

# City of Wilsonville

City Council Meeting

October 1, 2018



**AGENDA**

**WILSONVILLE CITY COUNCIL MEETING  
OCTOBER 1, 2018  
7:00 P.M.**

**CITY HALL  
29799 SW TOWN CENTER LOOP  
WILSONVILLE, OREGON**

Mayor Tim Knapp

Council President Scott Starr  
Councilor Susie Stevens

Councilor Kristin Akervall  
Councilor Charlotte Lehan

**CITY COUNCIL MISSION STATEMENT**

To protect and enhance Wilsonville’s livability by providing quality service to ensure a safe, attractive, economically vital community while preserving our natural environment and heritage.

**Executive Session is held in the Willamette River Room, City Hall, 2<sup>nd</sup> Floor**

**5:00 P.M. EXECUTIVE SESSION [25 min.]**

- A. Pursuant to: ORS 192.660 (2)(e) Real Property Transactions  
ORS 192.660(2)(h) Legal Counsel / Litigation

**5:25 P.M. REVIEW OF AGENDA [5 min.]**

**5:30 P.M. COUNCILORS’ CONCERNS [5 min.]**

**5:35 P.M. PRE-COUNCIL WORK SESSION**

- A. Cooperative IGA Between the Library Dist. of Clackamas Co. and Library  
Cities Amendment No. 3 (Barnes) [5 min.]
- B. Award Contract for Cutaway Bus Purchase (Simonton) [5 min.]
- C. Integrated Pest Management Plan (Rappold/Blankenship/Kerber) [20 min.]
- D. Water Treatment Plant River Access (Kraushaar/Weigel/McCarty) [20 min.]

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**6:25 P.M. ADJOURN**

**CITY COUNCIL MEETING**

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held, Monday, October 1, 2018 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on September 18, 2018. Remonstrances and other documents pertaining to any matters listed in said summary filed at or prior to the time of the meeting may be considered there with except where a time limit for filing has been fixed.

**7:00 P.M. CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance
- C. Motion to approve the following order of the agenda and to remove items from the consent agenda.

**7:05 P.M. COMMUNICATIONS**

- A. 2018 Community Survey Results (Evans) Page 122

**7:25 P.M. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

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

**7:30 P.M. MAYOR'S BUSINESS**

- A. Upcoming Meetings Page 245

**7:35 P.M. COUNCILOR COMMENTS**

- A. Council President Starr
- B. Councilor Stevens
- C. Councilor Lehan
- D. Councilor Akervall

**7:45 P.M. CONSENT AGENDA**

- A. **Resolution No. 2703** Page 246  
A Resolution Of The City Of Wilsonville Authorizing The City Manager To Approve Amendment To The Cooperative Intergovernmental Agreement Between The City Of Wilsonville And The Library District Of Clackamas County. (Barnes)
- B. **Resolution No. 2708** Page 258  
A Resolution Of The City Of Wilsonville Authorizing South Metro Area Regional Transit (Smart) To Purchase Three CNG Fueled, 21 Passenger Buses From Schetky NW Sales. (Simonton)

**7:55 P.M. PUBLIC HEARING**

- A. **Ordinance No. 825** – 1<sup>st</sup> Reading (*legislative hearing*) Page 313  
An Ordinance Of The City Of Wilsonville Adopting Certain Amendments To The Wilsonville Development Code And Comprehensive Plan Regarding Accessory Dwelling Units, As Well As Other Development Code Amendments, To Provide Clarity And Functionality To The Code Related To Accessory Dwelling Units And Other Housing. (Pauly/Guile-Hinman)
- B. **Ordinance No. 828** - 1<sup>st</sup> Reading (*legislative hearing*) Page 587  
An Ordinance Of The City Of Wilsonville Amending The 2017 Transit Master Plan For Inclusion Of The Programs Enhancement Strategy. (Brashear/Loomis)

**8:25 P.M. CONTINUING BUSINESS**

- A. **Ordinance No. 827** – 2<sup>nd</sup> Reading Page 609  
An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 10 By Adding 10.600 Through 10.680 And Deleting 10.305. (Loomis/Guile-Hinman)

9/26/2018 5:21 PM Last Updated

**8:35 P.M. CITY MANAGER'S BUSINESS**

**8:40 P.M. LEGAL BUSINESS**

**8:45 P.M. ADJOURN**

Time frames for agenda items are not time certain (i.e. Agenda items may be considered earlier than indicated.) Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting if required at least 48 hours prior to the meeting. The city will also endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting: Qualified sign language interpreters for persons with speech or hearing impairments. Qualified bilingual interpreters. To obtain services, please contact the City Recorder, (503) 570-1506 or [cityrecorder@ci.wilsonville.or.us](mailto:cityrecorder@ci.wilsonville.or.us).



**CITY COUNCIL MEETING  
STAFF REPORT**

<p><b>Meeting Date:</b> October 1, 2018</p>	<p><b>Subject:</b> Integrated Pest Management Plan</p> <p><b>Staff Member:</b> Kerry Rappold, Natural Resources Manager; Tod Blankenship, Parks Supervisor; Delora Kerber, Public Works Director</p> <p><b>Department:</b> Community Development/Parks and Recreation/Public Works</p>	
<p><b>Action Required</b></p>	<p><b>Advisory Board/Commission Recommendation</b></p>	
<p><input type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing Date:</p> <p><input type="checkbox"/> Ordinance 1<sup>st</sup> Reading Date:</p> <p><input type="checkbox"/> Ordinance 2<sup>nd</sup> Reading Date:</p> <p><input type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information or Direction</p> <p><input checked="" type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Council Direction</p> <p><input type="checkbox"/> Consent Agenda</p>	<p><input type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input checked="" type="checkbox"/> Not Applicable</p> <p><b>Comments:</b></p>	
<p><b>Staff Recommendation:</b> There is no recommendation; the item is informational only.</p>		
<p><b>Recommended Language for Motion:</b> N/A</p>		
<p><b>Project / Issue Relates To:</b></p>		
<p><input checked="" type="checkbox"/> Council Goals/Priorities</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>	<p><input checked="" type="checkbox"/> Not Applicable</p>

**ISSUE BEFORE COUNCIL:**

The City of Wilsonville’s Integrated Pest Management (IPM) Plan.

**EXECUTIVE SUMMARY:**

The City’s Bee Stewards program and Bee City USA affiliation both identified the need for a citywide Integrated Pest Management Plan. IPM is an effective and environmentally sensitive approach to pest management that relies on a combination of common-sense practices.

Over the last year, a committee comprised of staff from Community Development, Parks and Recreation, and Public Works worked together to create a citywide IPM plan that provides guidance for managing pests within City facilities, parks, natural areas and public infrastructure. In developing the plan, staff received assistance from the Northwest Center for Alternatives to Pesticides and EnviroLogic Resources, Inc.

The IPM plan describes detailed and specific practices of land and facility maintenance and serves as an operational reference directing management practices. The management practices take into account public safety, environmental health, and available resources, including funding. Identified in the plan are management areas and key pests of concern and corresponding management approaches that consider pest biology while minimizing the risk associated with pest management.

**EXPECTED RESULTS:**

The IPM plan provides a coordinated and systematic approach to managing public spaces, facilities and infrastructure. Pest monitoring, consistent with pre-determined thresholds, is a critical component of the plan. The plan provides a sound working framework for the selection and implementation of the most environmentally sound solutions to potential pest problems.

**TIMELINE:**

Parks and Recreation, Public Works and Community Development will implement the IPM plan immediately. The IPM plan will continue to evolve and incorporate practices and technologies to optimize its effectiveness. The IPM Leadership Team will manage the plan and ensure it remains updated.

**CURRENT YEAR BUDGET IMPACTS:**

Based on the proposed IPM plan there are no anticipated budget impacts to the current budget.

**FINANCIAL REVIEW / COMMENT:**

Reviewed by: CAR      Date: 9/19/2018

**LEGAL REVIEW / COMMENT:**

Reviewed by: BAJ      Date: 9/25/2018

**COMMUNITY INVOLVEMENT PROCESS:**

There was not a specific public involvement process associated with developing the IPM plan, but education and outreach for the Bee Stewards/Bee City USA program and Parks and Recreation Master Plan have included references to the IPM.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

The IPM plan emphasizes public safety and environmental health, which will provide a significant benefit to the community and the City's natural resources. Pests, especially undesirable plants or pests posing a public health-risk, will be less tolerated where human activity is more concentrated and where expectations for safety, functionality, and aesthetics are higher. Conversely, in natural areas, tolerance will often be higher (except for invasive species of limited extent).

**ALTERNATIVES:**

N/A

**CITY MANAGER COMMENT:**

None.

**ATTACHMENT:**

1. Integrated Pest Management Plan

**CITY OF WILSONVILLE  
INTEGRATED PEST MANAGEMENT PLAN**

**September 17, 2018**

**Prepared By  
City of Wilsonville**

**With Support From  
EnviroLogic Resources, Inc.  
Northwest Center for Alternatives to Pesticides**



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## **1.0 INTRODUCTION**

The City of Wilsonville recognizes the importance of sound environmental stewardship and is committed to optimizing management practices to protect the people and the environment within and surrounding City facilities, parks, and infrastructure. Integrated Pest Management (IPM) considers pest management strategies within the context of public safety, environmental health, and available resources, including funds. An IPM plan identifies management areas and key pests of concern and outlines management approaches mindful of pest biology and the resources of the managing organization while minimizing the risk associated with pest management.

The City of Wilsonville will consider all Integrated Pest Management (IPM) strategies to protect the environment and maximize the quality of facilities and grounds by using a combination of tactics to control pests, with an emphasis on including cultural, biological, and mechanical controls. Pests are monitored until pre-determined thresholds are reached before chemical control measures are employed. Chemical control actions will be taken when the threshold for a specific pest has been exceeded or as needed in the case of preventative applications. This City of Wilsonville IPM Plan provides a sound working framework for selection and implementation of the most environmentally sound solutions to pest problems.

This IPM Plan describes detailed and specific practices of land and facility maintenance and serves as an operational reference directing management practice. The City is dedicated to the philosophy and practicality of IPM and remains vigilant to incorporate emerging and useful management practices into the IPM Plan. This document is viewed to be a functional document, which will evolve over time and will be revised to incorporate industry developments to bolster and optimize the effectiveness of the plan.

## **2.0 INTEGRATED PEST MANAGEMENT DEFINITION**

Integrated Pest Management (IPM) is a management system which utilizes systematic, disciplined, and documented cultural practices as a first line of defense for pest control. Cultural practices, including proper fertility and irrigation, contribute to plant health. Biological control options are considered and utilized whenever feasible. If action thresholds are exceeded, and when cultural practices are not fully effective at controlling pests, the use of chemical control products to manage pest damage may be necessary.

Oregon Department of Agriculture (ODA) refers to IPM as a "coordinated decision-making and action process that uses the most appropriate pest control methods and strategies in an environmentally and economically sound manner to meet agency pest management objectives". IPM includes optimizing the physical condition of the site features through cultural practices to enhance natural plant resistance to pest infestation, optimizing habitats for beneficial species, and minimizing plant or facility damage resulting from routine operations.

Additionally, according to Oregon Revised Statutes (ORS 634.650), integrated pest management means a science-based decision-making process which:

- a) Identifies and reduces risks from pests and from pest management-related strategies;
- b) Coordinates the use of pest biology, environmental information and comprehensive technology to prevent unacceptable levels of pest damage by economical means and poses the least possible risk to people, property, resources and the environment; and
- c) Uses a pest management approach that focuses on the prevention of pests through a combination of techniques that may include, but need not be limited to:
  - (A) Surveillance and monitoring
  - (B) Early detection and rapid response
  - (C) Mechanical control
  - (D) Cultural practices
  - (E) Modified land management
  - (F) Biological controls
  - (G) Selective use of chemical control products
  - (H) Evaluation of the effects and efficacy of pest treatments
  - (I) Control practices selected and applied to achieve desired pest management objectives in a manner that minimizes risks to human health, nontarget organisms, native fish and wildlife habitat, watersheds and the environment.

### 3.0 IPM GOALS

A committee of City staff, including the Public Works Director, Natural Resources Program Manager, Parks Supervisor, and key field staff developed the following goals and policies relevant to integrated pest management for the City's IPM program:

*Select optimal integrated pest management strategies that balance social, environmental, and economic factors. The goals for selecting treatment principles and developing pest management strategies include:*

- *Preservation of the natural system, including pollinator health*
- *Emphasize practices to minimize risk to human health*
- *Reduce and eliminate, where possible, chemical pest control treatments*
- *Ensure cost-effectiveness in the short and long term, and*
- *Evaluate the efficacy of the integrated pest management*

### 3.1 Related City Policies and Plans

**Resolution 2650 Designating the City as A Bee City USA:** This resolution, (adopted August 7, 2017) notes ideal pollinator-friendly habitat "is pesticide-free or has pesticide use carried out with least ill effects on pollinators" and committed the City to creating an IPM plan.

**Bee Stewards Wilsonville Program:** This program, connected to the Bee City USA designation, includes a variety of components to enhance and protect pollinators and educate the residents of the City on pollinator functions, conservation, and protection.

#### 4.0 IPM OBJECTIVES

The broad objective of IPM is to maximize the use of natural methods to control pests through optimized, disciplined, and documented management practices. To meet this objective, sites are often divided into management areas. Zone Management allow for more effective IPM application. Different management areas are likely to have different pests of concern; methods to monitor pest populations; pest action threshold levels that when exceeded require action; and the actions to be taken once threshold levels have been reached.

The management practices listed under the Oregon Revised Statutes are briefly explained below.

**Prevention:** In IPM, prevention is the foundation for management. Maintaining healthy landscapes and facilities through attention to normal maintenance needs and conducting maintenance on routine intervals as needed are key to integrated pest management. Examples of routine prevention strategies to avoid pest establishment and spread include, but are not limited to:

- Using plant stock known to be resistant to diseases and tolerant of drought.
- Using mulches between ornamentals to reduce the potential for weed establishment and to promote water retention and healthy soil.
- Mowing turfgrass at the proper height, frequency, and with a sharp blade to maintain healthy plants.
- Adhering to maintenance schedules for facilities to avoid situations which could result in loss of structural integrity.
- Training City staff to practice sanitation in any areas where food is stored or consumed.

Weed management prevention principles are critical to protect sites from weed invasion. Examples of best management practices include: keeping sites covered and mulched, retaining topsoil during construction, preventing erosion, planting densely, avoiding soil disturbance, selecting native plants, and maintaining diverse plantings.

**Surveillance and monitoring:** Staying ahead of pest issues requires regular inspection. Effective surveillance and monitoring requires knowing how to identify pests (or their sign) and how to assess the severity of the problem, so appropriate action may be taken.

**Early detection and rapid response (EDRR):** Not all pests are invasive but those which are can be a major issue. If left unchecked, invasives can rapidly expand their range resulting in control efforts which are expensive, ineffective, or both. The principle of EDRR aims to stay ahead of the invasives by ensuring any new invasive establishments are rapidly identified and appropriate early control measures are implemented.

**Cultural practices:** Cultural practices are methods to improve the desired condition (e.g. healthy turfgrass, sound pest-free facilities, and attractive, healthy ornamental beds) and reduce the site's vulnerability to pests. Cultural practices can reduce pest establishment, reproduction, dispersal, and survival. For example, carefully regulating irrigation may reduce the likelihood of root disease and weeds while increasing the vigor of a plant. Pest impacts can often be reduced to acceptable levels through improved cultural practices.

**Mechanical (and physical) controls:** Mechanical and physical controls kill pests, suppress their reproductive capacity, or block them out. Examples include: mowing dandelions prior to seed formation; trapping for rodents, screening building openings to keep birds and insects out, pressure washing roofs or pathways, mowing blackberry, and hand-pulling, string-trimming, steaming, or flame-weeding weeds.

**Selective use of chemical control products:** In IPM, chemical control products or “pesticides” are an available tool. However, since one of the primary goals of IPM is to reduce the risk to humans and the environment, chemical control product use should follow other remedies that have been tried and found either not fully effective or too costly. Typically, control products are utilized in combination with other approaches. Under an IPM paradigm, reducing the use of chemical control products is encouraged. Products utilized should be applied in a selective manner, should be the most selective available, and should be the safest efficacious choice for people, other organisms and for air, soil, and water quality. Examples of selective uses of control products under an IPM approach include using control products in bait stations rather than sprays and spot-spraying weeds instead of an entire area.

**Modified land management:** Modified land management can be any practice which changes the conditions upon which pests thrive. For example, planting a cover crop can be a useful practice prior to establishing a new ornamental area.

**Biological controls:** Biological control is the practice of promoting “natural enemies” of the pest species for control, such as insect or disease parasitoids, predators, and microbial products. This can involve deliberate release of biocontrol agents, a practice regulated by ODA. Biocontrol can also be enhanced by establishing or maintaining habitats conducive to native predators and parasitoids, a practice known as “conservation biocontrol.” For example, aphid midges prey on aphids and are available in hanging vials or larger trays for release on ornamental or tree plantings.

**Minimizing risks to human health and the environment:** Protecting human and environmental health is an important component of IPM. Practices to minimize risks in the City of Wilsonville include; using an established list for product selection; applying chemical control products according to the law (label); adhering to sound practices for storage, transport, and application, and continued training.

**Evaluation of the effects and efficacy of pest treatments:** Assessing efficacy in a real-world situation demands pragmatism. Side by side-controlled treatment comparisons are unlikely to occur as City staff address pest management. The most practical way for the City to evaluate the effectiveness of treatments is for field personnel to keep good records on monitoring abundance of pests, before and after treatment.

## **5.0 IPM STRUCTURE**

The structure of the IPM Plan is based on the selective targeting of plant pathogens, weeds, and insects which threaten structural integrity of facilities or agronomic and/or human health. In addition, the IPM Plan includes provisions to optimize the quality of natural areas. The structure of the IPM program is as follows:

- Define areas requiring management and the relative maintenance intensity associated with each area.
- Maintain vigorous plant health through maintenance practices to optimize pest tolerance.
- Identify pests likely to be encountered.
- Determine the pest's life cycle and know which life stage to target.
- Establish action threshold levels for each pest that when exceeded, trigger the use of a chemical treatment.
- Scout and monitor for the presence of pests.
- Implement sequential corrective action when pest populations have been observed.
  - Adjust cultural practice.
  - Utilize mechanical and biological controls when appropriate.
  - Initiate appropriate chemical treatments when action thresholds have been exceeded and additional cultural practices, or mechanical or biological controls are expected to be ineffective.
  - Determine if chemical control intervention is necessary or appropriate and apply minimum amounts of selective chemical control products in a highly targeted fashion. Chemical control products will be selected based on minimal toxicity and optimal efficacy.
- Document scouting and monitoring observations, treatments, and treatment results.
- Determine if the "corrective actions" actually reduced or prevented pest populations, were economical, and minimized risks.

### **5.1 City IPM Coordination and Leadership Team**

The IPM Leadership team will meet quarterly or as needed and is comprised of the following staff members or their designees:

- Natural Resources Program Manager
- Public Works Director
- Parks Supervisor

The team will have the following roles and functions:

- Coordinate across departments to ensure a consistent, City-wide approach
- Provide oversight of the City IPM program and ensure the Plan is followed
- Ensure the City is compliant with the state Hazard Communication Standard
- Oversee applicator staff training
- Oversee non-applicator staff training on IPM concepts, prevention strategies, and reporting
- Review and approve or deny any proposed chemical control product chemical pest control products not on the approved list
- Communicate on any new or invasive species
- Compile annual reports of chemical control product applications and keep trend analysis
- Discuss efficacy concerns and conduct efficacy reviews
- Update and revise the City Integrated Pest Management Plan as needed
- Prepare annual report on IPM metrics



**Pest complaints from other staff or the public:** Other City staff, City residents and visitors to City properties can assist in identification and reporting of pests on City property. The City encourages residents to notify City staff of pest problems via its online “Ask The City” tool, especially for pests which pose human health or invasive concerns.

## 5.2 Zone Management

Zone management is a concept employed by many municipalities to distinguish between areas where level of service expectations are high and areas where level of service expectations are lower. This allows staff to allocate resources accordingly, spending a greater amount of effort and resources in areas where the level of service expectation is higher.

The City manages a range of properties. Level of service expectations are perceived to be high in some areas, such as at City Hall, the Korean War Memorial, athletic fields, highly trafficked park areas, and street medians. Pests, especially undesirable plants or pests posing a public health risk, are less tolerated where human activity is more concentrated and where expectations for safety, functionality, and aesthetics are higher. Conversely, in natural areas, tolerance is often higher (except for invasives of limited extent).

Using the zone management concept, property types managed by the City are classified into zones to reflect the following Levels of Service:

- **Level of Service 1.** Heavily used areas or highly visible areas. Zero tolerance for pests which pose human health threats on heavily used areas. Low tolerance of human health pests on areas not directly used but are highly visible. Zero tolerance for structural pests. Low to moderate tolerance for cosmetic/nuisance pests. Zero tolerance for invasives except those already established in natural areas.
- **Level of Service 2.** Moderately used by people, some visibility. Low tolerance of human health pests. 15-50% tolerance of cosmetic and nuisance pests. Zero tolerance for invasives. Structural pests not applicable to this class.
- **Level of Service 3.** Lightly used. Low to moderate tolerance of human health pests. Moderate tolerance of most established invasives (i.e., ODA B-designated invasives). Low tolerance for emerging invasives and A-listed and T-listed noxious weeds. Cosmetic/nuisance pests tolerated at 50% or not managed.
- **Level of Service 4.** Mostly wild habitats. Human health pests are not managed with few exceptions. Cosmetic and nuisance pests are not managed. Moderate tolerance of most established invasives (i.e., ODA B-designated invasives such as ivy and blackberry). Low tolerance for emerging invasives and A-listed and T-listed noxious weeds.

The level of service and associated action thresholds for the various zone management areas of the City are shown in [APPENDIX C](#).

## 5.3 Management Areas

The managed areas of the City of Wilsonville include turfgrass areas (athletic fields and general use areas), non-turfgrass areas (natural areas, playgrounds, ornamentals, community garden, dog park, stormwater management sites), City owned and maintained structures/facilities, and aquatic areas (creeks, riverfront, dock, and wetlands).

## **6.0 CULTURAL AND MECHANICAL PRACTICES**

As indicated above cultural practices are methods to improve the desired condition and reduce the site's vulnerability to pests and can reduce pest establishment, reproduction, dispersal, and survival. Pest impacts can often be reduced to acceptable levels through improved cultural practices. Below are brief descriptions of cultural practices pertaining to management areas within the City.

### **6.1 Cultural Practices for Minimizing Pest Issues-Buildings and Structures**

Buildings and structures are important and expensive assets which must be protected from pests which may threaten the structure's integrity. Human health pests are other important pests requiring management.

Key practices to protect facilities from these pests include:

#### **6.1.1 Sanitation**

Regular and thorough cleaning and refuse removal reduce the attractiveness of the structure to many pests.

#### **6.1.2 Exclusion**

Ensure the building envelope is sound, without holes or openings, which may be penetrated by rodents, wasps, or squirrels. Screens and metal guards are an important part of termite, housefly, and rodent control.

#### **6.1.3 Clean-up of Building Site**

Ensure tree stumps and lumber scraps are removed from construction sites, as these are prime food sources for termites.

#### **6.1.4 Protect Structures from Water and Soil Contact**

Carpenter ants and termites are more likely to attack structures regularly moist or in contact with soil.

### **6.2 Cultural Practices for Minimizing Pest Issues-Shrubs, Trees, and Ornamental Beds**

Shrubs, trees, and ornamental beds provide habitat, beauty and shade to the City's parks, building exteriors and streetscapes. Sparsely planted, lightly shaded and unmulched shrub and ornamental beds are open to undesirable plant invasion.

#### **6.2.1 Plan for Planting Diversity**

Where possible, a mixed, dense planting which includes a variety of co-evolved native plants providing a dense canopy, can inhibit weed pressure.

#### **6.2.2 Establish Healthy Starts**

Inspect all plants procured and check to ensure roots are not circled, girdled, or kinked. Assess for vigor and health. Check for damage, disease, and poor pruning. In Wilsonville's climate, planting is best in fall. Keep roots moist if planting is delayed; excessively long roots may be shortened. Position plant so the shoot-root interface is at or slightly above the planting surface. If needed, fertilize according to species and time of year and irrigate if rainfall is not imminent. Stake plants only if necessary; stakes should be loose and low (bottom 1/3 of plant) and removed after one growing season. If necessary, use tree shelters or other barriers to keep out herbivores.

### **6.2.3 Avoid Bare Soil**

Ensure soil is either shaded or covered with desirable plants and leaves and allow fallen leaves to accumulate where applicable.

### **6.2.4 Minimize Soil Disturbance**

Avoid compaction and other soil disturbances as much as possible. Surface disruption can be the opening for undesirable plants to emerge. Therefore extreme care must be taken when mechanically removing pests. If not performed in a sensitive manner, manual weed abatement may result in an increase in undesirable plant pressure.

### **6.2.5 Minimize Irrigation**

Irrigate newly planted shrubs and trees during the first two growing seasons, otherwise avoid irrigation on shrubs, trees and ornamentals.

### **6.2.6 Use Coarse Wood Chip Mulches**

Finer-textured bark mulches break down more rapidly than coarse mulches and eventually provide a suitable substrate for weed establishment. It is recommended to use coarse organic mulches for ornamental beds, especially wood chipped from local operations. Providing a mulch layer three to six inches thick of coarse wood chips helps suppress undesirable plant growth. Place mulch away from trunks/stems of trees and shrubs, taper the mulch down to nearly nothing close to the trunk therefore protecting the soil as well as above-ground plant tissues.

## **6.3 Cultural Practices for Minimizing Pest Issues-Stormwater Facilities**

Low Impact Development (LID) practices are increasingly being used in the City of Wilsonville to address water quality and quantity issues related to stormwater runoff. Such facilities are frequently found in new developments, along newer roadways, and in parking lots and may include:

- Green streets - Streets designed to capture, absorb and filter runoff using rain gardens, planters, swales, porous pavement, tree canopy and other methods.
- Swales: Long, planted, open channel that carries, slows and absorbs stormwater and filters out pollutants.
- Porous pavements:
- Rain gardens: Planted, bowl-shaped area designed to collect and absorb runoff and filter out pollutants.

Maintenance of such facilities is different from maintenance of conventional streetscapes. Plant and soil management and pest control in these sites must consider effects on the stormwater facility purpose, in addition to aesthetic criteria.

Practices which may contribute to weed prevention in stormwater facilities include the following.

### **6.3.1 Follow Establishment Guidelines When Plants Are Young**

Like plants in conventional ornamental beds, plants installed in stormwater facilities need proper care, possibly including irrigation when young.

### **6.3.2 Mulch Around Plantings Above the Wet Zone**

Two to four inches of mulch is recommended above the high-water mark to minimize weed invasion. Keep mulch out of the wet zone to prevent it from washing out of the facility and clogging outlets.

### **6.3.3 Regularly Remove Sediment**

Sediment buildup can prevent runoff from entering a facility or increase the amount of time it takes the water to soak into the soil. Most jurisdictions in our region require facilities to drain within 24- 48 hours. Sediment may also create a prime establishment site for undesirable plants.

## **6.4 Cultural Practices for Minimizing Pest Issues-Hardscapes**

Hardscapes include paved or gravel walkways and sidewalks, curbs, parking lots, patios, etc. Such areas commonly develop weed issues in cracks and crevices.

### **6.4.1 Practices for Minimizing Weed Issues in Hardscapes Include:**

- Periodically blow or pressure wash hardscapes to remove dirt buildup and organic material.
- Repair unwanted cracks and crevices.
- Mechanically remove unwanted plant material.

## **6.5 Cultural Practices for Minimizing Pest Issues-Natural Areas**

Native Douglas-fir forests, streams, ponds, and frontage along the Willamette River are examples of “natural areas” found within Wilsonville.

### **6.5.1 Minimize Soil Disturbance**

Avoid compaction and other soil and surface disturbances as much as possible. This minimizes potential for undesirable seed germination while encouraging a healthy rootzone.

### **6.5.2 Maintain Vegetative Cover**

Maintain native plants appropriate to the site thus discouraging competition from undesirable plant material.

## **6.6 Cultural and Mechanical Practices for Minimizing Pest Issues-Turfgrass**

Turfgrass maintenance can be the most labor-intensive element of the IPM program, requiring the greatest percentage of resource allocation. As stated throughout this document, the intent of the IPM program is to optimize plant vigor utilizing sound cultural practices as a means of preventing and/or minimizing pest infestation. The primary practices of turfgrass maintenance include mowing, irrigation, and fertilization. Cultural practices can include aeration, topdressing, thatch removal, rolling, and over-seeding to promote a healthy turfgrass environment. Although chemical control product application is part of IPM, the City of Wilsonville strives to minimize the use of these products.

### **6.6.1 Mowing**

Mowing will be performed on an as-needed basis and mowing frequency is area dependent. Lightweight mowing equipment is used as often as practical to minimize compaction. Mowing heights are adjusted for individual areas to assure maximized plant health.

A very integral component to the IPM program is quality of cut. We strictly adhere to a 1/3<sup>rd</sup> rule. The objective of this rule is to minimize clipping yield to no more than 1/3<sup>rd</sup> of above ground leaf tissue. The majority of the older less photosynthetically viable cells are located in the upper 1/3<sup>rd</sup> of the leaf tip. The turfgrass plant is genetically programmed to thrive when this area is consistently removed. If more than 1/3<sup>rd</sup> of the tissue is removed the turfgrass plant loses the more active and important juvenile cells. These cells are critical for carbohydrate production and plant survival.

Routinely removing 1/3<sup>rd</sup> or less of the plant tissue at every mowing ensures optimum cellular availability for root growth along with water and nutrient uptake. Mowing operations should be able to be performed within reason at any given time without leaving abundant clippings following mowing operations.

Clippings are routinely returned to the surface. Through returning clippings when mowing, roughly one pound of nitrogen per 1,000 square feet is returned to the soil, ultimately becoming available to the turfgrass plant as a food source.

While adhering to the 1/3<sup>rd</sup> rule is important, just as critical is quality of cut. All mower blades are routinely sharpened and replaced. A precision, scalpel like cut also ensures minimized energy at the plant's expense for recuperation from mowing activities. Minimizing leaf tip shredding ensures less energy is needed to repair less surface area. This is more energy for the plant, as well as reduced vertical yield. Less repair area at the leaf tip leads to less forced vertical growth. The combination of all of the above minimizes yield and creates a stronger, denser stand of resilient turfgrass plants.

#### **6.6.2 Aeration**

Aeration is the practice of using solid tines or removing soil cores from turfgrass and is performed to minimize compaction. This practice enhances the movement of air, water, and nutrients in the soil and is a useful technique to manage thatch layers.

The aeration frequency will be adjusted as appropriate for turfgrass location and conditions. Aeration frequency is greatest for athletic fields and to a lesser extent for general use areas. Aeration is typically performed during periods of active turfgrass growth in the early spring, early summer, and fall; although selective aeration may occur at the discretion of the site supervisor.

#### **6.6.3 Thatch Management**

Thatch is a layer of organic debris and the roots, crowns, and stems of grass that exists between the soil and the turfgrass canopy. Thatch accumulation can be problematic if the production of this material occurs at a faster rate than microbial activity can digest. In the absence of cultural management or in conjunction with irresponsible irrigation and fertility inputs, this layer becomes thicker over time, resulting in sub-optimal turfgrass growth. Management of thatch is particularly important on athletic fields and consists primarily of aeration and topdressing practices. The thatch layer is maintained at a thickness of approximately ½ to 1½ inch depending on the management area.

#### **6.6.4 Topdressing**

The practice of topdressing consists of the application of a layer of sand, compost, peat, loam, etc. to turfgrass and is used to assist in thatch layer management and, where necessary, to provide a smooth and firm surface. Topdressing applications typically follow the aeration or verticutting of turfgrass and are also made in the absence of aeration (light topdressing). Following the application of topdressing, the material may be lightly brushed into the turfgrass surface. The City uses USGA specification topdressing sand as its only topdressing material.

#### **6.6.5 Overseeding**

Overseeding is the selective application of turfgrass seed to improve areas of turfgrass depletion and to bolster turfgrass density. Over-seeding is performed in the late fall, spring, or early summer, as well as on an as needed basis in heavily used areas.

#### **6.6.6 Rolling**

Athletic fields may be rolled to provide a smoother, firmer, playing surface following heavy use and to discourage a lip on the infield to outfield transition.

## **7.0 PLANT NUTRITION**

The goal of the nutrient management program is to improve plant quality, protect water resources, and reduce fertilizer costs. The application of fertilizer is essential for development of turfgrass vigor. Management of turfgrass fertility involves the understanding of soil composition, fertility management history, and the use of soil test information. The objective of the fertilizer program is to provide maximum nutrient availability to the plants while simultaneously avoiding the application of excess nutrients to avoid weed infestation, disease development, and nutrient runoff. The nutrient management program described below is a guide for managing the amount, sources, placement, form, and timing of the application or nutrients and other soil amendments.

### **7.1 Soil Nutrient Testing**

Soil testing for nutrient concentration provides valuable information which allows for the development of a strategic fertilizer plan and also provides insight into the effects of preceding management practices. Soil testing is performed on areas selected by City staff to generate information important to the development of the fertilizer program.

Nutrient management has a significant impact on plant health, soils, and the environment over time. The nutrient application rate, nutrient form, nutrient application method, and nutrient application timing will be closely monitored.

### **7.2 Turfgrass Nutrient Requirements**

The major nutrients required for turfgrass health are nitrogen (N), phosphorus (P), and potassium (K). Calcium, magnesium, and sulfur also contribute significantly to turfgrass health. Micronutrients include iron, boron, copper, manganese, and zinc. The availability of nutrients to turfgrass is influenced markedly by the pH of the soil. Consequently, management of the appropriate pH is an important component of the fertilizer program. Controlled release fertilizers will be used whenever possible, with adjustments being made for special needs and conditions.

- Nitrogen
  - The management of nitrogen levels is critical to the high turfgrass demand for this nutrient and the potential for excess nitrogen to enter into surface water and groundwater. As a result, the amount of nitrogen delivered to turfgrass will be the minimum amount necessary to promote turfgrass vigor. The athletic fields are one of the few turfgrass zones at the park that are fertilized. In general, nitrogen will be applied based on known rates to be effective for this area. In certain instances when turfgrass and/or climate conditions dictate, rates of application will be adjusted (either higher or lower) at the discretion of the site supervisor. The contribution of nitrogen from other nitrogen sources, such as clippings, recycling, or microorganism release will be considered. Soil factors, weather, and climate are also important considerations.
  - Nitrogen formulations consist of water insoluble (slow release), water soluble (quick release), and stabilized types. Slow release nitrogen sources include methylene urea, sulfur-coated urea, IBDU, polymer coated fertilizers, and organic preparations such as activated sewage sludge. Examples of quick release nitrogen sources include ammonium sulfate, ammonium nitrate, potassium nitrate, and urea. Stabilized nitrogen fertilizers work by delaying the conversion of nitrogen (N) to forms that can be more readily lost to the environment through leaching, denitrification and volatilization. This delay allows time for rainfall or irrigation to move the N into the soil where it is less prone to volatilization, and/or retains N in the plant/soil system longer. There are two main categories: urease inhibitors and nitrification inhibitors. To maximize plant uptake and

minimize nitrogen runoff (e.g., nitrate), slow release organic nitrogen sources, stabilized nitrogen, and/or light applications of soluble nitrogen ("spoon-feeding") are consistently used.

- Phosphorus
  - Turfgrass requirements for phosphorus are relatively low and phosphorus does not generally leach from soil quickly. As a result, application rates tend to be correspondingly low to none, which minimizes the possibility of stormwater runoff carrying residual phosphorus into water systems. However, phosphorus is persistent and excess phosphorus in aquatic systems can promote algae growth and subsequent consumption of oxygen upon degradation. Therefore, phosphorus is managed diligently and efficiently.
- Potassium
  - Potassium is an essential component needed in plant growth. Turfgrass requirements for potassium are intermediate in relation to nitrogen and phosphorus levels. Although applied to maximize efficiency of uptake, potassium does not pose the extent of environmental risk that excess nitrogen and phosphorus levels represent. Proper levels of potassium are an important component of plant disease resistance and contribute to the ability of turfgrass to withstand wear and traffic.
- Additional Nutrients
  - In general, turfgrass requirements for sulfur, calcium, iron, and micronutrients, are lower than for nitrogen, phosphorus and potassium. These nutrients are available in a variety of formulations, and application of these nutrients will be at the discretion of the grounds manager. Application of these nutrients is based on results from soil nutrient tests.
- pH
  - Maintenance of the proper soil pH is essential in optimizing the availability of nutrients, and also is important in minimizing overall turfgrass stress. When the soil pH requires adjustment (based on the results of soil testing) to a more alkaline pH, lime will be added until the targeted pH is obtained. When soil requires adjustment to a more acidic pH, ammonium sulfate may be added until the targeted pH is obtained. Ferrous sulfate may also be used to adjust pH and provide iron to turfgrass.

### **7.3 Fertilizer Treatment Areas**

The rate and frequency of fertilizer application is area and situation dependent. Fertilizer is only applied routinely to athletic fields and other high use areas. Fertilizers may be used in establishment of new plantings, especially ornamentals.

### **7.4 Fertilizer Storage**

Fertilizers will be maintained in a dedicated moisture free, well-ventilated storage area and not stored directly on the floor or ground.

### **7.5 Fertilizer Documentation**

Records of fertilizer purchases will be maintained in a fertilizer logbook. Fertilizer applications will be documented on a fertilizer application form. Information recorded will include date of application, location of application, type of fertilizer(s) applied, rate of application, irrigation following application, and the identity of the applicator(s).

### **7.6 Buffer Zones**

Fertilizer application is limited to athletic fields and other high traffic areas and is consistent with the practice of not applying fertilizers in buffer zones.

## **8.0 IRRIGATION**

Turfgrass is irrigated to maintain plant health and optimize conditions of the grounds. Landscape areas are also irrigated to maintain plant health and optimize aesthetic conditions when needed. Water sources, irrigation system, irrigation water quality, and water conservation measures are described in this section.

### **8.1 Irrigation System**

City irrigation systems are an automated system controlled through stand-alone electronic controllers and Rain Bird IQ software operated based on evapotranspiration (ET). The hardware consists of mostly Rain Bird rotor and spray heads ranging in age from one to 15 years old.

### **8.2 Water Conservation**

Irrigation is limited to prevent over-application of water as a means of optimizing plant vigor, plant health, and water conservation. An integrated weather station and a forecasted ET (RainBird IQ) is utilized to assist in determining irrigation needs. In addition to other methods, a means of determining turfgrass irrigation requirements is the use of soil moisture meters and daily observations of City staff.

### **8.3 Hydrophobicity or Water Repellency**

Hydrophobic soils are soils that repel water as opposed to wetting easily under irrigation or rainfall conditions. Soil hydrophobicity commonly referred to as soil water repellency, is generally caused by a coating of long-chained hydrophobic organic molecules that accumulates on individual soil particles. Nonionic soil water repellency can lead to run off, non-uniform wetting of soils, poor delivery of fertilizers and control products, plant stress and reduced quality, increased need for irrigation and water use, and increased risk of environmental contamination. Soil surfactants or soil wetting agents, can be used to counteract hydrophobicity in soil. Wetting agents are substances that reduce the surface tension of water and in many cases restore the wettability of the soil. When applied to water-repellent (hydrophobic) soils at rates recommended by manufactures, surfactants can improve the ability of the water and solutes to penetrate the soil surface and more uniformly wet the entire root zone. Before using a wetting agent, checks are made to ensure slow infiltration is being caused by water repellency and not some other factor. Soil wetting agents will improve infiltration rates and water distribution only in soils that have some level of water-repellency present, regardless of their texture, tilth, and aggregation.

City staff uses soil amendments (“non-ionic wetting agents”) on athletic fields to assist in soil wettability and thus conserve water and promote improved plant health. Additionally, the use of penetrant type wetting agents is encouraged throughout the fall to aid in water penetration on soccer fields and increase playability.

### **8.4 Plant Growth Regulators**

Plant growth regulators (PGRs) are chemicals that regulate plant growth. The objective of plant growth regulators is to increase plant quality, reduce maintenance costs and water use. Plant growth regulators are not typically used throughout the City.



## **9.0 TREE MANAGEMENT**

General tree planting, management, and removal practices are described below.

### **9.1 Tree Selection**

Trees considered for planting are selected based on ultimate size and type of growth appropriate for the planting location, compatibility with soil conditions and climate, and pest resistance properties. As a standard practice native species are preferred. Native species are better able to thrive, require less water, and are less susceptible to disease. If non-native tree species are selected they are trees which are not invasive in nature.

### **9.2 Planting Locations**

Tree planting locations are carefully evaluated prior to planting to anticipate the effect of mature trees on surrounding areas. Water requirements, shading, and influence on air circulation are the primary determinants of planting locations.

### **9.3 Tree Planting**

Trees are planted in planting holes appropriate for the root ball/root mass, and planting holes are backfilled with native material, except in certain situations where the existing soil is determined to not be suitable (i.e. rubble or rocks). The planting area is mulched and receives irrigation as required through the first three growing seasons. Whenever possible, planting occurs during the fall.

### **9.4 Tree Maintenance**

Trees are routinely monitored for overall health, influence on the characteristics of the grounds, the presence of insects and diseases, influence on surrounding turfgrass and ornamentals, and hazard potential. In general, insect and disease pests are tolerated. High-value specimen trees may require more consideration for IPM strategies. Established trees do not require supplemental irrigation except in situations of extreme drought. Trees will be pruned to optimize tree health and public safety, allow passage of light and wind, minimize hazard, and manage pests.

### **9.5 Tree Removal**

Tree removal may be required because of disease, age, wind or lightning damage, and hazard potential. At other times, trees may be removed to increase sunlight and air circulation to specific turfgrass or buildings. Impacts to wildlife habitat and shading properties are considered before trees are removed. The appropriate Supervisor will be responsible for determining if tree removal is necessary and will consult with other professional arborists regarding tree removal beyond the scope of routine management practices.

Trees considered for removal will be evaluated for their potential to provide wildlife habitat or forage. Snags are typically left in place if they are compatible with the area uses and are not a hazard to people.

## **10.0 ORGANIC MATERIALS MANAGEMENT**

Sustainability practices conducted throughout the City of Wilsonville include composting and recycling of organic materials from managed sites.

### **10.1 Leaves**

When it is not conducive for leaves to be left on site, leaf blowers and sweepers are used to remove leaves from landscape and hard surface areas. In non-turfgrass areas leaves and other debris are removed in certain areas to limit clogging of stormwater facilities and minimize threats to public safety, such as flooded roadways. The collected leaves are deposited in a designated composting area or sent to an organics recycler. During heavy leaf drop in the fall, rotary mowers are used to mulch leaves in the landscape when ground conditions are firm enough. This is important because some harmful insects and diseases can survive the winter in this debris and the soil mulched leaves are beneficial to soil and turf health.

### **10.2 Woody Brush**

When practical, a wood chipper is used to process tree limbs and other woody material. The wood chips are used as mulch for application to areas such as planting beds, steep slopes, or naturalized areas under trees. Tree stumps are mechanically removed with an excavator or with a stump grinder and the chips are deposited in ornamental plant beds, tree wells, and natural areas. Small debris from trees and landscape maintenance is collected and composted appropriately.

### **10.3 Logs, Stumps, and Large Woody Debris**

Logs, stumps, and woody debris will be stockpiled in suitable storage locations and offered to residents of Wilsonville as firewood.

### **10.4 Other Management Practices**

If a shrub or tree dies, what caused it to die is determined and the plant is removed. If the cause of death is related to disease the dead plant is not composted. In many cases, the dead plant is not replaced with the same type of plant, as it is likely whatever condition caused the first plant to die may reoccur.

Most landscape and stormwater shrubs can benefit from having dead blossoms removed as the plant's energy that would have gone into seed production is redirected into producing new healthy growth. As shrubs and trees reach maturity over-crowding may become an issue. Plants need adequate space to allow for airflow through the canopy and to reduce shading. Plants are thinned/pruned or replaced to relieve overcrowding. Pruning is an effective tool to maintain plant health. Pruning can be used to remove dead, diseased, or damaged wood. If pruning is used to remove diseased parts, tools are disinfected to avoid spreading the disease. Diseased clippings are not composted. For large-scale pruning and removal operations or pruning for special projects an outside professional arborist may be hired.

## **11.0 PEST POPULATION DEFINITION**

Pest identification and monitoring are the two key components to knowing the pest population. Field staff knows most facility pests. If a new pest appears it is first identified. The City of Wilsonville has a wealth of knowledge in its professional field staff that are readily available for pest identification and control measures techniques. University Extension and the Master Gardener programs are another good source for pest identification.

## **12.0 PEST MONITORING AND PEST CONTROL**

The pest control strategy is sequential and consists of using cultural practices as the first line of defense, followed by biological/chemical control where appropriate. The decision to implement chemical pest control measures beyond cultural, biological, or mechanical practices is based on the review of relevant safety, scientific, economic, and environmental information. Products used for pest control are those approved for use by the United States Environmental Protection Agency (USEPA), ODA, and Oregon State University's Low-Impact Pesticides List.

### **12.1 Pest Scouting**

City Maintenance staff is trained to routinely scout the facility and monitor for evidence of pest infestation appropriate for their individual job descriptions. The intensity and frequency of monitoring will be adjusted based on the likelihood of pest infestation (i.e., seasonal) or in situational/site-specific instances. Monitoring observations of potential pest infestation will be reported directly to the site supervisor on the same day of the observation, and will be documented on an inspection form. Recorded observations will include the area observed and a description of the pest(s). Chemical control action will be taken when the threshold for a specific pest has been exceeded or as needed in the case of preventative applications. If the threshold for a given pest is exceeded, the resulting corrective action and the corresponding results will also be recorded.

### **12.2 Pest Control**

The pest control strategy will be developed on a case-by-case basis with all potential control options given consideration. The criteria for choosing any method of pest control include evaluating potential negative impact to environmental systems and human health.

The following is a review of means by which pests can be controlled:

- Cultural Control:
  - The use of sound agronomic and horticultural practices to optimize plant health and to suppress insects, disease, and weed growth. Other cultural controls include site-appropriate design and the use of disease or drought-resistant plants.
- Mechanical Control:
  - The use of a variety of tools and equipment for the purpose of eliminating pests.
- Biological Control:
  - The use of biological control agents that act as predators or parasites of pest species. The use of other beneficial organisms that improve plant health by enhancing soil quality.
- Chemical Control:
  - The application of various turf and ornamental plant protectant products such as herbicides, insecticides, or fungicides or other chemical compounds to a target pest as a means of control. This can include the application of horticultural oils or other chemicals that act as chemical control products but are not required to be registered as pesticides with USEPA or ODA.

### **13.0 ACTION LEVEL THRESHOLDS**

Action threshold level is the number of pests detected within a specified area that leads to corrective action to reduce the density of the specific pest below the action threshold level. The action threshold levels for specific pest types are listed in [APPENDIX A](#).

### **14.0 CHEMICAL CONTROL PRODUCT SPECIFICATIONS**

After cultural, mechanical, and biological options have been utilized, when thresholds have been exceeded or as needed in the case of preventative applications, chemical control products or “pesticides” will be used as described in this section.

A chemical control product is a substance used to control pests including insects (insecticides), undesirable plants (herbicides), and fungi (fungicides). The mechanism of most control products is to eliminate the pest by suppressing, weakening, or eradicating the target pest.

#### **14.1 Chemical Control Product Use Determination**

The ideal control product is highly potent (requires minimal application), is target-specific (is safe for non-targeted species) and is compatible with the environment. These properties are ideal and pursued by product manufacturers; the degree of cross-toxicity and environmental compatibility in control products approved for use by the USEPA can vary considerably. As a result, if avoidable, control products will not be used. In the event chemical control product application is necessary, products will be applied according to the label.

The primary strategy for pest management as defined in this IPM Plan is to optimize plant vigor through maintenance practices, to optimize plant resistance to, or tolerance of pests. In the event cultural, mechanical, and biological options do not maintain pest populations below damage thresholds, the use of chemical controls will be evaluated. Products applied to control pests will be selected by the IPM Leadership Team based on their safety, efficacy, economic impact, toxicology, and environmental compatibility. In addition, the IPM Leadership Team will monitor developments in chemical control product research and development; and incorporate the use of newly developed, tested, and improved products approved by USEPA where appropriate.

#### **14.2 Current Practice**

The City of Wilsonville uses the Low Impact Pesticide List provided by Oregon State University for use in the Oregon School IPM program, which includes synthetic and organic options. The list is updated annually and is vetted based on USEPA cancer data and only allows products with the signal word of CAUTION. (See [APPENDIX K](#) for detailed list)

#### **14.3 Chemical Control Product Storage**

Products are stored in a separate, locked, and signed restricted access storage building. Only authorized personnel have access to the chemical storage building.

#### **14.4 Chemical Control Product Formulation**

Chemical control product mixing is performed by a licensed applicator per label instructions in a dedicated mixing area. Local weather is considered prior to product formulation and application. Care is used to mix only the amount of product needed to minimize waste.

#### **14.5 Chemical Control Product Application**

The State of Oregon requires Pesticide Licensing when applying chemical control products as a public employee using machine-powered equipment and/or applying restricted use pesticides.

The full requirements are available at:

<http://www.oregon.gov/oda/programs/pesticides/licensing/pages/pesticidelicensing.aspx>

Applicators will wear personal protective equipment (PPE) appropriate for the product being applied. Application equipment will be properly calibrated prior to addition of the product to the equipment and application to the grounds. Mobile spill response equipment and safety equipment will accompany applicators during the application process.

The area requiring chemical application will be specifically defined by the site supervisor. Whenever possible, applications will be selective and limited to localized, targeted areas to minimize the amount of product being applied.

#### **14.6 Chemical Control Product Cleanup and Disposal**

Chemical control product cleanup and disposal is consistent with requirements described on container labels and regulations. Typically, containers are triple rinsed as soon as they are empty. If possible rinsate is mixed into a batch for application according to label directions. Visible residues in the rinsed container will be removed prior to disposal and visually confirmed.

After cleaning, containers are disposed of according to the label. If there is any question about the contents of a container, it is set aside for proper disposal.

#### **14.7 Chemical Control Product Tracking**

Tracking of product purchases and usage is achieved by using an electronic and a hard copy chemical control product logbook. Chemical control product purchases, usage, and disposal is recorded as a means of monitoring inventory control. Product application information recorded will include date of application, location of application, type of chemical control product applied, rate of application, weather conditions, and the identity of the applicator. In addition, current product labels and Safety Data Sheets (SDS) will be compiled and maintained in a location accessible to all employees. Chemical control product purchases documentation will be in accordance with federal and state regulations.

## 15.0 REFERENCES

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- Clackamas River Basin Invasive Species Management Plan, <https://drive.google.com/file/d/0B-kvFFv8IYynbXU1aUpvYXdUODQ/view>
- Clackamas Soil and Water Conservation District Weed Wise, <https://weedwise.conservationsdistrict.org/>
- Clackamas Soil and Water Conservation District, web site, invasive weed information is available at <https://conservationdistrict.org/programs/weedwise>
- EnviroLogic Resources, Inc., Environmental Stewardship Consulting Services.
- eXtension Self-Guided Education Module: School IPM Teaching Kit, <http://articles.extension.org/pages/64932/school-integrated-pest-management>
- Field Guide to Weeds of the Willamette Valley, <http://appliedeco.org/wp-content/uploads/WV-weed-guide.pdf>
- Hortsense, <http://hortsense.cahnrs.wsu.edu/Home/HortsenseHome.aspx>
- Ken Gray Insect Collection, <http://ipmnet.org/kgphoto>
- Metro Integrated Pest Management Policy, <https://www.oregonmetro.gov/integrated-pest-management-plan-and-field-guide>
- North Carolina Extension Service, Horticulture Information Leaflet 529, Best Management Practice for Plant Growth Regulators Used in Floriculture.
- ODA Noxious Weeds (Profiles and Risk Assessments), <http://www.oregon.gov/ODA/programs/Weeds/OregonNoxiousWeeds/Pages/AboutOregonWeeds.aspx>
- Oregon Invasive Species Council, <https://www.oregoninvasivespeciescouncil.org/>
- Oregon Parks and Recreation Association - Natural Resources Page, <http://www.orpa.org/?page=NRS>
- Oregon, Department of Agriculture, website, <http://www.oregon.gov/oda/programs/weeds/oregonnoxiousweeds/pages/aboutoregonweeds.aspx>,
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- OregonMapInvasives, <https://sites.google.com/site/orimapresources/>
- OSU Department of Horticulture Weed Identification Module, <http://horticulture.oregonstate.edu/content/welcome-pnw-weed-identification-module>
- OSU Extension Catalog, <https://catalog.extension.oregonstate.edu/>
- OSU Pacific Northwest Nursery IPM, <http://oregonstate.edu/dept/nurspest/>
- OSU Plant Clinic, <http://plant-clinic.bpp.oregonstate.edu/>
- Pacific Northwest Extension Publication, undated, Pacific Northwest Weed Management Handbook, <http://pnwhandbooks.org/weed/control-problem-weeds>.
- Pacific Northwest Weed ID Image Collection, <http://uspest.org/pnw/weedimages?weeds/id/index.html>
- PBI Gordon Corporation, undated, WeedAlert.com, <http://www.weedalrt.com/>
- PNPNW Insect Management Handbook, <https://pnwhandbooks.org/insect>
- PNW Disease Management Handbook, <https://pnwhandbooks.org/plantdisease>
- PNW Weed Management Handbook, <https://pnwhandbooks.org/weed>
- Rainy Side Gardens, Pacific Northwest Pest Watch Database, [http://rainyside.com/features/pest\\_watch/Pest\\_Clematis.html](http://rainyside.com/features/pest_watch/Pest_Clematis.html)
- Salmon Safe, Inc., Salmon-Safe Certification Standards for Corporate & University Campuses.
- State of Victoria, Department of Sustainability and Environment, Armillaria Root Rot: A Disease of Native and Introduced Trees
- State of Washington Noxious Weed Board, Noxious Weed Search, <http://www.nwcb.wa.gov/>
- UC IPM Weed Photo Gallery, [http://ipm.ucanr.edu/PMG/weeds\\_all.html#C](http://ipm.ucanr.edu/PMG/weeds_all.html#C)
- University of California Home, garden, turf, and landscape pests, <http://ipm.ucanr.edu/PMG/menu.homegarden.html>
- Urban IPM Twitter, <https://twitter.com/URBANIPMtweets>
- Washington State Noxious Weed Control Board, <https://www.nwcb.wa.gov/weeds/>
- Washington State University Pest Leaflet Series, <https://puvallup.wsu.edu/plantclinic/pls/>
- Weed biological control planning guide, <http://www.oregon.gov/ODA/programs/Weeds/Pages/BiologicalControl.aspx>
- Weed Images, <https://www.weedimages.org/>
- Weed Science Society of America, <http://wssa.net/wssa/weed/weed-identification/>
- Weedmapper, spatial information on the distribution of noxious weeds listed by the Oregon Department of Agriculture (ODA).
- WSU Extension Pesticide Recertification Courses, <https://ecommerce.cahnrs.wsu.edu/PesticideRecertification/shop/category.aspx?catid=13>

## APPENDIX A-PEST CLASSIFICATION AND ACTION THRESHOLDS

### Overview of Action Thresholds

Undesirable species are common challenges in managed landscapes and in some unmanaged landscapes. The intent of IPM is not to eliminate every pest in every location at all times. Rather, the goal is to utilize a thoughtful process that allocates resources effectively among pests, protect management areas against disruption or degradation, and avoids actions which may worsen the problem or harm public or environmental health.

Monitoring for pest presence (estimating abundance, density or level of damage) and comparing observations with action thresholds is a standard component of IPM. The action threshold defines (usually quantitatively) the abundance or level of pest pressure or damage tolerated before requiring action. Preventative, biological, cultural practices and chemical control can be practiced at any level of infestation. In fact, pest management is most effective if preventative measures are regularly practiced so pest or damage levels do not rise to the level of the action threshold.<sup>1</sup>

An important consideration in setting action thresholds is distinguishing pests: a) those which pose potential human health or public health risk; b) pests which substantially threaten resources of concern (including natural resources and built resources); and c) those pests which do not pose substantial risks and may be tolerated.

In this plan, pests are classified by the following terms, which are described in more detail below.

- Pests of Medical or Public Health Concern (Human Health Pests)
- Invasive Pests,
- Structural Integrity Pests, and
- Cosmetic/Nuisance Pests

For the City of Wilsonville, action thresholds vary according to the pest classification and the Level of Service associated with the site. Action thresholds are defined as:

- Zero
- Low
- Moderate, or
- Not Managed

Pests below action thresholds are managed through the use of cultural, mechanical or biological controls appropriate to the site and the pest. Above action thresholds or as needed for preventative control, chemical treatments are allowed, but not required. The quantitative or qualitative levels associated with these terms are described in [APPENDIX-C](#).

<sup>1</sup>Extension.org. 2018. What is an action threshold? <http://articles.extension.org/pages/43474/what-is-an-action-threshold-and-how-is-it-used-in-pest-management>

## **APPENDIX B-PESTS OF MEDICAL OR PUBLIC HEALTH CONCERN AND ACTION THRESHOLD DEFINITIONS**

Rats, mice, yellow jackets, cockroaches, and hornets are examples of pests that pose a risk to human health and safety. While most public health pests are not present or only occasionally a concern in the City of Wilsonville, some may, on occasion, pose a risk.

Protecting people from human health pests is imperative, particularly in areas where human activity is high. In other areas, control measures may not make sense. For example, it is not feasible to manage intensively against rats in natural areas.

Accordingly, action thresholds (also called tolerances) for detection of pests involving a risk to public health are zero for sites with a high level of human activity including: buildings, athletic fields and courts, park structures, streetscapes, and stormwater facilities.

This does not imply chemical control products will be used as a first resort on all human health pests, nor that routine control product applications will be conducted. It does mean the City of Wilsonville will engage in heightened surveillance for these pests; will adhere to strict preventative measures (for example building integrity and sanitation are both critical methods for avoiding rodent issues) and will, when necessary, employ control products chemical control products even when pests are at low densities. Being strategic and smart is important with these pests. Understanding biology and life cycle for all pests is crucial. For example, trapping or killing yellow jacket queens in early spring may help prevent nest establishments and subsequent problems.

Under certain circumstances, a pest not normally classified as a human health pest may be considered a safety risk in some City areas. For example, gophers represent a human health risk when they occur on athletic fields due to injury potential for users.

The only known weed currently present on City property that poses human health risk is poison oak. This is a native that will be left undisturbed in natural areas. Along paths and trails, poison oak is managed by mowing and sprayed with a chemical control product immediately where people are likely to come in contact with it.

### **Action Threshold Definitions for Human Health Pests:**

- **Zero:** Regular monitoring will occur. Detections will result in an intensive effort to eradicate the pest from the site.
- **Low:** Staff will aim to reduce suitable habitat and if a complaint is received, efforts will be made to minimize the pest.
- **Moderate:** Staff will aim to reduce suitable habitat.
- **Not managed:** No particular efforts will be made to monitor or manage the pest.



## APPENDIX C- PESTS AND ACTION THRESHOLD DEFINITIONS

Invasive species are defined by Oregon statute as “non-native organisms that cause economic or environmental harm and are capable of spreading to new areas of the state.”

Some invasive plants are categorized as “noxious weeds,” defined by ODA as ‘any plant designated by the Oregon State Weed Board that is injurious to public health, agriculture, recreation, wildlife or any public or private property.’ The ODA further classifies noxious weeds as either A, B, or T weeds, depending on their perceived importance and the reasonable ability of local and state government to provide control.

- A-listed weeds: ODA recommends eradication or intensive control.
- B-listed weeds: ODA recommends “limited to intensive control at the state, county or regional level as determined on a site specific, case-by-case basis. Where implementation of a fully integrated statewide management plan is not feasible, biological control (when available) shall be the primary control method.”
- T-listed weeds: T-listed plants are selected by the Noxious Weed Control Program from the A and B lists. These species are considered priority for treatment. ODA is responsible for preparing a statewide management plan for each T-listed weed.

The Oregon Department of Agriculture considers A-listed and T-listed species on its noxious weeds list the primary targets for EDRR efforts.

The Clackamas County Soil and Water Conservation District’s WeedWise Program also maintains and annually updates a list of priority Clackamas County EDRR plant species. Weedwise classifies invasives into two groups:

- **Priority** -These weeds are the highest priority that are actively being targeted for eradication by the WeedWise Program. Landowners are encouraged to notify the WeedWise program for assistance with these weeds and to actively control them on their property.
- **Maintenance** - These weeds are damaging and widespread. The WeedWise Program encourages control by landowners and can assist with development of a plan to control these weeds.

### A. Action Threshold Definitions for Invasive Pests

In order to prevent the additional spread of invasive species, in sites outside of natural areas, passive areas, detention ponds, outfalls and ditches, invasives will be managed at thresholds of 0%.

In these areas, the threshold will be variable, depending on the species. In many of the City’s natural areas, invasive weeds such as blackberry, English ivy, and holly are widespread and control efforts must be targeted and realistic. In natural areas and passive areas:

- T-listed and A-listed State-classified noxious weeds will be managed at threshold of 0%.
- B-listed State-classified noxious weeds will be managed for 15% thresholds.
- Weeds identified on the priority EDRR list maintained by Clackamas County Soil and Water Conservation District’s WeedWise Program and not on the State noxious weed list shall be managed at 15% thresholds.
- The action level threshold for other invasive species in natural and passive areas will be 25%, though preventative actions will occur as a matter of course.

Invasive insects that detected in the region recently (but not in the City of Wilsonville) include Japanese beetle and gypsy moth. The City will cooperate with ODA and other partners to ensure invasive insects detected on City property are eradicated in cooperation with ODA measures.

**B. Action Threshold Definitions for Structural Pests**

Wood-destroying organisms such as termites and carpenter ants are examples of pests that threaten structural integrity. Moss is also in this category as it can degrade the life of roofs and hard surface pathways. Thresholds for these pests are pest-specific:

- Wood-destroying organisms: 0%
- Moss: 15%

**C. Action Threshold Definitions for Cosmetic/Nuisance Pests**

Cosmetic or nuisance pests are the most prevalent kinds of pests present on City property. They are unsightly to some people or undesirable, and may be a source of allergens or attractants to stinging pests but otherwise do not present a major hazard to human health, or environmental and structural integrity.

Examples of cosmetic or nuisance weeds include crabgrass, dandelion, clover, common plantain, and horsetail. Cosmetic weeds may be native or introduced and while they can spread through seed or other plant propagules, they do not pose a substantial invasive risk. Nuisance insects include “sugar” ants (odorous house ant) and azalea lacebug. Nuisance diseases include: powdery mildew on roses or Monilinia on native huckleberry species (*Vaccinium* spp.).

Undesirable plants (weeds) - The City will manage against cosmetic/ nuisance weeds, but action threshold levels are not as strict as for other pests. In addition, prevention as well as cultural, mechanical/physical, and/or biological methods are emphasized. Thresholds are defined as follows.

- **Low** - 15% cover by the weed
- **Moderate** - 50% cover by the weed
- **Not managed** - No particular efforts will be made to monitor or manage the weed

Insects and Vertebrates - Except for ants in buildings, insects and vertebrates are not regular issues and are to be dealt with on a case by case basis. City

Disease – Disease occasionally occurs in ornamental plantings, turfgrass or City trees. The City strives to manage disease in ornamental plants and trees by removing diseased parts or the full plant as needed, and may modify the soil before replanting.

Zone	Desired Conditions	Level of Service	Action Thresholds			
			Human Health/Safety Pests	Invasive Pests	Structural Pests	Cosmetic and Nuisance Pests (Weeds)
<b>PARKS</b>						
Athletic Fields and Courts	Healthy turf, safe playing conditions, neat, attractive	1	>0%	>0%	n/a	50%
Playgrounds	Safe	1	>0%	>0%	0 – 15%	15%
Passive Areas (trails, disc golf area, off leash dog area)	Safe recreation and passage, accessibility	2	Low	>0%	n/a	50%
Park Buildings and Structures	Healthy for people, neat, attractive	1	>0%	>0%	0 – 15%	15%
Ornamental beds	Healthy, neat, attractive	2	Low	>0%	n/a	15%
General use park sites not in other park categories	Healthy vegetative cover	3	Moderate	5%	n/a	50%
Natural Areas - Non-aquatic	Healthy native vegetation, forests and creeks	4	Not managed	0-25%	n/a	Not managed
Natural Areas - Aquatic	Healthy aquatic conditions	4	Not managed	0-25%	n/a	Not managed

Zone	Desired Conditions	Level of Service	Action Thresholds			
			Human Health/Safety Pests	Invasive Pests	Structural Pests	Cosmetic and Nuisance Pests (Weeds)
<b>STORMWATER FACILITIES</b>						
Bioswales/green infrastructure	Filtration and passage of stormwater, neat, attractive	1	Low	>0%	n/a	15%
Detention Ponds, Outfalls, and Ditches	Stormwater flow and filtration, maintain needed access	2	Low	0-25%	n/a	Not managed
<b>ROADS</b>						
Streetscapes, rights-of-way, median strips	Sight distance for vehicles, low fire hazard, neat	1	Low	>0%	n/a	15%
<b>CITY FACILITIES (NON-PARK)</b>						
Buildings	Structural integrity, healthy for people, neat, attractive	1	>0%	>0%	0 – 15%	15%
Turfgrass	Neat, attractive	1	Low	>0%	n/a	15%
Ornamental beds	Healthy, neat, attractive	1	Low	>0%	n/a	15%

## **APPENDIX D-STAFF LICENSING AND TRAINING**

**Applicators:** Employees applying Restricted Use Pesticides (or applying general-use chemical pest control products with machine-powered equipment) must be licensed as Public Pesticide Applicators under state rules.<sup>1</sup> The City's policy is to ensure its field staff applicators are licensed prior to permitting chemical control productchemical control applications.

Staff who apply chemical control products shall have the appropriate endorsements on their licenses. For example, parks staff shall at minimum obtain Ornamental and Turf endorsements; facilities staff likely should obtain these as well as Industrial, Institutional, Health, and Structural (IIHS) endorsements. Staff applying chemical control products within the right-of-way should obtain the Right-of-Way endorsement. Staff treating noxious weeds should consider the Regulatory Weed Control endorsement.

Supervisors shall verify license status before allowing staff to apply chemical control products, shall keep a copy of the current license on file, and shall reverify license status at annual intervals thereafter.

Certified Public Pesticide Applicators must accumulate 40 credit hours of continuing education during a 5-year period in order to renew the certification. A wide variety of continuing education courses are available. The City provides funds for applicator continuing education training, especially trainings that promote enhanced skill in cultural, mechanical, and biological methods for managing pests; effective monitoring; chemical control product safety and low-risk products and application methods; and invasive awareness.

**City staff who are not applicators:** City staff, including office staff, play an important role in reporting pest outbreaks or pest-conducive conditions such as leaks, and in maintaining sanitary conditions. City staff will be notified of the IPM plan, and trained in prevention, sanitation and reporting protocols from the IPM Leadership Team.

**Volunteers:** With proper training and a sincere interest in proper technique, volunteers can play an important role in assisting with pulling and digging weeds, spreading mulch and conducting other low-risk practices. No volunteers shall apply or handle chemical control productschemical control products on City property.

<sup>1</sup> ODA. Pesticide Licensing in Oregon.

<http://www.oregon.gov/ODA/shared/Documents/Publications/PesticidesPARC/LicenseGuide.pdf>

## APPENDIX E-CONTRACTED PEST CONTROL

The City contracts much of its facility pest control to licensed pest control companies. Contract oversight is the responsibility of the employing department.

**Licensing:** Under state rules, contractors applying any chemical control products chemical control products (including 25(b) minimum –risk pesticides) on City property must also have a state-issued Commercial Operator License and the appropriate state-issued Commercial Applicator or Trainee License for each applicator. Contractor endorsements shall correspond to the work being performed. Contractor operator license (and endorsements) will be verified by the contract manager prior to the signing of the contract. Applicator licenses and endorsement shall be verified prior to each application. For ongoing contracts, qualifications should be verified semi-annually.

**Contract Specifications and Procedures:** IPM practitioners who regularly work with contract pest control companies recommend that contract language for pest control be as specific as possible. Ideally, contract language shall specify date ranges appropriate for monitoring and conducting the pest management; devices and equipment preferred for monitoring; locations to be monitored; allowable chemical control products or baits; reporting requirements, etc. Such specificity provides clear expectations and allows potential bidders to more accurately prepare bids.

The City will adhere to the following procedures before chemical application by a commercial contractor.

- Verify the license of the operator.
- Inform the contractor of the exact location and description of area to be treated and the approximate dates and time frames desired.
- Require the operator to check in with a designated member of the Department.
- Notify the contractor that only chemical control products on the City’s approved list shall be applied; provide the contractor with the City’s approved chemical control product list and associated restrictions or mitigations.
- Require the applicator to provide information necessary to meet the City’s record-keeping requirement immediately after application. Application records should be turned into the contract manager.
- Indicate the desired pre-treatment and post-treatment monitoring requirements and methods (i.e. recommended monitoring forms as available)
- Specify particular safety requirements.
- Specify notification and posting requirements.

**Contractor Notification:** Under Oregon-OSHA, the City also has certain obligations to contractors (example, electricians) who may be asked to work in a recently treated areas or in chemical control product storage areas. Such contractors should be informed of chemical control product applications, which have occurred within two months on the sites they are working on, and should be supplied with the chemical control product label and SDS sheets.

## APPENDIX F-COEXISTENCE AND LIMITING OFF-TARGET EXPOSURE TO HUMANS, WATER, AND WILDLIFE

City facilities, roads and parks are embedded in neighborhoods, near heavily used commercial facilities and adjacent to agricultural lands. Safe chemical control product usage includes practicing behavior respectful of neighbors, city workers, and city residents. Applicators of chemical control products on city property and in city facilities shall take steps to minimize off-target exposure through proactive communication; minimizing drift; minimizing potential for aquatic contamination; and minimizing potential for effects to bees and other wildlife.

### A. **Communications and Awareness:** City staff will:

- Make efforts to initiate open communication with nearby neighbors, agricultural producers, and beekeepers.
- Consider surroundings prior to product selection and timing of applications, especially near people, sensitive crops or plants, and pollinators.
- Consider application potential to affect plants considered culturally significant by Oregon's tribal groups.

### B. **Minimizing Drift:** Applicators should make an effort to minimize drift of chemical control products. The following measures include a variety of methods known to minimize drift.

- Volatility measures the evaporation potential of a chemical control product. Applicators should choose low- or non-volatile formulations. Low-volatile products have vapor pressures less than 0.01 mm Hg. Vapor pressures are indicated on the SDS sheet.
- Applicators will avoid chemical control product applications when temperatures during or after application will exceed 70 degrees F and/or relative humidity will fall below 40%.<sup>1</sup>
- Applicators should not apply when wind, temperature, or dry air favor drift. Applicators should only apply chemical control products when wind speeds are between 2-9 mph and only when winds are blowing away from sensitive sites. Winds below 2 mph may indicate inversion conditions, which are highly susceptible to drift.
- Applicators should use nozzles that produce larger droplets, choose nozzles designed to reduce drift, place nozzles with the air stream, not across it, and use the lowest pressure that still does the job.
- Applicators should apply as close to the target as possible.
- Applicators should use a drift-control additive as needed.
- Indoor applications: Applicators will use only non-volatile formulations and will ensure chemical control products do not move to other parts of the building by ventilation, heating and cooling systems.

### C. **Minimizing Runoff and Leaching:** Applicators should make efforts to minimize runoff and leaching. The following measures are recognized methods to reduce runoff and leaching.

- Chemical control products will not be applied when significant rainfall or runoff-generating rainfall is expected. Precipitation may drive products toward streams, especially if soils are saturated, bare, or extremely dry. The EPA recommends avoiding application of products if heavy rain is anticipated within 48 hours.<sup>2</sup>
- Chemical control product applications to impervious (hardened), saturated surfaces, or frozen ground will be avoided unless the site is on the label for intended use.
- Unused product or rinsate will not be disposed of in a sink, toilet, floor drain, or storm drain.
- Following granular product application, sweep or blow any granules from hard surfaces onto the treatment area.

- Except where invasive treatment is necessary, chemical control products shall not be applied within 50 feet of waterways.
- Chemical control product storage sites shall be located away from wells, cisterns, springs, and other water sources. Mixing and loading shall occur a minimum of 50 feet from wells, streams, rivers, lakes, ponds, sinkholes and storm drains.
- Know the water table depth and if water can leach from the surface into the groundwater. Consult soil maps to determine the potential for leachability into groundwater. Choose products which do not easily leach into groundwater.
- Use a sealed permanent or portable mixing and loading pad to avoid seepage into soil.

**D. Minimizing Risk to Bees:** Bees, other insect pollinators, and beneficial insects may be exposed to chemical control products through different routes, including: direct contact during foliar applications; contact with residues on plant surfaces after applications, drift from the application into the nest site or hive; and ingestion of residues in nectar, pollen, or guttation water (dew) when the product is applied as a seed treatment, soil or tree injection, or foliar application.

- a. **To avoid acute harm to bees and beneficial insects, the City will:**
- Attempt to avoid outdoor use of insecticides.
  - Choose the least hazardous active ingredient, formulation (dusts and microencapsulated insecticides are particularly hazardous; granular formulations are generally safest for bees), and application method.
  - Insecticides will not be applied to (or allowed to drift to) plants in bloom.
  - If used, insecticides will be applied in the evening or at night when bees are not foraging.

**E. Permitting:** Municipalities who apply chemical control products in or near streams must adhere to Clean Water Act rules for point sources. The National Pollution Discharge Elimination System (NPDES) is the mechanism by which point source discharges to waters are regulated. Approved in 2011, the Oregon NPDES Pesticide General Permit (PGP -2300-A) regulates pesticide applications which may result in discharges of pesticides into Waters of the State. The permit provides coverage for chemical control product applications in or within three feet of water to control pests such as insects, terrestrial and aquatic weeds, algae, and nuisance animals.

If chemical control products are applied in ways that meet the PGP, municipalities must apply for the PGP. They are not required to apply for a separate individual permit for those activities. The requirements under the PGP are the same for all entities covered by the permit. The information related to all aspects of the PGP can be found at:

<https://www.oregon.gov/deq/wq/wqpermits/Pages/Pesticide.aspx>

<sup>1</sup> Oregon State University Integrated Plant Protection Center. 2007. Pesticide Drift Management. [http://ipmnet.org/Pesticide\\_Drift\\_Artwork/Spray\\_Drift\\_lo\\_res\\_print.pdf](http://ipmnet.org/Pesticide_Drift_Artwork/Spray_Drift_lo_res_print.pdf)

<sup>2</sup> US EPA. 2017. Tips for Reducing Pesticide Impacts on Wildlife. <https://www.epa.gov/safepestcontrol/tips-reducing-pesticide-impacts-wildlife>



## **APPENDIX G-CHEMICAL CONTROL PRODUCT INVENTORY, STORAGE, MIXING, DISPOSAL, AND TRANSPORT**

**Inventory and Storage:** Annually, an inventory of chemical control products will be made and checked against state registration. Only chemical pest control products currently registered with the Oregon Department of Agriculture will be stored or used on City property. Products not currently registered must be disposed of.

Some chemical control products do not need federal registration; they are exempt from registration under FIFRA section 25(b). However, products sold or distributed in Oregon must be registered annually with ODA. Use of these materials is allowable but must be documented like use of any other chemical control product.

Under FIFRA, it is illegal to store or dispose of chemical control products or containers in a manner other than directed by regulations. Products shall be kept in secure, safe, signed locations, locked up, and if possible, in an area protected from freezing, vaporizing, photodecomposition, or excess moisture. Chemical pest control products should be stored in original, labeled containers. Older product should be used prior to newer product as long as registrations are still valid for use. Any unlabeled product will be disposed of.

Chemical control products used by City staff shall be stored in the chemical storage unit, off-limits to the general public. Staff will regularly inspect chemical storage areas for leaking containers, unlabeled product or other unsafe conditions. Leaking containers and unlabeled product will be promptly and safely disposed of.

Inventory in quantities greater than the “reportable quantity” threshold for hazardous chemicals will be reported to the Office of the State Fire Marshall. Reportable quantity thresholds apply to each chemical pest control product separately and constitutes 500 gallons of liquid, 500 pounds of solid and 500 cubic feet of gas.

For chemicals considered explosive or highly toxic, lower reportable quantity thresholds apply: quantities exceeding five gallons of liquid, ten pounds of solid and twenty cubic feet of gas must be reported.

- Explosive - a hazardous substance classified as an explosive by the U.S. Department of Transportation.
- Highly Toxic - Products registered in the State of Oregon are listed at: [http://oda.state.or.us/dbs/pest\\_productsL2K/search.lasso](http://oda.state.or.us/dbs/pest_productsL2K/search.lasso). Registration updates are updated annually and are usually current by the end of March.

**Hazard Communication:** Current labels and SDS sheets should be kept in a binder in areas where chemical control products are stored and in mixing areas for quick reference when planning work and if spills occur. In addition, appropriate SDS sheets should be kept in City buildings for reference by staff who may be subject to exposure from chemical control products chemicals used on or adjacent to City facilities.

Spill kit materials appropriate to the task will be kept in or near the product chemical storage areas.

**Mixing:** Only the amount needed for the task that day should be mixed. Chemical control products used by City staff which require mixing should be mixed in a dedicated area of the maintenance yard.

**Disposal:** Empty chemical control product containers should be triple rinsed, and the rinsate poured into spray equipment and applied to target areas. Empty and rinsed rigid containers should be punctured and disposed of appropriately. Bags should be fully emptied, rolled up and disposed of per label.

Equipment should be rinsed at the end of the spray cycle or when changing to chemistries incompatible with those in the tank, and rinsate applied to target areas.

Surplus product, with expired labels, or banned from use will be identified during annual inventories. Unopened surplus product may be returned to the dealer, manufacturer, or formulator. Staff will follow the recommendation of the manufacturer or dealer in finding a new legal user for the product or dispose of the product at an authorized pesticide disposal site. Oregon Department of Environmental Quality hosts regular chemical pest control drop-off events for expired products or products no longer needed. Municipalities can participate in DEQ-ODA chemical control product collection events for free. Another option available to municipalities is the Metro “CEG” (conditionally exempt generator) collections at their two transfer stations, however disposals are charged a per pound fee.

**Transporting:** When transporting chemical control products, drivers should ensure containers and spray equipment is safely secured. Chemical control products are prohibited from being carried in the part of vehicle where people ride. A spill kit should be kept in vehicles used for transporting chemical control products.

