300. This agreement is a full settlement and compromise of all matters disputed by the Church in regards to 98DB35.

E. Clackamas County has verified that the City of Wilsonville owns Boeckman Road to the north boundary of the road.

Agreement

1. Payment Schedule.

a. The Church agrees to pay the full amount of road improvement costs of \$35,775.00 in ten semi-annual payments, including interest at 5.5% per annum, calculated on 30/360 day basis, on June 1 and December 1, with the first payment due June 1, 1999, and the last payment due December 1, 2003, per the schedule attached as Exhibit C.

b. The church may prepay the remaining balance at any time. There is no penalty associated with prepayment. Interest shall be computed through the actual date of payment.

2. Cap. Although the actual cost of future construction of Boeckman Road may be more than the amount calculated for the Church's share, the Church's share of the cost of improving Boeckman Road shall not be greater than the amount specified in this agreement.

3. Mailing. Payments shall be mailed by first class mail or delivered to:

City of Wilsonville Finance Department
30000 SW Town Center Loop E.
Wilsonville, OR 97070

4. Penalties for Non-Payment. Any installment payment not received by the due date shall be considered late. The City may charge a penalty equal to one-half of one percent (0.5%) of the contract balance when any contract payment is more than 30 days past due. The City may charge a rebilling fee of \$25.00 per late bill

after this contract is 60 days past due. Beyond 60 days past due, the City may declare this contract in default and require payment of the entire unpaid balance, plus interest, penalties, billing charges and costs. This contract amount, and any balance thereof, inclusive of any late penalty or rebilling charges, shall be entered as a City lien on the benefited property. The City lien may be assumed when the property is transferred; however, the City may not subordinate the lien. The City may enforce its property lien by foreclosing and selling the property by advertisement and sale to collect the outstanding contract balance and all related costs.

By signing this agreement, the persons identified by their signature below do affirm that they are authorized to represent their respective organizations and enter into this agreement.

IN WITNESS WHEREOF, the undersigned City of Wilsonville and Meridian United Church of Christ have executed this agreement.

CITY: **CITY OF WILSONVILLE**

By Eldon A. Johansen
Eldon Johansen,
Community Development Director

1/6/99
Date



CHURCH: **MERIDIAN UNITED CHURCH OF CHRIST**

By [Signature]

12-30-98
Date

STATE OF OREGON)
) ss
County of Clackamas)

On this 6th day of January, 1998, before me, a notary public in and for said County and State, personally appeared Eldon Johansen, known to me to be the Community Development Director for the City of Wilsonville, whose name he subscribed to the within instrument and acknowledged that he executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on the day and year above written.



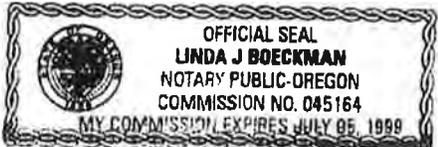
Sally R. Hartill
Notary Public for Oregon
My Commission Expires: 1-21-2000

STATE OF OREGON)
) ss
County of Clackamas)

On this 30 day of December, 1998, before me, a notary public in and for said County and State, personally appeared J.A. Connelly, known to me to be the moderator of Meridian United Church of Christ, whose name he/she subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on the day and year above written.

Linda J. Boeckman
Notary Public for Oregon
My Commission Expires: July 5, 1999



APPROVED AS TO FORM
this 9 day of December, 1998.
Michael E. Kohlhoff
Michael E. Kohlhoff, City Attorney
City of Wilsonville, Oregon

AMORTIZATION SCHEDULE FOR MERIDIAN UNITED CHURCH OF CHRIST

Note Date: Dec. 1, 1998
Duration: 10 Years
Payments: Semi-annual

Interest Rate: 5.50%

<u>Payment Number</u>	<u>Due Date</u>	<u>Total Payment Due</u>	<u>Date Paid</u>	<u>Amount Paid</u>	<u>Principal Portion</u>	<u>Interest Portion</u>	<u>Principal Remaining</u>
	Original Assessment:						\$ 35,775.00
1	6/1/99	\$4,140.59			\$3,156.78	\$983.81	\$ 32,618.22
2	12/1/99	\$4,140.59			\$3,243.59	\$897.00	\$ 29,374.64
3	6/1/00	\$4,140.59			\$3,332.79	\$807.80	\$ 26,041.85
4	12/1/00	\$4,140.59			\$3,424.44	\$716.15	\$ 22,617.41
5	6/1/01	\$4,140.59			\$3,518.61	\$621.98	\$ 19,098.80
6	12/1/01	\$4,140.59			\$3,615.37	\$525.22	\$ 15,483.43
7	6/1/02	\$4,140.59			\$3,714.79	\$425.79	\$ 11,768.64
8	12/1/02	\$4,140.59			\$3,816.95	\$323.64	\$ 7,951.69
9	6/1/03	\$4,140.59			\$3,921.92	\$218.67	\$ 4,029.77
10	12/1/03	\$4,140.59			\$4,029.77	\$110.82	\$ 0.00
		\$41,405.88			\$35,775.00	\$5,630.88	

Interest based on 30/360 day basis.

Exhibit C



MEMORANDUM

TO: Alice Coggins
PSE Architects
1220 SW Morrison
Portland, OR 97205

FROM: Guy M. Neal, P.E. *up*

DATE: January 21, 2000

PROJECT NO.: 12935.00

RE: MERIDIAN CHURCH OF CHRIST – AS-BUILT DETENTION POND VOLUME CALCULATIONS

I have completed field measurements of the detention pond located at the above site. Measurements of the pond installation were completed January 17, 2000. The measurements of the actual pond volumes were then compared to design requirements for water quality (extended dry detention) and water quantity (detention) volumes to verify that capacity of the constructed system is adequate.

Based upon my review, I certify that both the water quality volume requirement and the water quantity pond requirement exceed the design values presented in the Storm Water Design Calculations dated March 1999. Measured contours and volume calculations are attached.

If you have any questions regarding this matter, please contact me at (503) 417-7595.



12-31-00

ENGINEERING AND ENVIRONMENTAL SOLUTIONS

1220 SW Morrison Street, Suite 600 Portland, OR 97205 503/248-1939 Fax 503/248-0223

BEND EUGENE PORTLAND SEATTLE TRI-CITIES VANCOUVER

1-19-00

MOUNDIAN CHURCH OF CHRIST

12435, 42

GUY NISAL

VOLUME CALCS - AS BUILT - OF DISTENTION POND

ASQ'D -

EXTENDED DISTENTION = 1230 FT³

TOTAL VOLUME = 1850 FT³

PT	ACTUAL ELEV	VOLUMES	AREA FT ²	VOLUMES FT ³	CUMULATIVE VOLUMES FT ³
POND BOTTOM 1st INLET	207.51		0	485	485
208 CONTROL	208		990 FT ²	1443	1928
209.04 2nd INLET	209.04		1785 FT ²	2036	4014
210 CONTROL	210		2561	934.0	4948
210.32 3rd INLET	210.32		3277		

← EXTENDED POND VOL

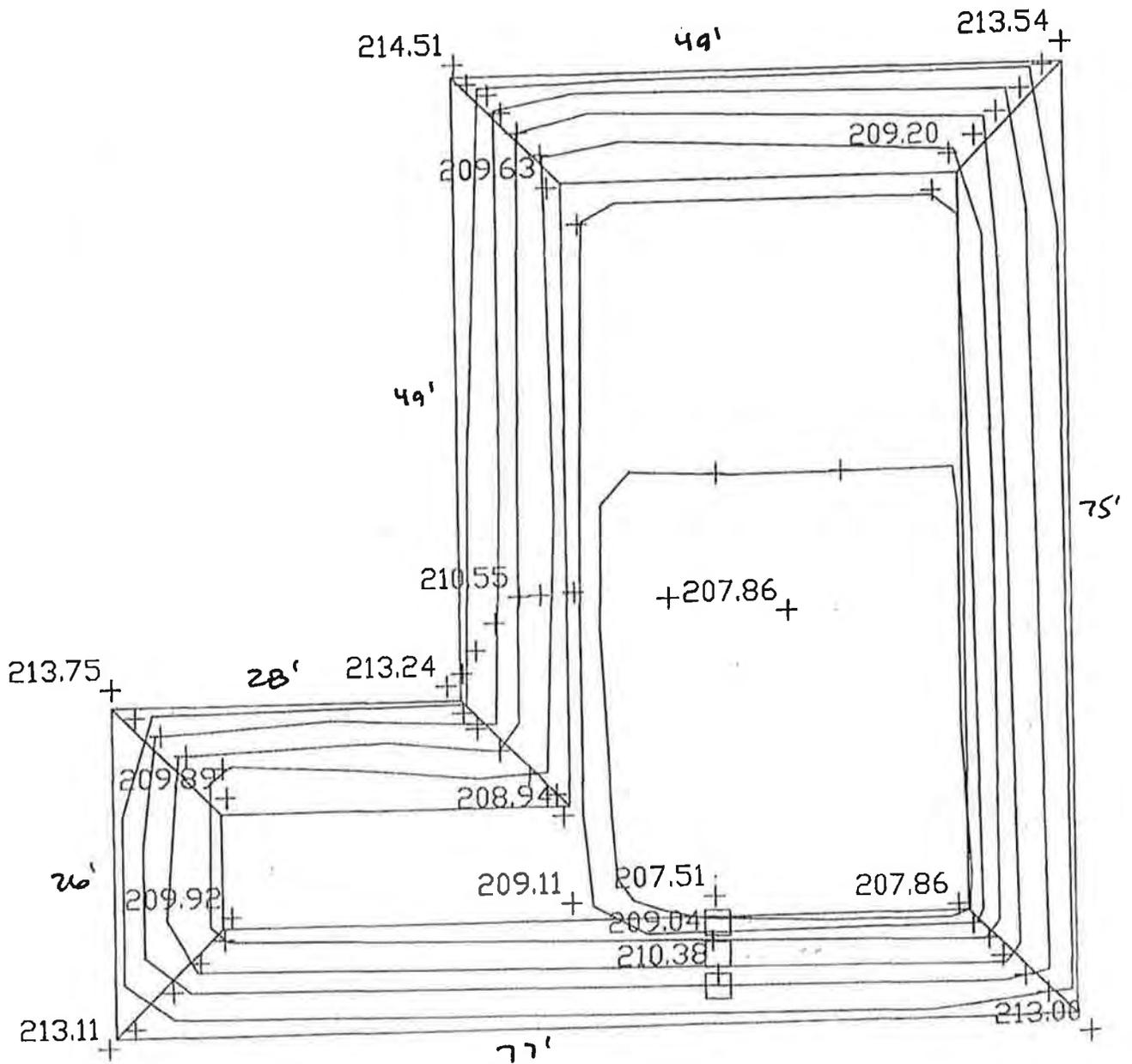
← TOTAL POND VOL

~~EXTENDED~~

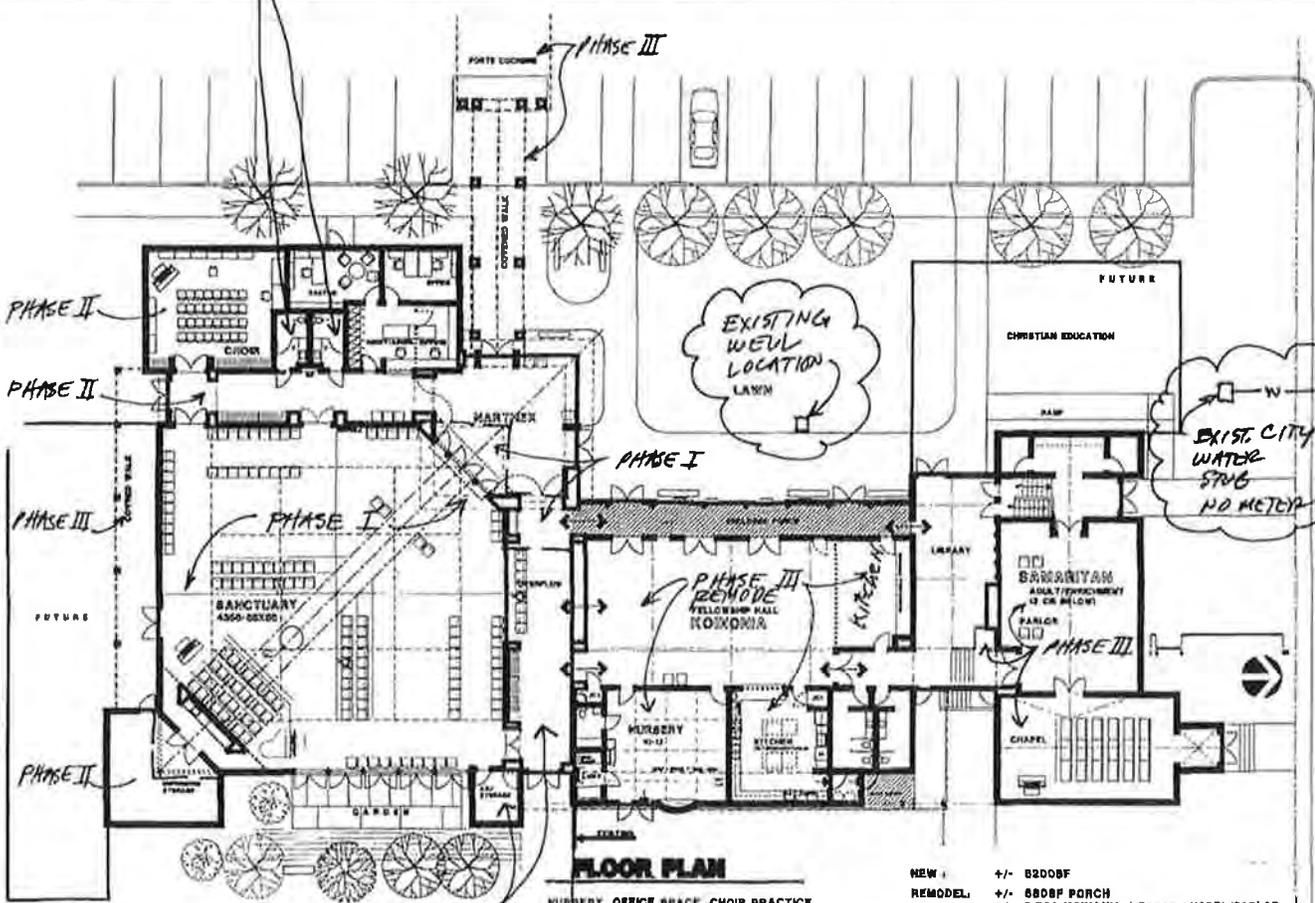
AS-BUILT VOLUMES FOR "EXTENDED DRY DISTENTION"
AND "TOTAL DISTENTION" POND SIZES EXCEED
THE DESIGN REQUIREMENTS.

No. 5505
 Engineer's Computation Pad


AP-BUILT POND CONTOURS 1-11-00



2 NEW TANK TOILETS
2 NEW LAVATORIES



EXIST. CITY WATER STUB NO METER

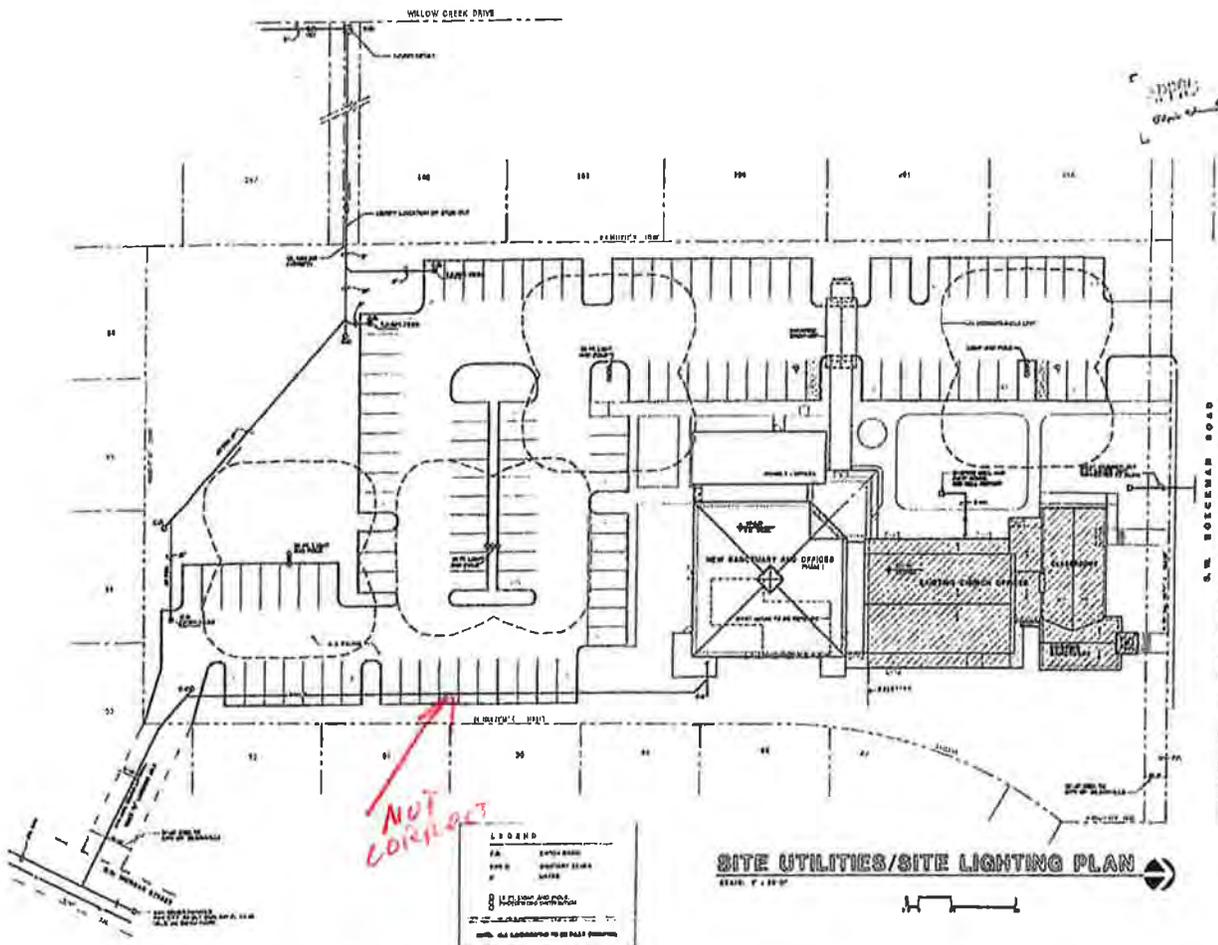
FLOOR PLAN
NURSERY, OFFICE SPACE, CHOIR PRACTICE,
KITCHEN RELOCATED, NEW TOILETS

NEW +/- 8200BF
REMODEL +/- 8800BF PORCH
+/- 2,500 KOINOMIA /1900BF CHAPEL/PARLOR
(KITCHEN/PARTY AREA NOT MEASURED)

← PHASE II NEW ADDITION | PHASE I EXISTING →

39 of 50


ARCHITECT
 SANCTUARY ADDITION AND ALTERNATIVE STUDY
MERIDIAN UNITED CHURCH OF CHRIST
 3005 NW WILSONVILLE ROAD
 WILSONVILLE, OREGON 97150
PHASE II FLOOR PLAN
 1





**PECK
SMILEY
BITTLIN
ARCHITECTS**

1122 N. WILLOW
SOUTH
PULASKI, MISSOURI
64701
816-434-9176

GERMAN UNITED CHURCH OF CHRIST
SANCTUARY ADDITION AND ALTERATIONS
8750 BOECKMAN ROAD, WILSONVILLE, OR 97070

**SITE
UTILITIES/
SITE
LIGHTING**

Project	SA-12
Client	CHURCH
Location	WILSONVILLE, OR
Date	10/20/07
Scale	AS SHOWN
Author	
Checker	

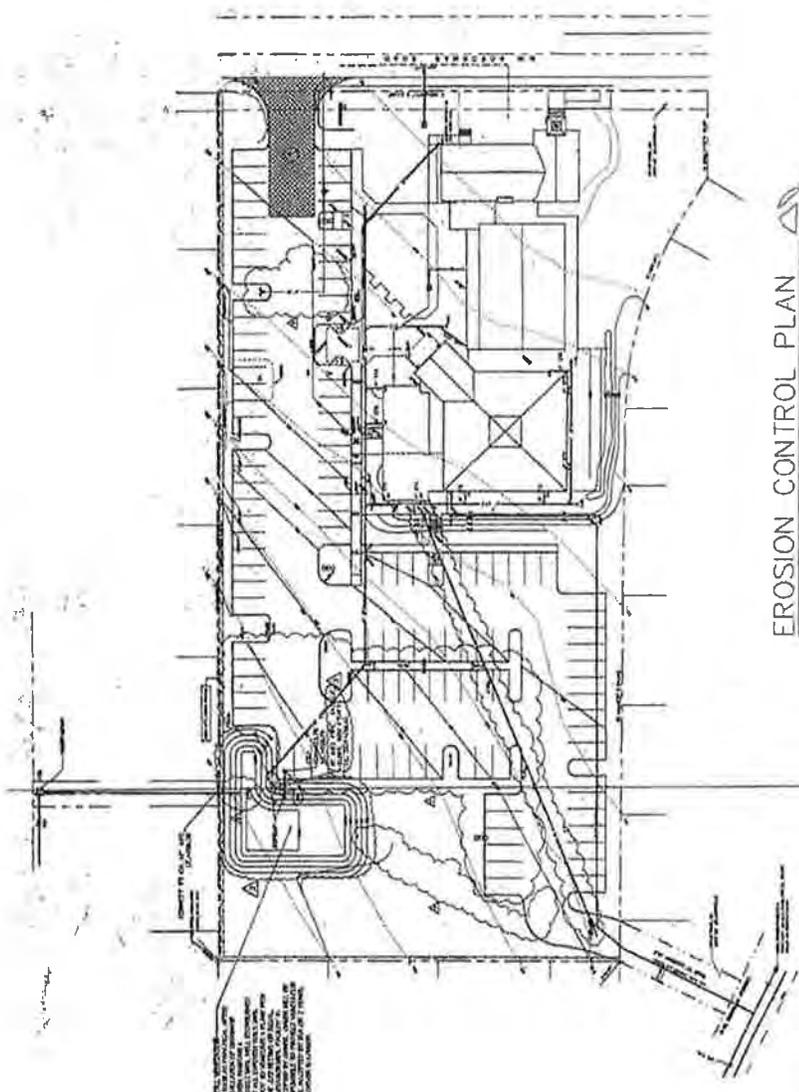
A12



PEOC:
 EMULEY
 EITUN
 ARCHITECT

EROSION/SEDIMENTATION CONTROL PLAN
 SANCTUARY ADDITION AND ALTERATIONS
 2020 S.W. ROCKFORD ROAD WILSONVILLE, OR 97150
 PHONE: (503) 338-1000
 FAX: (503) 338-1001

EROSION CONTROL PLAN
 C1.1



EROSION CONTROL PLAN
 SCALE: 1" = 30'-0"

LEGEND

- 1. AREA TO BE PROTECTED BY EROSION CONTROL MEASURES
- 2. EROSION CONTROL MEASURES
- 3. TEMPORARY EROSION CONTROL MEASURES
- 4. PERMANENT EROSION CONTROL MEASURES
- 5. CATCH BASIN
- 6. TEMPORARY EROSION CONTROL MEASURES
- 7. PERMANENT EROSION CONTROL MEASURES

AREA DRAIN

CATCH BASIN

TEMPORARY BIOFILTER BAGS

FRONT VIEW

TOP VIEW

SEDIMENT CONTROL FENCE

NOTES:

1. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO THE START OF CONSTRUCTION.
2. ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
3. ALL EROSION CONTROL MEASURES SHALL BE REMOVED UPON COMPLETION OF CONSTRUCTION.
4. ALL EROSION CONTROL MEASURES SHALL BE REINSTALLED UPON COMPLETION OF CONSTRUCTION.

