

**PLANNING COMMISSION
WEDNESDAY, DECEMBER 12, 2018
6:00 P.M.**

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

*Approved as presented
at the January 9, 2019
PC Meeting*

Minutes

I. CALL TO ORDER - ROLL CALL

Chair Jerry Greenfield called the meeting to order at 6:01 p.m. Those present:

Planning Commission: Jerry Greenfield, Eric Postma, Phyllis Millan, Kamran Mesbah, and Ron Heberlein. Peter Hurley and Simon Springall were absent.

City Staff: Chris Neamtzu, Amanda Guile-Hinman, Miranda Bateschell, Kimberly Rybold, and Zach Weigel

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITIZEN'S INPUT - This is an opportunity for visitors to address the Planning Commission on items not on the agenda. There was none.

ADMINISTRATIVE MATTERS

A. Consideration of the November 14, 2018 Planning Commission minutes
The November 14, 2018 Planning Commission minutes were accepted as presented.

Chris Neamtzu, Community Development Director, recognized Miranda Bateschell and her team for winning the 2018 Oregon American Planning Association Award for Citizen Engagement. The Planning Commission was intimately familiar with the process, the project, and all the things Staff had done to engage the community around the Town Center Project. The award was a well-deserved, and he was proud to sit in a roomful of the State's Planners at the American Planning Association, Oregon Chapter, where Ms. Bateschell and Ms. Scola received the award on behalf of the City of Wilsonville and this project. It was a feather in the cap of Ms. Bateschell, and an indication of her vision on the Town Center project. It had been fun to be part of the creativity the team exuded, as it was on the cutting edge of citizen engagement, which was something the Commission took very seriously. Some key activities included trivia night and the block party along with a number of diverse events and activities.

Miranda Bateschell, Planning Manager, thanked the Commission for the honor, noting it was the work of the entire team, and she was thankful for them, the Staff, and the City's leadership. The team could not have done such innovative work on the project if not supported by the Planning Commission, City Council, and the budget that was allotted the project. When the team needed a bit more in order to reach additional members of the community that had not been heard from, the team was told they could do that. She thanked the leadership, particularly Mr. Neamtzu, as well as the community at large for showing up. Citizens provided a lot of comments, filled out questionnaires, and answered questions monthly at the library and online. The team would not have received the award without the community's participation.

Chair Greenfield recognized Mr. Neamtzu, who was transitioning to the City's Community Development Director position, adding he would still be very present in the Planning Commission's business.

II. WORK SESSION

A. Basalt Creek Comprehensive Plan & TSP Amendments (Bateschell/Rybold)

Miranda Bateschell, Planning Manager, introduced project team, noting the City adopted the Basalt Creek Concept Plan in August 2018. The next step in implementing and fully recognizing the Concept Plan in the City's policies was to adopt Comprehensive Plan amendments, which according to the intergovernmental agreement (IGA) the City had with the City of Tualatin, Metro, and Washington County was scheduled to be adopted by May 2019. When the Plan was initially presented to the Commission, it was decided to table discussion about some tentative language regarding any proposed amendments until after the Concept Plan was adopted. Now, the project team was before the Commission to present the proposed Comprehensive Plan and Transportation System Plan (TSP) amendments, which were included in the packet and would essentially implement the Basalt Creek Concept Plan.

Kimberley Rybold, Associate Planner, added that the Comprehensive Plan amendments also allowed the City to maintain key elements essential to the Concept Plan as a placeholder while the City considered the next steps to realizing the vision for Basalt Creek. She presented the proposed Comprehensive Plan amendments related to the Basalt Creek Concept Plan via PowerPoint.