Chemical control products should be transported in their original containers unless the original container is damaged or unless the product is mixed prior to going to the field. Persons in possession of control products in the field should carry a copy of the label and the corresponding current Safety Data Sheet (SDS).

## **APPENDIX H-PERSONAL PROTECTIVE EQUIPMENT (PPE)**

City staff will wear long-sleeved shirts and long-sleeved pants whenever handling chemical control products. In addition, staff will wear appropriate Personal Protective Equipment (PPE) to protect the body from contact with chemical control products or product residues. Consult the label to determine appropriate PPE.

The City will provide certain chemical-resistant PPE items to be used by staff who handle chemical control products, including:

- Chemical resistant footwear appropriate to the product being applied (consult label).
- Chemical-resistant coveralls, aprons, hoods and suits appropriate for the chemical control product(s) being applied (consult label)
- Chemical-resistant gloves appropriate to the product being applied (consult label). Gloves or glove lining made of cotton, leather, or other absorbent materials must not be worn during the handling or application of chemical control products.
- Protective eyewear, including chemical-resistant goggles; face shields or safety glasses with shields at the front, brow, and temple.
- Chemical-resistant hat
- Respirator (NIOSH-approved) appropriate for the chemical control product (consult label) that is properly fit to the applicator, cleaned, sanitized, and maintained.
- Supplies, equipment, and designated areas for cleaning, sanitizing, and storing reusable PPE.

Applicators are trained in how to be watchful for signs PPE is compromised or not chemical resistant. Applicators are also trained in prompt cleaning and storage of reusable PPE. PPE should be stored away from chemical control products.

## APPENDIX I-EMERGENCIES AND SPILLS

Emergencies and spills are best avoided by ensuring applicators are properly trained, certified and licensed, and provided with properly functioning equipment and supplies.

**First aid:** Applicators are trained in first aid methods appropriate for chemical exposure through the skin, eyes, mouth, or airway. Should unintentional exposure occur to the skin, airway, or mouth, applicators will follow first aid recommendations on the productchemical label and call 9-1-1 and consult the Oregon Poison Center at (800) 222-1222.

Additional steps may include getting victim to fresh air, removing contaminated clothing, washing of skin and/or eyes if affected, rinsing the mouth, etc. Induce vomiting only if the label so instructs. See the National Pesticide Applicator Certification Core Manual for more information.

### **Control, contain and cleanup:**

Chemical control product spills should be dealt with according to the instructions on chemical control product labels and SDS sheets.

The City will keep fully-supplied spill cleanup kits available at locations where chemical control products are handled or stored.

Important items in a typical spill kit may include:

- Telephone numbers for emergency assistance
- Personal protective clothing and equipment as required by the label, including:
- Chemically-resistant gloves, footwear, and apron
- Protective eyewear
- An appropriate respirator, if the products requires using a respirator during handling or for spill cleanup
- Containment "snakes" to confine the leak or spill to a small area
- Absorbent materials such as spill pillows, absorbent clay, dry peat moss, sawdust, "kitty litter," activated charcoal, vermiculite, or paper to soak up liquid spills
- Sweeping compound to keep dry spills from drifting or wafting during cleanup
- A shovel, broom, and dustpan made from non-sparking and nonreactive material (foldable brooms and shovels are handy because they can be carried easily)
- Heavy-duty detergent
- Fire extinguisher rated for all types of fires
- Other spill cleanup items specified on the labeling of products used regularly
- Sturdy plastic container which will hold the entire volume of the largest chemical control productchemical container being handled and can be tightly closed
- Highway flares (do NOT use flares near flammable material)
- Items should be stored in the sturdy plastic container and kept easily accessible, clean, and in working order.

**Spill Reporting:** In the event of a spill, SDS sheets should be consulted to determine whether the product contains ingredients subject to mandatory reporting requirements.

As a general rule of thumb, spills should be reported to the OERS (1-800-452-0311) when there is potential for harm to human health or the environment from the spill, or if the spill occurs in an area frequented by the public. The spill is not reportable when it does not result in chemical control product

lost to the environment, and there is no threat to air, soil, or water, such as when it occurs on a concrete floor, or in an enclosed area, and is removed by proper spill clean-up procedures.

**Decontamination:** The City makes available decontamination equipment including soap, running water, paper towels, and emergency eyewashes near mixing areas. Should the need arise there is a shower available in City Hall and the Public Works building.

## **APPENDIX J-PUBLIC SAFETY, NOTIFICATION AND POSTING**

Some chemical pest control products may include a restricted entry interval (REI) following application. These are intended to prevent acute exposure to workers, though some product REIs include people and pets. Most of the REIs found on chemical control products specifically apply to products used in agricultural settings. Unless a product has a reentry interval specified in the “Non-Agricultural Use Requirements box” there is no legal requirement for requiring a prohibition on reentry immediately after application. When reentry limits on non-agricultural sites are specified, they may differ from the REI required in an agricultural setting. For example, the herbicide Tzone label restricts worker entry into treated agricultural areas for 24 hours, but for non-agricultural sites, reentry is permitted as soon as sprays are dry.

Given the public nature of the City’s properties,

- Applicators should ensure people and animals are kept out of the treatment area according to label instructions.
- Prior to treatment, notification signs are posted at the boundaries of the area treated. The notification sign should include: “CAUTION: Chemical Control Product Treated Area”, the date and time of application; the date and time when public entry restrictions (if any) will be lifted, and the telephone number of the designated City contact person.
- Anyone may request reports of specific chemical control applications through a public records request. Requests should include the dates or date ranges of interest, locations of interest, and may specify specific products of interest.

## APPENDIX K- CHEMICAL PEST CONTROL PRODUCT HAZARD SCREENING AND PRODUCTS APPROVED FOR USE

The IPM team chose to adopt the Low Impact Pesticide List used in the OSU School IPM program detailed below.

### Low-Impact Pesticides List from Oregon State University

- Do not apply chemical control products to interior spaces, athletic fields, or other space while occupied.
- Store control products in a cool, dry place with limited access.
- Store liquids below granules and dusts, just in case the liquid container leaks.
- *At the very least*, wear long pants, long sleeves, shoes and socks when handling or using chemical control products.
- Keep people and pets off treated areas until sprays or wetted granules have dried.
- Do not apply products in a way that will contact people, either directly or through drift.

### WARNING

- *“Non-crop areas” include uncultivated agriculture, farmyards, fuel storage areas, fence rows, rights-of-way, and fallow land. That term does NOT include ornamental sites, turf, or sports fields.*

The law defines “low-impact” in specific terms. Oregon State University (OSU) has evaluated products upon request and created this list, which governing bodies are welcome to use in lieu of, or in addition to, their own low-impact lists. The list is based solely on the requirements of ORS 634.705(5) and is not intended as a recommendation or endorsement of the products listed within.

Consult with your supplier, pest management professional, or Oregon Department of Agriculture prior to chemical control product use. Always read the label and follow all directions before you apply any chemical control products. ***The Label is the Law!***

The products listed here meet the criteria under the law for use in and around Oregon schools and are registered for sale in the state of Oregon. Use the EPA Registration number to match products on the list. The same product name can be used for different products, so matching the product name(s) below to products on the shelf is not sufficient. This table is sorted by EPA Registration number (lowest to highest).

## Herbicides

<b>Product Name</b>	<b>EPA Reg. No.</b>	<b>Active Ingredient(s)</b>	<b>Read the label, use products only for labeled uses, and be aware of the following:</b>
<i>TenaCity</i>	100-1267	mesotrione	This product is harmful if absorbed through skin. Prolonged or repeated skin exposure may cause allergic reactions. Avoid contact with skin, eyes, or clothing. All handlers must wear chemical-resistant gloves. Do not contaminate water. This product has a high potential for runoff for several weeks after application. Avoid application when rain is expected within 48 hours. Certain insecticides, when applied within 7 days of TenaCity, can cause turf injury.
<i>Refuge</i>	100-1362	glyphosate	In agricultural settings, this product requires a restricted-entry interval of 12 hours and chemical resistant gloves in Category A. Consider applying that same standard in your school setting. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers.
<i>Cornerstone Plus - Agrisolutions</i>	1381-192	glyphosate isopropylamine salt	This product causes moderate eye irritation. Do not mix, store, or apply this product in galvanized steel or unlined steel containers; it may form a highly combustible gas mixture. Be sure to follow the directions for non-crop areas.
<i>Drexel Simazine 4L</i>	19713-60	simazine	This product is labeled for use on ornamental lawns. There are no other school sites listed (i.e. athletic fields). This product causes moderate eye irritation, and it can be harmful if absorbed through the skin. Avoid contact with eyes, skin or clothing. All handlers must wear chemical-resistant gloves. Do not apply this product to sandy soils where the water table is close to the surface. This product is toxic to aquatic organisms. Do not mix this product within 50 feet of water bodies or wells. When used in agriculture, this product requires a re-entry interval of 12 hours. Consider applying that same standard in your school setting. Do not use on alkaline soils (pH above 7.8). Do not apply over the rooting zone of trees or ornamentals that are not listed on the label.



<i>Simazine</i>	19713-252	simazine	This product is labeled for use on lawns. There are no other school sites listed (i.e. athletic fields). This product causes moderate eye irritation, and it can be harmful if absorbed through the skin. Avoid contact with eyes, skin or clothing. All handlers must wear chemical-resistant gloves. Do not apply this product to sandy soils where the water table is close to the surface. This product is toxic to aquatic organisms. Do not mix this product within 50 feet of water bodies or wells. When used in agriculture, this product requires a re-entry interval of 12 hours. Consider applying that same standard in your school setting. Do not use on alkaline soils (pH above 7.8). Do not apply over the rooting zone of trees or ornamentals that are not listed on the label.
<i>Drexel De-ester LV6</i>	19713-655	2,4-D, ethylhexyl ester	This product is moderately toxic to the eyes. Avoid contact with skin, eyes, or clothing. Prolonged or frequent repeated skin contact may cause allergic reactions. This product may be toxic to aquatic life, and it has properties associated with groundwater contamination. Application around a cistern or well may result in drinking water contamination. On ornamental turf, only two applications per year are allowed.
<i>Lilly Miller Ultra Green Phosphorus Free Weed &amp; Feed</i>	2217-559-33116	2,4-D, mecoprop, dicamba	Harmful if swallowed or absorbed through skin. Causes moderate eye irritation. Avoid contact with eyes, skin or clothing. Prolonged or frequently repeated skin contact may cause allergic reactions in some individuals. This product is toxic to fish and other aquatic life. Avoid applications when rain is predicted within 24 hours. Sweep any product that lands on a driveway, sidewalk, or street back into the treated area.

<p><b><i>Gordon's Agricultural Products Brushmaster Herbicide</i></b></p>	2217-774	2,4-D ethylhexyl ester, 2,4-DP, dicamba	<p>The only school sites on the label (under "Recommended Noncropland sites") are roadsides, fencerows, fence-lines, and areas adjacent to athletic fields. Avoid contact with eyes, skin or clothing, or inhaling spray mist. This product is harmful if absorbed through the skin or inhaled. Over time, it may cause allergic reactions in individuals who are repeatedly exposed. Applicators must wear chemical-resistant gloves. A chemical resistant apron is needed when working with the concentrate. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination. Do not apply this product to shorelines, wetlands, or ditch-banks. Do not apply this product where drift may occur to ornamentals, fruit trees, vegetables, and other susceptible broadleaf plants. Do not apply when humidity is low and temperatures are high because this product may turn to vapor and move, damaging desirable plants.</p>
<p><b><i>Gordon's Proform Professional Formulations Speed Zone Broadleaf Herbicide for Turf</i></b></p>	2217-833	2,4-D ethylhexyl ester, mecoprop-p, dicamba, carfentrazone ethyl	<p>Avoid contact with skin, eyes, or clothing. All handlers, including mixer/loaders must wear chemical resistant gloves. A chemical resistant apron is needed when working with the concentrate. This product causes moderate eye irritation. Prolonged or frequently repeated skin contact may cause allergic reactions. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination. Do not apply to wetlands or shorelines.</p>
<p><b><i>Gordon's Proform Professional Formulations Speed Zone</i></b></p>	2217-835	2,4-D ethylhexyl ester, mecoprop-p, dicamba, carfentrazone-ethyl	<p>Avoid contact with skin, eyes, or clothing. All handlers, including mixer/loaders must wear chemical resistant gloves. A chemical resistant apron is needed when working with the concentrate. When finished, users should remove PPE immediately and change into clean clothing as soon as possible. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination. Do not apply to wetlands or shorelines.</p>
<p><b><i>The Andersons Professional Turf Products Fertilizer with Surge 16-0-9</i></b></p>	2217-882-9198	2,4-D ethylhexyl ester	<p>Avoid contact with skin, eyes, or clothing. All handlers, including mixer/loaders must wear chemical resistant gloves. This product is toxic to fish and other aquatic life. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination. Do not apply to wetlands or shorelines.</p>

<b><i>Gordon's ProForm Professional Formulations T Zone Broadleaf Herbicide</i></b>	2217-920	dicamba, 2,4-D (2-ethylhexyl ester), sulfentrazone, and triclopyr, butoxyethyl ester	Avoid contact with eyes or clothing. This product causes moderate eye irritation. Chemical resistant gloves are required for all activities. When you might be exposed to the concentrate (mixing, loading, cleaning up spills), you must wear a chemical resistant apron. Users should change clothes immediately after handling this product. Application around a cistern or well may result in contamination of drinking water. Small amounts of this product can damage sensitive plants like grapes, vegetables, and many ornamentals. Do not allow spray drift. Vapor drift is also possible after the application if temperatures rise and humidity falls.
<b><i>Gordon's ProForm Professional Formulations Q4 Plus Turf Herbicide for Grassy &amp; Broadleaf Weeds</i></b>	2217-930	quinclorac, 2,4-D, dicamba, sulfentrazone	This product causes moderate eye irritation. All handlers must wear protective eyewear and chemical-resistant gloves. If you might be exposed to the concentrate (mixing, loading, etc.), you must wear a chemical-resistant apron. In agricultural settings, the label requires a restricted entry interval (REI) of 48 hours. Consider applying that same standard in your school setting. It may be toxic to fish and other aquatic life, and highly water-soluble. Groundwater could be contaminated if this product is applied where soils are permeable and the water table is shallow.
<b><i>T Zone SE</i></b>	2217-976	triclopyr butoxyethyl ester, sulfentrazone, 2,4- D	Prolonged or frequent exposure can cause allergic reactions. All handlers must wear chemical-resistant gloves. When handling the concentrate, a chemical-resistant apron is required. In agricultural settings, this product requires a re-entry interval of 24 hours. Consider applying that same standard in your school setting. This product is toxic to fish and other aquatic life, and it has properties associated with groundwater contamination. Use caution around cisterns or wells to prevent drinking water contamination.
<b><i>Razor Pro Herbicide</i></b> <b><i>Razor Herbicide Primera Razor Pro</i></b>	228-366	glyphosate	This product causes moderate eye irritation. Avoid breathing vapor or spray mist. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers.

<b><i>Lesco Momentum Q Herbicide</i></b>	228-531	2,4-D (diethylamine salt), quinclorac, dicamba	This product causes moderate eye irritation. Avoid contact with eyes or clothing. All handlers must wear chemical-resistant gloves, and they should be washed and removed (in that order) immediately after handling the product. In agricultural settings, the label requires a restricted entry interval (REI) of 48 hours. Consider applying that same standard in your school setting. It is toxic to fish and other aquatic life, and highly water soluble. Groundwater could be contaminated if this product is applied where soils are permeable and the water table is shallow.
<b><i>Quincept Herbicide</i></b>			
<b><i>Nufarm Proseedge</i></b>	228-711	halosulfuron- methyl	Avoid contact with eyes or clothing. This product causes moderate eye irritation. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination, and groundwater flow has caused off-target plant damage. In fact, it's not allowed to be used on certain sandy/loam soil types with less than 2% organic matter.
<b><i>Plateau Herbicide</i></b>	241-365	imazapic, ammonium salt	Remember, "non-crop areas" do not include ornamental or turf sites. On school grounds, the only eligible locations would be fence rows and rights-of-way. Avoid breathing spray mist. Applicators must wear chemical resistant gloves. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination. This product has a high potential for runoff for several months or more after application. Do not rinse equipment on or near desirable trees or plants, or on areas where their roots may extend, or in locations where the chemical may be washed or moved into contact with their roots.
<b><i>Pendulum AquaCap</i></b>	241-416	pendimethalin	Avoid contact with eyes, skin, or clothing. Applicators and other handlers must wear chemical resistant gloves. Do not apply this product in greenhouses, or any enclosed structure. This product is toxic to fish. This is a pre-emergent herbicide. It keeps weed seeds from germinating through the soil surface, but only after it is "activated" by rainfall or irrigation (about a half inch).

<b><i>Lesco Pre-M Aqua Cap Herbicide</i></b>	241-416-10404		
<b><i>Quicksilver T+O Herbicide</i></b>	279-3265	carfentrazone-ethyl	Avoid contact with eyes, skin, or clothing, and avoid breathing spray mist. This product causes moderate eye irritation and moderate inhalation toxicity. Applicators must wear waterproof gloves. Do not allow people or pets on the treatment area until sprays have dried. This product only works when light is present, and it can take 7-14 days for susceptible plants to die.
<b><i>Makaze</i></b>	34704-890	glyphosate, isopropylamine salt	This product is harmful if absorbed through skin, and it causes moderate eye irritation. Applicators and other handlers must wear chemical resistant gloves. When used in agriculture, this product requires a re-entry interval of 4 hours. Consider applying that same standard in your school setting. Do not mix, store, or apply this product in galvanized steel or unlined steel containers; it may form a highly combustible gas mixture. Be sure to follow the directions for non-crop areas and industrial sites. These do not include ornamental beds, or locations where children have easy access.
<b><i>Mad Dog Plus Kleenup Pro Four Power Plus</i></b>			
<b><i>Casoron 4G</i></b>	400-168	dichlobenil	Avoid contact with skin, eyes, or clothing. This product is harmful if inhaled. Chemical-resistant gloves are required for all activities. Users should change clothes immediately after handling this product.
	400-168-59807		Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination. When working around desirable plants, do not allow granules to lodge in foliage, or accumulate in contact with tree trunks. <i>Casoron comes in paper bags that are known to rip easily.</i>
<b><i>Gly-Star Original Agristar</i></b>	42750-60	glyphosate, isopropylamine salt	Avoid contact with eyes or clothing. This product causes moderate eye irritation. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers.
<b><i>Gly Star Plus, Gly Star Pro</i></b>	42750-61	glyphosate, isopropylamine salt	Avoid contact with eyes, skin or clothing. This product causes moderate eye irritation. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers.

<b><i>Gordon's Farm Pronto Big N' Tuf, Gordon's Farm Pronto BigN'Tuf2 Nonselective Herbicide</i></b>	42750-61-2217		
<b><i>Hi-Yield Super Concentrate Kill-Zall II</i></b>	42750-61-7401		
<b><i>Landmaster BW</i></b>	42750-62	2,4-D, isopropylamine salt, and glyphosate, isopropylamine salt	Avoid contact with eyes, skin or clothing. This product causes moderate eye irritation, and it may be harmful if absorbed through the skin. When you might be exposed to the concentrate (mixing, loading, cleaning up spills), you must wear a chemical resistant apron and gloves. Application around a cistern or well may result in contamination of drinking water. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers. Do not apply this product in the vicinity of grapes, tomatoes, or other 2,4-D sensitive plants.
<b><i>Specticle 20 WSP Herbicide</i></b>	432-1499	indaziflam	Do not open soluble packets; the envelope will dissolve in water. This product causes moderate eye irritation, and it's harmful if absorbed through the skin. Avoid contact with eyes, skin or clothing. All handlers must wear chemical-resistant gloves, and they should be washed and removed (in that order) immediately after handling the product. In agricultural settings, the product requires a re-entry interval of 12 hours. Consider applying that same standard in your school setting. It is toxic to fish and groundwater could be contaminated if this product is applied where soils are permeable and the water table is shallow.
<b><i>Esplande 200 SC</i></b>	432-1516	indaziflam	This product is registered for use at educational facilities, but it's not allowed to be used on landscape ornamentals. It can be used on established turf (not newly seeded). Follow the directions for "Warm Season Turf Release." This product is harmful if inhaled or absorbed through skin. Avoid contact with skin, eyes, or clothing. Handlers must wear waterproof gloves. This product is toxic to aquatic life. Follow directions to avoid spray drift and runoff. Avoid applications when rainfall is expected within 48 hours.

<i>Specticle Flo</i>	432-1518	indaziflam	Keep out of children's reach. In agricultural settings, the label requires a restricted entry interval (REI) of 12 hours. Consider applying that same standard in your school setting. This product is toxic to fish and other aquatic life, and it is water-soluble. Do not apply within 25 feet of surface water, including seasonal wetlands. Adjacent properties with perennial ryegrass could be significantly damaged by drift. Do not allow drift.
<i>Marengo</i>	432-1518-59807		
<i>Specticle G</i>	432-1523	indaziflam	This product has no signal word, which can indicate very low toxicity. It is a pre-emergent herbicide for annual grasses. It is toxic to fish and other aquatic life. This product has a high potential to contaminate surface water and/or groundwater. The residue found in runoff can be active against aquatic life for months. Runoff can be reduced by timing applications when rain is not expected for 48 hours.
<i>Marengo G</i>	432-1523-59807		
<i>Esplanade EZ</i>	432-1528	diquat dibromide, indaziflam, glyphosate isopropylamine salt	This product is not intended to be used on turf grass. This product is harmful if absorbed through skin, and it causes moderate eye irritation. It is also toxic to fish, and prone to groundwater contamination. To minimize risk, apply the product when rain is not expected for 24 hours.
<i>Aquamaster Herbicide</i>	524-343	glyphosate, isopropylamine salt	Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers.
<i>Roundup Custom for Aquatic &amp; Terrestrial Uses</i>			
<i>Ranger PRO Herbicide</i>	524-517	glyphosate, isopropylamine salt	Avoid contact with eyes or clothing. Mix, store and apply spray solutions of this product using only stainless steel, fiberglass, plastic or plastic-lined steel containers. Otherwise, the gas mixture could flash or explode. In agricultural settings, this product requires a restricted entry interval of 4 hours. Consider applying that same standard to your school setting.
<i>RoundUp Pro Concentrate</i>	524-529	glyphosate, isopropylamine salt	Avoid contact with eyes or clothing. This product causes moderate eye irritation. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers.
<i>Quikpro Herbicide</i>	524-535	glyphosate, diquat	This product causes moderate eye irritation, and applicators must wear protective eyewear. Avoid

<b>Roundup QuikPro Herbicide</b>		dibromide	breathing dust from the granules. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers. Only protected handlers may be in the area during application. Remove PPE immediately, and change clothes as soon as possible.
<b>Roundup Promax Herbicide</b>	524-579	glyphosate, potassium salt	Avoid contact with eyes or clothing. This product causes moderate eye irritation. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers.
<b>Barrage HF Low Volatile Herbicide</b>	5905-529	2,4-D ester	Harmful if absorbed through skin. This product causes moderate eye irritation. Prolonged or frequently repeated skin contact may cause allergic reactions. All handlers must wear chemical-resistant gloves. When handling the concentrate, a chemical-resistant apron is required. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination. After application, if the temperature rises over 85 degrees, vapors from this product may injure susceptible plants growing nearby, including vegetables and ornamentals. Avoid applications in the vicinity of susceptible plants. Use the directions for "ornamental and recreational turf grasses, lawns, golf courses and cemeteries" rather than the directions for "Roadsides, medians, highway, railroad, utility, and pipeline rights of way, etc."
<b>Payload Herbicide</b>	59639-120	flumioxazin	Remember, "non-crop areas" do not include ornamental or turf sites. On school grounds, the only eligible locations would be fence rows, bare ground parking areas, and rights-of-way. This product causes moderate eye irritation, and it can be harmful if inhaled or absorbed through skin. This product is toxic to aquatic organisms and plants.
<b>Broadstar Herbicide</b>	59639-128	flumioxazin	Avoid breathing dust and spray mist. This product is harmful if absorbed through the skin. Applicators and other handlers must wear chemical-resistant gloves. This product is toxic to aquatic invertebrates. Take care not to allow runoff toward desirable plants. This product is most effective as a pre-emergent herbicide. Do not apply in enclosed, greenhouse structures.
<b>Envoy Plus Herbicide</b>	59639-132	clethodim	Avoid contact with eyes, skin or clothing. This product causes moderate eye irritation. It also contains potential allergens. Applicators and other handlers must wear chemical-resistant gloves and protective eyewear. Small amounts of this product may damage grass crops such as corn, rice, small grains, sorghum, or turf. Do not allow spray drift.
<b>Select Max Herbicide with Inside Technology</b>			
<b>Select Max Herbicide</b>			



<b><i>Gallery 75 Dry Flowable Herbicide</i></b>	62719-145	isoxaben	This product causes eye irritation, and it can be harmful if inhaled. When used in agriculture, this product requires a re-entry interval of 12 hours. Consider applying that same standard in your school setting. There is 'suggestive evidence' of carcinogenicity for the active ingredient, isoxaben. It meets the lawful criteria (not a 'likely' human carcinogen), but it's close. Take steps to minimize potential exposure.
<b><i>Snapshot 2.5 TG, Snapshot DG</i></b>	62719-175	trifluralin, isoxaben	Avoid contact with skin, eyes, or clothing. Avoid breathing spray mist. This product causes moderate eye irritation and is harmful if inhaled. It also contains potential allergens. Users should change clothes immediately after handling this product.
<b><i>Crossbow</i></b>			Removed from the Low-Impact list. There was confusion about the term "non-crop areas," which do not include ornamental and turf sites. Crossbow is not registered to be used in school-type settings. (EPA Registration numbers beginning with 62719-260)
<b><i>Rodeo</i></b>	62719-324	glyphosate, isopropylamine salt	Avoid breathing spray mist. This product is harmful if inhaled. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers.
<b><i>Accord Concentrate Aquapro Herbicide</i></b>	62719-324-67690		
<b><i>Dimension Ultra 40 WP</i></b>	62719-445	dithiopyr	Avoid contact with skin, eyes or clothing. Avoid breathing dust. This product is harmful if absorbed through skin, and it causes eye irritation. All handlers must wear chemical resistant gloves. Do not contaminate water with equipment rinsate or run-off. This product is formulated in water-soluble packaging. Do not open the outer package until you're ready to put the water-soluble package in water.
<b><i>Milestone</i></b>	62719-519	aminopyralid, triisopropylamine salt	This product is registered for use in 'recreational areas.' Be careful to follow label directions. In agricultural settings, this product requires a restricted-entry interval of 48 hours. Consider applying that same standard in your school setting. This product causes moderate eye irritation. Avoid contact with eyes or clothing. This product has the potential to contaminate groundwater, especially where soil is permeable and the water table is shallow. Treated grass clippings should not be added to compost.

<i>Defendor</i>	62719-560	florasulam	Harmful if absorbed through skin; avoid contact with skin, eyes, or clothing. This chemical has properties and characteristics associated with chemicals detected in groundwater. Be careful where soils are permeable (more sandy), particularly where the water table is shallow.
<i>Gallery SC Specialty Herbicide</i>	62719-658	isoxaben	This product causes eye irritation, and it can be harmful if inhaled. When used in agriculture, this product requires a re-entry interval of 12 hours. Consider applying that same standard in your school setting. There is 'suggestive evidence' of carcinogenicity for the active ingredient, isoxaben. It meets the lawful criteria (not a 'likely' human carcinogen), but it's close. Take steps to minimize potential exposure.
<i>Glyphogan Plus Herbicide Quali-Pro Glyphosate Plus</i>	66222-176	glyphosate, isopropylamine salt	Avoid contact with eyes, skin or clothing. This product causes moderate eye irritation. Do not mix, store, or apply this product in galvanized steel or unlined steel (except stainless steel) containers.
<i>Fiesta Turf Weed Killer</i>	67702-26-87865	iron HEDTA	Avoid contact with eyes. Prolonged or frequent contact may cause allergic reactions. To avoid staining of shoes or clothing, wait until treated areas dry before re-entering. Rinse any desirable structures if they are accidentally contacted.
<i>Bayer Advanced Natria Grass &amp; Week Killer RTU/Organic Gardening</i>	67702-7-72155	ammonium salts of fatty acids	Avoid contact with eyes or clothing. This product causes moderate eye irritation. Avoid breathing vapor. This product is not for use on roofs.
<i>Dimension 270-G Turf &amp; Landscape Ornamental</i>	7001-375	dithiopyr	Avoid contact with eyes or clothing. When used in agriculture, this product requires a re-entry interval of 12 hours. Consider applying that same standard to your school setting. This product is toxic to fish and other aquatic organisms. Do not use clippings from treated turf for mulching around vegetables or fruit trees. Do not allow domestic animals to feed or forage on treated turf or clippings.
<i>Poa Constrictor</i>	70506-107	ethofumesate	All handlers must wear chemical-resistant gloves. Prolonged or repeated skin exposure may cause allergic reactions. When used in agricultural settings, there is a re-entry interval of 12 hours. Consider applying that same standard to your school setting. This product is toxic to fish; do not contaminate water bodies.

<b><i>SureGuard SC Herbicide</i></b>	71368-114	flumioxazin	This product is harmful if inhaled or absorbed through the skin. It causes moderate eye irritation. Avoid breathing spray mist. Avoid contact with skin, eyes, or clothing. All handlers must wear chemical-resistant gloves. This product is toxic to aquatic life and non-target plants. Do not allow the product to come in contact with any oxidizing agent, or a hazardous reaction may occur. In agricultural settings, this product requires a re-entry interval of 12 hours. Consider applying that same standard to your school setting.
<b><i>Image Herbicide Year- Long Vegetation Killer Image Herbicide from Lilly Miller Casoron Granules</i></b>	802-536-73342	dichlobenil	Harmful if absorbed through skin or inhaled. Avoid breathing dust. Do not allow people or pets to enter the treated area until granules are thoroughly watered in and the treated soil has dried. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination.
<b><i>Lilly-Miller Moss Out! plus Fertilizer</i></b>	802-543	ferrous (iron) sulfate monohydr	Harmful if swallowed, inhaled, or absorbed through skin. Avoid breathing dust. This product also causes eye irritation. Iron stains wood, pavement, driveways and clothing. Use this product only on lawns, and sweep any escaped granules back into the lawn.
<b><i>Sedgehammer Turf Herbicide</i></b>	81880-1-10163	halosulfuron-methyl	Avoid contact with eyes or clothing. This product causes moderate eye irritation. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination.
<b><i>Sedgehammer &amp; Turf Herbicide</i></b>	81880-24-10163	halosulfuron-methyl	Avoid contact with eyes or clothing. This product causes moderate eye irritation. Application to sandy soils, particularly where the water table is shallow, could result in groundwater contamination.
<b><i>Moss Melt Concentrate</i></b>	82052-1-91094	d-Limonene	This product is combustible. All handlers must wear eye protection. This product is harmful if absorbed through skin. In agricultural settings, people are not allowed to re-enter treated areas for four hours. Consider applying that same standard in your school setting.
<b><i>Avenger AG Burndown Herbicide</i></b>	82052-4	d-Limonene	Avoid contact with skin, eyes, or clothing. This product is harmful if absorbed through skin, and it causes eye irritation. All handlers must wear chemical resistant gloves and protective eyewear. Do not use or store this product near heat or open flame. When using the product, spray weeds until thoroughly wet.
<b><i>Worry Free Moss &amp; Algae Control</i></b>	82052-6-33116	d-Limonene (citrus)	Avoid contact with skin, eyes, or clothing. This product causes moderate eye irritation. This product is labeled for use on roofs, walkways, driveways, and fences.

<b><i>EZ-Ject Diamondback Herbicide Shells</i></b>	83220-1	glyphosate	Remember, “non-crop areas” do not include ornamental or turf sites. On school grounds, the only eligible locations would be fence rows and rights-of-way. Avoid contact with eyes or clothing. This product comes in water-soluble shells for trunk/stem injection. It's a closed system with low exposure potential. It may be applied to trees/brush that are standing in water, but not below the water level.
<b><i>Dicamba Max 4</i></b>	83222-14	dicamba, dimethylamin e salt	This product causes substantial eye injury. Do not get in eyes, on skin, or on clothing. Avoid breathing spray mist. All handlers must wear goggles or face shield and chemical resistant gloves. In agricultural settings, this product requires a re-entry interval of 24 hours. Consider applying that same standard in your school setting. Avoid mowing for 7 days after the application. This chemical is known to leach through the soil into groundwater, particularly where soils are permeable and the water table is shallow. Nearby plants may be damaged, including trees, beans, cotton, flowers, grapes, and other crop plants. Follow the label carefully.
<b><i>The Andersons Professional Turf Products Dimension 0.25g With Agpro</i></b>	9198-213	dithiopyr	Avoid contact with eyes or clothing. Avoid breathing dust. This product contains potential allergens. It may also damage some species of turf grass.

<b>Insecticides</b>
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<b>Product Name</b>	<b>EPA Reg. No.</b>	<b>Active Ingredient(s)</b>	<b>Read the label, use products only for labeled uses, and be aware of the following:</b>
<i>EcoEXEMPT G Granular Insecticide from Envincio/Prentiss LLC</i>	None - 25(b)	eugenol (clove oil), thyme oil (other: wintergreen oil, corn cob)	Avoid contact with eyes.
<i>Essentria IC-3 Insecticide Concentrate from Envincio/Prentiss LLC</i>	None - 25(b)	rosemary oil, geraniol, peppermint oil (Other: oil of wintergreen, white mineral oil, vanillin, polyglyceryl oleate)	May cause eye and skin irritation. Avoid contact with eyes, skin and clothing. Protective eyewear and chemical resistant gloves are recommended. Do not use or store this product near heat or open flame. When diluting with water, prepare only the amount needed for immediate use, and maintain agitation during use. Do not store spray solution overnight. When used in confined spaces, prolonged exposure to the fragrance may be objectionable to some individuals.
<i>EcoExempt D</i>	None - 25(b)	2-phenethyl propionate, eugenol (clove oil) (other: calcium silicate, sodium bicarbonate, calcium carbonate, soybean oil, wintergreen oil)	Avoid contact with eyes.
<i>NatureLine NGB Professional Grade Insecticidal Concentrate</i>	None - 25(b)	sodium chloride (salt)	This product may be toxic to fish, and it is toxic to all plants. Do not store near heat or open flame. According to the label, this product is only available to licensed pest control operators.
<i>NatureLine Plus Professional Grade Botanical Insecticide</i>	None - 25(b)	clove oil, lemongrass oil, rosemary oil, cinnamon oil	This product may cause irritation of the eyes, skin, and respiratory tract. Avoid contact and inhalation of mist. Chemical-resistant gloves and a respirator are recommended when handling this product. According to the label, this product is only available to licensed pest control operators.

<b><i>NatureLine PRO Power Residual Oil</i></b>	None - 25(b)	clove oil, lemongrass oil, rosemary oil, cinnamon oil	This product may cause irritation of the eyes, skin, and respiratory tract. Avoid contact and inhalation of mist. Chemical-resistant gloves and a respirator are recommended when handling this product. According to the label, this product is only available to licensed pest control operators. Do not store near heat or open flame.
<b><i>WHY Spray for Wasp, Hornet, &amp; Yellow jacket Nests from Rescue</i></b>	None - 25(b)	lemmongrass oil, clove oil (eugenol), rosemary oil, geranium oil	Avoid contact with eyes and skin. Contents under pressure. Do not use or store near heat or open flame. When spraying nests, spray the opening first, and stand a safe distance from the nest.
<b><i>Demand CS Patrol</i></b>	100-1066	lambda-cyhalothrin	This product may be harmful if absorbed through skin. It may also contain potential allergens. Avoid contact with skin, eyes, or clothing. Avoid breathing spray mist of vapor. Do not use this product in or on electrical equipment due to the possibility of shock hazard. Take extreme care to ensure the product is not introduced into the air. Avoid contamination of food and food processing surfaces. Spot treatments should not exceed 20% of the treated area. Individual spot treatments should not exceed 2 square feet.
<b><i>Speckoz Border Insecticide</i></b>	100-1066- 72113		
<b><i>Grenade ER Insecticide</i></b>	100-1066- 773		
<b><i>Demand G Insecticide</i></b>	100-1240	lambda-cyhalothrin	This product causes moderate eye irritation. Avoid contact with eyes, or clothing.
<b><i>Optigard Ant Gel Bait</i></b>	100-1260	thiamethoxam	Do not treat food preparation surfaces. In food handling areas, only crack and crevice treatments are allowed.

<b><i>Optiguard Flex</i></b>	100-1306	thiamethoxam	This product is not sufficient alone to control subterranean termites. It is harmful if inhaled or absorbed through skin. Do not breathe vapor or spray mist. Chemical-resistant gloves are required for applicators, at least 14 mils thick. This product is highly toxic to bees exposed to residues on blooming plants or weeds. It is also toxic to wildlife and aquatic life. Do not contaminate water when cleaning equipment or disposing of equipment was water. Do not use, pour, spill or store near heat or open flame.
<b><i>Acelepryn</i></b>	100-1489	chlorantraniliprole	This product is toxic to aquatic organisms, and it's prone to runoff. It can be helpful to maintain a level vegetative buffer strip between application areas and water bodies. In agricultural settings, the product label requires a re-entry interval of 4 hours. Consider applying that same standard in your school setting.
<b><i>Acelepryn G</i></b>	100-1500	chlorantraniliprole	This product is toxic to aquatic organisms, and it's prone to runoff. It can be helpful to maintain a level vegetative buffer strip between application areas and water bodies. In agricultural settings, the product label requires a re-entry interval of 4 hours. Consider applying that same standard in your school setting.
<b><i>Share Corp Wasp &amp; Hornet Killer</i></b>	10088-91-11547	tetramethrin, permethrin, piperonyl butoxide	This product causes moderate eye irritation. Contents under pressure. This product is toxic to fish and other aquatic life. Stay a safe distance away from nests when spraying, and do not contaminate food or food-handling equipment. Avoid spraying plants.
<b><i>Anvil 10+10 ULV</i></b>	1021-1688-8329	phenothrin, piperonyl butoxide	This product is harmful if absorbed through skin. Avoid contact with skin, eyes and clothing. All handlers must wear chemical-resistant gloves except applicators using motorized ground equipment and pilots. Pilots must use an enclosed cockpit that meets requirements under the Worker Protection Standard (40 CFR 170.240(d)(6)). This product is toxic to aquatic organisms. Do not apply over bodies of water, except when weather conditions will facilitate movement of applied material away from the water. This product is also highly toxic to bees.

<b><i>Onslaught FastCap Spider &amp; Scorpion Insecticide</i></b>	1021-2574	esfenvalerate, prallethrin, piperonyl butoxide	This product causes moderate eye irritation. Wear protective eyewear. Do not use this product in or on electrical equipment due to the possibility of shock hazard. This product is toxic to fish and other aquatic life. Do not discharge this product or equipment rinsate into water bodies without a permit (NPDES). If swallowed, do not induce vomiting. Do not repeat applications within 14 days of one another.
<b><i>Terro Ant Killer II Liquid Ant Baits/Killer</i></b> <b><i>Terro Outdoor Liquid Ant Bait Stakes</i></b> <b><i>Terro Outdoor Liquid Ant Baits Pre-Filled RTU</i></b> <b><i>Terro-PCO Liquid Ant Bait</i></b>	149-8   149-8-64405	sodium tetraborate	Do not use in food handling areas.
<b><i>Grant's Kills Ants Ant Control</i></b> <b><i>Amdro Kills Ants Ant Killing Bait</i></b>	1663-33 1663-33-73342	hydramethylnon	Keep out of reach of children, even after application.
<b><i>Down and Out</i></b>   <b><i>Sting-X</i></b>	1769-370   1769-370-66114	tetramethrin, permethrin, piperonyl butoxide	This product causes moderate eye irritation. Contents under pressure. This product is toxic to fish and other aquatic life. Stay a safe distance away from nests when spraying, and do not contaminate food or food-handling equipment. Avoid spraying plants. Product is flammable, and extremely toxic to fish. Prolonged or frequent exposure could cause allergic reactions. Stay a safe distance away from nests when spraying, and do not contaminate food or food-handling equipment. Avoid spraying plants.
<b><i>Azatrol EC Insecticide</i></b>	2217-836	azadirachtin	Avoid breathing vapor. Harmful if absorbed through skin, inhaled, and by eye contact. Applicators and handlers must wear waterproof gloves. Some individuals may be, or become allergic to this product.



<b><i>Phantom Termiticide- Insecticide</i></b>	241-392	chlorfenapyr	Harmful if swallowed, inhaled or absorbed through skin. This product causes moderate eye irritation. DO NOT get in eyes, on skin, or on clothing. All handlers must wear chemical resistant gloves. For termite uses, eye protection and a mask may be needed; see the label for specific instructions. Do not apply this product around electrical equipment due to the possibility of shock hazard. Do not apply into heating and air conditioning vents. Do not treat classrooms while in use. Do not contaminate food, utensils, or handling surfaces.
<b><i>Talstar Professional Insecticide</i></b>  <b><i>Ortho Max Pro Lesco CrossCheck Plus Multi- Insecticide</i></b>	279-3206  279-3206-10404	bifenthrin	Harmful if swallowed, inhaled or absorbed through the skin. Avoid contact with skin, eyes or clothing. Avoid breathing spray mist. All handlers must wear chemical resistant gloves when mixing/loading, and perhaps, waterproof gloves when applying. See the label. When working in a non-ventilated space, a respirator and protective eyewear are required. Do not apply to any electrical equipment because of possible shock hazard. Do not allow spray to contact food, utensils, or handling surfaces.
<b><i>CB-80</i></b>	279-3393	pyrethrins, piperonyl butoxide	This product causes moderate eye irritation, and it's harmful if absorbed through skin. It's also harmful if inhaled; take care to avoid breathing in dust or mist. This product is also toxic to bees and aquatic life. If a high-pressure wand or hand-held fogger is used in an enclosed area, the applicator must wear a half-face, full-face, or hood-style respirator with organic vapor cartridge and a particulate filter (N, R, P or HE). The contents of this product are under pressure, and they are flammable. In order to follow the label, you will need to calculate the number of cubic feet in each space you plan to treat.

<b><i>Advion Cockroach Gel Bait</i></b>	352-652	indoxacarb	Avoid contact with skin, eyes, or clothing. This product contains potential allergens. Do not use this product in or on electrical equipment where a possibility of shock hazard exists. In food handling areas, this product may only be applied as a crack and crevice treatment where you can be sure that food, utensils, and food handling surfaces won't become contaminated.
<b><i>Advion Ant Gel</i></b>	352-746, also found as 100-1498	indoxacarb	Avoid contact with skin, eyes, or clothing. Do not use this product in or on electrical equipment where a possibility of shock hazard exists. In food handling areas, this product may only be applied as a crack and crevice treatment where you can be sure that food, utensils, and food handling surfaces won't become contaminated.
<b><i>Arilon Insecticide</i></b>	352-776	indoxacarb	This product causes moderate eye irritation, and it's harmful if absorbed through skin. Waterproof gloves are required for handlers. It's also harmful if inhaled; take care to avoid breathing in dust or mist. This product is also toxic to aquatic life. When making applications in food-handling areas (including receiving areas), apply only to cracks and crevices using equipment designed to deliver a pin stream. Do not apply to areas that are routinely washed such as cracks and crevices on table tops.
<b><i>Safer Brand Wasp and Hornet Killer</i></b>  <b><i>Safer Brand Flying Insect Killer</i></b>	36488-47	d-limonene, pyrethrins, potassium salts of fatty acids	Avoid contact with skin or clothing. Contents under pressure. Do not use near heat or open flame. Do not apply this product to conduits, motor housings, junction and switch boxes, electrical equipment, or any surface that may be damaged by water. When used indoors, leave the room after spraying and ventilate upon return.
<b><i>Maxforce Professional Insect Control Roach Killer Bait Gel</i></b>	432-1254	hydramethylnon	Harmful if swallowed or absorbed through skin. This product causes moderate eye irritation. Avoid contact with eyes, skin or clothing. Do not apply bait to areas where food, utensils, or handling surfaces may become contaminated.

<p><b><i>Maxforce FC Professional Insect Control Roach Killer Bait Gel</i></b></p> <p><b><i>Maxforce FC Select Professional Insect Control Roach Killer Bait Gel</i></b></p>	432-1259	fipronil	<p>Harmful if absorbed through skin. This product causes moderate eye irritation. Avoid contact with skin, eyes, and clothing. Do not use this product in or on electrical equipment where a possibility of shock hazard exists. In food handling areas, only crack and crevice treatments are allowed. Do not treat food preparation surfaces.</p>
<p><b><i>Maxforce FC Ant Killer Bait Gel</i></b></p> <p><b><i>Maxforce FC Professional Insect Control Ant Killer Bait Gel</i></b></p>	432-1264	fipronil	<p>May be harmful if swallowed. Avoid contact with skin and clothing. Keep exposed gel away from open foods and food contact surfaces. Do not use this product in or on electrical equipment where a possibility of shock hazard exists.</p>
<p><b><i>Merit 75 WSP Insecticide</i></b></p>	432-1318	imidacloprid	<p>Water-soluble packets provide a nearly closed system. This product is highly toxic to bees, and it not allowed for use on linden trees, basswood trees, or any Tilia species. Avoid breathing dust or vapor, and avoid contact with skin, eyes, or clothing. This product is harmful if absorbed through skin. Applicators and handlers must generally wear gloves. This product is highly toxic to bees and aquatic invertebrates. Groundwater may be contaminated if applications are made where the soil is permeable, particularly where the water table is shallow.</p>
<p><b><i>Tempo SC Ultra Insecticide</i></b></p>	432-1363	beta-cyfluthrin	<p>Avoid contact with eyes or clothing. Harmful in inhaled or absorbed through skin. This product causes moderate eye irritation. It is also extremely toxic to fish and highly toxic to bees. The label has very specific instructions about how to keep this pesticide out of water bodies. If you have to spray overhead, wear safety glasses, goggles, or face shield with a dust/mist respirator. Cover exposed food and/or food handling equipment or remove them from the area being treated. Do not apply to food handling surfaces. Allowed for use on buses.</p>

<b><i>Tempo 1% Dust Insecticide Ready to use</i></b>	432-1373	cyfluthrin	This product causes moderate eye irritation, and it can be harmful if inhaled or absorbed through skin. This product is toxic to fish. In food- handling establishments, this product is permitted in non-food- handling areas only, and it can only be used as a void or crack/crevice treatment. It is not allowed in the food-handling areas.
<b><i>Temprid SC Insecticide</i></b>	432-1483	imidacloprid, beta-cyfluthrin	Harmful if swallowed or absorbed through skin. This product causes moderate eye irritation. Avoid contact with skin, eyes or clothing. Gloves are required. Do not apply to furniture or upholstery where prolonged contact with humans will occur. Do not apply in food handling areas. Do not apply more than 5 gallons of diluted product indoors per applicator per day. When treating overhead areas, wear safety glasses, goggles, or face shield and a dust/mist respirator.
<b><i>Delta Dust Insecticide</i></b>	432-772	deltamethrin	May be harmful if absorbed through skin. Avoid contact with skin, eyes, or clothing. In living areas, make applications in such a manner as to avoid depositions on exposed surfaces or introducing the material into the air. Do not allow food, utensils, or processing surfaces to become contaminated.
<b><i>Drione Insecticide</i></b>	432-992	pyrethrins, piperonyl butoxide, silica gel	This product causes moderate eye irritation, and it can be harmful if absorbed through skin. Avoid contact with skin, eyes, or clothing. All handlers must wear chemical-resistant gloves. Do not allow anyone to enter treated areas until dusts have settled.
<b><i>Raid Wasp &amp; Hornet Killer 33</i></b>	4822-553	cypermethrin, prallethrin	Harmful if absorbed through skin. Avoid contact with skin, eyes, or clothing. Keep the product away from fire, sparks and heated surfaces. Do not expose the container to temperatures above 130° F. The best time of day to treat the nests of flying insects is in the evening or early morning. Wait at least 24 hours before removing the nest. Do not contaminate food or utensils.

<b><i>Monterey Horticultural Oil</i></b>	48813-1-54705	Mineral Oil	Avoid contact with eyes, skin, or clothing. Prolonged or repeated contact with skin may cause allergic reactions. All handlers must wear chemical resistant gloves. Harmful if absorbed through skin. Do not apply during drought. In school settings, this product is only allowed for ornamental plants, including interior courtyards and greenhouse plants.
<b><i>PT 545 Plus XLO Pressurized Contact Insecticide, Prescription Treatment 565 Plus XLO Formula 2</i></b>	499-290	pyrethrins, piperonyl butoxide, n-octyl bicycloheptene dicarboximide	For prolonged exposure to spray mist, avoid unpleasant drying of the nose and throat by wearing a respirator with an organic vapor cartridge. See the label for more details. This product may be used on bedding, upholstered furniture, and carpeting.
<b><i>Prescription Treatment Wasp Freeze Wasp &amp; Hornet Killer</i></b>	499-362	d-trans allethrin, d-phenothrin	Harmful if swallowed, inhaled, or if absorbed through the skin. Avoid breathing vapors or spray mist. Avoid contact with skin, eyes, or clothing. This product is flammable, and its contents are under pressure. Keep away from heat, sparks and open flame. May cause staining of asphalt and shingles. For outdoor use only. The best time of day to treat nests is in the evening or early morning. Stand 6-15 feet away from elevated targets, not directly underneath.
<b><i>MotherEarth D Pest Control Dust</i></b>	499-509	diatomaceous earth (amorphous silica)	This product causes moderate eye irritation. Avoid contact with eyes or clothing. Use adequate ventilation and avoid breathing dust. For prolonged exposure to dust, use a suitable dust mask approved by NIOSH. In living areas, make applications in such a manner as to avoid deposits on exposed surfaces or introducing the material into the air. In food handling areas, only crack, crevice, and spot treatments are allowed.

<b><i>ULD BP-100 Contact Insecticide II</i></b>	499-514	pyrethrins, piperonyl butoxide	This product is harmful if absorbed through skin, and it causes moderate eye irritation. Avoid contact with skin, eyes or clothing. Applicators must wear chemical-resistant gloves. Some individuals may be, or may become allergic to this material. This product is highly toxic to aquatic life; do not allow it to run off into storm drains, ditches, or surface water. This product is highly toxic to bees; do not apply near blooming plants. Do not use or store this product near open flame or electrical equipment.
<b><i>MotherEarth Granular Scatter Bait</i></b>	499-515	boric acid	Harmful if absorbed through skin. This product causes moderate eye irritation. Avoid contact with skin, eyes, and clothing. Applicators and handlers must wear chemical-resistant or waterproof gloves. Avoid contamination of food.
<b><i>Alpine D Dust Insecticide, Prescription Treatment Brand Alpine Dust</i></b>	499-527	dinotefuran, diatomaceous earth	This product causes moderate eye irritation. Applications in food handling areas are limited to crack & crevice, void or spot treatment only. Do not apply to bedding of any kind.
<b><i>PT Wasp-Freeze II</i></b>	499-550	prallethrin	This product causes moderate eye irritation. If swallowed, do not induce vomiting. Do not apply this product or allow it to drift on blooming plants in order to protect bees. This product is toxic to fish, as well. This product is not for our door use, except attics and crawl spaces. Do not stand directly underneath treatment areas.
<b><i>Cyzmic CS</i></b>	53883-261	lambda-cyhalothrin	This product is harmful if absorbed through skin. Avoid contact with skin, eyes, or clothing. It is also extremely toxic to aquatic life. Take care to avoid household pets, particularly fish and reptile pets. This product is also highly toxic to bees, even when they visit blooming plants with residues of this product. Do not use this product in or on electrical equipment.

<b><i>Taurus SC</i></b>	53883-279	fipronil	This product cannot be used indoors except as directed, mostly in wall voids and crawlspaces. It is harmful if inhaled or absorbed through skin. Do not breathe spray mist. Applicators must wear waterproof gloves at least 14 mils thick. When working in a crawlspace or other non-ventilated area, a respirator and protective eyewear are required. This product is toxic to birds and fish. Care must be taken to avoid runoff. The applicator is required to check for any signs of leaks into the occupied areas of the structure and clean up those leaks before allowing anyone to enter.
<b><i>Orange Guard</i></b>	61887-1	d-limonene	Avoid contact with eyes or clothing. This product causes moderate eye irritation. When using the product indoors, wait three minutes after spraying before wiping off any excess fluid.
<b><i>Mosquito Dunks Biological Mosquito Control</i></b> <b><i>Summit B.t.i. Briquets Floating Sustained-Release Larvicide</i></b>	6218-47	<i>Bacillus thuringiensis</i> subspecies <i>israelensis</i>	Avoid breathing dust. This product causes moderate eye irritation. Avoid contact with eyes or clothing.
<b><i>Conserve SC Turf &amp; Ornamental</i></b>	62719-291	spinosad	To control insect pests on ornamental plants growing outside, or in greenhouses. Do not apply to edible plants. This product is toxic to bees for three hours after treatment. It is also toxic to aquatic animals. Follow specific label instructions to protect bees and streams.
<b><i>Revenge Granular Ant Bait NiBan Granular Bait</i></b> <b><i>Terro Multi-Purpose Insect Bait</i></b> <b><i>Garden Safe Brand Ant &amp; Roach Killer</i></b>	64405-2 64405-2-149 64405-2-39609	boric acid	This product causes moderate eye irritation, and it can be harmful if absorbed through skin. Avoid contact with skin, eyes, or clothing. Do not contaminate this product with other pesticides. Do not contaminate food.

<b><i>EcoPCO WP-X Wettable Powder Insecticide</i></b>	67425-25- 655	pyrethrins, 2- phenylethyl propionate, oil of thyme	Harmful if swallowed or inhaled. This product causes moderate eye irritation. Avoid breathing dust. Avoid contact with skin, eyes, or clothing. Carefully open the container by holding it near its base, avoid squeezing the container as this may cause contents to puff out. In food handling areas, only crack, crevice, and spot treatments are allowed. Exposed food should be covered or removed.
<b><i>Boractin Insecticide Powder</i></b>	73079-4	boric acid	This product causes moderate eye irritation. Avoid contact with eyes or clothing. Avoid breathing dust. In food handling areas, only crack & crevice treatments are allowed.
<b><i>InTice Liquid Ant Bait</i></b>	73079-7	sodium tetraborate decahydrate	Harmful if swallowed or absorbed through the skin. In food handling areas, only crack and crevice treatments are allowed. Any product remaining outside of cracks and crevices must be cleaned up and removed.
<b><i>InTice Gelamino Ant Bait</i></b>	73079-8	sodium tetraborate decahydrate	Harmful if swallowed. In food handling areas, only crack and crevice treatments are allowed. Any product remaining outside of cracks and crevices must be cleaned up and removed.
<b><i>Gourmet Liquid Ant Bait</i></b>	73766-2	disodium, octaborate	Applicators and other handlers must wear chemical resistant or waterproof gloves. Keep out of reach of children. Do not contaminate food.
<b><i>Revenge Pre-Filled Liquid Ant Baits</i></b>	73766-2-4	tetrahydrate, (basically boric acid)	
<b><i>Combat Liquid Ant Bait</i></b>	73766-2- 64240		
<b><i>Bee Bopper II</i></b>	7754-44	tetramethrin, d- phenothrin	Harmful if swallowed, absorbed through the skin, or inhaled. Causes moderate eye irritation. Avoid contact with skin, eyes, or clothing. Avoid breathing vapor or spray mist. Do not use in commercial areas where food is handled, stored, or served. The contents of this product are under pressure. Do not store near heat, sparks or open flame.
<b><i>ARI Wasp and Hornet Killer</i></b>			Contains petroleum distillates.



<i>Termidor SC</i>	7969-210	fipronil	Harmful if swallowed, absorbed through skin or inhaled. Do not get in eyes, on skin or on clothing. Do not breathe spray mist. All handlers must wear chemical-resistant gloves. When working in an unventilated space, protective eyewear and a respirator are required. Do not apply indoors except for wall voids.
<i>TriStar 8.5 SL Insecticide</i>	8033-106-1001	acetamiprid	This product is harmful if absorbed through the skin or inhaled. Avoid contact with eyes, skin and clothing, and avoid breathing vapors or spray mist. All handlers must wear chemical-resistant gloves. This product is highly toxic to bees. Do not apply this product when bees are visiting the area. In agricultural settings, the label requires a restricted entry interval (REI) of 12 hours. Consider applying that same standard in your school setting. Linden and Basswood trees are highly attractive to bees, and they have some inherent toxicity to bees. Consider choosing a non-neonicotinoid insecticide for trees in this family ( <i>Tilia</i> species).
<i>AzaSol</i>	81899-4-74578	azadirachtin	This product is harmful if absorbed through skin. Avoid contact with skin, eyes, or clothing. It is also toxic to fish and aquatic life. In agricultural settings, a re-entry interval of four hours is required. Consider applying that same standard in your school setting. This product may be applied (as labeled) to any food crop, including the day of harvest.
<i>Rescue! WHY Attractant</i>	84565-3-49407	heptyl butyrate, acetic acid, 2-methyl-1-butanol	This product causes moderate eye irritation. Do not allow contact with your clothing because wasps, hornets, and/or yellow jackets may become attracted to you. Outdoor use only.
<i>Rescue Yellowjacket Attractant Cartridge</i>	84565-5-49407	heptyl butyrate	This product causes moderate eye irritation. Do not allow contact with your clothing because wasps, hornets, and/or yellow jackets may become attracted to you. Outdoor use only.
<i>Andersons Professional Turf Products 8% Granular Insecticide with Carbaryl</i>	9198-146	carbaryl	This product is harmful if swallowed, inhaled, or absorbed through skin. Avoid contact with skin, eyes or clothing. This product is extremely toxic to aquatic life; do not apply near water bodies.

<b><i>22-0-7 Fertilizer with Acelepryn Insecticide</i></b>	9198-247	chlorantraniliprole	This product causes moderate eye irritation. Avoid contact with eyes or clothing. This product is toxic to some aquatic life; do not contaminate water. In agricultural settings, there is a required re-entry interval of 4 hours. Consider applying the same standard in your school setting.
<b><i>Spectracide Wasp &amp; Hornet Killer 4</i></b>	9688-141-8845	permethrin, tetramethrin, piperonyl butoxide	This product causes moderate eye irritation. Avoid contact with eyes or clothing. This product is also extremely toxic to aquatic life and bees. Do not contaminate water or blooming plants. Keep away from heat and flame(s). Never use indoors. Never allow the product to reach a drain, during or after application.
<b><i>Spectracide Wasp and Hornet Killer 3</i></b>	9688-190-8845	prallethrin, lambda-cyhalothrin	Never use indoors. Do not apply near sewers, drains, or gutters where drainage might reach water bodies. Do not use in or on electrical equipment. Stand a safe distance from the nest, never underneath. Storage temperatures above 130° F may cause bursting.

## Fungicides

Product Name	EPA Reg. No.	Active Ingredient(s)	Read the label, use products only for labeled uses, and be aware of the following:
<i>Headway (not Highway)</i>	100-1216	azoxystrobin, propiconazole	This product causes moderate eye irritation. All handlers must wear chemical-resistant gloves. In agricultural settings, the label requires a restricted entry interval (REI) of 24 hours. Consider applying that same standard in your school setting. Do not allow any of this product to come in contact with apple trees. It is toxic to fish and other aquatic life, and highly water-soluble. Groundwater could be contaminated if this product is applied where soils are permeable and the water table is shallow.
<i>Monterey Horticultural Oil</i>	48813-1-54705	mineral oil	Avoid contact with eyes, skin, or clothing. Prolonged or repeated contact with skin may cause allergic reactions. All handlers must wear chemical resistant gloves. Harmful if absorbed through skin. Do not apply during drought. In school settings, this product is only allowed for ornamental plants, including interior courtyards and greenhouse plants.

## Molluscicides

Product Name	EPA Reg. No.	Active Ingredient(s)	Read the label, use products only for labeled uses, and be aware of the following:
<i>Sluggo</i>	67702-3-54705	iron phosphate	This product causes moderate eye irritation. Avoid contact with eyes or clothing. Keep out of children's reach, before and after the application. Sweep any granules off driveways and sidewalks, back into treatment areas to avoid excess runoff.

<b>Rodenticides</b>
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<b>Product Name</b>	<b>EPA Reg. No.</b>	<b>Active Ingredient(s)</b>	<b>Read the label, use products only for labeled uses, and be aware of the following:</b>
<i>Amdro Mole &amp; Gopher Bait</i>	12455-30-73342	zinc phosphide	This product is harmful if inhaled, and it causes moderate eye irritation. All handlers must wear gloves, including handlers of retrieved carcasses or unused bait. This product is extremely toxic to fish and birds. It may only be applied underground, according to very specific label directions.
<i>Fastrac All-Weather Blox</i>  <i>Rampage All-Weather Bait Chunx</i>	12455-95  12455-95-3240	bromethalin	Any person who handles bait or retrieves carcasses must use gloves. This product is harmful if swallowed, and it's extremely toxic to mammals, birds, and fish. Tamper-resistant bait stations are required for certain locations; read the label. Protect bait from rain or snow.
<i>Tomcat Rat Killer II</i>	12455-140	bromethalin	Any person who handles bait or retrieves carcasses must use gloves. This product is harmful if swallowed, and it's extremely toxic to mammals, birds, and fish. Tamper-resistant bait stations are required for certain locations; read the label.
<i>Generation Mini Blocks Hombre Mini Blocks</i>	7173-218	difethialone	This product poses a significant risk to wildlife and pets that may eat sickened rodents. Be sure to employ other options, such as trapping, before using this product. This product may only be used in and around (within 100 feet) of man-made structures to control Norway rats, roof rats, and house mice. For all outdoor uses, bait stations are mandatory. If applied indoors where children pets, non-target mammals, or birds could gain access, tamper-resistant bait stations are required. Harmful if swallowed or absorbed through skin. This product causes moderate eye irritation. People who handle the product and/or rodent carcasses must wear waterproof gloves.

<b><i>Kaput Mouse Blocks</i></b>	72500-7	warfarin	All handlers must wear gloves, including handlers of retrieved carcasses or unused bait. This product is extremely toxic to mammals and birds. It may only be applied in places inaccessible to children, pets, domestic pets, and non-target wildlife, Orin tamper-resistant bait stations. Bait stations are mandatory for outdoor, above-ground use.
<b><i>Brigand SB Soft Bait Rodenticide</i></b>	87235-1	bromadiolone	This product poses a significant risk to wildlife and pets that may eat sickened rodents. Be sure to employ other options, such as trapping, before using this product. This product may only be used in and around (within 100 feet) of man-made structures to control Norway rats, roof rats, and house mice. For all outdoor uses, bait stations are mandatory. If applied indoors where children pets, non-target mammals, or bids could gain access, tamper-resistant bait stations are required.

<sup>i</sup> Oregon Revised Statutes (ORS) 634.700 – 634.750

- <sup>ii</sup> ORS 634.705, Section 5: A governing body shall adopt a list of low-impact pesticides for use with the integrated pest management plan. The governing body may include any product on the list except products that: (a) contain a pesticide product or active ingredient that has the signal words “warning” or “danger” on the label; (b) contain a pesticide product classified as a human carcinogen or probable human carcinogen under the United States Environmental Protection Agency 1986 Guidelines; or (c) contain a pesticide product classified as carcinogenic to humans or likely to be carcinogenic to humans under the United States Environmental Protection Agency 2003 Draft Final Guidelines for Carcinogen Risk Assessment [2009 c.501 §3]
- <sup>iii</sup> Pesticide products must be registered for sale and/or distribution in the state of Oregon each year. Current product registration can be verified using this search tool from the Oregon Department of Agriculture:  
[http://oda.state.or.us/dbs/pest\\_productsL2K/search.lasso](http://oda.state.or.us/dbs/pest_productsL2K/search.lasso).

## APPENDIX L-MANAGEMENT STRATEGIES FOR SELECTED PESTS OF CONCERN

This appendix describes selected pests of concern present on City property and highlighted by City staff. This section mainly includes pests identified as invasives, pests of human health concern, or structural pests.

Pests included in this appendix are organized alphabetically by common name and include the following:

- Armenian (Himalayan) Blackberry
- Bull Thistle
- Canada Thistle
- Crabgrass
- English Holly
- English Ivy
- Garlic Mustard
- Horsetail
- House Mouse
- Italian Arum
- Lesser Celandine
- Moss
- Old Man’s Beard (Clematis)
- Poison Hemlock
- Poison Oak
- Puncturevine
- Rats
- Scotch Broom
- Spurge Laurel
- Tansy Ragwort
- Termites
- White Clover
- Yellow Nutsedge
- Yellowjackets

If so designated, the State of Oregon noxious weed category is listed, per ODA’s 2017 update of its noxious weed policy and classification.<sup>1</sup> In addition, the classification under the Clackamas Soil and Water Conservation District Weedwise program is included.<sup>2</sup> Interpretation of classification systems used by ODA and by Weedwise are found in Section II of this IPM plan. If the species is native, that information is noted.

General prevention and containment management strategies to follow with invasives:

- Clean weed seeds and fragments from vehicles, equipment and clothing.
- Prevent existing weeds from going to seed
- Controlling weeds along fence lines and roadways; and
- Removing weed fragments from machinery and boats.
- Periodically survey for newly invading weeds
- When controlling, start in the least infested areas first and then move into the more heavily infested areas.
- Conduct regular repeat monitoring of all sites treated with manual or chemical treatment.
- Replant treated areas when the bulk of the invasive weeds have been removed. Repopulating the area with desired plants will help prevent re-establishment of the treated pest or establishment of new invasives in the treated area.

The Invasive Species BMP Calendar<sup>3</sup> provides excellent information on timing and best management practices for controlling common invasive weeds.

<sup>1</sup>Oregon Department of Agriculture. 2017. Noxious Weed Policy and Classification System 2017. <https://www.oregon.gov/ODA/shared/Documents/Publications/Weeds/NoxiousWeedPolicyClassification.pdf>

<sup>2</sup>Clackamas SWCD. Weeds. <https://weedwise.conservationsdistrict.org/weeds>

<sup>3</sup>Invasive Species Best Management Practices Calendar. Developed by Shaw, S and Brunskill, R. 2007. King County Noxious Weed Control Program. Available in draft at <http://your.kingcounty.gov/dnrp/library/archive-documents/wlr/LANDS/Weeds/pdf/weed-maintenance-calendar.pdf>. Or see Appendix 5 of Clackamas County Integrated Pest Management Plan for the Surface Water Management Agency of Clackamas County, Clackamas County Service District No. 1, and the City of Happy Valley.

<b>Armenian Blackberry</b>	<b>(Himalayan)</b>	<i>Rubus armeniacus (R. procerus, R. discolor)</i>
		ODA Noxious Weed List – <b>B listed</b>
		Clackamas SWCD Weedwise – <b>Maintenance</b>

**Typical habitat**

Wastelands, pastures, forests (especially edges), roadsides, creek gullies, river flats, riparian areas, fence lines, and right-of-way. Usually intolerant of shade.

**Identification and Characteristics**

Perennial vine, producing large thickets to eight feet tall. Five-sided canes grow to 20 feet per season. Compound, serrate leaflets in groups of five. Evergreen blackberry (also known as cut-leaf blackberry) has deeply incised leaflets. White flowers bloom in summer and have five petals. Fruit is desirable. Thorns are hard, sharp, and often hooked.

**Look-alikes**

A smaller low-growing native blackberry known as trailing blackberry (*Rubus ursinus*) has weak, slightly bluish canes with 3 leaflets instead of 5, and small, softer thorns.

**Reproduction and Spread**

Wide-ranging roots up to 30 feet. Suckers are occasionally formed on the roots and may emerge from a depth of 18 inches. HBB also readily propagate from root fragments and cane cuttings. Several authors have reported dispersal of HBB seeds by birds; seeds are viable in soil for several years. Daughter plants may develop where first year canes touch the ground.

**Prevention**

Minimize soil disturbance. Prevent vegetative reproduction from cuttings.

Dispersed seeds remain viable in the soil for several years. Plant fast-growing shrubs or trees or shade tolerant species in disturbed areas to reduce or prevent reestablishment.

**Non-chemical Management Strategies**

Repeated, consistent mowing close to the ground can eventually kill the vines. Mow at least four times per year March-November. For manual removal, dig rootball when soil is moist using shovels, or claw-mattocks. Remove as much root material as possible to decrease the amount of blackberry resprouts. Resprouts and small roots may be hand-pulled from moist soil. Throw rootballs on top of the pile of canes away on a tarp or thick layer of cardboard. Canes may also be chipped and composted. Any control strategy can be considered short-lived if it does not take into consideration soil seed stocks and potential future land disturbance.

Soll (2004) contains information on manual removal rates. According to King County, cutting followed by digging up root crowns is much more effective than cutting alone.

Goats are most cost-effective when used to clear or suppress brush regrowth of one to four years old rather than to do initial clearing of dense tall, mature stands of vegetation. Care must be taken to protect any native vegetation desired. Grazing also reduces production of daughter plants, however these species will eat other plants as well.

Prescribed burning can be used to remove canes, but will not eliminate resprouting. To obtain long-term control, burning should be followed by:

- herbicide treatment of resprouted canes, in the fall following burning
- subsequent burning or cutting to exhaust the soil seed bank and underground food reserves, and/or
- revegetation with fast growing or shade tolerant native species.

#### **Chemical Management Strategies**

The PNW Handbook recommends a number of different active ingredients for control, including aminocyclopyrachlor + metsulfuron methyl; glyphosate; metsulfuron; picloram; triclopyr; or triclopyr + 2,4-D.

According to Soll (2004) foliar treatment of resprouted canes in the fall following summer clearing has proven effective in some cases. Regrowth of HBB after slashing, burning, or grazing should be at least 18 inches high before herbicide application. The effectiveness of all foliar applied herbicides will be reduced significantly if the plants are badly moisture-stressed.

Uncut blackberry can be effectively treated in late summer or fall with broadcast application of a variety of herbicides including triclopyr (i.e. Garlon 3a and 4) and/or glyphosate (i.e. Round-up and similar products) or 2-4D combined with triclopyr (i.e. Crossbow). Although effective control can be achieved by this method, the extensive, standing, dry and hard canes then need to be removed to allow access for effective restoration.

#### **Biocontrol Availability**

None currently available in Oregon.

#### **Sources for Further Information**

4-County Cooperative Weed Management Area. Himalayan and evergreen blackberry.

[https://4ccwma.files.wordpress.com/2018/02/ipm\\_18\\_blackberry-web.pdf](https://4ccwma.files.wordpress.com/2018/02/ipm_18_blackberry-web.pdf)

Soll, J. 2004. Controlling Himalayan blackberry in the Pacific Northwest. <https://www.invasive.org/gist/moredocs/rubarm01.pdf>



<b>Bull Thistle</b>	<i>Cirsium vulgare</i> ODA Noxious Weed List – <b>B listed</b> Clackamas SWCD Weedwise – <b>Maintenance</b>
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**Typical Habitat**

Prefers full sun. Common in disturbed areas such as pastures, roadsides, fencelines. Occurs in riparian areas and dry meadows.

**Identification and Characteristics**

Biennial, sometimes an annual or “monocarpic perennial”. Rosettes up to 3 feet in diameter form first year. Leaves 3-12 in, dark green very pubescent, still prickles at tips. Flowering stems reach 2-5 feet. Flowers pink to purple, June till first frost, 1.5-2 in wide, located at the branch ends. Flower head bases are covered in spine-tipped bracts.

**Look-alikes:**

Canada thistle (*Cirsium arvense*) - smaller flowers, smaller statured plant

Blessed milk thistle (*Silybum marianum*) – creamy white veins visible in leaves. Purple flower heads 2-3 in in diameter.

**Reproduction and Spread**

Reproduces only by seed. Germination occurs in spring and fall. Seeds are short-lived and do not disperse widely. If on or near the soil surface, seeds are not viable longer than a year. Buried seeds may remain viable for up to three years.

**Monitoring**

Scout for rosettes in fall, winter and spring.

**Prevention**

- Avoid soil disturbance and site overuse to prevent seed germination.
- Establish desirable plants or cover disturbed areas to prevent establishment. Mulch over disturbed surfaces may inhibit germination.
- Prevent seed production and dispersal from existing patches.
- Prevent seeds from spreading to other uninfested areas by washing vehicles, equipment, boots and animals that have been in infested areas.
- Bull thistle may be outcompeted by vigorously growing grass or shrubs.

**Non-chemical Management Strategies**

- Hand-pull or dig small patches of rosettes. If disposing of plants on site, leave plants roots up and chop up with a shovel to reduce risk of plant rerooting. Plants should be left well away from waterways, shorelines, roads and uninfested areas.
- Cut or mow plants prior to flowering. Avoid mowing plants in flower. Early mowing may result in delayed flowering. A single mowing is generally insufficient.
- Carefully bag and dispose of cuttings containing flowers as these may form viable seeds even after removal.
- Sever the stem about an inch below the soil surface, leaving no leaves attached. This stops the plant from resprouting. Plants may resprout if cut at or above the soil surface.
- According to King County, cultivation will effectively control bull thistle.
- Monitor and continue treatment for several years.

- Sheep, goats, and horses will eat seedlings, rosettes, and flower heads. Cattle will not.

#### **Chemical Management Strategies**

King County recommends glyphosate, triclopyr, 2,4-D, dicamba, or aminopyralid. Apply to rosettes during active growth (springtime before stem elongation) or fall.

#### **Biocontrol Availability**

Two biological controls have been released. One is a seed head weevil (*Rhinocyllus conicus*), but use of this is not recommended because the BCA attacks native thistles and interstate shipment is prohibited.

The second is a seedhead gallfly (*Urophora stylata*), which is widely distributed and provides good control. The gallfly lays eggs on closed flower buds in June and July. Larvae burrow into the seed producing tissues, forming galls and reducing seed production. To spread the agent, ODA recommends harvesting the galls after the first killing frost, then scatter galls at release site.

#### **Sources for Further Information**

King County Noxious Weed Control Program. 2014. Bull Thistle Best Management Practices.  
<http://your.kingcounty.gov/dnrp/library/water-and-land/weeds/BMPs/bull-thistle-control.pdf>

DiTomaso, J.M., G.B. Kyser et al. 2013. Weed Control in Natural Areas in the Western United States. Weed Research and Information Center, Univ. of Calif. 544 pp. [http://wric.ucdavis.edu/information/natural\\_areas/wr\\_C/Cirsium\\_vulgare.pdf](http://wric.ucdavis.edu/information/natural_areas/wr_C/Cirsium_vulgare.pdf)

**Canada Thistle***Cirsium arvense*ODA Noxious Weed List – **B listed**Clackamas SWCD Weedwise – **Maintenance****Typical Habitat**

Sun-loving. Roadsides, pastures, lawns, gardens, riparian areas, forest clear cuts, waste areas, and disturbed areas.

**Identification and Characteristics**

Perennial. Pink to purple or white bristly flowers, 0.5 in wide, occurring in clusters June-October. Plant is dioecious (male and female flowers occur on different plants). Grooved stems reach 2-5 ft tall, branch at top. Leaves with glossy foliage upper surface and wooly foliage on lower leaf surface, up to 6 in long, armed with yellowish spines. Fleshy, creeping, extensive roots grow three feet deep or more. Above-ground portions die back in winter.

**Reproduction and Spread**

Spreads by seed and extensive root system. Horizontal roots produce buds which develop into new plants. Root fragments as small as 0.5 in can grow into new plants. Seeds are viable in the soil for up to 20 years. According to OSU, a seedling can reproduce vegetatively within 6 weeks after germination, and a single plant can develop a lateral root system with a 20-foot spread in a single season.

**Prevention**

Prevent establishment by:

- Irrigating and fertilizing as needed.
- Reseeding or replant bare ground, strive for heavy cover to reduce light to soil surface
- Avoiding introduction of weed-contaminated soil.
- Cleaning tools, boots, and vehicles between sites.

**Non-chemical Management Strategies**

Remove seedlings when young – if pulling, try to remove root entirely. Avoid fragmenting root system. Alternatively, hand-cut, or till every three weeks for an entire growing system, to weaken the root reserves.

Mow several times during growing season to deplete root reserves and prevent flowering. Carefully bag and dispose of seed heads or root fragments.

According to 4-county CWMA, late spring burns between May and June may be effective. During the first three years of control efforts, burns should be conducted annually. Inorganic mulches, such as plastic, commercial weed barrier fabrics or other materials such as roofing paper, are effective. Cover inorganic mulches with a thin layer of soil or organic mulch.

**Biocontrol Availability**

Three biocontrol agents are available. Stem gall fly (*Urophora cardui*) is widely distributed; larvae burrow into sheets, triggering gall formation. ODA recommends harvesting galls after first frost and scattering galls at release site. A crown/root weevil (*Ceutorhynchus litura*) can be collected by aspirating adults in Mar-April from rosettes of plants 1-4 in tall.

The third biocontrol, the seed head weevil (*Rhinocyllus conicus*) is no longer recommended because this BCA attacks native thistles and interstate shipment is prohibited.

Mowing is not recommended in conjunction with biocontrols.

### **Chemical Management Strategies**

Translocated herbicides are recommended. Most effective on young, actively growing plants with new leaves that lack the thickened waxy coating present on mature leaves. Cut back plant three to five weeks before applying herbicide to encourage active growth.

CWMA reports that glyphosate, triclopyr, 2,4-D amine, dicamba, a combination of 2,4-D and dicamba (e.g. Weedmaster), clopyralid, or aminopyralid (Milestone) are effective when applied during the growing season.

### **Sources for Further Information**

Oregon Department of Agriculture. Canada Thistle Profile.

<http://www.oregon.gov/oda/shared/Documents/Publications/Weeds/CanadaThistleProfile.pdf>[https://oregonstate.edu/dept/nursery-weeds/feature\\_articles/thistles/thistles.html](https://oregonstate.edu/dept/nursery-weeds/feature_articles/thistles/thistles.html)

Jefferson County Washington Noxious Weed Control Board

[https://www.nwcb.wa.gov/images/weeds/CanadaThistle\\_Jefferson.pdf](https://www.nwcb.wa.gov/images/weeds/CanadaThistle_Jefferson.pdf)

Oregon Department of Agriculture. Weed Biological Control.

<http://www.oregon.gov/ODA/programs/Weeds/Pages/BiologicalControl.aspx>

<b>Crabgrass</b>	Smooth crabgrass ( <i>Digitaria ischaemum</i> )
	Hairy crabgrass ( <i>Digitaria sanguinalis</i> )

**Typical Habitat**

Disturbed areas, lawns, landscaped areas, roadsides.

**Identification and Characteristics**

Usually prostrate plant, sometimes mat-forming grass with flat leaf blades a quarter to half-inch wide and 2-5 inches long. Young plants of smooth crabgrass are light green. Flower heads have 2-6 inch spikelike branches in one or two whorls at the stem tip.