1. The contractor shall be responsible for obtaining all necessary permits for the construction of the erosion control measures. The contractor shall be responsible for the design, construction, and maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.

2. The contractor shall be responsible for the installation of all erosion control measures. The contractor shall be responsible for the maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.

3. The contractor shall be responsible for the installation of all erosion control measures. The contractor shall be responsible for the maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.

4. The contractor shall be responsible for the installation of all erosion control measures. The contractor shall be responsible for the maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.

5. The contractor shall be responsible for the installation of all erosion control measures. The contractor shall be responsible for the maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.

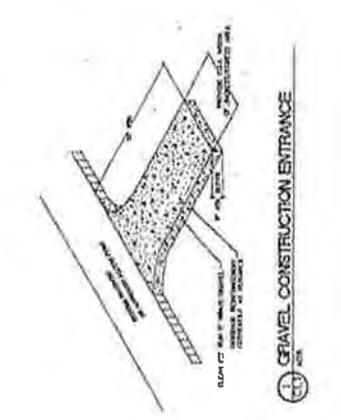
6. The contractor shall be responsible for the installation of all erosion control measures. The contractor shall be responsible for the maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.

7. The contractor shall be responsible for the installation of all erosion control measures. The contractor shall be responsible for the maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.

8. The contractor shall be responsible for the installation of all erosion control measures. The contractor shall be responsible for the maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.

9. The contractor shall be responsible for the installation of all erosion control measures. The contractor shall be responsible for the maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.

10. The contractor shall be responsible for the installation of all erosion control measures. The contractor shall be responsible for the maintenance of all erosion control measures. The contractor shall be responsible for the removal of all erosion control measures upon completion of construction.



PEOC:
 EMULEY
 EITUN
 ARCHITECT

EROSION/SEDIMENTATION CONTROL PLAN
 SANCTUARY ADDITION AND ALTERATIONS
 2020 S.W. ROCKFORD ROAD WILSONVILLE, OR 97150
 PHONE: (503) 338-1000
 FAX: (503) 338-1001

EROSION CONTROL PLAN
 C1.1



December 19, 1997

Mr. Hans Ettlin
Peck Smiley Ettlin Architects
1220 SW Morrison, Suite 600
Portland, Oregon 97205

**RE: WATER WELL EVALUATION REPORT
MERIDIAN CHURCH
6750 SW BOECKMAN ROAD
WILSONVILLE, OREGON**

Dear Mr. Ettlin:

The following is our report of evaluation of the water well at the Meridian Church, 6750 SW Boeckman Road, Wilsonville, Oregon. The work was performed per our proposal to you dated December 2, 1997.

BACKGROUND

Local groundwater supplies are being stressed by continuing development in the area around Wilsonville. As a result of this, the Oregon Water Resources Department (OWRD) has declared the Sherwood-Dammasch-Wilsonville area to be a "groundwater limited area", and have restricted new permitted uses of groundwater throughout the region. In addition, the City of Wilsonville has placed a moratorium on new groundwater uses that will continue for the next two years.

The Meridian Church is planning to expand their facilities, and the City has expressed concerns regarding the capacity of the well. The City has requested assurances that the

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MANAGEMENT
AND CONSULTING

1220 SW Morrison Street, Suite 600 Portland, OR 97205 503/248-1939 Fax 503/248-0223

DENVER EUGENE PORTLAND BICHLAND SEATTLE

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Mr. Hans Ettlin
RE: Meridian Church Well Evaluation
December 19, 1997
Page 2

existing well will meet the increased demand for water for the duration of the moratorium. The existing well on the church property is 50 feet deep, and was installed in 1958. At the time of installation, the well was tested at 15 gallons per minute (gpm) with 11 feet of drawdown after two hours. The static water level in September 1958 was 29 feet below ground surface (bgs).

WATER WELL SEARCH

When a well is installed, a Water Well Report must be filed with the ODWR. This report shows the location of the well, the well design, documents any testing that is done on the well, and lists the types of soil that are encountered during the drilling. In order to check on potential water wells within the surrounding area that might be effected by increased pumping of the Meridian Church well, a search of ODWR records was completed.

Several wells were identified within a 1/2 mile radius of the Meridian Church well, but the majority of the wells are significantly deeper (over 200 feet) and do not appear to be extracting water from the same aquifer as the Meridian well. Based on this search, no well was identified that might be effected by increased pumping on the Meridian Church well. The well logs that were located, including the Meridian Church well log, are included as Appendix 1 with this report.

WATERMASTER DISCUSSIONS

In order to determine the position of ODWR, which is the state water supply management agency, PBS contacted Mr. William Ferber, the Regional Watermaster for the area. He stated that the well at the church does not need to be permitted since it is not expected to pump more than 15,000 gallons per day, and is not used to irrigate more than 1/2 acre. Mr. Ferber said that as far as the state is concerned, he sees no problem with the slight increase in pumping that will accompany the new addition at the church.

CITY OF WILSONVILLE DISCUSSIONS

PBS met with Mr. Jim Long at the City of Willsonville to discuss the City's concerns with the church expansion. He stated that the City wants assurances that the well has enough existing capacity to provide the expanded church with water for at least the next two years while the moratorium on new hookups is in place in the City. Mr. Long agreed that the plan for a pump test and water quality test of the well would provide the desired information.

4/10/90

Mr. Hans Ettlin
RE: Meridian Church Well Evaluation
December 19, 1997
Page 3

PUMP TEST

On December 10, 1997, PBS performed a long term well drawdown test on the church well. This test was performed by Mr. Doug Hancock, PBS, and supervised by Mr. Tim O'Gara, an Oregon Registered Geologist with extensive water supply well experience.

Prior to starting the test, the static water level in the well was measured at 21.86 feet bgs from the top of the well casing. (For the purposes of this report, all further references to depth are from the top rim of the well casing, which is about 0.75 feet above the ground surface.) Water levels were measured using a Solinst brand water depth tape. The tape was also used to measure the depth of the top of the pump, which was at 39.5 feet bgs, and the bottom of the well at approximately 45.2 feet bgs. The well was originally drilled to a depth of 50 feet, but over the years about 4.8 feet of silt has filled in the bottom. This is not unusual for a well of this age, and is not cause for concern at this time.

The well was isolated from the building for the duration of the test, and was temporarily plumbed into a sanitary sewer connection. For the test, the well was pumped constantly for four hours using the existing well pump. Pumping water levels and flow rates were measured at regular intervals during the test. In addition, a sample of the water was collected for water quality analysis at the end of the test.

The test was started at 8:55 AM, and run for four hours. During that time, water levels were measured every 5 minutes for the first hour, and every 30 minutes for the remainder of the test. At no time during the test did the water level in the well draw down to serious levels. In fact, the well showed less drawdown after four hours than in 1958 after two hours. The water levels measured during the first hour of the test are shown in Table 1, and the remaining three hours of data are tabulated in Table 2.

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Mr. Hans Ettlin
RE: Meridian Church Well Evaluation
December 19, 1997
Page 4

TABLE 1.
FIRST HOUR DRAWDOWN DATA

TIME	DEPTH IN FEET BGS
9:00	31.20
9:05	32.05
9:10	29.70
9:15	26.64
9:20	25.98
9:25	25.36
9:30	25.34
9:35	25.30
9:40	25.20
9:45	25.19
9:50	25.14
9:55	25.12
10:00	25.00

Mr. Hans Ettlín
RE: Meridian Church Well Evaluation
December 19, 1997
Page 5

TABLE 2.
SECOND THROUGH FOURTH HOUR DRAWDOWN DATA

TIME	DEPTH IN FEET BGS
10:00	24.54
10:30	24.12
11:00	23.40
11:30	23.15
12:00	26.44*
12:30	26.30
1:00	26.28

Following the drawdown testing, PBS measured flow rate by measuring the time to fill a calibrated 5- gallon bucket. The results of several measurements showed an average flow rate at the end of four hours of pumping to be 14.3 gpm, or a maximum of 857 gallons per hour. This compares favorably with the reported 15 gpm that was recorded when the well was first installed.

WATER QUALITY

Samples collected from the well were analyzed at AmTest Laboratories in Tigard, Oregon, for coliform bacteria and nitrate. These tests were recommended by the Oregon State Health Department. AmTest is accredited by the Oregon State Health Department, certification number 31.

The results of the testing show that the water meets these criteria for drinking water. No coliform bacteria were identified in the water. Nitrate levels, at 4.6 milligrams per liter, are less than half of the levels allowed by Oregon and Federal Drinking Water Standards. The lab data is attached as Appendix 2.

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Mr. Hans Ettlin
RE: Meridian Church Well Evaluation
December 19, 1997
Page 6

DISCUSSION AND CONCLUSIONS

The water supply well that is currently in use at the Meridian Church has been tested for capacity and quality, and found to be adequate for both the current and projected future needs. There are no wells on record with ODWR within the vicinity of this location that will be effected by slightly increased pumping of the Meridian Church well as the new facilities are used.

The water levels in the well are higher than when the well was originally installed. This may be due to the time of year that the well was measured (December 1997 versus September 1958), in addition to the current decreased reliance on this shallower aquifer within the groundwater basin for groundwater supply.

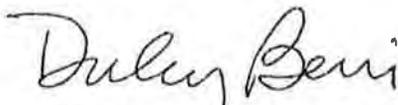
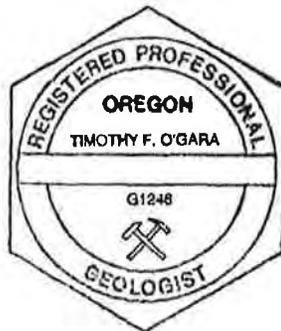
In 1958 when the well was installed, there was more agriculture in the area than at the present time, and the farmers may have been using shallow wells that were in the same aquifer as the Meridian well. Since that time, these old wells were likely to have been abandoned as the area developed and deeper municipal water supply wells were installed. This situation places less demand on the upper aquifer, allowing static water levels to rise. It is highly probable that there is more water available for the Meridian Church well today, than when it was originally installed.

If you have any questions concerning this information, please feel free to contact me at your convenience.

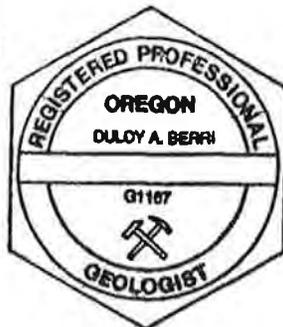
Very truly yours,



Tim O'Gara, R.G.
Consulting Hydrogeologist



Dulcy A. Berri, R.G.
Senior Hydrogeologist



Encls.



TRANSMITTAL

TO: AmTest Oregon L.L.C.

FROM: Douglas Hancock

DATE: 10 December 1997

PROJECT NO.: 12498.00

RE: Drinking Water Tests

Please analyze the attached drinking water sample for coliform and form nitrates. Sample was collected at 12.00 pm on Wednesday, December 10, 1997. If you have any questions, please contact me at your convenience.

Date Collected 12/10/97	Time Collected 12:00 pm	Collected By D.H.	AmTest Oregon, L.L.C. 13035 S.W. Pacific Hwy. Tigard, OR 97223 639-9311 EPA/OSHD Lab #31	DATE TESTED 12/10/97	DATE REPORTED 12/12/97
County	Phone 213-1139	Fax No. -0225		TIME 5:00 P	SAMPLE NO 249614
<input checked="" type="checkbox"/> WELL <input type="checkbox"/> SPRING <input type="checkbox"/> SURFACE ADDRESS OR LOCATION WHERE SAMPLE COLLECTED: #12998.10 - PBS ENVIRON			FOR LABORATORY USE ONLY	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO NITRATE: 4.6 Milligrams/Liter Limit is 10.0 mg/L <input checked="" type="checkbox"/> PASSES <input type="checkbox"/> FAILS 12-12-97 DL	
				No coliform bacteria found. Sample <input checked="" type="checkbox"/> PASSES	
				Coliform bacteria found. Sample <input type="checkbox"/> FAILS	
Fecal coliform <input type="checkbox"/> PRESENT <input type="checkbox"/> ABSENT				Test results as reported on this document represent this sample only as submitted, and may not be indicative of the results of any previous or subsequent testing of this water supply.	
Mail To: PBS			Reviewed By: [Signature]		

WATER BACTERIOLOGICAL EXAMINATION

ENVIRONMENTAL
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AND CONSULTING

1220 SW Morrison Street, Suite 600 Portland, OR 97205 503/248-1939 Fax 503/248-0223

ENGINE RICHMOND PORTLAND SEASIDE ASTORIA

460 P 90

RECEIVED

STATE OF OREGON
WATER WELL REPORT
(as required by ORS 537.785)

DEC 11 1987

CLAC 08030

3S/1W-1366

(1) OWNER: WATER RESOURCES DEPT.
Name John H. Crawford
Address 8125 Riverside Dr
City Punta Gorda State FL Zip 33950

(2) TYPE OF WORK:
 New Well Deepen Recondition Abandon

(3) DRILL METHOD:
 Rotary Air Rotary Mud Cable
 Other

(4) PROPOSED USE:
 Domestic Community Industrial Irrigation
 Thermal Injection Other

(5) BORE HOLE CONSTRUCTION:
Special Construction approval Yes No Depth of Completed Well 215 ft.
Yes No Type Amount

HOLE SEAL Amount
Diameter From To Material From To sacks or pounds
10" 0 19' cement 0 19' 12 sacks
6" 19' 215'

How was seal placed: Method A B C D E
 Other
Backfill placed from ft. to ft. Material
Gravel placed from ft. to ft. Size of gravel

(6) CASING/LINER:
Diameter From To Gauge Steel Plastic Welded Threaded
Casing: 6" +18" 139' .250
PVC 115' 215'
Final location of shoe(s) 139'

(7) PERFORATIONS/SCREENS:
 Perforations Method Saw
 Screens Type Material
From To Slot size Number Diameter Tele/pipe size Casing Liner
173 174 1/8 4
211 212 X 4
6"

(8) WELL TESTS: Minimum testing time is 1 hour
 Pump Baller Air Flowing Artesian
Yield gal/min Drawdown Drill stem at Time
5 214' 1 hr.

Temperature of water 54 Depth Artesian Flow Found
Was a water analysis done? Yes By whom
Did any strata contain Water not suitable for intended use? Too little
 Salty Muddy Odor Colored Other
Depth of strata:

(9) LOCATION OF WELL by legal description:

County Clack Latitude Longitude
Township 3S Nor S, Range 1W E or W, WM.
Section 13 NW 1/4 NW 1/4
Tax Lot Lot Block Subdivision
Street Address of Well (or nearest address) 7990 SW Boeckman Rd
Wilsonville, Or 97070

(10) STATIC WATER LEVEL:
73 ft. below land surface. Date 12/4/87
Artesian pressure lb. per square inch. Date

(11) WATER BEARING ZONES:
Depth at which water was first found 173 ft.
From To Estimated Flow Rate SWL
173' 174' 2 GPM 73'
211' 212' 3 GPM 73'

(12) WELL LOG: Ground elevation
Material From To SWL
Top soil 0 2
Clay, brown 2 21
Clay, blue 21 52
Clay, brown 52 113
Clay, red 113 132
Clay, brown 132 173
Sandstone, black, fract. 173 174 73'
Clay, brown 174 211
Sandstone, black, fract. 211 212 73'
Clay, brown 212 215

Date started 11/25/87 Completed 12/4/87

(unbonded) Water Well Constructor Certification:
I certify that the work I performed on the construction, alteration, or abandonment of this well is in compliance with Oregon well construction standards. Materials used and information reported above are true to my best knowledge and belief.

WWC Number
Signed Date

(bonded) Water Well Constructor Certification:
I accept responsibility for the construction, alteration, or abandonment work performed on this well during the construction dates reported above. All work performed during this time is in compliance with Oregon well construction standards. This report is true to the best of my knowledge and belief.

WWC Number 637
Signed George J. Wainwright Date 12/4/87

48 of 90

STATE OF OREGON
WATER WELL REPORT
 (as required by ORS 537.705)

RECEIVED

MAR 30 1987

CLAC
 08091

35/1W-13ab

(1) OWNER:
 Name ROSS LOGGINS Owner's Well Number WATER RESOURCES DEPT
 Address 12645 SW FAIRFED CT SALEM, OREGON
 City BEAVERTON State OR Zip _____

(2) TYPE OF WORK:
 New Well Deepen Recondition Abandon

(3) DRILL METHOD:
 Rotary Air Rotary Mud Cable Other

(4) PROPOSED USE:
 Domestic Community Industrial Irrigation
 Thermal Injection Other

(5) BORE HOLE CONSTRUCTION:
 Depth of Completed Well 275 ft.
 Special Standards date of approval _____

HOLE		SEAL		Amount sacks or pounds
Diameter	From To	Material	From To	
10	1 20	GRANULAR	1 20	60
6	20 275	BENTONITE		

How was seal placed? Method A B C D E
 Other: GRANULAR BENTONITE METHOD
 Backfill placed from _____ ft. to _____ ft. Material _____
 Gravel placed from _____ ft. to _____ ft. Size of gravel _____

(6) CASING/LINER:

	Diameter	From	To	Gauge	Steel	Plastic	Welded	Threaded
Casing:	6	0	143	1280	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Liner:	5	135	275	CU160	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Location of shoe(s) 143

(7) PERFORATIONS/SCREENS:

Perforations Method S&W
 Screens Type _____ Material _____

From	To	Slot size	Number	Diameter	Tele/pipe size	Casing	Liner
143	274	1/8 x 3/16	160			<input type="checkbox"/>	<input checked="" type="checkbox"/>

(8) WELL TESTS: Minimum testing time is 1 hour

Pump Bailer Air Artesian

Yield gal/min	Pumping level	Drill stem at	Time 1/4 hr
12 gpm	120'		1 hr

Temperature of water _____ Depth Artesian Flow Found _____
 Was a water analysis done? Yes By whom _____
 Did any strata contain water not suitable for intended use? Too little
 Salty Muddy Odor Colored Other _____
 Depth of strata: _____

(9) LOCATION OF WELL by legal description:
 County CLATSOP Longitude _____
 Township 35 N or S, Range 1W E or W, WM.
 Section 13 NW NE
 Tax Lot _____ Lot _____ Block _____ Subdivision _____
 Street Address of Well (or nearest address) ROCKWELL RD

(10) STATIC WATER LEVEL:
50 ft. below land surface. Date MAR 27
 Artesian pressure _____ lb. per square inch. Date _____

(11) WELL LOG: Ground elevation _____

Material	From	To	WB?	SWL
YASSAII	1	2		
CLAY BROWN	2	21		
CLAY GREY SILTY	21	24		
CLAY GREY	24	35		
CLAY (GREEN) CEMENTED	35	39		
CLAY RED	39	98		
CLAY BROWNISH GREY	98	110		
CLAY GREY	110	138		
CLAY STONE OR SHALE, Blue	138	152		
SILT DK GREY	152	164		✓
CLAY LT BLUE	164	185		
CLAY LT GREEN	185	189		
CLAY REDISH BROWN	189	225		
CLAY BROWN	225	270		
SAND SILTY MAROON	270	275		✓

Date started MAR 24, 1987 Completed MAR 27, 1987

(unbonded) Water Well Constructor Certification:
 I constructed this well in compliance with Oregon well construction standards. Materials used and information reported above are true to my best knowledge and belief.
 Signed _____ Date _____

(bonded) Water Well Constructor Certification:
 I accept responsibility for construction of this well and its compliance with all Oregon water well standards. This report is true to the best of my knowledge and belief.
 Signed Richard J. Beck Date Mar 27, 1987
 Company Beck Well Drilling Co. Job No. _____

49 of 90

CLTC
20476

RECEIVED

035/010/13AA

STATE OF OREGON
WATER SUPPLY WELL REPORT

16 (as required by ORS 537.765)

AUG 28 1995

(START CARD) # W-77223

Instructions for completing this report are on the last page of this form. WATER RESOURCES DEPT.

(1) OWNER: Well Number 21-95
Name Bones Construction Inc.
Address 3508 SW 209th
City Aloha State OR Zip 97007

(2) TYPE OF WORK
 New Well Deepening Alteration (repair/recondition) Abandonment

(3) DRILL METHOD:
 Rotary Air Rotary Mud Cable Auger
 Other

(4) PROPOSED USE:
 Domestic Community Industrial Irrigation
 Thermal Injection Livestock Other

(5) BORE HOLE CONSTRUCTION:
Special Construction approval Yes No Depth of Completed Well 0 ft.
Explosives used Yes No Type _____ Amount _____

Diameter	HOLE		SEAL		Sacks or pounds
	From	To	Material	From	
6 ft.	0	19	Concrete	8	19
Dug Well			Clay	0	8

How was seal placed: Method A B C D E
 Other Cement truck & backhoe
Backfill placed from _____ ft. to _____ ft. Material _____
Gravel placed from _____ ft. to _____ ft. Size of gravel _____

(6) CASING/LINER:

Diameter	From	To	Gauge	Steel	Plastic	Welded	Threaded
Casing: <u>Brick lining was removed with backhoe.</u>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Liner:					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Final location of shoe(s) N/A

(7) PERFORATIONS/SCREENS:

From	To	Slot size	Number	Diameter	Material	Casing	Liner
					Tele/ppc size	<input type="checkbox"/>	<input type="checkbox"/>

(8) WELL TESTS: Minimum testing time is 1 hour

Yield gal/min	Bailer Drawdown	Air Drill stem at	Flowing Artesian Time
			1 hr.

Temperature of water _____ Depth Artesian Flow Found _____
Was a water analysis done? Yes By whom _____
Did any strata contain water not suitable for intended use? Too little
 Salty Muddy Odor Colored Other _____
Depth of strata: _____

SALEM, OREGON
(9) LOCATION OF WELL by legal description:
County Washington Latitude _____ Longitude _____
Township 3-S N or S Range 1-W E or W. W.M.
Section 13 NE 1/4 NE 1/4 Land over
Tax Lot _____ Lot _____ Block _____ Subdivision Project
Street Address of Well (or nearest address) 28400 Wilsonville Road, Wilsonville, OR 97070

(10) STATIC WATER LEVEL:
18 ft. below land surface. Date 7/26/95
Artesian pressure _____ lb. per square inch. Date _____

(11) WATER BEARING ZONES:
Depth at which water was first found _____

From	To	Estimated Flow Rate	SWL
* Junction of Wilsonville & Boeckman Roads			

(12) WELL LOG:
Ground Elevation _____

Material	From	To	SWL
Filled with concrete from			
8-19 feet. Capped with			
compacted clay to land			
surface.			