Discussion and comments regarding the proposed Comprehensive Plan amendments to implement the Basalt Creek Concept Plan were as follows with responses from the project team as noted:

- Language was proposed about exploring a form-based code for the Craft Industrial area. Form-based Code worked well in Coffee Creek, which was more restricted as a Regionally Significant Industrial Area, but form-based code did actually provide more flexibility and uses.
 - The 20 percent residential use for Craft Industrial in the Comprehensive Plan would set the bar for what could happen in that area. The industrial classification in the current Development Code did not have a way to support that, so additional amendments would be required in the future to help facilitate that type of development.
 - Because the language actually called for less than 20 percent, the team did not anticipate requiring 20 percent, or even that it might approach that amount. The team wanted to reflect what was happening in the area now, in terms of people who both live and have a business on the property, and that some uses would work really well together, especially given the small footprint of the parcels in that specific Craft Industrial area. These uses would blend well with the residential area that would be to the north in Tualatin. The team modeled very few residential units in the Craft Industrial area, but just enough to be able to capture some opportunity for live/work space, which was also of interest to the Commission and City Council.
 - Once the Comprehensive Plan designations were adopted, The team did anticipate needing to look whether Craft Industrial would be allowed under the existing Zoning Code as written for Industrial, or whether additional amendments would be needed, which was likely, as well as whether it was achievable through the Form-based Code or something else. That would be a follow-on item once Staff had guidance within the Comprehensive Plan.
- Amanda Guile-Hinman, Assistant City Attorney, explained the Land Use Board of Appeals (LUBA) made a determination on the Metro decision when Metro arbitrated the dispute between Tualatin and Wilsonville in favor of the entities, so not in favor of the landowners. A LUBA case focused on Tualatin's Concept Plan was still pending, and the City had intervened in that, but that was geared towards Tualatin, so City Staff was proceeding forward with its process now that the Cities had separated. This would not change the City of Wilsonville's timeline or plans.
 - Staff was only aware of two properties in the Craft Industrial area that currently had a business on their residential property, and only about five or six parcels were under the Craft Industrial designation. The parcels were very long, and only the frontage along Boones Ferry Rd was developable. Most of the parcels were within the Basalt Creek wetland area. The Craft Industrial area was only about five acres,

which was a very small amount. Given the limited developability of those parcels, having more flexibility for them would be very useful, particularly given surrounding uses.

- Implementation Measures 1, 2, and 3 were loosely aligned with the High Tech Employment District, Craft Industrial, and Light Industrial Districts, so Implementation Measure 4.1.3.k (page 6 of 17 of the Staff report) aligned with the High Tech Employment District. The project team had never called that out in planning documents prior, but it was of interest to the Commission and Council. The team wanted to make sure an implementation measure helped direct future steps in implementing that type of district.
 - The description of Implementation Measure 4.1.3.k varied in terms of the content and wording on the High Tech Employment District. The implementation measure talked about advanced manufacturing, corporate and professional services, healthcare, and medical. The High Tech Employment District (Page 7 of 17) description discussed jobs in warehousing, manufacturing, and high tech. On the warehousing side, did it make sense, in coordination with the implementation measure, to be talking about warehousing being in the High Tech District? Was that an area of focus the City wanted to put into the Areas of Special Concern (Area M)?
 - The team would work on the verbiage to make warehousing less prominent. When the types of buildings in high tech industrial areas were modeled, a small component of warehousing was typically part of the overall development of a larger campus or site, so a small percentage of warehouse was actually modeled within that development type, but it was not the primary building type. Make the verbiage clearer and tying warehousing and high tech industrial together would be helpful.
 - As written with warehousing being the first thing stated implied that was the focus of a High Tech Industrial Area. [Employment District]
- Implementation Measure 4.1.3.c was already an existing implementation measure in the Comprehensive Plan that could be interpreted differently.
 - Mr. Neamtzu noted the implementation measure resulted from the Goal 9 Economic Opportunities Analysis (EOA) work the City adopted regarding industrial and commercial lands about 10 years ago. The EOA described it in detail, and Staff would review the description in the EOA document, and return to the Commission to clarify it.
 - Implementation Measure 4.1.3.m was geared toward the idea that there was a lot of warehouse and distribution currently in the city. The intent was to look at opportunities to provide more jobs within the city, and be efficient with land in the remaining employment areas. Part of the desire for high tech, and some of the other industrial that was placed in the area, was to have opportunity for other employment types that would offer higher job densities. Often, warehouse distribution did not provide very many jobs per square foot.
 - On initial read, Ms. Bateschell did not see a conflict between Implementation Measures 4.1.3.c and 4.1.3.m, but Staff would review the information in light of the background knowledge on the Goal 9, and if a conflict existed, they would revisit 4.1.3C and present the information to the Commission via email.
 - What were the implications for the calculation of trips in the City's transportation system planning?
 - DKS did traffic modeling for the Basalt Creek Concept Plan and Transportation Refinement Plan using these employment types, which involved looking at actual buildings on the ground to determine the mix of employment types and the types of buildings envisioned for an industrial area or that type of high tech industrial cluster; some of it was office space, manufacturing, and warehouse. The team translated that into total square footages, and then looked at the number of associated jobs and trips, which was part of the concept planning process to ensure the system could accommodate the trips from the land uses in Tualatin and Wilsonville. Work had been done with the Basalt Creek Transportation Refinement Plan to know the number of trips to plan for in the Basalt Creek Planning area. That information was used to prepare and is consistent with the Concept Plan. The team would also be doing the Transportation Planning Rule Analysis with ODOT, which would involve doing findings with the State to ensure performance in the Basalt Creek area was consistent with what ODOT expected given the proximity to the I-5 interchange.