**Look-alikes**

Bermuda grass (*Cynodon dactylon*) looks similar but has runners or creeping stems. Crabgrass seed spikes show multiple whorls while bermudagrass just has one whorl.

**Reproduction and Spread**

Crabgrass is an annual that grows during late spring and summer. It spreads through seed shed in August-September. For smooth crabgrass, plants as short as ¼ inch can produce seed; however large crabgrass is less tolerant of mowing.

**Prevention**

In beds, mulching is the primary preventative. In lawns, healthy, dense turf helps prevent the germination and spread of crabgrass. Make sure site is planted to a turf species that is well adapted to the conditions (e.g. amount of shade, foot traffic, etc.) and is adequately aerated, fertilized and watered.

**Non-chemical Management Strategies**

Hoe or hand-pull crabgrass while young and before it sets seed. Seeds can remain viable for at least 3 years in soil.

In ornamental beds or disturbed site, pull or hoe young plants before they set seed. Mulches help prevent germination. Cultivation will eliminate seedlings.

If establishing new sites, consider solarization technique prior to planting to eradicate crabgrass and other susceptible weeds.

In lawns, crabgrass may indicate compaction, low fertility, or overwatering. Try aeration and fertility management. Four lb. nitrogen per 1000 square feet each year in Sept, Nov, May, and June). Keep fertility low in the fall.

Avoid frequent light irrigation, which promotes germination. Instead, water deeply to encourage deeper-rooted turf grasses.

When mowing turf with crabgrass, rinse mower afterward and avoid transferring mower to uninfested sites. Mowing high in early summer– between 2.5 and 3 inches helps prevent seeds from germinating. As fall approaches, do the opposite – mow low and collect the grass clippings and dispose. This allows seed heads that have formed to be picked up by the mower, and removed from the site.

**Biocontrol Availability**

None known.

### **Chemical Management Strategies**

A variety of pre- and post- emergent products are available; some labeled for turf and some not.

### **Sources for Further Information**

University of California IPM Program. 2010. Pest Notes: Crabgrass. UCANR Pub. 7456.

<http://ipm.ucanr.edu/PMG/PESTNOTES/pn7456.html>

Washington State University. Oh no, There's crabgrass in my lawn. <http://ext100.wsu.edu/gardentips/2014/10/16/oh-no-theres-crabgrass-in-my-lawn/>

Washington State University Extension. Hortsense Fact Sheet: Crabgrass.

<http://hortsense.cahnrs.wsu.edu/Search/MainMenuWithFactSheet.aspx?CategoryId=6&ProblemId=2015>

**English Holly***Ilex aquifolium***Typical Habitat**

Woodlands, forests.

**Identification and Characteristics**

Evergreen, grows as shrub, or tree up to 50 ft, may be multi-stemmed. Leaves are thick, glossy, dark green and wavy, 1-3 in, with sharp spines along leaf edges. Red, yellow, or orange berries in winter. Small white flowers on females; yellow flowers on males.

**Look-alikes**

Holly leaves resemble those of Oregon grape (*Berberis spp.*) but the Oregon grape has yellow flowers and blue berries.

**Reproduction and Spread**

The species is dioecious, with separate male and female plants. Holly seeds are persistent. Birds forage on fruits, dispersing the seed. Spread. Holly can also spread vegetatively through suckers and layering.

**Prevention**

Maintain forest cover.

**Non-chemical Management Strategies**

- Shade out.
- Remove seedlings before plants reach reproductive age. Hand dig or use weed wrench, removing the entire root. Monitor for reinvasions.
- Cutting may result in resprouting.

**Chemical Management Strategies**

Cut-stump treatment on larger holly with glyphosate or triclopyr is more effective than foliar treatment, according to Whatcom County. For larger specimens, frilling (cutting deep cuts at 45-degree angles into the tree's bark using an axe or sharp chisel) and pouring glyphosate into the cuts immediately afterward is also effective according to King County.

**Sources for Further Information**

Whatcom County Noxious Weed Board. Unknown date. Control options for English holly.

[https://www.nwcb.wa.gov/images/weeds/English-Holly-Control\\_Whatcom.pdf](https://www.nwcb.wa.gov/images/weeds/English-Holly-Control_Whatcom.pdf)

King County Noxious Weed Control Program Weed Alert. English Holly. <https://your.kingcounty.gov/dnrp/library/water-and-land/weeds/Brochures/English-Holly-Fact-Sheet.pdf>

**English Ivy**

*Hedera helix*

ODA Noxious Weed List – **B listed**

Clackamas SWCD Weedwise – **Maintenance**

**Typical Habitat**

Woodlands, forest edges, fields, gardens. Prefers some moisture and slightly acidic, well-drained soils.

**Identification and Characteristics**

Evergreen climbing vine; alternate, angular dark green 2-4” long leaves with 3-7 points or rounded with a terminal point. Stems herbaceous or woody. Greenish-white flower clumps with small black berry-like fruit. Plants bloom only when light and nutrients are optimal.

**Look-alikes**

Irish ivy (*H. hibernica*) and Persian ivy (*Hedera colchia*) look nearly identical to English ivy, have a similar growth habits, and are also considered invasive.

**Reproduction and Spread**

Ivy establishes roots at its nodes and can grow from cut or broken stems. Ivy also reproduces from seed dispersed by birds.

**Prevention**

Prevent from blooming as ivy seeds are spread by birds.

**Non-chemical Management Strategies**

Reduce climbing vines to reduce access to sunlight and slow seed production. Cut vines at chest height and at hip height from trunks of trees, creating a gap. Leave stems on trees. Clear ivy around trunks for a three-foot radius.

Ivy growing along the ground may be pulled when the soil is moist. Stems may be rolled into large piles (on tarps preferably) and left on site. If not left in large piles, stems left behind may reroot.

Ivy may also be mowed or cut close to the ground; follow with digging roots out where possible. Cover with double layer of landscape fabric, black plastic, or cardboard covered with bark or mulch.

For offsite disposal, bag and place into trash.

**Biocontrol Availability**

Goats and sheep will graze on ivy.

**Chemical Management Strategies**

A variety of active ingredients are used by local management agencies (glyphosate, triclopyr) along with surfactants. Painting the cambium of cut stems is one technique; foliar sprays are also used.

**Sources for Further Information**

4-County CWMA. [Date unspecified] English, Irish and Persian Ivy. <https://4countycwma.org/aweeds/best-management-practices/invasive-ivy/>

Washington State University Extension. 2016. Hortsense Fact Sheet: English Ivy. <http://hortsense.cahnrs.wsu.edu/Search/MainMenuWithFactSheet.aspx?CategoryId=6&ProblemId=2057>



**Field Bindweed***Convolvulus arvensis*ODA Noxious Weed List – **B & T listed**Clackamas SWCD Weedwise – **Maintenance****Typical Habitat**

It is widely distributed in Oregon inhabiting roadsides; grasslands grain fields and urban landscapes. It is a common feature in home gardens.

**Identification and Characteristics**

Field bindweed is a deep-rooted herbaceous perennial. Its stems are prostrate, one to four feet long often climbing fences and shrubs or forming dense tangled mats. Leaves are alternate, arrowhead-shaped with lobes at the base. Flowers are bell or trumpet shaped, white to pinkish and one inch in diameter. Its fruit is a small, round capsule, usually four-seeded. It looks and grows similar to the ornamental morning glory. Considered a pest throughout the United States, bindweed is known for its ability to reduce crop yields. It competes with crops for moisture and nutrients, and is difficult to remove once established. The twining nature of the plant hampers harvesting of crops, especially in orchards and vineyards.

**Look-alikes**

Often confused with wild buckwheat and morning glory, which are summer annual plants.

**Reproduction and Spread**

It spreads by seed and through a deep, extensive horizontal root system. Field bindweed seed can persist for many years in typical garden soil.

**Prevention**

Prevent spreading of the plant and reduce seed spread by cleaning off equipment and clothing.

**Non-chemical Management Strategies**

Avoid digging or tilling the soil around mature field bindweed roots; roots and rhizome fragments left behind may resprout. Repeated hand-pulling eventually works but is highly labor-intensive. It is best to limit hand pulling and tilling to seedlings; do in early spring when the ground is wet. Smothering plants with mulch, black plastic, or geotextile fabric is another option, but the covering must be kept in place for several years. Success may be somewhat limited as field bindweed can persist without light, sending its underground roots beyond the covering's edge to start a new infestation. If using this method, be sure to cover the whole patch and monitor closely for regrowth along edges or through gaps in the covering. Mowing alone will not control this plant and is not recommended

**Biocontrol Availability**

A Moth and a Mite has been released in Oregon to control the spread of field bindweed.

**Chemical Management Strategies**

Herbicides can be painted or brushed on leaves to avoid drift onto desirable plants. Products containing glyphosate are effective when applied in the summer and fall before the leaves die back. However, glyphosate is "non-selective" and will injure any foliage that it comes in contact with, including grass. Selective broadleaf herbicides with active ingredient triclopyr or 2,4-D work well for grassy areas, as they won't harm most grasses. Repeat treatment on regrowth as needed. All of the above herbicides are absorbed by foliage and moved throughout the plant to kill roots and shoots.

**Sources for Further Information**

King County Noxious Weed Alert. 2018. Field Bindweed. [https://your.kingcounty.gov/dnrp/library/water-and-land/weeds/Brochures/Bindweed\\_factsheet.pdf](https://your.kingcounty.gov/dnrp/library/water-and-land/weeds/Brochures/Bindweed_factsheet.pdf)

Oregon Department Agriculture. 2018. Field Bindweed. <https://www.oregon.gov/ODA/shared/Documents/Publications/Weeds/FieldBindweedProfile.pdf>

Oregon State University. 2018. Bidding Farewell to the dreaded bindweed. <https://extension.oregonstate.edu/node/81956>

**Garlic mustard***Alliaria petiolata*ODA Noxious Weed List – **B listed, T-listed**Clackamas SWCD Weedwise – **Priority****Typical Habitat**

Grows in deciduous or open-canopy coniferous forests, disturbed areas, roadsides, riparian areas. Once established, garlic mustard may exude a chemical which impedes native shrub and tree establishment and hinders natural forest regeneration.

**Identification and Characteristics**

First-year plants form basal rosettes with round to kidney-shaped leaves with scalloped edges. White, mustard-like, 4-petaled flowers appear in the 2nd year in April, on stalks measuring 12-48” tall. Leaves on flowering stalks are triangular-shaped. Crushed leaves smell like garlic.

**Look-alikes**

Garlic mustard may be confused with a variety of native plants, including fringe-cup, piggy-back plant, hairy bittercress or black mustard. Check for garlic odor.

**Reproduction and Spread**

Biennial. First-year plants emerge from fall through early March. Spreads through seeds. Seeds can remain viable for five or more years. Roots left in the ground may regrow and set seed.

**Prevention**

Prevention strategies include:

- Monitor vulnerable sites annually.
- Prevent flowering plants from going to seed. Clean equipment, shoes, pets, and clothes, and tires that may have contacted seeds. Seeds are easily transported.
- Do not allow disturbed sites to persist.
- Hemlock mulch may suppress mustard species, including garlic mustard. Requirements include replenishing supply after 2 years and maintaining a mulch depth of 6 inches.

**Non-chemical Management Strategies**

Pull plants when soil is moist, removing roots. Second-year plants with flowering stalks should be bagged and placed in garbage – not composted (first year plants may be placed in compost) to prevent seeding after pulling. Remove in spring. Do not handle or remove plants once seed pods turn yellow and dry. Clip seedheads prior to any chemical control strategy.

**Chemical Management Strategies**

Glyphosate is recommended by ODA on late winter seedlings and rosettes. Spraying is not effective on flowering plants. Triclopyr of 1% is recommended on rosettes by the Pacific Northwest Garlic Mustard Working Group.

**Sources for Further Information**

4-County Cooperative Weed Management Area. Garlic Mustard. <https://4ccwma.files.wordpress.com/2017/09/garlic-mustard-final-web.pdf>

Oregon Department of Agriculture. 2015. Noxious Weed Pest Risk Assessment for Garlic Mustard. <http://www.oregon.gov/ODA/shared/Documents/Publications/Weeds/GarlicMustardPlantPestRiskAssessment.pdf>

<b>Horsetail (Field)</b>	<i>Equisetum arvense</i>
	Native plant

**Typical Habitat**

Horsetail is a native plant that occupies aquatic sites, ditchbanks, roadsides, pastures. Prefers moist soils but will tolerate fairly dry soil.

**Identification and Characteristics**

Upright plant to three feet tall, with stiff leaves in whorls radiating from the central hollow stalk; resembles small conifer. Spore-bearing plants have no foliage and emerge early in the year before vegetative stalks. Their stalks are topped by a conifer cone-resembling tip.

**Look-alikes**

Giant horsetail (*Equisetum telmateia*) is very similar to field horsetail only taller, more robust, and produces an abundance of fertile stems. Scouring rush (*Equisetum hyemale*) is evergreen, with leafless, hollow, segmented stems with ash-colored bands. Stems grow to about 1/2 inch in diameter and reach up to five feet tall.

**Reproduction and Spread**

Horsetail spreads by spores or creeping rhizomes and tubers. Rhizomes can grow to six feet underground. Cultivation can spread the rhizomes.

**Prevention**

Prevent spread and establishment of horsetails by using only clean soil and by checking nursery stock for unwanted plants.

**Non-chemical Management Strategies**

- Hand pull to deplete food reserves. Complete removal of the tops about 2 weeks after each emergence for 3 to 4 years has provided effective control. Avoid cultivation which spreads the rhizomes.
- Inorganic mulches (landscape fabrics) are effective; organic mulches are not. Flaming can eliminate top growth and weaken the plant if used repeatedly.
- Maintain healthy, competitive desirable vegetation to deplete horsetail on site. Where present, densely plant areas with horsetail to shade them out and reduce spore germination.

**Chemical Management Strategies**

The hard waxy cuticle of horsetail resists penetration by foliar applications. Injection methods are considered more effective.

**Biocontrol Availability**

None known.

**Sources for Further Information**

Oregon State University. [date unspecified]. Horsetail. [https://oregonstate.edu/dept/nursery-weeds/weedspeciespage/horsetail/Equisetum\\_arvense\\_horsetail.html](https://oregonstate.edu/dept/nursery-weeds/weedspeciespage/horsetail/Equisetum_arvense_horsetail.html)

Thurston County Noxious Weeds Program. Integrated Pest Management Prescription: Horsetail-Scouring Rush. <http://www.co.thurston.wa.us/health/ehipm/pdf/horsetail.pdf>

**House Mouse***Mus musculus***Typical Habitat**

Mouse problems can occur at any time of year but especially in the fall when outdoor temperatures begin to cool and mice invade houses for shelter and food.

**Identification and Characteristics**

The house mouse weighs about 1/2 ounce and is 3 to 4 inches in length with a dark tail of about the same length. Mice leave dark droppings that are pointed and about the size of a grain of rice.

**Look-alikes**

In many areas of the United States, *Peromyscus* spp. (deer mice and white-footed mice) commonly enter buildings and may be confused with house mice. Deer mice are the vector for hantavirus, a rare but fatal syndrome. The house mouse has an overall gray coat. The deer mouse has larger eyes and a clearly delineated white underside. Before attempting to clean up premises where hantavirus exposure is possible, refer to the Center for Disease Control at [www.cdc.gov/rodents/](http://www.cdc.gov/rodents/).

Adult rats are much larger than mice.

**Monitoring:**

See section for rats. In addition, Mitchell and Balogh (2007) presents an excellent overview of monitoring and abundance estimation techniques.

**Reproduction and Spread**

A female may have 5 to 10 litters annually, each with 5-6 young.

**Prevention**

Sanitation and exclusion are the primary prevention methods. Techniques to prevent and minimize pressure are generally the same as that for rats (see Rats section). However, mice can squeeze dime-sized holes, so exclusion techniques need to be tailored to their smaller sizes.

**Non-chemical Management Strategies**

Snap traps, baited with attractive foods, is the primary non-chemical management strategy. Snap traps need to be designed for mice, not rats. See Rats section for more information.

**Chemical Management Strategies**

See information for rats.

**Sources for Further Information**

Mitchell, B. and Balogh, S. 2007. NSW Department of Primary Industries. <https://www.pestsmart.org.au/wp-content/uploads/2010/03/Monitoring-techniques-for-vertebrate-pests---mice.pdf>

UC IPM. Pest Notes: Rats. 2011. <http://ipm.ucanr.edu/PMG/PESTNOTES/pn7483.html>

<b>Italian Arum (Lords-and Ladies)</b>	<i>Arum italicum</i> Clackamas SWCD Weedwise – <b>Maintenance</b>
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**Typical Habitat**

Woodlands, forest margins, riparian and wetland areas, disturbed areas. Can tolerate drought once established.

**Identification and Characteristics**

Evergreen, herbaceous perennial. Arrow-shaped, glossy leaves, up to 12 in long, usually with pale veins or purple splotches or speckles. Grows to 12-18 in high, with equal spread. Blooms in spring; tiny yellowish odiferous flowers in finger-like structure, partly surrounded by a large, sheath-like bract (spathe). Red to orange berries in spiky clusters.

**Look-alikes****Reproduction and Spread**

The plant produces thick underground tubers with buds (bulblets), which can break off to produce new plants. Birds and other animals eat and spread berries.

**Prevention**

Do not move soil from areas where the plant is known to have grown. Do not compost affected soil.

**Non-chemical Management Strategies**

- Cut and bag berries in August.
- The plant is poisonous. Contact with the sap causes minor skin irritation. Wear gloves.
- If digging, bulblets must be removed to prevent resprouting. All plant parts must be sealed in plastic and disposed of in garbage.

**Chemical Management Strategies**

Glyphosate or imazapyr may kill the top but may not kill tubers. Glyphosate at 3% with sulfomethuron at 1.5 oz/ac resulted in no regrowth according to Whatcom County.

**Sources for Further Information**

Whatcom County Noxious Weed Board. Unknown date. Control options for Italian Arum.  
<http://co.whatcom.wa.us/DocumentCenter/Home/View/27070>

Washington State Noxious Weed Control Board. Unknown date. Italian Arum. <http://extension.wsu.edu/sanjuan/wp-content/uploads/sites/9/2014/04/Italian-Arum-brochure.pdf>

<b>Japanese Knotweed</b>	<i>Polygonum cuspidatum</i> (also known as <i>Fallopia japonica</i> )
<b>(False bamboo)</b>	ODA Noxious Weed List – <b>B listed</b>
	Clackamas SWCD Weedwise – <b>Priority</b>

### Typical Habitat

Sunny to partially shady moist areas, including riparian areas, ditches, forest understories, edges, roadsides and waste places, gravel operations, yards and gardens

### Identification and Characteristics

Deciduous perennial, dying back to roots in winter, though dead canes remain standing through winter. Grows to 10 feet tall. Large somewhat heart-shaped leaves 6-8" long, with squarish leaf bases. Stout hollow, jointed stems, greenish-red in color, with sheathing stipules at nodes. Blooms July-October, plume-like clusters or panicles of showy, white flowers emerge during late summer and fall where each leaf meets the stem at leaf axis.

### Look-alikes

There are three other species of woody knotweeds, all of which are also invasive: giant (*Polygonum sachalinense*), Bohemian (*Polygonum ×bohemicum*), and Himalayan (*Polygonum polystachyum*). Giant knotweed is taller than Japanese knotweed, with leaves up to 18 inches long and greenish-white flowers. Bohemian knotweed is a hybrid of Japanese knotweed and giant knotweed and has characteristics of both parents. Himalayan knotweed grows to 6 feet tall. Stems and flowers are similar to those of other knotweed species, though flowers are occasionally pink. Leaves are slender, measuring 4-8 inches long, and the sheathing stipule is long and pointed.

### Reproduction and Spread

The plant grows from deep-rooted creeping rhizomes, and propagates through stem and root fragments, which may be transported by streams or rivers or soil containing root fragments. Seed is a less important mechanism for spread.

### Prevention

Prevention strategies include:

- Be cautious in accepting soil from unknown origins. Thoroughly clean equipment after use in suspected sites. Refrain from dumping contaminated soil.
- Maintain shade and desirable native vegetation along riparian areas and minimize soil disturbance in riparian and streamside areas.

### Non-chemical Management Strategies

Begin control from the furthest upstream site. Some practitioners have had success suppressing smaller infestations by laying large tarps, geotextile, or carpet pieces over infestations cleared of old canes during the winter. Cover edges must be carefully overlapped and held down.

When new shoots arise in the spring, walking over the tarps helps to break the new shoots, draining the resources

Small infestations may be grubbed out but entire root system must be removed. Several authors advise against digging as stem and root fragments left behind may spread the infestation.

Cutting live stems may increase plant growth and density. However, others report that cutting or mowing at least twice a month for the first year, then monthly over three years, can kill knotweed. Cut plant material must be removed, dried, and burned if possible.

Goats are reported to eat knotweed and controlled goat grazing may be an option if sustained.

Emanuel et al. (2011) cautions against allowing cut canes, or any part of a cut cane, to come into contact with water or soil.

Monitor the site and follow up with regular treatments for many years after the initial treatment. Search at least 10 yards beyond treatment sites.

Follow-up treatments by planting desirable coniferous vegetation.

### **Chemical Management Strategies**

According to Emanuel et al. (2011) glyphosate or imazapyr were more effective at control than triclopyr or 2,4-D. Dicamba is also recommended in the PNW Handbook.

Mowing or cutting followed by herbicides. Foliar application in fall prior to frost is recommended by Emanuel (2011) and Weedwise.

Injecting 3 to 5 ml (0.1 to 0.17 fl oz) of glyphosate in every stem at the first aboveground internode has effectively controlled patches of knotweed from June to September, but current labels greatly limit this application for large infestations. The suggested injection rates are listed under a Special Local Needs label, which the applicator must apply for and have in hand during application.

Wiping stems with 33% herbicide solutions was also found to be effective, especially after cutting tops to 3 ft.

### **Biocontrol Availability**

A number of different biological controls are under evaluation, but none are currently approved for release. Goats are reported to eat knotweed and, in some circumstances, controlled goat grazing may be an option.

### **Sources for Further Information**

Beaulieu, David. 2017. Eradication of Japanese Knotweed Plants. <https://www.thespruce.com/eradication-of-japanese-knotweed-plants-2131201>

Emanuel, R., A. Hulting, and R. Koepke-Hill. 2011. Biology and Management of Knotweeds in Oregon: A Guide for Gardeners and Small-Acreage Landowners. OSU Extension: EM 9031. <https://catalog.extension.oregonstate.edu/em9031>

Leininger, Samuel. 2017. September's Weed of the Month: Knotweed. Weedwise, Clackamas Soil and Water Conservation District. <https://weedwise.conservationsdistrict.org/2017/september-weed-month-knotweed.html>

Oregon Department of Agriculture. Japanese Knotweed Profile. <http://www.oregon.gov/oda/shared/Documents/Publications/Weeds/JapaneseKnotweedProfile.pdf>

Oregon State University Extension. 2008. Invasive Weeds in Forest Land: Knotweeds. EC 1597.

Prather, T., T. Miller, and S. Robins. 2009. Knotweed shrubs: identification, biology and management. PNW 610. <http://www.cals.uidaho.edu/edComm/pdf/PNW/PNW0610.pdf>

PNW Weed Management Handbook. Knotweed. <https://pnwhandbooks.org/weed/problem-weeds/knotweed-bohemian-polygonum-bohemicum-japanese-polygonum-cuspidatum-giant>



**Lesser Celandine***Ranunculus ficaria*ODA Noxious Weed List – **B listed**Clackamas SWCD Weedwise – **Maintenance****Typical Habitat**

Shaded to partially shaded sites such as deciduous woods; also found in open sunny sites with adequate soil moisture.

**Identification and Characteristics**

Herbaceous perennial. Plants have basal rosette of dark green, shiny, stalked leaves that are kidney to heart-shaped. Lesser celandine flowers from March to April, has 6-26 glossy, butter-yellow petals, and three (rarely four) green sepals. Pale-colored bulblets are produced along the stems of the above ground portions of the plant, but are not apparent until late in the flowering period. Forms large dense patches.

**Look-alikes**

There are many varieties of lesser celandine including a double-flowered form with many crowded petals and dark green leaves mottled with silvery markings. Lesser celandine resembles the native marsh marigold *Caltha palustris* (not found in the urban area). Look-alikes do not have tubers or form dense mats.

**Reproduction and Spread**

Reproduces by seed, plant fragments, or tubers (turions) that are produced on the roots in large numbers and easily moved in contaminated dirt or by water.

**Prevention**

After working in an infested area, tools and footwear should thoroughly cleaned.

**Non-chemical Management Strategies**

Dig small patches when soil is moist. Sift soil to obtain all bulb parts. Any surviving tubers will lead to reinfestation. Dispose of plant parts and excavated soil in a trash bag and place in trash. Monitor every few weeks and repeat.

**Chemical Management Strategies**

Use chemical control just before or in early flowering. According to City of Portland Bureau of Environmental Services, mid-winter treatments may be more effective than spring treatments. The 4-county CWMA recommends glyphosate at low rates (1-2%), but warns that repeat treatments may be needed.

**Biocontrol availability**

None available at this time.

**Sources for Further Information**

Oregon Department of Agriculture Noxious Weed Profile: Lesser Celandine.

<https://www.oregon.gov/oda/shared/Documents/Publications/Weeds/LesserCelandineProfile.pdf>

City of Portland Bureau of Environmental Services. 2018. Lesser Celandine. <https://www.portlandoregon.gov/bes/article/433193>

4-County Cooperative Weed Management Area. Lesser Celandine Fact Sheet.

[https://4ccwma.files.wordpress.com/2018/02/ipm\\_18\\_lessercelandine-web.pdf](https://4ccwma.files.wordpress.com/2018/02/ipm_18_lessercelandine-web.pdf)

**Moss***Bryophyte**Turf Moss**Tree Moss**Roof and sidewalk Moss***Typical Habitat**

Moss thrives in shaded, moist poorly drained soils. It can be found anywhere from sidewalks, parking lots, to roofs and in turf. It tends to prefer north facing dwellings. Moss in a turf is an indication that the turf is not growing well.

**Identification and Characteristics**

Moss grows in a dense carpet in many colors, mostly found in hues of greens, blues, and browns. It will be tufted and usually mounding. The stems on moss are usually no more than the size of a hair and less than an inch long. Moss can grow in small or large formations, anywhere from several feet to less than an inch.

**Look-alikes**

Short grasses could be mistaken as mosses.

**Reproduction and Spread**

Moss reproduces by spores and needs moist areas to do so.

**Prevention**

Moss can be prevented in a number of ways, just by using good cultural practices will reduce and eliminate most mosses.

**Non-chemical Management Strategies**

Composting, topdressing, aerating, regular mowing intervals, overseeding, are all cultural practices that can help reduce, eliminate and prevent mosses. You can hand scrape mosses with tools such as a hula hoe. Cleaning off roofs and applying zinc strips. Cleaning off sidewalks by power washing or power brushing. Allowing light to hit the spot, by pruning low lying limbs or bushes.

**Chemical Management Strategies**

Ferrous sulfate, Ammonium sulfate and Copper sulfate, Fertilizers, and Lime

**Sources for Further Information**

Field of Science. 2008. Moss Plants and More. <http://mossplants.fieldofscience.com/2008/05/online-guide-to-north-american-mosses.html>

iNaturalist. 2016. Identification of Bryophytes. <https://www.inaturalist.org/journal/rmedina/5768-identification-of-bryophytes-mosses-liverworts-and-hornworts>

USDA Forest Service. 2006. Guide to Common Macrolichens and Bryophytes of the Umatilla National Forest. [https://www.fs.usda.gov/Internet/FSE\\_DOCUMENTS/stelprdb5405373.pdf](https://www.fs.usda.gov/Internet/FSE_DOCUMENTS/stelprdb5405373.pdf)

**Old Man's Beard (Clematis, also known as Traveler's Joy)**

*Clematis vitalba*

ODA Noxious Weed List – **B listed**

Clackamas SWCD Weedwise – **Maintenance**

### **Typical Habitat**

Near roadways and on forest edges and in riparian areas. Disturbed areas, partial to full sun. Regionally distributed, categorized as abundant in ODA Risk Assessment.

### **Identification and Characteristics**

Deciduous woody vining perennial; trailing stems on ground also. Longitudinal ridges on young vines. Pinnately compound, 5-7 lime-green opposite leaflets, coarsely toothed, ovate. Small flowers with thin, greenish-white sepals (no actual petals). Fluffy gray seed clusters give the plant its common name. The fuzzy seed heads remain on the vine after the leaves have fallen. Taproot can reach several yards long.

### **Look-alikes**

Similar to native honeysuckle (*Lonicera ciliosa*) but honeysuckle flower is bright orange and trumpet shaped. Also similar to *Clematis ligusticifolia*, found on both sides of the Cascades in Oregon.

### **Reproduction and Spread**

Can self-pollinate or be pollinated by wind or insects. Seeds, vine fragments, and rooting at nodes contribute to spread. Birds, water, wind, humans, and mammals may spread seed

### **Prevention**

Prevent establishment and spread by:

- Protect shrub and understory vegetation in closed canopy woodlands to prevent open sites for establishment.
- Prevent seed spread on equipment and footwear.
- Do not leave holes or bare dirt areas when removing the plants (fill back in or apply mulch afterwards) to reduce germination of weed seeds left in the soil and minimize erosion.
- Seedling recruitment occurs for several years mandating yearly monitoring and treatment

### **Non-chemical Management Strategies**

Dig out roots when soil is moist. Pile atop 2-3 layers of cardboard or compost off site. Upper vines can be left on trees. Do not leave vine fragments, which can reroot. Cut vines off trees at eye level (do not pull). Pull seedlings.

Do not leave stems and root balls on the ground because plant material can form roots and start to grow again. Remove stems with flowers and/or rootballs, contain in bags or a covered load, and remove to a landfill or to a composting facility where heat will be sustained for sufficient time and at high enough temperatures to destroy plant tissues.

### **Chemical Management Strategies**

Herbicide application on the cut stems using concentrated product or foliar application on regrowth after cutting vines is recommended by King County. Or spray leaves and stems of actively growing plants in spring before stem elongation. King County recommends glyphosate or triclopyr (amine formulation).

### **Biocontrol Availability**

None available at this time.

**Sources for Further Information**

4-County Cooperative Weed Management Area. Old Man's Beard Fact Sheet.

[https://4ccwma.files.wordpress.com/2018/02/ipm\\_18\\_travelersjoy-web.pdf](https://4ccwma.files.wordpress.com/2018/02/ipm_18_travelersjoy-web.pdf)

Miller, G. 2015. Oregon Department of Agriculture Noxious Weed Pest Risk Assessment for Old Man's Beard Clematis vitalba

L. <http://www.oregon.gov/ODA/shared/Documents/Publications/Weeds/OldmansBeardPlantPestRiskAssessment.pdf>

King County Noxious Weed Control Program. 2010. Old Man's Beard BMP. [https://your.kingcounty.gov/dnrp/library/water-and-](https://your.kingcounty.gov/dnrp/library/water-and-land/weeds/BMPs/Old-mans-beard-Clematis-vitalba-control.pdf)

[land/weeds/BMPs/Old-mans-beard-Clematis-vitalba-control.pdf](https://your.kingcounty.gov/dnrp/library/water-and-land/weeds/BMPs/Old-mans-beard-Clematis-vitalba-control.pdf)

**Poison Hemlock***Conium maculatum*ODA Noxious Weed List – **B listed****Typical Habitat**

Found along roadsides, riparian areas, ravines, fields, ditches and un-managed yards and vacant lots. Prefers moist soil and sun, but can adapt to dryer soil and shadier conditions. Can be mistaken for a carrot when small. Widespread and found in every county in Oregon.

**Identification and Characteristics**

Poison hemlock is a biennial member of the carrot family, growing from 3 to 7 feet tall on a deep taproot. Hollow stems are erect with leaves that are alternate, one per node, petioled, and pinnately divided. Flowers are white in compound stemmed umbels, much like little umbrellas.

**Look-alikes**

Wild Carrot/ Queen Ann's Lace.

**Reproduction and Spread**

Poison hemlock reproduces only by seeds; dispersed by water, wind, on animal fur, human clothing, boots, and machinery. Seeds are viable up to 6 years.

**Prevention**

Clean shoes, clothing and tires of seeds prior to moving to other areas.

**Non-chemical Management Strategies**

Always wear gloves and protective clothing if handling poison hemlock as all parts of this plant are toxic. Digging up small infestations and removing the entire taproot is effective. Mowing is ineffective as plants will re-sprout, sending up new stalks in the same season mowing occurs.

**Chemical Management Strategies**

2,4-D, metsulfuron, triclopyr, and glyphosate are considered effective as post-emergents. Apply to actively growing plants in the spring, followed by another application in late summer.

**Biocontrol Availability**

A small *Agonopterix* moth frequently defoliates hemlock patches; unfortunately, its impact is sporadic from year to year.

**Sources for Further Information**

Oregon Department of Agriculture. [date unknown]. Poison Hemlock.

<https://www.oregon.gov/oda/shared/Documents/Publications/Weeds/PoisonHemlockProfile.pdf>

Washington State Noxious Weed Control Board. 1998. *Tribulus terrestris* Written findings.

<https://www.nwcb.wa.gov/images/weeds/Tribulus-terrestris-1998.pdf>

**Poison Oak***Toxicodendron diversilobum***Typical Habitat**

Poison Oak can be found at the edge of tree lines and meadows, and in disturbed sites. It prefers dry well-drained soils, and sun. It can also grow in shade and wet soils.

**Identification and Characteristics**

Can be either brush or climbing vines, anywhere from 3 feet tall to a 100-foot climbing vine. It is a perennial, deciduous woody plant, its leaves are glossy and turn red in the fall dropping leaves in late fall. As a vine, Pacific poison-oak climbs trees or other supports by adventitious roots and/or wedging stems within grooves or crevices of the support. The bright green leaves have three (sometimes five) round to ovate, diversely lobed or toothed leaflets that usually resemble oak leaves. It flowers in spring to early summer and produces white berries midsummer to fall.

**Look-alikes**

Saplings of Hawthorne and Oak can be mistaken for Poison Oak. Can also be mistaken for Blackberries which have leaves of three.

**Reproduction and Spread**

Seeds are spread by birds and animals through digestion or by attaching to the animal's coat or birds' feathers. Rhizomes are at or just below the soil surface, and are extensive.

**Prevention**

Clean shoes, clothing and tires of seeds prior to moving to other areas, and to prevent spread of urushiol oil.

**Non-chemical Management Strategies**

All parts of the plant are toxic to skin, even long after the plant is dead. It is recommended to wear gloves, long sleeves and full-length pants when hand pulling. Be careful not to spread oils (urushiol) from the plant from clothing and shoes. Hand pulling and digging can be done after herbicide is applied or on small plants.

**Chemical Management Strategies**

2,4-D, dicamba, triclopyr, glyphosate, and aminopyralid are considered effective as post-emergents. Cut stump applications are recommended while plant is actively growing. Foliar application is best done during the flowering or fruiting stage.

**Sources for Further Information**

Encyclopedia of Life. Pacific Poison Oak. <http://eol.org/pages/582277/details#morphology>

Pacific Poison Oak. [http://bioweb.uwlax.edu/bio203/s2013/denzin\\_zach/adaptation.htm](http://bioweb.uwlax.edu/bio203/s2013/denzin_zach/adaptation.htm)

USDA Natural Resources Conservation Service. Pacific Poison Oak. <https://plants.usda.gov/core/profile?symbol=todi>

<p><b>Puncturevine (Goat's head, bullhead)</b>     <i>Tribulus terrestris</i></p> <p>ODA Noxious Weed List – <b>B listed</b></p> <p>Clackamas SWCD Weedwise – <b>Priority</b></p>
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### Typical Habitat

Gravel parking lots, roadsides, field edges, ditches, irrigated vegetable crops, pastures, parks, waste places, railway yards, livestock grounds. Tolerant of drought conditions and survives well in sandy or gravelly soils.

### Identification and Characteristics

Annual, prostrate, matty weed with multiple stems, 4-6 feet across. Leaves are opposite, hairy, divided into 4 to 8 pairs of leaflets, each about 1/2 in long. Flowers are small, yellow, 1/2 inch wide with five petals, borne in the leaf axil. Fruits, consist of a woody bur divided into 5 sections, breaking apart when mature into tack-like structures sporting sharp, rigid spines. Simple woody taproot.

### Look-alikes

None.

### Reproduction and Spread

Spiny fruits attach themselves to animals, clothing, and vehicles. Spread by animals, humans, and vehicles.

### Prevention

Clean shoes, clothing and tires of seeds prior to moving to other areas.

### Non-chemical Management Strategies

Control plants prior to seed set in spring. Smaller populations of puncturevine can be pulled, hoed, or sprayed; especially earlier in the season before flowering and seed production occurs. Shallow tilling can also be used in the spring to control the plant prior to flower and seed development.

### Chemical Management Strategies

2,4-D, dicamba, and glyphosate are considered effective as post-emergents. Several pre-emergents are also recommended.

### Biocontrol Availability

Two biocontrol agents were released in Oregon in 1983. It is not known if they are present within the Wilsonville area. Puncturevine seed weevil (*Microlarinus lareynii*) larvae destroy developing seed while adults feed on stems, leaves, flowers, and fruits. *M. lareynii* should only be released where puncturevine infestations are large and eradication of the weed is not the primary objective. Puncturevine stem weevil (*Microlarinus lypriformis*) was also released in 1983 but has not been documented in Oregon since the mid-1980s and may no longer occur. Larvae feed within stems and root crowns (mining); adults feed on stems and leaves. No non-target impacts have been reported from either organism.

### Sources for Further Information

Oregon Department of Agriculture. [date unknown]. Weed Biological Control.  
<http://www.oregon.gov/ODA/programs/Weeds/Pages/BiologicalControl.aspx>

Washington State Noxious Weed Control Board. 1998. *Tribulus terrestris* written findings.  
<https://www.nwcb.wa.gov/images/weeds/Tribulus-terrestris-1998.pdf>

Washington State University. Biological Control Agents – by Weed. <http://invasives.wsu.edu/biological/weed.htm>

**Rats****Roof rat:** *Rattus rattus***Norway rat:** *Rattus norvegicus***Typical Habitat**

Roof rats prefer areas off the ground and are good climbers. In buildings, they are most often found in enclosed or elevated spaces such as attics, walls, false ceilings, and cabinets. Roof rats generally enter buildings from overhanging trees or power lines. They usually live and nest above ground in shrubs, trees, and dense vegetation such as ivy.

Norway rats are burrowers and thrive in environments where there is clutter or garbage. They burrow along foundations and under debris. They are good swimmers, are found in sewers, and may enter buildings through plumbing access points (toilets, broken drains) or through holes the size of a quarter. The home range of these rats may be as much as 50 yards.

**Identification and Characteristics**

Roof rats range in color from black to gray or tan with a lighter belly. Their tails are uniformly dark and longer than their combined head and body length. Roof rats have a pointed muzzle.

Norway rats are reddish brown or brownish-black rodents up to 9.5 inches long (excluding the tail). The Norway rat's 6-inch to 8-inch tail (shorter than the combined head and body length) is dark above and pale below. They have a blunt muzzle.

Rat droppings are dark, blunt, the size of a raisin ( $\frac{3}{4}$  inches long and  $\frac{1}{4}$  inch in diameter), smooth, rectangular in shape, and usually found in small groups.

**Look-alikes**

See House mouse.

**Monitoring:**

Regular building monitoring and inspecting offer an opportunity to identify pest-conducive conditions before an infestation occurs. Regardless of rodent evidence, inspectors should record conducive conditions that allow easy access to food, buildings and structures.

Inspectors should regularly monitor for rodent droppings, gnaw damage, burrows, runways, tracks, grease or rub marks, urine stains (using a black light), sightings of live or dead rodents, rodent sounds (listen for scratching) and rodent odors. Grease marks are dark oil stains from rats rubbing against surfaces such as along travel ways, entry points, and corners. These signs are most likely to be found along linear pathways including corners between walls and floors, along the base of foundations, and along pipes or electrical conduits, and along hard edges.

Norway rat burrows are typically found in existing cavities, softer soil, eroded areas adjacent to masonry or rocks, and where hard surfaces such as sidewalks or foundations meet soil. Entrances may be found under buildings, woodpiles, shrubbery, or rubbish. Entry holes are 2-3 inches wide (clean and smooth) and may have grease marks on any hard edge. Inactive burrows may be obscured by plant growth, spider webs, or debris.

Rats are active at night. If they are seen during the day there is likely a large population, scarcity of food, or illness within the population. They defecate wherever they go, so droppings will be spread across their foraging area. Norway rats like to hoard food so they may relocate baits.



### **Reproduction and Spread**

The average female Norway rat has 4 to 6 litters per year and can successfully wean 20 or more offspring annually. A female roof rat averages 3 to 5 litters per year with 5 to 8 young in each litter.

Young rats reach reproductive maturity in about three months. Rats can live for up to 18 months, but most die before they are one year old.

### **Prevention**

Techniques to prevent and minimize pressure rely heavily on eliminating food, water and shelter. Practicing sanitation, exclusion, and education are all critical.

### **Sanitation**

- Place exterior trash cans and dumpsters away from building entrances to avoid attracting rodents to building. Use exterior trash receptacles with tight-fitting or spring-loaded lids. Use self-contained, leak-proof compactors instead of Dumpsters, or at least use Dumpsters with tight-fitting lids. Empty exterior trash receptacles daily at the end of each day. Keep trash collecting areas secure and clean.
- Trash should be collected only in sturdy rat-resistant containers.
- Clean clutter inside office space, shops, and storage areas and in cabinets.
- Store items off the floor to allow proper cleaning and inspection
- Store food in hard, reusable containers with airtight, fitted lids; keep trash in a can with a tight-fitting lid and take it out on a regular basis; clean or vacuum up crumbs and spills when they occur; keep food in the refrigerator when possible.
- Fix leaky and dripping pipes, faucets, and roofs; control humidity.

### **Exclusion:**

- A rat can enter through a ½" diameter hole. Seal gaps and holes greater than 1/4 inch in diameter along foundations, walls, fascia, and roofs. Screen vents. Fix or replace broken screens.
- Seal around any pipes or wiring; types of materials to use will depend on the situation but include sheet metal flashing, cement, and/or heavy-gauge wire mesh.
- Use metal flashing on tight-fitting doors leading to the outside. Install heavy-gauge kick plates at the base of any doors with evidence of rodent gnawing to prevent access.
- If rats are entering through floor drains, seal these with hardware cloth with mesh smaller than 1/2 inch.
- Remove or trim ground cover and other landscape plants to expose ground and discourage rodent travel ways and rat burrowing. Avoid landscaping that creates ideal habitat for burrows including stone walls with unsealed gaps. Remove mulch from building foundations to reduce harborage. Do not allow grass clippings or leaf litter to accumulate adjacent to buildings. Prune trees, shrubs, and groundcover so they are not touching the building.

### **Education:**

- Educate staff and the public on sanitation strategies, not only for City properties but for homes and commercial properties throughout the City.
- Educate staff and the public on how to identify signs of rodents.
- Provide notification information in staff break rooms and on bulletin boards.

### **Non-chemical Management Strategies**

Bait and set snap traps designed for rats and check daily; use and place these traps where staff will not be able to contact. Bait traps with peanut butter, chocolate candy, dried fruit or a small piece of hot dog or bacon tied securely to the trigger. Set them so that the trigger is sensitive and will spring easily.

Set traps close to walls, behind objects, in dark corners and in places where evidence of activity is seen. Place them so that rats will pass directly over the triggers as they follow the natural course of travel, usually close to a wall. Traps can be set on ledges or on top of pallets of stored materials if rats are active in such locations.

Use enough traps to eliminate the rodents quickly. Rats often avoid traps and baits for several days or more following their initial placement.

Leaving traps unset until the bait has been taken at least once (pre-baiting) often increases the success of trapping.

#### **Biocontrol Availability**

One birth control product is on the market and registered in Oregon (active ingredient is 4-vinylcyclohexene diepoxide).

#### **Chemical Management Strategies**

Rodenticides are not recommended for rat control inside buildings. Poisoned rats can die in hard to reach places and cause a bad smell. Also, ectoparasites such as fleas and mites often leave dead rat carcasses and can infest the entire house if the carcass isn't removed promptly.

Baits to control rodents are formulated with an attractant (generally food) and a rodenticide (toxin). Newer "second-generation" anticoagulant compounds such as brodifacoum, bromadiolone, difenacoum, and difethialone can be fatal after a single feeding. Since not all rats will consume bait when it first becomes available, bait application directions typically recommend providing an uninterrupted supply of bait for at least 10 or 15 days or until evidence of rodent activity ceases. The recommended strategy of bait application, which is often needed for optimum rodent control, can result in a rodent ingesting an overdose of the second-generation anticoagulants, which are more effective in part because they persist longer in the rodent's body than do the first-generation anticoagulants. Thus, they also have the potential to be hazardous to predators and scavengers, which may consume poisoned rodents. This secondary hazard from anticoagulants, as well as the primary hazard of nontarget animals directly ingesting rodent baits, is substantially reduced when baits are applied and used properly, according to label directions.

For Norway rats, place bait stations near rodent burrows or suspected nest sites, against walls, or along travel routes. For roof rats, place baits in elevated locations, such as in the crotch of a tree, on top of a fence, or high in a vine.

Place bait-block formulations outdoors on rods in tamper-resistant bait stations that are secured so that they cannot be easily moved, such as attached to permanent masonry or 40-pound concrete blocks.

Around larger commercial facilities experiencing significant rodent activity, bait stations are often placed 75-feet apart around fence lines, spaced at 50-foot intervals against the building's exterior.

Baiting of burrows outdoors is permitted only for pelleted baits that are placed at least six inches down active rat burrows. Burrows can be checked for activity by stuffing newspaper, leaves, etc., into the openings, then checking 24 hours later to see if rodents have reopened the burrows. If activity is noted, a cup of bait pellets (not block bait or place packs, due to their greater potential for being kicked out of the burrow) can be inserted deep into the burrow. A few days later, the burrow can again be checked for activity to see if the rodents were eliminated.

### **Disposal of Dead Rodents**

Always wear intact rubber or plastic gloves when removing dead rodents and when cleaning or disinfecting items contaminated by rodents. Soak or spray dead rodents with a disinfecting solution (3 tablespoons of bleach per gallon of water or a commercial disinfectant containing phenol) until thoroughly wet and place in a plastic bag. The bag should be placed in a second bag and tightly sealed. Dispose of rodents in trash containers with tight-fitting lids. After handling rodents, resetting traps and cleaning contaminated objects, thoroughly wash gloved hands in a general household disinfectant or in soap and water. Then remove gloves and thoroughly wash your hands with soap and water. More recommendations for cleanup and disposal of rodents and areas where rodents have been located is available at the Centers for Disease Control website <https://www.cdc.gov/rodents/cleaning/index.html>.

### **Sources for Further Information**

European Biocidal Products Forum. 2013. Guidelines on Best Practice in the Use of Rodenticide Baits as Biocides in the European Union. <http://www.rrac.info/content/uploads/CEFIC-EBPF-RWG-Guideline-Best-Practice-for-Rodenticide-Use-FINAL-S-.pdf>

Illinois Department of Public Health. [Date unspecified.] Municipal Rodent Management: Prevention and Control. [http://www.idph.state.il.us/envhealth/pcmunicipal\\_rodents.htm](http://www.idph.state.il.us/envhealth/pcmunicipal_rodents.htm)

Baker, R., Bodman, G. and Timm, R. 1994. Rodent-Proof Construction and Exclusion Methods. [https://www.researchgate.net/publication/301223921\\_Rodent-Proof\\_Construction\\_and\\_Exclusion\\_Methods](https://www.researchgate.net/publication/301223921_Rodent-Proof_Construction_and_Exclusion_Methods)

UC IPM. Pest Notes: Rats. 2011. <http://ipm.ucanr.edu/PMG/PESTNOTES/pn74106.html>

**Scotch Broom***Cytisus scoparius*ODA Noxious Weed List – **B listed**Clackamas SWCD Weedwise – **Maintenance****Typical Habitat**

Thrives in open, dry meadows, along roadsides, and disturbed sites.

**Identification and Characteristics**

Scotch broom is an attractive perennial, evergreen shrub with many slender, erect, dark-green branches. It can grow up to 8 feet tall. In May it is adorned with a profusion of yellow flowers maturing to flattened pods with up to a dozen seeds each. Mature dried pods will crackle and pop in midsummer ejecting the seeds a short distance. Flowers are typical of those in the pea family. They are bright yellow, about 3/4 inches long and have 5 petals. Stems are woody and dark green. Young branches have 5 green ridges with hairs. When mature, stems become glabrous and ridges disappear. Young stems remain green throughout the year.

**Look-alikes**

Similar in appearance to gorse. Can be confused with the less common Spanish or Portuguese broom.

**Reproduction and Spread**

Spreads primarily by seed, each plant producing anywhere from hundreds to thousands of seeds. Seeds can live up to 50 years in the soil.

**Non-chemical Management Strategies**

Hand pulling and digging up young plants can be accomplished to control small patches. Early spring is the best time for this as soils are still moist and roots are more easily removed. Root systems go deep on more mature plants, making pulling difficult and often ineffective. Tools can be used to provide leverage when pulling plants.

Cutting or mowing can be done on gentler ground, but the plants must be cut below the lowest limb and as flush to the ground as possible to prevent re-sprouting. Cutting tends to be most effective when the plants are drought stressed in late summer.

Repeated prescribed fire has been used to attempt control with varying results by encouraging seed germination and killing small plants. There are obvious risks of fire escape that contribute to making this a rarely utilized method.

**Biocontrol Availability**

Three biological control agents, a beetle, a seed weevil and a twig miner are approved for release and have been established in Oregon: *Bruchidius villosus*, *Exapion fuscirostre*, *Leucoptera spartifoliella*. They can significantly reduce seed production and can shorten a broom's life span.

**Chemical Management Strategies**

Herbicide application to the cut surface of scotch broom stems can improve control if done immediately after cutting. In addition, there are herbicides that are labelled for scotch broom control when applied to the plant and to the soil as a pre-emergent that inhibits or kills germinating seeds.

**Sources for Further Information**

Oregon Department of Agriculture. 2018. Scotch Broom.

<https://www.oregon.gov/ODA/shared/Documents/Publications/Weeds/ScotchBroomProfile.pdf>

Tualatin Soil and Water Conservation District. 2017. Scotch Broom.  
<https://www.swcd.net/invasive-noxious-weeds/scotch-broom-3/>

Washington State Noxious Weed Control Board. Scotch Broom.  
<https://www.nwcb.wa.gov/weeds/scotch-broom>

**Spurge Laurel**

*Daphne laureola*

Clackamas SWCD Weedwise – **Maintenance**

**Typical Habitat**

Thrives in heavy shade.

**Identification and Characteristics**

Evergreen shrubs to 3-4 feet tall. Thick, waxy, dark green leaves grow in dense whorls. Green to pale pink small flowers appear in clusters of 5-20 late winter to early spring; flowers grow between the leaves near the tops of the stems. Berries are spherical to egg-shaped, turning from green to purple-black as they ripen.

**Look-alikes**

Similar in appearance to rhododendron and laurel. Spurge laurel flowers are borne in clusters below the top whorl of leaves.

**Reproduction and Spread**

Spreads primarily by seed. Birds and small mammals eat the fruits and spread seeds.

**Non-chemical Management Strategies**

Pull small plants when ground is moist; dig or use a weed wrench on larger plants. Remove seeds from site; bag plants and seed and dispose of in the trash. Roots left in the soil may resprout, so sites should be rechecked every few months.

**Chemical Management Strategies**

Not recommended by 4-county CWMA unless infestation is too large to handle with hand methods. Cut stump method with triclopyr or glyphosate has been effective in some trials.

**Sources for Further Information**

4-County CWMA. Spurge Laurel. [https://4ccwma.files.wordpress.com/2018/02/ipm\\_18\\_spurgelaurel-web.pdf](https://4ccwma.files.wordpress.com/2018/02/ipm_18_spurgelaurel-web.pdf)

**St. Johnswort***Hypericum perforatum*ODA Noxious Weed List – **B listed**Clackamas SWCD Weedwise – **Maintenance****Typical Habitat**

Saint Johnswort is a widely distributed plant throughout the state except in the SE region counties. It is very common on forest roads, in pastures and non-crop environments of western Oregon.

**Identification and Characteristics**

This tansy ragwort look-a-like herb grows 1 to 2 ft. tall. Stems erect, numerous branched, somewhat 2 ridged, rust-colored and woody at their base. Leaves are opposite, oblong, not over 1 in long and covered in transparent dots. Flowers are 3/4 inch in diameter, bright yellow, and numerous in flat-topped cymes with five petals with occasional small black dots around the edges. It blooms June through July. It is perennial, dying back each winter to a sparse low-growing plant.

**Look-alikes**

Tansy ragwort or common tansy.

**Reproduction and Spread**

Spreads primarily by seed.

**Non-chemical Management Strategies**

Pulling should only be considered an option on new or small infestation sites. Repeated pulls will be necessary to ensure removal of the whole plant and any lateral roots. Do not leave plants at the site since vegetative growth will occur, and the seed source will remain. Tillage is effective when repeated in croplands. Mowing is a limited option depending both on site accessibility and whether seed formation has occurred. Repeated cuts are necessary.

**Biocontrol Availability**

The Klamath weed beetles, *Chrysolina quadrigemina* and *Chrysolina hyperici*, adults and larvae feed on the leaves of common St. Johnswort. The St. Johnswort moth, *Aplocera plagiata*, larvae feed on the leaves. The St. Johnswort root borer, *Agrius hyperici*, larvae feed within plant roots.

**Chemical Management Strategies**

2,4-D can be applied as a post emergent before any blossoms open. Metsulfuron can be applied when emerged and reapplied to any resprouts, best if used with a surfactant.

**Sources for Further Information**

Oregon Department of Agriculture. 2018. St. Johnswort.

<https://www.oregon.gov/oda/shared/Documents/Publications/Weeds/StJohnswortProfile.pdf>

Washington State Noxious Weed Control Board. 2018. Common St. Johnswort. <https://www.nwcb.wa.gov/weeds/common-st-johnswort>

**Tansy Ragwort***Senecio jacobaea*ODA Noxious Weed List – **B listed**Clackamas SWCD Weedwise – **Maintenance****Typical Habitat**

Tansy ragwort is opportunistic plant often found in disturbed areas. Tansy ragwort likes a cool and wet climate, well-drained soils and full to partial sun. Patches are found in pastures, fields, grasslands, vacant land, waste places, horse trails, roadsides, rangeland, riparian areas, forested areas, and clear cuts. Areas of greatest concern are improperly managed pastures and disturbed areas.

**Identification and Characteristics**

Tansy ragwort is a tall biennial plant in the sunflower family. It can grow up to 6 feet in height at maturity. The rigid stems of tansy ragwort are green with an occasional reddish tinge. Plants typically arise from a single stem that becomes branched at the top of the plant, forming flat clusters of bright yellow flowers. The yellow daisy-like flowers have dark yellow to orange centers. Leaves are dark green and ruffled in appearance. Tansy ragwort grows as a rosette in its first year before transitioning into the mature flowering form in its second year of growth. Tansy ragwort can form dense patches, particularly on disturbed sites. This noxious weed is dangerous to humans and livestock due to a poisonous alkaloid (hepatotoxic pyrrolizidine) in its tissue which causes liver damage when ingested.

**Look-alikes**

Common Groundsel and Woodland Groundsel rosettes can be confused for tansy ragwort rosettes. Common tansy and Common St. Johnswort in their flowering stage can also be confused for tansy ragwort.

**Reproduction and Spread**

Tansy ragwort reproduces predominantly by seed, but in some instances can also spread vegetatively. Seeds are dispersed by wind or by wildlife. Seeds can also be transported by machinery, contaminated soil and hay, and boots and clothing, and by seed. Vegetative reproduction occurs when roots or the crown are injured and new shoots develop. The fragments from the injured roots can generate new shoots.

**Prevention**

Clean shoes, clothing and tires of seeds prior to moving to other areas.

**Non-chemical Management Strategies**

Tansy ragwort can be effectively controlled by biological, chemical, and manual methods. It is an important plant to control, especially in hay and pasture lands, where it can harm grazing animals. As with any control method, it is important to avoid disturbing the soil as much as possible. Soil disturbance can bring buried seeds to the surface, and lead to increased soil erosion. Due to the toxicity of tansy ragwort, be sure to wear gloves and protective clothing when removing this plant.

Tansy ragwort can be controlled by digging or pulling. Plants should ideally be pulled between May and June, after they bolt and before they flower. Pulling and digging is easier when the soil is moist. Later in the season, soils dry and harden making tansy ragwort plants much more difficult to remove. Rosettes should be dug up, removing as much as the root as possible.

**Biocontrol Availability**

Ragwort flea beetle (*Longitarsus jacobaeae*), Ragwort seed fly (*Botanophila seneciella* syn. *Pegohylemia seneciella*), Cinnabar moth (*Tyria jacobaeae*) are all effective at tansy ragwort control. The Ragwort flea beetle is the most effective of the biological controls. Originally introduced in 1971, this species is widespread throughout Clackamas County and redistribution is not necessary.



**Chemical Management Strategies**

2,4-D, dicamba, triclopyr, metsulfuron, and aminopyralid are considered effective as post-emergents. Apply in late fall through spring (November through April) after seedlings have emerged and before rosettes have bolted.

**Sources for Further Information**

Clackamas SWCD WeedWise. 2018. Tansy Ragwort. <https://weedwise.conservationsdistrict.org/weeds/tansy-ragwort>

King County Noxious Weeds. 2017. Who's Who? Noxious Weeds and Their Look-alikes. <https://kingcountyweeds.com/2017/06/27/whos-who-noxious-weeds-and-their-look-alikes/>

Oregon Department of Agriculture. 2018. Tansy Ragwort. <https://www.oregon.gov/oda/shared/Documents/Publications/Weeds/TansyRagwortProfile.pdf>

**Termites**Pacific dampwood termites (*Zootermopsis angusticollis*)Western subterranean termite (*Reticulitermes hesperus*)**Typical Habitat**

Stumps, fallen trees, logs, buildings with decaying wood and poor ventilation allowing condensation on wood. Large numbers of winged termites appearing around the outside edges of a structure or through flooring may indicate the presence of a colony in the siding or supporting timbers.

Dampwood termites live in moist wood. Subterranean termites live and breed in soil, sometimes 10-20 feet below the surface. The western subterranean termite is more common east of the Cascades.

**Identification and Characteristics**

Dampwood termite nymphs are similar to adults but are wingless and whitish or cream-colored to light caramel. Reproductive winged males and females measure one inch in length. Soldiers protect the colony and are distinguished by large dark mandibles.

Subterranean termites are much smaller than the dampwood termites (winged adults are 0.4 inch and black; workers are white and 0.2 inches and resembles a grain of rice).

Dampwood termites create large, open galleries within the wood where they live and feed. Termites occasionally construct shelter tubes ("mud tubes") over concrete foundations to reach wood from the soil beneath.

Subterranean termites create four types of tubes:

- working tubes are constructed from the nest in the soil to wooden structures and they may travel up concrete or stone foundations;
- exploratory and migratory tubes arise from the soil but do not connect to wood structures;
- drop tubes extend from wooden structures back to the soil; and
- swarm tubes for new and swarming reproductive kings and queens to emerge from and fly away during swarm season.

Opened tubes may expose live workers and soldiers. Darkened or blistered structural wood may indicate infestation; wood in damaged areas is typically thin at the surface and easily punctured with a knife or screwdriver.

**Look-alikes**

Winged ants are similar in appearance. Ant fore and hind wings are of unequal length, while termite wings are of equal size. Ants also have a constricted waist while termites do not. Carpenter ants may also be confused with termites but their damage is evident in sawdust expelled from their borings. Termites do not expel sawdust.

**Reproduction and Spread**

Dampwood termite nests are located in wood. Subterranean termites nest in soil. Swarms of winged reproductives may be seen in late summer and early fall evenings. Kings and queens generally fly less than 100 meters from their colony to mate and start a nest site. Queens and kings can live ten years or more, while individual workers can live for one to several years. Subterranean termite colonies may also be established by division of an existing colony.

Colonies may contain hundreds of thousands of individuals and pose a serious threat to structures.

**Prevention**

Design or retrofit facilities so that timbers are not in direct contact with the soil. Ensure adequate ventilation to crawl spaces. Eliminate obstructions to existing vents (i.e. plants or debris). Vapor barriers can reduce high moisture levels in crawl spaces. Use only exterior-grade, pressure-treated lumber for areas that are exposed to weather; otherwise, the chemical in the lumber may leach from the wood. All topical treatments that will be exposed to weather must also have a sealer coat to prevent leaching into the soil following rain.

**Non-chemical Management Strategies**

Correct poor drainage conditions near buildings. Repair plumbing or structural leaks. Replace structurally unsound wood with pressure-treated lumber. Eliminate tree stumps, stored or scrap lumber, untreated fence posts, and buried scrap or concrete form wood near the structure that may contribute to a termite infestation. Destroy shelter tubes whenever possible to interrupt access to wooden substructures.

**Biocontrol Availability**

*Entomophagous* nematodes are sold for termite control. While effective in the laboratory under controlled conditions, they have not worked under real-world conditions. The PNW Handbook recommends against using nematodes for termite control.

**Chemical Management Strategies**

The primary methods of controlling subterranean termites are insecticides, either applied to the soil adjacent to the structure, directly to nests via shelter tubes, or through bait stations.

Chlorantraniliprole, fipronil, and imidacloprid have been shown to be effective in California (as barriers or as local treatments) at low dosage rates.

Bait treatments are designed to attract termites to bait stations containing a toxicant, allowing termites to return to their nest and spread toxicant among colony members. Generally, termite bait is delivered within a cellulose or wood matrix infused with the active ingredient and installed underground at regular intervals around a structure. Commercial bait products are also available for above-ground use, where there is no soil for in-ground station installation. This method of controlling termites is very appealing because it doesn't require extensive site preparation, such as trenching, or extensive application of insecticides to the soil or structure, and because the most effective baits use insect growth regulators (IGRs) to suppress or destroy the entire colony.

According to the PNW Handbook, chemical application alone will not eradicate termites and is discouraged.

**Sources for Further Information**

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**White Clover***Trifolium repens***Typical Habitat**

Turfgrass, ornamental beds.

**Identification and Characteristics**

White clover is a perennial often found in association with turfgrass. It is considered problematic in some heavily used park areas because of its attractiveness to bees.

White clover leaves are trifoliate with 1/4- to 1/2-inch-long leaflets. The flowers of white clover are formed in heads that are white to pale pinkish. White clover has a creeping stem system, allowing it to form large clumps.

**Look-alikes**

The native *Oxalis* has larger leaflets and yellow flowers with five regular petals.

**Reproduction and Spread**

Germinates in fall. Germination continues throughout the winter and early spring months. Clover seed remains viable for several years. The seed is heat-tolerant and hence somewhat resistant to composting and solarization.

**Non-chemical Management Strategies**

In turfgrass adjust cultural practices to favor grass. A fertilizer program to include more nitrogen and less phosphorus in turfgrass can help exclude clovers (though this may not work to eliminate already established clover in turfgrass). UC IPM recommends 1 pound of active nitrogen per 1,000 square feet of turfgrass during each month of active turfgrass growth (not to exceed 4 lb active nitrogen/1,000 sq ft/year). Use slow-release or time applications to avoid runoff. Higher mowing is also recommended by some as a way to allow grass to be more competitive.

Mulching can prevent establishment in ornamental beds. Hand-pulling and cultivation can also be effective.

**Biocontrol Availability**

Bacterial isolates have been explored as potential biocontrol agents but none are commercially available at this time.

**Chemical Management Strategies**

In turfgrasses a number of post-emergent herbicides are available. According to UC IPM, 2,4-D is not effective.

**Sources for Further Information**

UC IPM. 2007. Pest notes: Clover. <http://ipm.ucanr.edu/PMG/PESTNOTES/pn7490.html>

**Yellow Nutsedge***Cyperus esculentus*ODA Noxious Weed List – **B listed**Clackamas SWCD Weedwise – **Maintenance****Typical Habitat**

Grows best in moist areas, and can be found in irrigated agricultural areas, ditches, and along the shores of lakes, rivers, streams, and marshes.

**Identification and Characteristics**

Yellow nutsedge is an erect, grass-like perennial, characterized by its shiny yellowish green leaves, triangular stem, golden-brown flower head and shallow rhizomes (horizontal underground stems) that produce many nut-like tubers. Stems (1/3 to 3 feet tall) are erect, hairless, unbranched and triangular in cross-section. The leaves are light yellowish-green (4 to 12 inches long or longer, 1/8 to 1/2 inch wide) with a prominent mid-vein, a waxy surface and a gradually tapering, pointed tip. Young seedlings are often confused with grasses. This species reproduces primarily by tubers and less often by seeds. Rhizomes help to enlarge patches.

**Look-alikes**

May be confused with other sedges that have triangular stems, especially tall flatsedge. However, yellow nutsedge has a loose, open flower head, while tall nutsedge has more of a dense, spherical cluster.

**Reproduction and Spread**

It can be difficult to control because of its underground system of rhizomes, tubers, and bulbs. If even one tuber is left behind, the plant can quickly regenerate. The tubers can also stay viable in the soil for 3 to 4 years. Some research suggests it produces a chemical that is harmful to crops.

**Non-chemical Management Strategies**

Tillage at four-week intervals depletes the energy reserves of the tubers. Crop competition can be used effectively since fast growing crops, planted at high densities, will form dense canopies that can then outcompete yellow nutsedge.

**Chemical Management Strategies**

Halosulfuron methyl, Glyphosate, Dichlobenil, S-metolachlor are all effective in controlling Yellow Nutsedge.

**Sources for Further Information**

Clackamas SWCD WeedWise. 2018. Yellow Nutsedge. <https://weedwise.conservationdistrict.org/cyes-2>

Oregon Department of Agriculture. 2018. Yellow Nutsedge.

<https://www.oregon.gov/oda/shared/Documents/Publications/Weeds/YellowNutsedgeProfile.pdf>

Pacific Northwest Pest Management Handbook. Yellow Nutsedge Control.

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<https://www.nwcb.wa.gov/weeds/yellow-nutsedge#>

<b>Yellowjackets (Stinging)</b>	Western yellowjacket ( <i>Vespula pensylvanica</i> ) - native Common yellowjacket ( <i>Vespula vulgaris</i> ) - native Aerial yellowjacket ( <i>Dolichovespula arenaria</i> ) - native German yellowjacket ( <i>Vespula germanica</i> ) – not native
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### Typical Habitat

Yellowjackets make two types of nests:

- ground nests, in mouse burrows or similar sites (western and common yellowjackets), also sometimes inside walls of structures
- aerial nests in trees, in sheds, or under the eaves of buildings (aerial yellowjackets).

Aerial nesters tend to be less of a nuisance at picnics or barbecues since they are almost exclusively predators. The exception is when they build nests over doorways or in well-trafficked areas.

### Identification and Characteristics

Yellowjackets are about 1/2 inch long, sparsely haired, with jagged bands of bright yellow and black on the abdomen. The head and thorax are black with yellow spots and bars. They have a short, narrow waist and a broad abdomen that tapers off like a cone to a sharp point.

As the colonies grow, they require large amounts of sugar to maintain the queen and workers; foraging wasps are particularly interested in sweet things through summer.

Defensive behavior increases as the season progresses and colony populations become larger while food becomes scarcer. In fall, foraging yellowjackets are primarily scavengers, and they are attracted to picnics, barbeques and garbage.

### Look-alikes

Paper wasps are distinguished from yellowjackets by their long legs and thinner bodies. Paper wasps are much less defensive and they rarely sting humans. They typically shy away from human activity except when their nests are located near doors, windows, or other high-traffic areas.

Paper wasps hang their paper nests in protected areas such as under eaves, rocks, or tree branches, or in attics, exterior light fixtures and birdhouses. The umbrella-shaped nest hangs from a stalk and has lacks an enclosing envelope. The cells are open, and may reveal heads of the larvae.

Baldfaced hornets are generally nonaggressive yellowjackets. They are about 3/4 inch long with black and ivory markings on most of their body. They can have nests close to human activity all summer without being discovered or being a nuisance. Full sized nests are about the size of a basketball. Nests are pear-shaped and completely enclosed by a "paper" covering.

### Reproduction and Spread

Nests are started by a single inseminated queen that emerges during the spring after overwintering in a protected location. Nests are generally built no more than 400 meters from a protein source or one kilometer from a honey source. By the end of summer thousands of yellowjackets may be present in a nest. Most yellowjackets die with the first frost; the queen overwinters in sheltered locations like buildings or outdoors under bark, stones, loose leaves. Nests are not reused in Oregon by either paper wasps or yellowjackets; however, paper wasps often construct nests in the same location each year.

### **Prevention**

Restrict the food supply. Pay particular attention to garbage cans and dumpsters. Use garbage cans with a domed top fitted with vertical spring-loaded doors and empty frequently, ideally in early afternoon and at dusk. Use strong liners otherwise. Keep dumpster lids closed. Clean garbage cans regularly with soap and water. Eliminate standing water. Place outdoor trash cans, recycle bins and dumpsters away from building entrances. Avoid planting flowering trees, shrubs or flowers immediately adjacent to building entrances, walkways or playground areas.

Reduce nesting site by capping open fence-pipe ends, and by sealing gaps, holes and other openings into voids in walls, doorways, eaves and roofs.

Collapse rodent burrows once a year, particularly in areas where there is regular rodent burrow activity and human foot traffic. This is best done December – February to avoid stirring up ground-nesting yellowjackets.

Avoid perfume, scented body care products, and red, orange or yellow clothes to reduce harassment.

### **Monitoring**

Conduct regular inspections around structures. Look for nests tucked under eaves, in/on playground equipment, inside utility boxes, ground holes, etc. Early detection and removal is less likely to result in stings.

### **Non-chemical Management Strategies**

Yellowjacket traps which contain food baits or pheromones as attractants are widely available. It is important to use non-insecticidal baits for traps to avoid harming birds or other animals which may feed on poisoned yellowjackets or baits. Traps should be placed near the nest and away from people.

Lure traps can help reduce the number of localized foraging workers, but they don't eliminate large populations. Lure traps contain a chemical that attracts yellowjackets into the traps, but the common lure in traps, heptyl butyrate, attracts primarily the western yellowjacket and not other species. Meat such as chicken can be added as an attractant and is believed to improve catches of *V. vulgaris*.

Alternatively, bait yellowjacket traps with pheromones or with proteins in early summer, and sweets in late summer. Protein baits need to be moistened or renewed more often than sweet baits. Some protein baits include cat food, spam, beef, ham, fish or liver. Apple juice and grenadine/cherry drink baits are effective sweet attractants.

To reduce the number of yellowjackets foraging in specific areas such as patios, picnic tables, concession stands, and Dumpsters, place lure traps with heptyl butyrate around the periphery. In large areas such as parks, place traps about 200 feet from the area to be protected and about every 150 feet along the circumference.

Periodically check traps to remove trapped yellowjackets, replace lures, and make sure workers are still attracted to the trap.

Trapping queens during the 30 to 45-day emergence period has the potential to provide an overall reduction in the yellow jacket population for the season. Typically one trap per acre is adequate in spring for depletion trapping of queens.

Vacuuming is commonly used for ground-nesting yellowjacket nests. A vacuum hose may be placed near the nest entrance. Careful observation of nest response may convey the size of the nest and therefore how

long it may take (2-3 hours). Yellowjackets may begin to ignore the vacuum, so it may be effective to turn the vacuum off for 20 minutes after the first hour, then resume vacuuming. A bee suit is strongly recommended.

Soapy water poured down a nest hole, or sprayed/hosed onto a paper wasp nest. Water alone will simply bead up on the exterior of their waxy cuticle, but the soap will facilitate not only suffocation, but make it difficult for them to fly as well. This knock-down method allows you to vacuum up the wasps and remove the nest.

Ground nests have been eliminated in some cases by placing a clear bowl over the nest entrance, securing bowl edges by pushing the bowl into the dirt and filling any gaps with cloth. The yellowjackets are unable to leave the nest, but because they could still see sky, they did not dig a new way out. After a few weeks the colony starved and died.

Fill ground nests with fine, dry sand, preferably after dark.

### **Biocontrol Availability**

A study investigating nematodes (*Steinernema feltiae*) suggests that these organisms could be successful biological controls for yellowjackets.

### **Chemical Management Strategies**

Chemical methods should be avoided. Wasps are important beneficial insects, preying upon plant-feeding insects and nuisance flies. In addition, western yellowjackets defend their nests vigorously and may attack as they sense poison.

Silica aerogel combined with pyrethrins is an effective insecticidal dust that can be used to destroy an underground nest or a nest in a wall void. Silica aerogel is made from sand and works by absorbing the outer waxy coating on insect bodies. Once this coating is gone, the insects cannot retain water and die of dehydration. For outdoor ground nests, apply at night and then plug the entrance with dusted steel wool.

When necessary, aerosol pyrethrins can be used to quickly knock down guard wasps at the nest entrance and to kill yellowjackets in aerial nests when they must be destroyed in the daytime. Such products are designed to project a stream of spray 10 to 20 feet and contain highly evaporative substances that "freeze" or stun the yellowjackets. After chemical treatments, inspect the area after 24 hours to ensure that the colony was eliminated. Hornets, yellowjackets and wasps sometimes attempt to rebuild a nest where one was removed. If so, treatment may need to be repeated.

### **Sources for Further Information**

Extension.org. 2015. IPM action plan for yellowjackets (eXtension)

<http://articles.extension.org/pages/20998/ipm-action-plan-for-yellowjackets>

Gambino, P., Pierluisi, G.J. & Poinar, G.O. 1992. Entomophaga: 37:107. Field test of the nematode *Steinernema feltiae* against yellowjacket colonies. <https://link.springer.com/article/10.1007/BF02372979>

Northwest Center for Alternatives to Pesticides. 2017. Living with Bees and Wasps. [http://www.pesticide.org/bees\\_wasps](http://www.pesticide.org/bees_wasps)

Oregon School IPM. 2017. IPM for Yellowjackets and Paper Wasps.

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UC IPM. 2012. Pest Notes: Yellowjackets and Other Social Wasps. <http://ipm.ucanr.edu/PMG/PESTNOTES/pn7450.html>



**APPENDIX M-CONTRIBUTORS TO THE IPM PLAN**

This plan was developed as a team effort with contributions from the following individuals.

<b>Name</b>		<b>Title / Role</b>	<b>Organization</b>
Matt	Baker	Facilities and Landscape Maintenance Supervisor	COW Public Works
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Kerry	Rappold	Natural Resources Program Manager	COW Community Development
Tommy	Reeder	Parks Lead Maintenance Specialist	COW Parks and Recreation
Sharon	Selvaggio	Licensed Pesticide Consultant	Northwest Center for Alternatives to Pesticides
Ralph	Thorp	Roads Maintenance Specialist/City Arborist	COW Public Works
Javid	Yamin	Facilities Maintenance Technician	COW Public Works



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> October 1, 2018		<b>Subject:</b> 2018 Community Survey	
		<b>Staff Member:</b> Bill Evans, Communications & Marketing Manager	
		<b>Department:</b> Admin/Communications	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		<b>Comments:</b>	
<b>Staff Recommendation:</b> N/A			
<b>Recommended Language for Motion:</b> N/A			
<b>Project / Issue Relates To:</b>			
<input checked="" type="checkbox"/> Council Goals/Priorities: Outreach/Engagement with Public	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Staff is making Council aware of resident attitudes as captured in the 2018 National Community Survey, a statistically-valid survey of Wilsonville residents performed by the National Research Center, Boulder, Colo.

## **EXECUTIVE SUMMARY:**

The National Citizen Survey (NCS) summarizes the attitudes and opinions of a representative sample of 568 residents of the City of Wilsonville. The margin of error around any reported percentage is 4% for all respondents.

The NCS captures residents' opinions within the three pillars of a community (Community Characteristics, Governance and Participation) across eight central facets of community (Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment and Community Engagement).

Nearly all residents rated the quality of life in Wilsonville as excellent or good. Residents identified Safety and Mobility as priorities for the Wilsonville community in the coming two years.

Survey respondents rated over 40 features of the community within the eight facets of Community Livability. All ratings were similar to or higher than benchmark comparisons. One item of particular note is the rating of K-12 education, which was rated as excellent or good by 93% of respondents, higher than the national benchmark.

The overall quality of services provided by the City of Wilsonville was rated as excellent or good by 85% of respondents, a rating similar to the national benchmark. Respondents evaluated over 30 individual services and amenities available in Wilsonville; all were similar to or higher than the national benchmark comparisons.

The survey provided an opportunity for respondents to answer, in their own words, what they thought was the biggest issue facing the City of Wilsonville over the next five years. By far the most frequently cited issue was traffic, roads and transportation, a topic mentioned by 41% of those answering the question. The next most frequently mentioned priorities were housing and affordability, economic development and taxes, and population growth.

## **TIMELINE:**

This survey was conducted in the summer of 2018; the next scheduled survey is set to take place in 2020. Previous surveys were conducted in 2012, 2014 and 2016.

## **COMMUNITY INVOLVEMENT PROCESS:**

The National Research Center provided two ways to participate. They sent surveys to a random sample of 1,600 residents, who were asked to complete and return the survey by mail. Additionally, they made the survey available online. It was distributed to residents via social media channels in June.

## **POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

Conducting this survey every two years allows City staff to track resident attitudes as they change over time, and to compare responses to data collected in more than 500 cities where similar surveys are administered. This process allows the City to see where improvement is needed and how investment of City resources affects resident attitudes.

**ATTACHMENTS:**

1. Dashboard Summary
2. Community Livability Report
3. Trends Over Time
4. Open-Ended Responses
5. Technical Appendices
6. Presentation.



**THE NCS**<sup>TM</sup>  
The National Citizen Survey<sup>TM</sup>

## Wilsonville, OR

Dashboard Summary of Findings

2018



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# Summary

The National Citizen Survey™ (The NCS™) is a collaborative effort between National Research Center, Inc. (NRC) and the International City/County Management Association (ICMA). The survey and its administration are standardized to assure high quality research methods and directly comparable results across The NCS communities. The NCS captures residents' opinions within the three pillars of a community (Community Characteristics, Governance and Participation) across eight central facets of community (Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment and Community Engagement). This report summarizes Wilsonville's performance in the eight facets of community livability with the "General" rating as a summary of results from the overarching questions not shown within any of the eight facets. The "Overall" represents the community pillar in its entirety (the eight facets and general).

By summarizing resident ratings across the eight facets and three pillars of a livable community, a picture of Wilsonville's community livability emerges. Below, the color of each community facet summarizes how residents rated each of the pillars that support it – Community Characteristics, Governance and Participation. When most ratings were higher than the benchmark, the color is the darkest shade; when most ratings were lower than the benchmark, the color is the lightest shade. A mix of ratings (higher and lower than the benchmark) results in a color between the extremes.