Date started 7/26/93 Completed 7/26/95

I certify of this well Materials and belief: **STEINMAN BROS. DRILLING CO.**
Oregon License No. 1
3023 SE Holly Avenue
MILWAUKIE, OREGON 97222
(503) 654-2890

Signed _____ WWC Number 1 (One)
I accept responsibility for the construction, alteration, or abandonment work performed on this well during the construction dates reported above. All work performed during this time is in compliance with Oregon water supply well construction standards. This report is true to the best of my knowledge and belief.
Signed Ronald F. McConnell Date 7/18/95

ORIGINAL & FIRST COPY-WATER RESOURCES DEPARTMENT SECOND COPY-CONSTRUCTOR THIRD COPY-CUSTOMER

Ronald F. McConnell

51 of 90

STATE OF OREGON
WATER WELL REPORT
(as required by ORS 537.785)

CLAC

RECEIVED

OCT 1 1984

CLAC
08092

39/1W-13bc

PLEASE TYPE OR PRINT IN INK
WATER RESOURCES DEPT

(for official use only)

(1) OWNER:

Name Mrs Lemerise
Address 28200 SW Canyon Creek Rd.
City Wilsonville State Ore.

(2) TYPE OF WORK (check):

New Well Deepening Reconditioning Abandon
If abandonment, describe material and procedure in Item 12.

(3) TYPE OF WELL:

Rotary Air Driven Domestic Industrial Municipal
Rotary Mud Dug Irrigation Withdrawal Reinflection
 Bored Other: Plasmometric Grounding Test

(4) PROPOSED USE (check):

(5) CASING INSTALLED: Steel Plastic
Threaded Welded
6 Diam. from +18" ft. to 366 ft. Gauge 250

LINER INSTALLED: Steel Plastic
Threaded Welded
Diam. from _____ ft. to _____ ft. Gauge _____

(6) PERFORATIONS: Perforated? Yes No

Size of perforations _____ in. by _____ in.
perforations from _____ ft. to _____ ft.
perforations from _____ ft. to _____ ft.
perforations from _____ ft. to _____ ft.

(7) SCREENS: Well screen installed? Yes No

Manufacturer's Name _____ Model No. _____
Type _____ Slot Size _____ Set from _____ ft. to _____ ft.
Diam. _____ Slot Size _____ Set from _____ ft. to _____ ft.

(8) WELL TESTS: Drawdown is amount water level is lowered below static level

Was a pump test made? Yes No If yes, by whom? _____
gal./min. with _____ ft. drawdown after _____ hrs.
Air test _____ gal./min. with drill stem at _____ ft. _____ hrs.
Bailer test 25 gal./min. with 15 ft. drawdown after 1 hrs.
Artesian flow _____ g.p.m.

Temperature of water 53° Depth artesian flow encountered _____ ft.

(9) CONSTRUCTION: Special standards: Yes No

Well seal—Material used Portland Cement
Well sealed from land surface to Twenty ft.
Diameter of well bore to bottom of seal Ten in.
Diameter of well bore below seal Six in.
Amount of sealing material Nine sacks pounds
How was cement grout placed? pumped through gravel pipe and filled down bottom faster

Was pump installed? _____ Type _____ HP _____ Depth _____ ft.
Was a drive shoe used? Yes No Flaps _____ Size: location _____ ft.
Did any strata contain unusable water? Yes No
Type of Water? _____ depth of strata _____
Method of sealing strata off _____
Was well gravel packed? Yes No Size of gravel: _____
Gravel placed from _____ ft. to _____ ft.

(10) LOCATION OF WELL by legal description:

County Clackamas SW 1/4 NW 1/4 of Section 13 of Township 35 Range 1W WM.
(Township is North or South) (Range is East or West)
Tax Lot 300 Lot _____ Block _____ Subdivision _____

MAILING ADDRESS OF WELL (or nearest address):
28200 SW Canyon Creek Rd. Wilsonville Ore.

(11) WATER LEVEL OF COMPLETED WELL:

Depth at which water was first found 395 ft.
Static level 95 ft. below land surface. Date 9-4-1984
Artesian pressure _____ lbs. per square inch. Date _____

(12) WELL LOG: Diameter of well below casing Six inch

Depth drilled 420 ft. Depth of completed well 420 ft.
Formation: Describe color, texture, grain size and structure of materials; and show thickness and nature of each stratum and aquifer penetrated, with at least one entry for each change of formation. Report each change in position of Static Water Level and indicate principal water-bearing strata.

MATERIAL	From	To	SWL
Top Soil	0	5	
Clay, Brown	5	30	
Clay, Gray	30	55	
Clay, Brown	55	90	
Clay, Brown fine gravel	90	130	
Clay, Blue	130	170	
Clay, Red	170	240	
Clay, Grey fine gravel	240	265	
Clay, Brown	265	295	
Clay, Red	295	330	
Clay, Brown	330	350	
Fine conglomerate	350	360	
Medium "	360	366	
Boulder "	366	395	
Medium gravel	395	400	95
Fine sandstone	400	420	

Date work started 8-23-84 / completed 9-4-1984
Date well drilling machine moved off of well 9-5-1984 1984

(unbonded) Water Well Constructor Certification (if applicable):
This well was constructed under my direct supervision. Materials used and information reported above are true to my best knowledge and belief.

(Signed) _____ Date _____, 19 _____

(bonded) Water Well Constructor Certification:
Bond 2306419 Issued by: The Ohio Casualty Ind Co
(number) (Surety Company Name)

On behalf of John Reiser
(type or print name of Water Well Constructor)

This well was drilled under my jurisdiction and this report is true to the best of my knowledge and belief:

(Signed) John R. Reiser
(Water Well Constructor)

(Dated) 9-4-1984

NOTICE TO WATER WELL CONSTRUCTOR
The original and first copy of this report are to be filed with the

WATER RESOURCES DEPARTMENT,
SALEM, OREGON 97310
within 30 days from the date of well completion.

SP*46865-690

530A90

STATE OF OREGON
WATER WELL REPORT
(as required by ORS 837.785)

CLAC

RECEIVED

OCT 1 1984

CLAC
08092

39/W-13bc

PLEASE TYPE OR PRINT IN INK
WATER RESOURCES DEPT

(for official use only)

(1) OWNER:

Name Mrs Kemense
Address 28200 SW Canyon Creek Rd.
City Wilsonville State Ore.

(2) TYPE OF WORK (check):

New Well Deepening Reconditioning Abandon

If abandonment, describe material and procedure in Item 12.

(3) TYPE OF WELL: (4) PROPOSED USE (check):

Rotary Air Driven Domestic Industrial Municipal
Rotary Mud Dug Irrigation Topsoil; Withdrawal Rainjection
 Bored Other: Piezometric Grounding Test

(5) CASING INSTALLED: Steel Plastic

Threaded Welded
6 Diam. from 1.8 ft. to 3.6 ft. Gauge 2.50
Diam. from _____ ft. to _____ ft. Gauge _____

LINER INSTALLED: Steel Plastic

Threaded Welded
Diam. from _____ ft. to _____ ft. Gauge _____

(6) PERFORATIONS: Perforated? Yes No

Size of perforations in. by _____
perforations from _____ ft. to _____ ft.
perforations from _____ ft. to _____ ft.
perforations from _____ ft. to _____ ft.

(7) SCREENS: Well screen installed? Yes No

Manufacturer's Name _____
Type _____ Model No. _____
Diam. _____ Slot Size _____ Set from _____ ft. to _____ ft.
Diam. _____ Slot Size _____ Set from _____ ft. to _____ ft.

(8) WELL TESTS: Drawdown is amount water level is lowered below static level

Was a pump test made? Yes No If yes, by whom? _____
gal./min. with _____ ft. drawdown after _____ hrs.
Air test _____ gal./min. with drill stem at _____ ft. _____ hrs.
Bailer test 25 gal./min. with 15 ft. drawdown after 1 hrs.
Artesian flow _____ g.p.m.
Temperature of water 53° Depth artesian flow encountered _____ ft.

(9) CONSTRUCTION: Special standards: Yes No

Well seal—Material used Portland Cement
Well sealed from land surface to Twenty ft.
Diameter of well bore to bottom of seal Ten in.
Diameter of well bore below seal Six in.
Amount of sealing material nine sacks pounds
How was cement grout placed? pumped through grout pipe and filled down bottom to top
Was pump installed? _____ Type _____ HP _____ Depth _____ ft.
Was a drive shoe used? Yes No Plug _____ Size: location _____ ft.
Did any strata contain unusable water? Yes No
Type of Water? _____ depth of strata _____
Method of sealing strata off _____
Was well gravel packed? Yes No Size of gravel: _____
Gravel placed from _____ ft. to _____ ft.

NOTICE TO WATER WELL CONSTRUCTOR
The original and first copy of this report are to be filed with the

(10) LOCATION OF WELL by legal description:

County Clackamas SW 1/4 NW 1/4 of Section 13 of Township 3 S Range 1 W WM.
(Township is North or South) (Range is East or West)
Tax Lot 300 Lot _____ Block _____ Subdivision _____

MAILING ADDRESS OF WELL (or nearest address):
28200 SW Canyon Creek Rd. Wilsonville Ore.

(11) WATER LEVEL of COMPLETED WELL:

Depth at which water was first found 395 ft.
Static level 95 ft. below land surface. Date 9-4-1984
Artesian pressure _____ lbs. per square inch. Date _____

(12) WELL LOG: Diameter of well below casing 5 1/2 inch

Depth drilled 420 ft. Depth of completed well 420 ft.
Formation: Describe color, texture, grain size and structure of materials; and show thickness and nature of each stratum and aquifer penetrated, with at least one entry for each change in formation. Report each change in position of Static Water Level and indicate principal water-bearing strata.

MATERIAL	From	To	BWL
Top Soil	0	5	
Clay, Brown	5	30	
Clay, Gray	30	55	
Clay, Brown	55	90	
Clay, Brown fine gravel	90	130	
Clay, Blue	130	170	
Clay, Red	170	240	
Clay, Gray fine gravel	240	265	
Clay, Brown	265	295	
Clay, Red	295	330	
Clay, Brown	330	350	
Fine conglomerate	350	360	
Medium "	360	366	
Boulder "	366	395	
Medium gravel	395	400	95
Fine Sandstone	400	420	

Date work started 8-23-84 / completed 9-4-1984
Date well drilling machine moved off of well 9-5-1984 1984

(unbonded) Water Well Constructor Certification (if applicable):

This well was constructed under my direct supervision. Materials used and information reported above are true to my best knowledge and belief.

[Signed] _____ Date _____, 19 _____

(bonded) Water Well Constructor Certification:

Bond 2306419 Issued by: The Ohio Casualty Ind Co
(number) (Surety Company Name)
On behalf of John Reiser
(Type or print name of Water Well Constructor)

This well was drilled under my jurisdiction and this report is true to the best of my knowledge and belief:

(Signed) John R. Reiser
(Water Well Constructor)

(Dated) 9-4-1984

WATER RESOURCES DEPARTMENT,
SALEM, OREGON 97310
within 30 days from the date of well completion.

SP-48868-690

STATE OF OREGON
WATER SUPPLY WELL REPORT
(as required by ORS 537.765)

Clac
51451

RECEIVED

WELL I.D. # 101394

FEB 28 1997

(START CARD) # 96766

Instructions for completing this report are on the last page of this form. WATER RESOURCES DEPT.

(1) OWNER: MIKE SWICKARD Well Number _____
Name _____
Address 28750 SW CANYON CREEK RD.
City WILSONVILLE State OR Zip 97070

(2) TYPE OF WORK
 New Well Deepening Alteration (repair/recondition) Abandonment

(3) DRILL METHOD:
 Rotary Air Rotary Mud Cable Auger
 Other

(4) PROPOSED USE:
 Domestic Community Industrial Irrigation
 Thermal Injection Livestock Other

(5) BORE HOLE CONSTRUCTION:
Special Construction approval Yes No Depth of Completed Well 270 ft.
Explosives used Yes No Type _____ Amount _____

HOLE			SEAL			
Diameter	From	To	Material	From	To	Sacks or pounds
6	95	145	SEAL NOT			
	5	145	DISTURBED			

How was seal placed: Method A B C D E
 Other _____
5-6 Backfill placed from 0 ft. to 65 ft. Material gravel & bent.
Gravel placed from _____ ft. to _____ ft. Size of gravel _____

(6) CASING/LINER:

Diameter	From	To	Gauge	Steel	Plastic	Welded	Threaded
Casing: 5	+1	231	258	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Liner:				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Final location of shoe(s) 5" @ 230'

(7) PERFORATIONS/SCREENS:

From	To	Slot size	Type	Number	Diameter	Material	Casing	Liner
							<input type="checkbox"/>	<input type="checkbox"/>

(8) WELL TESTS: Minimum testing time is 1 hour

Yield gal/min	Drawdown	Drill stem at	Flowing Artesian Time
18		230	1 hr.
15		210	"
10		180	"

Temperature of water 53 F Depth Artesian Flow Found _____
Was a water analysis done? Yes By whom _____
Did any strata contain water not suitable for intended use? Too little
 Salty Muddy Odor Colored Other _____
Depth of strata: 7-115 ft.

(9) LOCATION OF WELL by legal description:
County CLACKAMAS Latitude _____ Longitude _____
Township 3S N or S Range 1W E or W. WM.
Section 13 SE 1/4 NW 1/4
Tax Lot 1501 Lot _____ Block _____ Subdivision _____
Street Address of Well (or nearest address) 18750 SW CANYON CRK. RD
WILSONVILLE, OR

(10) STATIC WATER LEVEL:
122 ft. below land surface. Date 02/19/97
Artesian pressure _____ lb. per square inch. Date _____

(11) WATER BEARING ZONES:

Depth at which water was first found 220/230

From	To	Estimated Flow Rate	SWL
230	255	18 GPM	122

(12) WELL LOG:

Material	From	To	SWL
Existing 6" well	0	65	
4" liner removed	65	95	
Seal not disturbed			
Brown muddy sand, silt & clay	95	115	
Brown & red-brown clay, rotten rock	115	160	
Brown & gray-brown clay, sticky	160	200	
Gray & blue-gray clay, silty	200	220	
Black silty sandstone & clay-stone	220	255	122
Gray-black claystone, occ. silty	255	270	

Date started 02/12/97 Completed 02/19/97

(unbonded) Water Well Constructor Certification:
I certify that the work I performed on the construction, alteration, or abandonment of this well is in compliance with Oregon water supply well construction standards. Materials used and information reported above are true to the best of my knowledge and belief.
WVC Number _____
Signed _____ Date _____

(bonded) Water Well Constructor Certification:
I accept responsibility for the construction, alteration, or abandonment work performed on this well during the construction dates reported above. All work performed during this time is in compliance with Oregon water supply well construction standards. This report is true to the best of my knowledge and belief.
WVC Number 573
Signed _____ Date 02/25/97

ORIGINAL & FIRST COPY-WATER RESOURCES DEPARTMENT SECOND COPY-CONSTRUCTOR THIRD COPY-CUSTOMER

56 of 90

- III. **Fertilize in Moist Soils** — Fertilizer should *always be applied to moist soils* to enhance fertilizer uptake, reduce fertilizer injury to plants, and aid in soil injection or drill hole treatments. If soils are not moist, irrigation should precede fertilization to moisten the plant root zone area. The liquid injection method of fertilizing trees and shrubs will help moisten the soil in the root zone while applying desired nutrients. The benefits of water in dry soil will reduce nutrient as well as moisture stress.
- IV. **Fertilizing Excessively Wet Soils** — Avoid fertilizing trees growing in soil that is *excessively wet*. The roots in wet soil are often damaged from lack of oxygen caused by the accumulation of toxic gases. Adding fertilizer in any form may contribute to root injury.
- V. **Read the Label** — Read the entire label of any fertilizer product before application, and apply per label recommendations.

EXAMPLE I

Slow release fertilizer is measured by the percentage of water insoluble nitrogen, (WIN). Use the following formula to determine the percentage of water insoluble nitrogen in a bag of fertilizer:

$$\frac{\% \text{ of WIN} \times 100}{\% \text{ of total N}} = \% \text{ of N that is slow release}$$

Example for a fertilizer label that reads 32-7-7:

Guaranteed Analysis
 Total Nitrogen (N)....32%
 Water Insoluble Nitrogen....12.5%
 Nitrate Nitrogen....2.0%
 Water Soluble Nitrogen....17.5%
 Available Phosphoric Acid....7%
 Soluble Potash ...7%

$$\frac{12.5\% \text{ of WIN} \times 100 \text{ lbs. of fertilizer}}{32\% \text{ of total N}} = 39\%$$

39% of the available N is slow release

SELECTED REFERENCES

KUHNS, LARRY J. 1985. *Fertilizing Woody Ornamentals*. Cooperative Extension Service, The Penn State University.

NEELY, DAN. 1980. *Tree Fertilizing Trials*. Illinois Journal of Arboriculture: 6(10).

NEELY, DAN and E. B. Himelick. 1971. *Fertilizing and Watering Trees*. Illinois Natural History Survey Circular #52.

RATHJENS, RICHARD and Roger Funk. 1984. *Guide to Turf, Trees and Ornamental Fertilization*. Weeds, Trees & Turf Magazine (October).

SMITH, ELTON M. 1978. Fertilizing Trees and Shrubs in the Landscape. Journal of Arboriculture: 4(7).

This Standard was revised in 1987 with the assistance of:
 Dr. Elton M. Smith, Ohio State University, Columbus, OH

HARDTOP CP/MP Post Top



GENERAL DESCRIPTION: The Gardco Post Top Mounted Form Ten products are cylindrical (CP) or semi-spherical (MP) sharp cutoff luminaires using high intensity discharge lamps up to 750 watts. Housings are one piece seamless spun aluminum and finished with either Architectural Class I anodizing or electrostatically applied polyurethane. Luminaires can accept one of six (6) interchangeable and rotatable precision segmented optical systems. Optional twin glow rings at post top are available in 4 colors and are illuminated by the primary source.

ORDERING

Example: CP — 17 — 1 — 3 — 175MH — 120 — BRA — HF

HOUSING	DIAMETER	CONFIGURATION	PHOTOMETRIC DISTRIBUTION	WATTAGE	VOLTAGE	FINISH	OPTIONS
 CP	17" 22"	● 1	 1 (Horizontal Lamp)	See Chart Below	120	BLA	GRC
 MP			 3 (Horizontal Lamp)		208	BRA	GRG
			 4X (Horizontal Lamp) [†]	240	NA	GRR	
			 4 (Horizontal Lamp)	277	BLP	GRY	
			 Q (Horizontal Lamp)	347	BRP	HF	
			 FM (Horizontal Lamp)	480	NP	LF	
			 VS (Vertical Lamp) [†]	QUAD	WP	HS	
						SC	PC
							PCR
							POLY
							QS
							SG

NOTES:

- Furnished with non-yellowing acrylic sag lens, Type VS not available with 17" mogul base units.
- Medium base lamp.
- 150HPS ballast operates 55 volt lamp.
- Not available in MP units or 480V, 1000W total load.
- 175W max on 17" units.
- May not be available in all configurations, consult factory.
- 22" units only. Furnished with sag glass lens.
- Not available with Type 4X.

WATTAGE:

CP17"	MP17"	CP22"	MP22"
			
100HPS	100HPS	250HPS	250HPS
100MV	100MV	250MV	250MV
50W MH ²	50W MH ²	250MH	250MH
70W MH ²	70W MH ²	400HPS	400HPS
100MH ²	100MH ²	400MV	400MV
150HPS ²	150HPS ²	400MH	400MH
175MV	175MV	750MH	
175MH	175MH	750HPS	
250MV			
250MH			

FINISH:

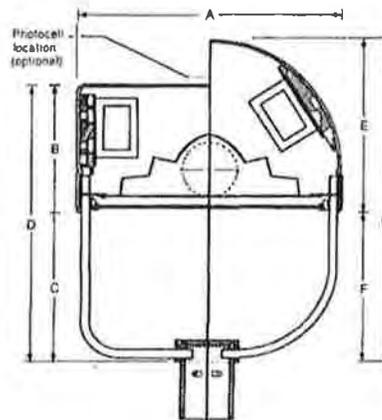
- BLA: Black Anodized
- BRA: Bronze Anodized
- NA: Natural Anodized
- BLP: Black Paint
- BRP: Bronze Paint
- NP: Natural Aluminum Paint
- WP: White Paint
- SC: Special Color Paint (specify)

OPTIONS:

- GRC: Glow Ring Clear
- GRG: Glow Ring Green
- GRR: Glow Ring Red
- GRY: Glow Ring Yellow
- HF: In-Head Fusing
- LF: In-Pole Fusing
- HS: Internal House Side Shield (Supplied standard with Type FM)
- PC: Receptacle and Photocontrol[†]
- PCR: Photocontrol - Receptacle Only[†]
- POLY: Polycarbonate Sag Lens (In lieu of flat glass)^{2A}
- QS: Quartz Restrike¹
- SG: Sag Glass Lens (In lieu of flat glass) (Supplied standard with Type 4X and 750W CP22")

DIMENSIONAL DRAWINGS

CP Style	Size	A	B	C	D	EPA	Approx. Weight
17"		17"	8"	10"	18"	7	31 lbs
		432mm	203mm	254mm	457mm		14 kgs
22"		22"	11"	11"	22"	10	50 lbs
		559mm	279mm	254mm	559mm		22.6 kgs
MP Style	Size	A	E	F	G	EPA	Approx. Weight
17"		17"	11"	10"	21"		32 lbs
		432mm	279mm	254mm	533mm		14 kgs
22"		22"	14"	11"	25"	10	50 lbs
		559mm	356mm	59mm	635mm		22.6 kgs



DKS Associates

921 S.W. Washington Street, Suite 612
Portland, OR 97205-2824
Phone: (503) 243-3500
Fax: (503) 243-1934

MEMORANDUM

TO: Blaise Edmonds, City of Wilsonville

FROM: Julie Sutherland, P.E. 
Ransford S. McCourt, P.E. 

DATE: July 28, 1998

SUBJECT: Meridian United Church Expansion Traffic Analysis

P98228x0



This memorandum summarizes work conducted by DKS Associates regarding the proposed Meridian United Church expansion, in Wilsonville. The existing church is located on the south side of Boeckman Road, just west of Wilsonville Road/Stafford Road, in Wilsonville and consists of an 8,200 square foot building expansion. The existing building is approximately 8,620 square feet and with the expansion, it will become 16,820 square feet. The proposed expansion consists of a new sanctuary, with a seating capacity of 300, offices and a choir room. The existing sanctuary (which seats approximately 100-125) will be remodeled into a fellowship hall, kitchen and nursery. Because of the low impact anticipated for this project, this assessment focuses on estimated trip generation of the proposed addition and site circulation and safety issues.

Trip Generation

Trip generation for the proposed expansion was estimated based on observed trip generation at the existing site.¹ Table 1 summarizes estimated trip generation for the proposed expansion.

Estimated vehicle trip generation could be determined relative to square footage or relative to seats in the sanctuary. A similar number of additional trips would be generated by either method, so the square footage method was used, since it is a more precise measure than maximum number of seats in the sanctuary, which varies. Based on the survey data and proposed square footage increase, it is estimated that three additional evening peak hour trips will be generated as a result of the proposed

EXHIBIT I.

¹ Trip generation survey conducted at existing site July 22, 1998, 2 in trips, 1 out trip.

expansion, of which it is estimated that none will travel through the I-5/Wilsonville Road interchange area (defined as Wilsonville Road between Town Center Loop West and Boones Ferry Road).