Scott Mansur, DKS Associates, presented the Transportation System Plan (TSP) amendments via PowerPoint, which included an overview of the projects and text updates included in the required TSP amendments.

Ms. Bateschell explained that during the concept planning process, the I-5 Easement (LT-03) Trail project was discussed as a result of a joint Tualatin and Wilsonville City Council meeting. Currently, there were a lot of trees along I-5 between Tualatin and Wilsonville, creating a distinction between the two cities, as well as an area with ODOT property. The idea was to provide a potential additional access through the tree grove for bikes and pedestrians to travel between the two cities because there were limited north-south connection points. There was some topography change, so more work would be needed to assess whether that connection made sense and could be complete, depending on how was designed.

- The Cities would need to work with ODOT, but they had participated in the concept planning process and did not have any comments about the trail project being an issue.

Mr. Mansur noted that a lot of infrastructure and connectivity had been added within the city in two years. The amendments recognized the changes that had taken place or had been approved to take place. The intent of much of the house keeping amendments was to show what currently existed and what had already been done.

Ms. Bateschell concluded that Staff had good direction on revisiting the Goal 9 summary, aligning the language of Implementation Measures 4.1.3.c and 4.1.3.m, and aligning Implementation Measure 4.1.3.m with the high tech description, and ensuring the area was described as it was in the Concept Plan. The team would make any necessary changes to provide clarity and return to the Planning Commission in February for adoption.

III. INFORMATIONAL

A. City Council Action Minutes (November 5 & 19, 2018)

Chair Greenfield confirmed there were no comments, adding that he found this format of information from Council to be very useful.

B. 2019 Planning Commission Work Program

Miranda Bateschell, Planning Manager, highlighted the Work Program included in the packet, noting the first quarter of 2019 was already full and she would meet with the project managers to better plan other upcoming work items for 2019.

- The Planning Commission had seen the majority of the work regarding the Town Center Plan. The Commission would receive the draft Town Center Plan document and updated Code for the January work session, as well as links to all the appendices, and Staff would clarify what was new or updated content to help focus the review effort. Primarily, there were some minor refinements to the Transportation Traffic Analysis, an updated Development Code, as well as Staff recommendations for discussion on two outstanding issues. The Commission would provide input on any final changes, and Staff would return in March for the public hearing, at which time, the Commission would consider a resolution recommending adoption of the Town Center Plan, as well as the related Comprehensive Plan and Development Code amendments.
- In January, the Town Center Plan would be published online in an abridged summary format, in addition to the full Town Center Plan, to provide information to the community. Work on the Town Center Plan began with the public in February 2017, but the process began with the consultant team about five months prior, and work on the grant application to Metro began one year before working with the consultants. The project was on schedule for completion in the approximate two-year window discussed with the public.

IV. ADJOURNMENT

Chair Greenfield adjourned the regular meeting of the Wilsonville Planning Commission at 6:54 p.m.

Respectfully submitted,

By Paula Pinyerd of ABC Transcription Services, Inc. for
Tami Bergeron, Administrative Assistant-Planning