Overall, ratings of the dimensions of community livability tended to be strong and similar to communities across the nation. Ratings for facets within Community Characteristics related to Mobility and Natural Environment tended to be higher than the national benchmark. Within the pillar of Governance, aspects of Mobility, Education and Enrichment and Community Engagement also saw high ratings. Reported rates of Participation within Built Environment also tended to be higher for Wilsonville residents. This information can be helpful in identifying the areas that merit more attention.

Figure 1: Dashboard Summary

	Community Characteristics			Governance			Participation		
	Higher	Similar	Lower	Higher	Similar	Lower	Higher	Similar	Lower
Overall	14	33	0	15	29	0	4	29	3
General	3	4	0	0	3	0	0	3	0
Safety	0	3	0	0	7	0	0	3	0
Mobility	4	3	0	5	2	0	0	3	0
Natural Environment	2	0	0	2	4	0	1	2	0
Built Environment	1	4	0	2	5	0	1	1	0
Economy	3	5	0	0	1	0	0	3	0
Recreation and Wellness	0	4	0	1	2	0	1	4	0
Education and Enrichment	1	5	0	1	1	0	1	1	1
Community Engagement	0	5	0	4	4	0	0	9	2

National Benchmark	
	Higher
	Similar
	Lower

Figure 2: Detailed Dashboard

	Community Characteristics	Trend	Benchmark	Percent positive	Governance	Trend	Benchmark	Percent positive	Participation	Trend	Benchmark	Percent positive
General	Overall appearance	↔	↑	92%	Customer service	↔	↔	82%	Recommend Wilsonville	↔	↔	92%
	Overall quality of life	↔	↔	94%	Services provided by Wilsonville	↔	↔	85%	Remain in Wilsonville	↔	↔	85%
	Place to retire	↔	↔	73%	Services provided by the Federal Government	↔	↔	35%	Contacted Wilsonville employees	↔	↔	36%
	Place to raise children	↔	↑	97%								
	Place to live	↔	↔	95%								
	Neighborhood	↔	↔	93%								
Safety	Overall image	↔	↑	88%								
	Overall feeling of safety	↔	↔	91%	Police	↔	↔	81%	Was NOT the victim of a crime	↔	↔	92%
	Safe in neighborhood	↔	↔	97%	Crime prevention	↔	↔	78%	Did NOT report a crime	↔	↔	86%
	Safe commercial areas	↔	↔	96%	Fire	↔	↔	94%	Stocked supplies for an emergency	↑	↔	45%
					Fire prevention	↔	↔	83%				
					Ambulance/EMS	↔	↔	91%				
Mobility					Emergency preparedness	↔	↔	56%				
					Animal control	↔	↔	76%				
	Traffic flow	↔	↔	38%	Traffic enforcement	↔	↔	58%	Carpooled instead of driving alone	↔	↔	41%
	Travel by car	↔	↔	57%	Street repair	↓	↑	63%	Walked or biked instead of driving	↔	↔	65%
	Travel by bicycle	↓	↑	67%	Street cleaning	↔	↑	83%	Used public transportation instead of driving	↔	↔	27%
	Ease of walking	↔	↑	82%	Street lighting	↔	↑	86%				
Natural Environment	Travel by public transportation	↔	↑↑	67%	Sidewalk maintenance	↔	↑	79%				
	Overall ease travel	↔	↔	68%	Traffic signal timing	↔	↔	60%				
	Paths and walking trails	↔	↑	83%	Bus or transit services	↔	↑↑	83%				
	Overall natural environment	↔	↑	93%	Garbage collection	↔	↔	91%	Recycled at home	↔	↑	98%
	Cleanliness	↔	↑	92%	Recycling	↔	↔	83%	Conserved water	↔	↔	78%
Built Environment					Yard waste pick-up	↔	↔	87%	Made home more energy efficient	↔	↔	68%
					Drinking water	↔	↔	80%				
					Open space	↔	↑	80%				
					Natural areas preservation	↑	↑	78%				
	New development in Wilsonville	↑	↔	65%	Sewer services	↔	↔	89%	NOT experiencing housing cost stress	↔	↔	59%
	Affordable quality housing	↑	↔	38%	Storm drainage	↑	↑	83%	Did NOT observe a code violation	↔	↑	73%
Built Environment	Housing options	↑	↔	62%	Power utility	↔	↔	88%				
	Overall built environment	↔	↑	77%	Utility billing	↔	↔	74%				
	Public places	↔	↔	80%	Land use, planning and zoning	↔	↔	57%				
					Code enforcement	↔	↑	71%				
				Cable television	↔	↔	54%					

Legend

↑↑ Much higher    ↑ Higher    ↔ Similar    ↓ Lower    ↓↓ Much lower    \* Not available

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The National Citizen Survey™

	Community Characteristics	Trend	Benchmark	Percent positive	Governance	Trend	Benchmark	Percent positive	Participation	Trend	Benchmark	Percent positive
Economy	Overall economic health	↔	↑	81%	Economic development	↔	↔	66%	Economy will have positive impact on income	↔	↔	35%
	Shopping opportunities	↔	↔	50%					Purchased goods or services in Wilsonville	↔	↔	99%
	Employment opportunities	↑	↑	53%					Work in Wilsonville	↔	↔	34%
	Place to visit	↔	↔	55%								
	Cost of living	↔	↔	35%								
	Vibrant downtown/commercial area	↓	↔	47%								
	Place to work	↔	↑	76%								
Recreation and Wellness	Business and services	↑	↔	70%								
	Fitness opportunities	↑	↔	75%	City parks	↔	↑	94%	In very good to excellent health	↔	↔	68%
	Recreational opportunities	↑	↔	72%	Recreation centers	↑	↔	75%	Used Wilsonville recreation centers	↓	↔	49%
	Food	↔	↔	67%	Recreation programs	↑	↔	81%	Visited a City park	↔	↑	93%
	Health and wellness	↑	↔	72%					Ate 5 portions of fruits and vegetables	↔	↔	87%
Education and Enrichment									Participated in moderate or vigorous physical activity	↔	↔	89%
	K-12 education	↑	↑	93%	Public libraries	↔	↑	96%	Used Wilsonville public libraries	↔	↑	74%
	Cultural/arts/music activities	↔	↔	56%	Special events	↔	↔	73%	Participated in religious or spiritual activities	↔	↓	27%
	Child care/preschool	↑	↔	57%					Attended a City-sponsored event	↔	↔	56%
	Religious or spiritual events and activities	↔	↔	73%								
	Adult education	↑	↔	59%								
Community Engagement	Overall education and enrichment	↔	↔	71%								
	Opportunities to participate in community matters	↑	↔	75%	Public information	↔	↑	83%	Sense of community	↔	↔	74%
	Opportunities to volunteer	↔	↔	73%	Overall direction	↑	↔	68%	Voted in local elections	↔	↔	89%
	Openness and acceptance	↔	↔	59%	Value of services for taxes paid	↑	↔	67%	Talked to or visited with neighbors	↔	↔	92%
	Social events and activities	↔	↔	65%	Welcoming citizen involvement	↔	↑	68%	Attended a local public meeting	↔	↔	23%
	Neighborliness	↔	↔	71%	Confidence in City government	↔	↔	64%	Watched a local public meeting	↔	↓	12%
					Acting in the best interest of Wilsonville	↔	↔	65%	Volunteered	↓	↓	29%
					Being honest	↑	↑	72%	Participated in a club	↓	↔	18%
					Treating all residents fairly	↑	↑	70%	Campaigned for an issue, cause or candidate	↔	↔	20%
									Contacted Wilsonville elected officials	↔	↔	11%
								Read or watched local news	↔	↔	80%	
								Done a favor for a neighbor	↓	↔	72%	

Legend

↑↑ Much higher    ↑ Higher    ↔ Similar    ↓ Lower    ↓↓ Much lower    \* Not available





# Wilsonville, OR

Community Livability Report

2018



**NRC**  
National Research Center Inc

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The National Citizen Survey™  
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The NCS™ is presented by NRC in collaboration with ICMA.

NRC is a charter member of the AAPOR Transparency Initiative, providing clear disclosure of our sound and ethical survey research practices.

# About

The National Citizen Survey™ (The NCS) report is about the “livability” of Wilsonville. The phrase “livable community” is used here to evoke a place that is not simply habitable, but that is desirable. It is not only where people do live, but where they want to live.

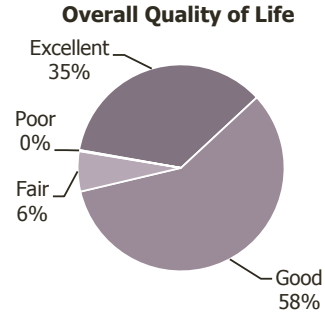
Great communities are partnerships of the government, private sector, community-based organizations and residents, all geographically connected. The NCS captures residents’ opinions within the three pillars of a community (Community Characteristics, Governance and Participation) across eight central facets of community (Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment and Community Engagement).

The Community Livability Report provides the opinions of a representative sample of 568 residents of the City of Wilsonville. The margin of error around any reported percentage is 4% for all respondents. The full description of methods used to garner these opinions can be found in the *Technical Appendices* provided under separate cover.



# Quality of Life in Wilsonville

Nearly all residents rated the quality of life in Wilsonville as excellent or good. The overall quality of life rating was similar compared to benchmark (see Appendix B of the Technical Appendices provided under separate cover).



Shown below are the eight facets of community. The color of each community facet summarizes how residents rated it across the three sections of the survey that represent the pillars of a community – Community Characteristics, Governance and Participation. When most ratings across the three pillars were higher than the benchmark, the color for that facet is the darkest shade; when most ratings were lower than the benchmark, the color is the lightest shade. A mix of ratings (higher and lower than the benchmark) results in a color between the extremes.

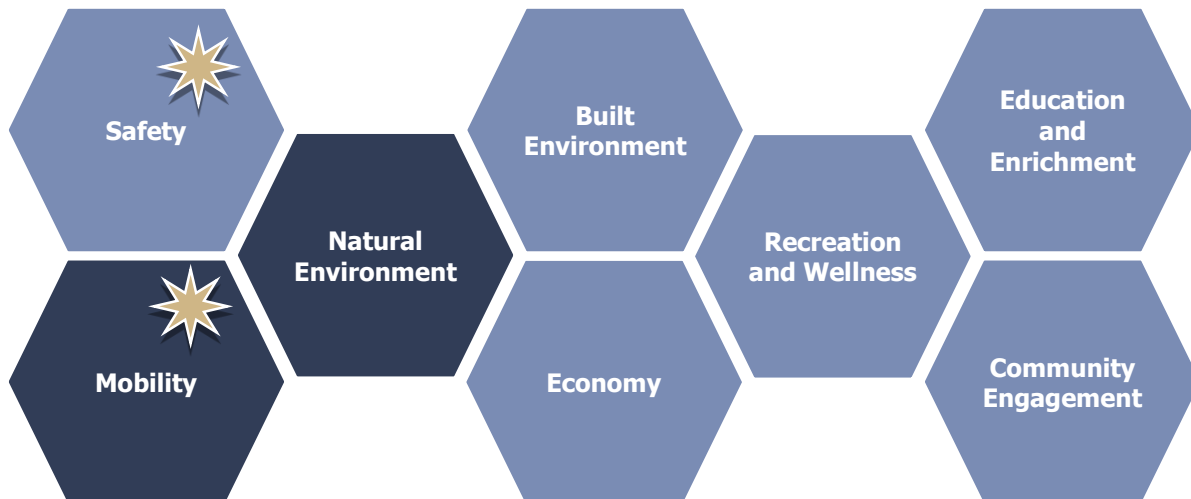
In addition to a summary of ratings, the image below includes one or more stars to indicate which community facets were the most important focus areas for the community. Residents identified Safety and Mobility as priorities for the Wilsonville community in the coming two years. While most of the facets generally received ratings similar to the benchmark comparisons, the areas of Mobility and Natural Environment had many ratings higher than the benchmark comparisons.

This overview of the key aspects of community quality provides a quick summary of where residents see exceptionally strong performance and where performance offers the greatest opportunity for improvement. Linking quality to importance offers community members and leaders a view into the characteristics of the community that matter most and that seem to be working best. Details that support these findings are contained in the remainder of this Livability Report, starting with the ratings for Community Characteristics, Governance and Participation and ending with results for Wilsonville’s unique questions.

### Legend

- Higher than national benchmark
- Similar to national benchmark
- Lower than national benchmark

★ Most important



# Community Characteristics

## *What makes a community livable, attractive and a place where people want to be?*

Overall quality of community life represents the natural ambience, services and amenities that make for an attractive community. How residents rate their overall quality of life is an indicator of the overall health of a community. In the case of Wilsonville, 95% rated the City as an excellent or good place to live, while 93% felt their neighborhood was an excellent or good place to live. These ratings of Wilsonville and the neighborhood as a place to live were similar to ratings in other communities across the nation.

In addition to rating Wilsonville as a place to live, respondents rated several aspects of community quality. Nearly all respondents (97%) gave positive ratings to Wilsonville as a place to raise children, a rating that was above the benchmark comparison. About 9 in 10 provided high marks to the overall image and overall appearance of Wilsonville, evaluations that were also above the benchmark comparisons. About 8 in 10 considered Wilsonville an excellent or good place to retire, a rating that was similar to the national benchmark.

Delving deeper into Community Characteristics, survey respondents rated over 40 features of the community within the eight facets of Community Livability. All ratings were similar to or higher than benchmark comparisons. One item of particular note is the rating of K-12 education, which was rated as excellent or good by 93% of respondents, higher than the national benchmark. This is likely one of the reasons for the high ratings given to Wilsonville as a place to raise children. More than 90% of respondents considered the aspects of Safety positively, ratings that were similar to the benchmark ratings.



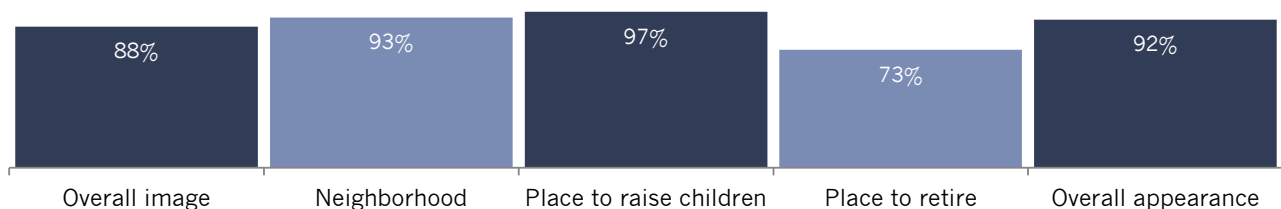
The economic vitality of Wilsonville was viewed positively, with about 8 in 10 respondents judging the overall economic health as excellent or good, higher than the benchmark. Three-quarters of respondents rated Wilsonville as a place to work as excellent or good, also higher than the benchmark. About half considered the employment opportunities in Wilsonville as excellent or good, but this was higher than the national benchmark, and represented an increase from 2018 (see the *Trends over Time* report under separate cover for more information).

Wilsonville residents considered Mobility an important focus area. Ratings of the transportation system were positive, particularly for alternate modes. Overall ease of travel and ease of travel by car were deemed excellent or good by about 7 in 10 and 6 in 10 residents, respectively, ratings that were similar to the benchmark comparisons. Traffic flow was regarded positively by less than half of respondents (38%), but this was similar to what has been observed in communities across the nation. However, 8 in 10 respondents felt the paths & walking trails and ease of walking in Wilsonville were excellent or good, higher than the benchmarks. About two-thirds viewed travel by bicycle or travel by public transportation positively, ratings that were also above the benchmarks.

There were Community Characteristics items that had decreased from 2014 to 2016, but rebounded in 2018 back to previous levels. These included quality of new development, availability of affordably quality housing, variety of housing options, items related to recreation and wellness and opportunities to participate in community matters.

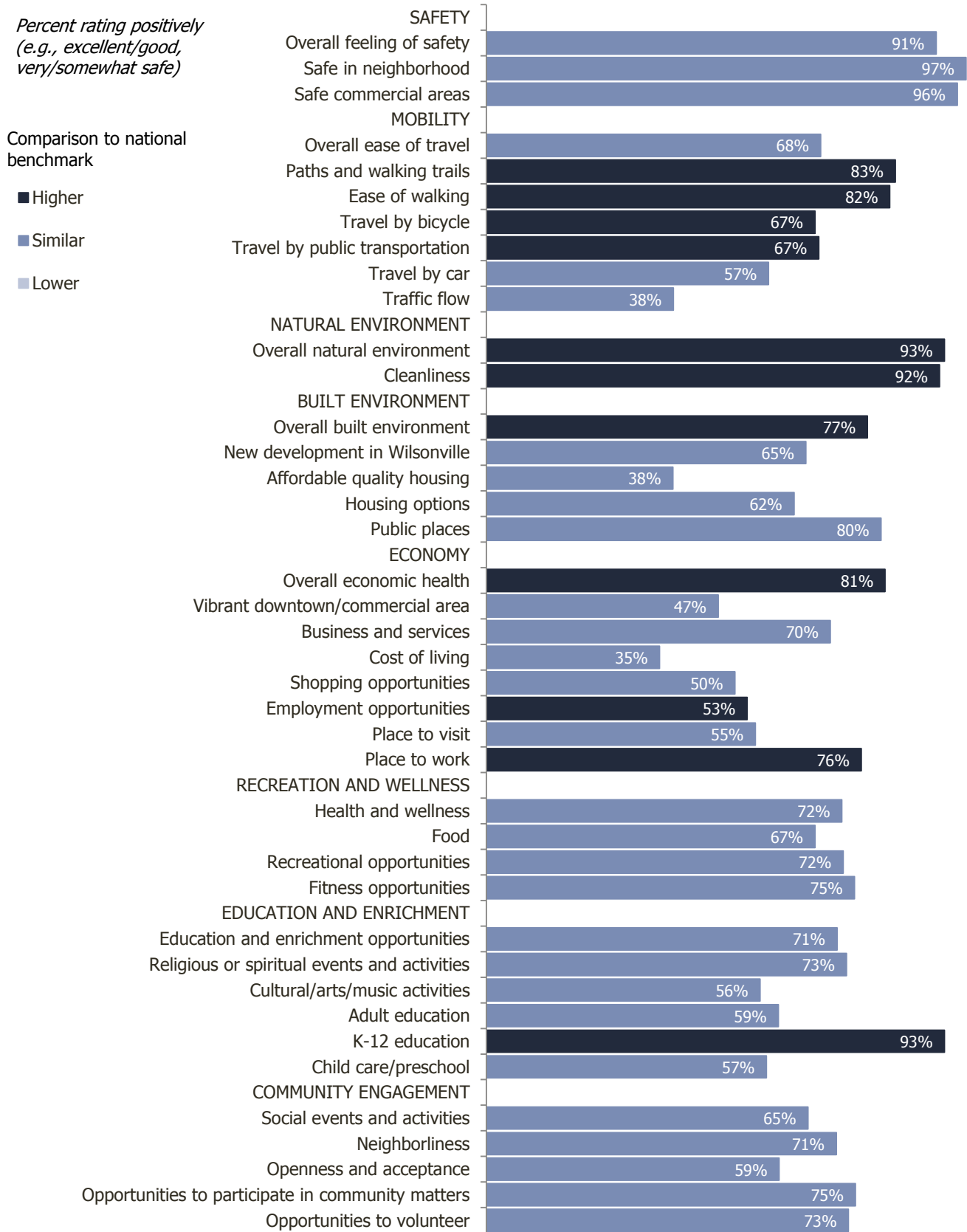
Percent rating positively (e.g., excellent/good)

Comparison to national benchmark  
 ■ Higher ■ Similar ■ Lower



The National Citizen Survey™

Figure 1: Aspects of Community Characteristics



# Governance

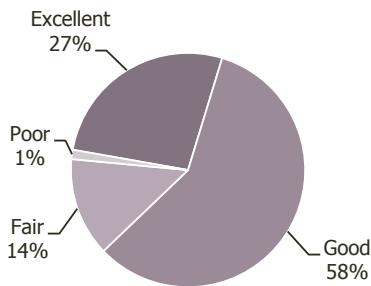
## *How well does the government of Wilsonville meet the needs and expectations of its residents?*

The overall quality of the services provided by Wilsonville as well as the manner in which these services are provided is a key component of how residents rate their quality of life. The overall quality of services provided by the City of Wilsonville was rated as excellent or good by 85% of respondents, a rating that was similar to the national benchmark. This was a much higher rating that what respondents gave to the services provided by the Federal Government, although that rating, too, was similar to the benchmark.

Survey respondents also rated various aspects of Wilsonville’s leadership and governance. Most of these aspects were rated positively by about two-thirds of respondents, and all ratings were similar to or above the benchmark comparisons. In particular, ratings above the benchmark included welcoming citizen involvement, being honest and treating all residents fairly. The customer service provided by City of Wilson employees was considered excellent or good by 8 in 10 respondents, similar to the national benchmark.

Respondents evaluated over 30 individual services and amenities available in Wilsonville. Again, all these ratings were similar to or higher than the national benchmark comparisons. Public information services provided by the City of Wilsonville was rated positively by about 8 in 10 respondents and was higher than the national benchmark comparison. Most of the services related to Mobility, such as street repair and street cleaning, were higher than the benchmark ratings. In fact, the rating for street repair remained higher than the benchmark in spite of declining from 2016 to 2018.

### Overall Quality of City Services



City parks, public libraries and fire services were rated especially favorably, but over 9 in 10 respondents, and parks and libraries were above the benchmark ratings.

While most public safety ratings were viewed approvingly by three-quarter of respondents or more, fewer than 6 in 10 gave positive ratings to emergency preparedness. This rating was similar to the benchmark, indicating that lower ratings for this aspect of Safety is pretty typical.

Within the Natural Environment facet, services provided by the City of Wilsonville were graded as excellent or good by 78% to 91% of respondents, with waste management services rated positively by about 9 in 10 respondents. Drinking water was rated positively by 8 in 10 respondents. Natural areas preservation and open space were also

deemed excellent or good by about 8 in 10 respondents, and these ratings were higher than the national benchmarks.

Percent rating positively (e.g., excellent/good)

Comparison to national benchmark

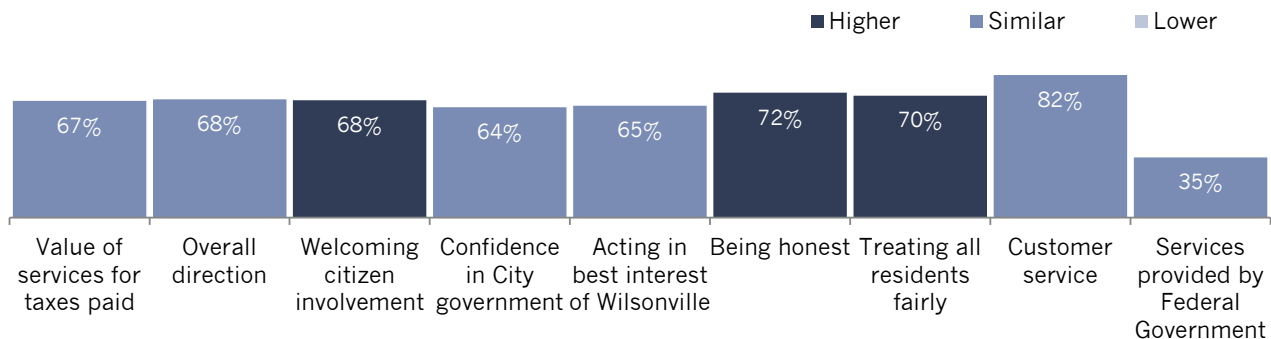
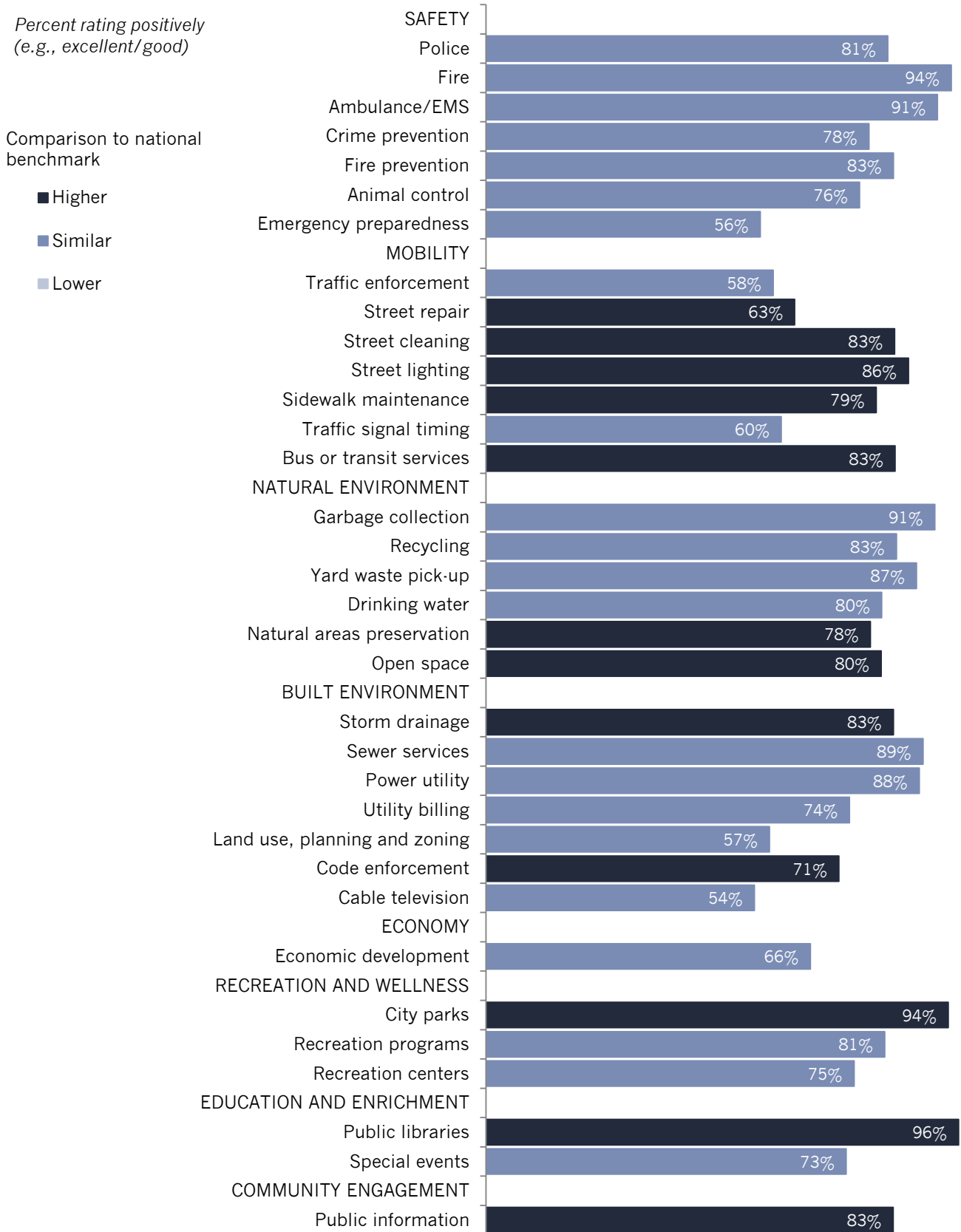


Figure 2: Aspects of Governance





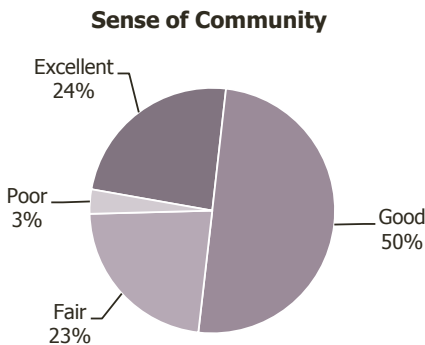
# Participation

## *Are the residents of Wilsonville connected to the community and each other?*

An engaged community harnesses its most valuable resource, its residents. The connections and trust among residents, government, businesses and other organizations help to create a sense of community, a shared sense of membership, belonging and history. The sense of community in Wilsonville was rated as excellent or good by about three-quarters of respondents. Whether residents intend to remain in the community in which they reside, and whether they would recommend their community to another are indicators of quality of community. In Wilsonville, 85% of residents reported they were very or somewhat likely to remain in the community and 92% would recommend living in Wilsonville to someone who asks, rates that were similar to the benchmark comparisons.

The survey included over 30 activities and behaviors for which respondents indicated how often they participated in or performed each, if at all. While respondents had not been too keen on the job the City does in emergency preparedness, a greater proportion of residents in 2018 had stocked supplies for an emergency (45%) than had in 2016 (39%).

Nearly all (98%) respondents reported recycling at home at least “sometimes,” an amount greater than the national benchmark comparison. As noted earlier, City parks and public libraries were held in high esteem by respondents, and a large proportion used these facilities; three-quarters had visited a Wilsonville public library in the past year, and 93% had visited a City park. These rates were higher than those observed in other communities, on average.



About 3 in 10 respondents reported having volunteered in the last year, and about 3 in 10 had participated in religious or spiritual activities. This was lower than the national benchmarks. Volunteerism rates had declined from 2016.

About two-thirds of respondents reported they walked or biked instead of driving at least sometimes, while about one-quarter of respondents had used public transportation instead of driving at least sometimes. Public transportation and community pedestrian and bicyclist facilities had been rated quite positive by respondents. The reported rates of using these amenities was similar in Wilsonville to the national benchmarks.

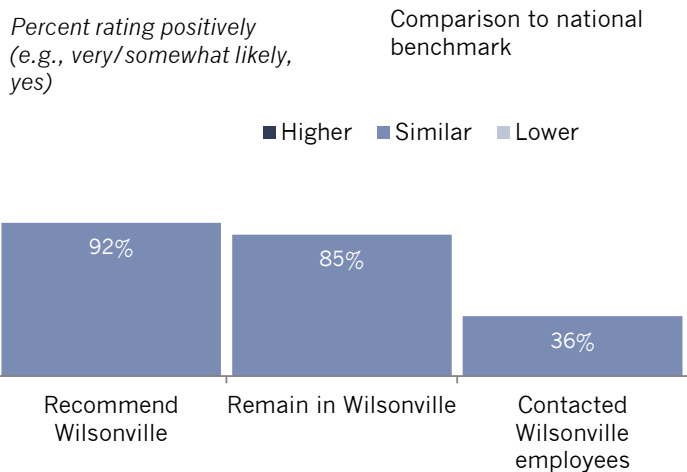
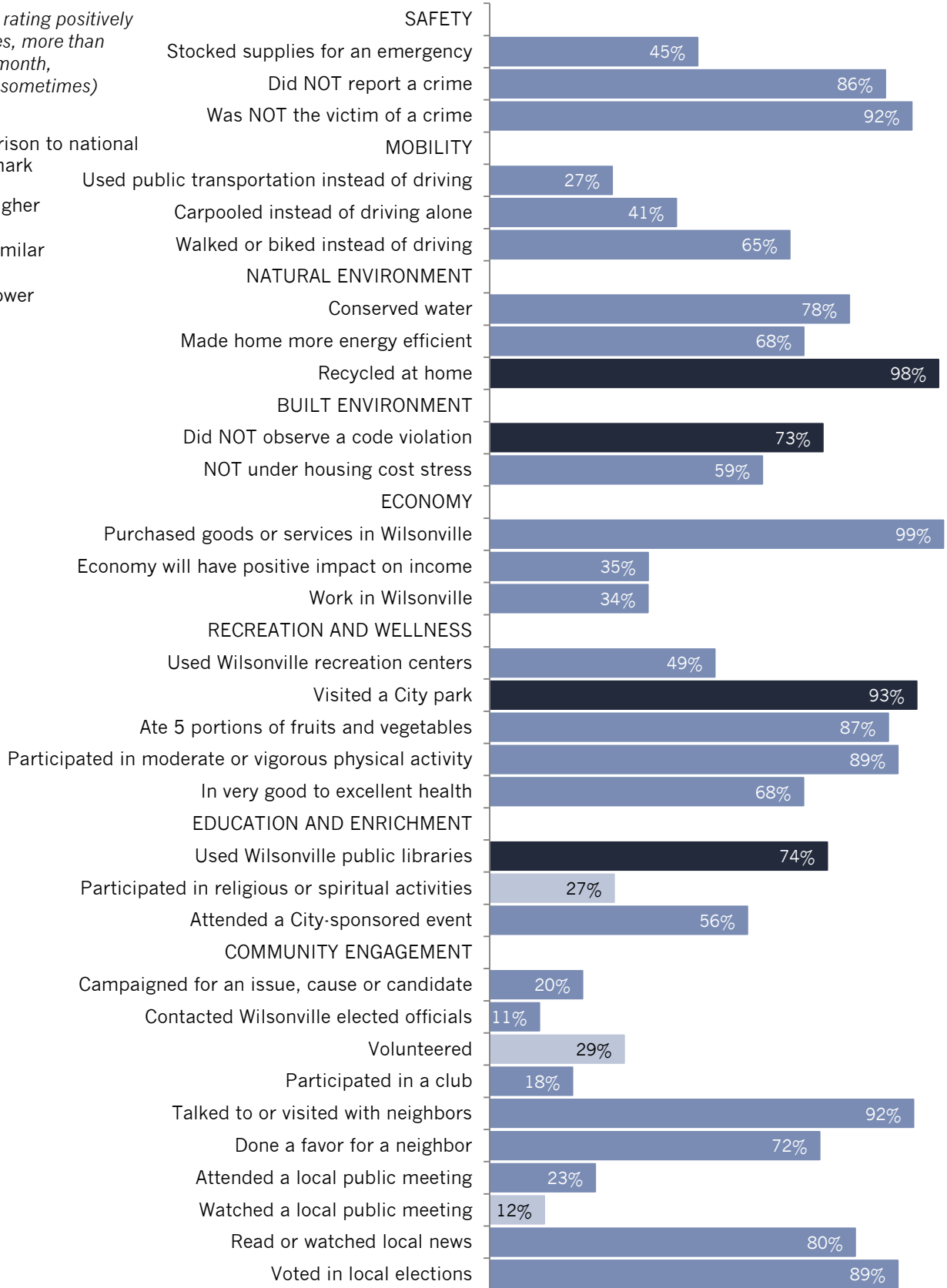


Figure 3: Aspects of Participation

Percent rating positively  
(e.g., yes, more than  
once a month,  
always/sometimes)

Comparison to national  
benchmark

- Higher
- Similar
- Lower



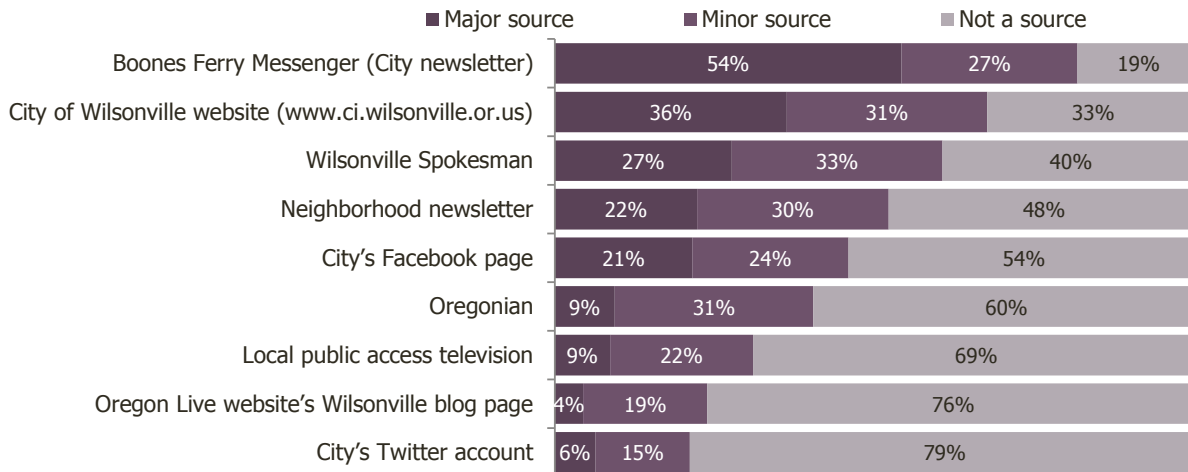
# Special Topics

The City of Wilsonville included several questions of special interest on The NCS, covering topics about public information, the role of the City of Wilsonville in facilitating healthy living choices, and resident priorities for the future of Wilsonville.

The most common sources of information for residents about Wilsonville City Government included the City newsletter Boones Ferry Messenger, followed by the City of Wilsonville website. The Wilsonville Spokesman and neighborhood newsletters were also a minor or major source of information for a majority of respondents.

Figure 4: Sources of Information

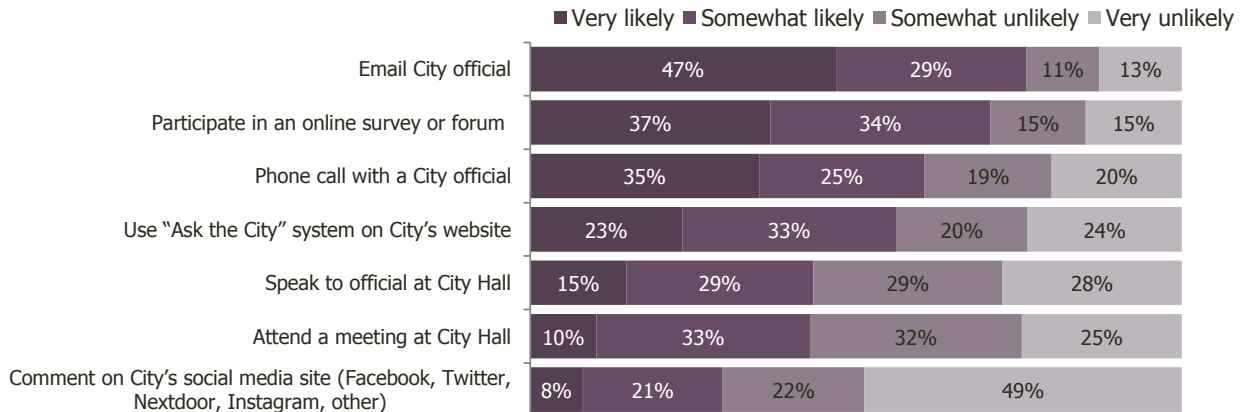
Please indicate whether each of the following is a major source, minor source, or not a source of information regarding Wilsonville City Government:



When asked what methods they would most likely use to communicate directly with the City of Wilsonville, the most common methods cited were email or participating in an online survey or forum, with 70% or more being at least somewhat likely to do each. About 6 in 10 would make a phone call, and 56% would use the “Ask the City” system on the City’s web site. Social media was at least somewhat likely to be used by about 3 in 10 respondents.

Figure 5: Methods of Communication

How likely would you be, if at all, to use each of the following methods when communicating directly with the City of Wilsonville to ask a question or share information?

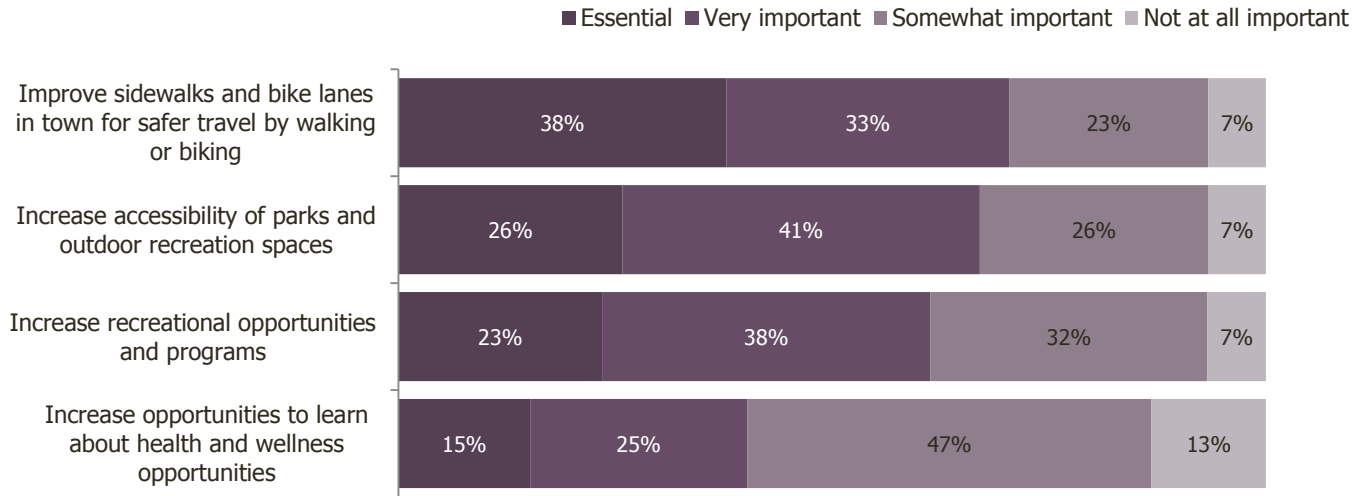


The National Citizen Survey™

Those completing the survey were asked how important they felt it was for the City to focus efforts on four activities to promote healthy living choices. About 7 in 10 thought it was essential or very important for the City to improve sidewalks and bike lanes to make active transportation options safer, and two-thirds of respondents felt it was essential or very important to increase the accessibility of parks and outdoor recreation spaces. About 6 in 10 were in favor of increasing recreational opportunities and programs. About 4 in 10 thought it was essential or very important to increase the opportunities learn about health and wellness opportunities.

Figure 6: Healthy Choices

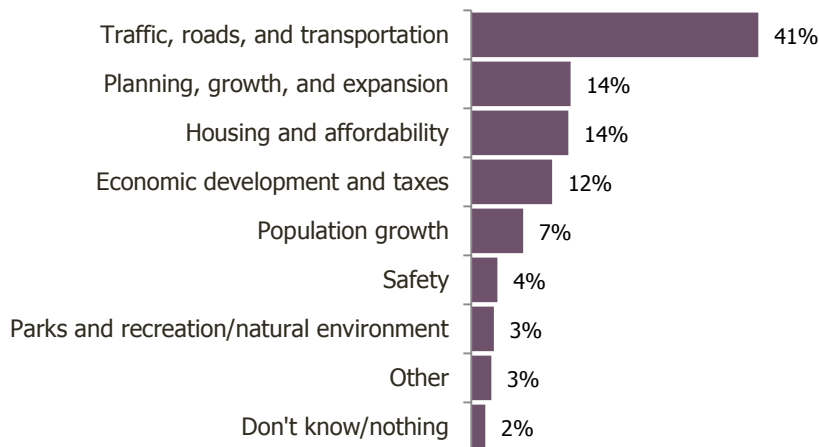
*How important to you, if at all, is it that the City focus efforts on each of the following to promote healthy living choices?*



The survey provided an opportunity for respondents to answer, in their own words, what they thought was the biggest issue facing the City of Wilsonville over the next five years. The answers provided were classified into broad categories and are summarized in Figure 7 below. The verbatim responses can be found in the report *Open-ended Responses* under separate cover. By far the most frequently cited issue was traffic, roads and transportation, a topic mentioned by 41% of those answering the question. The next most frequently mentioned priorities were housing and affordability, economic development and taxes, and population growth.

Figure 7: Top Priorities

*What do you think is the biggest priority facing the City of Wilsonville over the next five years?*



# Conclusions

## **Wilsonville is considered a good place to live, and a particularly good place to raise children.**

About 9 in 10 respondents rated the City as an excellent or good place to live and felt their neighborhood was an excellent or good place to live. These ratings of Wilsonville and the neighborhood as a place to live were similar to ratings in other communities across the nation. When asked how likely they would be to recommend living in Wilsonville to someone who asks, 9 in 10 said they would be somewhat or very likely to do so.

Nearly all respondents gave positive ratings to Wilsonville as a place to raise children, a rating that was above the benchmark comparison. High marks were given to K-12 education in the community, considered excellent or good by 93% of respondents, higher than the national benchmark.

## **Traffic congestion and roadways are a priority issue for residents, but options for alternative modes of transportation are applauded.**

The survey provided an opportunity for respondents to answer, in their own words, what they thought was the biggest issue facing the City of Wilsonville over the next five years. By far the most frequently cited issue was traffic, roads and transportation, a topic mentioned by 41% of those answering the question. Mobility was also rated as one of the two most important facets for the Wilsonville community to focus on in the next two years.

However, most of the items related to mobility and transportation evaluated by respondents were rated positively and were similar or higher than national benchmark comparisons. Overall ease of travel was rated as excellent or good by about 7 in 10 respondents, and ease of travel by car was considered good or excellent by 6 in 10 respondents, ratings that were similar to the national benchmarks. Traffic flow, however, was considered less positively, a majority giving ratings of only fair or poor, but this rating was similar to the national benchmark.

Of note were the high ratings given to ease of walking and to the paths and trails in Wilsonville. These were each rated as good or excellent by 8 in 10 respondents, higher than the benchmark comparisons. Two-thirds of respondents viewed travel by bicycle or travel by public transportation positively, ratings that were also above the benchmarks.

## **Residents support increasing opportunities for healthy living in Wilsonville.**

Survey participants were asked how important they felt it was that the City focus efforts to promote healthy living choices. About two-thirds of respondents considered it essential or very important for the City to improve sidewalks and bike lanes to make travel by walking or biking safe, and to increase accessibility of parks and outdoor recreation spaces.

As noted earlier, the existing situation for walking and biking was viewed positively, but residents indicated support for encouraging these active forms of transportation.

Opportunities for recreation and fitness were viewed positively by about three-quarters of respondents, and City parks were rated excellent or good by 94% of respondents, but again, residents indicated support for encouraging access to these amenities and opportunities.



**THE NCS™**  
The National Citizen Survey™

# Wilsonville, OR

Trends over Time

2018



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# Summary

The National Citizen Survey™ (The NCS™) is a collaborative effort between National Research Center, Inc. (NRC) and the International City/County Management Association (ICMA). The survey and its administration are standardized to assure high quality research methods and directly comparable results across The NCS communities. The NCS captures residents' opinions within the three pillars of a community (Community Characteristics, Governance and Participation) across eight central facets of community (Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment and Community Engagement). This report discusses trends over time, comparing the 2018 ratings for the City of Wilsonville to its previous survey results in 2012, 2014 and 2016. Additional reports and technical appendices are available under separate cover.

Trend data for Wilsonville represent important comparison data and should be examined for improvements or declines. Deviations from stable trends over time, especially, represent opportunities for understanding how local policies, programs or public information may have affected residents' opinions.

Meaningful differences between survey years have been noted within the following tables as being "higher" or "lower" if the differences are greater than six percentage points between the 2016 and 2018 surveys, otherwise the comparisons between 2016 and 2018 are noted as being "similar." Additionally, benchmark comparisons for all survey years are presented for reference. Changes in the benchmark comparison over time can be impacted by various trends, including varying survey cycles for the individual communities that comprise the benchmarks, regional and national economic or other events, as well as emerging survey methodologies.

Overall, ratings in Wilsonville for 2018 generally remained stable. Of the 127 items for which comparisons were available, 99 items were rated similarly in 2016 and 2018; seven items showed a decrease in ratings and 21 showed an increase in ratings. Notable trends over time included the following:

- While the majority of ratings of Community Characteristics remained stable from 2016 to 2018, a couple of aspects were trending down and several were trending up in 2018. Wilsonville residents gave lower ratings to travel by bicycle and to Wilsonville's vibrant downtown/commercial area in the most recent survey. However, residents gave more positive ratings to 12 aspects of the community spanning multiple facets such as Economy, Built Environment and Recreation and Wellness, among others. The largest gains from 2016 to 2018 were for affordable quality housing and housing options.
- Aspects of Governance demonstrated more stability over time. Only one rating within this pillar decreased; ratings for street repair were lower in 2018 than in 2016. Survey respondents had more positive perceptions on the most recent survey of the overall direction the City is taking, value of services for taxes paid, the job Wilsonville does at being honest and at treating all residents fairly. Each of these ratings rebounded to levels seen in 2014. Ratings also increased in 2018 for natural areas preservation, storm drainage, recreation centers and recreation programs to levels seen in 2014.
- Almost all reported rates within the pillar of Participation remained stable in 2018 compared to 2016. However, fewer Wilsonville residents reported that they had used Wilsonville recreation centers, volunteered, participated in a club or had done a favor for a neighbor in the last 12 months. Conversely, more respondents reported that they had stocked supplies for an emergency in 2018 compared to 2016.

Table 1: Community Characteristics General

	Percent rating positively (e.g., excellent/good)				2018 rating compared to 2016	Comparison to benchmark			
	2012	2014	2016	2018		2012	2014	2016	2018
Overall quality of life	92%	91%	89%	94%	Similar	Much higher	Similar	Similar	Similar
Overall image	87%	87%	84%	88%	Similar	Much higher	Higher	Higher	Higher
Place to live	94%	94%	93%	95%	Similar	Much higher	Similar	Similar	Similar
Neighborhood	89%	91%	89%	93%	Similar	Much higher	Similar	Similar	Similar
Place to raise children	93%	93%	92%	97%	Similar	Much higher	Higher	Higher	Higher
Place to retire	77%	76%	76%	73%	Similar	Much higher	Similar	Similar	Similar
Overall appearance	91%	92%	93%	92%	Similar	Much higher	Higher	Higher	Higher

Table 2: Community Characteristics by Facet

		Percent rating positively (e.g., excellent/good, very/somewhat safe)				2018 rating compared to 2016	Comparison to benchmark			
		2012	2014	2016	2018		2012	2014	2016	2018
Safety	Overall feeling of safety	NA	93%	93%	91%	Similar	NA	Higher	Higher	Similar
	Safe in neighborhood	98%	98%	97%	97%	Similar	Much higher	Similar	Similar	Similar
	Safe commercial areas	96%	96%	93%	96%	Similar	Much higher	Similar	Similar	Similar
	Overall ease of travel	NA	86%	71%	68%	Similar	NA	Similar	Similar	Similar
Mobility	Paths and walking trails	78%	83%	85%	83%	Similar	Much higher	Higher	Higher	Higher
	Ease of walking	80%	81%	83%	82%	Similar	Much higher	Higher	Higher	Higher
	Travel by bicycle	69%	75%	73%	67%	Lower	Much higher	Higher	Higher	Higher
	Travel by public transportation	NA	75%	63%	67%	Similar	NA	Higher	Higher	Much higher
	Travel by car	65%	74%	56%	57%	Similar	Much higher	Similar	Similar	Similar
	Traffic flow	48%	66%	43%	38%	Similar	Similar	Similar	Similar	Similar
	Natural Environment	Overall natural environment	85%	93%	91%	93%	Similar	Much higher	Higher	Higher
Cleanliness		94%	95%	93%	92%	Similar	Much higher	Higher	Higher	Higher
Overall built environment		NA	81%	76%	77%	Similar	NA	Higher	Higher	Higher
New development in Wilsonville		78%	69%	57%	65%	Higher	Much higher	Similar	Similar	Similar
Built Environment	Affordable quality housing	46%	47%	22%	38%	Higher	Much higher	Similar	Lower	Similar



		Percent rating positively (e.g., excellent/good, very/somewhat safe)				2018 rating compared to 2016	Comparison to benchmark			
		2012	2014	2016	2018		2012	2014	2016	2018
	Housing options	66%	64%	51%	62%	Higher	Much higher	Similar	Similar	Similar
	Public places	NA	84%	82%	80%	Similar	NA	Higher	Higher	Similar
Economy	Overall economic health	NA	75%	76%	81%	Similar	NA	Higher	Similar	Higher
	Vibrant downtown/commercial area	NA	62%	55%	47%	Lower	NA	Higher	Similar	Similar
	Business and services	77%	74%	64%	70%	Higher	Much higher	Similar	Similar	Similar
	Cost of living	NA	43%	32%	35%	Similar	NA	Similar	Similar	Similar
	Shopping opportunities	63%	54%	53%	50%	Similar	Much higher	Similar	Similar	Similar
	Employment opportunities	43%	51%	44%	53%	Higher	Much higher	Higher	Similar	Higher
	Place to visit	NA	63%	60%	55%	Similar	NA	Similar	Similar	Similar
	Place to work	75%	79%	78%	76%	Similar	Much higher	Higher	Higher	Higher
	Health and wellness	NA	76%	64%	72%	Higher	NA	Similar	Similar	Similar
	Food	67%	67%	64%	67%	Similar	Higher	Similar	Similar	Similar
Recreation and Wellness	Recreational opportunities	63%	73%	65%	72%	Higher	Similar	Similar	Similar	Similar
	Fitness opportunities	NA	81%	66%	75%	Higher	NA	Similar	Similar	Similar
Education and Enrichment	Education and enrichment opportunities	NA	72%	75%	71%	Similar	NA	Similar	Similar	Similar
	Religious or spiritual events and activities	72%	75%	73%	73%	Similar	Lower	Similar	Similar	Similar
	Cultural/arts/music activities	50%	60%	57%	56%	Similar	Similar	Similar	Similar	Similar
	Adult education	NA	66%	51%	59%	Higher	NA	Similar	Similar	Similar
	K-12 education	89%	87%	86%	93%	Higher	Much higher	Higher	Higher	Higher
	Child care/preschool	47%	59%	49%	57%	Higher	Higher	Similar	Similar	Similar
	Social events and activities	63%	71%	65%	65%	Similar	Similar	Similar	Similar	Similar
Community Engagement	Neighborhoodliness	NA	76%	68%	71%	Similar	NA	Similar	Similar	Similar
	Openness and acceptance	72%	68%	63%	59%	Similar	Much higher	Similar	Similar	Similar
	Opportunities to participate in community matters	69%	77%	67%	75%	Higher	Much higher	Similar	Similar	Similar
	Opportunities to volunteer	75%	76%	74%	73%	Similar	Similar	Similar	Similar	Similar

Table 3: Governance General

	Percent rating positively (e.g., excellent/good)				2018 rating compared to 2016	Comparison to benchmark			
	2012	2014	2016	2018		2012	2014	2016	2018
Services provided by Wilsonville	85%	86%	81%	85%	Similar	Much higher	Similar	Similar	Similar
Customer service	84%	82%	81%	82%	Similar	Much higher	Similar	Similar	Similar
Value of services for taxes paid	60%	69%	57%	67%	Higher	Much higher	Similar	Similar	Similar
Overall direction	65%	68%	60%	68%	Higher	Much higher	Similar	Similar	Similar
Welcoming citizen involvement	62%	68%	66%	68%	Similar	Much higher	Higher	Higher	Higher
Confidence in City government	NA	70%	61%	64%	Similar	NA	Higher	Similar	Similar
Acting in the best interest of Wilsonville	NA	69%	63%	65%	Similar	NA	Similar	Similar	Similar
Being honest	NA	73%	63%	72%	Higher	NA	Higher	Similar	Higher
Treating all residents fairly	NA	71%	64%	70%	Higher	NA	Higher	Similar	Higher
Services provided by the Federal Government	38%	43%	37%	35%	Similar	Similar	Similar	Similar	Similar

Table 4: Governance by Facet

		Percent rating positively (e.g., excellent/good)				2018 rating compared to 2016	Comparison to benchmark				
		2012	2014	2016	2018		2012	2014	2016	2018	
Safety	Police	83%	82%	81%	81%	Similar	Higher	Similar	Similar	Similar	
	Fire	94%	94%	94%	94%	Similar	Higher	Similar	Similar	Similar	
	Ambulance/EMS	88%	93%	92%	91%	Similar	Similar	Similar	Similar	Similar	
	Crime prevention	77%	78%	79%	78%	Similar	Much higher	Similar	Similar	Similar	
	Fire prevention	81%	86%	84%	83%	Similar	Higher	Similar	Similar	Similar	
	Animal control	NA	75%	76%	76%	Similar	NA	Similar	Similar	Similar	
	Emergency preparedness	59%	52%	55%	56%	Similar	Similar	Similar	Similar	Similar	
	Traffic enforcement	66%	71%	62%	58%	Similar	Similar	Similar	Similar	Similar	
	Street repair	60%	75%	71%	63%	Lower	Much higher	Much higher	Higher	Higher	
	Street cleaning	78%	87%	85%	83%	Similar	Much higher	Higher	Higher	Higher	
Mobility	Street lighting	83%	87%	82%	86%	Similar	Much higher	Much higher	Higher	Higher	
	Sidewalk maintenance	74%	83%	77%	79%	Similar	Much higher	Much higher	Higher	Higher	
	Traffic signal timing	51%	64%	61%	60%	Similar	Similar	Similar	Similar	Similar	
	Bus or transit services	85%	83%	79%	83%	Similar	Much higher	Much higher	Higher	Much higher	
	Natural Environment	Garbage collection	89%	88%	86%	91%	Similar	Much higher	Similar	Similar	Similar

		Percent rating positively (e.g., excellent/good)				2018 rating compared to 2016	Comparison to benchmark			
		2012	2014	2016	2018		2012	2014	2016	2018
	Recycling	86%	86%	83%	83%	Similar	Much higher	Similar	Similar	Similar
	Yard waste pick-up	85%	86%	88%	87%	Similar	Much higher	Similar	Higher	Similar
	Drinking water	74%	82%	81%	80%	Similar	Much higher	Higher	Similar	Similar
	Natural areas preservation	80%	80%	71%	78%	Higher	Much higher	Higher	Similar	Higher
	Open space	NA	79%	74%	80%	Similar	NA	Similar	Similar	Higher
Built Environment	Storm drainage	77%	82%	76%	83%	Higher	Much higher	Higher	Similar	Higher
	Sewer services	77%	89%	87%	89%	Similar	Higher	Similar	Similar	Similar
	Power utility	84%	88%	86%	88%	Similar	Much higher	Similar	Similar	Similar
	Utility billing	NA	76%	77%	74%	Similar	NA	Similar	Similar	Similar
	Land use, planning and zoning	57%	54%	55%	57%	Similar	Much higher	Similar	Similar	Similar
	Code enforcement	71%	73%	66%	71%	Similar	Much higher	Higher	Higher	Higher
	Cable television	NA	60%	58%	54%	Similar	NA	Similar	Similar	Similar
Economy	Economic development	NA	66%	62%	66%	Similar	NA	Higher	Similar	Similar
Recreation and Wellness	City parks	95%	94%	92%	94%	Similar	Much higher	Higher	Higher	Higher
	Recreation programs	79%	80%	71%	81%	Higher	Much higher	Similar	Similar	Similar
	Recreation centers	73%	75%	64%	75%	Higher	Higher	Similar	Similar	Similar
Education and Enrichment	Special events	NA	81%	73%	73%	Similar	NA	Similar	Similar	Similar
	Public libraries	95%	94%	95%	96%	Similar	Much higher	Higher	Higher	Higher
Community Engagement	Public information	83%	80%	79%	83%	Similar	Much higher	Similar	Similar	Higher

Table 5: Participation General

	Percent rating positively (e.g., always/sometimes, more than once a month, yes)				2018 rating compared to 2016	Comparison to benchmark			
	2012	2014	2016	2018		2012	2014	2016	2018
Sense of community	77%	72%	72%	74%	Similar	Much higher	Similar	Similar	Similar
Recommend Wilsonville	93%	93%	89%	92%	Similar	Much higher	Similar	Similar	Similar

	Percent rating positively (e.g., always/sometimes, more than once a month, yes)				2018 rating compared to 2016	Comparison to benchmark			
	2012	2014	2016	2018		2012	2014	2016	2018
Remain in Wilsonville	85%	88%	80%	85%	Similar	Higher	Similar	Similar	Similar
Contacted Wilsonville employees	38%	35%	39%	36%	Similar	Much lower	Lower	Similar	Similar

Table 6: Participation by Facet

		Percent rating positively (e.g., always/sometimes, more than once a month, yes)				2018 rating compared to 2016	Comparison to benchmark			
		2012	2014	2016	2018		2012	2014	2016	2018
Safety	Stocked supplies for an emergency	NA	34%	39%	45%	Higher	NA	Similar	Similar	Similar
	Did NOT report a crime	NA	81%	82%	86%	Similar	NA	Similar	Similar	Similar
	Was NOT the victim of a crime	92%	91%	90%	92%	Similar	Much higher	Similar	Similar	Similar
Mobility	Used public transportation instead of driving	NA	35%	28%	27%	Similar	NA	Similar	Similar	Similar
	Carpooled instead of driving alone	NA	42%	37%	41%	Similar	NA	Similar	Similar	Similar
	Walked or biked instead of driving	NA	77%	70%	65%	Similar	NA	Higher	Higher	Similar
Natural Environment	Conserved water	NA	88%	81%	78%	Similar	NA	Similar	Similar	Similar
	Made home more energy efficient	NA	74%	70%	68%	Similar	NA	Similar	Similar	Similar
	Recycled at home	94%	97%	96%	98%	Similar	Much higher	Higher	Higher	Higher
Built Environment	Did NOT observe a code violation	NA	74%	72%	73%	Similar	NA	Higher	Higher	Higher
	NOT under housing cost stress	65%	66%	56%	59%	Similar	Similar	Similar	Lower	Similar
Economy	Purchased goods or services in Wilsonville	NA	100%	100%	99%	Similar	NA	Similar	Similar	Similar
	Economy will have positive impact on income	24%	29%	29%	35%	Similar	Much higher	Similar	Similar	Similar
	Work in Wilsonville	NA	30%	32%	34%	Similar	NA	Lower	Lower	Similar
Recreation and Wellness	Used Wilsonville recreation centers	51%	63%	55%	49%	Lower	Much lower	Similar	Similar	Similar
	Visited a City park	92%	91%	89%	93%	Similar	Much higher	Similar	Similar	Higher
	Ate 5 portions of fruits and vegetables	NA	88%	91%	87%	Similar	NA	Similar	Similar	Similar
	Participated in moderate or vigorous physical activity	NA	90%	90%	89%	Similar	NA	Similar	Similar	Similar
	In very good to excellent health	NA	69%	67%	68%	Similar	NA	Similar	Similar	Similar
Education and Enrichment	Used Wilsonville public libraries	84%	80%	77%	74%	Similar	Much higher	Higher	Higher	Higher

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		Percent rating positively (e.g., always/sometimes, more than once a month, yes)				2018 rating compared to 2016	Comparison to benchmark			
		2012	2014	2016	2018		2012	2014	2016	2018
Community Engagement	Participated in religious or spiritual activities	38%	31%	29%	27%	Similar	Much lower	Much lower	Lower	Lower
	Attended a City-sponsored event	NA	52%	53%	56%	Similar	NA	Similar	Similar	Similar
	Campaigned for an issue, cause or candidate	NA	16%	18%	20%	Similar	NA	Similar	Similar	Similar
	Contacted Wilsonville elected officials	NA	9%	15%	11%	Similar	NA	Similar	Similar	Similar
	Volunteered	38%	34%	40%	29%	Lower	Much lower	Similar	Similar	Lower
	Participated in a club	24%	20%	24%	18%	Lower	Much lower	Lower	Similar	Similar
	Talked to or visited with neighbors	NA	88%	91%	92%	Similar	NA	Similar	Similar	Similar
	Done a favor for a neighbor	NA	77%	79%	72%	Lower	NA	Similar	Similar	Similar
	Attended a local public meeting	22%	20%	24%	23%	Similar	Much lower	Similar	Similar	Similar
	Watched a local public meeting	25%	22%	15%	12%	Similar	Much lower	Lower	Lower	Lower
	Read or watched local news	NA	85%	81%	80%	Similar	NA	Similar	Similar	Similar
	Voted in local elections	77%	82%	88%	89%	Similar	Higher	Similar	Similar	Similar



**THE NCS**<sup>TM</sup>  
The National Citizen Survey<sup>TM</sup>

## Wilsonville, OR

Open-ended Responses

2018



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The National Citizen Survey™  
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NRC is a charter member of the AAPOR Transparency Initiative, providing clear disclosure of our sound and ethical survey research practices.

# Summary

The National Citizen Survey™ (The NCS™) is a collaborative effort between National Research Center, Inc. (NRC) and the International City/County Management Association (ICMA). The survey and its administration are standardized to assure high quality research methods and directly comparable results across The NCS communities. This report includes the verbatim responses to an open-ended question included on The NCS 2018 survey for Wilsonville. Additional reports and the technical appendices are available under separate cover.

Respondents were asked to record their opinions about priorities facing the City in the following question:

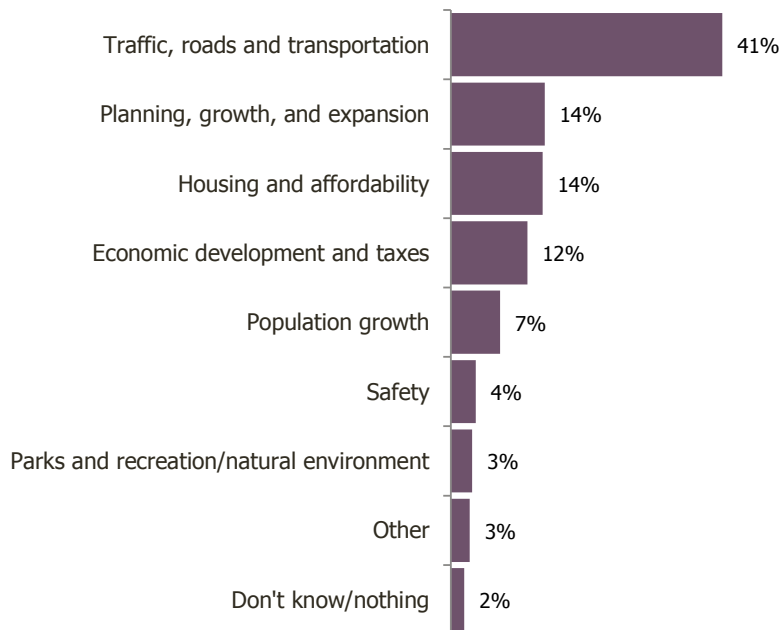
- What do you think is the biggest priority facing the City of Wilsonville over the next five years?

The verbatim responses were categorized by topic area and those topics are reported in the following chart with the percent of responses given in each category. Because some comments from residents covered more than a single topic, those verbatim responses are grouped by the first topic listed in each comment whenever a respondent mentioned more than a single topic.

Results from the open-ended question are best understood by reviewing the frequencies that summarize responses as well as the actual verbatim responses themselves. A total of 568 surveys were completed by Wilsonville residents; of these 450 respondents wrote in responses for the open-ended question. The most commonly cited theme had to do with improvements to traffic flow, roads and transportation in Wilsonville; about 4 in 10 residents cited issues having to do with mobility. Other topics residents thought were big priorities included planning and growth, housing and affordability and economic development.

Figure 1: Open-ended Question

*What do you think is the biggest priority facing the City of Wilsonville over the next five years?*





## Verbatim Responses to Open-ended Question

The following pages contain the respondents' verbatim responses as written on the survey or entered in the web survey and have not been edited for spelling or grammar. Responses have been organized by coded topic areas.

### What do you think is the biggest priority facing the City of Wilsonville over the next five years?

#### Traffic, roads and transportation

- 1) Beautiful city- Boeckman dip @ \$14.5 million? Why not concrete (Jersey) barriers. 2) Truck traffic on Canyon Creek Rd. can't frontage road be used instead? Semi trailers/ cabs stored in parking lot (xerox)?
- 1) Improving/ decreasing traffic, 2) Affordable housing, 3) A hospital in town, 4) Safety= Especially with teens, 5) Improving the library.
- 1) Traffic flow esp. across Boones Bridge & main roadways. 2) Continued land use planning to support quality of life & environment in area- no truck farms and no airport expansion w/ loss of farmland.
- 1. Improvement of vehicular traffic flow. 2. Construction of another bridge over the Willamette River. 3. Disaster preparedness.
- 1. Traffic flow. 2. Affordable housing.
- An automobile bridge across the river. Any evacuation of the Portland area- traffic would lock up Wilsonville. West side would also divert thru traffic. East side bridge should accommodate cars & emergency units.
- Automotive traffic congestion as the population grows.
- Building the Boeckman dip bridge and alleviating traffic congestion on I-5. (Adding tolls to the freeways will not improve traffic congestion, but will cause economic harm to many people.)
- Car traffic.
- Congestion (streets, roads, driving) affordable housing, homelessness, seriously? After completing this survey- not one question on overall accommodations for elderly or anyone who is handicap? Your focus is only on physically fit people? What about the over 65 population who can't hike a fog! Shame on you!
- Congestion of traffic around I-5, homeless people, and accessibility to mental health services.
- Connecting sidewalks instead of building a ridiculous bridge where already is a sidewalk. Not being pressured by outside influences to build cheap housing
- Dealing with all the traffic directly caused by subsidizing higher density development (with more on the horizon). Trying to avoid wasting public funds on things that have thin public support (urban renewal giveaways, bike bridge, etc.).
- decrease traffic congestion
- East- west travel- Wilsonville road is a nightmare.
- Eliminate traffic congestion on I-5 at Wilsonville Rd. Improve education by merit based teaching.
- Figuring out infrastructure on Wilsonville Rd. w/ Villaboiss, growth, traffic is terrible going into town. And getting onto I5 south shouldn't take 30 min. from Wood Middle school.
- Fix the freeway!
- Fix the traffic problem around the Wilsonville road/ I5 intersection.
- Fix the traffic problems at I5/Wv Road during rush hour.
- Fix the traffic problems!!
- Fixing the roads to handle all the traffic. You keep building homes and the roads can't handle all the traffic. Between 2-6 every day the streets are a mess trying to get on I-5, and all the cars blocking the intersections. It's one big mess. Stop building and fix the streets please!!!
- Fixing traffic issues.
- Freeway traffic! Also, increasing employment opportunities to give people the chance to walk and live in town. Create a walking/ shopping/ dining experience area to feel more like a "downtown".
- Frog Pond development and the effect on traffic.
- Getting bottle-neck traffic under control. Traffic is major drawback. Need speed bumps on highly trafficked residential streets in neighborhoods Stop building high density apartments, town homes. Need 8-15k square

foot single family homes on high end. Trader Joe's at old Albertson's store. Vacant 3+ years now Control street begging better. Last summer we had 6 pan-handlers in various locations in one day.

- Growing traffic congestion due to the increased population. The good brings the bad.
- Having enough roads to accommodate all the growth.
- Heavy traffic at I5/ Wilsonville road. Keeping homeless population and gang activity away.
- Help federal, state, county, whatever it takes to help improve vehicle traffic flow at Boone's bridge area.
- Helping 0007 solve the traffic congestion on I-5.
- I 5 freeway.
- I love this city! But, sometimes with trains and especially trucks, it can get a bit congested.
- I-5 jam up going south, and planning. Your planners are making a mess of Wilsonville. You approved Villobois, it planned very well. But all the roads and areas surrounding the Villobois area are a mess. They need to be developed and make the area flow from north to south on grahams ferry rd. Grahams ferry rd. is used like a main road, lots of traffic. the road is a mess it feeds every area around, Tualatin, both I-5 exits, villobois, the new industrial area being planned. Then there is this small short area on Grahams ferry rd. that is 2 lanes(one each way), turns and more turns, 40 mph speed limit that is traveled at time 70 mph, a RR track that get hits by semis at least once a month clogging up the road and car accidents from one end to the other. planning is a disaster.
- I-5 traffic & exit/entry to & from I-5
- I5 traffic at rush hour and its effects on wilsonville road not getting
- I-5 traffic between Wilsonville exits and I-5 southbound exit.
- I-5 traffic congestion.
- I-5 traffic problem which impacts everything and virtually everyone.
- I-5, Boone's Bridge, traffic.
- I-5.
- Improve flow of traffic during rush hour. Get it done now before new frog pond development. More fishing access might be nice.
- Improve the congestion on I-5 and Wilsonville Rd! We need a Trader Toes. Improved public transportation to Portland metro areas.
- Improve traffic flow thru Wilsonville (I-5).
- Improved walkability with multi-use spaces to reduce traffic congestion. Our downtown and old town areas have the highest traffic congestion with both our residents and outlying areas (Sherwood, Newberg) accessing I5 through the middle of 'our living room'.
- Improving the flow of traffic as our city continues to grow.
- Improving traffic and commercial opportunities to accommodate fast growth.
- Improving transportation (SMART & WES) and improving bike/was paths.
- Increase access to walk safety in town. Too much traffic complete Takin trail. City parks need to care for trees & control Ivy or we will loose many trees. City parks need to decrease pesticides. Test city water for pesticide residue.
- Increased traffic w/ frog pond build out!!
- Infrastructure- frog pond development of 1750 housing!! Ease of commute is horrible. Planning for roads/ traffic increase comes way too long after development. Villebois is a perfect example of the poor planning. Wilsonville Rd is a mess between 2:30- 6 pm weekly. A poor job of planning.
- Infrastructure- roads. Traffic patterns. Traffic law enforcement (red light runners, crosswalk enforcement panhandlers).
- Maintain the balance of cars, bike & pedestrian. Do not eliminate parking, do not become Portland and there attack on personal vehicles!
- Managing traffic commensurate with growth of the Frog Pond development.
- Managing traffic patterns for the explosion of residents coming into Villebois.
- More bike paths & a bike/ walking bridge over the Willamette. More shops & restaurants.
- More pedestrian awareness. I have almost been hit many times while in crosswalks, even with my baby, because people won't slow down or wait the proper amount of time for pedestrians to cross.
- More roads - our traffic problems are horrific! Stop building apartments/houses until the roads are up to speed.
- Over crowding- bring more traffic. Better roads for more housing.

- Providing safe pedestrian and bike connections for all ages and abilities. Affordable housing.
- Public safety & road infrastructure.
- Reducing traffic congestion.
- Reducing traffic noise on Wilsonville Road, west of I-5. In the past few years, the decibel level has reached a level that is hazardous to the health of people who live near the road. Enforcing speed limit on Wilsonville road. Also, fixing the dip in Wilsonville road near Guiss Way. When trucks go over it, they make the ground shake so hard, my entire house rattles, and the seals in my windows are now broken.
- Road access off I-5, town center development, another bridge/ access, walking bridge.
- Roads, the traffic getting onto the freeway backs up all the way to my house by Boone's Ferry primary school. Especially on Fridays.
- Roads.
- Roads/ travel access Frog pond. Wilsonville Rd- I5 massive traffic- no flow. Keep control/ safety of Boeckman/ advance & W'ville/ Stafford intersection safe (school & more traffic). Maintaining what has been done so far in Wilsonville's development & appearance.
- Safety, ease of commuting, controlling tax increases to citizens
- Solution to the I-5/ 205 dilemma between the two Wilsonville exits.
- Solve the traffic issue (both I5 and local streets), limit the amount of high density housing, attracting a better variety of retailers and non-fast food restaurants.
- Solve traffic problems off I-5 exits. Affordable housing. Develop river frontage for restaurants.
- Speed limit of 20 mph in residential areas, as in PDX oversight of development. Town should remain attractive, development should be well regulated, and no more development along I-5, until the bridge is expanded, in 2040, when I will be quite dead. Bicycle/ pedestrian bridge! ASAP! Another fitness opportunity!
- Streets and basic infrastructure since new housing continues
- Surface street traffic. There are not nearly enough lanes of travel.
- The biggest negative of living in Wilsonville is the I-5 congestion. Keep focusing on economic development & housing. Without a job & a home, none of the other activities/ benefits matter.
- The infrastructure needs some serious changes. There are times I've spent over an hour leaving Fred Meyer trying to get to the freeway. Affordable housing is a huge need. It's impossible for a new home buyer to purchase a home. The home prices are way too much and the property tax is ridiculous. Nice rentals are hard to find and very expensive. I live in a studio apartment that costs over \$1,100 a month plus utilities.
- The roads & streets traffic is a nightmare.
- The traffic congestion that happens in town when the freeway gets blocked up. Something has got to be done about that for sure.
- The traffic on I-5
- The traffic.
- To prepare for the influx of higher traffic in Wilsonville (freeway issues daily are problematic).
- Traffic
- Traffic
- Traffic
- Traffic
- Traffic
- traffic
- Traffic
- Traffic
- Traffic
- Traffic
- Traffic
- Traffic
- Traffic Homelessness Affordable housing
- traffic along the I-5 and affordable housing
- Traffic and community policing
- Traffic and congestion.
- Traffic and dealing with growth. Having adequate funding for services.
- Traffic and high density housing

- Traffic and high taxes.
- Traffic and moving more store in like Ross into the old Albertsons building
- Traffic and public transportation.
- Traffic and safety. Crime rates seem to be increasing with larger populations and more access to public transit.
- Traffic and supporting new housing developments with efficient roads.
- Traffic and the, in my opinion, overly rapid development of the city. This is an issue with everybody I know in the area. It's a problem.
- Traffic congestion
- Traffic congestion and ease of movement within city.
- Traffic congestion and high taxes. Also I do not believe high density housing is conducive to a safe and simple living environment. BTW #16- should not include biking and walking together for an accurate response.
- Traffic Congestion at freeway entrance and exits.
- Traffic congestion at the I-5 / Wilsonville Road / Boones Ferry Road intersection.
- Traffic congestion I-5.
- Traffic Congestion Relief and increased traffic enforcement are a huge priority. I think Wilsonville may be overdeveloping for the infrastructure in place and the size of the police force. The I-5 daily slowdown around Wilsonville is untenable. I realize that the city is not in control of the federal interstate highway system and that much has been done to work on areas that are within the city's jurisdiction. However, continued lobbying and arm waving must continue to speed-up remedying the situation.
- Traffic congestion- Wilsonville Rd and I-5.
- Traffic congestion- Wilsonville Rd/ I-5- Boone's Ferry Bridge.
- Traffic congestion.
- Traffic congestion.
- Traffic congestion.
- Traffic congestion.
- Traffic- continue to build- out side streets and access to reduce block- ups. Manage light change times for better flow.
- Traffic control on Wilsonville Rd. at rush hour!! Affordable housing.
- Traffic control.
- Traffic control.
- Traffic control. Fitness center.
- TRAFFIC flow With new build out the current roads back log and will only get worse as Villebois finishes and Frog Pond begins.
- Traffic flow especially at peak hours. Professional/ white dollar jobs sidewalk & street repairs. High cost of water/ sewer rates most of my neighbors are letting their lawns die over the summer due to the high water costs.
- Traffic flow- in, out & though our city. Improving & maintaining open spaces.
- TRAFFIC FLOW!! OVER CROWDING DECISIONS MADE THAT THAT IMPACT LONG ESTABLISHED NEIGHBORHOODS
- Traffic flow, and freeway and business access.
- Traffic flow, especially in major rush hour times. More options to eat & revitalization of Town Center area. Continue to provide a safe environment w/ growing community.
- Traffic flow.
- Traffic flow.
- Traffic flow.
- Traffic flow.....it is virtually impossible to get from one side of freeway to other after 3 PM. Also encroachment of I-5 traffic on local areas.
- Traffic for off ramps!
- Traffic- growing too fast w/o infrastructure in place emergency response to Charbonneau- bridge.
- Traffic growth
- Traffic in/ out of town.
- Traffic issues
- Traffic issues

- traffic issues on I-5 and the main city center intersections around I-5 during rush hours
- Traffic management
- Traffic management
- Traffic management
- Traffic management in core areas of town.
- Traffic management with increasing population, staying focused on preserving natural space as Wilsonville population growth & creating an urban/ suburban balance to attract young families.
- Traffic mitigation within city. Improve pedestrian & bike access.
- Traffic mitigation. Development of Town Center Loop into more attractive, usable, walkable space.
- Traffic near intersection of Wilsonville Road and Bonner Ferry Road- especially at "rush hour".
- Traffic on I-5 - both directions.
- Traffic on I5, buildings apartments causing population explosion.
- Traffic on I5/ Wilsonville. Feeling of safety. A defined town gathering place with places to eat, drink, sit, walk & visit.
- Traffic on Wilsonville Rd. Safety for pedestrians to cross safety & on Town Center Loop, too. Medical doctors that will accept Care Oregon Ins. Smart bus service direct access to Tualatin "new seasons" shopping area without having to transfer to tri-met services, which cost more money for seniors.
- Traffic on Wilsonville Road (West side) is horrible for people who live next to the road we need more stoplights to slow the vehicles down. We need 6 foot high, concrete walls to block the excessive noise. It has become a freeway through our houses.
- Traffic on Wilsonville road- growth.
- Traffic relief.
- Traffic- road improvement. There has been a marked increase in housing/ population with little or no improvement in freeway access or egress.
- Traffic slowdowns on major streets, especially in afternoons.
- Traffic- something needs to be done about traffic getting to and from Wilsonville on I-5. I realize its not a city thing but something needs to be done. Traffic lights need to be better coming on and of both North & South Wilsonville exits too.
- TRAFFIC TRAFFIC TRAFFIC I-5 corridor is terrible and getting worse Also, manage growth; no growth South of the Willamette especially commercial.
- Traffic!
- Traffic!
- Traffic!
- TRAFFIC! and overpopulation due to growth and an unending level of development.
- Traffic! Both I-5 & within the city.
- Traffic! Fred Meyer area!
- Traffic! Getting anywhere during rush hour is almost impossible.
- Traffic! It's nuts for the city & planners (many of who don't live in W'ville!) to think that 1750 homes in frog pond area will not affect traffic. Also- no more apartments! It will be a nightmare.
- Traffic! Traffic! Traffic! Post some officers at the major intersections and STOP the yellow/red light runners. And, being too lenient with panhandlers in the city, in parking lots, on public roadways.
- Traffic!!!
- Traffic, healthy restaurants, a community pool, a new seasons/ whole foods/ too.
- Traffic, organic food store. Extra: Wilsonville needs a cemetery. It also needs an organic food store.
- Traffic, personal safety.
- Traffic, population.
- Traffic, public transportation to PDX & train station.
- Traffic, safety.
- Traffic.
- Traffic.
- Traffic.
- Traffic.
- Traffic.
- Traffic.