Table 1
Trip Generation Estimate

PEAK HR.

Land Use	Size	Trip Generation (Based on Survey)		
		Rate	Trips	In/Out
Existing Use				
Church	8.62 KSF	0.35/KSF*	3*	2/1*
Proposed Additional Use				
Church	8.2 KSF	0.35/KSF*	3	2/1

* Based on actual surveyed data, July 22, 1998.

Parking

There are 118 parking stalls shown on the proposed site plan. This amount of parking exceeds the City's parking requirement for this use (75 stalls would be required, based on one stall per four seats in the sanctuary), but is slightly lower than anticipated demand (129 stalls, based on 0.43 stalls per attendee²). Parking spillover into adjacent neighborhoods should be anticipated during peak periods (i.e. Christmas, Easter, etc.)

Site Access/Circulation and Safety

There are two access points to the site. The access to the north, onto Boeckman Road is the primary access to the site. The access to the east provides access to Wilsonville Road through a residential neighborhood. The level of service at the project driveway is adequate as is sight distance to the east and west from the project driveway. Frontage improvements on Boeckman Road should be required, including sidewalks.

Please call either of us with any questions regarding this study.

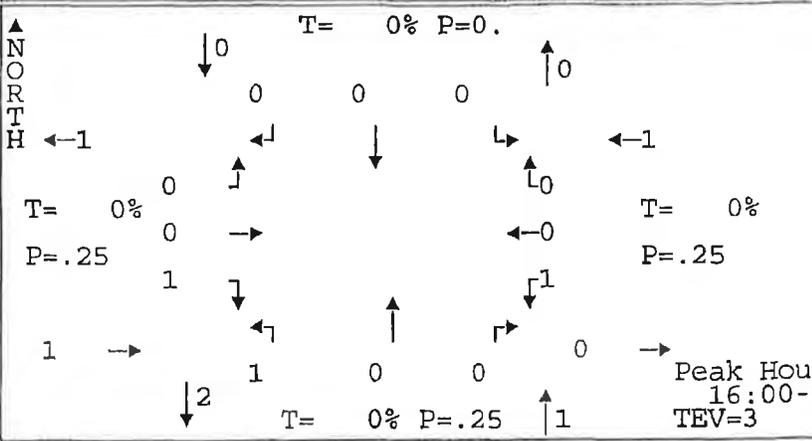
² *Parking Generation*, 2nd Edition, Institute of Transportation Engineers, Code 560.

Traffic Counts

INTERSECTION TURN MOVEMENT COUNT SUMMARY REPORT
 MERIDIAN UNITED CHURCH DRIVEWAYS AT BOECKMAN ROAD

16995

NORTH
 SOUTH



DATE OF COUNT: 07/22/98
 DAY OF WEEK: Wed
 TIME STARTED: 16:00
 TIME ENDED: 18:00

TEV=TOTAL ENTRY VOLUME
 T=%TRUCKS BY APPROACH
 P=PHF BY APPROACH

DLGY

Peak Hour
 16:00-17:00
 TEV=3

Traffic Smithy
 (503) 641-6333

TIME PERIOD FROM - TO	EAST BOUND			SOUTH BOUND			NORTH BOUND			WEST BOUND			ALL
	↓	→	↑	←	↓	↘	←	↑	↗	↓	←	↑	
16:00-16:05	0	0	0	0	0	0	0	0	0	0	0	0	0
16:05-16:10	0	0	0	0	0	0	0	0	0	0	0	0	0
16:10-16:15	0	0	0	0	0	0	0	0	0	0	0	0	0
16:15-16:20	0	0	0	0	0	0	0	0	0	0	0	0	0
16:20-16:25	0	0	0	0	0	0	0	0	0	0	0	0	0
16:25-16:30	1	0	0	0	0	0	1	0	0	1	0	0	3
16:30-16:35	0	0	0	0	0	0	0	0	0	0	0	0	0
16:35-16:40	0	0	0	0	0	0	0	0	0	0	0	0	0
16:40-16:45	0	0	0	0	0	0	0	0	0	0	0	0	0
16:45-16:50	0	0	0	0	0	0	0	0	0	0	0	0	0
16:50-16:55	0	0	0	0	0	0	0	0	0	0	0	0	0
16:55-17:00	0	0	0	0	0	0	0	0	0	0	0	0	0
17:00-17:05	0	0	0	0	0	0	0	0	0	0	0	0	0
17:05-17:10	0	0	0	0	0	0	0	0	0	0	0	0	0
17:10-17:15	0	0	0	0	0	0	0	0	0	0	0	0	0
17:15-17:20	0	0	0	0	0	0	0	0	0	0	0	0	0
17:20-17:25	0	0	0	0	0	0	0	0	0	0	0	0	0
17:25-17:30	0	0	0	0	0	0	0	0	0	0	0	0	0
17:30-17:35	0	0	0	0	0	0	0	0	0	0	0	0	0
17:35-17:40	0	0	0	0	0	0	0	0	0	0	0	0	0
17:40-17:45	0	0	0	0	0	0	0	0	0	0	0	0	0
17:45-17:50	0	0	0	0	0	0	0	0	0	0	0	0	0
17:50-17:55	0	0	0	0	0	0	0	0	0	0	0	0	0
17:55-18:00	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Survey	1	0	0	0	0	0	1	0	0	1	0	0	3
PHF	.25	0	0	0	0	0	.25	0	0	.25	0	0	.25
% Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0
Stopped Buses	0	0	0	0	0	0	0	0	0	0	0	0	0
Peds	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Totals													
16:00-17:00	1	0	0	0	0	0	1	0	0	1	0	0	3
16:15-17:15	1	0	0	0	0	0	1	0	0	1	0	0	3

WILLIAM L. OWEN and ASSOCIATES
Tree and Landscape Consulting Services
P.O. BOX 641, PORTLAND, OREGON 97207 503/222-7007



Meridian United Church of Christ
Wilsonville, Oregon

TREE REPORT
for
Peck, Smiley, Ettlin/Architects

February 10, 1998

EXHIBIT
'E'

Prepared by:
William L. Owen, B.S., M.A., C.A.
American Society of Consulting Arborists #114
Diplomate, American Society of Forensic Examiners



INSPECTION, DIAGNOSIS AND EVALUATION OF TREES, SHRUBS AND RELATED PLANTINGS.
CONSULTATION WITH RESPECT TO PLANTING, TRANSPLANTING, PRESERVATION, MAINTENANCE AND
ARBOREAL PLANNING. COMPREHENSIVE LOSS OR DAMAGE REPORTS. DULY SANCTIONED APPRAISALS
FOR LEGAL OR CONTRACTUAL PURPOSES. LEGALLY ACCEPTABLE TESTIMONY IN COURT CASES.

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WILLIAM L. OWEN and ASSOCIATES
Tree and Landscape Consulting Services
P.O. BOX 641, PORTLAND, OREGON 97207 503/222-7007



February 10, 1998

Hans Ettl
Peck, Smiley, Ettl Architects
1220 SW Morrison
Suite 600
Portland, OR 97205

RE: Meridian United Church of Christ/Sanctuary Addition/Tree Impact Report

Dear Mr. Ettl:

Enclosed please find the tree report as required by the City of Wilsonville Tree Ordinance for the subject project. Please let me know if you have any questions or need additional information to this report.

Thank you very much.

Very truly yours,

William L. Owen, B.S., M.A., C.A.
American Society of Consulting Arborists, #114
Diplomate, American Board of Forensic Examiners



INSPECTION, DIAGNOSIS AND EVALUATION OF TREES, SHRUBS AND RELATED PLANTINGS
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67 of 90

**Meridian United Church of Christ
28075 SW Wilsonville Road
Wilsonville, Oregon 97070**

Tree Report
Peck, Smiley, Ettlin/Architects

1) Problem and Task:

The purpose of the survey of the trees on the subject site is to examine those trees marked for possible preservation on the site as planned (those not set for removal by the building, driveways and parking lot areas), to determine 1) the present condition, viability and prognosis for survival for the remaining trees and 2) their suitability for preservation as landscape amenity trees.

2) Methodology of Analysis of Tree Population:

A visual inspection was done looking for typically normal specimens and for abnormalities and indications of disease, (dead tissue, galls, conks etc.) to find visual symptoms of tree failure or hazard. In addition, in so far as possible visually at this point in the process, prognosis for survival considering the impact of construction is assessed.

3) Present Condition:

- a) See Tree Report ff.
- b) Insects: Insect activity observed at this time was typical. Sequoia pitch moth, mites and Scale insects. All variously treatable by professionals.
- c) Man-caused damage: No significant damage. Some convenience lift-pruning has been done in Pines. Old road and driveway stress on Fir and Sequoia.
- d) Nature caused damage: Some branch breakage from wind. Crowding out (die-back) of interior branching in groves.

4) Findings/Problems/Recommended Solutions:

The information following in the tree schedule is provided to inform all concerned parties regarding the impact of the subject project on the trees as numbered on the plot plan enclosed.

Size is given in diameter inches at 4.50 feet above ground or its equivalent.

Tree #	Size	Species	Condition	Remarks
1	13"	Oak	Good	A very good specimen located approximately 15' from existing church building. Excellent tree to retain if possible. Appears to be retainable in this configuration.
2	24"	Birch	Good	Somewhat serpentine stem large specimen within 12' of existing building. Some Slimeflux exudate on east face toward building. Wetwood. Secondary symptom. Certainly interior pressure. Angular crown. Shown to be removed by future building. New walkway in plan where this tree is shown. Cannot remain if walkway is built. Given quality of tree at this time, if walkway can be delayed, or be built around the tree pending future development, would recommend retaining for overall statement tree makes on site at this time.
3	11"	Birch	Good	Immediately west (5') of tree #2. Grows in compliment to tree #2. All other factors apply similarly.
4	42"	Fir	Fair	A tree in slow decline due to age and environmental, cultural stresses. Short growth internode. Performing below average. A slow metabolism. A tree which can be retained if development would allow but walkway as planned would have to moved substantially for the tree. This is not a tree to take extraordinary measures to preserve due to its general prognosis, which is not good, long term. Some die back in crown. What ever is done, in a few years, this tree will decline more rapidly over time and have to be removed. Difficult to say how long with any accuracy. Disturbance will exacerbate the decline.
5	36"	Sequoia	Very good	A really good specimen which should be retained if at all possible on the project. Drainage appears poor in immediate area below, though tree is performing well. Crowded by tree 5-A, which should be removed to make room for this fine specimen. Tree is an excellent focal tree for the church grounds and adds character to the site. Preserve if possible.

5-A	10"	Pine	Good	A tree approximately 12' west of tree #5, too close to tree #5, crowding and altering growth of tree #5. This tree should be removed for the best long range performance of tree #5. It is now one sided because of crowding from the branches from tree #5. Recommend removal. Not suitable for transplant due to proximity to tree #5.
6	13"	Pine	Good	Somewhat one-sided but decent specimen. Good screen tree.
7	6"	Fir	Good	One-sided due to crowding. Good tree to keep if remains in clump with trees #8 and #9.
8	6"	Fir		Similar in all respects to tree #7.
9	10"	Pine	Fair	Crowded on both sides by trees #8 and #10. If kept in row could be retained for screening. Otherwise poor choice. Very crowded.
10	10"	Fir	Good	A leaning tree at unfortunate angle in toward entry and parking lot. Crowding tree #9. Good specimen if room to retain for character. Does violate symmetry of row along west border otherwise. Hold for now but may have to be removed due to lean in future.
11	11"	Pine	Good	Best Pine in row (6-21) except for crowding from tree #12. Retain if possible.
12	9"	Pine	Poor	A split stem specimen in very poor condition. Problems are cultural. Crowding tree #11. Tree #11 would do much better if tree #12 were gone. Recommend removal to allow tree #11 to grow more normally.
13	4"	Pine	Poor	Crowded. Damaged at base. Remove.
14	7"	Pine	Poor	Very crowded into tree #15. Problems cultural. Tree much like #12 in condition. Not a desirable specimen. Remove.

15	11"	Pine		Very crowded between #14 and #16. Not a good growth pattern due to crowding. Not a desirable tree due to elongation of branches from crowding. This tree, together with tree #14 and #21, will not look good unless entire clump is retained as a unit. If that cannot be done, remove.
16, 17, 18	5", 6", 4"	Pine		A trio growing very close together (3' x 3' triangle). Very crowded. Unless retained as a group, not suitable for retention singly. A bad crook in stem of tree #17 at 20'.
19	10"	Pine		A good tree on one side but extremely crowded behind by trees #18 and #20. Should only be retained in group.
20	12"	Pine		Though different variety, much the same as other Pines in grouping (#17-#20) due to crowding. Retain in group or remove.
21	7"	Pine	Fair	<p>Crowding is problem in the row (#21 - #26). Tree #21 is good end tree to this row, though now chlorotic. Cultural condition. Correctable with fertilizing.</p> <p>Summary: Trees #6 - #21 The entire row a mixed species variety of Pine and Fir. Makes a good hedge row on west side of property. If design will permit, entire row could be retained and cultural work done on the poorest specimens. With proper pruning, this hedge row can be an effective western facade to the parking lot which could not be provided by newly planted trees for a substantial period of time. Depending on location of parking lot edge on the west, and impact of construction, retention with exceptions as noted is a viable option.</p>
22	14"	Pine	Good	A good tree though crowded on the south by minor deciduous species which should be removed. This tree could then fill in to the south and be better in appearance. A good specimen overall otherwise. Recommend retention if possible with restrictions regarding deciduous trees to the south.

23	6"	Maple	Poor	Growing too close to tree #22 and leaning to the south. For the best performance of tree #22 this tree should be removed and replaced.
24	12"	Apple	Poor	An untended, poor tree which is very messy and will only worsen over time. Not a tree to retain in this new configuration of parking lot. Remove and replace.
25	5"	Apple	Poor	The tree leans to the southeast and is misshapen. Remove and replace.
26, 27, 28, 29	14", 12", 11", 11	Pines	Fair - Good	This grouping of Pines is shown in the new parking lot and drive way area. Appear to be non-retainable. Given their locations, the lean to the northwest of tree #27, the crowding between #28 and #29, and the crowding between #28 and #26 with the resultant misshaped crowns, none of these trees would be a particular asset to the site if preserved singly. It would appear that space does not allow retaining all four trees as a unit. If such were to be considered in any re-design, a planter space 50' x 50' square would be required. Best long term solution is removal and replacement.

30, 31, 32, 33, 34	10", 11", 10", 13", 10"	Pines	Fair	The condition factor here is influenced by the thickness of the tree grove. Tree #30 is a decent tree though crowded by tree #31. If it is retained without tree #31 it will be one-sided and would not have a good prognosis unless given a 12' x 12' planter area. Tree #31 is not worth retaining, given all factors. Tree #32 is too crowded into tree #33, and tree #34 is thin to the north from crowding to the south by #32 and #33. Unless #32, #33, and #34 were retained as a group, requiring at least a 30' x 30' planting area, the best long term solution is removal and replacement.
35	9"	Fir	Fair	Somewhat thin, misshapen specimen. Shown in future expansion area. Can be retained if desired for now. This is not a tree worth extraordinary means to preserve.
36	9"	Fir	Fair	Very thin low due to crowding from Quince hedge below. Similar to tree #35 in future expansion area. Would not recommend leaving tree isolated, due to top-heavy growth and resultant problems.
37	11"	Pine	Poor	Very poor, crowded specimen. Can be retained for now in future area, but not a candidate for long term retention. A poor specimen.
38	6"	Maple	Poor	Tree in the wrong place. Crowded. Multi-stem with poor crotching. Remove and replace.
39	9"	Pine	Poor	Substantial lean to the east. Very one-sided specimen due to crowding from trees #37 and #38. Remove and replace.
40	5"	Pine	Poor	Thin lower crown. Not a good candidate for long term retention. Recommend removal and replacement.
41	5"	Maple	Fair	Too crowded. Long term retention prognosis poor. Recommend removal and replacement.

42, 43, 44	3" - 3", 4" 5"	Maples	Fair	<p>Tree #42 is a multi-stem Prunus clump. Poor specimen. Trees #43 and #44, are too crowded. Best long term recommendation is removal and replacement.</p> <p>Summary: Trees #35 - #44 As described, are all shown in an area for future expansion of the existing facility. They will be (in the present plan) within 10' or less of the proposed sanctuary. None of these trees is a good enough specimen to warrant any extraordinary means to preserve. In any tree removal operation on the site early, the best cost/benefit ratio solution is to remove at that time.</p>
45	12"	Apple	Poor	A split-stem specimen, in badly broken, neglected condition. Recommend removal and replacement.
47	13"	Apple	Fair	A multi-stem specimen in neglect. A high maintenance tree with a poor long range prognosis in this particular setting. While retainable as to location in the plan as shown, the prognosis is not good in cost/benefit ratio for maintenance. This tree requires professional pruning and will always be extremely messy in fruit in any case. The best long term solution is removal and replacement.
46	9"	Pear	Poor	A split stem specimen in very poor condition. Best long term solution is removal and replacement.
48	9", 11", 10"	Cherry	Poor	A triple-stemmed specimen not worth retaining. Not a tree to keep near the edge of a parking lot. Best recommendation is to remove and replace..
49	11"	Fir	Fair	A tree which could be retained if two parking spaces were given up to allow for a sufficient planting area (approximately 16' x 16'). In addition tree #50 would have to be removed to provide fuller development of the crown of tree #49. The tree is somewhat sparse. Not fully branched, vigorous specimen. It is not a tree worth extraordinary means to preserve.

50	5"	Fir	Fair	A specimen too close to tree #49 (10'). Not a tree worth extraordinary means to preserve given its location out into the parking area. Transplantable by tree spade though the cost/benefit ratio is questionable.
50, 51, 52	7", 10", 12"	Pines	Good	These three trees could be retained to form a screen from the neighbor to the southeast. Though not perfect in lower branching due to cutting for fencing, they still could make a good amenity statement at this location on the site. For character for the site and long range appearance recommend giving consideration to preserving these three trees. Tree #52 may give problems with shallow rooting. If so, trees #50 and #51 could be retained.
53	8"	Fir	Fair	Overall a thin specimen with no low branching. Poor in appearance. Not worth retaining.
54	10"	Fir	Good	A vigorous specimen of dense branching with slight effect of cutting on the north and east. A tree worth retaining if possible, which could make a good statement at this location on the site. With the other trees which have to come out (#55, #56, #57). removed, more light in the area will be a benefit. A tree to be retained if possible.
55	7"	Fir	Fair	Tree shown in the new parking lot. Not a specimen worth preserving given its crowded condition and present growth structure. Remove and replace.
56	9"	Pine	Fair	A tree much too crowded to do well. Not a tree worth special consideration for preservation given its crowded and unkempt condition. Remove and replace.
57	10"	Pine	Fair	Much too crowded from tree #60. Not shown to be preservable in this configuration of parking lot. Remove and replace.
58	10"	Fir	Fair	One-sided condition, crowded. In the parking lot area. Not preservable. Remove and replace.
59	12"	Pine		A multi-stem, very poor specimen. Not worth retaining. Remove and replace.

60	16"	Pine	Good	<p>This tree has a bush-like growth pattern, somewhat misshaped to the east-southeast due to crowding from the grove. It is shown in the center of the parking lot driveway. Unless the entire parking lot in the southeast corner is reduced substantially to make room for a this tree, it cannot be preserved. It is not an extraordinary specimen. I do not recommend extraordinary measures to preserve it.</p> <p>Summary: Trees #49-#60 A grove as described. With the specimens worth keeping noted, it could also be said that were the entire grove to be preserved and sufficient space given to it for proper growth and maintenance, all of the trees within the grove could be retained. This would require re-design and the loss of at least 11-12 parking spaces as the drawings now appear. Otherwise, retaining only those trees noted in this grove is recommended.</p>
61	18"	Pine	Good	<p>A tree shown on the edge of the parking lot. This is a split stem specimen low, with more split stems in the northeast section higher up. It is not a good specimen in that sense. It is not a tree to leave standing in a high pedestrian and vehicular traffic area such as a parking lot due to the necessity for high maintenance, cabling and support to be sure of safety against tree failure and damage below. If retained, three parking spaces would have to be eliminated to give the tree enough room. The high maintenance factor would still be the case, however. Recommend removal and replacement.</p>
62	16"	Pine	Fair	<p>A very high crowned specimen, somewhat one-sided. Lift pruned for the driveway running south of it. Shown in the area of the softball field for future expansion. Until the softball field is installed, this tree can be retained.</p>
63	16"	Pine	Good	<p>A tree very similar to tree #62 but with better color. Lift pruned similarly to tree #62 for the same reason. The tree can remain until the softball field is installed.</p>

64	14"	Pine	Fair	A split-stemmed specimen at 7'. A high maintenance tree over time. Shown in the softball outfield. Can be retained until softball field is installed. Sequoia pitch moth evidence.
65	10"	Pine	Fair	Split-stemmed specimen at 8'. Sequoia Pitch Moth symptoms evident. A tree outside what could be the softball field limits if fenced. With trees #66 and #68, can be retained.
66	20"	Pine	Fair	Very crowded and unkempt. Too close to tree #68 and #67, though trio form a good screen in the far southwest corner of the site. With some clean up work inside, tree can be retained when softball field is installed if outfield fence is in place as shown (See 213' elevation grade line on plot plan.).
67	10"	Pine	Poor	A split-stemmed specimen at 4 feet. A very degraded tree in slow decline. Should be removed to make more room for tree #66 and #68 and better performance for them. Remove and replace.
68	14"	Pine	Fair	Leans to the southwest away from tree #66 due to crowding. The tree has a solid facade to the west, and somewhat to the south, and gives good screening to the site overall. Can be retained. Summary: Trees #64 - #68 The trees of this group are in an a corner area of "wet feet", poor drainage. They have adapted variously to the condition, with trees #66, #68 and #64 performing best. If the wet feet condition worsens, trees #64, #66 and #68 may begin to show stress symptoms, as are #65 and #67 at this time. Only time will tell. For now, the grove can be retained. Drainage improvements are highly recommended here.
69	14"	Pine	Good	Well rounded good specimen overall. Should be retained if possible. Parking lot construction may have to be adjusted to preserve this tree. Recommend preservations because of its overall appearance and performance at this time.

70	11"	Maple	Good	Shown in future expansion area. Can be retained until construction forces removal. A good specimen.
71	9"	Maple	Good	Very similar to tree #70. Shown retainable in new construction mode of site. Worth retaining if possible. A good specimen.
72	3"	Maple	Fair	Shown in lawn area of future expansion. One-sided. Can be retained, though a better specimen would be an asset in this location.
73	16"-28"	Birch	Good	A split-stemmed specimen at ground level, with the south stem splitting into a tri-dominancy at 5' with another co-dominancy to the southeast at 7' - 8'. The angularity of this overall specimen is not good. Danger of splitting out and falling apart in heavy ice or snow, or wind with heavy rain. Cabling and support work very necessary in this tree, but very difficult because of the angularity of the upper crown. This tree should be cabled and given support without any delay on the basis of hazard, both present and potential. It is in danger of splitting apart under certain conditions at this time. Do not delay taking action on this tree.
74	13"	Maple	Good	Well situated in the lawn area. Shown to be retained. A great asset to the property in this particular position. A good tree, worth preserving.
75	10"	Flowering Cherry	Fair	Somewhat angular and one-sided specimen with a poor pruning history due to closeness to the building. Can be retained, but should only be pruned by experts. A good location for the tree long term, particularly if cared for by professionals.
76	11"	Maple	Fair	A split stem tree. Adds substantial beauty to the site. However, needs cabling to avoid splitting apart as tree grows and adds weight. Repair work by professionals is needed immediately if tree is to be retained.