- Traffic.
- Traffic.
- Traffic.
- Traffic.
- Traffic.
- Traffic.
- Traffic.
- Traffic.
- Traffic. I-5 across the bridge to Charbanneau is one of the worst bottlenecks in the suburbs.
- Traffic. Single family homes- no more apts.
- Traffic/ taxes.
- Traffic/ transportation.
- Transportation in city- WES- maxline- I5.
- Transportation planning to reduce congestion on I5, and related congestion on local arterial streets. SB I-5 entrance ramp widening project, now under construction is a perfect example!
- Transportation! There's no reason it should take 3-4 hours real time for someone to get to county services in Oregon City. That's 6-8 hours by bus to get to things like Women's Services for women at risk. Or, 1.5 hours to get to Target or Costco for people who live by the High school. Half of Wilsonville is a full day trip for over half your residence by bus.
- Transportation. Especially on Wilsonville rd and entering the freeway where it's a bottleneck everyday . The Smart system only serves a small percentage of the population because it takes up to 45 minutes to get from one side of Wilsonville Road to the other with all the out-of-the-way stops where they sit and wait. There should be a bus or trolley that travels back and forth on Wilsonville Road all day long only stopping when they see passengers like a real trolley. Then kids that are out of school for the summer or after school and other people who don't normally use smart might actually take it advantage of the service. Please no more apartments. We have a enough and they are contributing to the traffic and crime problems.
- Transportation/ road access to surrounding towns (Sherwood, Tigard, Tualatin), I-5 congestion- we need better arterials connecting Wilsonville to its surrounds. Frog pond and Villebios development will make commuting outside of Wilsonville difficult.
- Transportation; gridlock
- Update town center area, traffic improvements.
- Walkability, also more local businesses & restaurants, i.e. progress ridge in Beaverton, to keep residents & \$ here.
- Work on bike trails through city. Add bike trails. Finish the Tonquin Trail.
- Work on traffic issues and encourage more retail to come to Wilsonville.

### Planning, growth and expansion

- 1) Infrastructure for the industrial development in northwest Wilsonville 2) Building out Frog Pond area.
- Accommodating new business and housing while preserving open spaces and environment.
- Appropriate growth that maintains quality of life and natural habitat/ outdoor space.
- City planning- attracting quality business. Traffic congestion.
- Containing runaway land development & loss of green spaces & open areas. Need for mixed use development of new areas & housing options for 1 & 2 story equality- not all 2 or more in new developments- need mixed options.
- Control development/ focus on the I5 corridor issues during rush hour/ funding the library/ schools. Don't waste money on pools, rec/ area, control the car dealerships not too many cars out fronts on stores.
- Controlled growth and planning with. Working with ODOT on traffic. Controls from I5.
- Controlled growth, affordable housing.
- Correct and wise development of the frog pond area and Stafford and Boeckman Rds.
- Create a true 'downtown' area. All we have is a series of strip malls. That leaves us with zero sense of community. Years ago we had a wonderful opportunity to create a new downtown area in town center but failed to implement a successful plan. I do not have any affordable suggestions, it's probably too late. For the most part, Wilsonville will continue to be nothing but a fast food pit stop along I-5.
- Dealing with growth. Utilities, traffic.

- Density sprawl keeping open spaces traffic I moved here for a quieter, gentler high school- WHS for my daughter. Traffic is awful on I-5. Rents are high. However is growing on me. Need a Trader Joe's where Albertons.
- Developing in a way that creates more sense of community rather than just the developer- led sprawl that's here going on. Also-management of your community garden- and the city staff who are supposed to be doing it- are appealing.
- Developing the understanding that just because you can expand and develop, you actually absolutely must do that. It is OK to have zero growth. Why must every vacant piece of land be developed? Progress does not quate to an increase in numbers. It is so much more than numbers.
- Development planning do it right the first time so we don't have to pay for it a 2nd time!
- Don't let Wilsonville turn into a south version of Beaverton. Beaverton is messed up & I don't want to see Wilsonville go down the same path.
- Economic development! Wilsonville road traffic!! East and west.
- Expansion and growth without infrastructure growth - not just water and sewer but transport too. The second priority is how we look - there is no recognizable theme for the architecture of the downtown area (loop).
- Finding a good balance between open/nature spaces and residential development. I feel that wilsonville is not taking care of our land and preserving enough farm/wetland/wild spaces. I fear developing neighborhoods are going to overrun the natural spaces we love about wilsonville.
- Finding major projects, such as the Kinsman & Brown Rds extension & my personal problem, rebuilding the storm water flow project on my property. Seems the city has no funds for planned projects that have already sucked up large amounts of money.
- Finding tenants for vacant office & industrial space and dealing with issues relating to housing growth from Villabois and Frog pond.
- Getting a handle on growth. Remembering that there are residents living here who can't travel across town in a car at certain times of day. We are not ready to develop Frog Pond. The Mayor obviously wants to turn this town into the next Beaverton but with less actual land to work with.
- Growing too fast.
- Growth - how to adjust and pay for infrastructure to insure the small town feeling of Wilsonville while more people move to Wilsonville
- Growth & traffic congestion.
- Growth is not being supported by infrastructure and lack of businesses for the growth (stores, restaurants, etc.)
- Growth is toooo- fast! Can you slow down a little.
- Growth to fast.
- Growth, traffic, keeping green spaces business development.
- Handling growth and traffic!
- Handling growth.
- Handling the increasing population. Traffic. Earthquake preparedness, and in particular the inability of town home owners to acquire insurance except through the HOA, who does not currently provide it and doesn't have meetings and will not provide a list of members.
- I think the path Wilsonville is on is somewhat perilous in that we are trying to accommodate 'all growth' opportunities including schools, houses and new subdivisions. We may find the quality of life we are lucky enough to experience is in jeopardy given these new stressors. We do not believe in the 'necessity of growth'. The Frog Pond subdivision is going to increase pressure on local roads, parks and services. The city is not doing enough to preserve open space and create a network of trails for recreation. If you want to see a failed city where it comes to development you only need to look up the road at our neighbor, Tigard.
- I would like to see more of a 'town' where there would be no cars and a feeling of a small town center with small business and gathering spots for citizens.
- Improve city center.
- Improving community feel and sense of "town center". Traffic!!!
- Infrastructure and planning. There seems to be a lack of common sense when property is reassigned. i.e. the Starbucks that went into the Arby's is an accident place waiting to happen, for cars and pedestrians. Left turns out of there need to stop. The first driveway coming off SW Wilsonville Road to Town Center Loop W need to be closed also. When the flow starts off Wilsonville Road, when someone turns in there, the traffic comes to a

screaming halt leaving a back-up through the intersection. These are just two examples of many I have. There doesn't seem to be any thought or correction once these areas are over populated.

- Infrastructure development & assessments to improve traffic. Improve availability of better restaurants & entertainment. Improve availability of under span of housing for seniors (not retirement homes).
- Infrastructure. The City is simply not capable of sustaining and supporting the growth planned for this area. Sometimes the best course of action is to just say 'no' to new and to focus on improving what is already here. Not all growth is good growth.
- Keep natural spaces natural, too much has already been turned into houses with no yard. Wilsonville is becoming unsafe & an ugly place to live.
- Keep the welcoming feel in the face of major growth.
- Keeping it relevant yet quaint. Create a design aesthetic for shopping centers to create gathering spaces for the community that gives public areas a welcoming a charming identity. Let's not overgrow Wilsonville please.
- Keeping people interested in smart growth and connectivity without using Wilsonville Rd during heavy traffic. Preventing urban growth south of the river.
- Keeping the small town feel. Not over-developing with cheap, crowded, small homes and apartments.
- Making sure that with the growth & dev going we keep the "community" feel. I just moved from Jual & its too big & spread out.
- Managing growth in a way that doesn't decrease quality of life for current residents. Traffic by the old town square makes me doubt current leadership's ability to plan for growth.
- Managing growth, preserve nature, make sure K-12 education is valued.
- Managing growth, traffic congestion, etc.
- Managing growth/ traffic congestion in the northeast part of the city.
- Managing growth; the city has managed it poorly over last 15 years, making Wilsonville increasingly less live able (becoming like Tigard or Beaverton).
- Need to re-evaluate the planning of new development. There are too many apartments per capita. Our services cannot sustain this financially and qualitatively.
- Not allowing over building and over taking our services. Add more business here. So we don't have to drive up or down I-5!
- Not lose the small, tight knit community as Wilsonville grows, as well as experiencing the increasing traffic. Health and wellness, normalizing frequenting the outdoors, easy access to activities aide in the health of the community, physically and mentally.
- Not turning the entire city into: Villebois, a shopping mall/ strip mall/ apartment complex. Dealing w/ I-5 traffic issues.
- Over development & increase in population & developing infrastructure to support.
- Over development/rapid development and the traffic associated with that. Current infrastructure does not support current population during prime travel hours (rush hour).
- Over population- freeway gets backed up so does Main St Wilsonville St. grid lock traffic cops don't do their job & slow people down.
- Planning ahead for heavy growth in a highly favorable community- i.e: Building another bridge over the Willamette River- to facilitate biking, walking, secondary uses when primary bridge is "bottle necked" i.e- I-5 accidents.
- Please do not overdevelop - we love how Wilsonville has trails and parks.
- Please stop growth and development to control quality of life. My neighbors share my view. Wilsonville is experiencing over crowding & traffic issues. It doesn't benefit our citizens. Very high cost of sewage/ water and property taxes may cause us to move. Rather than paying high cost of contractors, could city employees provide evaluation and assessment, logo, etc. As part of my state & county jobs, I provided state wide and county wide evaluation and analysis. We could use the money saved to lower sewage/ water costs. Thank you for making these issues a priority. In my neighborhood we can't afford to water our lawns.
- Population & traffic.
- Preservation of farm zoning.
- Preserving natural areas & open space for the onslaught of commercial & housing development.
- Redevelopment of Town Center and building bike-ped bridge over I-5
- Redirecting zoning of land for farms.
- Small town atmosphere. Traffic- jobs- more businesses.



- The biggest priority is managing the city's growth, including unclogging Wilsonville Road access to I-5 South.
- The city is doing a great job at managing growth but would love to see the development of restaurant area (not just chains) and water rates are extremely high compared to other places I've lived.
- The city needs to preserve the natural resources within the city's boundaries. This includes all groves of trees (large or small), open areas, wildlife corridors in neighborhoods, current and future business and industrial areas. Expand the SMART bus service in neighborhoods and business areas rather reduce routes and services to reduce the number of cars on the city's roads.
- The city needs to retain quality of life and community as the city grows. The city needs to manage & if possible alleviate traffic problems caused by regional traffic getting to & across the Boone Bridge on I-5.
- To effectively manage the continued growth with increases in traffic from all over- keep businesses "happy" (& interested in doing biz in city)- and yet still keeping all costs (public & private) affordable.
- To not overdevelop so we lose the small town feel of Wilsonville and sense of community. Keeping open spaces undeveloped and be careful that traffic doesn't get out of control. It's already an issue.
- To not waste money on unnecessary projects- Boeckman dip.
- To slow down and stop developing neighborhoods and new recreational facilities at every opportunity. Leave things alone and stop spending money to "improve" parks and rec facilities that are only used by non-Wilsonville residents. Stop screening with Memorial park.
- Too many people & buildings stuffed into too small land space. Too much traffic, congestion.
- Too much focus on increasing available housing and growth. Instead, focus on infrastructure. Wilsonville is becoming the Beaverton of 30 years ago and will soon be an undesirable place to live due to overcrowding with a lack of adequate infrastructure.
- Updating & improving various things around town.
- Urban planning- too much new housing. Instead, we need development in a better town center- restaurants, shops, activities, walking streets, community, markets (artisan, etc.).

#### Housing and affordability

- 1- Resist overbuilding to house people and/ or businesses. 2- Must match infrastructure to homes, offices, retail. If roads are inadequate, safety vanishes & people will move.
- Additional multi unit housing.
- Affordable housing
- affordable housing
- Affordable housing alone w/ development & associated infrastructure.
- Affordable housing and places to shop. It would be nice to bring more small business in rather than the huge companies (Sysco) that take up most of the city. It would be nice to see an area with shops, restaurants etc . Like Bridgeport but small.
- Affordable housing and traffic
- Affordable housing, homelessness.
- Affordable housing, lack of ethnic diversity, increasing services for people who are homeless or financially in need.
- Affordable housing.
- Affordable housing.
- Affordable housing.
- Affordable housing.
- Affordable housing.
- Affordable housing.
- Affordable housing.
- Affordable single level homes.
- Balancing affordable housing with public safety.
- Build an inclusive community where local employees at all pay levels can also live, and yet also attract businesses that pay well and attract professionals.
- Build more affordable single family homes for young families. These homes should be on medium sized lots with yard space bigger than what is found in Villebois. A new development similar to Wilsonville Meadows neighborhood would be fantastic.

- Building more homes/ apartments before the city has any kind of infrastructure developed to accommodate all the traffic.
- Cost of housing- making it affordable for young families.
- Cost of living & affordable living/ housing options. Too many apartments & insufficient single level, quality condos or other residential options. Taxes are horrific.
- Cost of living expenses, especially for renting apartments. Rent prices have increased tremendously and many people have to leave because they can no longer afford it. Also- no one follows the rules to keep their dogs on leashes in parks! The signs are clearly posted but everyone ignores them & let their dogs run wild which puts the safety of everyone at risk! Off- leash should only be in the designated areas! It would be helpful if these rules would actually be enforced!!!
- Growth and extremely high rents.
- Help alleviate homelessness. Meet this population needs. This is main area of focus that unaddressed will impact city most negatively in all ways. This survey has not addressed this, that I can see.
- Helping lower income families with quality food at reasonable prices.
- Housing
- Housing & traffic.
- Housing (affordable) traffic.
- Housing affordability to all. No gentrification!!
- Housing affordability to have a diverse group of people living in our city as well as keeping green spaces. And better management of wilsonville road and surrounding roads for traffic flow.
- Housing affordability, too many homeless, traffic congestion, need more retail space, need community recreation center. Our population is booming but we are losing residents and business to the surrounding cities because we still act like a small town and refuse to grow up.
- Housing and traffic.
- I am a retired senior citizen so I'm concerned with safe affordable housing that is handicapped accessible. There is a long waiting list & what I've found so far is poor quality. It would be great if these new apartment complexes had 10%- 15% for low income as a condition for getting their permits.
- I think housing shortage and the cost of housing is too much
- I would like to feel I mattered- that I'm able to keep up with rising prices of food & rent, I have no other means of help and am becoming an invisible person who doesn't fit/ a lot of senior citizens in this apartment are in the same boat. Why is it that most people think we are rich- sitting on a mountain of money. Trump scares as much!
- Lack of affordable housing.
- Limiting the number of large apartment complexes being build. There are enough! Remember- more people means more infrastructure, more services needed, more schools & more costs= higher taxes... & nobody likes that. You also lose the park- like atmosphere of this community.
- Minimize upscale new housing developments like Villebois. Maintain a sense of nearness/ access to nature/ outdoors by preserving parks and not taking over local farms w/ new housing developments.
- Need more single story housing for people who are getting older and don't want to deal with stairs. A retirement facility should not be the only option.
- Reducing the ratio of apartments to individual residences.
- Rents skyrocketing- wages not keeping up. In less than 2 yrs. my rent has increased 25%.
- Single level housing for its older citizens.
- Smart residential growth and attracting more quality businesses.
- Stop building housing!!! This will fix the traffic issues!!! Why does small Wilsonville bring I-5 to a stand still everyday (even weekends) start building family and child play areas (real skateboard park, BMX & Mt. Bike area, & radio control cars and trucks area).
- The need for low income housing.
- To encourage more families to stay here, Wilsonville needs more affordable housing choices for families, as well as encouraging developers to include small backyards with all new homes. Widening some of the roads such as SW Parkway Ave that run parallel to I-5 (I've had cars swerve out of their lane and almost hit me head-on because the car ahead of them was stopped in the southbound lane waiting to turn into Xerox). This section of road also needs sidewalks (why isn't there a sidewalk next to Xerox???) Also, more bike lanes and

bike trails for riders who want to ride between the east side and west side of Wilsonville as well as between the north end and south end.

- Too many apartments as opposed to single dwelling houses.
- Zoning and land use. Ensure adequate housing for- all, and keep it affordable for families who are already here and plan to stay.

### Economic development and taxes

- Aquatic center Bring in more large stores so everyone is not having to leave this city to shop (i.e. Home Depot or lowes, Trader Joe's, Kohl's or other dept. stores, tj max or Marshalls, etc.
- As a grown community it is vital to get better retail here. Better grocers (new seasons, zupans. Whole Foods 365) many of us hate big box stores and places like Safeway offer very limited organic and local products. It will avoid people brining up a bunch a gas ru. Omg down the highway. Also more and unique restaurants. Think places like la provance, gubancs etc. and finally, the town feels like it's 3 I'm on extend towns. West, east and charbaneau.
- Attracting new businesses: better restaurants (no more fast food), upscale grocery store, bakery, etc.
- Attracting new, local businesses and restaurants (no more chains, fast food or big box stores!) and redesigning the town center to make Wilsonville a more walkable and better place to live.
- Better retail shopping like TJ Maxx Ross or Marshalls. Get rid of homeless and pandering on highways.
- Building shopping centers and proper traffic flow to them!!! The intersection at Fred Meyer is RIDICULOUS !! Leaving the Old Town area is hassle for me DAILY. Trying to shop or eat past 10pm is a HUGE problem - why is everything closed at 9p around here?! Why can't I shop easily and close at a Walmart? Prices are ridiculously high at the two grocery stores and THEY CLOSE AT 11PM! Why?!
- Clothing store, curves, Winco or Bimarts i.e, some more variety in this type of retail opportunities.
- Concern of higher taxes- our taxes are very high here. Traffic- the fwy south getting to Wilsonville at 3:00 pm & after is awful with the amount of homes being built there will be more traffic, crime & higher taxes.
- Continued economic development to maintain strong schools & increase home values.
- Creating a vibrant downtown area w/ retail, restaurants etc.
- Economic health of city. Creating a savings to maintain services and amenities when there is a down turn in economy.
- Fix Town center, add swimming pools, need more restaurants, more retail. My neighbors and my family are spending most of our money in Tualatin or Sherwood or Tigard. Please bring in Trader Joe's or some other specialty grocer to compete with Safeway and Fred Meyer
- Focus on economic development and encouraging businesses to locate in Wilsonville, thereby improving local job employment.
- Get small independent businesses instead of corporations. Provide services for homeless. Clean up creeks that are currently polluted. Affordable housing. Swimming pool.
- Getting business growth
- Green space and public parks library equity in housing with reasonable prices.
- I can tell you that their priority is just building and cutting costs. For example outsourcing police services but building hundreds if not thousands of new residences and apartments. It should at this point be providing better employment opportunities and lowering the cost of housing since Wilsonville is a swamp that people lived in to try to save money and avoid the high costs of places like portland. But also maintaining easy freeway access. Wilsonville road and i5 around wilsonville is a joke especially during rush hours anymorr
- I feel the biggest priority should be to keep our natural environment and reduce/ eliminate the use of toxic pesticides and switch to an organics first policy. This would protect or children, pets & environment for generations to come.
- I think leaving jobs locally that support the upward mobility of the lower working class will be difficult soon and because of that getting locals involved locally is crucial. The cost of living here is high and entry level positions are plentiful but professional growth opportunity are.
- improving city center - more dining and shopping opportunities to make the area a place people want to come.
- Increase in small businesses and better shopping options. The downtown area could be a huge draw for many if it were expanded. My family and I are often drawn to the Sherwood downtown area and something like that would be a huge opportunity to help Wilsonville grow in population and economically.

- It would be cool if Wilsonville had a more walkable place with little local shops. I'm not sure if that'd ever be possible, but it's really what the city needs.
- Keep shopping areas viable. Start and complete long range city plan.
- Maintaining our quality of life, safety & entertainment choices and/ or improve on those without increasing our property taxes!!! Especially important for us seniors living on fixed incomes.
- More attractions locally so the population does not have leave the area to go get a non-chain cup of coffee.
- More diverse commercial- fast casual restaurants & full service restaurants, Trader Joes, Bimount. Community swimming pool. Community ice rink.
- More options in terms of grocery & restaurants.
- More places to eat. More variety of grocery stores!!
- Property tax is increasing. It will be harder for us to stay and retire in Wilsonville even with our total income.
- Property taxes to damn high.
- quality job opportunities with quality pay
- The continued misuse of Tax Increment Financing.
- To develop a downtown area- stores, cafes, playhouse (theatre). To curb growth as to maintain a high quality standard of living (not to be overcrowded).
- Town Center ReVamp
- Upgrade Wilsonville town center into a much more inviting and vibrant and modern shopping experience like Bridgeport village, for example. And please do not connect Boekman Road overpass to I-5!!!
- Very poor development execution- commercial/ retail on Wilsonville road/ town center loop.
- We need more places dedicated to family/kids activities here in town. The city needs to court businesses who would fill this void, particularly with indoor options since it can't be summer all year long.
- Wilsonville has missed out on the "warm village" vibe- we prefer to hang out in Sherwood and spend our money at their small businesses. Would be great if we could get that here. We need local coffee, yoga, wine bars, kids boutiques, etc.
- Would like more opportunity for small basis like small shops to create more "boutique" fun, diverse mix of retail.

#### Population growth

- A large influx of people and the horrific traffic make us want to move away from Wilsonville. We have enjoyed living there for 15 years but the city has grown faster than the roads can handle and the quality of the community is poorer as a result.
- A lot of new homes & people moving here. Traffic congestion could become problematic. Also crime. Wilsonville has low crime. Let's keep it that way.
- A lot of people moving here. Traffic is already too heavy.
- Controlling/managing the growth in population and corresponding traffic.
- Growth of population virus the ingress/ egress! We've lived here 3 yrs. The road improvements to Villebois has been awesome. Wilsonville Rd can be a difficult road to take @ prime school & work hours- I-5 entrance south bound @ Wilsonville Rd from the west is challenging & time consuming.
- Growth- population & traffic.
- Growth/ population, economy.
- Increase in population in relation to roads and schools.
- Keeping small town feel.
- Keeping the city a great place to live as more people come as residents.
- Managing population growth i.e- infrastructure- streets/ freeway barely handle current population.
- Managing the large influx of new residents, coping with increased traffic.
- Not overgrow itself without being able to sustain the community with the huge influx of people. I don't live in downtown Portland for a reason. Too many people in such a tight area. It's very unpleasant to think Wilsonville is.
- Over growth over population. Frustration on roads.
- Over population and construction.
- Over population. Stop building single family homes.

- Over population. There has been and continues to be a lot of building of apartments, townhouses, condos and homes. The roads are getting more congested. I'd like to see the building slow down and be reassessed as to the how it's affecting the current infrastructure.
- Overcrowding keep it affordable.
- Overcrowding- too much growth traffic.
- Overcrowding. Not diverse enough. Traffic on I-5 and main roads in Wilsonville.
- Overgrowth - Lack of vision for planning for cars; unrealistic to plan for 1 car for apartments and new homes — we are NOT NYC - people use cars not bike/walk/bus to work - turning Wilsonville into an overgrown town.....becoming the Beaverton of south
- Overpopulation - Why are we promoting high density housing?
- Population growth & the rise of property prices.
- Population growth and ease of access to facilities due to traffic issues.
- Population growth and traffic congestion, especially at peak hours.
- Population growth creating traffic and infrastructure problems.
- Population growth I5 traffic congestion.
- Population growth/ traffic.
- Population increase & schools.
- Providing essential services with population growth while keeping the rates for these services reasonable.
- Upgrading infrastructure to keep pace with increasing population.
- Watching population growth and development. If you aren't accommodating to the fact the town is growing and you don't add roads we are totally screwed.

### Safety

- 1) Feeling of safety while living in Wilsonville. 2) The opportunities for child education, example the better school rating & equipments.
- Continuing its sense of community and sense of security.
- Crime
- Drug problems at the high school, begging at stop sign locations, homeless camping out need to go!!!
- Homeless people and our safety and the safety of our property. Busing for the college students to get to and from their classes and places of employment 6am to 11pm, Monday thru Sunday. Last class is at ten pm.
- I feel safe in my neighborhood but we do have an issue with break-ins almost every couple weeks in our neighborhood. Also there are some old & unkept apartment buildings off of brown that take away from the aesthetic of our community. Maybe build a fence on that side of the road to conceal those buildings?
- I live in an apartment complex and our mail boxes have been broken into more than once! Fix this please!
- Increase in crime and vandalism, over-development, horrendous traffic issues, loss of open and green space, density and over-population, do not want the Bike Bridge, City Council not responsive to citizen input.
- More police! More patrol on Wilsonville Rd West. More shopping- need Winco- Trader Joe's etc. More restaurants.
- Protecting the residents of Wilsonville.
- Review contract with Clackamas County for Police services in light of their issues over the past few years that have affected our city directly and don't appear to be addressed.
- Safety-more law enforcement and effective responsiveness to reports Traffic.
- Several things. We need to continue to work on the prostitution problem which also involves drugs. I would like to see more of a police presence in our neighborhoods. I have a family of 5 little children next door and on an average day I see three or more people run the stop sign. They slow down and keep going. I would also like to see a shopping area not like bridgeport but a few blocks where there is small shops, restaurants with outside seating in the summer and maybe do it in a theme such as Italian, German or ultra modern. We have a lot of business's here and there is shopping areas but they are all in different areas. It would be nice to have a variety of shops and restaurants to draw people into the city.
- The influx of homeless people on street/ pan handling graffiti/ gangs signs in the area. Stop pushing for more low income housing we have enough low income people here.

### Parks and recreation/natural environment

- Clean air & water. Discourage homeless individuals.

- Getting a swimming pool
- Keeping a nice community with a great library, schools, and parks but also growing more with more doctors and medical care providers in Wilsonville as well as better/more shopping opportunities.
- Keeping the city clean. We need better connected- paved paths at memorial park! Also, the city needs a do-it-yourself car wash. Wilsonville needs to stay Caucasian (white) and not become like every other city!
- Maintaining parks, and safety, keep our sense of community
- Parks and Rec and Town Center loop
- Recreation Center...pool, weight room, basketball courts, exercise class space, etc. Traffic at Boone's Ferry Rd/Wilsonville rd intersection
- Regarding question #10, the quality of preservation of natural areas. I've lived in Wilsonville for 20 years. I originally selected Wilsonville because it was a small, beautiful city. Its still beautiful but getting too big. Please focus on preserving as much land as possible. That's what makes Wilsonville so beautiful. No more apartment buildings. Traffic is bad at rush hours! Focus on quality not quantity.
- Schools and adults need a large indoor swim park.
- The lack of multiuse sports fields and a pedestrian bridge to cross the river.

#### Other

- Ending homelessness
- Engage the residents of Wilsonville in developing a deeper experience of community- a place to coevally encounter each other.
- Figure out a way to get the US Post Office to clean up there green areas. It's shameful!!! Safety from the freeway. Homeless. Traffic to and from freeway at peek times. A public swimming pool would be nice.
- Finding an identity beyond a high school sports power. Having a common area that is encouraging and welcoming to stroll & gather. There is no town center. All gathering seems to be neighborhood centric.
- Getting & keeping honest & hard working citizens to care on the city's business.
- Having trustworthy council members & DRB staff & development processes. Having "reasonable" residential growth & process for this.
- How about WiFi?
- Increasing activities and supporting businesses to engage in community building. Continuing work to keep Wilsonville committed to maintaining greenspace. Continuing to support quality education.
- Increasing the quality of education from K-12; making sure that all students have equitable access to education that meets their personal level and need. Enforcing policy and procedures in the school environment that holds students accountable for the actions and that protects all students. Their was a history of persons moving into Wilsonville because of the quality of education provided in the local schools, this is no longer the case. Parents are faced with the options of moving out of the area, placing their kids in private schools, or having to subject their kids to the diminished education experience and possible danger of being in a classroom/at a school that is unsafe.
- Lack of diversity
- Maintaining the quality of life as it exists now.
- Making the city more livable. More often than not I have to leave the city to do my grocery shopping because the stores here are overpriced or lacking in quality foods. I also have to leave the city for any good restaurants or bars. Everything here is a chain or crazy overpriced. Affordable housing would be a great thing. I haven't noticed a lot of younger people around here and I'm assuming it's because the rent is too high.
- Sense of community. THis community is becoming so homogeneous and not diverse enough - i think the high cost of living / housing is contributing to that. Also we are growing. And events that used to be fun for our smaller town (Easter egg hunt) are becoming a mess for the growing town we are. We need to work to increase our community's diversity by ensuring that we have mixed housing options and increasing the choices in our community for education (most things are directed to children or seniors), food, and shopping (everything in Wilsonville is the SAME - how many subways/ Starbucks/ nail salons do we need). We also need to improve our community to better fit the size we are becoming.
- The schools have been left behind. They need to be the top priority for the government. And stop building all the rentals and focus on houses.
- This may be a distorted survey since we live and recreate in Charboneau.

- To be a welcoming and accepting community for people of all age, race, ability, gender, socioeconomic status, etc., always. while simultaneously protecting our environment and learning to live sustainably.
- Trade school opportunities for high school. Safety- drug issues. Quality housing & spaces, flow of traffic as we grow.
- Wilsonville is lacking churches and more places to worship.

#### Don't know/nothing

- I have only been here a little over a year- am 74- live in an apartment for seniors so answer differently than if I was 35 or 40.
- I think you are making nothing but positive steps for our future!
- N/A
- Na
- New resident, so we are not sure yet.
- No comment.
- Not sure- only been here 6 months.
- Unknown- newer resident.



**THE NCS™**  
The National Citizen Survey™

# Wilsonville, OR

Technical Appendices

2018



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## Appendix A: Complete Survey Responses

### Responses excluding “don’t know”

The following pages contain a complete set of responses to each question on the survey, excluding the “don’t know” responses. The percent of respondents giving a particular response is shown followed by the number of respondents (denoted with “N=”).

Table 1: Question 1

Please rate each of the following aspects of quality of life in Wilsonville:	Excellent		Good		Fair		Poor		Total	
Wilsonville as a place to live	43%	N=243	52%	N=293	5%	N=27	0%	N=2	100%	N=564
Your neighborhood as a place to live	50%	N=281	43%	N=244	7%	N=37	0%	N=1	100%	N=563
Wilsonville as a place to raise children	54%	N=233	43%	N=186	3%	N=12	0%	N=2	100%	N=434
Wilsonville as a place to work	33%	N=111	43%	N=143	18%	N=62	5%	N=18	100%	N=334
Wilsonville as a place to visit	17%	N=87	37%	N=188	35%	N=175	11%	N=54	100%	N=504
Wilsonville as a place to retire	37%	N=148	36%	N=147	21%	N=86	6%	N=22	100%	N=404
The overall quality of life in Wilsonville	35%	N=199	58%	N=328	6%	N=35	0%	N=1	100%	N=564

Table 2: Question 2

Please rate each of the following characteristics as they relate to Wilsonville as a whole:	Excellent		Good		Fair		Poor		Total	
Overall feeling of safety in Wilsonville	38%	N=210	53%	N=294	7%	N=39	2%	N=9	100%	N=553
Overall ease of getting to the places you usually have to visit	28%	N=157	40%	N=221	25%	N=139	7%	N=40	100%	N=557
Quality of overall natural environment in Wilsonville	44%	N=246	49%	N=269	7%	N=36	1%	N=3	100%	N=554
Overall "built environment" of Wilsonville (including overall design, buildings, parks and transportation systems)	26%	N=141	52%	N=286	19%	N=104	4%	N=22	100%	N=553
Health and wellness opportunities in Wilsonville	17%	N=86	55%	N=274	24%	N=119	4%	N=20	100%	N=499
Overall opportunities for education and enrichment	23%	N=108	48%	N=219	26%	N=120	3%	N=13	100%	N=460
Overall economic health of Wilsonville	24%	N=111	57%	N=267	18%	N=83	1%	N=6	100%	N=468
Sense of community	24%	N=126	50%	N=263	23%	N=120	3%	N=17	100%	N=526
Overall image or reputation of Wilsonville	32%	N=170	55%	N=293	12%	N=63	1%	N=3	100%	N=529

Table 3: Question 3

Please indicate how likely or unlikely you are to do each of the following:	Very likely		Somewhat likely		Somewhat unlikely		Very unlikely		Total	
Recommend living in Wilsonville to someone who asks	59%	N=324	33%	N=179	6%	N=31	2%	N=12	100%	N=546
Remain in Wilsonville for the next five years	56%	N=301	29%	N=157	10%	N=53	5%	N=27	100%	N=539

Table 4: Question 4

Please rate how safe or unsafe you feel:	Very safe		Somewhat safe		Neither safe nor unsafe		Somewhat unsafe		Very unsafe		Total	
In your neighborhood during the day	83%	N=456	14%	N=79	2%	N=10	1%	N=4	0%	N=0	100%	N=550
In Wilsonville's commercial areas during the day	70%	N=377	25%	N=137	2%	N=13	2%	N=10	0%	N=1	100%	N=539

Table 5: Question 5

Please rate each of the following characteristics as they relate to Wilsonville as a whole:	Excellent		Good		Fair		Poor		Total	
Traffic flow on major streets	6%	N=32	32%	N=176	39%	N=213	23%	N=127	100%	N=548
Ease of travel by car in Wilsonville	17%	N=92	40%	N=220	30%	N=164	13%	N=68	100%	N=544
Ease of travel by public transportation in Wilsonville	25%	N=68	42%	N=113	25%	N=68	7%	N=19	100%	N=269
Ease of travel by bicycle in Wilsonville	21%	N=63	46%	N=136	26%	N=79	7%	N=20	100%	N=299
Ease of walking in Wilsonville	33%	N=167	49%	N=249	16%	N=82	2%	N=11	100%	N=509
Availability of paths and walking trails	36%	N=183	47%	N=242	15%	N=78	2%	N=10	100%	N=513
Cleanliness of Wilsonville	45%	N=246	47%	N=257	8%	N=43	0%	N=1	100%	N=547
Overall appearance of Wilsonville	42%	N=231	50%	N=270	8%	N=42	1%	N=3	100%	N=546
Public places where people want to spend time	30%	N=159	50%	N=265	17%	N=91	3%	N=14	100%	N=529
Variety of housing options	17%	N=88	45%	N=232	25%	N=128	13%	N=65	100%	N=514
Availability of affordable quality housing	10%	N=45	28%	N=134	32%	N=153	30%	N=142	100%	N=473
Fitness opportunities (including exercise classes and paths or trails, etc.)	27%	N=141	48%	N=252	21%	N=112	4%	N=21	100%	N=526
Recreational opportunities	18%	N=93	54%	N=278	24%	N=123	4%	N=18	100%	N=512
Availability of affordable quality food	21%	N=114	46%	N=249	23%	N=124	11%	N=58	100%	N=544
Access to bus stops (sidewalks available/ADA accessible)	30%	N=106	54%	N=193	16%	N=56	1%	N=5	100%	N=360

Table 6: Question 6

Please rate each of the following characteristics as they relate to Wilsonville as a whole:	Excellent		Good		Fair		Poor		Total	
Availability of affordable quality child care/preschool	12%	N=17	45%	N=65	26%	N=37	18%	N=25	100%	N=143
K-12 education	49%	N=142	44%	N=127	6%	N=18	1%	N=2	100%	N=289
Adult educational opportunities	16%	N=52	43%	N=144	34%	N=111	7%	N=24	100%	N=332
Opportunities to attend cultural/arts/music activities	13%	N=59	42%	N=191	38%	N=169	7%	N=31	100%	N=449
Opportunities to participate in religious or spiritual events and activities	27%	N=78	46%	N=136	24%	N=71	3%	N=7	100%	N=293
Employment opportunities	14%	N=41	39%	N=113	35%	N=100	13%	N=36	100%	N=291
Shopping opportunities	12%	N=65	38%	N=203	35%	N=187	14%	N=76	100%	N=531
Cost of living in Wilsonville	4%	N=19	32%	N=165	44%	N=227	21%	N=111	100%	N=522
Overall quality of business and service establishments in Wilsonville	17%	N=87	53%	N=274	26%	N=136	4%	N=20	100%	N=517
Vibrant downtown/commercial area	10%	N=53	37%	N=188	35%	N=178	18%	N=93	100%	N=511
Overall quality of new development in Wilsonville	13%	N=63	52%	N=256	27%	N=131	8%	N=41	100%	N=491
Opportunities to participate in social events and activities	14%	N=65	51%	N=238	31%	N=144	4%	N=17	100%	N=464
Opportunities to volunteer	20%	N=74	53%	N=193	22%	N=78	5%	N=18	100%	N=363
Opportunities to participate in community matters	20%	N=78	55%	N=218	21%	N=84	4%	N=16	100%	N=395
Openness and acceptance of the community toward people of diverse backgrounds	17%	N=65	42%	N=156	33%	N=123	8%	N=29	100%	N=373
Neighborliness of residents in Wilsonville	18%	N=91	53%	N=266	25%	N=126	4%	N=19	100%	N=502

Table 7: Question 7

Please indicate whether or not you have done each of the following in the last 12 months.	No		Yes		Total	
Made efforts to conserve water	22%	N=116	78%	N=419	100%	N=534
Made efforts to make your home more energy efficient	32%	N=168	68%	N=365	100%	N=533
Observed a code violation or other hazard in Wilsonville (weeds, abandoned buildings, etc.)	73%	N=384	27%	N=145	100%	N=529

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Please indicate whether or not you have done each of the following in the last 12 months.	No		Yes		Total	
Household member was a victim of a crime in Wilsonville	92%	N=491	8%	N=43	100%	N=533
Reported a crime to the police in Wilsonville	86%	N=455	14%	N=73	100%	N=528
Stocked supplies in preparation for an emergency	55%	N=290	45%	N=241	100%	N=531
Campaigned or advocated for an issue, cause or candidate	80%	N=425	20%	N=108	100%	N=533
Contacted the City of Wilsonville (in-person, phone, email or web) for help or information	64%	N=342	36%	N=191	100%	N=533
Contacted Wilsonville elected officials (in-person, phone, email or web) to express your opinion	89%	N=475	11%	N=58	100%	N=532
Learned to ride the bus with the help of a Travel Trainer	93%	N=498	7%	N=35	100%	N=533

Table 8: Question 8

In the last 12 months, about how many times, if at all, have you or other household members done each of the following in Wilsonville?	2 times a week or more		2-4 times a month		Once a month or less		Not at all		Total	
Used Wilsonville recreation centers or their services	11%	N=58	12%	N=62	26%	N=138	51%	N=267	100%	N=525
Visited a neighborhood park or City park	35%	N=187	27%	N=144	31%	N=162	7%	N=37	100%	N=530
Used Wilsonville public libraries or their services	12%	N=62	30%	N=161	31%	N=166	26%	N=140	100%	N=530
Participated in religious or spiritual activities in Wilsonville	7%	N=38	10%	N=52	10%	N=54	73%	N=386	100%	N=529
Attended a City-sponsored event	1%	N=6	6%	N=32	49%	N=260	44%	N=232	100%	N=529
Used bus, rail, subway or other public transportation instead of driving	7%	N=36	3%	N=18	17%	N=87	73%	N=386	100%	N=527
Carpooled with other adults or children instead of driving alone	11%	N=59	13%	N=68	17%	N=88	59%	N=313	100%	N=528
Walked or biked instead of driving	24%	N=126	19%	N=101	22%	N=117	35%	N=182	100%	N=526
Volunteered your time to some group/activity in Wilsonville	6%	N=31	8%	N=42	15%	N=82	71%	N=374	100%	N=528
Participated in a club	5%	N=25	6%	N=29	8%	N=41	82%	N=430	100%	N=525
Talked to or visited with your immediate neighbors	42%	N=220	28%	N=148	23%	N=119	8%	N=40	100%	N=527
Done a favor for a neighbor	16%	N=86	25%	N=130	31%	N=160	28%	N=147	100%	N=522
Traveled using the local SMART bus	5%	N=24	4%	N=19	11%	N=58	81%	N=424	100%	N=526
Traveled using SMART Dial-A-Ride	2%	N=10	1%	N=3	2%	N=12	95%	N=499	100%	N=524

Table 9: Question 9

Thinking about local public meetings (of local elected officials like City Council or County Commissioners, advisory boards, town halls, HOA, neighborhood watch, etc.), in the last 12 months, about how many times, if at all, have you or other household members attended or watched a local public meeting?	2 times a week or more		2-4 times a month		Once a month or less		Not at all		Total	
Attended a local public meeting	0%	N=1	3%	N=18	19%	N=102	77%	N=406	100%	N=527
Watched (online or on television) a local public meeting	0%	N=1	2%	N=12	10%	N=50	88%	N=463	100%	N=525

Table 10: Question 10

Please rate the quality of each of the following services in Wilsonville:	Excellent		Good		Fair		Poor		Total	
Police/Sheriff services	28%	N=105	53%	N=201	12%	N=47	6%	N=23	100%	N=376
Fire services	50%	N=168	44%	N=149	5%	N=18	0%	N=1	100%	N=336
Ambulance or emergency medical services	49%	N=151	43%	N=132	8%	N=25	0%	N=1	100%	N=309
Crime prevention	22%	N=75	55%	N=183	16%	N=52	7%	N=23	100%	N=333
Fire prevention and education	29%	N=79	54%	N=147	16%	N=44	1%	N=4	100%	N=274
Traffic enforcement	16%	N=62	42%	N=163	26%	N=100	16%	N=61	100%	N=386
Street repair	20%	N=93	43%	N=204	28%	N=132	10%	N=46	100%	N=475

Please rate the quality of each of the following services in Wilsonville:	Excellent		Good		Fair		Poor		Total	
Street cleaning	34%	N=165	49%	N=239	14%	N=71	3%	N=13	100%	N=488
Street lighting	29%	N=143	56%	N=276	13%	N=65	1%	N=6	100%	N=489
Sidewalk maintenance	23%	N=109	56%	N=272	17%	N=83	4%	N=18	100%	N=482
Traffic signal timing	14%	N=68	46%	N=226	29%	N=142	11%	N=55	100%	N=492
Bus or transit services	29%	N=73	54%	N=137	14%	N=35	3%	N=9	100%	N=253
Garbage collection	36%	N=169	55%	N=257	8%	N=38	1%	N=4	100%	N=468
Recycling	31%	N=148	52%	N=243	12%	N=58	4%	N=21	100%	N=469
Yard waste pick-up	37%	N=115	50%	N=158	10%	N=31	3%	N=9	100%	N=314
Storm drainage	25%	N=99	57%	N=222	13%	N=49	5%	N=19	100%	N=389
Drinking water	35%	N=171	46%	N=226	15%	N=72	5%	N=26	100%	N=496
Sewer services	30%	N=132	58%	N=255	10%	N=43	2%	N=7	100%	N=438
Power (electric and/or gas) utility	35%	N=167	53%	N=255	10%	N=49	2%	N=10	100%	N=481
City of Wilsonville utility billing	26%	N=102	47%	N=184	21%	N=82	5%	N=20	100%	N=390
City parks	54%	N=261	40%	N=194	6%	N=30	0%	N=0	100%	N=487
Recreation programs or classes	25%	N=75	55%	N=163	14%	N=41	5%	N=16	100%	N=294
Recreation centers or facilities	23%	N=76	52%	N=170	23%	N=75	3%	N=9	100%	N=329
Land use, planning and zoning	15%	N=53	43%	N=152	28%	N=101	14%	N=51	100%	N=356
Code enforcement (weeds, abandoned buildings, etc.)	23%	N=70	48%	N=148	20%	N=61	9%	N=26	100%	N=305
Animal control	24%	N=62	52%	N=135	16%	N=43	8%	N=21	100%	N=260
Economic development	17%	N=55	49%	N=157	28%	N=92	6%	N=19	100%	N=322
Public library services	58%	N=246	38%	N=163	4%	N=17	0%	N=1	100%	N=427
Public information services	27%	N=92	55%	N=187	17%	N=56	1%	N=3	100%	N=339
Cable television	17%	N=63	37%	N=136	27%	N=99	18%	N=68	100%	N=366
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations)	14%	N=32	42%	N=99	29%	N=69	15%	N=35	100%	N=235
Preservation of natural areas such as open space, farmlands and greenbelts	26%	N=119	52%	N=233	17%	N=79	5%	N=21	100%	N=453
Wilsonville open space	24%	N=111	56%	N=253	16%	N=72	4%	N=18	100%	N=454
City-sponsored special events	22%	N=81	51%	N=189	24%	N=89	3%	N=11	100%	N=370
Overall customer service by Wilsonville employees (police, receptionists, planners, etc.)	30%	N=115	53%	N=206	16%	N=63	1%	N=5	100%	N=389

Table 11: Question 11

Overall, how would you rate the quality of the services provided by each of the following?	Excellent		Good		Fair		Poor		Total	
The City of Wilsonville	27%	N=128	58%	N=277	14%	N=65	1%	N=6	100%	N=477
The Federal Government	7%	N=29	28%	N=115	44%	N=183	21%	N=87	100%	N=414

Table 12: Question 12

Please rate the following categories of Wilsonville government performance:	Excellent		Good		Fair		Poor		Total	
The value of services for the taxes paid to Wilsonville	17%	N=72	51%	N=220	26%	N=111	7%	N=30	100%	N=433
The overall direction that Wilsonville is taking	21%	N=94	47%	N=214	21%	N=94	11%	N=48	100%	N=450
The job Wilsonville government does at welcoming citizen involvement	27%	N=103	41%	N=154	26%	N=100	6%	N=22	100%	N=379
Overall confidence in Wilsonville government	22%	N=95	42%	N=185	25%	N=109	12%	N=51	100%	N=440
Generally acting in the best interest of the community	22%	N=98	42%	N=185	26%	N=116	9%	N=39	100%	N=439

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Please rate the following categories of Wilsonville government performance:	Excellent		Good		Fair		Poor		Total	
Being honest	27%	N=99	46%	N=169	21%	N=79	7%	N=24	100%	N=371
Treating all residents fairly	24%	N=85	46%	N=163	22%	N=78	7%	N=26	100%	N=352

Table 13: Question 13

Please rate how important, if at all, you think it is for the Wilsonville community to focus on each of the following in the coming two years:	Essential		Very important		Somewhat important		Not at all important		Total	
Overall feeling of safety in Wilsonville	57%	N=297	30%	N=155	12%	N=61	2%	N=9	100%	N=522
Overall ease of getting to the places you usually have to visit	47%	N=245	38%	N=196	15%	N=80	0%	N=0	100%	N=522
Quality of overall natural environment in Wilsonville	43%	N=223	38%	N=196	17%	N=88	3%	N=14	100%	N=521
Overall "built environment" of Wilsonville (including overall design, buildings, parks and transportation systems)	34%	N=178	45%	N=232	19%	N=96	2%	N=12	100%	N=518
Health and wellness opportunities in Wilsonville	25%	N=130	38%	N=199	30%	N=153	7%	N=35	100%	N=517
Overall opportunities for education and enrichment	26%	N=133	37%	N=194	30%	N=157	7%	N=35	100%	N=521
Overall economic health of Wilsonville	37%	N=193	47%	N=241	15%	N=80	1%	N=3	100%	N=517
Sense of community	29%	N=149	50%	N=261	18%	N=96	3%	N=13	100%	N=520

Table 14: Question 14

Please indicate whether each of the following is a major source, minor source, or not a source of information regarding Wilsonville City Government:	Major source		Minor source		Not a source		Total	
Boones Ferry Messenger (City newsletter)	54%	N=278	27%	N=141	19%	N=98	100%	N=516
Wilsonville Spokesman	27%	N=140	33%	N=166	40%	N=203	100%	N=508
Oregonian	9%	N=47	31%	N=156	60%	N=304	100%	N=507
Local public access television	9%	N=43	22%	N=112	69%	N=350	100%	N=505
City of Wilsonville website (www.ci.wilsonville.or.us)	36%	N=180	31%	N=156	33%	N=165	100%	N=501
City's Facebook page	21%	N=108	24%	N=123	54%	N=277	100%	N=509
City's Twitter account	6%	N=32	15%	N=74	79%	N=401	100%	N=507
Oregon Live website's Wilsonville blog page	4%	N=22	19%	N=97	76%	N=384	100%	N=503
Neighborhood newsletter	22%	N=112	30%	N=150	48%	N=244	100%	N=506

Table 15: Question 15

How likely would you be, if at all, to use each of the following methods when communicating directly with the City of Wilsonville to ask a question or share information?	Very likely		Somewhat likely		Somewhat unlikely		Very unlikely		Total	
Phone call with a City official	35%	N=181	25%	N=131	19%	N=100	20%	N=103	100%	N=515
Email City official	47%	N=240	29%	N=149	11%	N=57	13%	N=65	100%	N=511
Use "Ask the City" system on City's website	23%	N=120	33%	N=168	20%	N=103	24%	N=121	100%	N=512
Participate in an online survey or forum	37%	N=188	34%	N=172	15%	N=75	15%	N=75	100%	N=510
Comment on City's social media site (Facebook, Twitter, Nextdoor, Instagram, other)	8%	N=41	21%	N=109	22%	N=110	49%	N=247	100%	N=506
Speak to official at City Hall	15%	N=75	29%	N=146	29%	N=148	28%	N=140	100%	N=510
Attend a meeting at City Hall	10%	N=52	33%	N=167	32%	N=166	25%	N=125	100%	N=510

Table 16: Question 16

How important to you, if at all, is it that the City focus efforts on each of the following to promote healthy living choices?	Essential		Very important		Somewhat important		Not at all important		Total	
	%	N	%	N	%	N	%	N	%	N
Improve sidewalks and bike lanes in town for safer travel by walking or biking	38%	N=197	33%	N=170	23%	N=120	7%	N=35	100%	N=520
Increase recreational opportunities and programs	23%	N=122	38%	N=197	32%	N=166	7%	N=35	100%	N=519
Increase accessibility of parks and outdoor recreation spaces	26%	N=134	41%	N=214	26%	N=137	7%	N=35	100%	N=519
Increase opportunities to learn about health and wellness opportunities	15%	N=79	25%	N=130	47%	N=242	13%	N=69	100%	N=519

Table 17: Question D1

How often, if at all, do you do each of the following, considering all of the times you could?	Never		Rarely		Sometimes		Usually		Always		Total	
	%	N	%	N	%	N	%	N	%	N	%	N
Recycle at home	1%	N=5	1%	N=6	4%	N=21	24%	N=125	70%	N=363	100%	N=520
Purchase goods or services from a business located in Wilsonville	0%	N=2	1%	N=3	13%	N=65	60%	N=308	27%	N=137	100%	N=516
Eat at least 5 portions of fruits and vegetables a day	4%	N=19	9%	N=48	37%	N=192	33%	N=170	17%	N=85	100%	N=515
Participate in moderate or vigorous physical activity	1%	N=8	10%	N=49	30%	N=154	35%	N=180	24%	N=124	100%	N=515
Read or watch local news (via television, paper, computer, etc.)	2%	N=13	18%	N=92	25%	N=131	27%	N=139	27%	N=142	100%	N=517
Vote in local elections	7%	N=38	4%	N=19	10%	N=54	27%	N=141	51%	N=266	100%	N=519

Table 18: Question D2

Would you say that in general your health is:	Percent	Number
Excellent	20%	N=101
Very good	49%	N=254
Good	25%	N=130
Fair	5%	N=27
Poor	1%	N=7
Total	100%	N=519

Table 19: Question D3

What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:	Percent	Number
Very positive	8%	N=39
Somewhat positive	27%	N=138
Neutral	51%	N=261
Somewhat negative	14%	N=70
Very negative	1%	N=5
Total	100%	N=513

Table 20: Question D4

What is your employment status?	Percent	Number
Working full time for pay	56%	N=292
Working part time for pay	9%	N=48
Unemployed, looking for paid work	3%	N=14
Unemployed, not looking for paid work	7%	N=35
Fully retired	25%	N=128
Total	100%	N=517

Table 21: Question D5

Do you work inside the boundaries of Wilsonville?	Percent	Number
Yes, outside the home	26%	N=127
Yes, from home	8%	N=41
No	66%	N=318
Total	100%	N=486

Table 22: Question D6

How many years have you lived in Wilsonville?	Percent	Number
Less than 2 years	27%	N=140
2 to 5 years	32%	N=164
6 to 10 years	12%	N=64
11 to 20 years	17%	N=89
More than 20 years	12%	N=61
Total	100%	N=519

Table 23: Question D7

Which best describes the building you live in?	Percent	Number
One family house detached from any other houses	43%	N=218
Building with two or more homes (duplex, townhome, apartment or condominium)	55%	N=281
Mobile home	1%	N=4
Other	1%	N=4
Total	100%	N=508

Table 24: Question D8

Is this house, apartment or mobile home...	Percent	Number
Rented	50%	N=247
Owned	50%	N=252
Total	100%	N=499



Table 25: Question D9

About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance and homeowners' association (HOA) fees)?	Percent	Number
Less than \$300 per month	1%	N=4
\$300 to \$599 per month	3%	N=17
\$600 to \$999 per month	10%	N=52
\$1,000 to \$1,499 per month	31%	N=157
\$1,500 to \$2,499 per month	39%	N=199
\$2,500 or more per month	16%	N=81
Total	100%	N=509

Table 26: Question D10

Do any children 17 or under live in your household?	Percent	Number
No	71%	N=361
Yes	29%	N=147
Total	100%	N=508

Table 27: Question D11

Are you or any other members of your household aged 65 or older?	Percent	Number
No	72%	N=366
Yes	28%	N=141
Total	100%	N=507

Table 28: Question D12

How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.)	Percent	Number
Less than \$25,000	6%	N=29
\$25,000 to \$49,999	15%	N=72
\$50,000 to \$99,999	38%	N=186
\$100,000 to \$149,999	25%	N=122
\$150,000 or more	17%	N=86
Total	100%	N=496

Table 29: Question D13

Are you Spanish, Hispanic or Latino?	Percent	Number
No, not Spanish, Hispanic or Latino	95%	N=480
Yes, I consider myself to be Spanish, Hispanic or Latino	5%	N=27
Total	100%	N=508

Table 30: Question D14

What is your race? (Mark one or more races to indicate what race(s) you consider yourself to be.)	Percent	Number
American Indian or Alaskan Native	2%	N=10
Asian, Asian Indian or Pacific Islander	5%	N=27
Black or African American	1%	N=5
White	92%	N=465
Other	7%	N=33

Total may exceed 100% as respondents could select more than one option.

Table 31: Question D15

In which category is your age?	Percent	Number
18 to 24 years	4%	N=20
25 to 34 years	23%	N=116
35 to 44 years	17%	N=90
45 to 54 years	20%	N=104
55 to 64 years	12%	N=63
65 to 74 years	14%	N=72
75 years or older	10%	N=49
Total	100%	N=513

Table 32: Question D16

What is your sex?	Percent	Number
Female	57%	N=271
Male	43%	N=202
Total	100%	N=473

Table 33: Question D17

Do you consider a cell phone or landline your primary telephone number?	Percent	Number
Cell	78%	N=374
Land line	10%	N=47
Both	12%	N=56
Total	100%	N=476

## Responses including “don’t know”

The following pages contain a complete set of responses to each question on the survey, including the “don’t know” responses. The percent of respondents giving a particular response is shown followed by the number of respondents (denoted with “N=”).

Table 34: Question 1

Please rate each of the following aspects of quality of life in Wilsonville:	Excellent		Good		Fair		Poor		Don't know		Total	
Wilsonville as a place to live	43%	N=243	52%	N=293	5%	N=27	0%	N=2	0%	N=1	100%	N=565
Your neighborhood as a place to live	50%	N=281	43%	N=244	7%	N=37	0%	N=1	0%	N=2	100%	N=565
Wilsonville as a place to raise children	42%	N=233	33%	N=186	2%	N=12	0%	N=2	22%	N=123	100%	N=557
Wilsonville as a place to work	20%	N=111	26%	N=143	11%	N=62	3%	N=18	40%	N=223	100%	N=558
Wilsonville as a place to visit	15%	N=87	34%	N=188	31%	N=175	10%	N=54	10%	N=56	100%	N=561
Wilsonville as a place to retire	26%	N=148	26%	N=147	15%	N=86	4%	N=22	28%	N=155	100%	N=559
The overall quality of life in Wilsonville	35%	N=199	58%	N=328	6%	N=35	0%	N=1	0%	N=0	100%	N=564

Table 35: Question 2

Please rate each of the following characteristics as they relate to Wilsonville as a whole:	Excellent		Good		Fair		Poor		Don't know		Total	
Overall feeling of safety in Wilsonville	38%	N=210	53%	N=294	7%	N=39	2%	N=9	1%	N=4	100%	N=557
Overall ease of getting to the places you usually have to visit	28%	N=157	40%	N=221	25%	N=139	7%	N=40	0%	N=0	100%	N=557
Quality of overall natural environment in Wilsonville	44%	N=246	48%	N=269	7%	N=36	1%	N=3	0%	N=2	100%	N=556
Overall "built environment" of Wilsonville (including overall design, buildings, parks and transportation systems)	25%	N=141	52%	N=286	19%	N=104	4%	N=22	0%	N=1	100%	N=554
Health and wellness opportunities in Wilsonville	15%	N=86	49%	N=274	21%	N=119	4%	N=20	10%	N=58	100%	N=558
Overall opportunities for education and enrichment	19%	N=108	40%	N=219	22%	N=120	2%	N=13	17%	N=94	100%	N=555
Overall economic health of Wilsonville	20%	N=111	49%	N=267	15%	N=83	1%	N=6	15%	N=80	100%	N=547
Sense of community	23%	N=126	48%	N=263	22%	N=120	3%	N=17	5%	N=26	100%	N=552
Overall image or reputation of Wilsonville	31%	N=170	53%	N=293	11%	N=63	1%	N=3	4%	N=25	100%	N=554

Table 36: Question 3

Please indicate how likely or unlikely you are to do each of the following:	Very likely		Somewhat likely		Somewhat unlikely		Very unlikely		Don't know		Total	
Recommend living in Wilsonville to someone who asks	59%	N=324	32%	N=179	6%	N=31	2%	N=12	1%	N=5	100%	N=552
Remain in Wilsonville for the next five years	55%	N=301	29%	N=157	10%	N=53	5%	N=27	2%	N=13	100%	N=552

Table 37: Question 4

Please rate how safe or unsafe you feel:	Very safe		Somewhat safe		Neither safe nor unsafe		Somewhat unsafe		Very unsafe		Don't know		Total	
In your neighborhood during the day	83%	N=456	14%	N=79	2%	N=10	1%	N=4	0%	N=0	0%	N=2	100%	N=551
In Wilsonville's commercial areas during the day	69%	N=377	25%	N=137	2%	N=13	2%	N=10	0%	N=1	2%	N=11	100%	N=549

Table 38: Question 5

Please rate each of the following characteristics as they relate to Wilsonville as a whole:	Excellent		Good		Fair		Poor		Don't know		Total	
	%	N	%	N	%	N	%	N	%	N	%	N
Traffic flow on major streets	6%	N=32	32%	N=176	39%	N=213	23%	N=127	0%	N=0	100%	N=548
Ease of travel by car in Wilsonville	17%	N=92	40%	N=220	30%	N=164	12%	N=68	0%	N=0	100%	N=544
Ease of travel by public transportation in Wilsonville	12%	N=68	21%	N=113	13%	N=68	4%	N=19	51%	N=275	100%	N=544
Ease of travel by bicycle in Wilsonville	12%	N=63	25%	N=136	15%	N=79	4%	N=20	45%	N=240	100%	N=539
Ease of walking in Wilsonville	31%	N=167	46%	N=249	15%	N=82	2%	N=11	6%	N=34	100%	N=544
Availability of paths and walking trails	34%	N=183	44%	N=242	14%	N=78	2%	N=10	6%	N=34	100%	N=547
Cleanliness of Wilsonville	45%	N=246	47%	N=257	8%	N=43	0%	N=1	0%	N=0	100%	N=548
Overall appearance of Wilsonville	42%	N=231	50%	N=270	8%	N=42	1%	N=3	0%	N=0	100%	N=546
Public places where people want to spend time	29%	N=159	49%	N=265	17%	N=91	3%	N=14	3%	N=14	100%	N=543
Variety of housing options	16%	N=88	43%	N=232	24%	N=128	12%	N=65	5%	N=25	100%	N=539
Availability of affordable quality housing	8%	N=45	25%	N=134	28%	N=153	26%	N=142	13%	N=69	100%	N=542
Fitness opportunities (including exercise classes and paths or trails, etc.)	26%	N=141	46%	N=252	21%	N=112	4%	N=21	3%	N=19	100%	N=545
Recreational opportunities	17%	N=93	51%	N=278	23%	N=123	3%	N=18	5%	N=30	100%	N=542
Availability of affordable quality food	21%	N=114	46%	N=249	23%	N=124	11%	N=58	0%	N=1	100%	N=545
Access to bus stops (sidewalks available/ADA accessible)	19%	N=106	35%	N=193	10%	N=56	1%	N=5	34%	N=187	100%	N=547

Table 39: Question 6

Please rate each of the following characteristics as they relate to Wilsonville as a whole:	Excellent		Good		Fair		Poor		Don't know		Total	
	%	N	%	N	%	N	%	N	%	N	%	N
Availability of affordable quality child care/preschool	3%	N=17	12%	N=65	7%	N=37	5%	N=25	73%	N=391	100%	N=534
K-12 education	27%	N=142	24%	N=127	3%	N=18	0%	N=2	46%	N=245	100%	N=533
Adult educational opportunities	10%	N=52	27%	N=144	21%	N=111	4%	N=24	38%	N=201	100%	N=533
Opportunities to attend cultural/arts/music activities	11%	N=59	36%	N=191	32%	N=169	6%	N=31	16%	N=88	100%	N=537
Opportunities to participate in religious or spiritual events and activities	14%	N=78	25%	N=136	13%	N=71	1%	N=7	45%	N=244	100%	N=537
Employment opportunities	8%	N=41	21%	N=113	19%	N=100	7%	N=36	45%	N=238	100%	N=529
Shopping opportunities	12%	N=65	38%	N=203	35%	N=187	14%	N=76	1%	N=6	100%	N=537
Cost of living in Wilsonville	4%	N=19	31%	N=165	43%	N=227	21%	N=111	2%	N=10	100%	N=531
Overall quality of business and service establishments in Wilsonville	16%	N=87	51%	N=274	25%	N=136	4%	N=20	4%	N=20	100%	N=537
Vibrant downtown/commercial area	10%	N=53	35%	N=188	33%	N=178	17%	N=93	4%	N=22	100%	N=533
Overall quality of new development in Wilsonville	12%	N=63	48%	N=256	25%	N=131	8%	N=41	8%	N=42	100%	N=533
Opportunities to participate in social events and activities	12%	N=65	44%	N=238	27%	N=144	3%	N=17	13%	N=72	100%	N=536
Opportunities to volunteer	14%	N=74	36%	N=193	15%	N=78	3%	N=18	32%	N=173	100%	N=535
Opportunities to participate in community matters	15%	N=78	41%	N=218	16%	N=84	3%	N=16	26%	N=139	100%	N=534
Openness and acceptance of the community toward people of diverse backgrounds	12%	N=65	29%	N=156	23%	N=123	5%	N=29	30%	N=159	100%	N=532
Neighborhoodliness of residents in Wilsonville	17%	N=91	50%	N=266	24%	N=126	4%	N=19	6%	N=34	100%	N=536

Table 40: Question 7

Please indicate whether or not you have done each of the following in the last 12 months.	No		Yes		Total	
Made efforts to conserve water	22%	N=116	78%	N=419	100%	N=534
Made efforts to make your home more energy efficient	32%	N=168	68%	N=365	100%	N=533
Observed a code violation or other hazard in Wilsonville (weeds, abandoned buildings, etc.)	73%	N=384	27%	N=145	100%	N=529
Household member was a victim of a crime in Wilsonville	92%	N=491	8%	N=43	100%	N=533
Reported a crime to the police in Wilsonville	86%	N=455	14%	N=73	100%	N=528
Stocked supplies in preparation for an emergency	55%	N=290	45%	N=241	100%	N=531
Campaigned or advocated for an issue, cause or candidate	80%	N=425	20%	N=108	100%	N=533
Contacted the City of Wilsonville (in-person, phone, email or web) for help or information	64%	N=342	36%	N=191	100%	N=533
Contacted Wilsonville elected officials (in-person, phone, email or web) to express your opinion	89%	N=475	11%	N=58	100%	N=532
Learned to ride the bus with the help of a Travel Trainer	93%	N=498	7%	N=35	100%	N=533

Table 41: Question 8

In the last 12 months, about how many times, if at all, have you or other household members done each of the following in Wilsonville?	2 times a week or more		2-4 times a month		Once a month or less		Not at all		Total	
Used Wilsonville recreation centers or their services	11%	N=58	12%	N=62	26%	N=138	51%	N=267	100%	N=525
Visited a neighborhood park or City park	35%	N=187	27%	N=144	31%	N=162	7%	N=37	100%	N=530
Used Wilsonville public libraries or their services	12%	N=62	30%	N=161	31%	N=166	26%	N=140	100%	N=530
Participated in religious or spiritual activities in Wilsonville	7%	N=38	10%	N=52	10%	N=54	73%	N=386	100%	N=529
Attended a City-sponsored event	1%	N=6	6%	N=32	49%	N=260	44%	N=232	100%	N=529
Used bus, rail, subway or other public transportation instead of driving	7%	N=36	3%	N=18	17%	N=87	73%	N=386	100%	N=527
Carpooled with other adults or children instead of driving alone	11%	N=59	13%	N=68	17%	N=88	59%	N=313	100%	N=528
Walked or biked instead of driving	24%	N=126	19%	N=101	22%	N=117	35%	N=182	100%	N=526
Volunteered your time to some group/activity in Wilsonville	6%	N=31	8%	N=42	15%	N=82	71%	N=374	100%	N=528
Participated in a club	5%	N=25	6%	N=29	8%	N=41	82%	N=430	100%	N=525
Talked to or visited with your immediate neighbors	42%	N=220	28%	N=148	23%	N=119	8%	N=40	100%	N=527
Done a favor for a neighbor	16%	N=86	25%	N=130	31%	N=160	28%	N=147	100%	N=522
Traveled using the local SMART bus	5%	N=24	4%	N=19	11%	N=58	81%	N=424	100%	N=526
Traveled using SMART Dial-A-Ride	2%	N=10	1%	N=3	2%	N=12	95%	N=499	100%	N=524

Table 42: Question 9

Thinking about local public meetings (of local elected officials like City Council or County Commissioners, advisory boards, town halls, HOA, neighborhood watch, etc.), in the last 12 months, about how many times, if at all, have you or other household members attended or watched a local public meeting?	2 times a week or more		2-4 times a month		Once a month or less		Not at all		Total	
Attended a local public meeting	0%	N=1	3%	N=18	19%	N=102	77%	N=406	100%	N=527
Watched (online or on television) a local public meeting	0%	N=1	2%	N=12	10%	N=50	88%	N=463	100%	N=525

Table 43: Question 10

Please rate the quality of each of the following services in Wilsonville:	Excellent		Good		Fair		Poor		Don't know		Total	
Police/Sheriff services	20%	N=105	39%	N=201	9%	N=47	4%	N=23	28%	N=144	100%	N=520
Fire services	32%	N=168	29%	N=149	4%	N=18	0%	N=1	35%	N=183	100%	N=520

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Please rate the quality of each of the following services in Wilsonville:	Excellent		Good		Fair		Poor		Don't know		Total	
Ambulance or emergency medical services	29%	N=151	25%	N=132	5%	N=25	0%	N=1	41%	N=212	100%	N=521
Crime prevention	14%	N=75	36%	N=183	10%	N=52	4%	N=23	35%	N=182	100%	N=514
Fire prevention and education	15%	N=79	29%	N=147	8%	N=44	1%	N=4	47%	N=243	100%	N=517
Traffic enforcement	12%	N=62	32%	N=163	20%	N=100	12%	N=61	25%	N=125	100%	N=511
Street repair	18%	N=93	39%	N=204	25%	N=132	9%	N=46	9%	N=44	100%	N=519
Street cleaning	32%	N=165	46%	N=239	14%	N=71	3%	N=13	6%	N=32	100%	N=520
Street lighting	28%	N=143	54%	N=276	13%	N=65	1%	N=6	5%	N=26	100%	N=515
Sidewalk maintenance	21%	N=109	53%	N=272	16%	N=83	3%	N=18	7%	N=35	100%	N=517
Traffic signal timing	13%	N=68	44%	N=226	27%	N=142	11%	N=55	5%	N=26	100%	N=518
Bus or transit services	14%	N=73	27%	N=137	7%	N=35	2%	N=9	51%	N=259	100%	N=511
Garbage collection	33%	N=169	50%	N=257	7%	N=38	1%	N=4	9%	N=49	100%	N=517
Recycling	29%	N=148	47%	N=243	11%	N=58	4%	N=21	9%	N=45	100%	N=514
Yard waste pick-up	22%	N=115	31%	N=158	6%	N=31	2%	N=9	39%	N=202	100%	N=515
Storm drainage	20%	N=99	44%	N=222	10%	N=49	4%	N=19	23%	N=118	100%	N=507
Drinking water	33%	N=171	44%	N=226	14%	N=72	5%	N=26	4%	N=20	100%	N=515
Sewer services	26%	N=132	50%	N=255	8%	N=43	1%	N=7	15%	N=77	100%	N=515
Power (electric and/or gas) utility	33%	N=167	50%	N=255	10%	N=49	2%	N=10	6%	N=29	100%	N=510
City of Wilsonville utility billing	20%	N=102	36%	N=184	16%	N=82	4%	N=20	24%	N=123	100%	N=512
City parks	51%	N=261	38%	N=194	6%	N=30	0%	N=0	5%	N=25	100%	N=511
Recreation programs or classes	15%	N=75	32%	N=163	8%	N=41	3%	N=16	42%	N=216	100%	N=511
Recreation centers or facilities	15%	N=76	33%	N=170	15%	N=75	2%	N=9	36%	N=182	100%	N=511
Land use, planning and zoning	10%	N=53	30%	N=152	20%	N=101	10%	N=51	30%	N=154	100%	N=511
Code enforcement (weeds, abandoned buildings, etc.)	14%	N=70	29%	N=148	12%	N=61	5%	N=26	40%	N=203	100%	N=508
Animal control	12%	N=62	27%	N=135	8%	N=43	4%	N=21	49%	N=250	100%	N=511
Economic development	11%	N=55	31%	N=157	18%	N=92	4%	N=19	37%	N=185	100%	N=508
Public library services	48%	N=246	32%	N=163	3%	N=17	0%	N=1	17%	N=86	100%	N=513
Public information services	18%	N=92	36%	N=187	11%	N=56	1%	N=3	34%	N=176	100%	N=515
Cable television	12%	N=63	27%	N=136	19%	N=99	13%	N=68	29%	N=147	100%	N=513
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations)	6%	N=32	19%	N=99	14%	N=69	7%	N=35	54%	N=276	100%	N=512
Preservation of natural areas such as open space, farmlands and greenbelts	23%	N=119	46%	N=233	15%	N=79	4%	N=21	11%	N=57	100%	N=510
Wilsonville open space	22%	N=111	50%	N=253	14%	N=72	4%	N=18	11%	N=56	100%	N=510
City-sponsored special events	16%	N=81	37%	N=189	17%	N=89	2%	N=11	28%	N=141	100%	N=511
Overall customer service by Wilsonville employees (police, receptionists, planners, etc.)	23%	N=115	41%	N=206	12%	N=63	1%	N=5	23%	N=119	100%	N=508

Table 44: Question 11

Overall, how would you rate the quality of the services provided by each of the following?	Excellent		Good		Fair		Poor		Don't know		Total	
The City of Wilsonville	25%	N=128	53%	N=277	12%	N=65	1%	N=6	9%	N=45	100%	N=522
The Federal Government	6%	N=29	22%	N=115	35%	N=183	17%	N=87	20%	N=103	100%	N=517

Table 45: Question 12

Please rate the following categories of Wilsonville government performance:	Excellent		Good		Fair		Poor		Don't know		Total	
The value of services for the taxes paid to Wilsonville	14%	N=72	43%	N=220	22%	N=111	6%	N=30	16%	N=82	100%	N=516
The overall direction that Wilsonville is taking	18%	N=94	41%	N=214	18%	N=94	9%	N=48	13%	N=67	100%	N=517
The job Wilsonville government does at welcoming citizen involvement	20%	N=103	30%	N=154	19%	N=100	4%	N=22	27%	N=137	100%	N=516
Overall confidence in Wilsonville government	18%	N=95	36%	N=185	21%	N=109	10%	N=51	15%	N=77	100%	N=516
Generally acting in the best interest of the community	19%	N=98	36%	N=185	22%	N=116	8%	N=39	15%	N=80	100%	N=519
Being honest	19%	N=99	33%	N=169	15%	N=79	5%	N=24	28%	N=146	100%	N=518
Treating all residents fairly	16%	N=85	31%	N=163	15%	N=78	5%	N=26	32%	N=166	100%	N=518

Table 46: Question 13

Please rate how important, if at all, you think it is for the Wilsonville community to focus on each of the following in the coming two years:	Essential		Very important		Somewhat important		Not at all important		Total	
Overall feeling of safety in Wilsonville	57%	N=297	30%	N=155	12%	N=61	2%	N=9	100%	N=522
Overall ease of getting to the places you usually have to visit	47%	N=245	38%	N=196	15%	N=80	0%	N=0	100%	N=522
Quality of overall natural environment in Wilsonville	43%	N=223	38%	N=196	17%	N=88	3%	N=14	100%	N=521
Overall "built environment" of Wilsonville (including overall design, buildings, parks and transportation systems)	34%	N=178	45%	N=232	19%	N=96	2%	N=12	100%	N=518
Health and wellness opportunities in Wilsonville	25%	N=130	38%	N=199	30%	N=153	7%	N=35	100%	N=517
Overall opportunities for education and enrichment	26%	N=133	37%	N=194	30%	N=157	7%	N=35	100%	N=521
Overall economic health of Wilsonville	37%	N=193	47%	N=241	15%	N=80	1%	N=3	100%	N=517
Sense of community	29%	N=149	50%	N=261	18%	N=96	3%	N=13	100%	N=520

Table 47: Question 14

Please indicate whether each of the following is a major source, minor source, or not a source of information regarding Wilsonville City Government:	Major source		Minor source		Not a source		Total	
Boones Ferry Messenger (City newsletter)	54%	N=278	27%	N=141	19%	N=98	100%	N=516
Wilsonville Spokesman	27%	N=140	33%	N=166	40%	N=203	100%	N=508
Oregonian	9%	N=47	31%	N=156	60%	N=304	100%	N=507
Local public access television	9%	N=43	22%	N=112	69%	N=350	100%	N=505
City of Wilsonville website (www.ci.wilsonville.or.us)	36%	N=180	31%	N=156	33%	N=165	100%	N=501
City's Facebook page	21%	N=108	24%	N=123	54%	N=277	100%	N=509
City's Twitter account	6%	N=32	15%	N=74	79%	N=401	100%	N=507
Oregon Live website's Wilsonville blog page	4%	N=22	19%	N=97	76%	N=384	100%	N=503
Neighborhood newsletter	22%	N=112	30%	N=150	48%	N=244	100%	N=506

Table 48: Question 15

How likely would you be, if at all, to use each of the following methods when communicating directly with the City of Wilsonville to ask a question or share information?	Very likely		Somewhat likely		Somewhat unlikely		Very unlikely		Total	
Phone call with a City official	35%	N=181	25%	N=131	19%	N=100	20%	N=103	100%	N=515
Email City official	47%	N=240	29%	N=149	11%	N=57	13%	N=65	100%	N=511
Use "Ask the City" system on City's website	23%	N=120	33%	N=168	20%	N=103	24%	N=121	100%	N=512
Participate in an online survey or forum	37%	N=188	34%	N=172	15%	N=75	15%	N=75	100%	N=510
Comment on City's social media site (Facebook, Twitter, Nextdoor, Instagram, other)	8%	N=41	21%	N=109	22%	N=110	49%	N=247	100%	N=506

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How likely would you be, if at all, to use each of the following methods when communicating directly with the City of Wilsonville to ask a question or share information?	Very likely		Somewhat likely		Somewhat unlikely		Very unlikely		Total	
Speak to official at City Hall	15%	N=75	29%	N=146	29%	N=148	28%	N=140	100%	N=510
Attend a meeting at City Hall	10%	N=52	33%	N=167	32%	N=166	25%	N=125	100%	N=510

Table 49: Question 16

How important to you, if at all, is it that the City focus efforts on each of the following to promote healthy living choices?	Essential		Very important		Somewhat important		Not at all important		Total	
Improve sidewalks and bike lanes in town for safer travel by walking or biking	38%	N=197	33%	N=170	23%	N=120	7%	N=35	100%	N=520
Increase recreational opportunities and programs	23%	N=122	38%	N=197	32%	N=166	7%	N=35	100%	N=519
Increase accessibility of parks and outdoor recreation spaces	26%	N=134	41%	N=214	26%	N=137	7%	N=35	100%	N=519
Increase opportunities to learn about health and wellness opportunities	15%	N=79	25%	N=130	47%	N=242	13%	N=69	100%	N=519

Table 50: Question D1

How often, if at all, do you do each of the following, considering all of the times you could?	Never		Rarely		Sometimes		Usually		Always		Total	
Recycle at home	1%	N=5	1%	N=6	4%	N=21	24%	N=125	70%	N=363	100%	N=520
Purchase goods or services from a business located in Wilsonville	0%	N=2	1%	N=3	13%	N=65	60%	N=308	27%	N=137	100%	N=516
Eat at least 5 portions of fruits and vegetables a day	4%	N=19	9%	N=48	37%	N=192	33%	N=170	17%	N=85	100%	N=515
Participate in moderate or vigorous physical activity	1%	N=8	10%	N=49	30%	N=154	35%	N=180	24%	N=124	100%	N=515
Read or watch local news (via television, paper, computer, etc.)	2%	N=13	18%	N=92	25%	N=131	27%	N=139	27%	N=142	100%	N=517
Vote in local elections	7%	N=38	4%	N=19	10%	N=54	27%	N=141	51%	N=266	100%	N=519

Table 51: Question D2

Would you say that in general your health is:	Percent	Number
Excellent	20%	N=101
Very good	49%	N=254
Good	25%	N=130
Fair	5%	N=27
Poor	1%	N=7
Total	100%	N=519

Table 52: Question D3

What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:	Percent	Number
Very positive	8%	N=39
Somewhat positive	27%	N=138
Neutral	51%	N=261
Somewhat negative	14%	N=70
Very negative	1%	N=5
Total	100%	N=513



Table 53: Question D4

What is your employment status?	Percent	Number
Working full time for pay	56%	N=292
Working part time for pay	9%	N=48
Unemployed, looking for paid work	3%	N=14
Unemployed, not looking for paid work	7%	N=35
Fully retired	25%	N=128
Total	100%	N=517

Table 54: Question D5

Do you work inside the boundaries of Wilsonville?	Percent	Number
Yes, outside the home	26%	N=127
Yes, from home	8%	N=41
No	66%	N=318
Total	100%	N=486

Table 55: Question D6

How many years have you lived in Wilsonville?	Percent	Number
Less than 2 years	27%	N=140
2 to 5 years	32%	N=164
6 to 10 years	12%	N=64
11 to 20 years	17%	N=89
More than 20 years	12%	N=61
Total	100%	N=519

Table 56: Question D7

Which best describes the building you live in?	Percent	Number
One family house detached from any other houses	43%	N=218
Building with two or more homes (duplex, townhome, apartment or condominium)	55%	N=281
Mobile home	1%	N=4
Other	1%	N=4
Total	100%	N=508

Table 57: Question D8

Is this house, apartment or mobile home...	Percent	Number
Rented	50%	N=247
Owned	50%	N=252
Total	100%	N=499

Table 58: Question D9

About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance and homeowners' association (HOA) fees)?	Percent	Number
Less than \$300 per month	1%	N=4
\$300 to \$599 per month	3%	N=17
\$600 to \$999 per month	10%	N=52
\$1,000 to \$1,499 per month	31%	N=157
\$1,500 to \$2,499 per month	39%	N=199
\$2,500 or more per month	16%	N=81
Total	100%	N=509

Table 59: Question D10

Do any children 17 or under live in your household?	Percent	Number
No	71%	N=361
Yes	29%	N=147
Total	100%	N=508

Table 60: Question D11

Are you or any other members of your household aged 65 or older?	Percent	Number
No	72%	N=366
Yes	28%	N=141
Total	100%	N=507

Table 61: Question D12

How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.)	Percent	Number
Less than \$25,000	6%	N=29
\$25,000 to \$49,999	15%	N=72
\$50,000 to \$99,999	38%	N=186
\$100,000 to \$149,999	25%	N=122
\$150,000 or more	17%	N=86
Total	100%	N=496

Table 62: Question D13

Are you Spanish, Hispanic or Latino?	Percent	Number
No, not Spanish, Hispanic or Latino	95%	N=480
Yes, I consider myself to be Spanish, Hispanic or Latino	5%	N=27
Total	100%	N=508

Table 63: Question D14

What is your race? (Mark one or more races to indicate what race(s) you consider yourself to be.)	Percent	Number
American Indian or Alaskan Native	2%	N=10
Asian, Asian Indian or Pacific Islander	5%	N=27
Black or African American	1%	N=5
White	92%	N=465
Other	7%	N=33

Total may exceed 100% as respondents could select more than one option.

Table 64: Question D15

In which category is your age?	Percent	Number
18 to 24 years	4%	N=20
25 to 34 years	23%	N=116
35 to 44 years	17%	N=90
45 to 54 years	20%	N=104
55 to 64 years	12%	N=63
65 to 74 years	14%	N=72
75 years or older	10%	N=49
Total	100%	N=513

Table 65: Question D16

What is your sex?	Percent	Number
Female	57%	N=271
Male	43%	N=202
Total	100%	N=473

Table 66: Question D17

Do you consider a cell phone or landline your primary telephone number?	Percent	Number
Cell	78%	N=374
Land line	10%	N=47
Both	12%	N=56
Total	100%	N=476

## Appendix B: Benchmark Comparisons

### Comparison Data

NRC’s database of comparative resident opinion is comprised of resident perspectives gathered in surveys from over 500 communities whose residents evaluated the same kinds of topics on The National Citizen Survey™. The comparison evaluations are from the most recent survey completed in each community; most communities conduct surveys every year or in alternating years. NRC adds the latest results quickly upon survey completion, keeping the benchmark data fresh and relevant. The communities in the database represent a wide geographic and population range. The City of Wilsonville chose to have comparisons made to the entire database.

### Interpreting the Results

Ratings are compared when there are at least five communities in which a similar question was asked. Where comparisons are available, four columns are provided in the table. The first column is Wilsonville’s “percent positive.” The percent positive is the combination of the top two most positive response options (i.e., “excellent” and “good,” “very safe” and “somewhat safe,” etc.), or, in the case of resident behaviors/participation, the percent positive represents the proportion of respondents indicating “yes” or participating in an activity at least once a month. The second column is the rank assigned to Wilsonville’s rating among communities where a similar question was asked. The third column is the number of communities that asked a similar question. The final column shows the comparison of Wilsonville’s rating to the benchmark.

In that final column, Wilsonville’s results are noted as being “higher” than the benchmark, “lower” than the benchmark or “similar” to the benchmark, meaning that the average rating given by Wilsonville residents is statistically similar to or different (greater or lesser) than the benchmark. More extreme differences are noted as “much higher” or “much lower.”

Benchmark Database Characteristics	
Region	Percent
New England	3%
Middle Atlantic	5%
East North Central	15%
West North Central	13%
South Atlantic	22%
East South Central	3%
West South Central	7%
Mountain	16%
Pacific	16%
Population	Percent
Less than 10,000	10%
10,000 to 24,999	22%
25,000 to 49,999	23%
50,000 to 99,999	22%
100,000 or more	23%

## National Benchmark Comparisons

Table 67: Community Characteristics General

	Percent positive	Rank	Number of communities in comparison	Comparison to benchmark
The overall quality of life in Wilsonville	94%	107	480	Similar
Overall image or reputation of Wilsonville	88%	84	367	Higher
Wilsonville as a place to live	95%	129	412	Similar
Your neighborhood as a place to live	93%	44	328	Similar
Wilsonville as a place to raise children	97%	55	401	Higher
Wilsonville as a place to retire	73%	77	375	Similar
Overall appearance of Wilsonville	92%	44	376	Higher

Table 68: Community Characteristics by Facet

		Percent positive	Rank	Number of communities in comparison	Comparison to benchmark
Safety	Overall feeling of safety in Wilsonville	91%	123	351	Similar
	In your neighborhood during the day	97%	62	373	Similar
	In Wilsonville's commercial areas during the day	96%	100	327	Similar
Mobility	Overall ease of getting to the places you usually have to visit	68%	148	254	Similar
	Availability of paths and walking trails	83%	51	328	Higher
	Ease of walking in Wilsonville	82%	52	316	Higher
	Ease of travel by bicycle in Wilsonville	67%	63	318	Higher
	Ease of travel by public transportation in Wilsonville	67%	10	214	Much higher
	Ease of travel by car in Wilsonville	57%	208	317	Similar
	Traffic flow on major streets	38%	253	361	Similar
Natural Environment	Quality of overall natural environment in Wilsonville	93%	39	289	Higher
	Cleanliness of Wilsonville	92%	37	296	Higher
Built Environment	Overall "built environment" of Wilsonville (including overall design, buildings, parks and transportation systems)	77%	35	243	Higher
	Overall quality of new development in Wilsonville	65%	95	301	Similar
	Availability of affordable quality housing	38%	183	314	Similar
	Variety of housing options	62%	106	292	Similar
	Public places where people want to spend time	80%	46	236	Similar
Economy	Overall economic health of Wilsonville	81%	60	249	Higher
	Vibrant downtown/commercial area	47%	129	227	Similar
	Overall quality of business and service establishments in Wilsonville	70%	102	283	Similar
	Cost of living in Wilsonville	35%	181	246	Similar
	Shopping opportunities	50%	189	307	Similar
	Employment opportunities	53%	67	323	Higher
	Wilsonville as a place to visit	55%	180	265	Similar
	Wilsonville as a place to work	76%	72	378	Higher
	Health and wellness opportunities in Wilsonville	72%	139	244	Similar
	Availability of affordable quality food	67%	134	249	Similar
Recreation and Wellness	Recreational opportunities	72%	138	311	Similar
	Fitness opportunities (including exercise classes and paths or trails, etc.)	75%	88	234	Similar
Education and Enrichment	Overall opportunities for education and enrichment	71%	110	246	Similar
	Opportunities to participate in religious or spiritual events and activities	73%	134	211	Similar
	Opportunities to attend cultural/arts/music activities	56%	164	309	Similar
	Adult educational opportunities	59%	100	223	Similar

		Percent positive	Rank	Number of communities in comparison	Comparison to benchmark
	K-12 education	93%	33	283	Higher
	Availability of affordable quality child care/preschool	57%	132	262	Similar
	Opportunities to participate in social events and activities	65%	115	272	Similar
	Neighborliness of Wilsonville	71%	67	238	Similar
	Openness and acceptance of the community toward people of diverse backgrounds	59%	153	305	Similar
Community Engagement	Opportunities to participate in community matters	75%	63	284	Similar
	Opportunities to volunteer	73%	135	275	Similar

Table 69: Governance General

	Percent positive	Rank	Number of communities in comparison	Comparison to benchmark
Services provided by the City of Wilsonville	85%	87	453	Similar
Overall customer service by Wilsonville employees (police, receptionists, planners, etc.)	82%	102	396	Similar
Value of services for the taxes paid to Wilsonville	67%	54	422	Similar
Overall direction that Wilsonville is taking	68%	80	333	Similar
Job Wilsonville government does at welcoming citizen involvement	68%	16	332	Higher
Overall confidence in Wilsonville government	64%	50	249	Similar
Generally acting in the best interest of the community	65%	51	249	Similar
Being honest	72%	20	241	Higher
Treating all residents fairly	70%	28	246	Higher
Services provided by the Federal Government	35%	165	258	Similar

Table 70: Governance by Facet

		Percent positive	Rank	Number of communities in comparison	Comparison to benchmark
	Police/Sheriff services	81%	280	491	Similar
	Fire services	94%	139	411	Similar
	Ambulance or emergency medical services	91%	137	371	Similar
	Crime prevention	78%	150	380	Similar
	Fire prevention and education	83%	133	300	Similar
	Animal control	76%	71	361	Similar
Safety	Emergency preparedness (services that prepare the community for natural disasters or other emergency situations)	56%	215	289	Similar
	Traffic enforcement	58%	290	393	Similar
	Street repair	63%	67	417	Higher
	Street cleaning	83%	11	336	Higher
	Street lighting	86%	3	348	Higher
	Sidewalk maintenance	79%	14	339	Higher
	Traffic signal timing	60%	55	274	Similar
Mobility	Bus or transit services	83%	5	238	Much higher
	Garbage collection	91%	98	376	Similar
	Recycling	83%	168	378	Similar
	Yard waste pick-up	87%	50	285	Similar
	Drinking water	80%	82	336	Similar
Natural Environment	Preservation of natural areas such as open space, farmlands and greenbelts	78%	34	267	Higher
	Wilsonville open space	80%	25	224	Higher
Built Environment	Storm drainage	83%	27	374	Higher
	Sewer services	89%	54	340	Similar

		Percent positive	Rank	Number of communities in comparison	Comparison to benchmark
	Power (electric and/or gas) utility	88%	18	184	Similar
	Utility billing	74%	62	218	Similar
	Land use, planning and zoning	57%	83	319	Similar
	Code enforcement (weeds, abandoned buildings, etc.)	71%	20	408	Higher
	Cable television	54%	87	210	Similar
Economy	Economic development	66%	60	299	Similar
	City parks	94%	20	344	Higher
Recreation and Wellness	Recreation programs or classes	81%	114	344	Similar
	Recreation centers or facilities	75%	111	289	Similar
Education and Enrichment	City-sponsored special events	73%	93	269	Similar
	Public library services	96%	20	362	Higher
Community Engagement	Public information services	83%	28	298	Higher

Table 71: Participation General

	Percent positive	Rank	Number of communities in comparison	Comparison to benchmark
Sense of community	74%	76	325	Similar
Recommend living in Wilsonville to someone who asks	92%	93	297	Similar
Remain in Wilsonville for the next five years	85%	139	288	Similar
Contacted Wilsonville (in-person, phone, email or web) for help or information	36%	286	335	Similar

Table 72: Participation by Facet

		Percent positive	Rank	Number of communities in comparison	Comparison to benchmark
	Stocked supplies in preparation for an emergency	45%	59	215	Similar
	Did NOT report a crime to the police	86%	40	241	Similar
Safety	Household member was NOT a victim of a crime	92%	83	285	Similar
	Used bus, rail, subway or other public transportation instead of driving	27%	74	195	Similar
	Carpooled with other adults or children instead of driving alone	41%	139	228	Similar
Mobility	Walked or biked instead of driving	65%	68	237	Similar
	Made efforts to conserve water	78%	140	223	Similar
Natural Environment	Made efforts to make your home more energy efficient	68%	209	224	Similar
	Recycle at home	98%	22	268	Higher
	Did NOT observe a code violation or other hazard in Wilsonville	73%	18	230	Higher
Built Environment	NOT experiencing housing costs stress	59%	229	265	Similar
	Purchase goods or services from a business located in Wilsonville	99%	15	234	Similar
Economy	Economy will have positive impact on income	35%	83	266	Similar
	Work inside boundaries of Wilsonville	34%	124	235	Similar
	Used Wilsonville recreation centers or their services	49%	207	246	Similar
	Visited a neighborhood park or City park	93%	21	280	Higher
	Eat at least 5 portions of fruits and vegetables a day	87%	51	226	Similar
Recreation and Wellness	Participate in moderate or vigorous physical activity	89%	55	230	Similar

		Percent positive	Rank	Number of communities in comparison	Comparison to benchmark
	In very good to excellent health	68%	94	230	Similar
Education and Enrichment	Used Wilsonville public libraries or their services	74%	42	253	Higher
	Participated in religious or spiritual activities in Wilsonville	27%	193	207	Lower
	Attended City-sponsored event	56%	107	237	Similar
	Campaigned or advocated for an issue, cause or candidate	20%	143	218	Similar
Community Engagement	Contacted Wilsonville elected officials (in-person, phone, email or web) to express your opinion	11%	221	233	Similar
	Volunteered your time to some group/activity in Wilsonville	29%	219	274	Lower
	Participated in a club	18%	210	249	Similar
	Talked to or visited with your immediate neighbors	92%	86	231	Similar
	Done a favor for a neighbor	72%	212	227	Similar
	Attended a local public meeting	23%	104	274	Similar
	Watched (online or on television) a local public meeting	12%	217	235	Lower
	Read or watch local news (via television, paper, computer, etc.)	80%	203	235	Similar
	Vote in local elections	89%	39	268	Similar

### Communities included in national comparisons

The communities included in Wilsonville’s comparisons are listed on the following pages along with their population according to the 2010 Census.

Adams County, CO.....	441,603	Avon town, IN .....	12,446
Airway Heights city, WA .....	6,114	Avondale city, AZ .....	76,238
Albany city, OR .....	50,158	Azusa city, CA.....	46,361
Albemarle County, VA.....	98,970	Bainbridge Island city, WA.....	23,025
Albert Lea city, MN.....	18,016	Baltimore city, MD.....	620,961
Alexandria city, VA.....	139,966	Bartonville town, TX.....	1,469
Algonquin village, IL.....	30,046	Battle Creek city, MI.....	52,347
Aliso Viejo city, CA .....	47,823	Bay City city, MI.....	34,932
Altoona city, IA.....	14,541	Bay Village city, OH.....	15,651
American Canyon city, CA.....	19,454	Baytown city, TX.....	71,802
Ames city, IA .....	58,965	Bedford city, TX.....	46,979
Andover CDP, MA.....	8,762	Bedford town, MA .....	13,320
Ankeny city, IA .....	45,582	Bellevue city, WA .....	122,363
Ann Arbor city, MI.....	113,934	Bellingham city, WA .....	80,885
Annapolis city, MD .....	38,394	Benbrook city, TX.....	21,234
Apache Junction city, AZ.....	35,840	Bend city, OR.....	76,639
Arapahoe County, CO.....	572,003	Bethlehem township, PA.....	23,730
Arkansas City city, AR.....	366	Bettendorf city, IA.....	33,217
Arlington city, TX .....	365,438	Billings city, MT.....	104,170
Arvada city, CO.....	106,433	Blaine city, MN.....	57,186
Asheville city, NC .....	83,393	Bloomfield Hills city, MI .....	3,869
Ashland city, OR .....	20,078	Bloomington city, IN .....	80,405
Ashland town, MA.....	16,593	Bloomington city, MN .....	82,893
Ashland town, VA.....	7,225	Blue Springs city, MO .....	52,575
Aspen city, CO.....	6,658	Boise City city, ID .....	205,671
Athens-Clarke County, GA .....	115,452	Bonner Springs city, KS .....	7,314
Auburn city, AL .....	53,380	Boone County, KY .....	118,811
Augusta CCD, GA .....	134,777	Boulder city, CO.....	97,385
Aurora city, CO .....	325,078	Bowling Green city, KY .....	58,067
Austin city, TX .....	790,390	Bozeman city, MT .....	37,280
Avon town, CO .....	6,447	Brentwood city, MO.....	8,055



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Brentwood city, TN .....	37,060	Coronado city, CA .....	18,912
Brighton city, CO.....	33,352	Corvallis city, OR.....	54,462
Brighton city, MI.....	7,444	Cottonwood Heights city, UT .....	33,433
Bristol city, TN .....	26,702	Creve Coeur city, MO .....	17,833
Broken Arrow city, OK.....	98,850	Cross Roads town, TX .....	1,563
Brookfield city, WI .....	37,920	Cupertino city, CA .....	58,302
Brookline CDP, MA .....	58,732	Dacono city, CO .....	4,152
Brooklyn Center city, MN .....	30,104	Dade City city, FL.....	6,437
Brooklyn city, OH .....	11,169	Dakota County, MN .....	398,552
Broomfield city, CO .....	55,889	Dallas city, OR .....	14,583
Brownsburg town, IN .....	21,285	Dallas city, TX.....	1,197,816
Buffalo Grove village, IL .....	41,496	Danville city, KY .....	16,218
Burien city, WA .....	33,313	Dardenne Prairie city, MO.....	11,494
Burleson city, TX.....	36,690	Darien city, IL .....	22,086
Burlingame city, CA.....	28,806	Davenport city, FL.....	2,888
Cabarrus County, NC.....	178,011	Davenport city, IA.....	99,685
Cambridge city, MA .....	105,162	Davidson town, NC.....	10,944
Canandaigua city, NY .....	10,545	Dayton city, OH .....	141,527
Cannon Beach city, OR.....	1,690	Dayton town, WY.....	757
Cañon City city, CO .....	16,400	Dearborn city, MI.....	98,153
Canton city, SD.....	3,057	Decatur city, GA.....	19,335
Cape Coral city, FL .....	154,305	Del Mar city, CA .....	4,161
Cape Girardeau city, MO.....	37,941	DeLand city, FL.....	27,031
Carlisle borough, PA.....	18,682	Delaware city, OH .....	34,753
Carlsbad city, CA.....	105,328	Delray Beach city, FL.....	60,522
Carroll city, IA.....	10,103	Denison city, TX.....	22,682
Cartersville city, GA.....	19,731	Denison city, TX.....	113,383
Cary town, NC .....	135,234	Denver city, CO.....	600,158
Castine town, ME .....	1,366	Derby city, KS.....	22,158
Castle Pines North city, CO .....	10,360	Des Moines city, IA .....	203,433
Castle Rock town, CO .....	48,231	Des Peres city, MO.....	8,373
Cedar Hill city, TX .....	45,028	Destin city, FL.....	12,305
Cedar Rapids city, IA.....	126,326	Dothan city, AL .....	65,496
Celina city, TX.....	6,028	Douglas County, CO .....	285,465
Centennial city, CO.....	100,377	Dover city, NH .....	29,987
Chandler city, AZ .....	236,123	Dublin city, CA .....	46,036
Chandler city, TX .....	2,734	Dublin city, OH .....	41,751
Chanhassen city, MN.....	22,952	Duluth city, MN.....	86,265
Chapel Hill town, NC .....	57,233	Durham city, NC .....	228,330
Chardon city, OH .....	5,148	Durham County, NC .....	267,587
Charles County, MD .....	146,551	Dyer town, IN.....	16,390
Charlotte city, NC.....	731,424	Eagan city, MN .....	64,206
Charlotte County, FL .....	159,978	Eagle Mountain city, UT.....	21,415
Charlottesville city, VA.....	43,475	Eagle town, CO.....	6,508
Chattanooga city, TN.....	167,674	East Grand Forks city, MN .....	8,601
Chautauqua town, NY .....	4,464	East Lansing city, MI.....	48,579
Chesterfield County, VA.....	316,236	Eau Claire city, WI .....	65,883
Citrus Heights city, CA .....	83,301	Eden Prairie city, MN.....	60,797
Clackamas County, OR .....	375,992	Eden town, VT .....	1,323
Clarendon Hills village, IL .....	8,427	Edgerton city, KS .....	1,671
Clayton city, MO .....	15,939	Edgewater city, CO .....	5,170
Clearwater city, FL .....	107,685	Edina city, MN .....	47,941
Cleveland Heights city, OH .....	46,121	Edmond city, OK .....	81,405
Clinton city, SC .....	8,490	Edmonds city, WA.....	39,709
Clive city, IA .....	15,447	El Cerrito city, CA.....	23,549
Clovis city, CA .....	95,631	El Dorado County, CA.....	181,058
College Park city, MD .....	30,413	El Paso de Robles (Paso Robles) city, CA .....	29,793
College Station city, TX .....	93,857	Elk Grove city, CA .....	153,015
Colleyville city, TX.....	22,807	Elko New Market city, MN.....	4,110
Columbia city, MO.....	108,500	Elmhurst city, IL.....	44,121
Columbia city, SC.....	129,272	Encinitas city, CA .....	59,518
Columbia Falls city, MT.....	4,688	Englewood city, CO .....	30,255
Commerce City city, CO.....	45,913	Erie town, CO .....	18,135
Concord city, CA .....	122,067	Escambia County, FL.....	297,619
Concord town, MA.....	17,668	Estes Park town, CO.....	5,858
Conshohocken borough, PA .....	7,833	Euclid city, OH .....	48,920
Coolidge city, AZ.....	11,825	Fairview town, TX .....	7,248
Coon Rapids city, MN .....	61,476	Farmers Branch city, TX .....	28,616
Copperas Cove city, TX.....	32,032	Farmersville city, TX.....	3,301
Coral Springs city, FL.....	121,096	Farmington Hills city, MI.....	79,740

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Farmington town, CT .....	25,340	Hutto city, TX .....	14,698
Fayetteville city, NC .....	200,564	Independence city, MO .....	116,830
Fernandina Beach city, FL .....	11,487	Indianola city, IA .....	14,782
Fishers town, IN .....	76,794	Indio city, CA .....	76,036
Flagstaff city, AZ .....	65,870	Iowa City city, IA .....	67,862
Flower Mound town, TX .....	64,669	Irving city, TX .....	216,290
Forest Grove city, OR .....	21,083	Issaquah city, WA .....	30,434
Fort Collins city, CO .....	143,986	Jackson city, MO .....	13,758
Fort Lauderdale city, FL .....	165,521	Jackson County, MI .....	160,248
Fort Smith city, AR .....	86,209	James City County, VA .....	67,009
Franklin city, TN .....	62,487	Jefferson County, NY .....	116,229
Fremont city, CA .....	214,089	Jefferson Parish, LA .....	432,552
Friendswood city, TX .....	35,805	Johnson City city, TN .....	63,152
Fruita city, CO .....	12,646	Johnston city, IA .....	17,278
Gahanna city, OH .....	33,248	Jupiter town, FL .....	55,156
Gaithersburg city, MD .....	59,933	Kalamazoo city, MI .....	74,262
Galveston city, TX .....	47,743	Kansas City city, KS .....	145,786
Gardner city, KS .....	19,123	Kansas City city, MO .....	459,787
Georgetown city, TX .....	47,400	Keizer city, OR .....	36,478
Germantown city, TN .....	38,844	Kenmore city, WA .....	20,460
Gilbert town, AZ .....	208,453	Kennedale city, TX .....	6,763
Gillette city, WY .....	29,087	Kennett Square borough, PA .....	6,072
Glen Ellyn village, IL .....	27,450	Kent city, WA .....	92,411
Glendora city, CA .....	50,073	Kerrville city, TX .....	22,347
Glenview village, IL .....	44,692	Kettering city, OH .....	56,163
Globe city, AZ .....	7,532	Key West city, FL .....	24,649
Golden city, CO .....	18,867	King City city, CA .....	12,874
Golden Valley city, MN .....	20,371	King County, WA .....	1,931,249
Goodyear city, AZ .....	65,275	Kirkland city, WA .....	48,787
Grafton village, WI .....	11,459	Kirkwood city, MO .....	27,540
Grand Blanc city, MI .....	8,276	Knoxville city, IA .....	7,313
Grants Pass city, OR .....	34,533	La Plata town, MD .....	8,753
Grass Valley city, CA .....	12,860	La Porte city, TX .....	33,800
Greeley city, CO .....	92,889	La Vista city, NE .....	15,758
Greenville city, NC .....	84,554	Lafayette city, CO .....	24,453
Greenwich town, CT .....	61,171	Laguna Beach city, CA .....	22,723
Greenwood Village city, CO .....	13,925	Laguna Niguel city, CA .....	62,979
Greer city, SC .....	25,515	Lake Forest city, IL .....	19,375
Gunnison County, CO .....	15,324	Lake in the Hills village, IL .....	28,965
Hailey city, ID .....	7,960	Lake Stevens city, WA .....	28,069
Haines Borough, AK .....	2,508	Lake Worth city, FL .....	34,910
Haltom City city, TX .....	42,409	Lake Zurich village, IL .....	19,631
Hamilton city, OH .....	62,477	Lakeville city, MN .....	55,954
Hamilton town, MA .....	7,764	Lakewood city, CO .....	142,980
Hampton city, VA .....	137,436	Lakewood city, WA .....	58,163
Hanover County, VA .....	99,863	Lancaster County, SC .....	76,652
Harrisburg city, SD .....	4,089	Lane County, OR .....	351,715
Harrisonburg city, VA .....	48,914	Lansing city, MI .....	114,297
Harrisonville city, MO .....	10,019	Laramie city, WY .....	30,816
Hastings city, MN .....	22,172	Larimer County, CO .....	299,630
Hayward city, CA .....	144,186	Las Cruces city, NM .....	97,618
Henderson city, NV .....	257,729	Las Vegas city, NM .....	13,753
Herndon town, VA .....	23,292	Las Vegas city, NV .....	583,756
High Point city, NC .....	104,371	Lawrence city, KS .....	87,643
Highland Park city, IL .....	29,763	Lawrenceville city, GA .....	28,546
Highlands Ranch CDP, CO .....	96,713	Lee's Summit city, MO .....	91,364
Holland city, MI .....	33,051	Lehi city, UT .....	47,407
Homer Glen village, IL .....	24,220	Lenexa city, KS .....	48,190
Honolulu County, HI .....	953,207	Lewis County, NY .....	27,087
Hooksett town, NH .....	13,451	Lewiston city, ID .....	31,894
Hopkins city, MN .....	17,591	Lewisville city, TX .....	95,290
Hopkinton town, MA .....	14,925	Lewisville town, NC .....	12,639
Hoquiam city, WA .....	8,726	Libertyville village, IL .....	20,315
Horry County, SC .....	269,291	Lincoln city, NE .....	258,379
Howard village, WI .....	17,399	Lincolnwood village, IL .....	12,590
Hudson city, OH .....	22,262	Lindsborg city, KS .....	3,458
Hudson town, CO .....	2,356	Little Chute village, WI .....	10,449
Huntley village, IL .....	24,291	Littleton city, CO .....	41,737
Hurst city, TX .....	37,337	Livermore city, CA .....	80,968
Hutchinson city, MN .....	14,178	Lombard village, IL .....	43,165

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Lone Tree city, CO .....	10,218	New Orleans city, LA .....	343,829
Long Grove village, IL .....	8,043	New Port Richey city, FL .....	14,911
Longmont city, CO .....	86,270	New Smyrna Beach city, FL .....	22,464
Longview city, TX .....	80,455	New Ulm city, MN .....	13,522
Lonsdale city, MN .....	3,674	Newberg city, OR .....	22,068
Los Alamos County, NM .....	17,950	Newport city, RI .....	24,672
Los Altos Hills town, CA .....	7,922	Newport News city, VA .....	180,719
Louisville city, CO .....	18,376	Newton city, IA .....	15,254
Lower Merion township, PA .....	57,825	Noblesville city, IN .....	51,969
Lynchburg city, VA .....	75,568	Nogales city, AZ .....	20,837
Lynnwood city, WA .....	35,836	Norcross city, GA .....	9,116
Macomb County, MI .....	840,978	Norfolk city, NE .....	24,210
Manassas city, VA .....	37,821	Norfolk city, VA .....	242,803
Manhattan Beach city, CA .....	35,135	North Mankato city, MN .....	13,394
Manhattan city, KS .....	52,281	North Port city, FL .....	57,357
Mankato city, MN .....	39,309	North Richland Hills city, TX .....	63,343
Maple Grove city, MN .....	61,567	North Yarmouth town, ME .....	3,565
Maplewood city, MN .....	38,018	Novato city, CA .....	51,904
Maricopa County, AZ .....	3,817,117	Novi city, MI .....	55,224
Marion city, IA .....	34,768	O'Fallon city, IL .....	28,281
Mariposa County, CA .....	18,251	O'Fallon city, MO .....	79,329
Marshfield city, WI .....	19,118	Oak Park village, IL .....	51,878
Martinez city, CA .....	35,824	Oakland city, CA .....	390,724
Marysville city, WA .....	60,020	Oakley city, CA .....	35,432
Matthews town, NC .....	27,198	Oklahoma City city, OK .....	579,999
McAllen city, TX .....	129,877	Olathe city, KS .....	125,872
McKinney city, TX .....	131,117	Old Town city, ME .....	7,840
McMinville city, OR .....	32,187	Olmsted County, MN .....	144,248
Menlo Park city, CA .....	32,026	Olympia city, WA .....	46,478
Menomonee Falls village, WI .....	35,626	Orange village, OH .....	3,323
Mercer Island city, WA .....	22,699	Orland Park village, IL .....	56,767
Meridian charter township, MI .....	39,688	Orleans Parish, LA .....	343,829
Meridian city, ID .....	75,092	Oshkosh city, WI .....	66,083
Merriam city, KS .....	11,003	Oshtemo charter township, MI .....	21,705
Mesa city, AZ .....	439,041	Oswego village, IL .....	30,355
Mesa County, CO .....	146,723	Otsego County, MI .....	24,164
Miami Beach city, FL .....	87,779	Ottawa County, MI .....	263,801
Miami city, FL .....	399,457	Overland Park city, KS .....	173,372
Middleton city, WI .....	17,442	Paducah city, KY .....	25,024
Midland city, MI .....	41,863	Palm Beach Gardens city, FL .....	48,452
Milford city, DE .....	9,559	Palm Coast city, FL .....	75,180
Milton city, GA .....	32,661	Palo Alto city, CA .....	64,403
Minneapolis city, MN .....	382,578	Palos Verdes Estates city, CA .....	13,438
Minnetrissa city, MN .....	6,384	Papillion city, NE .....	18,894
Missouri City city, TX .....	67,358	Paradise Valley town, AZ .....	12,820
Modesto city, CA .....	201,165	Park City city, UT .....	7,558
Monterey city, CA .....	27,810	Parker town, CO .....	45,297
Montgomery city, MN .....	2,956	Parkland city, FL .....	23,962
Montgomery County, MD .....	971,777	Pasco city, WA .....	59,781
Monticello city, UT .....	1,972	Pasco County, FL .....	464,697
Montrose city, CO .....	19,132	Payette city, ID .....	7,433
Monument town, CO .....	5,530	Pearland city, TX .....	91,252
Mooreville town, NC .....	32,711	Peoria city, AZ .....	154,065
Moraga town, CA .....	16,016	Peoria city, IL .....	115,007
Morristown city, TN .....	29,137	Pflugerville city, TX .....	46,936
Morrisville town, NC .....	18,576	Phoenix city, AZ .....	1,445,632
Morro Bay city, CA .....	10,234	Pinehurst village, NC .....	13,124
Mountain Village town, CO .....	1,320	Piqua city, OH .....	20,522
Mountlake Terrace city, WA .....	19,909	Pitkin County, CO .....	17,148
Murphy city, TX .....	17,708	Plano city, TX .....	259,841
Naperville city, IL .....	141,853	Platte City city, MO .....	4,691
Napoleon city, OH .....	8,749	Pleasant Hill city, IA .....	8,785
Nederland city, TX .....	17,547	Pleasanton city, CA .....	70,285
Needham CDP, MA .....	28,886	Plymouth city, MN .....	70,576
Nevada City city, CA .....	3,068	Polk County, IA .....	430,640
Nevada County, CA .....	98,764	Pompano Beach city, FL .....	99,845
New Braunfels city, TX .....	57,740	Port Orange city, FL .....	56,048
New Brighton city, MN .....	21,456	Port St. Lucie city, FL .....	164,603
New Hanover County, NC .....	202,667	Portland city, OR .....	583,776
New Hope city, MN .....	20,339	Post Falls city, ID .....	27,574

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Powell city, OH .....	11,500	Shawnee city, OK.....	29,857
Powhatan County, VA.....	28,046	Sherborn town, MA .....	4,119
Prince William County, VA.....	402,002	Shoreline city, WA.....	53,007
Prior Lake city, MN.....	22,796	Shoreview city, MN .....	25,043
Pueblo city, CO .....	106,595	Shorewood village, IL.....	15,615
Purcellville town, VA.....	7,727	Shorewood village, WI .....	13,162
Queen Creek town, AZ .....	26,361	Sierra Vista city, AZ.....	43,888
Raleigh city, NC .....	403,892	Silverton city, OR .....	9,222
Ramsey city, MN.....	23,668	Sioux Center city, IA .....	7,048
Raymond town, ME.....	4,436	Sioux Falls city, SD.....	153,888
Raymore city, MO .....	19,206	Skokie village, IL.....	64,784
Redmond city, OR.....	26,215	Snellville city, GA .....	18,242
Redmond city, WA .....	54,144	Snoqualmie city, WA .....	10,670
Redwood City city, CA .....	76,815	Snowmass Village town, CO.....	2,826
Reno city, NV.....	225,221	Somerset town, MA.....	18,165
Reston CDP, VA .....	58,404	South Jordan city, UT.....	50,418
Richland city, WA .....	48,058	South Lake Tahoe city, CA.....	21,403
Richmond city, CA.....	103,701	Southlake city, TX.....	26,575
Richmond Heights city, MO.....	8,603	Spearfish city, SD.....	10,494
Rio Rancho city, NM.....	87,521	Spring Hill city, KS.....	5,437
River Falls city, WI.....	15,000	Springboro city, OH.....	17,409
Riverside city, CA .....	303,871	Springfield city, MO.....	159,498
Riverside city, MO .....	2,937	Springville city, UT .....	29,466
Roanoke city, VA.....	97,032	St. Augustine city, FL .....	12,975
Roanoke County, VA .....	92,376	St. Charles city, IL.....	32,974
Rochester Hills city, MI.....	70,995	St. Cloud city, FL.....	35,183
Rock Hill city, SC.....	66,154	St. Cloud city, MN .....	65,842
Rockville city, MD.....	61,209	St. Joseph city, MO .....	76,780
Roeland Park city, KS .....	6,731	St. Joseph town, WI.....	3,842
Rogers city, MN .....	8,597	St. Louis County, MN.....	200,226
Rohnert Park city, CA .....	40,971	State College borough, PA .....	42,034
Rolla city, MO .....	19,559	Steamboat Springs city, CO .....	12,088
Roselle village, IL.....	22,763	Sterling Heights city, MI .....	129,699
Rosemount city, MN.....	21,874	Sugar Grove village, IL .....	8,997
Rosenberg city, TX.....	30,618	Sugar Land city, TX.....	78,817
Roseville city, MN.....	33,660	Suisun City city, CA .....	28,111
Round Rock city, TX.....	99,887	Summit city, NJ.....	21,457
Royal Oak city, MI.....	57,236	Summit County, UT .....	36,324
Royal Palm Beach village, FL.....	34,140	Summit village, IL.....	11,054
Saco city, ME.....	18,482	Sunnyvale city, CA .....	140,081
Sacramento city, CA.....	466,488	Surprise city, AZ.....	117,517
Sahuarita town, AZ .....	25,259	Suwanee city, GA.....	15,355
Salida city, CO .....	5,236	Tacoma city, WA.....	198,397
Sammamish city, WA .....	45,780	Takoma Park city, MD .....	16,715
San Anselmo town, CA .....	12,336	Tamarac city, FL .....	60,427
San Diego city, CA .....	1,307,402	Temecula city, CA .....	100,097
San Francisco city, CA .....	805,235	Tempe city, AZ .....	161,719
San Jose city, CA .....	945,942	Temple city, TX.....	66,102
San Juan County, NM.....	130,044	Texarkana city, TX .....	36,411
San Marcos city, CA .....	83,781	The Woodlands CDP, TX.....	93,847
San Marcos city, TX.....	44,894	Thousand Oaks city, CA.....	126,683
San Rafael city, CA.....	57,713	Tigard city, OR.....	48,035
Sanford city, FL.....	53,570	Tracy city, CA .....	82,922
Sangamon County, IL.....	197,465	Trinidad CCD, CO.....	12,017
Santa Clarita city, CA.....	176,320	Tualatin city, OR .....	26,054
Santa Fe city, NM.....	67,947	Tulsa city, OK .....	391,906
Santa Fe County, NM .....	144,170	Tustin city, CA .....	75,540
Santa Monica city, CA.....	89,736	Twin Falls city, ID .....	44,125
Sarasota County, FL.....	379,448	Tyler city, TX .....	96,900
Savage city, MN.....	26,911	Unalaska city, AK .....	4,376
Schaumburg village, IL.....	74,227	University Heights city, OH .....	13,539
Schertz city, TX.....	31,465	University Park city, TX.....	23,068
Scott County, MN.....	129,928	Upper Arlington city, OH.....	33,771
Scottsdale city, AZ .....	217,385	Urbandale city, IA .....	39,463
Seaside city, CA .....	33,025	Vail town, CO.....	5,305
Sedona city, AZ.....	10,031	Vancouver city, WA .....	161,791
Sevierville city, TN .....	14,807	Ventura CCD, CA.....	111,889
Shakopee city, MN .....	37,076	Vernon Hills village, IL.....	25,113
Sharonville city, OH.....	13,560	Vestavia Hills city, AL .....	34,033
Shawnee city, KS .....	62,209	Victoria city, MN.....	7,345

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Vienna town, VA .....	15,687	White House city, TN .....	10,255
Virginia Beach city, VA.....	437,994	Wichita city, KS.....	382,368
Walnut Creek city, CA.....	64,173	Williamsburg city, VA.....	14,068
Warrensburg city, MO .....	18,838	Willowbrook village, IL .....	8,540
Washington County, MN .....	238,136	Wilmington city, NC.....	106,476
Washington town, NH .....	1,123	Wilsonville city, OR.....	19,509
Washoe County, NV .....	421,407	Windsor town, CO.....	18,644
Washougal city, WA .....	14,095	Windsor town, CT .....	29,044
Wauwatosa city, WI .....	46,396	Winnetka village, IL .....	12,187
Waverly city, IA .....	9,874	Winter Garden city, FL.....	34,568
Weddington town, NC .....	9,459	Woodbury city, MN.....	61,961
Wentzville city, MO.....	29,070	Woodinville city, WA.....	10,938
West Carrollton city, OH .....	13,143	Woodland city, CA.....	55,468
West Chester borough, PA.....	18,461	Wrentham town, MA .....	10,955
West Des Moines city, IA.....	56,609	Wyandotte County, KS .....	157,505
Western Springs village, IL .....	12,975	Yakima city, WA.....	91,067
Westerville city, OH.....	36,120	York County, VA.....	65,464
Westlake town, TX .....	992	Yorktown town, IN .....	9,405
Westminster city, CO.....	106,114	Yorkville city, IL .....	16,921
Weston town, MA.....	11,261	Yountville city, CA .....	2,933
Wheat Ridge city, CO .....	30,166		

## Appendix C: Detailed Survey Methods

The National Citizen Survey (The NCS™), conducted by National Research Center, Inc., was developed to provide communities an accurate, affordable and easy way to assess and interpret resident opinion about important local topics. Standardization of common questions and survey methods provide the rigor to assure valid results, and each community has enough flexibility to construct a customized version of The NCS.

Results offer insight into residents' perspectives about the community as a whole, including local amenities, services, public trust, resident participation and other aspects of the community in order to support budgeting, land use and strategic planning and communication with residents. Resident demographic characteristics permit comparison to the Census as well as comparison of results for different subgroups of residents. The City of Wilsonville funded this research. Please contact Bill Evans of the City of Wilsonville at [evans@ci.wilsonville.or.us](mailto:evans@ci.wilsonville.or.us) if you have any questions about the survey.

### Survey Validity

The question of survey validity has two parts: 1) how can a community be confident that the results from those who completed the questionnaire are representative of the results that would have been obtained had the survey been administered to the entire population? and 2) how closely do the perspectives recorded on the survey reflect what residents really believe or do?

To answer the first question, the best survey research practices were used for the resources spent to ensure that the results from the survey respondents reflect the opinions of residents in the entire community. These practices include:

- Using a mail-out/mail-back methodology, which typically gets a higher response rate than phone for the same dollars spent. A higher response rate lessens the worry that those who did not respond are different than those who did respond.
- Selecting households at random within the community to receive the survey to ensure that the households selected to receive the survey are representative of the larger community.
- Over-sampling multi-family housing units to improve response from hard-to-reach, lower income or younger apartment dwellers.
- Selecting the respondent within the household using an unbiased sampling procedure; in this case, the "birthday method." The cover letter included an instruction requesting that the respondent in the household be the adult (18 years old or older) who most recently had a birthday, irrespective of year of birth.
- Contacting potential respondents three times to encourage response from people who may have different opinions or habits than those who would respond with only a single prompt.
- Inviting response in a compelling manner (using appropriate letterhead/logos and a signature of a visible leader) to appeal to recipients' sense of civic responsibility.
- Providing a pre-addressed, postage-paid return envelope.
- Offering the survey in Spanish or other language when requested by a given community.
- Weighting the results to reflect the demographics of the population.

The answer to the second question about how closely the perspectives recorded on the survey reflect what residents really believe or do is more complex. Resident responses to surveys are influenced by a variety of factors. For questions about service quality, residents' expectations for service quality play a role as well as the "objective" quality of the service provided, the way the resident perceives the entire community (that is, the context in which the service is provided), the scale on which the resident is asked to record his or her opinion and, of course, the opinion, itself, that a resident holds about the service. Similarly a resident's report of certain behaviors is colored by what he or she believes is the socially desirable response (e.g., reporting tolerant behaviors toward "oppressed groups," likelihood of voting for a tax increase for services to poor people, use of alternative modes of travel to work besides the single occupancy vehicle), his or her memory of the actual behavior (if it is not a question speculating about future actions, like a vote), his or her confidence that he or she can be honest without suffering any negative consequences (thus the need for anonymity) as well as the actual behavior itself.

How closely survey results come to recording the way a person really feels or behaves often is measured by the coincidence of reported behavior with observed current behavior (e.g., driving habits), reported intentions to behave with observed future behavior (e.g., voting choices) or reported opinions about current community quality

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with objective characteristics of the community (e.g., feelings of safety correlated with rates of crime). There is a body of scientific literature that has investigated the relationship between reported behaviors and actual behaviors. Well-conducted surveys, by and large, do capture true respondent behaviors or intentions to act with great accuracy. Predictions of voting outcomes tend to be quite accurate using survey research, as do reported behaviors that are not about highly sensitive issues (e.g., family abuse or other illegal or morally sanctioned activities). For self-reports about highly sensitive issues, statistical adjustments can be made to correct for the respondents' tendency to report what they think the "correct" response should be.

Research on the correlation of resident opinion about service quality and "objective" ratings of service quality vary, with some showing stronger relationships than others. NRC's own research has demonstrated that residents who report the lowest ratings of street repair live in communities with objectively worse street conditions than those who report high ratings of street repair (based on road quality, delay in street repair, number of road repair employees). Similarly, the lowest rated fire services appear to be "objectively" worse than the highest rated fire services (expenditures per capita, response time, "professional" status of firefighters, breadth of services and training provided). Resident opinion commonly reflects objective performance data but is an important measure on its own. NRC principals have written, "If you collect trash three times a day but residents think that your trash haul is lousy, you still have a problem."

### Selecting Survey Recipients

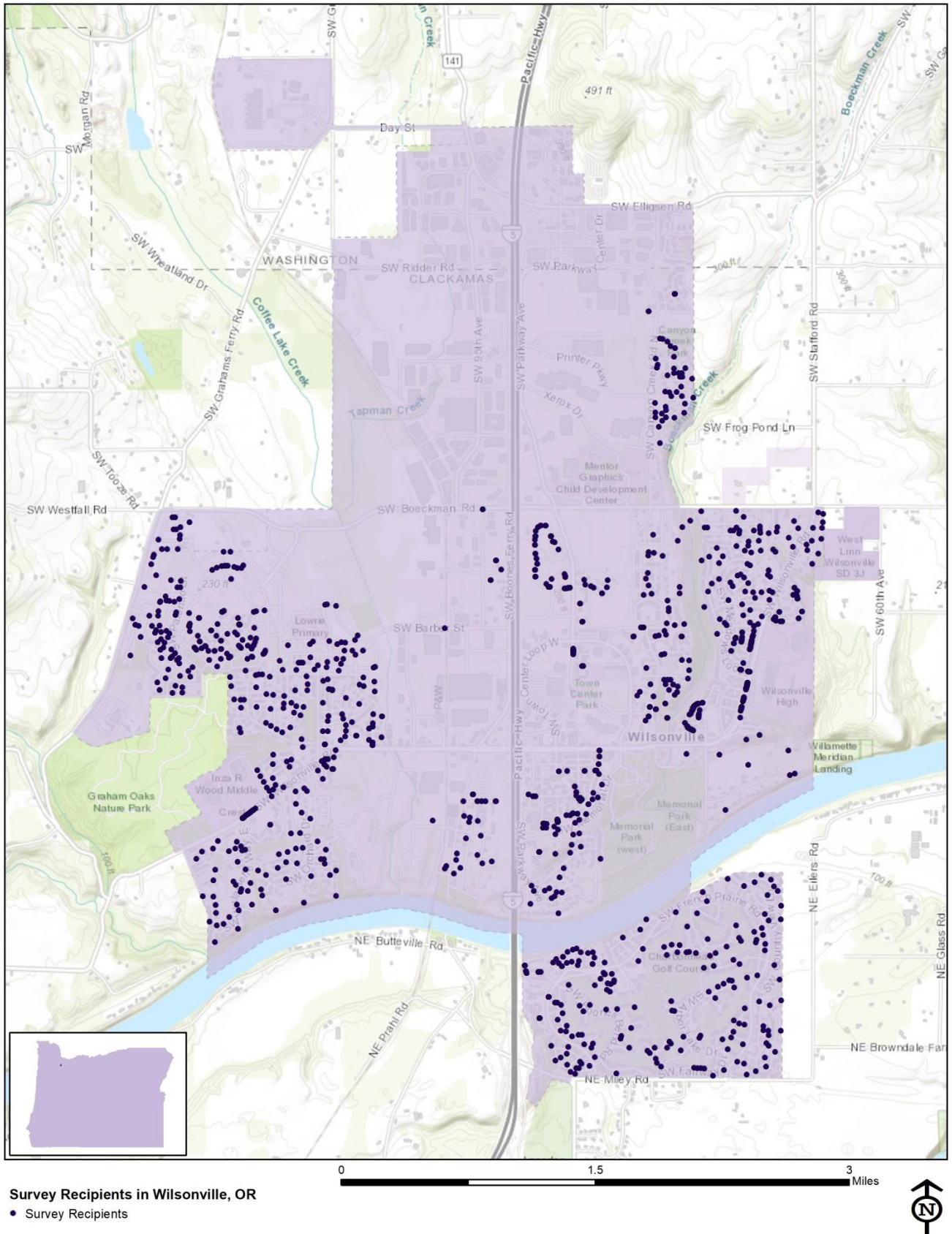
"Sampling" refers to the method by which households were chosen to receive the survey. All households within the City of Wilsonville were eligible to participate in the survey. A list of all households within the zip codes serving Wilsonville was purchased from Go-Dog Direct based on updated listings from the United States Postal Service. Since some of the zip codes that serve the City of Wilsonville households may also serve addresses that lie outside of the community, the exact geographic location of each housing unit was compared to community boundaries using the most current municipal boundary file (updated on a quarterly basis) and addresses located outside of the City of Wilsonville boundaries were removed from consideration.

To choose the 1,600 survey recipients, a systematic sampling method was applied to the list of households previously screened for geographic location. Systematic sampling is a procedure whereby a complete list of all possible households is culled, selecting every *Nth* one, giving each eligible household a known probability of selection, until the appropriate number of households is selected. Multi-family housing units were selected at a higher rate as residents of this type of housing typically respond at lower rates to surveys than do those in single-family housing units. Figure 1 displays a map of the households selected to receive the survey. In general, because of the random sampling techniques used, the displayed sampling density will closely mirror the overall housing unit density (which may be different from the population density). While the theory of probability assumes no bias in selection, there may be some minor variations in practice (meaning, an area with only 15% of the housing units might be selected at an actual rate that is slightly above or below that).

An individual within each household was selected using the birthday method. The birthday method selects a person within the household by asking the "person whose birthday has most recently passed" to complete the questionnaire. The underlying assumption in this method is that day of birth has no relationship to the way people respond to surveys. This instruction was contained in the cover letter accompanying the questionnaire.

In addition to the scientific, random selection of households, a link to an online "opt-in" survey was publicized and posted to the City of Wilsonville website. This opt-in survey was identical to the scientific survey and open to all City residents.

Figure 1: Location of Survey Recipients





## Survey Administration and Response

Selected households received three mailings, one week apart, beginning on May 4, 2018. The first mailing was a prenotification postcard announcing the upcoming survey. The next mailing contained a letter from the Mayor inviting the household to participate, a questionnaire and a postage-paid return envelope. The final mailing contained a reminder letter, another survey and a postage-paid return envelope. The second cover letter asked those who had not completed the survey to do so and those who had already done so to refrain from turning in another survey. The survey was available in English. Completed surveys were collected over the following seven weeks. The online “opt-in” survey became available to all residents on June 8, 2018 and remained open for four weeks.

About 4% of the 1,600 surveys mailed were returned because the housing unit was vacant or the postal service was unable to deliver the survey as addressed. Of the remaining 1,537 households that received the survey, 392 completed the mailed survey, providing an overall response rate of 26%. Of the 392 completed surveys, 44 were completed online. The response rate was calculated using AAPOR’s response rate #2<sup>1</sup> for mailed surveys of unnamed persons. Additionally, 176 residents completed the online opt-in survey, providing a grand total of 568 completed surveys.

Table 73: Mailed Survey Response Rate

	Overall
Total sample used	1,600
I=Complete Interviews	384
P=Partial Interviews	8
R=Refusal and break off	1
NC=Non Contact	0
O=Other	0
UH=Unknown household	0
UO=Unknown other	1,144
Response rate: $(I+P)/(I+P) + (R+NC+O) + (UH+UO)$	26%

## Confidence Intervals

It is customary to describe the precision of estimates made from surveys by a “level of confidence” and accompanying “confidence interval” (or margin of error). A traditional level of confidence, and the one used here, is 95%. The 95% confidence interval can be any size and quantifies the sampling error or imprecision of the survey results because some residents’ opinions are relied on to estimate all residents’ opinions.<sup>2</sup>

The margin of error for the City of Wilsonville survey is no greater than plus or minus four<sup>3</sup> percentage points around any given percent reported for all respondents (568 completed surveys).

For subgroups of responses, the margin of error increases because the number of respondents for the subgroup is smaller. For subgroups of approximately 100 respondents, the margin of error is plus or minus 10 percentage points.

## Survey Processing (Data Entry)

Upon receipt, completed surveys were assigned a unique identification number. Additionally, each survey was reviewed and “cleaned” as necessary. For example, a question may have asked a respondent to pick two items out

<sup>1</sup> See AAPOR’s Standard Definitions here: [http://www.aapor.org/Standards-Ethics/Standard-Definitions-\(1\).aspx](http://www.aapor.org/Standards-Ethics/Standard-Definitions-(1).aspx) for more information

<sup>2</sup> A 95% confidence interval indicates that for every 100 random samples of this many residents, 95 of the confidence intervals created will include the “true” population response. This theory is applied in practice to mean that the “true” perspective of the target population lies within the confidence interval created for a single survey. For example, if 75% of residents rate a service as “excellent” or “good,” then the 4% margin of error (for the 95% confidence interval) indicates that the range of likely responses for the entire community is between 71% and 79%. This source of uncertainty is called sampling error. In addition to sampling error, other sources of error may affect any survey, including the non-response of residents with opinions different from survey responders. Though standardized on The NCS, on other surveys, differences in question wording, order, translation and data entry, as examples, can lead to somewhat varying results.

<sup>3</sup> Although this has become the traditional way to describe survey research precision, when opt-in results are blended with scientific results, assumptions about randomness of responses are not the same as when results come only from the random sample. Consequently other terms sometimes are used in place of “confidence interval” or “margin of error,” such as “credibility intervals.” We hew to the traditional way of describing sample-driven uncertainty while we work with the industry to sort out the best ways to describe these new approaches.

## The National Citizen Survey™

of a list of five, but the respondent checked three; in this case, NRC would use protocols to randomly choose two of the three selected items for inclusion in the dataset.

All surveys then were entered twice into an electronic dataset; any discrepancies were resolved in comparison to the original survey form. Range checks as well as other forms of quality control were also performed.

NRC used SurveyGizmo, a web-based survey and analytics platform, to collect the online survey data. Use of an online system means all collected data are entered into the dataset when the respondents submit the surveys. Skip patterns are programmed into system so respondents are automatically “skipped” to the appropriate question based on the individual responses being given. Online programming also allows for more rigid control of the data format, making extensive data cleaning unnecessary.

A series of quality control checks were also performed in order to ensure the integrity of the web data. Steps may include and not be limited to reviewing the data for clusters of repeat IP addresses and time stamps (indicating duplicate responses) and removing empty submissions (questionnaires submitted with no questions answered).

### Survey Data Weighting

Upon completion of data collection for both the scientific (probability) and nonscientific open participation online opt-in (non-probability) surveys, data were compared in order to determine whether it was appropriate to combine, or blend, both datasets together. In the case of Wilsonville, characteristics of respondents to the non-probability survey were similar to the probability survey, in both respondent trait and opinion, indicating that the two datasets could be blended. This decision reflects a growing trend in survey research toward integration of traditional scientific probability survey respondents and non-probability survey respondents (opt-in).

The demographic characteristics of the survey respondents were compared to those found in the 2010 Census and American Community Survey estimates for adults in the City of Wilsonville. The primary objective of weighting survey data is to make the survey respondents reflective of the larger population of the community. Both survey datasets were weighted independently and then combined into one final dataset. The characteristics used for weighting were housing tenure, housing unit type, race and ethnicity and sex and age. No adjustments were made for design effects.

The results of the weighting scheme are presented in the following table.

## The National Citizen Survey™

Table 74: Wilsonville, OR 2018 Weighting Table

Characteristic	2010 Census	Unweighted Data	Weighted Data
<b>Housing</b>			
Rent home	54%	23%	50%
Own home	46%	77%	50%
Detached unit*	41%	65%	42%
Attached unit*	59%	35%	58%
<b>Race and Ethnicity</b>			
White	87%	91%	88%
Not white	13%	9%	12%
Not Hispanic	90%	97%	95%
Hispanic	10%	3%	5%
<b>Sex and Age</b>			
Female	53%	64%	57%
Male	47%	36%	43%
18-34 years of age	32%	11%	27%
35-54 years of age	35%	25%	36%
55+ years of age	33%	64%	37%
Females 18-34	16%	9%	17%
Females 35-54	18%	15%	19%
Females 55+	18%	40%	21%
Males 18-34	16%	2%	10%
Males 35-54	17%	10%	18%
Males 55+	14%	24%	15%

\* U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

## Survey Data Analysis and Reporting

The survey dataset was analyzed using the Statistical Package for the Social Sciences (SPSS). For the most part, the percentages presented in the reports represent the “percent positive.” The percent positive is the combination of the top two most positive response options (i.e., “excellent” and “good,” “very safe” and “somewhat safe,” “essential” and “very important,” etc.), or, in the case of resident behaviors/participation, the percent positive represents the proportion of respondents indicating “yes” or participating in an activity at least once a month.

On many of the questions in the survey respondents may answer “don’t know.” The proportion of respondents giving this reply is shown in the full set of responses included in Appendix A. However, these responses have been removed from the analyses presented in the reports. In other words, the tables and graphs display the responses from respondents who had an opinion about a specific item. When a table for a question that only permitted a single response does not total to exactly 100%, it is due to the common practice of percentages being rounded to the nearest whole number.

## **Appendix D: Survey Materials**

Dear Wilsonville Resident,

It won't take much of your time to make a big difference!

Your household has been randomly selected to participate in a survey about your community. Your survey will arrive in a few days.

Thank you for helping create a better city!

Sincerely,



Tim Knapp  
Mayor

Dear Wilsonville Resident,

It won't take much of your time to make a big difference!

Your household has been randomly selected to participate in a survey about your community. Your survey will arrive in a few days.

Thank you for helping create a better city!

Sincerely,



Tim Knapp  
Mayor

Dear Wilsonville Resident,

It won't take much of your time to make a big difference!

Your household has been randomly selected to participate in a survey about your community. Your survey will arrive in a few days.

Thank you for helping create a better city!

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Mayor

Dear Wilsonville Resident,

It won't take much of your time to make a big difference!

Your household has been randomly selected to participate in a survey about your community. Your survey will arrive in a few days.

Thank you for helping create a better city!

Sincerely,



Tim Knapp  
Mayor



CITY OF WILSONVILLE  
29799 SW Town Center Loop East  
Wilsonville, OR 97070

Presorted  
First Class Mail  
US Postage  
PAID  
Boulder, CO  
Permit NO. 94



CITY OF WILSONVILLE  
29799 SW Town Center Loop East  
Wilsonville, OR 97070

Presorted  
First Class Mail  
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US Postage  
PAID  
Boulder, CO  
Permit NO. 94



May 2018

Dear City of Wilsonville Resident:

Please help us shape the future of Wilsonville! You have been selected at random to participate in the 2018 Wilsonville Citizen Survey.

Please take a few minutes to fill out the enclosed survey. Your participation in this survey is very important – especially since your household is one of only a small number of households being surveyed. Your feedback will help Wilsonville make decisions that affect our city.

**A few things to remember:**

- **Your responses are completely anonymous.**
- In order to hear from a diverse group of residents, the adult 18 years or older in your household who most recently had a birthday should complete this survey.
- **You may return the survey by mail in the enclosed postage-paid envelope, or you can complete the survey online at:**

**<http://bit.ly/wilsonville2018>**

If you have any questions about the survey please call 503-570-1503.

Thank you for your time and participation!

Sincerely,

Tim Knapp  
Mayor



May 2018

Dear City of Wilsonville Resident:

Here's a second chance if you haven't already responded to the 2018 Wilsonville Citizen Survey! **(If you completed it and sent it back, we thank you for your time and ask you to recycle this survey. Please do not respond twice.)**

Please help us shape the future of Wilsonville! You have been selected at random to participate in the 2018 Wilsonville Citizen Survey.

Please take a few minutes to fill out the enclosed survey. Your participation in this survey is very important – especially since your household is one of only a small number of households being surveyed. Your feedback will help Wilsonville make decisions that affect our city.

**A few things to remember:**

- **Your responses are completely anonymous.**
- In order to hear from a diverse group of residents, the adult 18 years or older in your household who most recently had a birthday should complete this survey.
- **You may return the survey by mail in the enclosed postage-paid envelope, or you can complete the survey online at:**

**<http://bit.ly/wilsonville2018>**

If you have any questions about the survey please call 503-570-1503.

Thank you for your time and participation!

Sincerely,

A handwritten signature in black ink that reads "Tim Knapp".

Tim Knapp  
Mayor



# The City of Wilsonville 2018 Citizen Survey

Please complete this questionnaire if you are the adult (age 18 or older) in the household who most recently had a birthday. The adult’s year of birth does not matter. Please select the response (by circling the number or checking the box) that most closely represents your opinion for each question. Your responses are anonymous and will be reported in group form only.

**1. Please rate each of the following aspects of quality of life in Wilsonville:**

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Wilsonville as a place to live.....	1	2	3	4	5
Your neighborhood as a place to live.....	1	2	3	4	5
Wilsonville as a place to raise children.....	1	2	3	4	5
Wilsonville as a place to work.....	1	2	3	4	5
Wilsonville as a place to visit.....	1	2	3	4	5
Wilsonville as a place to retire.....	1	2	3	4	5
The overall quality of life in Wilsonville.....	1	2	3	4	5

**2. Please rate each of the following characteristics as they relate to Wilsonville as a whole:**

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Overall feeling of safety in Wilsonville.....	1	2	3	4	5
Overall ease of getting to the places you usually have to visit.....	1	2	3	4	5
Quality of overall natural environment in Wilsonville.....	1	2	3	4	5
Overall “built environment” of Wilsonville (including overall design, buildings, parks and transportation systems).....	1	2	3	4	5
Health and wellness opportunities in Wilsonville.....	1	2	3	4	5
Overall opportunities for education and enrichment.....	1	2	3	4	5
Overall economic health of Wilsonville.....	1	2	3	4	5
Sense of community.....	1	2	3	4	5
Overall image or reputation of Wilsonville.....	1	2	3	4	5

**3. Please indicate how likely or unlikely you are to do each of the following:**

	<i>Very likely</i>	<i>Somewhat likely</i>	<i>Somewhat unlikely</i>	<i>Very unlikely</i>	<i>Don't know</i>
Recommend living in Wilsonville to someone who asks.....	1	2	3	4	5
Remain in Wilsonville for the next five years.....	1	2	3	4	5

**4. Please rate how safe or unsafe you feel:**

	<i>Very safe</i>	<i>Somewhat safe</i>	<i>Neither safe nor unsafe</i>	<i>Somewhat unsafe</i>	<i>Very unsafe</i>	<i>Don't know</i>
In your neighborhood during the day.....	1	2	3	4	5	6
In Wilsonville’s commercial areas during the day.....	1	2	3	4	5	6

**5. Please rate each of the following characteristics as they relate to Wilsonville as a whole:**

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Traffic flow on major streets.....	1	2	3	4	5
Ease of travel by car in Wilsonville.....	1	2	3	4	5
Ease of travel by public transportation in Wilsonville.....	1	2	3	4	5
Ease of travel by bicycle in Wilsonville.....	1	2	3	4	5
Ease of walking in Wilsonville.....	1	2	3	4	5
Availability of paths and walking trails.....	1	2	3	4	5
Cleanliness of Wilsonville.....	1	2	3	4	5
Overall appearance of Wilsonville.....	1	2	3	4	5
Public places where people want to spend time.....	1	2	3	4	5
Variety of housing options.....	1	2	3	4	5
Availability of affordable quality housing.....	1	2	3	4	5
Fitness opportunities (including exercise classes and paths or trails, etc.).....	1	2	3	4	5
Recreational opportunities.....	1	2	3	4	5
Availability of affordable quality food.....	1	2	3	4	5
Access to bus stops (sidewalks available/ADA accessible).....	1	2	3	4	5

**6. Please rate each of the following characteristics as they relate to Wilsonville as a whole:**

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Availability of affordable quality child care/preschool .....	1	2	3	4	5
K-12 education .....	1	2	3	4	5
Adult educational opportunities.....	1	2	3	4	5
Opportunities to attend cultural/arts/music activities .....	1	2	3	4	5
Opportunities to participate in religious or spiritual events and activities .....	1	2	3	4	5
Employment opportunities .....	1	2	3	4	5
Shopping opportunities.....	1	2	3	4	5
Cost of living in Wilsonville .....	1	2	3	4	5
Overall quality of business and service establishments in Wilsonville.....	1	2	3	4	5
Vibrant commercial areas.....	1	2	3	4	5
Overall quality of new development in Wilsonville .....	1	2	3	4	5
Opportunities to participate in social events and activities .....	1	2	3	4	5
Opportunities to volunteer.....	1	2	3	4	5
Opportunities to participate in community matters .....	1	2	3	4	5
Openness and acceptance of the community toward people of diverse backgrounds .....	1	2	3	4	5
Neighborliness of residents in Wilsonville .....	1	2	3	4	5

**7. Please indicate whether or not you have done each of the following in the last 12 months.**

	<i>No</i>	<i>Yes</i>
Made efforts to conserve water .....	1	2
Made efforts to make your home more energy efficient .....	1	2
Observed a code violation or other hazard in Wilsonville (weeds, abandoned buildings, etc.).....	1	2
Household member was a victim of a crime in Wilsonville .....	1	2
Reported a crime to the police in Wilsonville .....	1	2
Stocked supplies in preparation for an emergency .....	1	2
Campaigned or advocated for an issue, cause or candidate .....	1	2
Contacted the City of Wilsonville (in-person, phone, email or web) for help or information.....	1	2
Contacted Wilsonville elected officials (in-person, phone, email or web) to express your opinion .....	1	2
Learned to ride the bus with the help of a Travel Trainer .....	1	2

**8. In the last 12 months, about how many times, if at all, have you or other household members done each of the following in Wilsonville?**

	<i>2 times a week or more</i>	<i>2-4 times a month</i>	<i>Once a month or less</i>	<i>Not at all</i>
Used Wilsonville recreation centers or their services .....	1	2	3	4
Visited a neighborhood park or City park.....	1	2	3	4
Used Wilsonville public libraries or their services.....	1	2	3	4
Participated in religious or spiritual activities in Wilsonville.....	1	2	3	4
Attended a City-sponsored event.....	1	2	3	4
Used bus, rail, subway or other public transportation instead of driving.....	1	2	3	4
Carpooled with other adults or children instead of driving alone.....	1	2	3	4
Walked or biked instead of driving .....	1	2	3	4
Volunteered your time to some group/activity in Wilsonville.....	1	2	3	4
Participated in a club .....	1	2	3	4
Talked to or visited with your immediate neighbors .....	1	2	3	4
Done a favor for a neighbor.....	1	2	3	4
Traveled using the local SMART bus .....	1	2	3	4
Traveled using SMART Dial-A-Ride.....	1	2	3	4

**9. Thinking about local public meetings (of local elected officials like City Council or County Commissioners, advisory boards, town halls, HOA, neighborhood watch, etc.), in the last 12 months, about how many times, if at all, have you or other household members attended or watched a local public meeting?**

	<i>2 times a week or more</i>	<i>2-4 times a month</i>	<i>Once a month or less</i>	<i>Not at all</i>
<u>Attended</u> a local public meeting .....	1	2	3	4
<u>Watched</u> (online or on television) a local public meeting.....	1	2	3	4

## The City of Wilsonville 2018 Citizen Survey

### 10. Please rate the quality of each of the following services in Wilsonville:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Police/Sheriff services.....	1	2	3	4	5
Fire services.....	1	2	3	4	5
Ambulance or emergency medical services .....	1	2	3	4	5
Crime prevention.....	1	2	3	4	5
Fire prevention and education.....	1	2	3	4	5
Traffic enforcement.....	1	2	3	4	5
Street repair.....	1	2	3	4	5
Street cleaning.....	1	2	3	4	5
Street lighting.....	1	2	3	4	5
Sidewalk maintenance.....	1	2	3	4	5
Traffic signal timing.....	1	2	3	4	5
Bus or transit services.....	1	2	3	4	5
Garbage collection.....	1	2	3	4	5
Recycling.....	1	2	3	4	5
Yard waste pick-up.....	1	2	3	4	5
Storm drainage.....	1	2	3	4	5
Drinking water.....	1	2	3	4	5
Sewer services.....	1	2	3	4	5
Power (electric and/or gas) utility.....	1	2	3	4	5
City of Wilsonville utility billing.....	1	2	3	4	5
City parks.....	1	2	3	4	5
Recreation programs or classes.....	1	2	3	4	5
Recreation centers or facilities.....	1	2	3	4	5
Land use, planning and zoning.....	1	2	3	4	5
Code enforcement (weeds, abandoned buildings, etc.) .....	1	2	3	4	5
Animal control.....	1	2	3	4	5
Economic development.....	1	2	3	4	5
Public library services.....	1	2	3	4	5
Public information services.....	1	2	3	4	5
Cable television.....	1	2	3	4	5
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations).....	1	2	3	4	5
Preservation of natural areas such as open space, farmlands and greenbelts.....	1	2	3	4	5
Wilsonville open space.....	1	2	3	4	5
City-sponsored special events.....	1	2	3	4	5
Overall customer service by Wilsonville employees (police, receptionists, planners, etc.).....	1	2	3	4	5

### 11. Overall, how would you rate the quality of the services provided by each of the following?

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
The City of Wilsonville.....	1	2	3	4	5
The Federal Government.....	1	2	3	4	5

### 12. Please rate the following categories of Wilsonville government performance:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
The value of services for the taxes paid to Wilsonville.....	1	2	3	4	5
The overall direction that Wilsonville is taking.....	1	2	3	4	5
The job Wilsonville government does at welcoming citizen involvement.....	1	2	3	4	5
Overall confidence in Wilsonville government.....	1	2	3	4	5
Generally acting in the best interest of the community.....	1	2	3	4	5
Being honest.....	1	2	3	4	5
Treating all residents fairly.....	1	2	3	4	5

**13. Please rate how important, if at all, you think it is for the Wilsonville community to focus on each of the following in the coming two years:**

	<i>Essential</i>	<i>Very important</i>	<i>Somewhat important</i>	<i>Not at all important</i>
Overall feeling of safety in Wilsonville.....	1	2	3	4
Overall ease of getting to the places you usually have to visit.....	1	2	3	4
Quality of overall natural environment in Wilsonville.....	1	2	3	4
Overall “built environment” of Wilsonville (including overall design, buildings, parks and transportation systems) .....	1	2	3	4
Health and wellness opportunities in Wilsonville.....	1	2	3	4
Overall opportunities for education and enrichment.....	1	2	3	4
Overall economic health of Wilsonville .....	1	2	3	4
Sense of community .....	1	2	3	4

**14. Please indicate whether each of the following is a major source, minor source, or not a source of information regarding Wilsonville City Government:**

	<i>Major source</i>	<i>Minor source</i>	<i>Not a source</i>
Boones Ferry Messenger (City newsletter) .....	1	2	3
<i>Wilsonville Spokesman</i> .....	1	2	3
<i>Oregonian</i> .....	1	2	3
Local public access television .....	1	2	3
City of Wilsonville website (www.ci.wilsonville.or.us).....	1	2	3
City’s Facebook page .....	1	2	3
City’s Twitter account .....	1	2	3
Oregon Live website’s Wilsonville blog page.....	1	2	3
Neighborhood newsletter.....	1	2	3

**15. How likely would you be, if at all, to use each of the following methods when communicating directly with the City of Wilsonville to ask a question or share information?**

	<i>Very likely</i>	<i>Somewhat likely</i>	<i>Somewhat unlikely</i>	<i>Very unlikely</i>
Phone call with a City official .....	1	2	3	4
Email City official .....	1	2	3	4
Use “Ask the City” system on City’s website .....	1	2	3	4
Participate in an online survey or forum .....	1	2	3	4
Comment on City’s social media site (Facebook, Twitter, Nextdoor, Instagram, other).....	1	2	3	4
Speak to official at City Hall .....	1	2	3	4
Attend a meeting at City Hall.....	1	2	3	4

**16. How important to you, if at all, is it that the City focus efforts on each of the following to promote healthy living choices?**

	<i>Essential</i>	<i>Very important</i>	<i>Somewhat important</i>	<i>Not at all important</i>
Improve sidewalks and bike lanes in town for safer travel by walking or biking.....	1	2	3	4
Increase recreational opportunities and programs.....	1	2	3	4
Increase accessibility of parks and outdoor recreation spaces.....	1	2	3	4
Increase opportunities to learn about health and wellness opportunities .....	1	2	3	4

**17. What do you think is the biggest priority facing the City of Wilsonville over the next five years?**

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# The City of Wilsonville 2018 Citizen Survey

**Our last questions are about you and your household. Again, all of your responses to this survey are completely anonymous and will be reported in group form only.**

**D1. How often, if at all, do you do each of the following, considering all of the times you could?**

	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
Recycle at home.....	1	2	3	4	5
Purchase goods or services from a business located in Wilsonville.....	1	2	3	4	5
Eat at least 5 portions of fruits and vegetables a day.....	1	2	3	4	5
Participate in moderate or vigorous physical activity.....	1	2	3	4	5
Read or watch local news (via television, paper, computer, etc.).....	1	2	3	4	5
Vote in local elections.....	1	2	3	4	5

**D2. Would you say that in general your health is:**

- Excellent       Very good       Good       Fair       Poor

**D3. What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:**

- Very positive       Somewhat positive       Neutral       Somewhat negative       Very negative

**D4. What is your employment status?**

- Working full time for pay  
 Working part time for pay  
 Unemployed, looking for paid work  
 Unemployed, not looking for paid work  
 Fully retired

**D5. Do you work inside the boundaries of Wilsonville?**

- Yes, outside the home  
 Yes, from home  
 No

**D6. How many years have you lived in Wilsonville?**

- Less than 2 years       11-20 years  
 2-5 years       More than 20 years  
 6-10 years

**D7. Which best describes the building you live in?**

- One family house detached from any other houses  
 Building with two or more homes (duplex, townhome, apartment or condominium)  
 Mobile home  
 Other

**D8. Is this house, apartment or mobile home...**

- Rented  
 Owned

**D9. About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance and homeowners' association (HOA) fees)?**

- Less than \$300 per month  
 \$300 to \$599 per month  
 \$600 to \$999 per month  
 \$1,000 to \$1,499 per month  
 \$1,500 to \$2,499 per month  
 \$2,500 or more per month

**D10. Do any children 17 or under live in your household?**

- No       Yes

**D11. Are you or any other members of your household aged 65 or older?**

- No       Yes

**D12. How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.)**

- Less than \$25,000  
 \$25,000 to \$49,999  
 \$50,000 to \$99,999  
 \$100,000 to \$149,999  
 \$150,000 or more

**Please respond to both questions D13 and D14:**

**D13. Are you Spanish, Hispanic or Latino?**

- No, not Spanish, Hispanic or Latino  
 Yes, I consider myself to be Spanish, Hispanic or Latino

**D14. What is your race? (Mark one or more races to indicate what race you consider yourself to be.)**

- American Indian or Alaskan Native  
 Asian, Asian Indian or Pacific Islander  
 Black or African American  
 White  
 Other

**D15. In which category is your age?**

- 18-24 years       55-64 years  
 25-34 years       65-74 years  
 35-44 years       75 years or older  
 45-54 years

**D16. What is your sex?**

- Female       Male

**D17. Do you consider a cell phone or land line your primary telephone number?**

- Cell       Land line       Both

**Thank you for completing this survey. Please return the completed survey in the postage-paid envelope to: National Research Center, Inc., PO Box 549, Belle Mead, NJ 08502**



CITY OF WILSONVILLE  
29799 SW Town Center Loop East  
Wilsonville, OR 97070

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**THE NCS**<sup>TM</sup>  
The National Citizen Survey<sup>TM</sup>

# Wilsonville, OR

## Key Findings 2018

The NCS is presented by NRC in collaboration with ICMA



*Leaders at the Core of Better Communities*

**“Cities have the capability of providing something for everybody, only because, and only when, they are created by everybody.”** [L] [SEP]

Jane Jacobs, *The Death and Life of Great American Cities*



# About The NCS

- **Community Livability**
  - Community Characteristics
  - Governance
  - Participation



# Facets of Community Livability

Safety

Mobility

Economy

Recreation  
and Wellness

Quality of  
Community  
Overall

Natural  
Environment

Built  
Environment

Education  
and  
Enrichment

Community  
Engagement

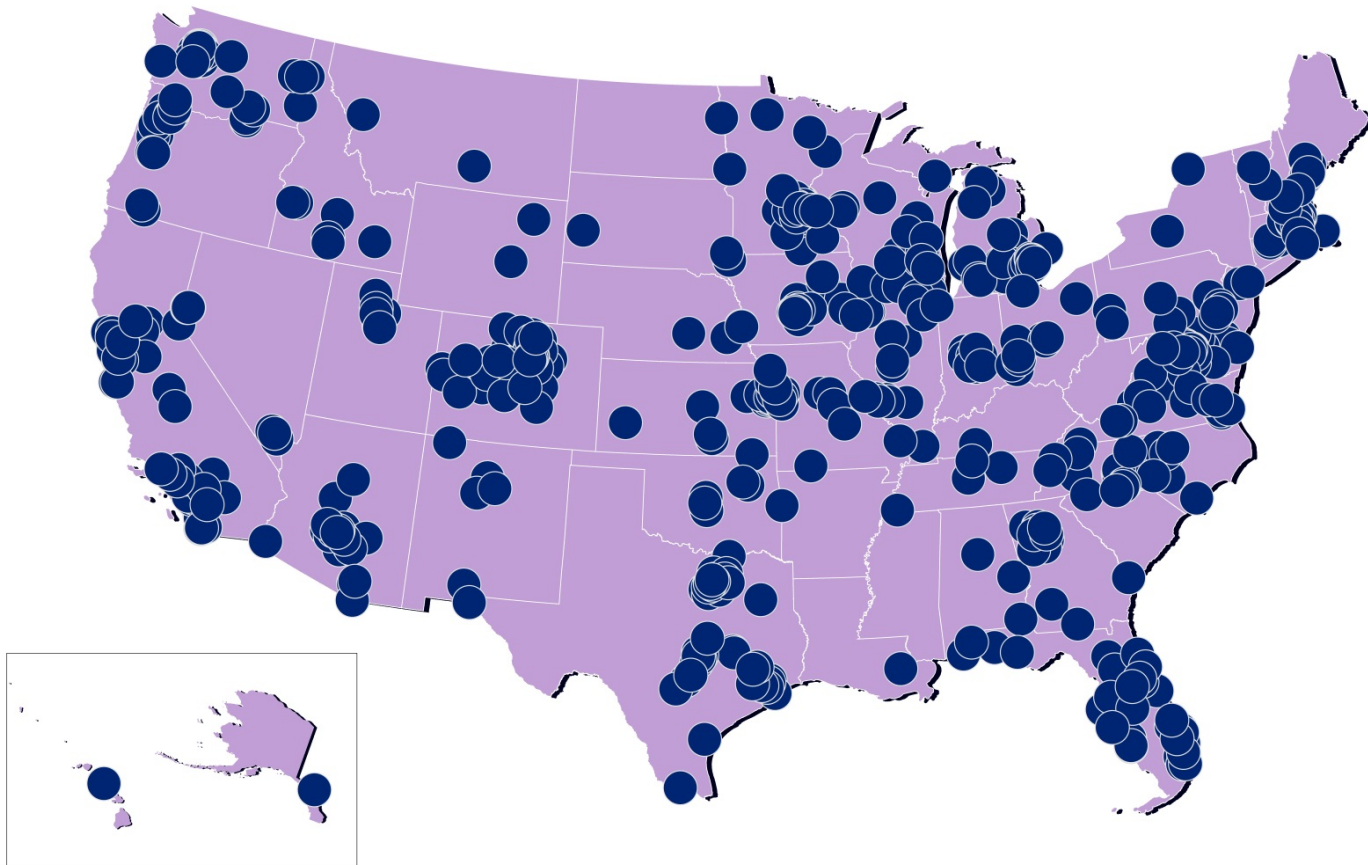
# The NCS & Wilsonville

- Participant in The NCS since 2012
  - 2012, 2014, 2016, 2018
- Scientific sample of 1,600 households
  - 392 returned surveys; 26% response rate
  - $\pm 5\%$  margin of error

Open-ended  
question

Online  
option

# National Benchmark Comparisons



# 2018 National Benchmark Comparisons



# 2018 Ratings Compared to 2016

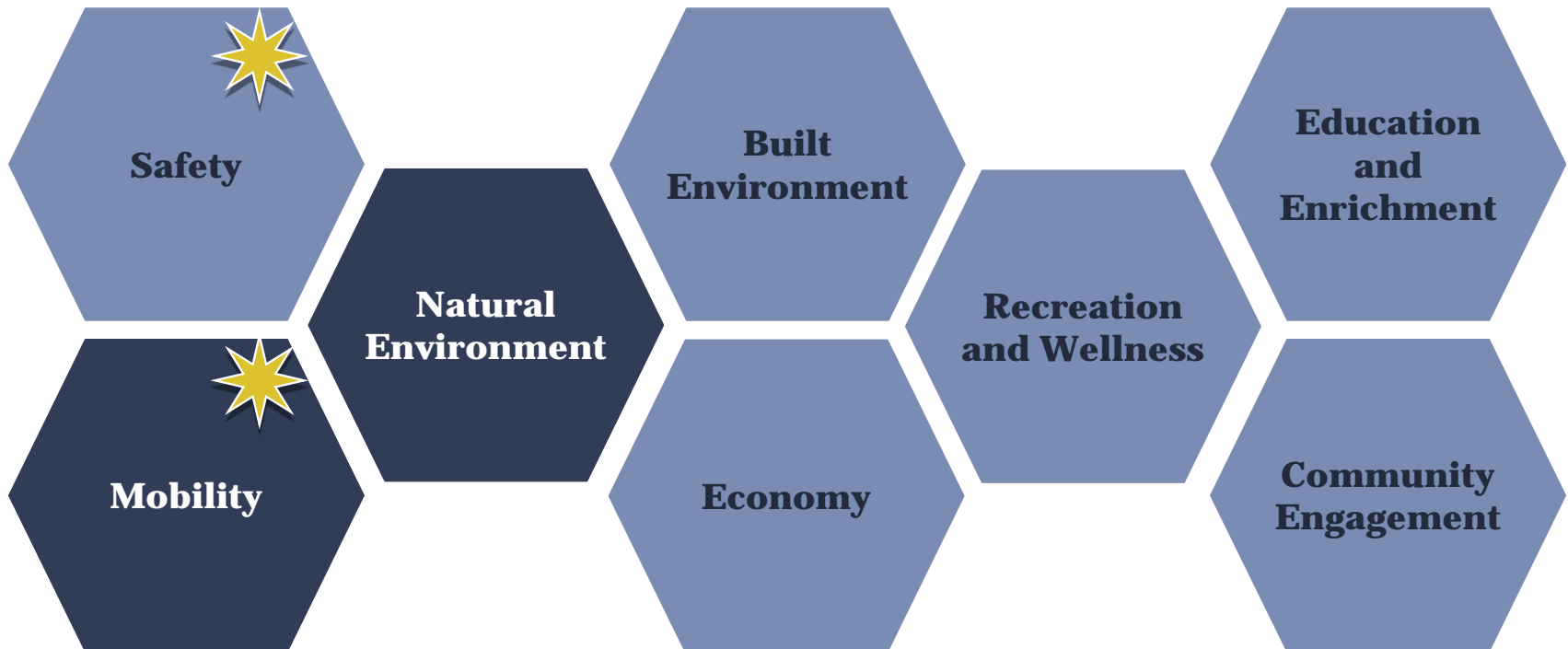


# Key Focus Areas

## Legend

- Higher than national benchmark
- Similar to national benchmark
- Lower than national benchmark

★ Most important



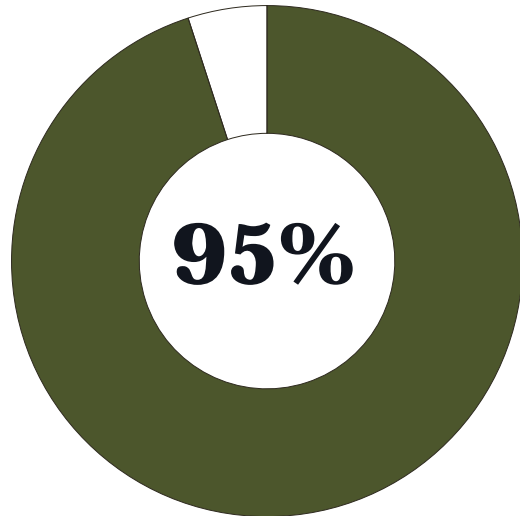
Key  
Finding  
#1

**Wilsonville is a good place to live, and an excellent place to raise children.**

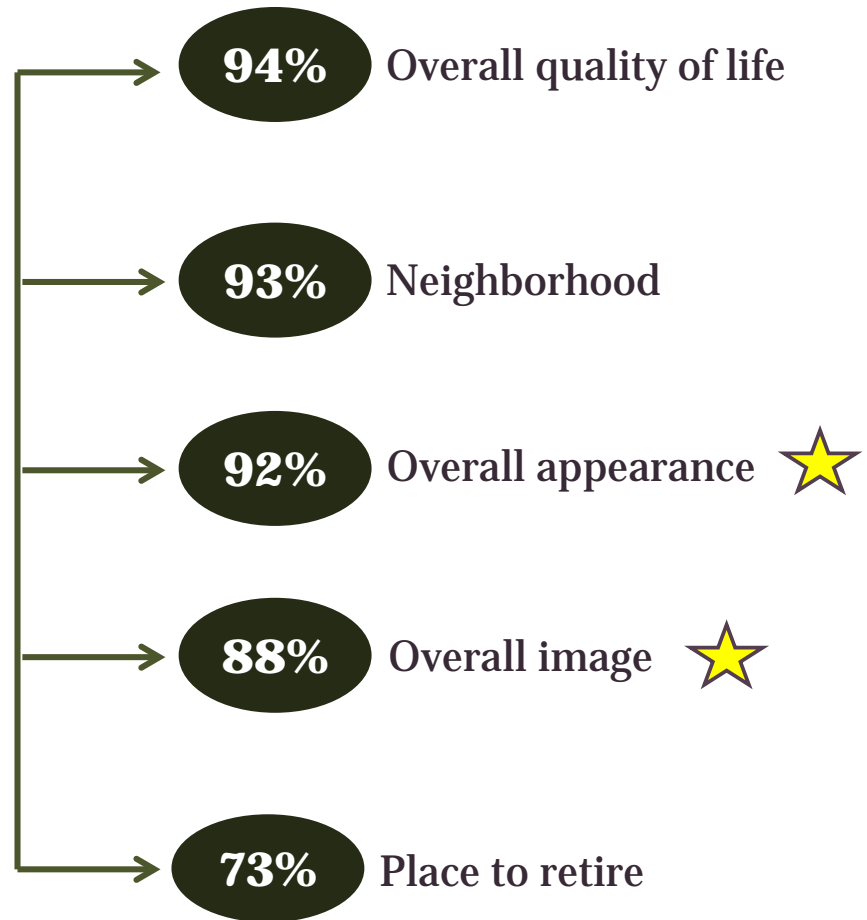


# Wilsonville as a Place to Live

“Excellent” or  
“Good” Place to Live



★ Higher than national benchmark  
Percent excellent or good



# Raising Children in Wilsonville

Wilsonville as a place to raise children

97% 

Percent rating “excellent” or “good”



93% 

Percent rating “excellent” or “good”

K-12 education

 Higher than national benchmark

Key  
Finding  
#2

**Traffic congestion  
and roadways are a  
priority issue for  
residents.**

# Traffic Congestion and Roadways

What do you think is the biggest priority facing the City of Wilsonville over the next five years?