All trees in the forgoing list have been inspected as described herein. Those marked for preservation at this time with exceptions as noted have generally good annual growth, good color, minimal dead wood, and good terminal viability. They will need routine professional care to put them in good condition in terms of branching and crown configuration. The subject trees should survive and do reasonably well (as noted in the schedule) in the new environment, given proper professional care and monitoring. (See recommendations following herein.)

5) Recommendations:

a) **Before Construction:**

Removal of trees for buildings and parking lot area.

- 1) The tree clearing contractor should be required to submit and review with the developer and the Consulting Arborist plans for how the trees will be removed. Specifically, the plan should describe the equipment to be used, method of clearing, directions of fall as necessary, routes for removal of wood debris, loading area for wood and debris, how trees to be retained will be protected from damage in the process (both above and below ground), and any other information necessary in a good clearing and removal plan in a sensitive, closely proximate, tree preservation area. This plan must be approved by the developer and the Consulting Arborist before the clearing begins and must be strictly followed.
- 2) As a prerequisite to #1 above, tree area protection fencing shall be installed at the drip line of each tree to be preserved. The fencing shall be orange plastic type, at least 4' high, wired firmly to steel posts, driven into the ground no farther apart than 8' O.C., stretched as tightly as possible to give a smooth appearance. The fencing installation must be inspected and final approval given by the Consulting Arborist before clearing, grading, or other such construction activity begins on the project. The fencing shall only be moved or removed on written permission of the Consulting Arborist.
- 3) In light of (1) above, it must be made clear to the clearing contractor that he will be held responsible for damages (as professionally appraised) to any tree or trees marked to be preserved, if such damage is due to contractor negligence by failing to operate in a safe and prudent manner in the clearing, grading and tree removal operation.
- 4) The Consulting Arborist must be notified at least 48 hours in advance of any work on the site, and will be on call during fence installation and site clearing work, and will also inspect without prior notice, to insure full compliance with 1, 2 and 3 above.

**ARCHITECT'S STATEMENT REGARDING REQUIRED CONSTRUCTION ALONG
PROPOSED NEW PROPERTY LINE FOR MERIDIAN UNITED CHURCH , 6750 SW
BOECKMAN RD, WILSONVILLE, OR.**

The existing wall between the North Narthex and Fellowship Hall is a bearing wall supporting the roof structure of the North Narthex. It also encloses the side of the Fellowship Hall but does not support the roof structure per se of the Fellowship Hall as the trusses run in the east/west direction and are supported by the east and west walls of the Hall. This wall projects above the roof line of the Fellowship Hall approximately 30" and follows the slope of that roof. See Floor Plan sketch attached.

The proposed approach involves adding construction to revise the existing 1 hour rated wall between the Fellowship Hall and North Narthex into a 2 hour fire rated wall with the property line division occurring on the north side of the wall. (See attached Location Plan & 1/8" Floor Plan)

Construction of this wall would involve the following (See attached Section A):

1). Adding 2 layers of 5/8" type X gypsum board to cover the existing gypsum board on both sides of the wall extending up to the top of the parapet portion of that wall above the Fellowship Hall roofline. This will also involve some demolition of the existing ceiling in both buildings, and adding new siding and roof flashing to the portion of the wall exposed to the exterior.

2). The Owners are interested in having a controlled connection between the North Narthex and Fellowship Hall. The building code Section 706.1.1 defines this wall as a "party wall" which prohibits openings. We are seeking an exemption to this requirement by proposing to add a 1 ½ hour rated set of double doors with 1 ceiling sprinkler on each side of the doors.

Bruce Sternberg, Architect
5/11/21

MERIDIAN
UNITED CHURCH
FEASIBILITY
STUDY

(N) 1 HR RATED WALL

1'-6"

CEILING MOUNTED
SPRINKLER
HEADS TIED
INTO EXISTING
DOMESTIC WATER
LINE W/ BACKFLOW
PREVENTER

(N) 1 1/2" HR
DOOR

FELLOWSHIP
HALL

2 HR
PARTY WALL



CLASS RM

(N) 1 HR
RATED WALL

SIDE NARTEX

SANCTUARY

1'-6"

RELOCATED
(N) DOOR



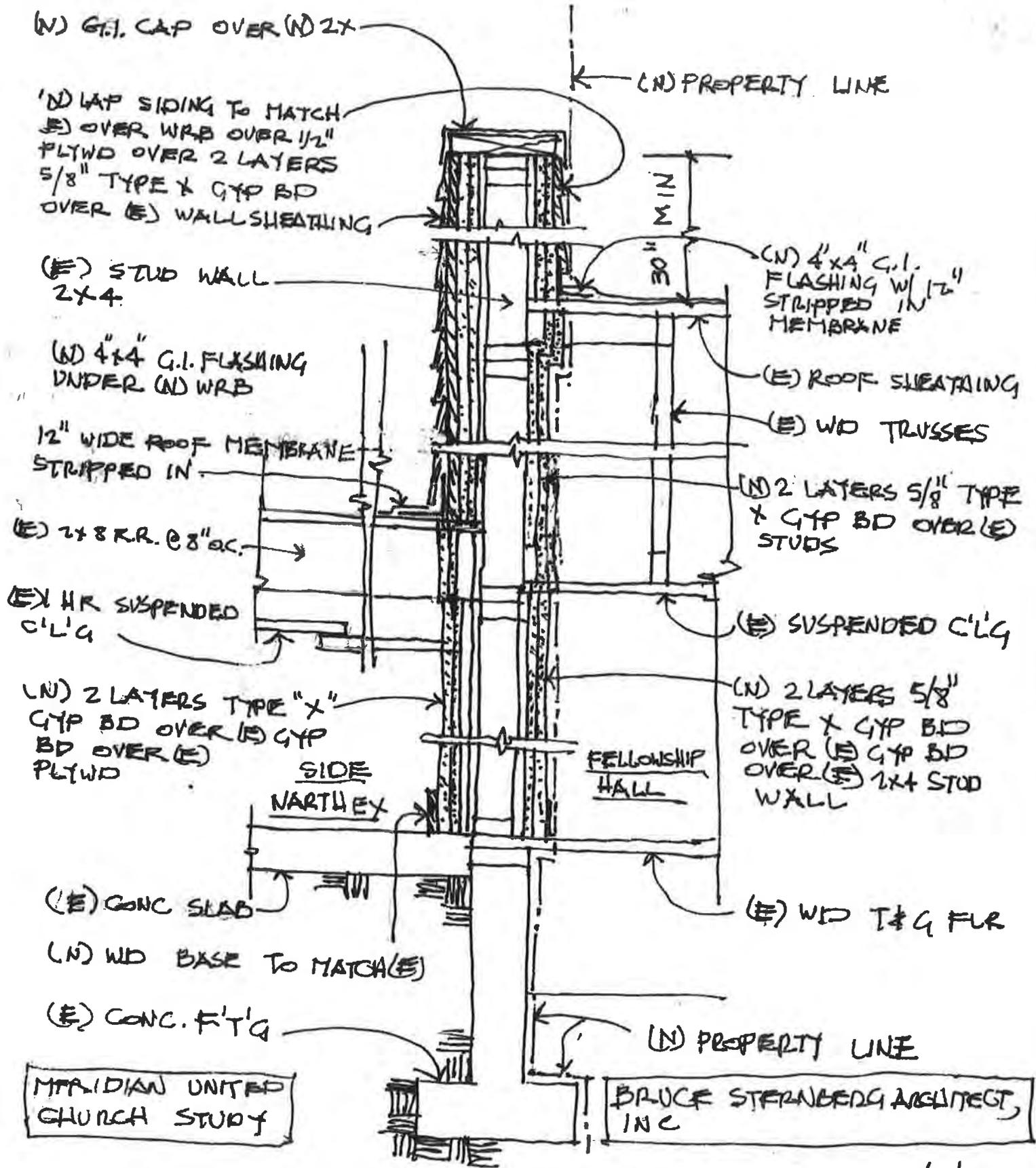
FLOOR PLAN 1/8"

MERIDIAN UNITED
CHURCH

NARTEX

BRUCE STERNBERG,
ARCHITECT, INC.

5/11/21

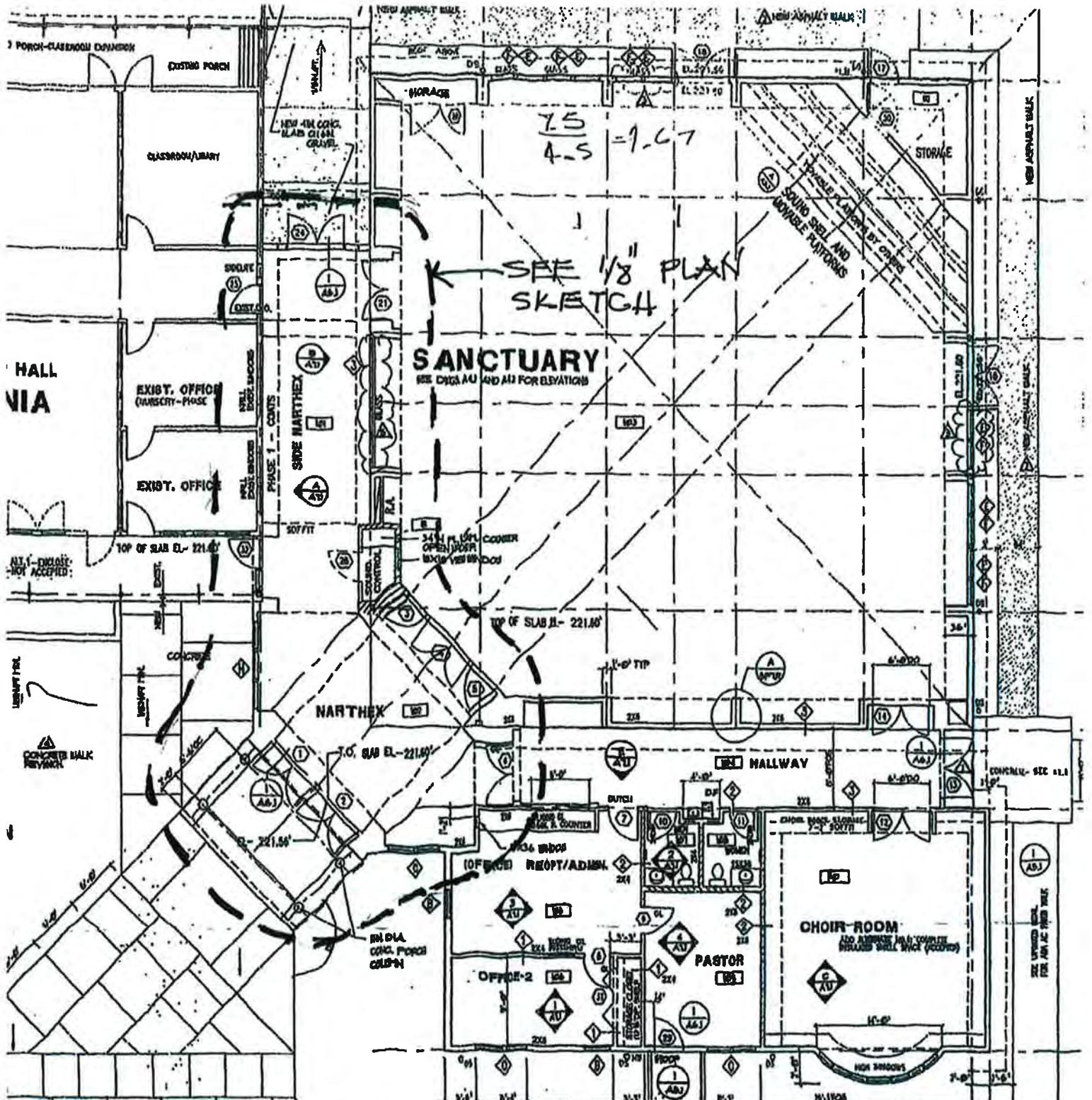


MERIDIAN UNITED CHURCH STUDY

BRUCE STERNBERG ARCHITECT, INC

5/11/21

A SECTION @ (E) COMMON WALL
 1" = 1'-0"



$$\frac{7.5}{4-5} = 1.67$$

SEE 1/8" PLAN SKETCH

SANCTUARY
SEE D933 AU AND A11 FOR ELEVATIONS

MERIDIAN UNITED CHURCH FLR PLAN

N.T.S.

5/11/21

FLOOR PLAN
SCALE: 1/8" = 1'-0"

NOTE: DOOR NO. 32 AND WALL TO BECOME EXTERIOR WALL ASSEMBLY IF PORCH NOT ENCLOSED.

ADA VAN



MERIDIAN
UNITED CHURCH
FEASIBILITY
STUDY

FELLOWSHIP
HALL

(N) 1 HR RATED WALL

(N) 1 1/2 HR
DOOR

2 HR
PARTY WALL

CLASS RM

(N) 1 HR
RATED WALL

SIDE NARTHEX

SANCTUARY

CEILING MOUNTED
SPRINKLER
HEADS TIED
INTO EXISTING
DOMESTIC WATER
LINE W/ BACKFLOW
PREVENTER

N ←

1'-6"
RELOCATED
(N) DOOR

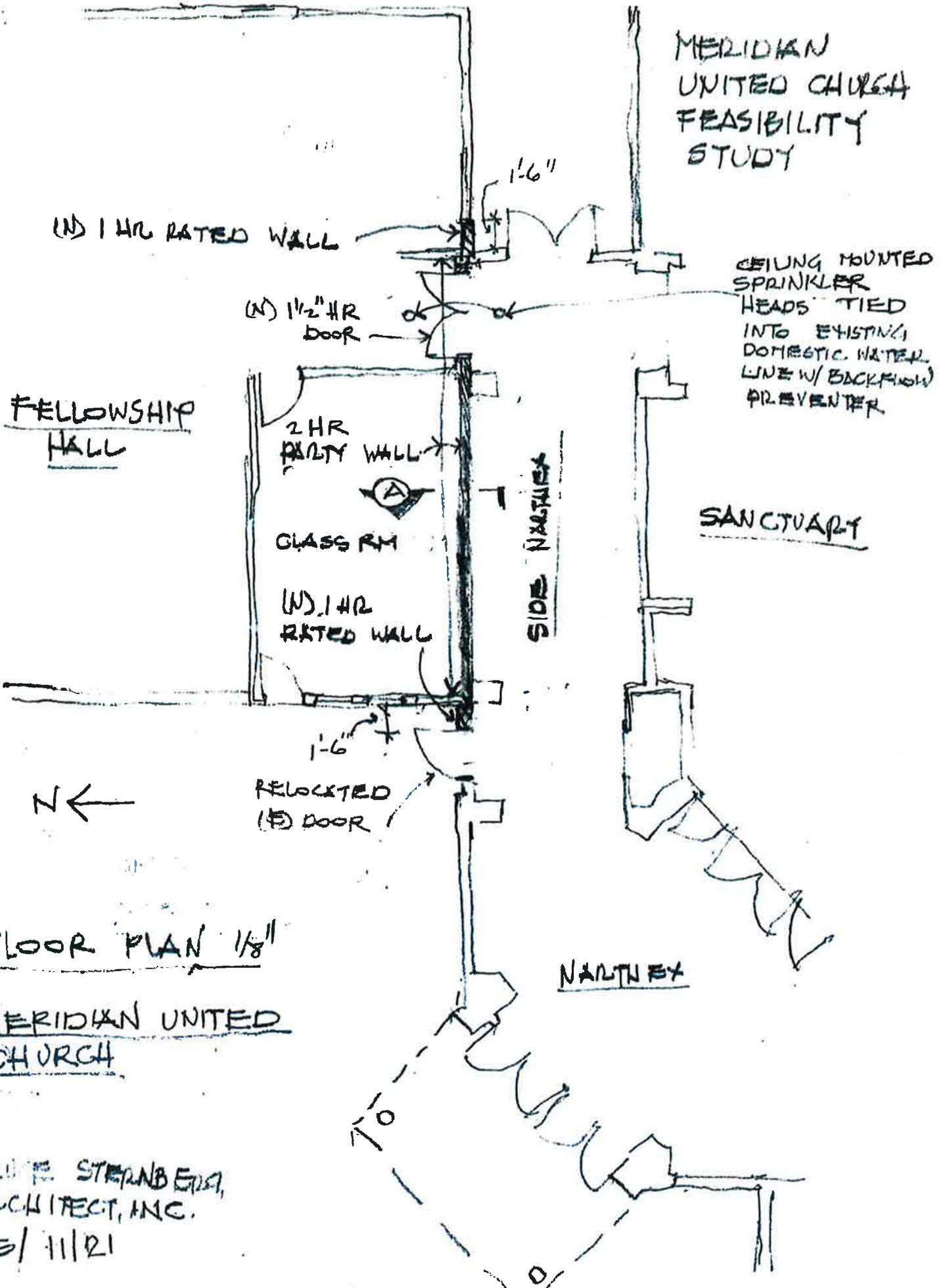
NARTHEX

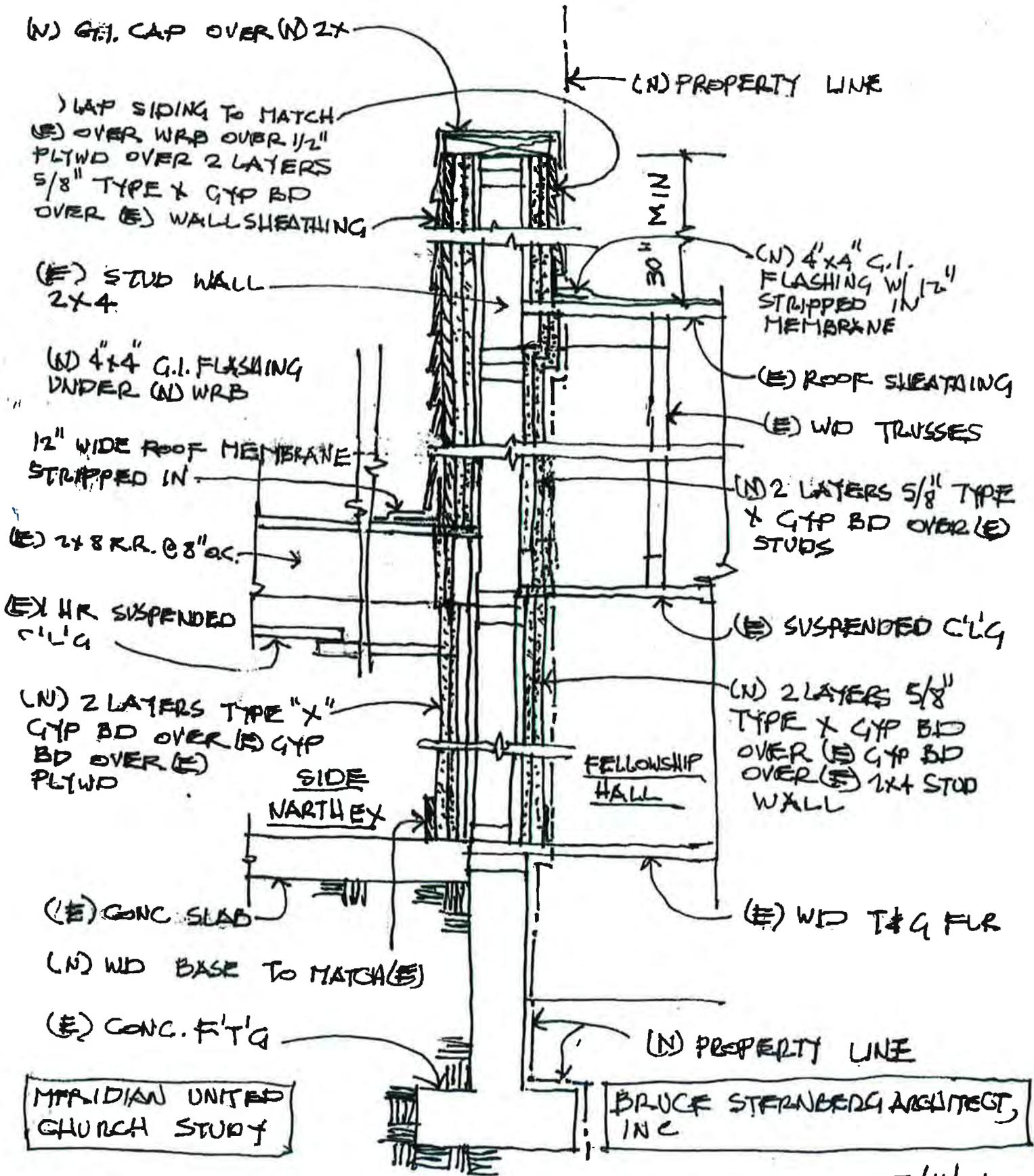
FLOOR PLAN 1/8"

MERIDIAN UNITED
CHURCH

ROSE STERNBERG,
ARCHITECT, INC.

5/11/21



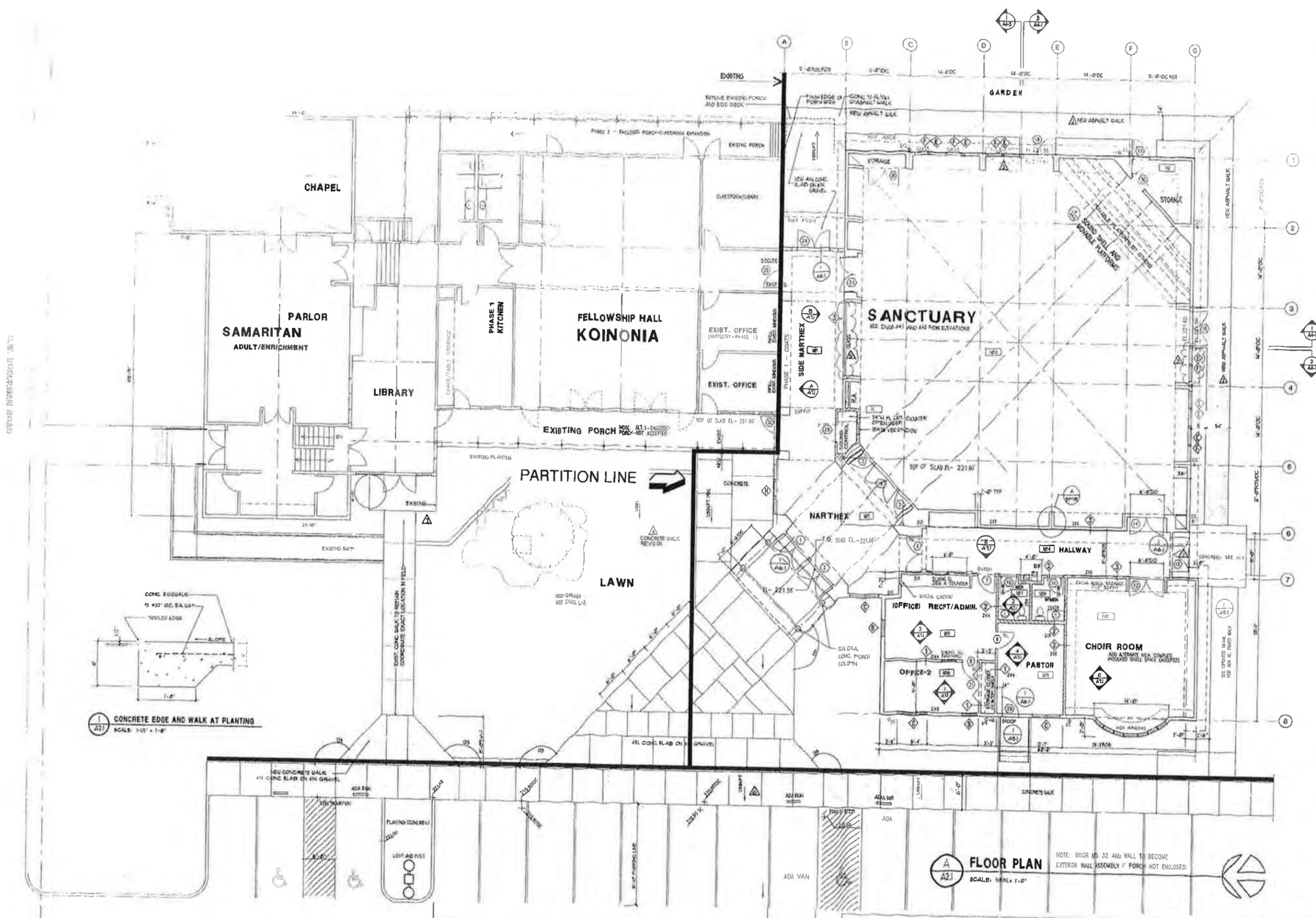


MERIDIAN UNITED CHURCH STUDY

BRUCE STERNBERG ARCHITECT, INC

5/11/21

A SECTION @ (E) COMMON WALL
 1" = 1'-0"



1
A21
CONCRETE EDGE AND WALK AT PLANTING
SCALE: 1/8" = 1'-0"

A
A21
FLOOR PLAN
SCALE: 1/8" = 1'-0"

NOTE: DOOR NO. 32 AND WALL TO BECOME EXTERIOR WALL ASSEMBLY IF PORCH NOT ENCLOSED.