41%

**Traffic, roads and transportation**



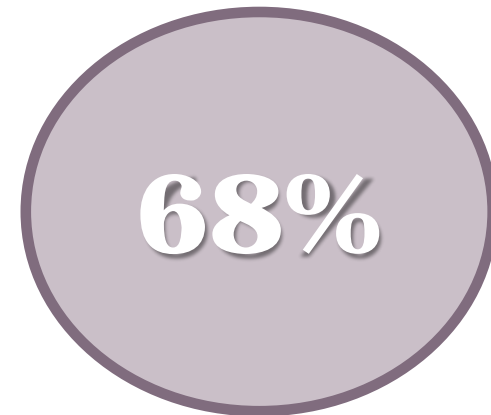
## Future focus areas:

- Improve sidewalks and bike lanes in town
- Increase accessibility of parks and outdoor recreation spaces

# Mobility Ratings

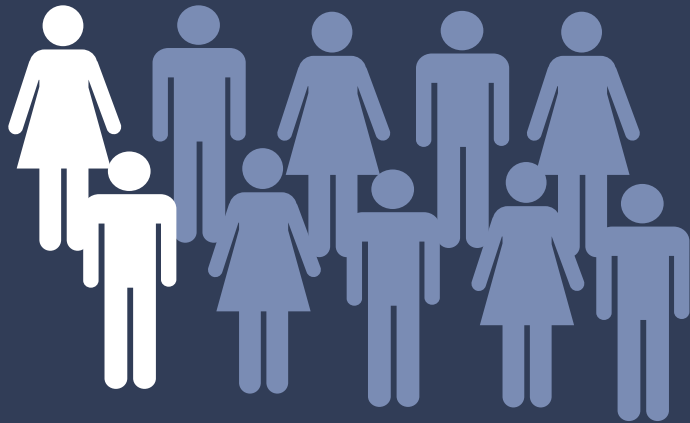
★	Street lighting	86%
★	Street cleaning	83%
★	Sidewalk maintenance	79%
★	Street repair	68%
	Traffic enforcement	58%
	Travel by car	57%
	Traffic flow	38%

## Overall ease of travel



Percent excellent or good

★ Higher than national benchmark



excellent or good

# 8 in 10

Paths and walking trails ★

Ease of walking ★

Bus or transit services ★

# 3 in 5

Walked or biked  
instead of driving



Higher than benchmarks

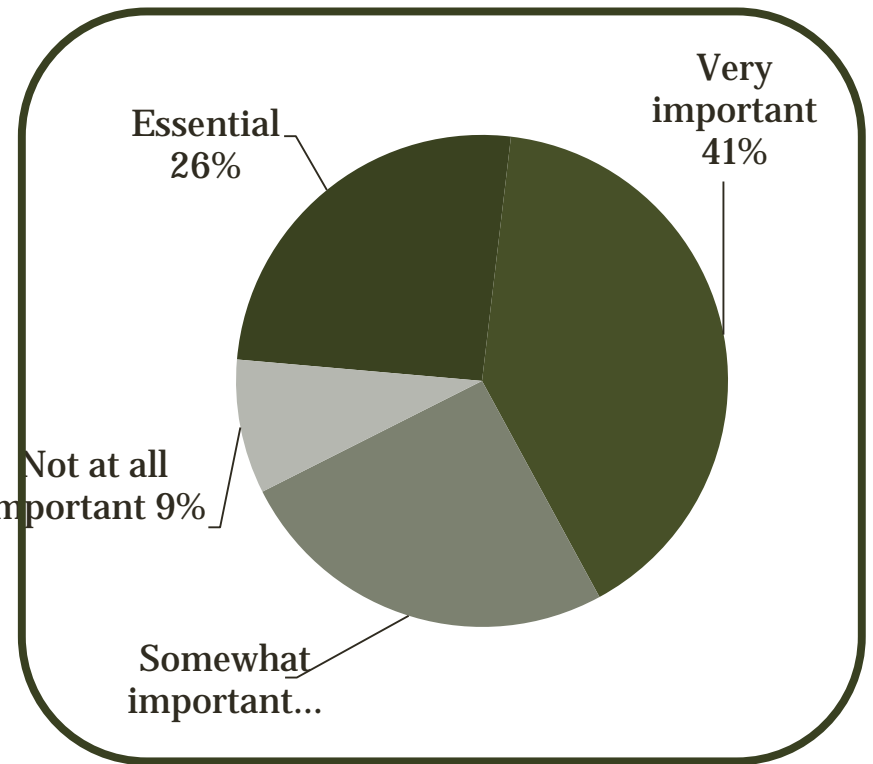
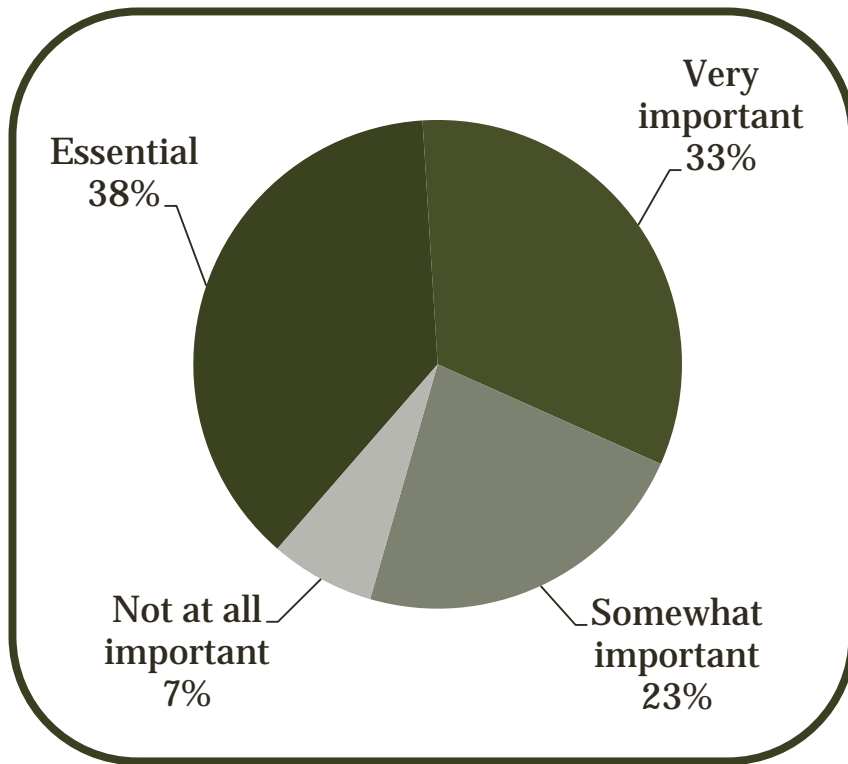
Key  
Finding  
#3

**Residents support  
increasing  
opportunities for  
healthy living in  
Wilsonville.**

# Promoting Healthy Living Choices

Improve sidewalks and bike lanes in town for safer travel by walking or biking

Increase accessibility of parks and outdoor recreation spaces





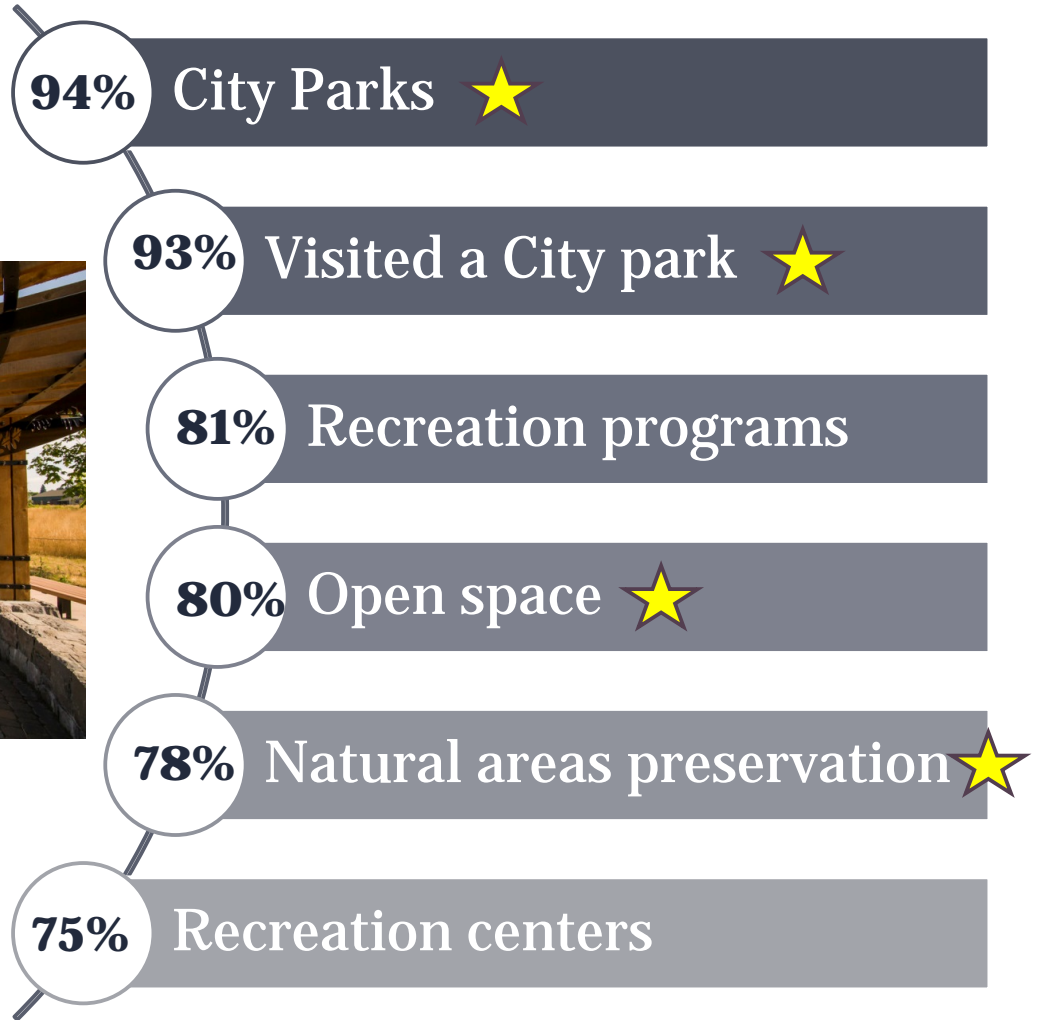
# Recreation and Fitness Opportunities



Percent rating positively



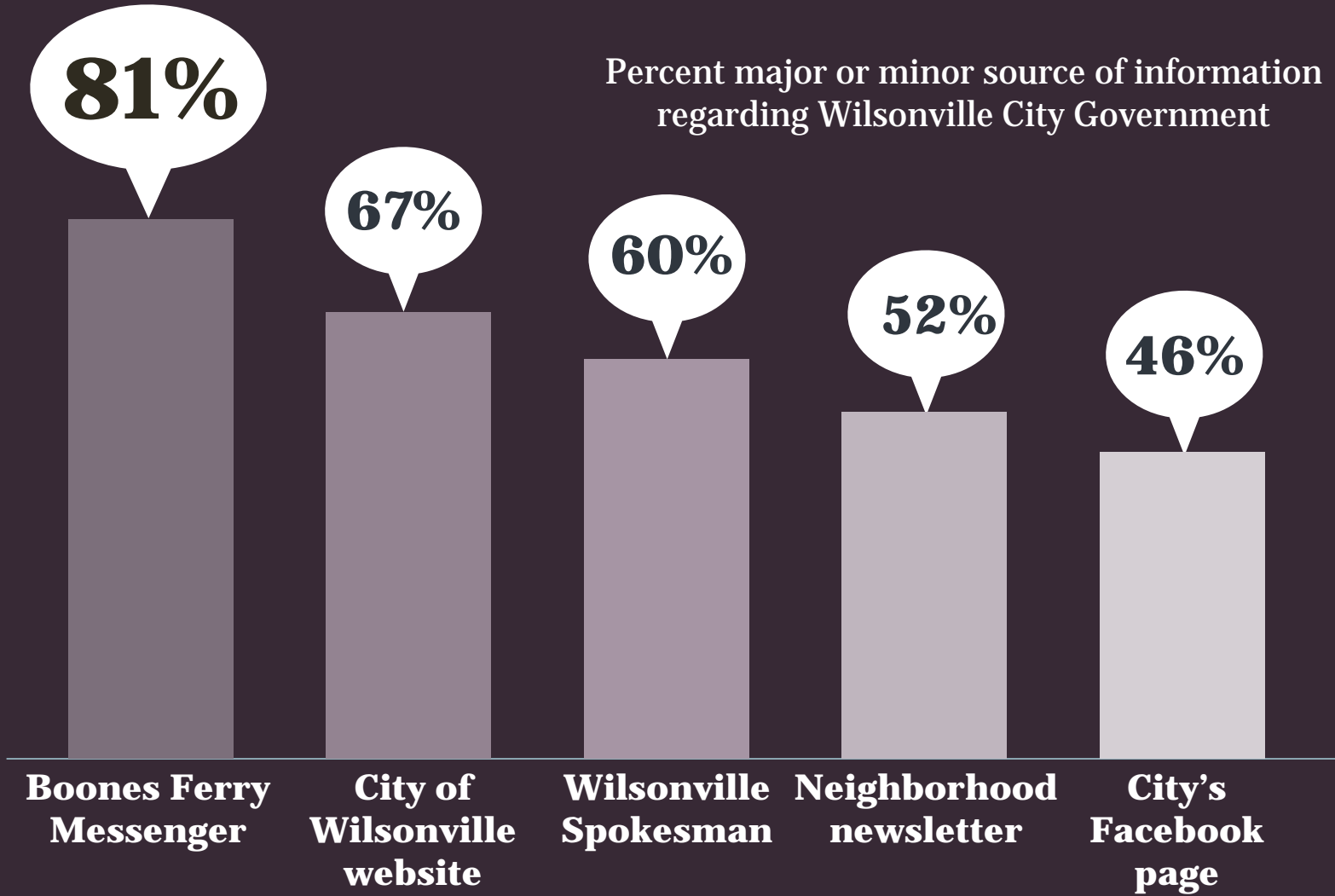
Higher than national benchmark



# Special Topics

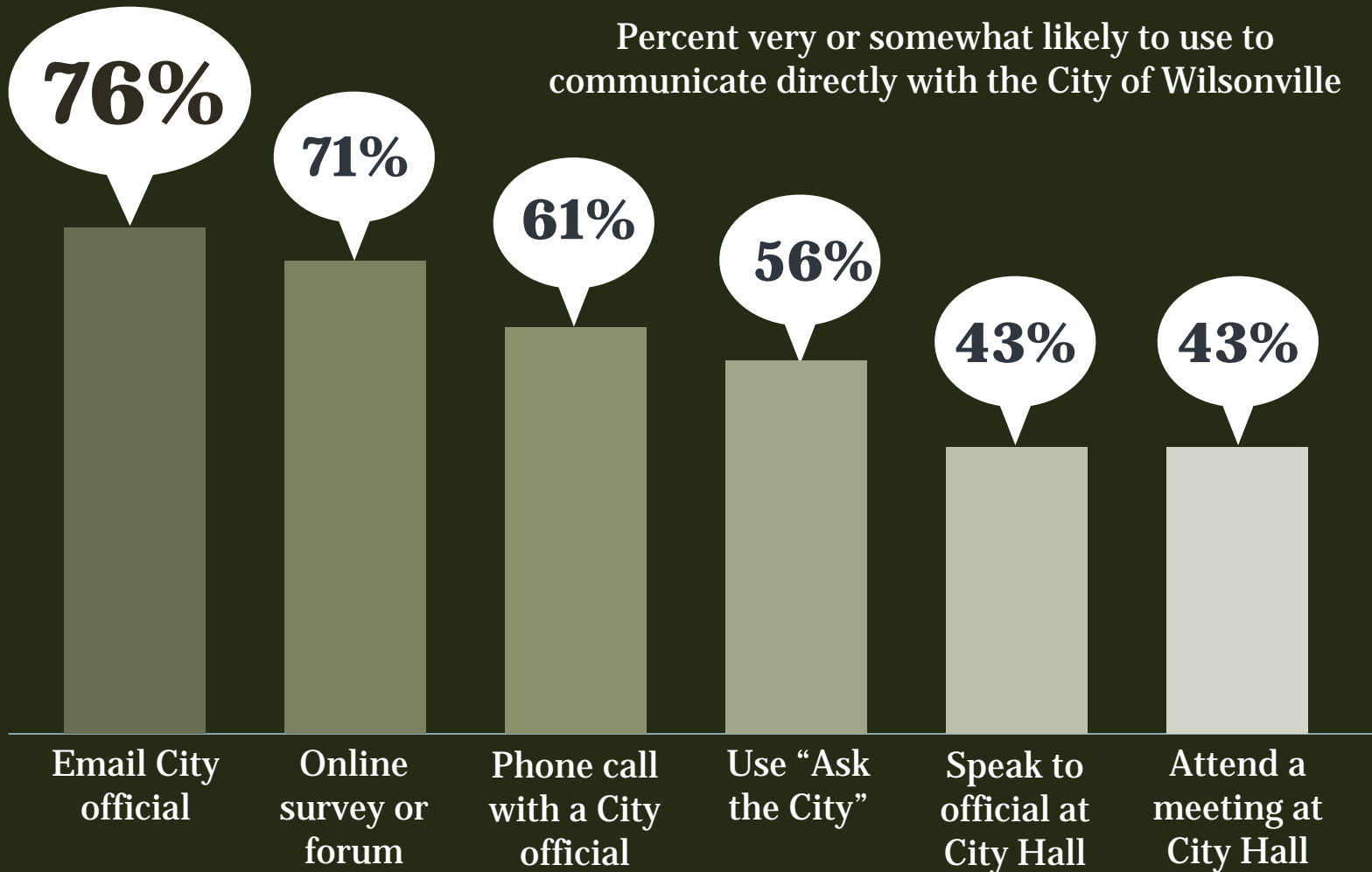
# Sources of Information

Percent major or minor source of information regarding Wilsonville City Government



# Methods of Communication

Percent very or somewhat likely to use to communicate directly with the City of Wilsonville



# Promoting Healthy Living Choices

## Higher Priority

Improve sidewalks and bike lanes in town for safer travel by walking or biking

70%

Increase accessibility of parks and outdoor recreation spaces

67%

## Lower Priority

Increase recreational opportunities and programs

61%

Increase opportunities to learn about health and wellness opportunities

40%

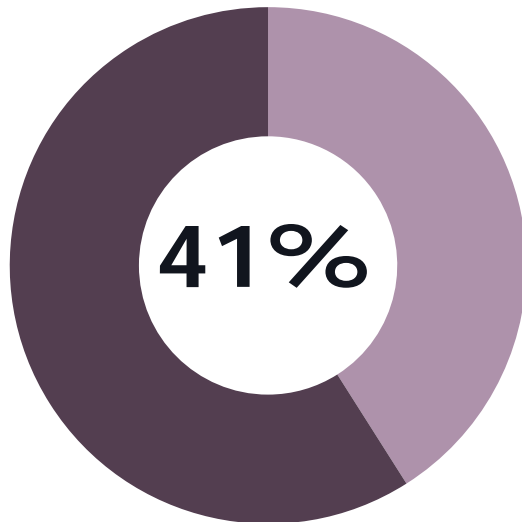
Percent essential or very important



# Top Priorities

*What do you think is the biggest priority facing the City of Wilsonville over the next five years?*

**Traffic, roads, and transportation**



Planning, growth, and expansion



Housing and affordability



Economic development and taxes



Population growth



Safety

# Conclusions

**Wilsonville is considered a good place to live, and a particularly good place to raise children.**

**Traffic congestion and roadways are a priority issue for residents, but options for alternative modes of transportation are applauded.**

**Residents support increasing opportunities for healthy living in Wilsonville.**



**WILSONVILLE  
OREGON**

# Conclusions

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**WILSONVILLE  
OREGON**



# Conclusions

**Wilsonville is considered a good place to live, and a particularly good place to raise children.**

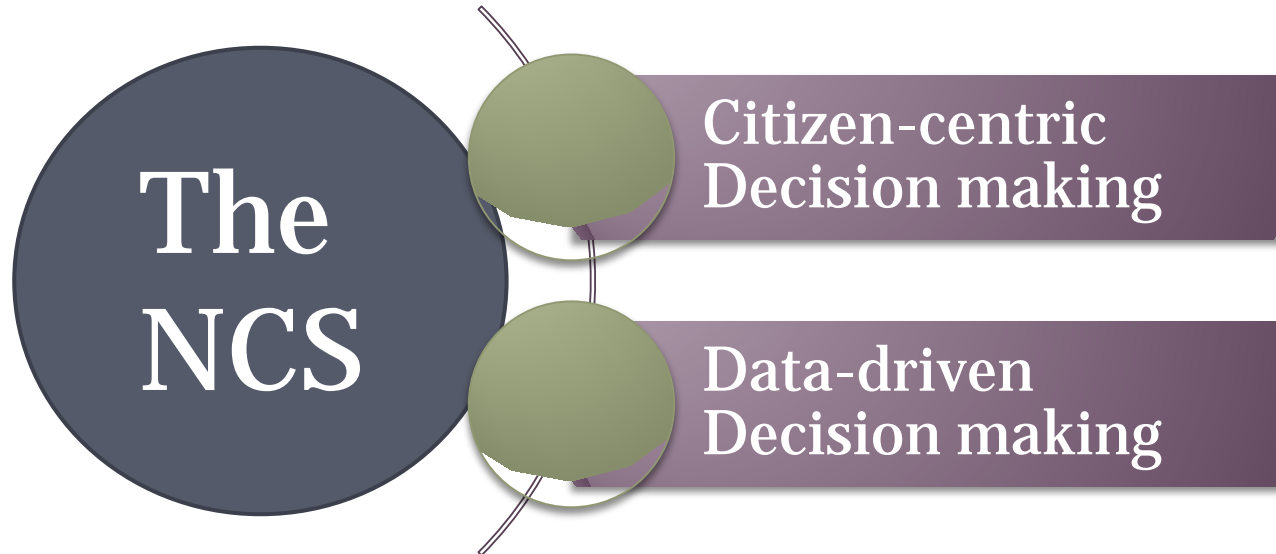
**Traffic congestion and roadways are a priority issue for residents, but options for alternative modes of transportation are applauded.**

**Residents support increasing opportunities for healthy living in Wilsonville.**



**WILSONVILLE**  
**OREGON**

# Moving Forward



Envision, Engage, Educate, Earmark, Enact, Evaluate



# Questions?

**THE NCS**<sup>TM</sup>  
The National Citizen Survey<sup>TM</sup>

**Thank you!**

**National Research Center, Inc.**

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Boulder, CO 80301

303-444-7863 • [nrc@n-r-c.com](mailto:nrc@n-r-c.com)

[www.n-r-c.com](http://www.n-r-c.com)



**NRC**  
National Research Center Inc.

# **CITY COUNCIL ROLLING SCHEDULE**

## **Board and Commission Meetings 2018**

**Items known as of 09/26/18**

### **October**

<b>DATE</b>	<b>DAY</b>	<b>TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
10/8	Monday	6:30 p.m.	DRB Panel A - <b>CANCELLED</b>	Council Chambers
10/10	Wednesday	1:00 p.m.	Wilsonville Community Seniors, Inc. Advisory Board	Community Center
10/10	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
10/15	Monday	7:00 p.m.	City Council Meeting	Council Chambers
10/22	Monday	6:30 p.m.	DRB Panel B	Council Chambers
10/24	Wednesday	6:30 p.m.	Library Board Meeting	Library

### **November**

<b>DATE</b>	<b>DAY</b>	<b>TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
11/5	Monday	7:00 p.m.	City Council Meeting	Council Chambers
11/12	Monday	6:30 p.m.	DRB Panel A	Council Chambers
11/14	Wednesday	1:00 p.m.	Wilsonville Community Seniors, Inc. Advisory Board	Community Center
11/14	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
11/19	Monday	7:00 p.m.	City Council Meeting	Council Chambers
11/26	Monday	6:30 p.m.	DRB Panel B	Council Chambers

#### **Community Events:**

- 10/5** First Friday Films, 6:00 p.m. - 8:00 p.m. at the Library
- 10/8** Library closed for staff in-service
- 10/11** Town Center Economic Summit Panel, 4:00 p.m. - 5:30 p.m. at Regal Wilsonville Stadium 9, 29300 SW Town Center Loop W.
- 10/27** Bulky Waste Day, 9:00 a.m. - 1:00 p.m. at Stein-Boozier Barn at Republic Services, 10295 SW Ridder Road
- 10/27** Harvest Festival, 9:30 a.m. - 11:00 a.m. at Stein-Boozier Barn at Murase Plaza
- 10/27** Scary Movie Night in the Barn, 6:30 P.m. - 8:30 p.m. at Stein-Boozier Barn at Murase Plaza
- 10/28** Fall Frolic 5k & Kids Dash Costume Run, 8:00 a.m. - 11:30 a.m. at Stein-Boozier Barn at Murase Plaza
- 11/2** First Friday Films, 6:00 p.m. - 8:00 p.m. at the Library
- 11/22-11/23** City offices closed in observance of the Thanksgiving holiday

All dates and times are tentative; check the City's online calendar for schedule changes at [www.ci.wilsonville.or.us](http://www.ci.wilsonville.or.us).



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> October 1, 2018	<b>Subject: Resolution No. 2703</b> Authorizing The City Manager To Approve Amendment To The Cooperative Intergovernmental Agreement Between The City Of Wilsonville And The Library District Of Clackamas County.  <b>Staff Member:</b> Shasta Barnes, Library Operations Manager  <b>Department:</b> Library	
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable  <b>Comments:</b>	
<b>Staff Recommendation:</b> Staff recommends that Council adopt the Consent Agenda.		
<b>Recommended Language for Motion:</b> I move to approve the Consent Agenda.		
<b>Project / Issue Relates To:</b>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

Whether to approve an Amendment to the Cooperative Intergovernmental Agreement Between the Library District of Clackamas County and Member Cities (Library District IGA).

### Resolution No. 2703 Staff Report

Page 1 of 3

## **EXECUTIVE SUMMARY:**

When the Library District was created 2009, it was assumed that the County would ‘get out of the library business.’ They would turn over operations of the Town Center Library to Happy Valley and turn over the operations of the Oak Lodge Library to the City of Gladstone. This was detailed in the 2009 Library District Intergovernmental Agreement.

In Gladstone, the City was tasked with building and operating a new library that would serve the City as well as the residents of the Oak Lodge Library service area, and when that new library was complete the two service areas would be combined. The process didn’t go as planned, and eventually the City of Gladstone decided to sue the County over issues regarding the agreement.

In late 2017, the County and City of Gladstone resolved the pending suit. The settlement agreement stipulates that it will instead be the City of Gladstone that will be getting out of the library business, that the County will build and operate two libraries to serve the Oak Lodge service area and the City of Gladstone, and the that County would support amendments to the Library District IGA to implement the agreement.

In early 2018, a Task Force was created to determine the minimum changes that would need to be made to the Library District IGA to implement this settlement agreement. The proposed Amendment 3 reflects the changes recommended by the Task Force:

- The County will build and operate two libraries, one to serve the Oak Lodge Library service area, and the other to serve the residents of the City of Gladstone, and parties will enter into agreements to facilitate the transfer of operations.
- Oak Lodge and Gladstone service areas will not be combined.
- Funds that were to be distributed to the City of Gladstone for the construction of a new library will instead be retained by the County for the same purpose.
- And finally, the County will become a “Library City” for the Oak Lodge service area, with rights and duties of member cities.

For a more detailed explanation, see the Attachment.

While this is great progress that means that the residents of the Oak Lodge service area and the residents of Gladstone will have access to modern library facilities and services, none of this materially impacts the revenue or services of the Wilsonville Public Library.

Under terms of the Library District IGA, two-thirds of the members of the District need to approve amendments to the IGA.

## **EXPECTED RESULTS:**

Two libraries will be constructed to serve the residents of the City of Gladstone and the Oak Lodge Library service area.

## **TIMELINE:**

The County would like Cities to approve the Amendment by October 31, 2018.

**CURRENT YEAR BUDGET IMPACTS:**

None.

**FINANCIAL REVIEW / COMMENT:**

Reviewed by: CAR Date: 9/13/2018

**LEGAL REVIEW / COMMENT:**

Reviewed by: BAJ Date: 9/24/2018

**COMMUNITY INVOLVEMENT PROCESS:**

A Settlement Agreement Implementation Task Force was appointed by the Board of County Commissioners and tasked with recommending minimum changes to the District IGA to implement the settlement agreement. Library District Advisory Committee members were involved in the process. Wilsonville Public Library Board member sits on the Library District Advisory Committee, but was not a member of the Task Force.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

There is no direct impact on the services or funding of the Wilsonville Public Library.

**ALTERNATIVES:**

The Amendment needs support from two-thirds of member cities for approval.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Library District IGA Agreement Amendment FAQs
2. Resolution No. 2703
  - a. Exhibit A - District IGA Amendment 3



# Library District Intergovernmental Agreement Amendment



## Q What action is being requested?

**A** Clackamas County is requesting that the City Councils of the Clackamas County Library District library service providers (the cities of Canby, Estacada, Gladstone, Happy Valley, Lake Oswego, Milwaukie, Molalla, Oregon City, Sandy, West Linn, and Wilsonville) approve the attached amendment to the Cooperative Intergovernmental Agreement Between the Library District of Clackamas County and Member Cities ("Master IGA").

## Q What specific changes to the iga are being proposed?

**A** The proposed amendment includes:

- An amended section 1.6, which would designate the County, and not the City of Gladstone, as the eventual recipient of retained funds currently held in trust by the District to support the construction of new library facilities for the Gladstone and Oak Lodge service areas.
- A new section 2.4, which would establish Clackamas County as the permanent Library Service Provider for the Oak Lodge Library Service area and memorializes the intent for Clackamas County to construct and manage two new libraries using District distributions, accumulated reserves, and other revenues.
- An amended Attachment B, which would eliminate language regarding service area boundary changes which were originally contemplated when it was anticipated that the City of Gladstone would construct a single facility to serve both the Gladstone and Oak Lodge library service areas.

## Q Why are these changes necessary?

**A** When the Master IGA was drafted, it was anticipated that the City of Gladstone would construct and operate a new library facility which would serve both the Oak Lodge and Gladstone library service areas, and that Clackamas County would only operate

the current Oak Lodge library until this new Gladstone library facility was open.

Based on these assumptions, the Master IGA currently specifies that the District will retain in trust any unused portion of the annual distributions made to the Oak Lodge Library, for distribution to the City of Gladstone once construction of a new library facility to serve the Oak Lodge and Gladstone library service areas commences. In addition, the Master IGA only contemplates Clackamas County acting as the library service provider for the Oak Lodge library service area on an interim basis. Finally, the Master IGA indicates that certain boundary changes will be made when the City of Gladstone opens a new, single facility to serve both the Oak Lodge and Gladstone service areas.

For a variety of reasons, the original plan for Gladstone to construct a library and provide service to both the Oak Lodge and Gladstone library service areas did not come to fruition, and issues surrounding library facilities and services for these areas eventually became the subject of litigation between Clackamas County and the City of Gladstone.

On October 16, 2017, the County and the City of Gladstone resolved this pending litigation and entered into a Settlement Agreement which contemplates the County will construct and operate two new libraries, one located within the City of Gladstone, and one located in unincorporated Clackamas County within the Oak Lodge Library service area.

Both Clackamas County and the City of Gladstone agreed that the funds being held in trust for eventual use by the City of Gladstone should instead be distributed to Clackamas County to finance construction of these two new facilities. However, in order to distribute these retained funds to Clackamas County, the Master IGA must be changed to designate the County, and not the City of Gladstone, as the eventual recipient.

In addition, the Master IGA is being amended to recognize the County as the library service provider for the Oak Lodge library service area, placing the County under the same service obligations as all other participating Library Cities. This amendment also memorializes the intent for the County and the City of Gladstone to work collaboratively and enter into separate agreements for the County to construct and manage new Oak Lodge and Gladstone libraries using District distributions from both service areas, retained funds, and other revenue sources.

Finally, the IGA is being changed to preserve all library service area boundaries as they currently exist; language in the original IGA which contemplated a change to the Oak Lodge service area boundary (under the assumption that a single facility in the Gladstone area would be serving two service areas) will be eliminated.

## Q How were these amendments developed?

**A** The amendments were developed and refined by the Settlement Agreement Implementation Task Force, a task force formed by the Board of County Commissioners (with the support of the Library District Advisory Committee) and charged with recommending the minimum changes necessary to the Master IGA in order to implement the settlement agreement between Clackamas County and the City of Gladstone and facilitate the construction of two new library facilities. This Task Force consisted of County and City of Gladstone staff and legal counsel, one County Commissioner, and three citizen members (including the Oak Lodge and Gladstone representatives to the Library District Advisory Committee). Task Force meetings were open to the public, and the Task Force's recommendations were submitted to and accepted by the Board of County Commissioners on July 17, 2018.

Business and Community Services

# Library District Intergovernmental Agreement Amendment



## Q Will these amendments have any impact on the library district distribution formula?

**A** No. These amendments will not make any changes to the Library District Distribution formula.

## Q What is the process for approving these amendments?

**A** In order to amend the Master IGA, both the Board of County Commissioners (as Library District Board) and two-thirds of Library Cities must approve the proposed changes.

County staff will soon be submitting the amendments to the Board of County Commissioners. At the same time, we are requesting that the City Managers of each Library Service Provider transmit the amendments to their respective City Councils to begin the process of Council review, discussion, and adoption.

It is our hope that all Library Service Providers will adopt the proposed amendments as soon as possible, but no later than October 31, 2018.

## Q Who can I contact with additional questions?

**A** Please contact Laura Zentner, Director of Clackamas County Business and Community Services via phone (503.742.4351) or email (LZentner@clackamas.us).



**Laura Zentner**

503.742.4351

LZentner@clackamas.us

**Gregory Williams**

503.723.4889

GWilliams2@clackamas.us

To learn more, visit <https://www.clackamas.us/librarydistrict>

**RESOLUTION NO. 2703**

**A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO APPROVE AMENDMENT TO THE COOPERATIVE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF WILSONVILLE AND THE LIBRARY DISTRICT OF CLACKAMAS COUNTY.**

WHEREAS, on July 6, 2009 the City of Wilsonville entered into an Intergovernmental Agreement with the Library District of Clackamas County, and member cities with libraries (District IGA) regarding the distribution of funds from the District to the cities; and

WHEREAS, the District IGA provides for the Amendment of the IGA if two thirds of member cities approve; and

WHEREAS, and the County is asking to amend the Library District IGA in order to implement a settlement agreement between the County and the City of Gladstone regarding the construction of libraries to serve the Oak Lodge service area and Gladstone service area; and

WHEREAS, upon review by City Council and staff, the terms of the proposed Amendment do not impact the services or revenue of the Wilsonville Public Library; and

WHEREAS the approval of the Amendment improves services of the Library District of Clackamas County and is in the public interest.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The Wilsonville City Council authorizes the City Manager to approve and sign District IGA Amendment 3, attached hereto as exhibit A.
2. This resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 1<sup>st</sup> day of October 2018, and filed with the Wilsonville City Recorder this date.

---

Tim Knapp, Mayor

ATTEST:

---

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Council President Starr

Councilor Stevens

Councilor Lehan

Councilor Akervall

Attachment:

- A. Exhibit A - District IGA Amendment 3

AMENDMENT NO. 3  
TO THE  
COOPERATIVE INTERGOVERNMENTAL AGREEMENT  
BETWEEN  
THE LIBRARY DISTRICT OF CLACKAMAS COUNTY  
AND  
LIBRARY CITIES

THIS AMENDMENT NO. 3 (this “Amendment”) is entered into this \_\_\_\_ day of \_\_\_\_\_, 2018, by and between the Library District of Clackamas County (the “District”) a county service district formed under ORS Chapter 451, Clackamas County, a political subdivision of the State of Oregon (“County”), each of the Cities of Canby, Estacada, Gladstone, Happy Valley, Lake Oswego, Milwaukie, Molalla, Oregon City, Sandy, West Linn, and Wilsonville (each, a “City” and collectively, the “Library Cities”).

WHEREAS, the District, the County and the Library Cities entered into that certain intergovernmental agreement regarding the distribution of funds from the District to the County and Library Cities in support of the provision of library services to the residents of the District (the “Agreement”); and

WHEREAS, in August 2016, the City of Gladstone filed suit against Clackamas County for breach of contract stemming from an IGA between the parties for the construction of a library within the City of Gladstone; and

WHEREAS, on October 16, 2017, the County and the City of Gladstone entered into a Settlement Agreement which contemplates the County will construct and operate two new libraries, one located within the City of Gladstone, and one located in unincorporated Clackamas County within the Oak Lodge Library service area with a specific site to be determined after appropriate public input; and

WHEREAS, as part of the Settlement Agreement, Clackamas County agreed to undertake good faith efforts to effectuate and support any amendments to this Agreement necessary to implement the terms of the Settlement Agreement; and

WHEREAS, Section 3.3 of the Agreement provides for the mechanism of amendment of the Agreement to address these changes;

NOW, THEREFORE, the District, the County, and the Library Cities each agree to the following:

1. This Agreement’s section 1.6 and Attachment B are hereby amended and restated to read in their entirety:

1.6 Transition Payments. The District shall distribute funds to Clackamas County for the operation of the Oak Lodge Library pursuant to the current Oak Lodge Service area map. To the extent the annual distribution of funds to Clackamas County is greater than the annual need to operate the Oak Lodge library, the District shall retain such funds in trust for Clackamas County for distribution at such time as the County is constructing new library facilities. No unincorporated areas assigned to, or reserves accumulated by, the Oak Lodge Library service

Exhibit A

area shall be reassigned, contributed or transferred to another Library City.

Attachment B

Service population maps are included as Attachment B.

1. The maps divide Clackamas County into library service areas. These areas are based on distance, roads, rivers, travel patterns, etc. and are intended to define where people are most likely to receive library service, and to give a Library City the ability to meet the library threshold standards in Attachment C. Each Library City's service area has been constructed by assigning Census tracts into library service areas. Based on census data compiled every 10 years, the population in each census tract will be verified and then the total unincorporated population within each service area will be used to calculate the Formula.

[See attached maps]

2. A new section 2.4 is hereby added to this Agreement to read in its entirety:

2.4 Clackamas County as Library City. The City of Gladstone and Clackamas County desire to work cooperatively in the provision of library services in the Gladstone and Oak Lodge service areas. Gladstone and the County may enter into separate agreements regarding the management of their respective libraries. All parties hereto acknowledge the intention of the Plan is to have Clackamas County, through the use of District distributions for the Oak Lodge and Gladstone service areas, accumulated reserves referred to in section 1.6 above and other non-District revenues, to construct and manage both a new Oak Lodge library and new Gladstone library, and that nothing herein shall be construed to restrict or otherwise impair such plan. Clackamas County shall be considered a "Library City" in all respects for the Oak Lodge Library service area.

3. Except as set forth herein, the District, County, and the Library Cities ratify the remainder of the Agreement and affirm that no other changes are made hereby.

*[Signature Page Follows]*

Exhibit A

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers or representatives as of the day and year first above written.

**DISTRICT & COUNTY**

CLACKAMAS COUNTY BOARD OF COMMISSIONERS, AS THE GOVERNING BODY OF THE	
LIBRARY DISTRICT OF CLACKAMAS COUNTY	
By: _____  Title: _____	
ATTEST: _____	

**LIBRARY CITIES**

THE CITY OF CANBY	THE CITY OF ESTACADA
By: _____  Title: _____	By: _____  Title: _____
ATTEST: _____	ATTEST: _____

Exhibit A

THE CITY OF GLADSTONE	THE CITY OF HAPPY VALLEY
By: _____ Title: _____	By: _____ Title: _____
ATTEST: _____	ATTEST: _____

THE CITY OF LAKE OSWEGO	THE CITY OF MILWAUKIE
By: _____ Title: _____	By: _____ Title: _____
ATTEST: _____	ATTEST: _____

THE CITY OF MOLALLA	THE CITY OF OREGON CITY
By: _____ Title: _____	By: _____ Title: _____
ATTEST: _____	ATTEST: _____



Exhibit A

THE CITY OF SANDY	THE CITY OF WEST LINN
By: _____  Title: _____	By: _____  Title: _____
ATTEST: _____	ATTEST: _____

THE CITY OF WILSONVILLE	CLACKAMAS COUNTY AS LIBRARY CITY FOR THE OAK LODGE LIBRARY SERVICE AREA
By: _____  Title: _____	By: _____  Title: _____
ATTEST: _____	ATTEST: _____



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> October 1, 2018		<b>Subject: Resolution No. 2708</b> Purchase Contract for Three CNG Cutaway Buses (Schetky NW Sales)	
		<b>Staff Member:</b> Scott Simonton, Fleet Services Manager	
		<b>Department:</b> Fleet Services	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		<b>Comments:</b>	
<b>Staff Recommendation</b> Staff recommends that Council adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to approve the Consent Agenda.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transit Master Plan	<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Purchase of three CNG fueled replacement cutaway buses from Schetky NW Sales.

**EXECUTIVE SUMMARY:**

This purchase is federally funded at a ratio of 80:20. The total cost of the three buses totals \$333,600. The City’s match requirement is \$66,720, available from SMART’s reserves. These buses will replace aging Diesel vehicles, which have exceeded their useful life. Being CNG

powered, this purchase also contributes to our goal of a 100% alternative fueled transit fleet. With this purchase, we inch closer to that goal, reaching nearly 40% of our fleet being alternative fueled vehicles.

An RFP was issued, with two responses received. The proposals were evaluated based on the “best value” selection criteria included in the bid package. The selected bid from Schetky NW Sales was not the lower of the two, but does fall below our estimated cost. The lower bid received from Creative Bus Sales did not meet the minimum requirements set forth in the RFP, and therefore was rejected.

**EXPECTED RESULTS:**

Three CNG fueled cutaway buses to be delivered as specified in our RFP dated August, 2018.

**TIMELINE:**

Delivery is targeted for 180 days upon issuance of Notice to Proceed. Anticipated delivery to occur April, 2019.

**CURRENT YEAR BUDGET IMPACTS:**

\$66,200 matching funds from SMART reserves.

**FINANCIAL REVIEW / COMMENT:**

Reviewed by: CAR Date: 9/17/2018

Two cutaway buses will be received this fiscal year and have been budgeted for. The third bus will not be received until next fiscal year and will be included in FY 19/20 budget.

**LEGAL REVIEW / COMMENT:**

Reviewed by: BAJ Date: 9/25/2018

**COMMUNITY INVOLVEMENT PROCESS:**

N/A

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

The community will benefit from this purchase through a reduction in greenhouse gas emissions, as well as the quieter, smoother operation of new transit buses.

**ALTERNATIVES:**

Council could choose to reject this purchase and retain our current diesel buses. This would result in increased repair costs, and would necessitate the return of the federal grant funds. Staff does not recommend this alternative.

**CITY MANAGER COMMENT:**

None.

**ATTACHMENT:**

1. Resolution No. 2708

**RESOLUTION NO. 2708**

**A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING SOUTH METRO AREA REGIONAL TRANSIT (SMART) TO PURCHASE THREE CNG FUELED, 21 PASSENGER BUSES FROM SCHETKY NW SALES.**

WHEREAS, a goal of SMART (South Metro Area Regional Transit) is to replace older buses with modern, more efficient buses meeting industry standards to ensure safe, reliable transportation for our passengers; and

WHEREAS, SMART has an immediate need for buses to replace aging, unreliable buses; and

WHEREAS, City staff has completed a competitive RFP process for three light duty buses that met State, Federal, and City procurement requirements in order to guarantee fair and open competition; and

WHEREAS, staff received proposals from two different vendors; and

WHEREAS, Schetky NW Sales was selected as the best value responsible bidder; and

WHEREAS, the City Council has duly appointed itself as the Local Contract Review Board, and acting as the Local Contract Review Board, is authorized to award the purchase contract in conformance with the state procurement program as recommended by staff.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. Based on the above recitals, which are incorporated herein, the City Council, acting as the Local Contract Review Board, does hereby approve and authorize SMART to award a purchase contract for three 21-passenger CNG buses to Schetky NW Sales.
2. This resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 1<sup>st</sup> day of October 2018, and filed with the Wilsonville City Recorder this date.

---

Tim Knapp, Mayor

ATTEST:

---

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Council President Starr

Councilor Stevens

Councilor Lehan

Councilor Akervall

Attachments:

A. RFP for Purchase of CNG Cutaway Buses



# REQUEST FOR PROPOSALS

## GOODS AND SERVICES

Purchase of CNG Cutaway Buses

POSTING DATE: July 26, 2018

**Address Proposals to:**

City of Wilsonville  
Attn: Scott Simonton  
29799 SW Town Center Loop East  
Wilsonville, OR 97070

**Proposals Due: Thursday, August 23, 2018 at 3:00 PM, local time**

All Proposals must be sealed in an opaque envelope, plainly marked as follows: "Request for Proposals – SMART Bus Purchase Project." Include the name and address of the Proposer. All proposals must be submitted and received via e-mail ([simonton@ci.wilsonville.or.us](mailto:simonton@ci.wilsonville.or.us)), U.S. mail, or by hand-delivery by Thursday, August 23, 2018, at 3:00 PM, mailing address: 29799 SW Town Center Loop East, Wilsonville, OR 97070, Attn: Scott Simonton, SMART Fleet Services Manager. Proposals received after the deadline will not be opened, and will be rejected without consideration.

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# Request for Proposals

The City of Wilsonville, through its Transit Department, South Metro Area Regional Transit (hereinafter “SMART”), is requesting price quotes for the purchase of three (3) medium size buses (the “Project”) that:

- Are light duty transit buses;
- Have a dedicated compressed natural gas (CNG) engine;
- Hold approximately 21 ambulatory passengers;
- Have two (2) wheelchair stations in tandem (not side by side); and
- Have a front loading lift.

Because SMART intends to keep these vehicles in service for at least five (5) years, these buses must be Altoona/STURAA tested for 5-yr/150,000 miles. In addition, because SMART views Class 1 failures as serious defects, vehicles must not have any Class 1 failures or more than two (2) Class 2 failures reported in the most recent executive summary. This is a Minimum Required Specification. (Responsive/Non-Responsive). This Project  does  does not involve federal funds.

SMART also seeks quotes and delivery timelines for three (3) additional transit buses that it may purchase in the next eighteen (18) months.

## I. Scope of Equipment

For a more detailed description of the required specifications, see **Attachment A – Goods and Services Contract** and the Scope of Equipment attached as **Exhibit A** thereto.

## II. Minimum Qualifications

To be considered for award of the Contract for this Project, each Proposer shall demonstrate the following minimum criteria as part of the Proposal.

1. Ability to meet the required specifications in the Scope of Equipment (Exhibit A to Goods and Services Contract).
2. All Proposers must complete the Proposal Form attached hereto as **Attachment B**.
3. All Proposers must include the following certificates with their quotes:
  - Buy America with pre-award audit and estimated cost of final assembly (Exhibit C to Goods and Services Contract);
  - Federal Motor Vehicle Safety Standards Certification;
  - Transit Vehicle Manufacturers certification of compliance with Disadvantaged Business Enterprise (DBE) regulations;
  - Most recent Altoona test with Executive Summary and listed Class 1 and Class 2 failures; and
  - Certification regarding suspension/debarment status (see **Attachment C**).

4. Failure to include the required certificates/reports will be deemed non-responsive.

### III. Proposal Requirements

Proposers shall prepare and submit Proposals in accordance with the requirements stated within this RFP. Adherence to these requirements will ensure a fair and objective analysis of submitted Proposals. Proposals should provide a clear, concise description of the Proposer's capabilities to satisfy the requirements of this RFP. Emphasis should be placed on completeness, brevity, and clarity of content. Failure to comply with or complete any part of the RFP may result in rejection of the Proposal. The ability to follow these instructions demonstrates attention to detail.

#### Proposer Information

Proposals should specifically highlight how they meet the Scope of Equipment set forth in Exhibit A to the Goods and Services Contract and note any differences in their Proposal from what has been called out in the required specifications. See Proposal Form, **Attachment B**.

#### Delivery Time Period

Proposers must recognize that time is of the essence. SMART's preferred delivery window is 180 days or less. Delivery time is one of the elements considered in scoring Proposals, as this is a "best value" procurement.

#### Contract Options

In addition to the three (3) vehicles to be procured under this RFP, SMART reserves the right to purchase up to three (3) additional vehicles of identical specification within eighteen (18) months of the original contract award. These purchase options are not transferrable to any other agency.

#### Liquidated Damages for Late Delivery of Buses

The successful Proposer will be subject to a liquidated damages clause, as stated in Section 10 of the Goods and Services Contract (**Attachment A**). By submitting a Proposal in response to this RFP, the Proposer acknowledges and accepts that this contract provision is required.

#### Project Cost

The Proposal should include a spreadsheet of the cost for each bus, along with an estimated cost for the potential future purchase by SMART of up to three (3) additional buses.

#### Project Schedule

Proposals shall include a proposed delivery date for each of the three (3) buses, along with an estimated timeline for delivery should SMART purchase up to three (3) additional buses.

#### Supporting Information

Supporting materials may include graphs, full resumes, other references, charts, sample documents, and photos.

#### IV. Proposal Submission

##### Proposal Submission Requirements

Proposers must submit their written Proposals via email to: [simonton@ci.wilsonville.or.us](mailto:simonton@ci.wilsonville.or.us) or via U.S. mail or hand-delivery to: City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon 97070. Proposals must be clearly marked "Request for Proposals – SMART Bus Purchase Project" and must include the name and address of the Proposer. Proposals must arrive at the issuing office, or inbox if submitting electronically, on or before **3:00 p.m. local time on Thursday, August 23, 2018**. Late Proposals received by mail, email, or hand-delivery will be returned unopened and without review.

##### RFP Change Requests

A prospective Proposer may request clarifications, a change to any provision, specification, or contract term contained in the RFP documents, substitutions, and/or approved equals by completing the included form "Request for Pre-Offer Change or Approved Equal" (see **Attachment D**) and submitting it to:

City of Wilsonville  
Attn: Scott Simonton, SMART Fleet Manager  
29799 SW Town Center Loop East  
Wilsonville, OR 97070

OR

[simonton@ci.wilsonville.or.us](mailto:simonton@ci.wilsonville.or.us)

All change requests shall include "RFP Change Request – SMART Bus Purchase Project" in the subject line or written on the front of the envelope and be submitted, in writing, by **3:00 p.m. local time on Thursday, August 16, 2018**. Each request for change must specify the provisions, specifications, or contract terms of the RFP in question and contain reasons for the requested change and any proposed changes.

The City will evaluate and resolve all change requests submitted before the listed time and date due within a reasonable time following receipt of the change request. Changes that are accepted by the City shall be issued in the form of an addendum to the RFP.

#### V. Proposal Evaluation and Selection

All written Proposals received at City Hall by the deadline will be reviewed by a Selection Review Committee. The Selection Review Committee will comprise of City staff. Each committee member will independently evaluate each Proposal in accordance with the criteria stated in the Proposal Requirements section of this RFP.

Selection will be made on BEST VALUE PURCHASE subject to the selection criteria noted below. SMART shall have the right to reject any or all Proposals, and to waive any informality and/or irregularity in the Proposals and in the bidding.

### Best Value Selection

Vehicle selection will be based on the following evaluation criteria and values. Meeting the minimum required specifications will determine if the Proposal is responsive. Vendor's products not meeting the minimum required specifications set forth in the Scope of Equipment (Exhibit A to the Goods and Services Contract - **Attachment A**) or the required certificates listed on page 1 will not be considered further.

- A. Meets the minimum requirements (responsive/non-responsive)  
*(Pass/Fail, requests for changes taken into consideration.)*
- B. Product design and performance  
*(Altoona results will be considered. The design of the vehicle, and the sub components, will be evaluated by SMART's subject matter experts.)*
- C. Manufacturer's past performance  
*(Performance of both the manufacturer and representing dealer, in service, parts, and warranty will be considered. Additionally, the past performance of the vehicles themselves will be considered.)*
- D. Delivery schedule  
*(Proposer to submit anticipated delivery date. Points awarded based on time to delivery.)*
- E. Cost quote  
*(Total price quote, including all options.)*

### Successful Proposer Determination

The Proposer with the highest overall ranking, as determined by the Selection Review Committee, shall be identified as the Successful Proposer.

At any point during the evaluation process, the City is permitted to seek clarification of any Proposal. The City retains the right to accept any or no Proposal that is deemed to best fit the needs of the City.

The Selection Review Committee shall determine the final ranking of Proposers, and the Committee's decision is final. Upon determination of the Successful Proposer and performance of additional investigations, the City will issue a Notice of Intent to Award letter notifying all Proposers of the City's selection of a Successful Proposer and protest procedures.

The City reserves the right to negotiate a final Contract that is in the best interest of the City. The City will only negotiate those provisions of the Contract that were noted as Exceptions in the Proposal. The City will attempt to reach a final agreement with the Successful Proposer. The City may, in its sole discretion, terminate negotiations and reject the Proposal in the event agreement cannot be reached. The City may then attempt to reach final agreement with the next highest ranked Proposer, and so on with the remaining Proposers, until an agreement is reached. In the alternative, the City may at any time elect to reject all Proposals and begin the RFP process over.

After the City has reached final agreement with the Proposer, the Selection Review Committee will make a recommendation to the Wilsonville City Council. The Wilsonville City Council will then make the final contract award decision.

Award Protest

A Proposer believing to have been adversely affected or aggrieved by the selection of the Successful Proposer may submit a protest to the City in accordance with OAR 137-047-0740. The protest must be in writing and submitted to:

City of Wilsonville  
 Attn: Scott Simonton, SMART Fleet Manager  
 29799 SW Town Center Loop East  
 Wilsonville, OR 97070  
 OR  
[simonton@ci.wilsonville.or.us](mailto:simonton@ci.wilsonville.or.us)

Award protests shall include "Award Protest – SMART Bus Purchase Project" in the subject line or written on the front of the envelope. The written protest must be received by the City no later than **5:00 p.m. local time on September 20, 2018**. The protest should demonstrate that all higher ranked Proposers failed to meet the requirements of the RFP or are not qualified to perform the services described in the RFP. Protests received after the submittal deadline will not be considered.

No contract associated with the RFP will be awarded until any protests have been resolved. The City will evaluate and resolve all award protests submitted before the deadline within a reasonable time following receipt of the protest. The City will promptly issue a written decision on the protest to the Proposer who submitted the protest. If the City's written decision on the protest results in a change to the RFP, the City shall cancel the Notice of Intent to Award, revise the RFP documents accordingly, and solicit for new Proposals. The City's decision regarding the protest is final and concludes the administrative appeals process.

## VI. Schedule

The following is the anticipated timeline for receiving and evaluating Proposals and awarding a contract to the most qualified firm or individual. This schedule is subject to change as additional time is needed.

Advertise Request for Proposals	July 26, 2018
RFP Change Request Deadline	August 16, 2018, 5:00 p.m.
RFP Question Submission Deadline	August 16, 2018, 5:00 p.m.
Addenda Issuance Deadline	August 20, 2018, 5:00 p.m.
Proposals Due	August 23, 2018, 3:00 p.m.
Evaluation of Proposals Complete	September 6, 2018
Notice of Intent to Award	September 13, 2018
Award Protest Deadline	September 20, 2018
City Council Award Hearing	October 1, 2018, 7:00 p.m.
Notice of Award	October 2, 2018

## VII. RFP Documents

Request for Proposal (RFP) documents may be obtained at Wilsonville City Hall, located at 29799 SW Town Center Loop East, Wilsonville, Oregon 97070, or may be obtained electronically on the City website ([www.ci.wilsonville.or.us](http://www.ci.wilsonville.or.us)) under “Business” by clicking on “Bids and RFPs.” The City of Wilsonville shall not be held responsible for the delivery of the documents. Contact Scott Simonton, SMART Fleet Manager at [simonton@ci.wilsonville.or.us](mailto:simonton@ci.wilsonville.or.us) to obtain RFP documents by mail.

## VIII. Project Manager

The City’s Project Manager shall be the sole point of contact for all questions, concerns, and protests. The Project Manager for this Project is:

Scott Simonton  
Fleet Service Manger  
(503) 570-1541  
[simonton@ci.wilsonville.or.us](mailto:simonton@ci.wilsonville.or.us)

## IX. RFP Questions

Proposers shall direct all questions regarding RFP documents in writing or by email to:

City of Wilsonville  
Attn: Scott Simonton  
29799 SW Town Center Loop East  
Wilsonville, OR 97070  
OR  
[simonton@ci.wilsonville.or.us](mailto:simonton@ci.wilsonville.or.us)

All questions shall include “RFP Questions – SMART Bus Purchase Project” in the subject line or written on the front of the envelope and be submitted in writing by **5:00 p.m. local time on Thursday, August 16, 2018**. Questions and answers will be provided by email to all firms on the RFP holders list.

Access to the City’s Project Manager for telephone calls, emails, or other communication will be unrestricted during the RFP preparation period up until **5:00 p.m. local time on Thursday, August 16, 2018**. During this time Proposers are encouraged to ask as many questions as needed to prepare a viable Proposal. Questions submitted after 5:01 p.m. local time on Thursday, August 16, 2018, will not be addressed.

For the sake of fairness, Proposers are not allowed to contact any City staff or official, other than the Project Manager, concerning this RFP. Contact with any other City staff or official concerning this RFP will be grounds for disqualification.

Proposers are hereby notified that verbal communication may not be relied upon as official communication concerning this RFP. Only answers to those questions responded to by the Project Manager via email or by written addendum may be relied upon.

## X. General RFP Information

### Changes to the RFP Solicitation by Addenda

The City reserves the right to make changes to the RFP by written addendum, which shall be issued by email format only to all those who have obtained the RFP documents by pick-up or standard mail, and will be made available for download at [www.ci.wilsonville.or.us](http://www.ci.wilsonville.or.us) under "Doing Business."

All addenda shall have the same binding effect as though contained in the main body of the RFP and Scope of Work.

No addenda will be issued later than **August 20, 2018**, except by an addendum, if necessary, postponing the date for receipt of Proposals or withdrawing the RFP altogether.

Each Proposer is responsible for obtaining all addenda prior to submitting a Proposal and shall acknowledge in the Proposal receipt of each addendum as part of the Proposal. Failure to acknowledge receipt of all addenda as part of the Proposal may result in rejection of the Proposal.

### Confidentiality

All information submitted by Proposers shall become and remain the property of the City and, as such, is considered public information and subject to disclosure pursuant to the Oregon Public Records Act, except such portions of the Proposals for which the Proposer requests exception from disclosure as being proprietary information exempt from disclosure, consistent with Oregon law. If a Proposal contains any information that is considered a trade secret under ORS 192.501(2), each sheet of such information must be marked with the following legend:

*"This data constitutes a trade secret and shall not be disclosed except in accordance with the Oregon Public Records Law, ORS Chapter 192."*

Identifying the Proposal in whole as a trade secret is not acceptable. Failure to identify a portion of the Proposal as a trade secret shall be deemed a waiver of any future claim of that information as a trade secret. Nondisclosure of documents or any portion of a document submitted as part of a Proposal may depend upon official or judicial determinations made pursuant to the Oregon Public Records Law.

The City will make available to any person requesting information through the City processes for disclosure of public records, any and all information submitted as a result of this RFP not exempted from disclosure without obtaining permission from any Proposer to do so after the Notice of Intent to Award has been released.

The City accepts no liability for the inadvertent or unavoidable release of any confidential information submitted. If a public record request is made for material marked as proprietary, the City will attempt to notify the impacted Proposer prior to the deadline for release of the material but will not defend against any legal challenge for release. Therefore, claims arising



out of any public record request for such information shall be at the Proposer's sole expense, if the Proposer wishes to deny or withhold the information.

### Cancellation

The City reserves the right to cancel this RFP or the contract award, at any time before execution of the Contract by both parties, if cancellation is deemed to be in the best interest of the City. In no event shall the City have any liability for the cancellation of a contract award.

### Late Proposals

All Proposals that are not received by the Proposal Due Date and Time will not be considered and will be returned unopened to the Proposer. Delays due to mail and/or delivery handling, including but not limited to delays within the City's internal distribution systems, do not excuse the Proposer's responsibility for submitting the Proposal to the correct location by the Proposal Due Date.

### Disputes

In case of any doubt or differences of opinion as to the items or services to be furnished hereunder, or the interpretation of the provisions of the RFP, the decision of the City shall be final and binding upon all parties.

### Proposer Certifications

By the act of submitting a Proposal in response to this RFP, the Proposer certifies that:

1. The Proposer has carefully examined all RFP documents, including the draft **Goods and Services Contract (attached as Attachment A)**, all addenda, and all other attachments, fully understands the RFP intent, is able to provide the vehicles described in the Scope of Equipment (Exhibit A to Goods and Services Contract), and the Proposal is made in accordance therewith. Except as otherwise noted as part of the Proposal, the Proposer certifies that Proposer is ready, willing, and able to comply with all terms of the attached Contract.
2. The Proposal is based upon the requirements described in the RFP, without exception, unless clearly stated in the response.
3. The Proposer accepts all of the terms of the City's Goods and Services Contract and warrants that Proposer will fully meet all of the insurance requirements contained therein. If the Proposer wishes to amend or modify any terms of the Goods and Services Contract, such amendment or modification must be stated in particularity in the Proposal. Proposed changes to the draft Goods and Services Contract not stated at the time of Proposal submission will not be considered. Changes stated will be considered but may not be agreed upon by the City for contract award. If the City does not agree with such noted changes, the Proposer may withdraw the proposed change or the entire Proposal and the City may elect to award the Contract to the next highest ranked Proposer.
4. The Proposer certifies, and in the case of sole proprietorship, partnership, or corporation, each party thereto certifies as to its own organization, under penalty of

perjury, that to the best of Proposer's knowledge and belief, no elected official, employee, or person whose salary is payable, in whole or in part, by the City has a direct or indirect financial interest in the Proposal or in the services to which it relates, or in any of the profits thereof, other than as fully described in the Proposer's response to this solicitation.

5. The Proposer has examined all parts of the RFP, including all requirements and contract terms and conditions thereof, and if its Proposal is accepted, the Proposer shall accept the contract documents thereto, unless substantive changes are made in same without the approval of the Proposer.
6. The Proposer, if an individual, is of lawful age; is the only one interested in this Proposal; and no person, firm, or corporation, other than that named, has any interest in the Proposal, or in the proposed Contract.
7. The Proposer has quality experience providing the types of services and duties as described within the Scope of Work of this RFP.
8. The Proposer shall also certify Proposer's state of residence.

#### Nondiscrimination

By the act of submitting a Proposal in response to this RFP, the Proposer certifies, under penalty of perjury, that ***the Proposer has not discriminated against minorities, women, or emerging small business enterprises, or a business enterprise that is owned or controlled by or that employs a disabled veteran, in obtaining any required subcontracts.***

#### Competition

Prospective Proposers are encouraged to comment, either with their Proposals or at any other time, in writing, on any specification or requirement within this RFP which the Proposer believes will inordinately limit competition.

#### Proposal Liability

Proposers responding to this RFP do so solely at their expense, and the City is not responsible for any Proposer expenses associated with the RFP. By proposing, Proposers agree that doing so is at their own risk and the City shall have no liability related thereto. Finalists invited to participate in interview evaluations are responsible for scheduling and paying for their own travel arrangements. The City is not liable for any cost incurred by a Proposer in protesting any portion of the RFP documents or the City's selection decision.

#### City Requests for Clarification, Additional Research, and Revisions

The City reserves the right to obtain clarification of any portion of a Proposal or to obtain additional information necessary to properly evaluate a particular Proposal. Failure of a Proposer to timely respond to such a request for additional information or clarification may result in a finding that the Proposer is non-responsive and consequent rejection of the Proposal.

The City may obtain information from any legal source for clarification of any Proposal. The City need not inform the Proposer of any intent to perform additional research in this respect or of any information thereby received.

The City may perform, at its sole option, investigations of any Proposer. Information may include, but shall not necessarily be limited to, current litigation and contracting references. All such documents, if requested by the City, become part of the public record and may be disclosed accordingly.

The City reserves the right to request revisions of any Proposal after the date and time due and before award for the purpose of obtaining best and final offers.

### Rejection of Proposals

The City reserves the right to reject any or all irregularities or omissions in Proposals submitted in response to this RFP to the extent it is determined to be in the best interest of the City to do so. Furthermore, the City reserves the right to reject any or all Proposals or portions thereof submitted in response to this RFP. Proposals may be rejected for one or more of the following reasons, including but not limited to:

1. Failure of the Proposer to adhere to one or more of the provisions established in the RFP.
2. Failure of the Proposer to submit a Proposal in the format specified herein.
3. Failure of the Proposer to submit a Proposal within the time requirements established herein.
4. Failure of the Proposer to adhere to ethical and professional standards before, during, or following the Proposal process.

The City may reject any Proposal not in compliance with all prescribed public procurement procedures and requirements, and may reject for good cause any or all Proposals upon a finding by the City that it is in the public interest to do so.

### Modification or Withdrawal of Proposal by Proposer

A Proposal may not be modified, withdrawn, or canceled by the Proposer following the time and date the Proposals are due. Proposals submitted early may be modified or withdrawn only by notice to the City at the Proposal submittal location prior to the time and date the Proposals are due. Such notice shall be submitted to the Project Manager, in writing, executed and signed by a duly authorized representative of the firm/individual submitting the Proposal. All such communication shall be worded so as not to reveal the contents of the original Proposal.

Withdrawn Proposals may be resubmitted prior to the time and date the Proposals are due, provided that they are then fully in conformance with the RFP.

Duration of Proposal

Proposal prices, terms, and conditions shall be firm for a period of at least ninety (90) days from the time and date Proposals are due. Proposals shall not be subject to future price escalation or changes of terms during the ninety (90) day period.

Local and Federal Requirements

The City of Wilsonville intends to select a supplier in accordance with Oregon law and the City's municipal code. Selection of a supplier under this process is not a guarantee of a contract award, nor is the award of a contract for any portion of the Work a guarantee of award of a contract for any subsequent work. All work is subject to budgetary and funding constraints of the City of Wilsonville.

The selected supplier shall comply with all federal, state, and local laws, regulations, executive orders, and ordinances applicable to the work under this Contract, including, without limitation, the provisions of: (i) Title VI of the Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 695A.142; (iv) all regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules, and regulations.

The selected supplier is subject to the Oregon Workers Compensation Law and shall comply with ORS 656.017, which requires the provision of Workers Compensation coverage for all employees working under this Contract. The City of Wilsonville's programs, services, employment opportunities, and volunteer positions are open to all persons without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, marital status, disability, or political affiliation.

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# ATTACHMENT A

## SAMPLE GOODS AND SERVICES CONTRACT

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**CITY OF WILSONVILLE  
GOODS AND SERVICES CONTRACT**

This Goods and Services Contract (“Contract”) is made and entered into on this \_\_\_\_ day of \_\_\_\_\_, 2018 (“Effective Date”) by and between the **City of Wilsonville**, a municipal corporation of the State of Oregon (hereinafter referred to as the “City”), and \_\_\_\_\_, a(n) \_\_\_\_\_ [state] \_\_\_\_\_ [corporation/limited liability company, etc.] (hereinafter referred to as “Supplier”).

**RECITALS**

WHEREAS, the City wishes to purchase equipment that Supplier is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, Supplier represents that Supplier is qualified to perform the services described herein on the basis of specialized experience and technical expertise; and

WHEREAS, Supplier is prepared to provide such services, as the City does hereinafter require.