- ◆ INDICATES WINDOW TYPE. SEE DWG. A2-3.
- ◇ INDICATES PARTITION TYPE. SEE DWG. A0.1.
- ① DOOR IDENTIFICATION NUMBER. SEE DOOR SCHEDULE AND SPEC.
- ▨ INDICATES SOUND INSULATION, CHAIR, TOILETS, SOUND CONTROL.

- REV 22 JUNE 1999
- ▲ SOUTH CANOPY DELETED, DOOR RECESSED.
 - ▲ ASPHALT WALK ADDED AROUND BUILDING (WATCHED).
 - ▲ DOORS 22 AND 23 AT SANCTUARY REPLACED BY FIXED GLASS.
 - ▲ NARTHEX ENTRY CONCRETE MODIFIED, 3 RISERS DELETED.
 - ▲ DOORS 15 AND 19 REPLACED BY FIXED GLASS.
 - ▲ CURB UPDATED AT WALK.
 - ▲ EXISTING NARTHEX PATH/PLANTING UPDATED.

**PECK
SMILEY
ETTLIN
ARCHITECTS**

1220 SW MORRISON
SUITE 600
PORTLAND, OREGON
97205
(503) 248-9170

**SANCTUARY ADDITION AND ALTERATIONS - PHASE 1
MERIDIAN UNITED CHURCH OF CHRIST**
6750 S.W. BOECKMAN ROAD, WILSONVILLE, OR 97070

FLOOR PLAN	
PROJECT:	981B
DRAWN:	AC03
CHECKED:	
DATE:	17 MARCH 1999
REVISIONS:	
REV 21 JUNE 1999	
REV 22 JUNE 1999	

A21 R



FIRE CODE / LAND USE / BUILDING REVIEW APPLICATION

North Operating Center
 11945 SW 70th Avenue
 Tigard, OR 97223
 Phone: 503-649-8577

South Operating Center
 8445 SW Elligsen Rd
 Wilsonville, OR 97070
 Phone: 503-649-8577

REV 6-30-20

Project Information

Applicant Name: Ben Altman, Pioneer Design Group
 Address: 9020 SW Washington Sq. Rd. #170, Portland, 97223
 Phone: 971-608-6258
 Email: baltman@pd-grp.com
 Site Address: 6750 SW Boeckman Road
 City: Wilsonville, OR 97070
 Map & Tax Lot #: T3S R1W 13AA, Lot 5500
 Business Name: Meridian Church of Christ
 Land Use/Building Jurisdiction: City of Wilsonville
 Land Use/ Building Permit #: Pending

Choose from: Beaverton, Tigard, Newberg, Tualatin, North Plains, West Linn, Wilsonville, Sherwood, Rivergrove, Durham, King City, Washington County, Clackamas County, Multnomah County, Yamhill County

Project Description

Three- Parcel Partition, existing building separated by property line, per attached Partition Wall details, plus one parcel (Parcel 3) for future residential 2-3 units maximum.

Partition wall will include fire rated door, with sprinkler current, see attached Architect's Code Evaluation.

Permit/Review Type (check one):

- Land Use / Building Review - Service Provider Permit
- Emergency Radio Responder Coverage Install/Test
- LPG Tank (Greater than 2,000 gallons)
- Flammable or Combustible Liquid Tank Installation (Greater than 1,000 gallons)
 - * Exception: Underground Storage Tanks (UST) are deferred to DEQ for regulation.
- Explosives Blasting (Blasting plan is required)
- Exterior Toxic, Pyrophoric or Corrosive Gas Installation (In excess of 810 cu.ft.)
- Tents or Temporary Membrane Structures (in excess of 10,000 square feet)
- Temporary Haunted House or similar
- OLCC Cannabis Extraction License Review
- Ceremonial Fire or Bonfire (For gathering, ceremony or other assembly)

For Fire Marshal's Office Use Only

TVFR Permit #: 2021-0051
 Permit Type: SPP-COW
 Submittal Date: 5-14-21
 Assigned To: DFM Jason Arn
 Due Date: _____
 Fees Due: 0
 Fees Paid: 0

Approval/Inspection Conditions
 (For Fire Marshal's Office Use Only)

This section is for application approval only

Fire Marshal or Designee: [Signature] 0450

Date: 5-20-21

Conditions:

See Attached Conditions: Yes No

Site Inspection Required: Yes No

This section used when site inspection is required

Inspection Comments:

Final TVFR Approval Signature & Emp ID _____ Date _____



www.tvfr.com

Command & Business Operations Center
and North Operating Center
11945 SW 70th Avenue
Tigard, Oregon 97223-8566
503-649-8577

South Operating Center
8445 SW Ellingsen Road
Wilsonville, Oregon
97070-9641
503-649-8577

Training Center
12400 SW Tonquin Road
Sherwood, Oregon
97140-9734
503-259-1600

FIRE DEPARTMENT ACCESS AND WATER SUPPLY PERMIT CHECKLIST

Project Name	Address and/or Legal Description	TVF&R Permit #
Meridian Church of Christ	6750 SW Boeckman Road. T3SR1W 13AA 5500	
Description of Proposed Work:	Three-Parcel Lot Partition	Jurisdiction: City of Wilsonville
Bldg. Square Footage:	Type of Construction: None Existing building, to be partitioned with partiton wall, including Fire door and sprinkler curtain wall.	Fire Sprinklers: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Fire Alarms: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Bldg. Height: (Measured to gutter line or top of parapet) Code allows 35 feet	ERRC <input type="checkbox"/> MERRC <input type="checkbox"/> N/A <input type="checkbox"/>

Complete checklist below if the submittal involves constructing or altering a building.

ITEM #	PROVIDED		REQUIREMENT	CODE REF
1	Y <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	Fire service plans shall consist of a site plan and elevation views of buildings. The site plan shall be labeled as FS-1. Elevation view sheets shall be FS-2, FS-3, etc.	OFC 105.4.2
2	Y <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	Access roads shall be within 150 feet of all portions of the exterior wall of the first story of the building as measured by an approved route around the exterior of the building or facility. An approved turnaround is required if the remaining distance to an approved intersecting roadway, as measured along the fire apparatus access road, is greater than 150 feet. (OFC 503.1.1)	OFC 503.1.1
3	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved turnaround. Diagrams can be found in the corresponding guide located at: http://www.tvfr.com/DocumentCenter/View/1296 .	OFC 503.2.5 & D103.1
4	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Buildings exceeding 30 feet in height or three stories in height shall have at least two separate means of fire apparatus access.	D104.1
5	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Buildings or facilities having a gross building area of more than 62,000 square feet shall have at least two approved separate means of fire apparatus access. Exception: Projects having a gross building area of up to 124,000 square feet that have a single approved fire apparatus access road when all buildings are equipped throughout with approved automatic sprinkler systems.	OFC D104.2
6	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Multifamily projects having more than 100 dwelling units shall be provided with two separate and approved fire apparatus access roads. Exception: Projects having up to 200 dwelling units may have a single approved fire apparatus access road when all buildings, including nonresidential occupancies, are equipped throughout with an approved automatic sprinkler system in accordance with section 903.3.1.1, 903.3.1.2. Projects having more than 200 dwelling units shall be provided with two separate and approved fire apparatus roads regardless of whether they are equipped with an approved automatic sprinkler system.	OFC D106
7	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Buildings with a vertical distance between the grade plane and the highest roof surface that exceeds 30 feet in height shall be provided with a fire apparatus access road constructed for use by aerial apparatus with an unobstructed driving surface width of not less than 26 feet. For the purposes of this section, the highest roof surface shall be determined by	OFC D105.1, D105.2

ITEM #	PROVIDED		REQUIREMENT	CODE REF
			measurement to the eave of a pitched roof, the Intersection of the roof to the exterior wall, or the top of the parapet walls, whichever is greater. Any portion of the building may be used for this measurement, provided that it is accessible to firefighters and is capable of supporting ground ladder placement.	
8	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Developments of one- or two-family dwellings, where the number of dwelling units exceeds 30, shall be provided with separate and approved fire apparatus access roads and shall meet the requirements of Section D104.3. Exception: Where there are more than 30 dwelling units on a single public or private fire apparatus access road and all dwelling units are equipped throughout with an approved automatic sprinkler system in accordance with section 903.3.1.1, 903.3.1.2, or 903.3.1.3 of the International Fire Code, access from two directions shall not be required.	OFC D107
9	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	At least one of the required aerial access routes shall be located within a minimum of 15 feet and a maximum of 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial access road is positioned shall be approved by the Fire Marshal. Overhead utility and power lines shall not be located over the aerial access road or between the aerial access road and the building.	OFC D105.3, D105.4
10	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Where two access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the area to be served (as identified by the Fire Marshal), measured in a straight line between accesses.	OFC D104.3
11	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (26 feet adjacent to fire hydrants and an unobstructed vertical clearance of not less than 13 feet 6 inches).	OFC 503.2.1 & D103.1
12	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	The fire district will approve access roads of 12 feet for up to three dwelling units (Group R-3) and accessory (Group U) buildings.	OFC 503.1.1
13	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Where access roads are less than 20 feet and exceed 400 feet in length, turnouts 10 feet wide and 30 feet long may be required and will be determined on a case by case basis.	OFC 503.2.2
14	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Where fire apparatus roadways are not of sufficient width to accommodate parked vehicles and 20 feet of unobstructed driving surface, "No Parking" signs shall be installed on one or both sides of the roadway and in turnarounds as needed. Signs shall read "NO PARKING - FIRE LANE" and shall be installed with a clear space above grade level of 7 feet. Signs shall be 12 inches wide by 18 inches high and shall have red letters on a white reflective background.	OFC D103.6
15	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Where required, fire apparatus access roadway curbs shall be painted red (or as approved) and marked "NO PARKING FIRE LANE" at 25-foot intervals. Lettering shall have a stroke of not less than one inch wide by six inches high. Lettering shall be white on red background	OFC 503.3
16	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet and shall extend 20 feet before and after the point of the hydrant.	OFC D103.1
17	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Where access roads are less than 20 feet and exceed 400 feet in length, turnouts 10 feet wide and 30 feet long may be required and will be determined on a case by case basis.	OFC 503.2.2
18	Y <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	Fire apparatus access roads shall be of an all-weather surface that is easily distinguishable from the surrounding area and is capable of supporting not less than 12,500 pounds point load (wheel load) and 75,000 pounds live load (gross vehicle weight). Documentation from a registered engineer that the final construction is in accordance with approved plans or the requirements of the Fire Code may be requested.	OFC 503.2.3
19	Y <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	The inside turning radius and outside turning radius shall not be less than 28 feet and 48 feet respectively, measured from the same center point.	OFC 503.2.4 & D103.3
20	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Fire apparatus access roadway grades shall not exceed 15%. Alternate methods and materials may be available at the discretion of the Fire Marshal (for grade exceeding 15%).	OFC D103.2
21	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Approved forest dwellings (in which the structure meets all County forest dwelling fire siting, fire retardant roof, and spark arrestor requirements) are allowed up to 20% maximum grade. Access roads greater than 20% shall be considered on a case-by-case basis. Forest dwelling access roads shall be an all-weather surface capable of supporting imposed loads of not less than 37,000 pounds gross vehicle weight and be no less than 12 feet minimum width. All other access requirements, including turnarounds shall be determined upon a heavy brush unit response capability to the individual property.	OFC 503.1.1 & D102.1.1

ITEM #	PROVIDED		REQUIREMENT	CODE REF
22	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Turnarounds shall be as flat as possible and have a maximum of 5% grade with the exception of crowning for water run-off.	OFC 503.2.7 & D103.2
23	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Intersections shall be level (maximum 5%) with the exception of crowning for water run-off.	OFC 503.2.7 & D103.2
24	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Portions of aerial apparatus roads that will be used for aerial operations shall be as flat as possible. Front to rear and side to side maximum slope shall not exceed 10%.	OFC D103.2
25	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Gates securing fire apparatus roads shall comply with all of the following: 1. Minimum unobstructed width shall be not less than 20 feet (or the required roadway surface width). 2. Gates shall be set back at minimum of 30 feet from the intersecting roadway or as approved. 3. Electric gates shall be equipped with a means for operation by fire department personnel. 4. Electric automatic gates shall comply with ASTM F 2200 and UL 325.	OFC D103.5, & 503.6
26	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Private bridges shall be designed and constructed in accordance with the State of Oregon Department of Transportation and American Association of State Highway and Transportation Officials <i>Standard Specification for Highway Bridges</i> . Vehicle load limits shall be posted at both entrances to bridges when required by the Fire Marshal.	OFC 503.2.6
27	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Applicants shall provide documentation of a fire hydrant flow test or flow test modeling of water availability from the local water purveyor if the project includes a new structure or increase in the floor area of an existing structure. Tests shall be conducted from a fire hydrant within 400 feet for commercial projects, or 600 feet for residential development. Flow tests will be accepted if they were performed within 5 years as long as no adverse modifications have been made to the supply system. Water availability information may not be required to be submitted for every project.	OFC Appendix B
28	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Where a portion of a commercial building is more than 400 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the building, on-site fire hydrants and mains shall be provided.	OFC 507.5.1
29	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Where the most remote portion of a residential structure is more than 600 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the structure(s), on-site fire hydrants and mains shall be provided.	OFC 507.5.1
30	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Rural one-and-two-family dwellings, where there is no fixed and reliable water supply and there is approved access, shall not be required to provide a firefighting water supply.	OFC B103
31	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Detached U occupancies, in rural areas, that are in excess of 3,600 square feet are not required to have a water supply when they have approved fire department access.	OFC D102
32	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Fire hydrants shall be located not more than 15 feet from an approved fire apparatus access roadway unless approved by the Fire Marshal.	OFC C102.1
33	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Where fire hydrants are subject to impact by a motor vehicle, guard posts, bollards or other approved means of protection shall be provided.	OFC 507.5.6 & OFC 312
34	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	FDCs shall be located within 100 feet of a fire hydrant (or as approved). Hydrants and FDC's shall be located on the same side of the fire apparatus access roadway or drive aisle, fully visible, and recognizable from the street or nearest point of the fire department vehicle access or as otherwise approved.	OFC 912.2.1 & NFPA 13

ITEM #	PROVIDED		REQUIREMENT	CODE REF
35	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	<p>In new buildings where the design reduces the level of radio coverage for public safety communications systems below minimum performance levels, a distributed antenna system, signal booster, or other method approved by TVF&R and Washington County Consolidated Communications Agency shall be provided.</p> <p>http://www.tvfr.com/DocumentCenter/View/1296.</p> <ul style="list-style-type: none"> Emergency responder radio system testing and/or system installation is required for this building. Please contact me (using my contact info below) for further information including an alternate means of compliance that is available. If the alternate method is preferred, it must be requested from TVF&R prior to issuance of building permit. Testing shall take place after the installation of all roofing systems; exterior walls, glazing and siding/cladding; and all permanent interior walls, partitions, ceilings, and glazing. <p>MERRC Q&A MERRC Q&A MERRC Permit Application MERRC Permit Application</p>	OFC 510, Appendix F, & OSSC 915
36	Y <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	<p>A Knox box for building access may be required for structures and gates. See Appendix B for further information and detail on required installations. Order via www.knoxbox.com or contact TVF&R for assistance and instructions regarding installation and placement.</p>	OFC 506.1

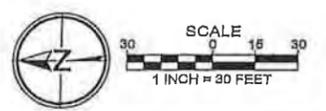
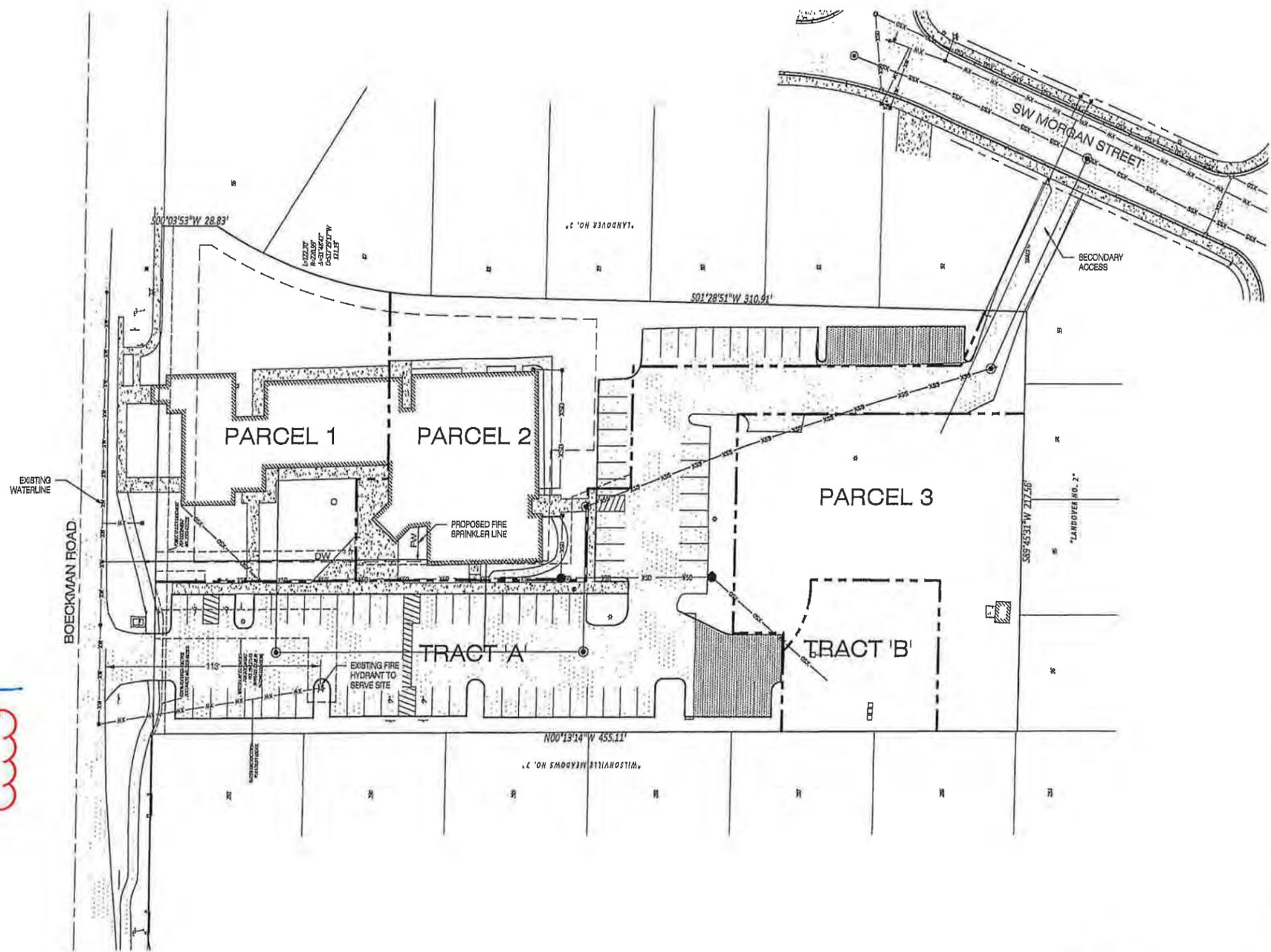


APPROVED PLANS

APPROVAL OF PLANS IS NOT AN APPROVAL OF OMISSIONS OR OVERSIGHTS.

Jason Am...
Deputy Fire Marshal II

TVF&R Permit # 2021-0051



PIONEER DESIGN GROUP
CIVIL ENGINEER • LANDSCAPE ARCHITECT • LAND SURVEYOR
HONOLULU, HAWAII
PH: 808.531.2278
WWW.PD-GRP.COM

TVF&R FS1 PLAN

FROG POND CHURCH
WILSONVILLE, OR

Designed by	BA	Date	5/2021
Drawn by	JRB	Date	5/2021
Reviewed by	BA	Date	5/2021
Project No.	999-255	REF.	
Horizontal Scale			
Vertical Scale			

No.	Date	Revision	By

Project: FROG POND CHURCH
No: 999-255
Type: PLANNING
Sheet: P5.0

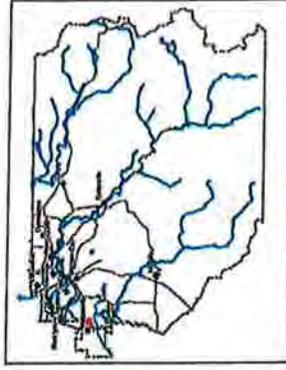
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3 1 W 13AA
WILSONVILLE
N.E. 1/4 N.E. 1/4 SEC. 13 T.3S. R.1W. W.M.
CLACKAMAS COUNTY
1" = 100'

Cancelled Taxlots

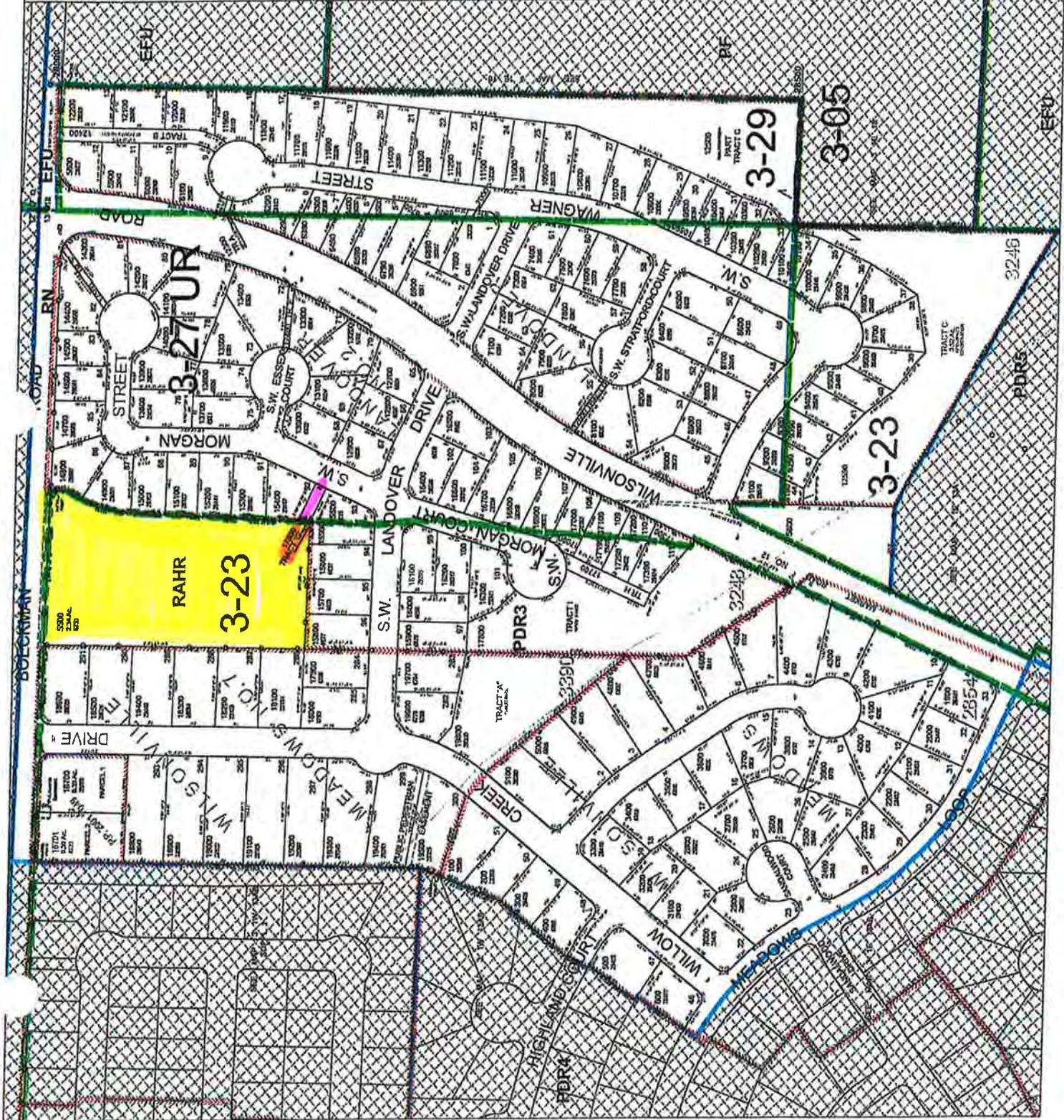
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- Parcel Boundary
- Private Road ROW
- Historical Boundary
- Railroad Corridor Line
- Trail/Corridor Line
- Map Index
- Water Lines
- Land Use Zoning
- Water
- Corner
- Section Corner
- 1718th Line
- Govt Lot Line
- D.L.C. Line
- Alleyway Line
- PLSS Section Line
- Historic Corridor 40'
- Historic Corridor 20'



THIS MAP IS FOR ASSESSMENT
PURPOSES ONLY

3 1 W 13AA
WILSONVILLE





First American

First American Title Insurance Company

121 SW Morrison Street, Suite 300
Portland, OR 97204
Phn - (503)222-3651 (800)929-3651
Fax - (877)242-3513

MULTNOMAH COUNTY TITLE UNIT
FAX (877)242-3513

Title Officer: Blake Spencer
(503)222-3651
BISpencer@firstam.com

LOT BOOK SERVICE

Richard Truitt
6750 SW Boeckman Rd
Wilsonville, OR 97070

Order No.: 7019-3739137
May 07, 2021

Attn:
Phone No.: - Fax No.:
Email: rrtruitt@gmail.com

Re:

Fee: \$300.00

We have searched our Tract Indices as to the following described property:

The land referred to in this report is described in Exhibit A attached hereto.

and as of April 30, 2021 at 8:00 a.m.

We find that the last deed of record runs to

Meridian United Church of Christ, an Oregon non-profit corporation

We find the following apparent encumbrances prior to the effective date hereof:

1. The rights of the public in and to that portion of the premises herein described lying within the limits of streets, roads and highways.
2. Easement, including terms and provisions contained therein:
Recording Information: December 23, 1999 as Fee No. 99117143
In Favor of: City of Wilsonville

3. Easement, including terms and provisions contained therein:
Recording Information: February 18, 2003 as Fee No. 2003 020228
In Favor of: City of Wilsonville, a municipal corporation
For: Public Utility

4. Easement, including terms and provisions contained therein:
Recording Information: December 1, 2016 as Fee No. 2016 082905
In Favor of: West Linn Wilsonville School District (District), its successors and assigns
For: right of ingress and egress to, upon, and over said land at all times, to construct, maintain, operate, repair, and replace said sidewalk

5. Deed of Trust and Assignment of Rents.
Grantor/Trustor: Meridian United Church of Christ, an Oregon Non-Profit Corporation
Grantee/Beneficiary: United Church of Christ Cornerstone Fund, Inc., an Indiana Non-Profit Corporation
Trustee: First American Title Insurance Company
Amount: \$410,000.00
Recorded: June 21, 2017
Recording Information: Fee No. 2017 041679

6. Financing Statement, Indicating a Security Agreement
Debtor: Meridian United Church of Christ
Secured Party: United Church of Christ Cornerstone Fund, Inc.
Recorded: June 21, 2017
Recording Information: Fee No. 2017 041681

7. Unrecorded leases or periodic tenancies, if any.

We have also searched our General Index for Judgments and State and Federal Liens against the Grantee(s) named above and find:

NONE

We find the following unpaid taxes and city liens:

1. Taxes, including the current fiscal year, not assessed because of Religious Exemption. If the exempt status is terminated an additional tax may be levied. Account No. 00806426.
2. City liens, if any, of the City of Wilsonville.

THIS IS NOT a title report since no examination has been made of the title to the above described property. Our search for apparent encumbrances was limited to our Tract Indices, and therefore above listings do not include additional matters which might have been disclosed by an examination of the record title. We assume no liability in connection with this Lot Book Service and will not be responsible for errors or omissions therein. The charge for this service will not include supplemental reports, rechecks or other services.

Exhibit "A"

Real property in the County of Clackamas, State of Oregon, described as follows:

A TRACT OF LAND LYING WITHIN THE NORTHEAST ONE-QUARTER OF SECTION 13, TOWNSHIP 3 SOUTH, RANGE 1 WEST, OF THE WILLAMETTE MERIDIAN, IN THE CITY OF WILSONVILLE, COUNTY OF CLACKAMAS, STATE OF OREGON, DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT 29 RODS WEST OF THE NORTHEAST CORNER OF SECTION 13, TOWNSHIP 3 SOUTH, RANGE 1 WEST OF WILLAMETTE MERIDIAN;
THENCE RUNNING SOUTH 30 RODS;
THENCE WEST 16 RODS;
THENCE NORTH 30 RODS;
THENCE EAST 16 RODS TO THE PLACE OF BEGINNING.

EXCEPTING THEREFROM THAT PORTION LYING WITHIN LANDOVER NO. 2, A DULY FILED PLAT.

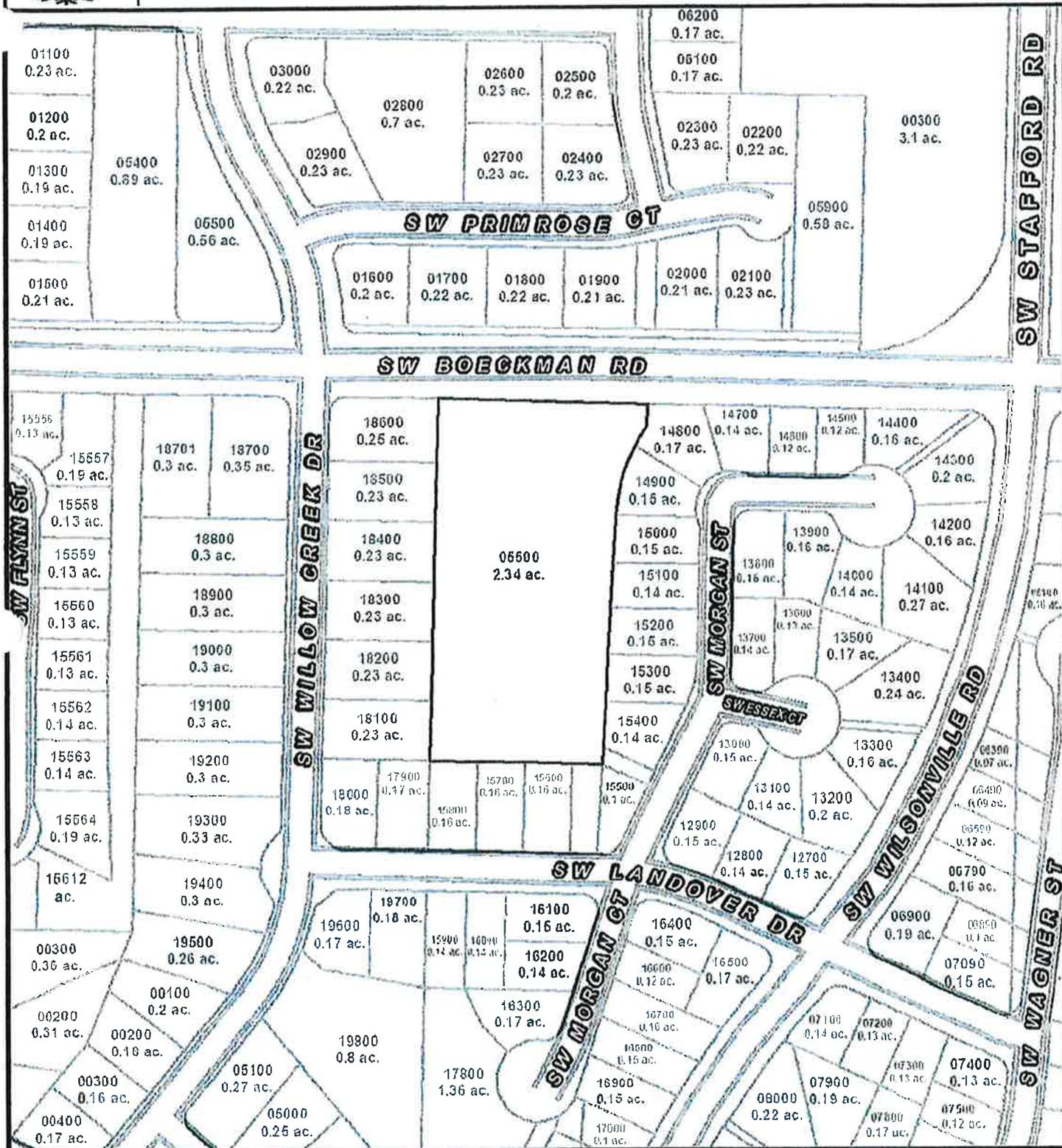
SAVE AND EXCEPT THAT PORTION CONVEYED THROUGH THE DEDICATION DEED RECORDED FEBRUARY 18, 2003 AS FEE NO. 2003 020229 FOR PUBLIC ROAD PURPOSE.

The Legal Description Was Created Prior to January 01, 2008.



First American Title

31W13AA05500
6750 SW Boeckman Rd
Wilsonville, OR 97070



Taxlot



Subject

Taxlot

First American Title Insurance Company makes no express or implied warranty regarding the information presented here and the responsibility for the accuracy of this information rests with the client. First American Title Insurance Company is a member of First American Financial Group. Information is provided by First American Title Insurance Company. First American Title Insurance Company is a member of First American Financial Group.

1P

80

Recorded By TICOR TITLE

6692510

TRANSACTION: PIPELINE EASEMENT
GRANTOR: MERIDIAN UNITED CHURCH OF CHRIST
GRANTEE: City of Wilsonville
TRUE & ACTUAL CONSIDERATION: \$1.00

After recording,
RETURN DOCUMENT TO: City Recorder
 City of Wilsonville
 30000 SW Town Center Loop East
 Wilsonville, OR 97070

UNTIL A CHANGE IS REQUESTED, ALL TAX STATEMENTS SHALL BE SENT TO THE FOLLOWING ADDRESS:
 No change

98-117143

PIPELINE EASEMENT
Grantor - Corporation

KNOW ALL MEN BY THESE PRESENTS, that Meridian United Church
of Christ
hereinafter referred to as "Grantor", for the consideration hereinafter stated, does forever grant unto the CITY OF WILSONVILLE, a municipal corporation, hereinafter referred to as "Grantee", a permanent right-of-way and easement over and along the full width and length of the premises described as follows, to-wit:

1. Legal description is set forth in EXHIBIT "A" attached hereto, and incorporated by reference herein.
2. A map of the above legal description is set forth in EXHIBIT "B" and incorporated by reference herein.

together with a temporary working easement as follows:

The temporary working easement shall be effective only for and during the time of the initial construction and laying of the pipeline hereinafter described.

The true and actual consideration paid for this transfer, stated in terms of dollars, is \$1.00. *However, the actual consideration consists of or includes other property or value given or promised which is (the whole/part of the) consideration (indicate which)*. (If not applicable, the sentence between the symbols * should be deleted. See ORS 93.030.)

In the event the permanent right-of-way and easement shall no longer serve a public purpose, it shall revert back to the Grantor, its successors and/or assigns; and

TO HAVE AND TO HOLD the above described permanent right-of-way and easement unto said Grantee in accordance with the conditions and covenants as follows:

1. The permanent right-of-way and easement shall include the right, privilege, and authority, to the said City of Wilsonville, to excavate for, and to construct, build, install, lay, patrol, operate, maintain, repair, replace and remove an underground sanitary sewer, storm drain, or water pipeline or pipelines, with all appurtenances incident thereto or necessary therewith, including aboveground valve boxes, fire hydrants or manholes, for the purpose of carrying and

After recording, return to:
CITY RECORDER
CITY OF WILSONVILLE
30000 SW TOWN CENTER LOOP, E.
WILSONVILLE OR 97070

Pipeline Easement 708(c) Rev. 3/25/97
Page 1 of 3

conveying sewage wastes, surplus waters, or potable water as the case may be, and for similar uses in, under, and across the said premises, and to cut and remove from said right-of-way any trees and other obstructions which may endanger the safety or interfere with the use of said pipelines, appurtenances attached to or connected therewith; and the right of ingress and egress to and over said above described premises at any and all times for doing anything necessary, useful, or convenient for the enjoyment of the easement hereby granted. No building shall be constructed over the pipeline easement right-of-way.

2. Grantee will indemnify and hold harmless the Grantor, its successors and/or assigns from claims for injury to person or property as a result of the negligence of the Grantee, its agents or employees in the construction, operation, or maintenance of said pipeline.

3. The City of Wilsonville, upon the initial installation, and upon each and every occasion that the same be repaired, replaced, renewed, added to, or removed, shall restore the premises of the Grantor, and any improvements disturbed by the City, to as good condition as they were prior to any such installation work, including, but not limited to, the restoration of any topsoil, lawn and nursery stock of like kind and quality subject to reasonable substitution as may be necessitated by obstruction or interference with the use granted herein.

4. Grantor may, at its option and expense, relocate said right-of-way, easement and associated public appurtenances and utilities, provided such relocation is accepted by the City as complying with applicable codes and standards, land use laws and regulations.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930.

IN WITNESS WHEREOF, the undersigned grantor has executed this easement, this 3rd
day of Nov., 1999.

GRANTOR(S): Meridian United Church of Christ
(Name of Corporation)
BY: Joanna R Wagner
(Name of Duly Authorized Representative)
Moderator (President)
Title

Pipeline Easement 708(c) Rev. 3/25/97
Page 2 of 3

STATE OF OREGON)
) ss
County of CLATSOP)

On this 7th day of NOVEMBER, 1999, before me, a notary public in and for said County and State, personally appeared DEBORAH B. YOUNG, known to me to be the person whose name subscribed to the within instrument and acknowledged that same executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on the day and year above written.



DAVID B. AYVERSON
NOTARY PUBLIC FOR OREGON
My Commission Expires: 6/18/01

APPROVED AS TO FORM

this 8 day of Dec, 1999

Michael E. Kohlhoff
Michael E. Kohlhoff, City Attorney
City of Wilsonville, Oregon

APPROVED AS TO LEGAL DESCRIPTION

this 10th day of DECEMBER, 1999

Michael A. Stone
Michael A. Stone, P.E., City Engineer
City of Wilsonville, Oregon

ACCEPTED on behalf of the City of Wilsonville, Oregon

this 14 day of Dec, 1999.

Arlene Loble
Arlene Loble, City Manager

ATTESTED TO:

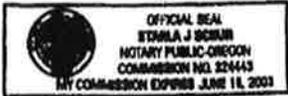
Sandra C. King
Sandra C. King, CMC, City Recorder

12/14/99

Date:

State of Oregon)
) ss
County of Clackamas)

On this 14th day of December, 1999, before me personally appeared Ariene Loble, personally known to me to be the person whose name is subscribed to this instrument, and acknowledged that she executed the same.



Stasha J. Schur
NOTARY PUBLIC FOR OREGON
My Commission Expires: June 14, 2003

EXHIBIT "A"

WATER LINE EASEMENT

An easement 15.00 feet in width for the purpose of water line construction, service and maintenance over and across a portion of land owned by the Meridian United Church of Christ according to deed recorded March 20, 1880 in Book "R", at page 136, records of Clackamas County, Oregon, situated in NE ¼ of Section 13, Township 3 South, Range 1 West of the Willamette Meridian, the area included within this easement more particularly described as follows:

Commencing at a 7" square stone scribed with an "X" in a monument box, said stone being the Northeast corner of Section 13, Township 3 South, Range 1 West of the Willamette Meridian, in the City of Wilsonville, Clackamas County, Oregon;

Thence S 89°47'31" W, along the North line of said Section 13, 678.04 feet;

Thence S 00°12'29" E, 20.00 feet to the POINT OF BEGINNING of this description;

Thence S 00°12'29" E, 115.79 feet;

Thence S 89°47'31" W, 48.26 feet;

Thence N 00°12'29" W, 15.00 feet;

Thence N 89°47'31" E, 33.26 feet;

Thence N 00°12'29" W, 100.79 feet;

Thence N 89°47'31" E, 15.00 feet to the Point of Beginning.

The basis of bearing for this description is the bearing, S 89°47'31"W, of the North line of the Northeast corner of Section 13, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon as referenced to in the plat of "Landover No. 2" plat number 3248, Clackamas County Survey Records.

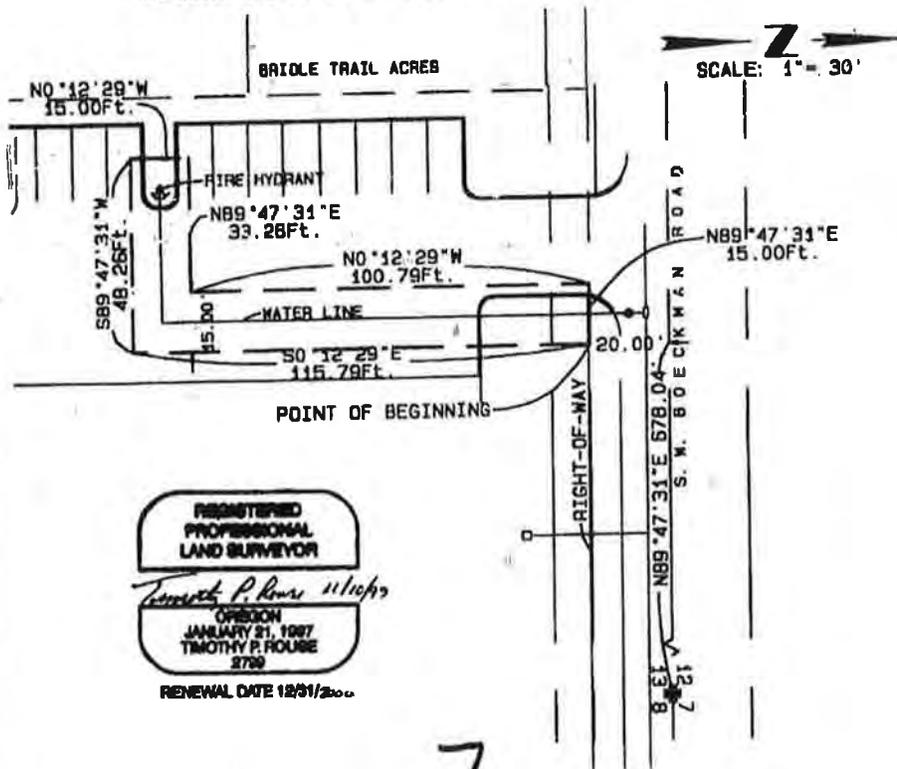


STATE OF OREGON 99-117143
 CLACKAMAS COUNTY
 Received and placed in the public
 records of Clackamas County
 RECEIPT# AND FEE: 184983 845.00
 DATE AND TIME: 12/23/99 10:11 AM
 JOHN KAUFFMAN, COUNTY CLERK

EXHIBIT "B"

WATER LINE EASEMENT

LOCATED IN THE N.E. 1/4 OF SECTION 15, TOWNSHIP 5 SOUTH,
 RANGE 1 WEST, WILLAMETTE MERIDIAN, IN THE CITY OF
 WILSONVILLE, CLACKAMAS COUNTY, OREGON.



REGISTERED
 PROFESSIONAL
 LAND SURVEYOR
Timothy P. Frouse
 OREGON
 JANUARY 21, 1987
 TIMOTHY P. FROUSE
 2789
 RENEWAL DATE 12/31/2000

7

78
35
10
11

PUBLIC UTILITY EASEMENT
Grantor - Corporation



\$56.00

02/18/2003 10:19:00 AM

After recording, return to:
CITY RECORDER
CITY OF WILSONVILLE
30000 SW Town Center Loop, E.
WILSONVILLE OR 97070

D-E Cnt=1 Stn=2 DIANNAW
\$35.00 \$11.00 \$10.00

Recorded By TICOR TITLE

KNOW ALL MEN BY THESE PRESENTS, that MERIDIAN UNITED CHURCH OF CHRIST, hereinafter referred to as "Grantor", for the consideration hereinafter stated, does forever grant unto the CITY OF WILSONVILLE, a municipal corporation, hereinafter referred to as "Grantee", a permanent right-of-way and easement over and along the full width and length of the premises described as follows, to-wit:

1. Legal description is set forth in EXHIBIT "A" attached hereto, and incorporated by reference herein.
2. A map of the above legal description is set forth in EXHIBIT "B" and incorporated by reference herein.

together with a temporary working easement as follows: _____

The temporary working easement shall be effective only for and during the time of the initial construction of the improvement hereinafter described.

The true and actual consideration paid for this transfer cannot be stated in terms of dollars. However, the actual consideration consists of or includes other property or value given or promised which is the whole of the consideration.

In the event the permanent right-of-way and easement shall no longer serve a public purpose, it shall revert back to the Grantor, its successors and/or assigns; and

TO HAVE AND TO HOLD the above described permanent right-of-way and easement unto said Grantee in accordance with the conditions and covenants as follows:

1. The Grantee, through its officers, employees and agents, shall have the right to enter upon said lands in such a manner and at such times from this date as may be reasonably necessary for the purpose of constructing, building, patrolling, replacing and maintaining a public utilities easement along said right-of-way for the conveyance of power, electric, natural gas, telephone or cable, including such renewals, repairs, replacements and removals as may be from time to time required. Said right shall be perpetual for so long as grantee shall operate or cause to be operated a public utility for said purposes as herein provided.

766297

2. Immediately after any construction or repair of said public utility the surface of the ground shall be restored equal to its original condition so that the Grantor and its successors and/or assigns shall have the free and unobstructed use thereof, subject to rights of Grantee herein provided.

3. Grantee will make no unreasonable interference with such use of the surface of said land by Grantor and its successors and/or assigns.

4. Grantor has dedicated adjacent property to the City of Wilsonville for use as road right-of-way, in a separate agreement. It is anticipated that road widening might extend to the structure on Grantor's property as noted in Exhibit B. In such circumstance, it is understood by Meridian United Church of Christ (Grantor) and the City of Wilsonville (Grantee) that any utilities located in this public utility easement would be subterranean due to the need to protect the bell tower, which is an historic structure.

5. Grantor and its successors and/or assigns will not be responsible for damage by others to said public utilities.

6. Grantee will indemnify and hold harmless the Grantor and its successors and/or assigns from claims or injury to person or property as a result of the negligence of the Grantee, its agents or employees in the construction, operation or maintenance of said easement for public utilities.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930.

IN WITNESS WHEREOF, the undersigned grantor has executed this easement, this 21 day of November, 2002

Grantor(s): MERIDIAN UNITED CHURCH OF CHRIST

By:

Karen L. Costello
(Name of Duly Authorized Representative)

Title: Board Member - Past Moderator

STATE OF OREGON)
) SS
County of Clackamas)

On this 21 day of November, 2003, before me, a notary public in and for said County and State, personally appeared Karen L. Costello, known to me to be the person whose name is subscribed to the within instrument and acknowledged that she executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on the day and year above written.

Diane M. Pankonin
NOTARY PUBLIC FOR OREGON
My Commission Expires: 11/29/03

APPROVED AS TO FORM
this 11 day of Feb, 2003.

Michael E. Kohlhoff
Michael E. Kohlhoff, City Attorney
City of Wilsonville, Oregon



APPROVED AS TO LEGAL DESCRIPTION
this 11th day of February, 2003

Michael A. Stone
Michael A. Stone, P.E., City Engineer
City of Wilsonville, Oregon

ACCEPTED on behalf of the City of Wilsonville,
OR, this 11th day of Feb., 2003.

Arlene Loble
Name and Title: Arlene Loble, City Manager

ATTESTED TO:

Sandra C. King
Sandra C. King, CMC, City Recorder
Date: 2/11/03

Public Utility Easement 709(c) Rev. 11/18/02
Page 3 of 4

3

STATE OF OREGON)
) ss
County of Clackamas)

On this 1st day of February, 2003, before me personally appeared Arlene Loble, personally known to me to be the person whose name is subscribed to this instrument, and acknowledged that she executed the same.

Starla J. Schur
NOTARY PUBLIC FOR OREGON
My Commission Expires: June 16, 2003

Starla J. Schur
 NOTARY PUBLIC FOR OREGON
COMMISSION # 324443

Public Utility Easement 709(c) Rev. 11/18/02
Page 4 of 4

4

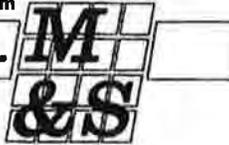
EXHIBIT A

Page 1 of 3
13582LD2
09/30/02
MRN

www.mackaysposito.com

Mackay & Sposito, Inc.

**ENGINEERS SURVEYORS PLANNERS
VANCOUVER KENNEWICK**



1703 Main St. Vancouver, WA 98660 (360) 695-3411 Portland (503) 289-6726

LEGAL DESCRIPTION
COUNTY ROAD No. 80, (BOECKMAN ROAD)
6.00' PUBLIC UTILITY EASEMENT
TAX LOT No. 5500

An easement over real property situated in the City of Wilsonville, Clackamas County, Oregon, being a portion of that tract conveyed to the German Evangelical Reformed Congregation of Meridian by deed recorded in Book R at Page 136, records of Clackamas County, lying in the Northeast quarter of the Northeast quarter of Section 13, Township 3 South, Range 1 West of the Willamette Meridian, more particularly described as follows:

Beginning at the Northeast corner of said Section 13 as shown on Landover No. 2 recorded under Plat No. 3248, records of said county; thence along the North line of the Northeast quarter of said Section 13 as shown on said plat and along the centerline of County Road 80 as shown on said plat South 89° 47' 31" West 478.50 feet to the Northeast corner of said German Evangelical Reformed Congregation of Meridian tract; thence along the East line of said German Evangelical tract South 00° 11' 43" East 40.00 feet to a point 40.00 feet from the centerline of said road when measured at right angles, said point being on the West line of that 11.00 foot dedication shown on said Landover No. 2 plat, said point also being the **True Point of Beginning**; thence continuing along the East line of said German Evangelical tract and along the West line of said dedication and its Southerly extension South 00° 11' 43" East 6.00 feet to a point 46.00 feet from said centerline when measured at right angles; thence parallel with said centerline South 89° 47' 31" West 263.97 feet, more or less, to a point on the West line of said German Evangelical tract, said point being on the East line of Lot 291 of Wilsonville Meadows No. 7 recorded under Plat No. 3390, records of said county; thence along the West line of said

5

German Evangelical tract and along the East line of said Lot 291 North 00° 15' 29" West 6.00 feet to a point 40.00 feet from the centerline of said road when measured at right angles; thence along said South right of way line North 89° 47' 31" East 263.97 feet, more or less, to the **True Point of Beginning**.

Containing 1,584 square feet, (0.036 acres), more or less.



6

EXHIBIT B

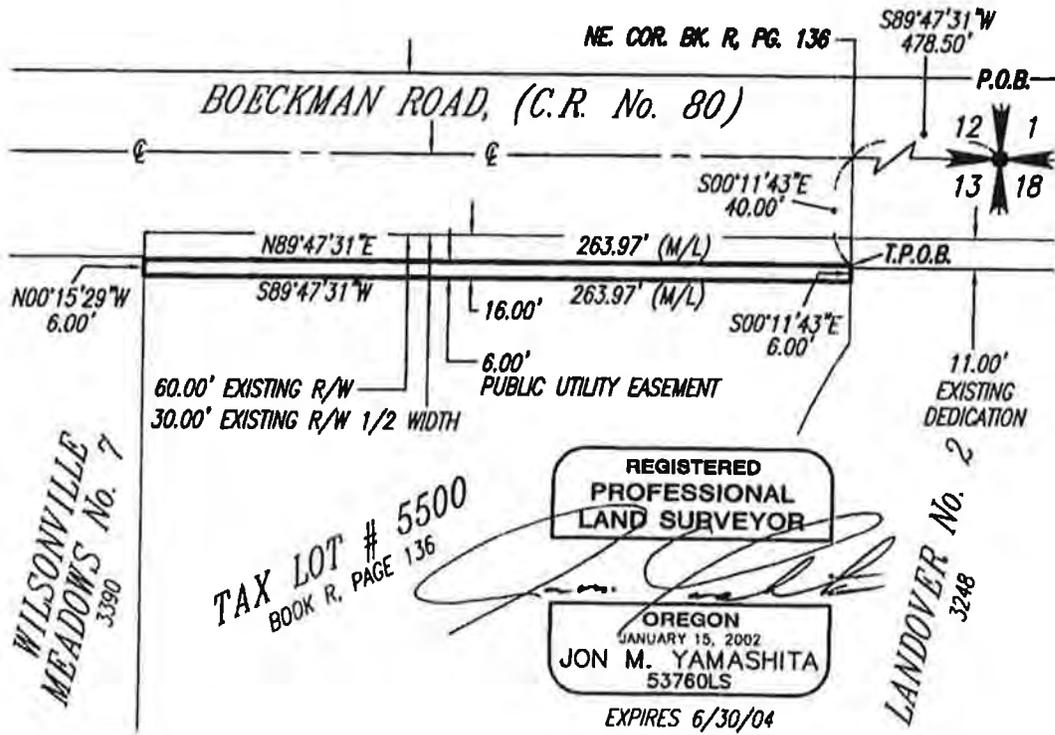
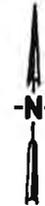
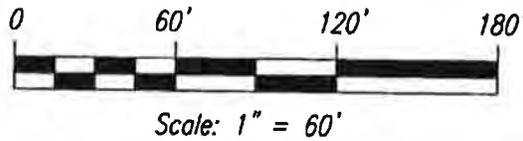
PAGE 3 OF 3
13582LDS2

Mackay & Sposito, Inc.



ENGINEERS SURVEYORS PLANNERS
1703 MAIN STREET VANCOUVER, WA 98660
(360) 695-3411 (503) 289-6726 PTLD FAX (360) 695-0833

EXHIBIT TO ACCOMPANY LEGAL DESCRIPTION
COUNTY ROAD No. 80, (BOECKMAN ROAD)
6.00 FOOT PUBLIC UTILITY EASEMENT
CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON
SEPTEMBER 30, 2002



⑦

Clackamas County Official Records **2016-082905**
Sherry Hall, County Clerk
12/01/2016 11:18:55 AM
D-E Cnt=1 SIn=0 KARLYN
\$16.00 \$25.00 \$10.00 \$22.00 **\$73.00**

After recording, please return to:

WEST LINN WILSONVILLE SCHOOL DISTRICT
22210 SW Stafford Rd
Tualatin, OR 97062

Until a change is requested all tax
statements shall be sent to:
No Change

SIDEWALK EASEMENT

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the undersigned Grantor, Meridian United Church of Christ, grants to WEST LINN WILSONVILLE SCHOOL DISTRICT (District), its successors and assigns, Grantee, for the use of the public forever, a sidewalk easement in that certain real property situated in the County of Clackamas and State of Oregon, described on the attached Exhibit "A," and shown on the attached Exhibit "B."

The true consideration for this conveyance is \$17,740.00.

Said easement shall include the right of ingress and egress to, upon, and over said land at all times, to construct, maintain, operate, repair, and replace said sidewalk; provided, however, that the District shall have the right to utilize such additional width as may be necessary temporarily for the placing of excavated materials thereon and for construction and maintenance operations.

This document is intended to grant an easement on the property described, not to convey fee title or any interest in the underlying property except as expressly stated herein. The easement granted shall not prevent Grantors from the use of said property; provided, however, that such use shall not be permitted to interfere with the rights herein granted. Grantor shall not be permitted to endanger the lateral support of any facilities constructed within the easement granted herein.

Grantor hereby covenants to and with Grantee that it is the owner of said property, which is free from all encumbrances, except for easements, conditions and restrictions of record, and will warrant and defend the easement rights herein granted from all lawful claims whatsoever, except as stated herein.

Map 3S-1W-13AA Tax Lot 5500

FIRST AMERICAN 2617160-44B

IN WITNESS WHEREOF, the above named Grantor, has caused this instrument to be signed.

DATED this 10th day of Oct, 2016

Mary Furrer, Treasurer
Meridian United Church of Christ

STATE OF OREGON)
) SS
County of Clackamas)



On this 10th day of October 2016, before me personally appeared Mary Furrer, to me known to be the TREASURER of Meridian United Church of Christ, that executed the foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said Limited Liability Company, for the uses and purposes therein mentioned, and on oath stated that She authorized to execute said instrument.

Christine May Nickerson
Notary Public

APPROVAL AND ACCEPTANCE BY THE WEST LINN WILSONVILLE SCHOOL DISTRICT (ORS 93.808)

The West Linn Wilsonville School District hereby approves and accepts the foregoing easement this 18th day of October, 2016

Jim K. Woodley
Director of Operations

Map 3S-1W-13AA Tax Lot 5500



LEGAL DESCRIPTION
SIDEWALK EASEMENT
MERIDIAN UNITED CHURCH OF CHRIST
WEST LINN-WILSONVILLE SCHOOL DISTRICT

#6729
Exh5.dwg
7/20/16 MAR

EXHIBIT "A"

A TRACT OF LAND LOCATED IN THE NORTHEAST ONE-QUARTER OF SECTION 13, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON, BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 291, "WILSONVILLE MEADOWS", PLAT NO. 3390, CLACKAMAS COUNTY PLAT RECORDS, ALSO BEING A POINT ON THE SOUTH RIGHT OF WAY LINE OF S.W. BOECKMAN ROAD (39.00 FEET FROM CENTERLINE); THENCE N.00°12'26"W., 9.00 FEET ALONG THE SOUTH RIGHT OF WAY LINE TO A POINT (30.00 FEET FROM CENTERLINE); THENCE N.89°47'46"E., 111.41 FEET ALONG THE SOUTH RIGHT OF WAY LINE; THENCE S.73°55'03"W., 52.27 FEET; THENCE S.89°47'46"W., 49.64 FEET; THENCE N.72°19'24"W., 12.08 FEET TO A POINT ON THE EAST LINE OF LOT 291; THENCE, N.00°12'26"W., 1.59 FEET ALONG THE EAST LINE OF LOT 291 TO THE POINT OF BEGINNING, CONTAINING 1212 SQUARE FEET, MORE OR LESS.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 10, 1987
MICHAEL A. RADEMACHER
2303

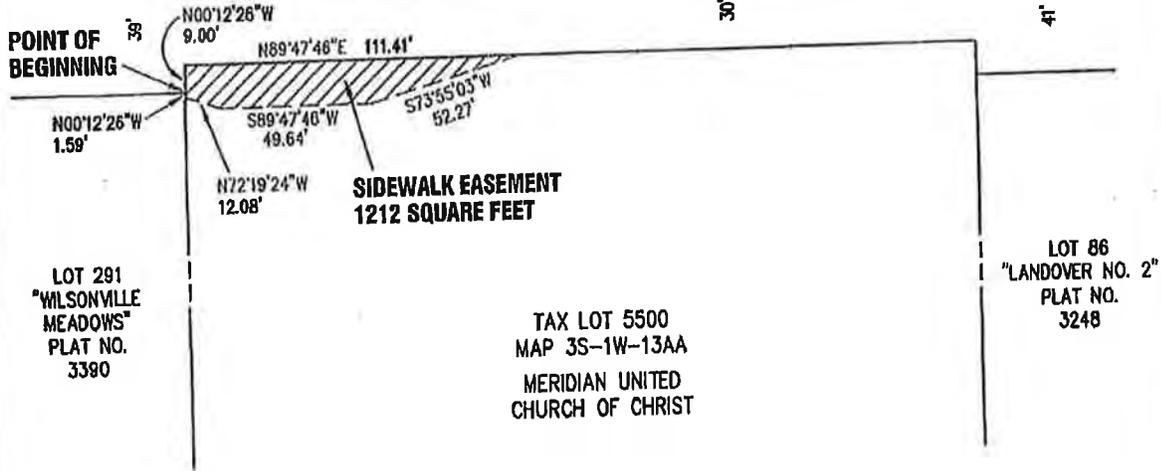
DATE OF SIGNATURE: 5-27-16
EXPIRES: 12/31/2016



4107 SE International Way, Suite 705, Milwaukie, Oregon 97222
Phone: 503.653.9093 Fax: 503.653.9095 Email: compass@compass-landsurveyors.com

Exhibit "B"

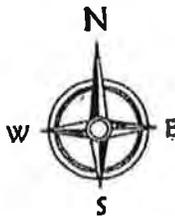
S.W. BOECKMAN ROAD



LOT 291
"WILSONVILLE
MEADOWS"
PLAT NO.
3390

TAX LOT 5500
MAP 3S-1W-13AA
MERIDIAN UNITED
CHURCH OF CHRIST

LOT 86
"LANDOVER NO. 2"
PLAT NO.
3248



Scale: 1" = 50'

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Michael A. Rademacher

OREGON
JULY 16, 1987
MICHAEL A. RADEMACHER
2303

DATE OF SIGNATURE: 5-27-16
EXPIRES: 12/31/2016

6729 Exh5.dwg

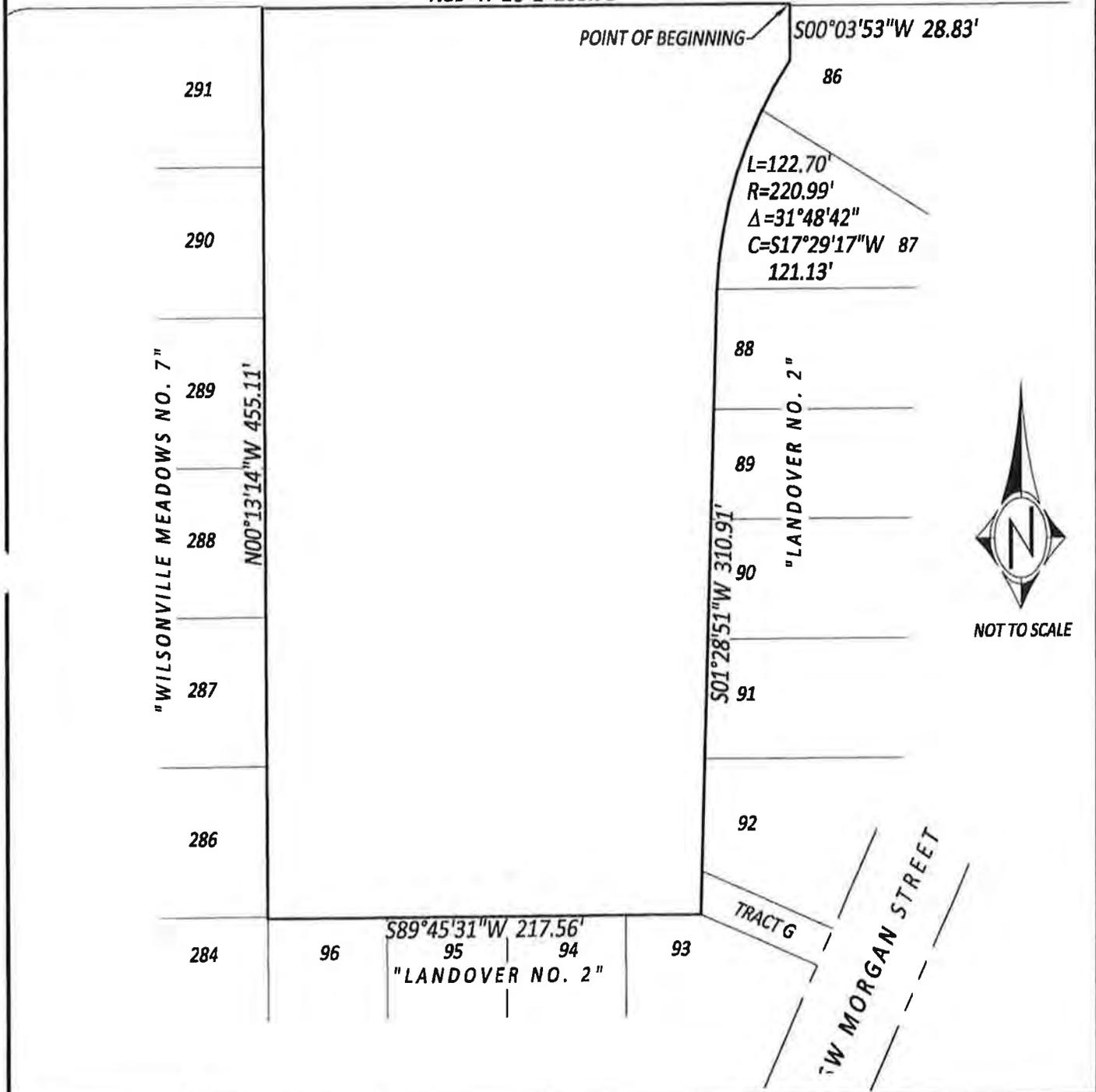
COMPASS Land Surveyors
4107 SE International Way, Suite 705
Milwaukee, Oregon 97222 503-653-9093

LOCATED IN THE NE 1/4 SEC. 13, T.3S., R.1W., W.M.
CITY OF WILSONVILLE
CLACKAMAS COUNTY, OREGON

EXHIBIT TO ACCOMPANY LEGAL DESCRIPTION

SW BOECKMAN ROAD

N89°47'16"E 263.78'



NOT TO SCALE

PDG JOB NO.:
999-255

DATE:
05/04/21

SCALE:
NTS

ZONE CHANGE RA-H TO PDR-4



PIONEER DESIGN GROUP, INC.

9020 SW WASHINGTON SQUARE RD
SUITE 170
PORTLAND, OREGON 97223
p 503.643.8288
www.pd-grp.com

MERIDIAN UNITED CHURCH OF CHRIST
6750 SW BOECKMAN ROAD, WILSONVILLE, OREGON
LOCATED IN THE NORTHEAST QUARTER OF SECTION 13,
TOWNSHIP 3 SOUTH, RANGE 1 WEST OF THE WILLAMETTE
MERIDIAN, CLACKAMAS COUNTY, OREGON

LEGAL DESCRIPTION

MERIDIAN UNITED CHURCH OF CHRIST PROPERTY
6750 SW BOECKMAN ROAD, WILSONVILLE, OREGON

A PORTION OF THE NORTHEAST QUARTER OF SECTION 13, TOWNSHIP 3 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, IN THE CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON, THE BOUNDARY OF SAID PORTION MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT AN ANGLE POINT IN THE SOUTH RIGHT-OF-WAY LINE OF SW BOECKMAN ROAD WHICH BEARS NORTH 00°03'53" EAST, 1.00 FEET FROM THE NORTHWEST CORNER OF LOT 86 IN "LANDOVER NO. 2";

THENCE SOUTH 00°03'53" WEST ALONG THE BOUNDARY OF "LANDOVER NO. 2", THE WEST LINE OF SAID LOT 86 AND THE NORTHERLY EXTENSION THEREOF, 28.83 FEET TO A POINT OF CURVATURE;

THENCE CONTINUING ALONG THE BOUNDARY OF "LANDOVER NO. 2" THE FOLLOWING COURSES:

122.70 FEET ALONG THE ARC OF A NON-TANGENT 220.99 FOOT RADIUS CURVE CONCAVE EASTERLY, SAID CURVE HAVING A CENTRAL ANGLE OF 31°48'42" AND A CHORD BEARING SOUTH 17°29'17" WEST, 121.13 FEET;

THENCE SOUTH 01°28'51" WEST, 310.91 FEET;

THENCE SOUTH 89°45'31" WEST, 217.56 FEET TO THE BOUNDARY OF "WILSONVILLE MEADOWS NO. 7";

THENCE LEAVING THE BOUNDARY OF "LANDOVER NO. 2", NORTH 00°13'14" WEST ALONG THE BOUNDARY OF "WILSONVILLE MEADOWS NO. 7", 455.11 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF SW BOECKMAN ROAD;

THENCE NORTH 89°47'16" EAST ALONG SAID RIGHT-OF-WAY LINE, 263.78 FEET TO THE POINT OF BEGINNING.

CONTAINING APPROXIMATELY 104,271 SQUARE FEET.