NOW, THEREFORE, in consideration of these mutual promises and the terms and conditions set forth herein, the parties agree as follows:

**AGREEMENT**

**Section 1. Contract Documents**

This Contract includes and incorporates by reference all of the foregoing recitals and all of the following additional documents: Request for Proposal, dated July 26, 2018, and Supplier’s Proposal in response thereto (together with the Contract collectively referred to herein as “Contract Documents”). Supplier must be familiar with all of the foregoing and comply with them. All Contract Documents should be read in concert and Supplier is required to bring any perceived inconsistencies to the attention of the City before executing this Contract. In the event a provision of this Contract conflicts with standards or requirements contained in any of the foregoing Contract Documents, the provision that is more favorable to the City, as determined by the City, will apply.

**Section 2. Goods Purchased, Equipment Price, and Delivery Date**

Supplier will supply the equipment described in the Contract Documents (“Equipment”), and as more particularly described in the Scope of Equipment attached hereto as **Exhibit A** and incorporated by reference herein. The price of the Equipment is \_\_\_\_\_ (\$\_\_\_\_\_) and includes delivery to 28879 SW Boberg Road, Wilsonville, Oregon. Sale shall occur upon inspection of the Equipment by the City and acceptance of delivery at the City location shown above. The City will pay Supplier in full within



30 days of acceptance of delivery of the Equipment. Supplier will schedule a date and time for delivery. Delivery must occur on or before \_\_\_\_\_, 20\_\_.

**Section 3. Subcontractors and Assignments**

Supplier shall neither subcontract with others for any of the services prescribed herein nor assign any of Supplier’s rights acquired hereunder.

**Section 4. Insurance**

4.1. **Business Automobile Liability Insurance.** If Supplier will be using a motor vehicle in the performance of the Services herein, Supplier shall provide the City a certificate indicating that Supplier has business automobile liability coverage for all owned, hired, and non-owned vehicles. The Combined Single Limit per occurrence shall not be less than **\$2,000,000**.

4.2. **Workers Compensation Insurance.** Supplier and all employers providing work, labor, or materials under this Contract that are subject employers under the Oregon Workers Compensation Law shall comply with ORS 656.017, which requires them to provide workers compensation coverage that satisfies Oregon law for all their subject workers under ORS 656.126. Out-of-state employers must provide Oregon workers compensation coverage for their workers who work at a single location within Oregon for more than thirty (30) days in a calendar year. Suppliers who perform work without the assistance or labor of any employee need not obtain such coverage. This shall include Employer’s Liability Insurance with coverage limits of not less than **\$500,000** each accident.

4.3. **Certificates of Insurance.** As evidence of the insurance coverage required by this Contract, Supplier shall furnish a Certificate of Insurance to the City. This Contract shall not be effective until the required certificates and the Additional Insured Endorsements have been received and approved by the City. Supplier agrees that it will not terminate or change its coverage during the term of this Contract without giving the City at least thirty (30) days’ prior advance notice and Supplier will obtain an endorsement from its insurance carrier, in favor of the City, requiring the carrier to notify the City of any termination or change in insurance coverage, as provided above.

4.4. **Primary Coverage.** The coverage provided by these policies shall be primary, and any other insurance carried by the City is excess. Supplier shall be responsible for any deductible amounts payable under all policies of insurance. If insurance policies are “Claims Made” policies, Supplier will be required to maintain such policies in full force and effect throughout any warranty period.

**Section 5. Warranties.**

Equipment warranties are attached hereto as **Exhibit B**. Supplier hereby represents that Supplier will promptly and thoroughly perform all warranty work at its location in \_\_\_\_\_ [city/state] or at another location mutually agreed upon, in writing, by the parties.

**Section 6. Contract Modification; Change Orders**

Any modification of the provisions of this Contract shall not be enforceable or binding unless reduced to writing and signed by both the City and Supplier.

**Section 7. Notices**

Any notice required or permitted under this Contract shall be in writing and shall be given when actually delivered in person or forty-eight (48) hours after having been deposited in the United States mail as certified or registered mail, addressed to the addresses set forth below, or to such other address as one party may indicate by written notice to the other party.

To City: City of Wilsonville SMART  
Attn: Scott Simonton, Fleet Manager  
29799 SW Town Center Loop East  
Wilsonville, OR 97070-9454

To Supplier: \_\_\_\_\_  
Attn: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Section 8. Required Federal Provisions**

This Contract is funded, in whole or in part, with federal funds. Supplier must therefore comply with all of the following, in addition to the provisions listed above:

8.1. **Energy Conservation.** Supplier agrees to comply with mandatory standards and policies relating to energy efficiency, which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

8.2. **Bus Testing.** Supplier agrees to comply with the Bus Testing requirements under 49 USC § 5318(e) and the FTA’s implementing regulation at 49 CFR Part 665 to ensure that the requisite testing is performed for all new bus models or any bus model with a major change in configuration or components, and that the bus model has achieved a passing score. Upon completion of the testing, Supplier shall obtain a copy of the bus testing report(s) from the operator of the testing facility and is required to provide a copy of the corresponding full bus testing report and any applicable partial testing report(s) to the City prior to final acceptance of the first vehicle by the City. The complete bus testing reporting requirements are provided in 49 CFR § 665.11.

8.3. **Recovered Materials.** Supplier agrees to provide a preference for those products and services that conserve natural resources, protect the environment, and are energy efficient by complying with and facilitating compliance with Section 6002 of the Resource Conservation and Recovery Act, as amended (42 USC § 6962), and U.S. Environmental Protection Agency, “Comprehensive Procurement Guideline for Products Containing Recovered Materials” (40 CFR Part 247).

8.4. **Buy America.** Supplier agrees to comply with 49 USC § 5323(j) and 49 CFR Part 661, which provide that federal funds may not be obligated unless all steel, iron, and manufactured products used in Federal Transit Administration-funded projects are produced in the United States, unless a waiver has been granted by the FTA or the product is subject to a general waiver. General waivers are listed in 49 CFR § 661.7. Separate requirements for rolling stock are set out at 49 USC § 5323(j)(2)(C) and 49 CFR § 661.11. All steel must originate in the USA and not leave the USA at any point. Supplier shall have submitted the appropriate Buy America certification to the City before commencement of any Work. Supplier must have submitted to the City the appropriate Buy America certification with its Proposal, as proposals that are not accompanied by a completed Buy America certification will be rejected as nonresponsive. See **Exhibit C**.

8.5. **Clean Air and Clean Water.** Supplier agrees to comply with the inspection and other requirements of the Clean Air Act, as amended (42 USC § 7401 *et seq.*), and the Federal Water Pollution Control Act, as amended (33 USC § 1251 *et seq.*). Supplier agrees it will not use any violating facilities, it will report the use of facilities placed on or likely to be placed on the U.S. Environmental Protection Agency (EPA) “List of Violating Facilities,” and it will report any violation of use of prohibited facilities to the City. Supplier understands and agrees that the City will, in turn, report each violation, as required, to assure notification to the Federal Transit Administration and the appropriate EPA Regional Office.

8.6. **Pre-Award and Post-Delivery Audit Requirements.** Supplier agrees to comply with 49 USC § 5323(m) and the FTA’s implementing regulation at 49 CFR Part 663. Supplier shall comply with the Buy America certification submitted with its Proposal. Supplier agrees to participate and cooperate in any pre-award or post-delivery audits performed pursuant to 49 CFR Part 663 and related FTA guidance.

8.7. **Access to Records.** The following federal access to records requirements apply to this Contract:

8.7.1. Supplier agrees to retain complete and readily accessible records related in whole or in part to this Contract, including but not limited to documents, reports, data, statistics, subcontracts, sub-agreements, leases, arrangements, other third party agreements of any type, and supporting materials related to those records.

8.7.2. Supplier agrees to comply with the record retention requirements in accordance 2 CFR § 200.333. Supplier will maintain all books, records, accounts, and reports required under this Contract for a period of not less than three (3) years after the date of termination or expiration of this Contract, except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case records will be until the City, SMART, the Federal Transit Administration (FTA) Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims, or exceptions related thereto.

8.7.3. Supplier agrees to provide the City, SMART, the FTA Administrator, the Comptroller General of the United States, or any of their duly authorized representatives, sufficient access to any books, documents, papers, and records of Supplier which are related to performance of this Contract for the purposes of making audits, examinations,

excerpts, and transcriptions, as reasonably may be required. Supplier also agrees to permit any of the foregoing parties (at their costs) to reproduce by any means whatsoever any excerpts and transcriptions as reasonably needed.

8.8. **Lobbying Restrictions.** Supplier certifies, to the best of its knowledge and belief, that:

8.8.1. No federal appropriated funds have been paid or will be paid, by or on behalf of Supplier, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

8.8.2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, Supplier will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

8.9. **Contract Work Hours and Safety Standards.** For all contracts in excess of \$100,000 that involve the employment of mechanics or laborers, Supplier will comply with the Contract Work Hours and Safety Standards Act (40 USC §§ 3701-3708), as supplemented by the Department of Labor regulations at 29 CFR Part 5. Under 40 USC § 3702 of the Act, Supplier will compute the wages of every mechanic and laborer, including watchmen and guards, on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 USC § 3704 are applicable to construction work and provide that no laborer or mechanic be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchase of supplies or materials or articles ordinarily available on the open market, or to contracts for transportation or transmission of intelligence.

8.9.1. Liquidated Damages. In the event of any violation of the requirements of this Section, Supplier will be liable for the unpaid wages. In addition, Supplier and subcontractor will be liable to the United States for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the requirements of this Section in the sum of ten dollars (\$10) for each calendar day on which such individual was required to work in

excess of the standard workweek of forty (40) hours without payment of the overtime wages required by this Section.

8.9.2. Withholding. The FTA shall, upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in this Section.

8.10. **Civil Rights Requirements.** The following civil rights and equal employment opportunity requirements apply to this Contract, and Supplier shall at all times comply with these requirements:

8.10.1. Nondiscrimination. In accordance with Title VI of the Civil Rights Act of 1964, as amended (42 USC § 2000d), Section 303 of the Age Discrimination Act of 1975, as amended (42 USC § 6102), Section 202 of the Americans with Disabilities Act of 1990, as amended (42 USC § 12132), and federal transit laws at 49 USC § 5332, Supplier agrees that it will not discriminate against any employee or applicant for employment on the basis of race, color, religion, sex, age, disability, or national origin. In addition, Supplier agrees to comply with applicable federal implementing regulations and other implementing requirements the FTA may issue.

8.10.2. Race, Color, Religion, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended (42 USC § 2000e *et seq.*), and federal transit laws at 49 USC § 5332, Supplier agrees to comply with all applicable equal employment opportunity requirements of the U.S. Department of Labor regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor" (41 CFR Chapter 60), and Executive Order No. 11246, "Equal Employment Opportunity in Federal Employment," September 24, 1965; 42 USC § 2000e note, as amended by any later Executive Order that amends or supersedes it, referenced in 42 USC § 2000e note. Supplier agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, gender, race, color, creed, religion, marital status, age, disability, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, Supplier agrees to comply with any implementing requirements the FTA may issue.

8.10.3. Age. In accordance with the Age Discrimination in Employment Act of 1967, as amended (29 USC §§ 621-634); U.S. Equal Employment Opportunity Commission regulations, "Age Discrimination in Employment Act" (29 CFR Part 1625); the Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*); U.S. Department of Health and Human Services implementing regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal

Financial Assistance” (45 CFR Part 90); and federal transit law at 49 USC § 5332, Supplier agrees to refrain from discrimination against present and prospective employees on the basis of age. In addition, Supplier agrees to comply with any implementing requirements the FTA may issue.

8.10.4. Disabilities. In accordance with Section 504 of the Rehabilitation Act of 1973, as amended (29 USC § 794); the Americans with Disabilities Act of 1990, as amended (42 USC § 12101 *et seq.*); the Architectural Barriers Act of 1968, as amended (42 USC § 4151 *et seq.*); and federal transit law at 49 USC § 5332, Supplier agrees that it will not discriminate against individuals on the basis of disability. In addition, Supplier agrees to comply with any implementing requirements the FTA may issue.

8.11. **Disadvantaged Business Enterprises.** Supplier shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. Supplier shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by Supplier to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as the City deems appropriate.

#### 8.12. **Program Fraud and False or Fraudulent Statements and Related Acts.**

8.12.1. Supplier acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended (31 USC § 3801 *et seq.*), and U.S. Department of Transportation regulations, “Program Fraud Civil Remedies” (49 CFR Part 31), apply to its actions pertaining to this equipment purchase. Upon execution of this Contract, Supplier certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to this Contract or the FTA assisted equipment purchase. In addition to other penalties that may be applicable, Supplier further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on Supplier to the extent the Federal Government deems appropriate.

8.12.2. Supplier also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with federal assistance originally awarded by the FTA under the authority of 49 USC Chapter 53, the Government reserves the right to impose the penalties of 18 USC § 1001 and 49 USC § 5323(l) on Supplier, to the extent the Federal Government deems appropriate.

8.13. **Suspension and Debarment.** Supplier will comply with and facilitate compliance with U.S. Department of Transportation regulations, “Nonprocurement Suspension and Debarment” (2 CFR Part 1200), which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) “Guidelines to Agencies on Government wide Debarment and Suspension (Nonprocurement)” (2 CFR Part 180). Supplier is required to verify that its principals, affiliates, and any subcontracts are eligible to participate in this federally funded Contract and are not presently declared by any federal department or agency to be debarred, suspended, proposed

for debarment, voluntarily excluded, disqualified, or declared ineligible from participation in any federally assisted award.

Supplier is required to comply with Subpart C of 2 CFR Part 180, as supplemented by 2 CFR Part 1200, and must include the requirement to comply with Subpart C of 2 CFR Part 180 in any lower tier covered transaction it enters into. By signing and submitting its Proposal, Supplier has certified as follows:

*The certification in this clause is a material representation of fact relied upon by the City. If it is later determined that Supplier knowingly rendered an erroneous certification, in addition to remedies available to the City, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. Supplier agrees to comply with the requirements of 2 CFR Part 180, Subpart C, as supplemented by 2 CFR Part 1200, while this offer is valid and throughout the period of any contract that may arise from this offer. Supplier further agrees to include a provision requiring such compliance in its lower tier covered transactions.*

**8.14. Safe Operation of Motor Vehicles.** Supplier is encouraged to adopt and promote on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned vehicles, company-rented vehicles, or personally operated vehicles. Supplier agrees to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies that ban text messaging while using an electronic device supplied by an employer and driving a vehicle the driver owns or rents, a vehicle Supplier owns, leases, or rents, or a privately-owned vehicle when on official business in connection with the Work performed under this Contract.

**8.15. Federal Changes.** Supplier shall at all times comply with all applicable FTA regulations, policies, procedures, and directives, including without limitation those listed directly or by reference in any Master Agreement between the City and the FTA, as they may be amended or promulgated from time to time during the term of this Contract. Supplier's failure to so comply shall constitute a material breach of this Contract.

**8.16. Violation and Breach of Contract; Termination.** The clauses concerning violation and breach of this Contract and termination of this Contract can be found in **Section 9**, below.

**8.17. No Obligation by the Federal Government.** The City and Supplier acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of this Contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to the City, Supplier, or any other party (whether or not a party to that contract) pertaining to any matter resulting from this Contract.

**8.18. Federal Transit Administration (FTA) Terms Controlling.** Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Contract. Supplier shall not perform any act,

fail to perform any act, or refuse to comply with any City requests which would cause the City to be in violation of the FTA terms and conditions.

## **Section 9. Early Termination; Default**

9.1. This Contract may be terminated prior to the expiration of the agreed upon terms:

9.1.1. By mutual written consent of the parties;

9.1.2. By the City, for any reason, and within its sole discretion, effective upon delivery of written notice to Supplier by mail or in person; or

9.1.3. By Supplier, effective upon seven (7) days' prior written notice in the event of substantial failure by the City to perform in accordance with the terms through no fault of Supplier, where such default is not cured within the seven (7) day period by the City. Withholding of disputed payment is not a default by the City.

9.2. If the City terminates this Contract, in whole or in part, due to default or failure of Supplier to perform Services in accordance with the Contract, the City may procure, upon reasonable terms and in a reasonable manner, services similar to those so terminated. In addition to any other remedies the City may have, both at law and in equity, for breach of contract, Supplier shall be liable for all costs and damages incurred by the City as a result of the default by Supplier, including, but not limited to all costs incurred by the City in procuring services from others as needed to complete this Contract. This Contract shall be in full force to the extent not terminated by written notice from the City to Supplier. In the event of a default, the City will provide Supplier with written notice of the default and a period of ten (10) days to cure the default. If Supplier notifies the City that it wishes to cure the default but cannot, in good faith, do so within the ten (10) day cure period provided, then the City may elect, in its sole discretion, to extend the cure period to an agreed upon time period, or the City may elect to terminate this Contract and seek remedies for the default, as provided above.

9.3. If the City terminates this Contract for its own convenience not due to any default by Supplier, payment of Supplier shall be prorated to, and include the day of, termination and shall be in full satisfaction of all claims by Supplier against the City under this Contract.

9.4. Termination under any provision of this section shall not affect any right, obligation, or liability of Supplier or the City that accrued prior to such termination.

## **Section 10. Liquidated Damages**

10.1. The City and Supplier recognize that time is of the essence of this Contract and that the City will suffer financial loss and public detriment if the bus is not delivered on time in accordance with this Contract. Both parties also recognize the delays, expenses, and difficulties involved in proving in a legal proceeding the actual loss suffered by the City if the bus is not delivered on time. Accordingly, instead of requiring any such proof, the City and Supplier agree that as Liquidated Damages for delay (but not as a penalty), Supplier shall pay the City the amount of One Hundred Dollars (\$100) per day for each and every day that expires after the agreed upon delivery date ("Liquidated Damages").



10.2. The parties further agree that this amount of Liquidated Damages is a reasonable forecast of just compensation for the harm caused by any breach and that this harm is one which is impossible or very difficult to estimate. In addition to the Liquidated Damages above, Supplier shall reimburse the City for all costs incurred by the City for inspection and project management services required beyond the time specified for final delivery of the bus. If Supplier fails to reimburse the City directly, the City will deduct the cost from Supplier's final pay request.

10.3. Supplier will not be responsible for Liquidated Damages or be deemed to be in default by reason of delays in performance due to reasons beyond Supplier's reasonable control, including but not limited to strikes, lockouts, severe acts of nature, or actions of unrelated third parties not under Supplier's direction and control that preclude Supplier from performing under the Contract ("Force Majeure"). In the case of the happening of any Force Majeure event, the time for completion of Supplier's performance under the Contract will be extended accordingly and proportionately by the City, in writing. Poor weather conditions, unless extreme, lack of labor, supplies, materials, or the cost of any of the foregoing shall not be deemed a Force Majeure event.

## **Section 11. Miscellaneous Provisions**

11.1. Integration. This Contract, including all exhibits attached hereto, contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations, or agreements. In case of conflict among these documents, the provisions of this Contract shall control.

11.2. Legal Effect and Assignment. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns. This Contract may be enforced by an action at law or in equity.

11.3. Equal Opportunity. No person shall be discriminated against by Supplier in the performance of this Contract on the basis of sex, gender, race, color, creed, religion, marital status, age, disability, sexual orientation, gender identity, or national origin. Any violation of this provision shall be grounds for cancellation, termination, or suspension of the Contract, in whole or in part, by the City.

11.4. No Assignment. Supplier may not delegate the performance of any obligation to a third party.

11.5. Adherence to Law. Supplier shall adhere to all applicable federal and state laws, including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers compensation, and minimum and prevailing wage requirements. Any certificates, licenses, or permits that Supplier is required by law to obtain or maintain in order to perform the work described in this Contract shall be obtained and maintained throughout the term of this Contract.

11.6. Governing Law. This Contract shall be construed in accordance with and governed by the laws of the State of Oregon, regardless of any conflicts of laws. All contractual provisions required by ORS Chapters 279A, 279B, and 279C, and related Oregon Administrative Rules, to be

included in public agreements are hereby incorporated by reference and shall become a part of this Contract as if fully set forth herein.

11.7. Jurisdiction. Venue for any dispute will be in Clackamas County Circuit Court.

11.8. Legal Action/Attorney Fees. If a suit, action, or other proceeding of any nature whatsoever (including any proceeding under the U.S. Bankruptcy Code) is instituted in connection with any controversy arising out of this Contract or to interpret or enforce any rights or obligations hereunder, the prevailing party shall be entitled to recover attorney, paralegal, accountant, and other expert fees and all other fees, costs, and expenses actually incurred and reasonably necessary in connection therewith, as determined by the court or body at trial or on any appeal or review, in addition to all other amounts provided by law. If the City is required to seek legal assistance to enforce any term of this Contract, such fees shall include all of the above fees, whether or not a proceeding is initiated. Payment of all such fees shall also apply to any administrative proceeding, trial, and/or any appeal or petition for review.

11.9. Nonwaiver. Failure by either party at any time to require performance by the other party of any of the provisions of this Contract shall in no way affect the party's rights hereunder to enforce the same, nor shall any waiver by the party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

11.10. Severability. If any provision of this Contract is found to be void or unenforceable to any extent, it is the intent of the parties that the rest of the Contract shall remain in full force and effect, to the greatest extent allowed by law.

11.11. Modification. This Contract may not be modified except by written instrument executed by Supplier and the City.

11.12. Time of the Essence. Time is expressly made of the essence in the performance of this Contract.

11.13. Calculation of Time. Except where the reference is to business days, all periods of time referred to herein shall include Saturdays, Sundays, and legal holidays in the State of Oregon, except that if the last day of any period falls on any Saturday, Sunday, or legal holiday observed by the City, the period shall be extended to include the next day which is not a Saturday, Sunday, or legal holiday. Where the reference is to business days, periods of time referred to herein shall exclude Saturdays, Sundays, and legal holidays observed by the City. Whenever a time period is set forth in days in this Contract, the first day from which the designated period of time begins to run shall not be included.

11.14. Headings. Any titles of the sections of this Contract are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

11.15. Number, Gender and Captions. In construing this Contract, it is understood that, if the context so requires, the singular pronoun shall be taken to mean and include the plural, the masculine, the feminine and the neuter, and that, generally, all grammatical changes shall be made, assumed, and implied to individuals and/or corporations and partnerships. All captions and

paragraph headings used herein are intended solely for convenience of reference and shall in no way limit any of the provisions of this Contract.

11.16. Interpretation. As a further condition of this Contract, the City and Supplier acknowledge that this Contract shall be deemed and construed to have been prepared mutually by each party and it shall be expressly agreed that any uncertainty or ambiguity existing therein shall not be construed against any party. In the event that any party shall take an action, whether judicial or otherwise, to enforce or interpret any of the terms of the contract, the prevailing party shall be entitled to recover from the other party all expenses which it may reasonably incur in taking such action, including attorney fees and costs, whether incurred in a court of law or otherwise.

11.17. Entire Agreement. This Contract, all documents attached to this Contract, and all Contract Documents and laws and regulations incorporated by reference herein, represent the entire agreement between the parties.

11.18. Counterparts. This Contract may be executed in one or more counterparts, each of which shall constitute an original Contract but all of which together shall constitute one and the same instrument.

11.19. Authority. Each party signing on behalf of Supplier and the City hereby warrants actual authority to bind their respective party.

IN WITNESS WHEREOF, the parties have executed this Contract as of the date first above written.

**SUPPLIER:**

**CITY:**

\_\_\_\_\_

CITY OF WILSONVILLE

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

As Its: \_\_\_\_\_

As Its: \_\_\_\_\_

Employer I.D. No. \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Amanda Guile-Hinman, Asst. City Attorney  
City of Wilsonville, Oregon

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## EXHIBIT A SCOPE OF EQUIPMENT

Supplier is providing three (3) medium-sized light-duty transit buses to SMART with the following features:

- A dedicated compressed natural gas (CNG) engine
- Hold approximately 21 ambulatory passengers
- Two (2) wheelchair stations in tandem (not side by side)
- Have a front loading lift

The transit buses must have passed a five (5) year/150,000 mile Altoona/STURRA test, meaning the transit bus cannot have any Class 1 failures or more than two (2) Class 2 failures reported in the most recent executive summary.

### Required General Specifications:

Description of required specifications
Vehicle to be approximately 26 feet long w/ 176" wheelbase Ford F-450 chassis, or approved equal.
Braun NCL919 wheelchair lift, or approved equal. Lift to be mounted immediately aft of passenger entrance door, with a dedicated lift entry door.
Desired seating capacity 21 (or 15 + 2). See desired floorplan, page 3.
6.8L engine.
Total of two (2) wheelchair stations.
Three (3) double passenger foldaway seats.
Vehicle to be equipped with OEM gaseous fuel prep package and Factory QVM approved CNG conversion.
CNG cylinder storage capacity is to be a minimum of 40 GGE.
Public address system w/gooseneck microphone and a minimum of one (1) rear mounted auxiliary port.
PA system to have six (6) speakers, evenly spaced in the ceiling of the bus.
Power driver seat – driver's seat to be upholstered in vinyl, transit gray.
Plexiglas driver barrier.
Heated/remote exterior mirrors.
Altro flooring, or approved equal.
58,000 BTU A/C system. Skirt mounted condenser unit must be located fore of rear axle. Units mounted aft of rear axle will not be accepted. Roof mounted units may be considered.
Driver side running board.
Diamond farebox, keyed to customer file, lighted.
Passenger seating to be Freedman Citi-seat, or approved equal, with vinyl upholstery, Level 1, Oxen gray.
Emergency escape roof hatch.
Hanover Displays amber LED front and side destination signs w/software package, or approved equal.
Armrests on aisle side of passenger seating.
Grab handles on aisle side of passenger seating.
No passenger seat seatbelts.
Minimum 36" electric passenger entrance door.

2" W/C door ajar light on dash, easily visible to the driver in a seated position.
Skirt mounted battery box with sliding battery tray.
Flooring coved to seat rail.
Standee line.
Altro full rubber step nosing, safety yellow, or approved equal.
Passenger signal system w/stop request sign and pull cords (no press tape). One time only chime. Stop requested light on dashboard.
Body fluid kit.
First aid kit.
5 lb. ABC fire extinguisher.
Exterior LED light package.
Skirt mounted docking lights.
Daytime running lights.
Interior advertising rail package.
Upgrade to full length W/C track system for two (2) stations.
Flush mounted or shielded LED side turn signals.
Electronic LED Yield sign.
REI HD5-600 w/6 camera 750 GB DVR system, or approved equal. System to be Wi-Fi/GPS enabled.
Interior LED lighting.
Sportworks front standoff mount, capable of accepting Apex 3 rack.
Romeo Rim rear bumper, or approved equal.
Motorola APX 4500, or approved equal, two-way radio w/ antenna, installed.
Charging system to be supplied by chassis OEM in the highest amperage rating offered by the OEM.

Exterior color: OEM Bright White

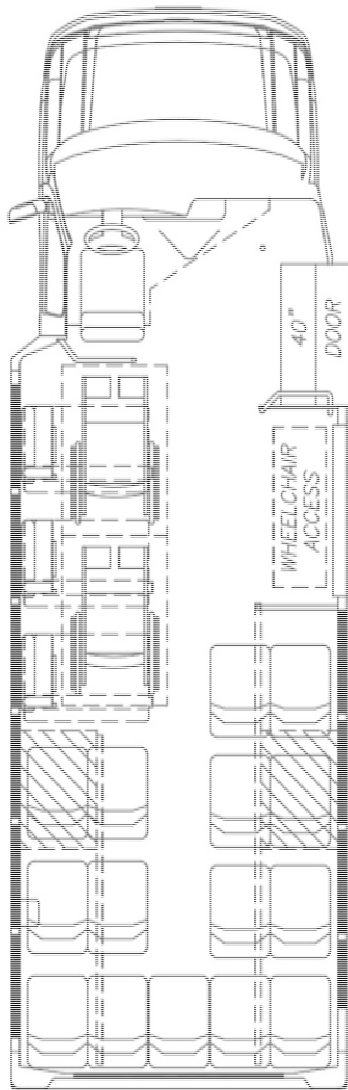
Interior color: OEM Off White

Upholstery: Level 1 Oxen gray

Interior trim color: Matched to seating

Floor covering color: Genome

**Sample Floor Plan:**



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**EXHIBIT B  
WARRANTIES**

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## BUY AMERICA CERTIFICATION

### Certification Requirement for the Procurement of Steel, Iron, or Manufactured Products

SMART Bus Purchase

*CERTIFICATE OF COMPLIANCE WITH BUY AMERICA REQUIREMENTS:*

The bidder or offeror hereby certifies that it will comply with the requirements of 49 USC 5323(j)(1), and the applicable regulations in 49 CFR Part 661.

Date: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Company: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

*CERTIFICATE OF NON-COMPLIANCE WITH BUY AMERICA REQUIREMENTS:*

The bidder or offeror hereby certifies that it cannot comply with the requirements of 49 USC 5323(j), but it may qualify for an exception to the requirement pursuant to 49 USC 5323(j)(2), as amended, and the applicable regulations in 49 CFR 661.7.

Date: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Company: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

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# ATTACHMENT B

## PROPOSAL FORM

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## PROPOSAL FORM

VENDOR: \_\_\_\_\_

**Base Vehicle Price:** \$ \_\_\_\_\_

**Total vehicle cost, FOB: Wilsonville, Oregon:** \$ \_\_\_\_\_  
*(Total cost to include all options, additional materials, and delivery to Wilsonville.)*

**Anticipated days to delivery:** \_\_\_\_\_ days  
*(Proposer to estimate days to elapse from issuance of Notice to Proceed to final delivery date)*

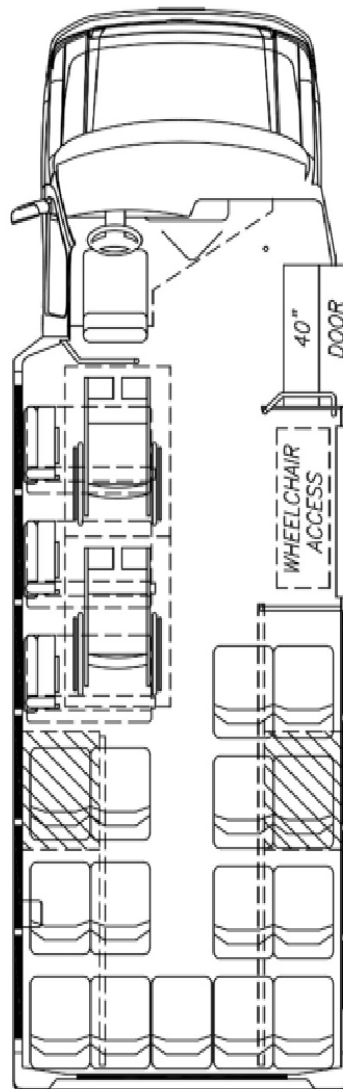
The general specifications for this vehicle are as follows:

Description of required specifications	Provided in base cost? Y or N	Additional cost
Vehicle to be approximately 26 feet long w/ 176" wheelbase Ford F-450 chassis, or approved equal.		
Braun NCL919 wheelchair lift, or approved equal. Lift to be mounted immediately aft of passenger entrance door, with a dedicated lift entry door.		
Desired seating capacity 21 (or 15 + 2). See desired floorplan, page 3.		
6.8L engine.		
Total of two (2) wheelchair stations.		
Three (3) double passenger foldaway seats.		
Vehicle to be equipped with OEM gaseous fuel prep package and Factory QVM approved CNG conversion.		
CNG cylinder storage capacity is to be a minimum of 40 GGE.		
Public address system w/gooseneck microphone and a minimum of one (1) rear mounted auxiliary port.		
PA system to have six (6) speakers, evenly spaced in the ceiling of the bus.		
Power driver seat – driver’s seat to be upholstered in vinyl, transit gray.		
Plexiglas driver barrier.		
Heated/remote exterior mirrors.		
Altro flooring, or approved equal.		
58,000 BTU A/C system. Skirt mounted condenser unit must be located fore of rear axle. Units mounted aft of rear axle will not be accepted. Roof mounted units may be considered; Proposer to note additional height dimensions if proposing roof mounted units.		

Driver side running board.		
Diamond farebox, keyed to customer file, lighted.		
Passenger seating to be Freedman Citi-seat, or approved equal, with vinyl upholstery, Level 1, Oxen gray.		
Emergency escape roof hatch.		
Hanover Displays amber LED front & side destination signs w/software package, or approved equal.		
Armrests on aisle side of passenger seating.		
Grab handles on aisle side of passenger seating.		
No passenger seat seatbelts (apply credit if included in base price).		
Minimum 36" electric passenger entrance door.		
2" W/C door ajar light on dash, easily visible to the driver in a seated position.		
Skirt mounted battery box with sliding battery tray.		
Flooring coved to seat rail.		
Standee line.		
Altro full rubber step nosing, safety yellow, or approved equal.		
Passenger signal system w/stop request sign and pull cords (no press tape). One time only chime. Stop requested light on dashboard.		
Body fluid kit.		
First aid kit.		
5 lb. ABC fire extinguisher.		
Exterior LED light package.		
Skirt mounted docking lights.		
Daytime running lights.		
Interior advertising rail package.		
Upgrade to full length W/C track system for two (2) stations.		
Flush mounted or shielded LED side turn signals.		
Electronic LED Yield sign.		
REI HD5-600 w/6 camera 750 GB DVR system, or approved equal. System to be Wi-Fi/GPS enabled.		
Interior LED lighting.		
Sportworks front standoff mount, capable of accepting Apex 3 rack.		
Romeo Rim rear bumper, or approved equal.		
Motorola APX4500, or approved equal, two-way radio w/ antenna, installed.		
Charging system to be supplied by chassis OEM in the highest amperage rating offered by the OEM.		
TOTAL COST OF ALL LISTED OPTIONS:		

Exterior color: OEM Bright White  
Interior color: OEM Off White  
Upholstery: Level 1 Oxen gray  
Interior trim color: Matched to seating  
Floor covering color: Genome

Sample floor plan:





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# ATTACHMENT C

## CERTIFICATION REGARDING SUSPENSION/DEBARMENT

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## CERTIFICATION REGARDING CONTRACTOR STATUS SUSPENSION / DEBARMENT

### SMART Bus Purchase

This Contract may be a covered transaction for purposes of 49 CFR Part 29. As such, the Contractor is required to verify that none of the Contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified, as defined at 49 CFR 29.940 and 29.945.

The Contractor is required to comply with 49 CFR 29, Subpart C, and must include the requirement to comply with 49 CFR 29, Subpart C, in any lower tier covered transaction Contractor enters into.

By signing and submitting its bid or proposal, the Bidder certifies as follows:

The certification in this clause is a material representation of fact relied upon by the City of Wilsonville. If it is later determined that the Bidder knowingly rendered an erroneous certification, in addition to remedies available to the City of Wilsonville, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The Bidder agrees to comply with the requirements of 49 CFR 29, Subpart C, while this offer is valid and throughout the period of any contract that may arise from this offer. The Bidder further agrees to include a provision requiring such compliance in its lower tier covered transactions.

\_\_\_\_\_ Signature of Contractor

\_\_\_\_\_ Signature of Contractor's Authorized Official

\_\_\_\_\_ Name and Title of Contractor's Authorized Official

\_\_\_\_\_ Date

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# ATTACHMENT D

## REQUEST FOR PRE-OFFER CHANGE OR APPROVED EQUAL

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Request for  
Proposal  
RFP NO. 7-2018

### Request for Pre-Offer Change or Approved Equal

This form must be used for requested clarifications, changes, substitutes or approval of items equal to items specified with a brand name and must be submitted as far in advance of the Due Date, as specified in "Questions, Clarifications and Omissions" on page 1.

SMART Transit  
RFP No. 7-2018

Request#:  Proposer: RFP Section: Page:
Questions/clarification or approved equal
Agency action: <input type="checkbox"/> Approved <input type="checkbox"/> Denied
Agency response:





**CITY COUNCIL MEETING  
STAFF REPORT**

<p><b>Meeting Date:</b> October 1, 2018</p>	<p><b>Subject: Ordinance No. 825 – 1<sup>st</sup> Reading</b> Accessory Dwelling Unit (ADU) Development Code Amendments</p> <p><b>Staff Member:</b> Daniel Pauly, Senior Planner; Amanda Guile-Hinman, Assistant City Attorney</p> <p><b>Department:</b> Community Development/Legal</p>
<p><b>Action Required</b></p>	<p><b>Advisory Board/Commission Recommendation</b></p>
<p><input checked="" type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing Date:</p> <p><input checked="" type="checkbox"/> Ordinance 1<sup>st</sup> Reading Date: October 1, 2018</p> <p><input type="checkbox"/> Ordinance 2<sup>nd</sup> Reading Date: October 15, 2018</p> <p><input type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information or Direction</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Council Direction</p> <p><input type="checkbox"/> Consent Agenda</p>	<p><input checked="" type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input type="checkbox"/> Not Applicable</p> <p><b>Comments:</b> At their September 12, 2018 meeting the Planning Commission unanimously recommended approval to the City Council.</p>
<p><b>Staff Recommendation:</b> Staff recommends that Council adopt Ordinance No. 825 on first reading.</p>	
<p><b>Recommended Language for Motion:</b> I move to approve Ordinance No. 825 on first reading.</p>	
<p><b>Project / Issue Relates To:</b></p>	
<p><input type="checkbox"/> Council Goals/Priorities</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>
<p><input checked="" type="checkbox"/> Not Applicable</p>	

**ISSUE BEFORE COUNCIL:**

To adopt code revisions relating to Accessory Dwelling Units (ADUs) to conform with Oregon Senate Bill (SB) 1051 that became law on August 15, 2017 and the resulting statutes that became effective July 1, 2018.

**EXECUTIVE SUMMARY:**

The purpose of SB 1051 is to create more housing in Oregon by removing barriers to development. Among the new statutes adopted as part of SB 1051 is ORS 197.312, which requires at least one accessory dwelling unit (ADU) be allowed per detached single-family dwelling. City legal and planning staff, as well as consultants provided by Metro, reviewed Wilsonville's Development Code to identify any areas needing adjustments to comply with new state law. The effort identified a number of necessary code amendments. The effort further identified a number of related minor amendments and definitions to help increase functionality and clarity of the code.

The review identified a few necessary amendments including allowing ADUs for detached dwelling units even if they are not on their own lot, making architectural standards clear and objective language, and removing any numerical limits to the number of ADUs in the City or an individual neighborhood.

Staff also identified a number of related minor amendments and definitions necessary to help increase functionality and clarity of the Code. Among these are clarifying regulations on short-term rentals, clarifying square footage limitations and parking requirements for ADUs, and clarifying definitions of different types of dwelling units.

During the July 11, 2018 Planning Commission Public Hearing, Commissioners requested additional information regarding some of the proposed code amendments, particularly regarding lot coverage changes, requirements that new subdivisions allow ADUs in their CC&Rs, and removal of architectural requirements for ADUs. Staff prepared the requested additional information, and made additional code amendments based on the Planning Commission feedback as well as information coming to the surface during additional research. The final draft of the code amendments do not propose to amend the lot coverage standards, do not mandate that CC&Rs allow ADUs, and include clear and objective design related standards for roof pitch and materials.

One implementation measure in the Comprehensive Plan, Implementation Measures 4.1.4.bb., also needs amending to be consistent with the new state statute and the proposed Development Code amendments.

Ordinance No. 825 adopts the necessary Development Code and Comprehensive Plan text amendments for the City to conform to SB 1051. Exhibits A, B, and C document the amendments with the changes tracked for clarification. Exhibit D addresses Compliance Findings. Exhibit E provides the Planning Commission record.

**EXPECTED RESULTS:**

Adoption of Development Code and Comprehensive Plan text amendments to comply with SB 1051.

**TIMELINE:**

Council has a public hearing scheduled for the first reading of the Ordinance to adopt the amendments on October 1, 2018 with second reading scheduled October 15, 2018, making the code amendments effective 30 days later.

**CURRENT YEAR BUDGET IMPACTS:**

The project uses capacity of current City staff and personnel and other non-financial resources provided by Metro and the State of Oregon.

**FINANCIAL REVIEW / COMMENT:**

Reviewed by: CAR Date: 9/24/2018

**LEGAL REVIEW / COMMENT:**

Reviewed by: BAJ Date: 9/21/2018

**COMMUNITY INVOLVEMENT PROCESS:**

The City sent broad notice of the public hearing to all residential properties as well as other typical public hearing notice procedures.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

The adoption of the Code amendments will provide clarity and certainty for property owners in Wilsonville desiring to add an ADU on their property, potentially increasing ADU construction, and thus providing needed housing in the community consistent with state law.

**ALTERNATIVES:**

A number of alternatives exist for the approach to the design standards. The alternative presented is the alternative recommend by the Planning Commission for approval.

**ATTACHMENTS:**

1. Ordinance No. 825

Ordinance Exhibits:

- A. Exhibit A – Development Code Amendments (changes tracked)
- B. Exhibit B – Old Town Design Standards Book Amendment
- C. Exhibit C – Comprehensive Plan Text Amendments (changes tracked)
- D. Exhibit D – Compliance Findings
- E. Exhibit E – Planning Commission Record

**ORDINANCE NO. 825**

**AN ORDINANCE OF THE CITY OF WILSONVILLE ADOPTING CERTAIN AMENDMENTS TO THE WILSONVILLE DEVELOPMENT CODE AND COMPREHENSIVE PLAN REGARDING ACCESSORY DWELLING UNITS, AS WELL AS OTHER DEVELOPMENT CODE AMENDMENTS, TO PROVIDE CLARITY AND FUNCTIONALITY TO THE CODE RELATED TO ACCESSORY DWELLING UNITS AND OTHER HOUSING.**

WHEREAS, the City of Wilsonville currently allows Accessory Dwelling Units for most single-family homes on their own lot; and

WHEREAS, Senate Bill 1051 requires cities in Oregon with populations greater than 2,500 to allow accessory dwelling units for each detached single-family structure whether on its own lot or not, effective July 1, 2018; and

WHEREAS, the City's Development Code includes a numerical limitation on Accessory Dwelling Units in the Canyon Creek Estates subdivision, which is not allowed under Senate Bill 1051; and

WHEREAS, Senate Bill 1051 requires only clear and objective standards apply to Accessory Dwelling Units requiring the City to remove certain subjective standards of having the same architecture of the primary dwelling unit; and

WHEREAS, the City's Comprehensive Plan (Implementation Measure 4.1.4.bb) allows one Accessory Dwelling Unit for single-family homes and requires the architecture to match the primary dwelling, which is not consistent with Senate Bill 1051; and

WHEREAS, the Wilsonville Old Town Single-Family Design Standards Book, attached hereto as **Exhibit C**, is part of Wilsonville's Development Code by reference in Section 4.138 and is also amended by this Ordinance; and

WHEREAS, the City of Wilsonville further has an adopted policy encouraging construction of Accessory Dwelling Units to support housing affordability by providing smaller more affordable dwelling units as well as providing a method for homeowners to gain rental income to make ownership of their property more affordable; and

WHEREAS, review of the City regulations affecting Accessory Dwelling Units and other housing identified opportunities to clarify code language and improve the functionality of the Development Code related to Accessory Dwelling Units and other housing; and

WHEREAS, the Wilsonville City Council held work sessions on July 2 and September 17, 2018 to discuss the proposed code and text updates; and

WHEREAS, following the timely mailing and publication of the required notice, the Planning Commission conducted a public hearing on July 11, 2018, wherein the Commission received public testimony, staff reports and input, and attachments and exhibits, and thereafter began deliberation and continued deliberation to a date certain of September 12, 2018; and

WHEREAS, the City Council, after Public Hearing Notices were provided to impacted residential properties, on August 6, 2018 continued the Public Hearing to a date certain of October 1, 2018 to allow the Planning Commission additional time to make a recommendation; and

WHEREAS, on September 12, 2018 the Planning Commission received additional information requested from City Staff, deliberated, and voted unanimously to approve Resolution No. LP18-0006, as amended, recommending approval to the City Council; and

WHEREAS, **Exhibits A through D** attached to this Ordinance, show the Wilsonville Development Code and Comprehensive Plan text amendments; and

WHEREAS, a copy of the record of the aforementioned Planning Commission action and recommendation is marked as **Exhibit E**, attached hereto and incorporated by reference herein; and

WHEREAS, following the Planning Commission public hearing, the Wilsonville Planning Director, forwarded the recommended Development Code and Comprehensive Plan text amendments to the City Council, along with a staff report and attachments, in accordance with the public hearing and notice procedures that are set forth in Sections 4.008, 4.011, 4.012, 4.197, and 4.198 of the Wilsonville Code; and

WHEREAS, the City Council held a Public Hearing on October 1, 2018 to review the proposed Development Code and Comprehensive Plan text amendments, and to gather additional testimony and evidence regarding the proposal; and

WHEREAS, the City Council has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of their proceeding; and

WHEREAS, the City Council has duly considered the subject, including the staff recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

**ORDINANCE NO. 825**

**Page 2 of 4**

1. FINDINGS.

The above-recited findings are adopted and incorporated by reference herein as findings and conclusions of Resolution No. LP18-0006, which includes the staff report The City Council further finds and concludes that the adoption of the proposed Development Code and Comprehensive Plan text amendments, are necessary for the good of the public of the municipality and compliance with State Law, as described in **Exhibit D.**

2. DETERMINATION.

Based on such findings, the City Council hereby adopts Development Code and Comprehensive Plan text amendments, attached hereto as **Exhibits A through C** The City Recorder is hereby directed to prepare final formatting to make sure such style and conforming changes match the format and style of the Wilsonville Development Code and Comprehensive Plan.

3. EFFECTIVE DATE OF ORDINANCE.

This Ordinance shall be declared to be in full force and effect thirty (30) days from the date of final passage and approval.

SUBMITTED to the Wilsonville City Council and read for the first time at a meeting thereof on the 1<sup>st</sup> day of October, 2018, and scheduled for second reading on October 15, 2018, commencing at the hour of 7 p.m. at Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon.

\_\_\_\_\_  
Kimberly Veliz, City Recorder

ENACTED by the City Council on the 15<sup>th</sup> day of October 2018, by the following votes:  
Yes: \_\_\_\_\_ No: \_\_\_\_\_

\_\_\_\_\_  
Kimberly Veliz, City Recorder

DATED and signed by the Mayor the 15<sup>th</sup> day of October, 2018.

---

TIM KNAPP, MAYOR

SUMMARY OF VOTES:

Mayor Knapp

Council President Starr

Councilor Stevens

Councilor Lehan

Councilor Akervall

Exhibits:

- A. Exhibit A – Development Code Amendments (changes tracked)
- B. Exhibit B – Old Town Design Standards Book Amendments
- C. Exhibit C – Comprehensive Plan Text Amendments (changes tracked)
- D. Exhibit D – Compliance Findings
- E. Exhibit E – Planning Commission Record

### Development Code Amendments (changes tracked)

#### **Section 4.001     Definitions.**

In addition to the definitions set forth in Section 4.001, below, for the purpose of this Chapter, the following terms are hereby defined. The word "occupy" includes premises designed or intended to be occupied. The word "shall" is always mandatory. All other words shall have the following respective meanings, unless the context otherwise requires:

1.     Abutting: See Adjoining.
2.     Access, Vehicular: The designed location of ingress and egress, where vehicles enter or leave property.
3.     Access, Pedestrian: The designed location of ingress and egress, where pedestrians enter or leave property.
4.     Access Control Restriction: A type of access restriction that involves establishing a reserve area adjacent to and paralleling a half street improvement, or across the end of a street that is to be extended in the future, to ensure proper participation by adjoining properties in completion of the required street improvements. See Street, Half. [Amended by Ord. #719, 6/17/13]
5.     Access Drive: A private travel lane primarily used as a means of approach for vehicles.
6.     Accessory Building or Use: A subordinate building or use, the function of which is clearly incidental to that of the main building or use on the same lot. For non-residential uses, An-an accessory use may be located on a lot adjoining that of the main use if approved for this purpose through the Administrative Review procedures of Section 4.030.
7.     Accessory Dwelling Unit: A dwelling unit of not more than 800 square feet of habitable floor area accessory, incidental, subordinate to another dwelling unit on the same lot. ~~on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached.~~ [Amended by Ord. 677, 3/1/10]
8.     Address Overlay Zone: Distinct areas within the Villebois Village Center where additional information is provided for the definition of architectural character and community elements. [Added by Ord. No. 595, 12/5/05.]
9.     Adjacent: See adjoining.
10.    Adjoining: Contiguous or abutting exclusive of street width. It shall include the terms adjacent, abutting or contiguous.
11.    Agriculture: The use of land larger than one acre for the primary purpose of deriving income from growing plants on land including, but not limited to, land used principally for the production of crops, land used for orchards or production of fruit, but not including land used primarily for another use and incidentally for growing plants, crops, or fruit.
12.    Alley: A public or private way which includes a roadway used to provide vehicular ingress and egress to the back or side of properties otherwise abutting on a street, private drive, or shared common area. An alley typically has a width of no more than twenty (20) feet.
22.    Area of Shallow Flooding: Means a designated AO or AH Zone on the Flood Insurance



## Ordinance No. 825 Exhibit A

Rate Map (FIRM). The base flood depths range from one to three feet; a clearly defined channel does not exist; the path of flooding is unpredictable and indeterminate; and, velocity flow may be evident. AO is characterized as sheet flow and AH indicates ponding.

23. Area of Special Flood Hazard: Means the land in the flood plain within a community subject to a one percent or greater chance of flooding in any given year. This is the area subject to a base flood event. Designation on FIRM maps always includes the letters A or V.
24. Artificial Sky Glow. The brightening of the night sky attributable to human made sources of light. [Added by Ord. 649, 6/2/08]
- ~~25. Attached Family Dwelling Units: A building or structure designed to house two (2) or more families, whether related to each other or not.~~
- ~~26-25. Attached Wireless Communication Facility: A wireless communication facility that is affixed to an existing structure, (e.g., an existing building wall or roof, mechanical equipment, or alternative tower structure. [Added by Ord. #479, 5/19/97]~~
- ~~27-26. Attachment: An antenna or other piece of related equipment affixed to a transmission tower. [Added by Ord. #479, 5/19/97]~~
- ~~28. Accessory Dwelling Unit: A dwelling unit of not more than 600 square feet on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached.~~
- ~~29-27. Base Flood: Means the flood having a one percent chance of being equaled or exceeded in any given year. Also referred to as the "100-year flood". Designation on FIRM maps always includes the letters A or V.~~
- ~~30-28. Basement: A portion of a building which has less than one-half (1/2) of its height measured from finished floor to finished ceiling above the average elevation of the adjoining grade. For areas located in a Special Flood Hazard Area, the definition of basement is any area of the building having its floor subgrade (below ground level) on all sides.~~
- ~~31-29. Bed and Breakfast Home or Boarding House: A building or premises used for the provision of lodging and meals, where not more than five (5) rooms are available for rent. Does not including short-term rentals.~~
- ~~32-30. Bikeway: Bikeway is a general term used to describe any type of transportation facility that is designated for use by bicycles in conformance with City standards. Bikeways may or may not be within a public right-of-way and include the following:~~
- ~~A. Bike Lane: A bike lane facility is a type of bikeway where a section of the roadway is designated for exclusive bicycle use.~~
  - ~~B. Recreational Trail: A recreation trail is a type of pedestrian, bicycle, or equestrian facility that is entirely separate from roadways and has unimproved, gravel, or bark dust surface.~~

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building is divided into units by means of masonry division walls, each unit shall be considered separately in calculation for height of building.

46. Candela. The unit of luminous intensity of a lighting source emitted in a given direction. [Added by Ord. 649, 6/2/08]
47. Canopy. A roof-like covering over an area, in or under which a lighting fixture is mounted. [Added by Ord. 649, 6/2/08]
48. Category of Use: Type of use. See Mixed Use.
49. Change of Use: Within the Willamette River Greenway means making a different use of the land or water than that which existed on December 6, 1975. It includes a change which requires construction, alterations of the land, water or other areas outside of the existing buildings or structures and which substantially alters or affects the land or water. It does not include a change of use of a building or other structure which does not substantially alter or affect the land or water upon which it is situated. The sale of property is not in itself considered to be a change of use. An existing open storage area shall be considered to be the same as a building. Landscaping, construction of driveways, modifications of existing structures, or the construction or placement of such subsidiary structures or facilities as are usual and necessary to the use and enjoyment of existing improvements shall not be considered a change of use for the purposes of Sections 4.500.
50. Civic: Relating to, or derived from, a city or citizen.
51. Civic Building or Place: A building or place that functions communally, such as religious, cultural, environmental or educational institutions.
52. Clear Vision Area: A standard for sight lines at intersections of streets, railways, and driveways. See section 4.125.09, Street Improvement Standards.
53. Cluster Housing: ~~A type of Small lot detached- single family dwellings~~ dwelling unit development arranged in groups, with a courtyard(s) containing shared green space and a public access sidewalk easement.
54. Commercial: Development having to do with retail, service, commercial recreation, and/or office uses.
55. Common Residential Areas.
  - Areas shared in common by residents of buildings with three or more dwelling units, (i.e. common open space, play areas, trash receptacle areas, “common property” under a subdivision or partition declaration); and
  - Three or more open off-street stripped parking spaces, either abutting or within 10 feet of each other and not separated by a wall or other physical barrier between the two parking spaces, designated or set aside for use by the three or more dwelling units, regardless of whether the parking space is assigned for exclusive use of each dwelling unit or non-exclusively used by three or more dwelling units, and are either commonly owned or were developed for the purpose of serving the parking needs of “multiple dwellings” or multiple attached single-family dwellings, as defined in the Development Code. [Added by Ord. 649, 6/2/08]

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85. Duplex: Two attached dwelling units on a single lot, neither of which meets the definition of an accessory dwelling unit.
86. Dwelling: A building, mobile home, or manufactured home, designed for residential occupancy, but not a house trailer or recreational vehicle.
87. Dwelling Unit: A building or portion thereof providing complete housekeeping facilities for one family, including a kitchen and bathroom, but not a trailer house or other recreational vehicle.
88. Dwelling Unit, Attached: A dwelling unit which (1) shares one or more common or abutting wall, floor, or ceiling with one or more dwelling units and/or (2) has a shared roof structure with or a roof without a spatial gap between one or more dwelling units. The common or abutting walls, floors, ceilings, and roofs includes those of attached garages, storage areas, or other accessory uses. When a dwelling unit is attached only to an accessory dwelling unit and the accessory dwelling unit is not attached to any other dwelling unit, the dwelling unit is not "Attached" under this definition while the accessory dwelling unit is "Attached" under this definition.
89. Dwelling Unit, Detached: A dwelling unit not meeting the definition of attached dwelling unit.
- ~~86. —~~
- ~~87-90. Dwelling Unit, Multiple-Family: Three or more attached dwelling units located on a single tax lot. In the Village zone, such use also includes stacked flats or townhouses. Multiple-family dwelling units may be detached or attached.~~
- ~~88-91. Dwelling Unit, Single-Family: A dwelling unit designed for occupancy by one family located on its own lot. A single- family dwelling unit may be detached or attached, provided that each such unit is located on its own tax lot. A single-family dwelling may also include an accessory dwelling unit, if approved for that use as specified in this Code.~~
- ~~89. Dwelling Unit: A building or portion thereof providing complete housekeeping facilities for one family, including a kitchen and bathroom, but not a trailer house or other recreational vehicle.~~
- ~~90-92. Encroachment Area: See Section 4.139.00~~
- ~~91-93. Equipment Enclosures: A small structure, shelter, cabinet or vault used to house and protect the electronic equipment necessary for processing wireless communication signals. Associated equipment may include air conditioning and emergency generators. [Added by Ord. #479, 5/19/97]~~
94. Essential Government Services. Services and facilities provided by a governmental unit, that are basis and inherent to the public health and welfare including, but not limited to, fire, police, water, sewer, transportation, emergency communication, and education, and governmental services and facilities in support thereof. [Added by Ord. 545, 8/19/02]
- ~~92. —~~
- ~~93-95. Exempt tree or vegetation: As used in the solar access provisions of this Code, the terms "exempt tree or exempt vegetation" refer to the full height and breadth of vegetation that has been identified by the City as "solar friendly," and any vegetation listed as exempt on a plat, a document recorded with the plat, or a solar access permit.~~

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- ~~94-96.~~ Existing Manufactured Home Park or Subdivision: A manufactured home park subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the adopted floodplain management regulations. [Added by Ord. # 647, 4/21/08]
- ~~95-97.~~ Exterior Display: The outdoor exhibit of merchandise by a retail merchant.
- ~~96-98.~~ Façade. The exterior wall or elevation of a building. [Added by Ord. 649, 6/2/08]
- ~~97-99.~~ Family: One or two persons with or without their direct descendants and adopted children (and including domestic employees thereof) together with not more than five  
(5) persons not so related, living together in a room or rooms comprising a single housekeeping unit. Every additional group of five (5) or fewer persons living in such housekeeping unit shall be considered a separate family. For housing developed to implement ORS 426.508 or under the Fair Housing Amendments Act of 1988, family shall mean all persons living in a dwelling unit, regardless of relationship.
113. Garage, private: An accessory building, or portion thereof, or portion of a main building used for the parking or temporary storage of vehicles ~~owned or used by occupants of the main building~~.
114. Glare. Light that causes visual discomfort or disability, and the wattage and/or light distribution is excessive for the purposes for which the illumination is necessary. [Added by Ord. 649, 6/2/08]
115. Grocery Store: A retail business that sells food and household sundries.
116. Grocery Store, Specialty: A retail business that sells specialty food and specialty household sundries.
- ~~117.~~ Habitable floor: Any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof. A floor used only for storage purposes is not a "habitable floor".
- ~~117-118.~~ Habitable floor area: For the purpose of calculating the area of a dwelling unit, the area of a dwelling unit usable for living purposes, which includes areas for sleeping, eating, cooking, bathing, sanitation, recreation, and similar activities. Storage areas with floor-level interior access from other habitable areas are included in habitable floor area. Storage areas without interior floor-level access from other habitable areas are not included in habitable floor area. A garage is not considered a storage area for the purpose of this definition and is not considered part of the habitable floor area.
- ~~118-119.~~ Habitat-Friendly Development: A method of developing property that protects our natural resources as we grow and focuses on land development and site design that mimic natural processes. Examples include clustering development to avoid habitat, minimizing tree removal and root disturbance, managing storm water on-site to help filter rainwater and recharge groundwater sources, and, where feasible, reducing the amount of impervious surface created by development. [Added by Ord. # 674 11/16/09]
- ~~119-120.~~ Hardscape Permanent improvements to a site, including but not limited to, parking lots, driveways, streets, plazas, sidewalks, walkways, bikeways, abutments, stairs, ramps, and architectural features, such as fountains and sculptures. [Added by

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Ord. 649, 6/2/08]

- ~~120-121.~~ Hearing Body: The City Council, the Development Review Board, or the Planning Commission having the authority to review an application assigned by Section 4.031, Section 4.032, and Section 4.033.
- ~~121-122.~~ Heritage Tree: A tree that, due to age, size, species, quality or historic association, is considered of landmark importance to the community and has been designated as such by the City Council.
- ~~122-123.~~ Home Business: A business operating from a dwelling unit that does not meet the definition of a "Home Occupation" listed below, ~~and for which a conditional use permit has been issued by the City.~~ Short-term rental of a dwelling unit or portion thereof where the operator does not live on the same lot is a home business. A home business requires a conditional use permit.
- ~~123-124.~~ Home Occupation: ~~"Home Occupation" means an~~ An occupation, profession, or craft, which is customarily incidental to or carried on in a dwelling place or premises and not one in which the use of the premises as a dwelling place is largely incidental to the business use. A home occupation is carried on by an immediate member of the family residing within the dwelling place. A home occupation shall require no structural alteration or changes to the exterior of the dwelling, and shall include no display of merchandise on the premises which can be seen from the exterior of the dwelling. Any instruction shall be limited to one pupil at a time. Noise, odor, smoke, gases, fallout, vibration, heat or glare resulting from the use shall not be of the intensity as to be detected outside of the containing structure. Traffic and parking are to be such as to give no outward appearance that a business is being conducted on the premises. Short-term rental of a dwelling unit or portion thereof where the operator of the short-term rental lives on the same lot is a home occupation.
124. Hospital: A building or premises providing in-patient services that is used for human medical or surgical treatment.
125. Hospital, Animal: A building or premises for the medical or surgical treatment of domestic animals or pets, including dog, cat and veterinary hospitals.
126. Hotel, Motel, or Overnight Lodging Facility: A building which is designed or used to offer six (6) or more rooms for lodging, with or without meals, for compensation, ~~for six (6) or more people.~~
127. House Side Shield. For fully shielded luminaires only, an internal shield designed and installed by the luminaire manufacturer that significantly attenuates candlepower in the back photometric hemisphere at all angles greater than 30 degrees relative to nadir. [Added by Ord. 649, 6/2/08]
128. Human Occupancy: For purposes of Section 4.172(.02)(C.)(4.), any structure usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof, is considered to be for human occupancy. A structure used only for storage purposes is not for "human occupancy." [Added by Ordinance No. 538, 2/21/02.]
129. IESNA. The Illuminating Engineering Society of North America (see [www.iesna.com](http://www.iesna.com)). [Added by Ord. 649, 6/2/08]
130. Impact Area: See Section 4.139.00
131. Impervious Area: An area with minimal infiltration of surface water into the underlying

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soil and shall include pavement (including but not limited to concrete or asphaltic concrete surfaces), gravel roads, structures, roadways, and roofs.

132. Intensification of Use: Within the Willamette River Greenway means any additions which increase or expand the area or amount of an existing use, or the level of activity. Remodeling of the exterior of a structure not excluded below is an intensification when it will substantially alter the appearance of the structure. Maintenance and repair usual and necessary for the continuance of an existing use is not an intensification of use. Reasonable emergency procedures necessary for the safety or the protection of property are not an intensification of use. Residential use of land within the Greenway includes the practices and activities customarily related to the use and enjoyment of one's home. Landscaping, construction of driveways, modification of existing structures or construction or placement of such subsidiary structures or facilities, including accessory dwelling units, adjacent to the residence as are usual and necessary to such use and enjoyment shall not be considered an intensification for the purposes of this Code. Seasonal increases in gravel operations shall not be considered an intensification of use.
133. Kenel: Any lot or premises on which four (4) or more dogs, more than four (4) months of age, are kept for boarding, breeding or sales.
134. Landscaping: The term "landscaping" includes trees, grass, shrubs, flowers, water features, and garden areas, and the arrangement of paths, walkways, fountains, patios, decks, fencing, street furniture and ornamental concrete or stonework areas, earth forms such as grading, mounding and contours. The use of pervious materials is

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273. Short-Term Rental: A dwelling unit or portion thereof subject to a lease term, rental agreement, or similar agreement, either directly or through a professional vacation rental-company or similar, less than monthly, generally daily or weekly. Involves rental to only one party at a time. A dwelling unit with rental of different rooms during the same period to different parties is not considered a short-term rental, but may meet the definition of a bed and breakfast home or boarding house or hotel, motel, or overnight lodging facility.

273-274. Solar access permit: A document issued by the city that describes the maximum height that non-exempt vegetation is allowed to grow on lots to which a solar access permit applies.

274-275. Solar feature: A device or combination of devices or elements that does or will use direct sunlight as a source of energy for such purposes as heating or cooling of a structure, heating or pumping of water, and generating electricity. Examples of a solar feature include a window or windows that contain(s) at least 20 square feet of glazing oriented within 45 degrees east and west of true south, a solar greenhouse, or a solar hot water heater. A solar feature may be used for purposes in addition to collecting solar energy, including but not limited to serving as a structural member or part of a roof, wall, or window. A south-facing wall without windows and without other features that use solar energy is not a solar feature for purposes of this Section.

275-276. Solar gain line: A line parallel to the northern property line(s) of the lot(s) south of and adjoining a given lot, including lots separated only by a street, that intersects the solar feature on that lot (see Figure 8: Solar Gain Line in Section 4.137).

276-277. Source Separated Recyclables: Recyclable materials designated “principle recyclable materials” by the Oregon Environmental Quality Commission under ORS 495A.025 with the exception of yard debris, as well as other source-separated recyclables that may be designated by local ordinance or regulation. [Amended by Ord. #426– 4/1/94]

277-278. South or South facing: True south, or 20 degrees east of magnetic south.

278-279. Special Flood Hazard Area: Means an area having special flood, mudslide (i.e., mudflow), and/or flood-related erosion hazards, and shown on an FHBM or FIRM as zone A, AO, AE, AH, VE, or V. [Amended by Ord. # 647, 4/21/08; Ord. 686, 11/1/10]

279-280. Specific Area Plan (SAP): A plan with a series of detailed components covering one of the five distinct areas of the Villebois Village Master Plan. These plans provide a higher level of analysis and detail than the Villebois Village Master Plan.

280-281. Stacked Flats: Two or more single-level dwelling units, the second arranged above the first, etc.

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**Section 4.113. Standards Applying To Residential Developments In Any Zone.****(.03) Building Setbacks(for Fence Setbacks, see subsection .08)**

- A. For lots over 10,000 square feet:
1. Minimum front yard setback: Twenty (20) feet.
  2. Minimum side yard setback: Ten (10) feet. In the case of a corner lot less than one hundred (100) feet in width, abutting more than one street or tract with a private drive, the side yard on the street or private drive side of such lot shall be not less than twenty percent (20%) of the width of the lot, but not less than ten (10) feet.
  3. In the case of a key lot, the front setback shall equal one-half (1/2) the sum of depth of the required yard on the adjacent corner lot along the street or tract with a private drive upon which the key lot faces and the setback required on the adjacent interior lot.
  4. No structure shall be erected within the required setback for any future street shown within the City's adopted Transportation Master Plan or Transportation Systems Plan.
  5. Minimum setback to garage door or carport entry: Twenty (20) feet. Except, however, in the case of an alley where garages or carports may be located no less than four (4) feet from the property line adjoining the alley.
  6. Minimum rear yard setback: Twenty (20) feet. Accessory buildings on corner lots must observe the same rear setbacks as the required side yard of the abutting lot.
- B. For lots not exceeding 10,000 square feet:
1. Minimum front yard setback: Fifteen (15) feet, with open porches allowed to extend to within ten (10) feet of the property line.
  2. Minimum side yard setback: One story: five (5) feet; Two or more stories: seven (7) feet. In the case of a corner lot, abutting more than one street or tract with a private drive, the side yard on the street side of such lot shall be not less than ten (10) feet.
  3. In the case of a key lot, the front setback shall equal one-half (1/2) the sum of depth of the required yard on the adjacent corner lot along the street or tract with a private drive upon which the key lot faces and the setback required on the adjacent interior lot.
  4. No structure shall be erected within the required setback for any future street shown within the City's adopted Transportation Master Plan or Transportation Systems Plan.
  5. Minimum setback to garage door or carport entry: Twenty (20) feet. Wall above the garage door may project to within fifteen (15) feet of property line, provided that clearance to garage door is maintained. Where access is taken from an alley, garages or carports may be located no less than four (4) feet from the property line adjoining the alley.
  6. Minimum rear yard setback: One story: fifteen (15) feet. Two or more stories: Twenty (20) feet. Accessory buildings on corner lots must observe the same rear setbacks as the required side yard of the abutting lot.



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(.11) Accessory Dwelling Units.

A. ~~Accessory Dwelling Units, developed on the same lot as the detached or attached single family dwelling to which it is accessory, shall be permitted outright, subject to the standards and requirements of this Section.~~ are permitted subject to the standards and requirements of this Subsection.

## B. Standards

1. Number Allowed

a. For detached dwellings units and attached single-family dwelling units: One per dwelling unit.

b. For all other attached dwelling units: None.

2. Maximum Floor Area: per definition in Section 4.001, 800 square feet of habitable floor area. Per Subsection 4.138 (.04) C. 1., in the Old Town Overlay Zone the maximum is 600 square feet of habitable floor area. One Accessory Dwelling Unit per lot shall be no greater than 800 square feet with not more than two bedrooms, unless the size and density of ADUs are otherwise provided in an adopted Neighborhood Plan or Stage II Development Plans. Larger units shall be subject to standards applied to duplex housing.

~~1.3.~~ Accessory dwellings units shall be on the same lot as the dwelling unit to which they are subordinate.

~~2.4.~~ Accessory Dwelling Units may be either attached or detached, but are subject to all zone standards for setbacks, height, and lot coverage, unless those requirements are specifically waived through the Planned Development waiver or Variance approval processes.

~~3. This Section applies to residential developments in PD-R, R, RA-H, or Village zones.~~

5. Design Standards:

a. Roof pitch shall be 4:12 to 12:12. No flat roofs allowed.

i. Where the primary dwelling unit has a roof pitch of less than 4:12 the minimum roof pitch does not apply.

b. Roof and siding materials shall match the respective material of one or more of the following: (1) the primary dwelling unit on the same lot, (2) a primary dwelling unit on an immediately adjacent lot, or (3) a primary dwelling unit within the same subdivision.

i. For the purpose of the requirement to match material, fiber cement siding made to appear like wood, stucco, or masonry may be used to match wood, stucco, or masonry respectively.

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c. Where design standards established for a zone or overlay zone are more restrictive and/or extensive than a. and b. above the more restrictive and/or extensive design standards shall apply. This includes design standards for the Village (V) Zone, the Residential Neighborhood (RN) Zone, and the Old Town Overlay Zone.

4.6. Where an Accessory Dwelling Unit is proposed to be added to an existing residence and no discretionary land use approval is being sought (e.g., Planned Development approval, Conditional Use Permit approval, etc.) the application shall require the approval of a Class I Administrative Review permit. Application for duplex construction shall be subject to the density standards of the zone in which it is located, or as otherwise provided in a Neighborhood Plan or Stage II/Final Development Plan.

5.7. Authorization to develop Accessory Dwelling Units does not waive Building Code requirements. Increased firewalls or building separation may be required as a means of assuring adequate fire separation from one unit to the next. Applicants are encouraged to contact, and work closely with, the Building Division of the City's Community Development Department to assure that Building Code requirements are adequately addressed.

~~6. The Accessory Dwelling Unit must be of substantially the same exterior design and architecture (i.e. siding, windows, doors and roofing materials) as the primary dwelling unit on the property.~~

~~7. Parking:~~

Each ~~Accessory~~accessory Dwelling~~dwelling Unit~~unit shall have one standard sized parking space on the same lot.

Where an off-street parking space is not available to serve the ~~ADU~~accessory dwelling unit, on-street parking ~~may be considered to satisfy~~satisfies this requirement if ~~all of the following are present:~~

~~On at least 45 feet of frontage along the lot is available for on-street parking and is not otherwise approved to meet minimum parking standards for another use. -street parking exists along the frontage of the lot, or within 100' of the front lot line of the lot.~~

~~i. No more than 25% of the lots in a block will have ADUs.~~

8. Each ~~Accessory~~accessory Dwelling~~dwelling Unit~~unit shall provide complete, independent permanent facilities for living, sleeping, eating, cooking, bathing and sanitation purposes, and shall have its own separate secure entrance.

~~9. Each Accessory Dwelling Unit must be accessible by street or driveway to fire and emergency vehicles, and for trash pick-up.~~

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~~9-10. Accessory dwelling units may be short-term rentals, but the owner/local operator must maintain an active business license with the City of Wilsonville for a short-term rental business and pay all applicable lodging and other taxes.~~

~~C. Neighborhood Density and Size Standards.~~

~~1. Canyon Creek Estates – up to 12 ADUs as per Resolution No. 95PC16.~~

~~[Section 4.133(11) amended by Ord. 677, 3/1/10]~~

(.12) Reduced Setback Agreements. The following procedure has been created to allow the owners of contiguous residential properties to reduce the building setbacks that would typically be required between those properties, or to allow for neighbors to voluntarily waive the solar access provisions of Section 4.137. Setbacks can be reduced to zero through the procedures outlined in this subsection.

A. Examples

1. First example: the owner of one house is allowed to build to the sideyard property line, with no setback, provided that the owner of the neighboring property agrees and that the agreements of both owners are recorded with the deed records for those properties.

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

(.01) Purpose. It is the purpose of this zone to serve as a holding zone to preserve the future urban level development potential as undeveloped property designated for more intensive development. This zone has been applied to all urbanizable properties within the city which are planned for development and which have not previously received development approval in accordance with the Comprehensive Plan.

(.02) Uses Permitted Outright:

- A. One single-family dwelling, ~~with not more than one accessory dwelling unit~~ per lot and accessory dwelling units subject to the standards of Section 4.113 (.11). 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.
- 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.
- E. Temporary structures or uses, subject to the procedures for temporary uses set forth in Section 4.163.
- F. Agriculture, horticulture, greenhouses, nurseries (provided that any commercial sales of products shall require the approval of a conditional use permit), timber growing, grazing, and the small scale raising of livestock and animals.
- G. Public parks, playgrounds, recreational and community buildings and grounds, public golf courses, tennis courts, and similar recreational uses, all of a non-

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commercial nature. Any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot in a residential or RA-H district.

H. Accessory Uses Permitted:

1. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal uses permitted located on the same lot therewith.
2. Home occupations.
3. Signs, subject to the provisions of Sections 4.156.01 through 4.156.11. [Amended by Ord. No. 704, 6/18/12]

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

- A. 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.
- B. Roadside stands when located on the same property as the principal uses, selling only those products that are produced on the same property on which the stand is located, or on adjacent property.

(.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.
  2. Minimum setback for residential garage or carport: At least five (5) feet behind the front of the nearest residential unit on the property. In no case shall the front of a garage or carport be located less than twenty (20) feet behind a sidewalk or a public right-of-way providing access to that garage or carport. Except, however, in the case of an alley where garages or carports are located within five (5) feet of the property line adjoining the alley. [Amended by Ord. 682, 9/9/10]
- C. Minimum Street Frontage: Seventy-five (75) feet. A reduced street frontage may be approved, based on a finding that the proposed lot frontage will not hinder the future development of the site to densities proposed in the Comprehensive Plan.

**Section 4.122. Residential Zone.**

- (.01) Purpose: The purpose of this zone is to provide for standards and a simplified review process for small-scale urban low and medium density residential development. Developments in the 'R' zone are not intended to be Planned Developments.
- (.02) Residential Densities: Residential densities shall be governed by the density range designated by the City of Wilsonville Comprehensive Plan.
- (.03) Lot Size Qualifications:
- A. The owner or the owner's authorized agent shall not hold or cause to be held any interest in any adjacent property with the intent to avoid PDR regulations.
  - B. The lot or any part thereof shall not be an identified area of special concern as defined in the Comprehensive Plan.
  - C. The development area must be two (2) acres or less in size. Development of larger properties shall be reviewed through planned development procedures.
  - D. Not more than thirty percent (30%) of the lot shall be covered by buildings.
- (.04) Principal Uses Permitted:
- A. Single-Family Dwelling Units.
  - B. ~~Attached Family Dwelling Units, Duplexes.~~
  - C. ~~Apartments~~ Multiple-Family Dwelling Units.
  - D. Public parks, playgrounds, recreational and community buildings and grounds, tennis courts, and similar recreational uses, all of a non-commercial nature. Any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot in a residential or RA-H zone.
  - E. Manufactured homes. [Note: Section 4.115 Standards Applying to Manufactured Housing in All Zones Where Manufactured Housing is Permitted deleted per by Ord. 538, 2/21/02.]
- (.05) Accessory Uses Permitted to Single Family ~~and Detached~~ Dwelling Units:
- A. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses, including accessory dwelling units subject to the standards of Subsection 4.113 (.11), located on the same lot therewith.
  - B. Home occupations.
  - C. A private garage or parking area.
  - D. Temporary real estate signs, small announcement or professional signs, and subdivision signs, as provided in Sections 4.156.05, 4.156.07, 4.156.09, and 4.156.10. [Amended by Ord. No. 704, 6/18/12]
  - E. Temporary buildings for uses incidental to construction work, which buildings shall be removed immediately upon completion or abandonment of the

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construction work. In no case shall such buildings remain on the premises longer than ten (10) days after the receipt of a Certificate of Occupancy or the expiration of construction permits.

- F. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses are detached and located behind the rear most line of the main buildings, at least one-half (1/2) of the side yard setback. In no case shall a setback less than three (3) feet be permitted unless a Reduced Setback Agreement has been approved and properly recorded, as provided in Section 4.113.
- G. Livestock and farm animals shall be permitted subject to the provisions of Section 4.162.

(.06) Accessory Uses Permitted for ~~Attached Family Dwelling Units and Apartments~~Duplexes and Attached Multiple-Family Dwelling Units:

- A. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses, located on the same lot therewith.
- B. Home occupations.
- C. A private garage or parking area.
- D. Temporary buildings for uses incidental to construction work, which buildings shall be removed immediately upon completion or abandonment of the construction work. In no case shall such buildings remain on the premises longer than ten (10) days after the receipt of a Certificate of Occupancy or the expiration of construction permits.
- E. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses are detached and located behind the rear most line of the main building, at least one-half (1/2) of the side yard setback is required.
- F. Livestock and farm animals shall be permitted, subject to the provisions of Section 4.162.

(.07) Other Standards:

- A. Minimum lot width at building line: Sixty (60) feet.
- B. Minimum street frontage of lot: Thirty (30) feet; however, no street frontage is required when the lot fronts on an approved, platted private drive.
- C. Minimum lot size: 5000 square feet.
- D. Minimum lot depth: Seventy (70) feet.
- E. Maximum building or structure height: Thirty-five (35) feet.
- F. Maximum lot coverage: Twenty percent (20%) for all residential dwelling units; thirty percent (30%) for all buildings.
- G. Block and access standards:

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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.
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 4.122(.07) amended by Ord. 538, 2/21/02; Ord 682, 9/9/10.]



**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.~~~~D. Multiple-Family Dwelling Units, subject to the density standards of the zone.~~~~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).~~**(.02) Permitted accessory uses to single family dwelling and detached dwelling units:**

A. Accessory uses, buildings and structures customarily incidental to any of the principal permitted uses listed above, and located on the same lot.

B. Living quarters without kitchen facilities for persons employed on the premises or for guests. Such facilities shall not be rented or otherwise used as a separate dwelling unless approved as an accessory dwelling unit or duplex.

C. Accessory ~~Dwelling-dwelling u~~Units, subject to the standards of Section 4.113 (.11).

D. Home occupations.

E. A private garage or parking area.

~~F. Keeping of not more than two (2) roomers or boarders by a resident family.~~

G. Temporary real estate signs, small announcement or professional signs, and subdivision signs, as provided in the provisions of Sections 4.156.05, 4.156.07, 4.156.09, and 4.156.10. [Amended by Ord. No. 704, 6/18/12]

H. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.

I. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.

J. Livestock and farm animals, subject to the provisions of Section

**4.162. (.03) Permitted accessory uses for duplexes and attached multiple-family dwelling units:**

A. Accessory uses, buildings, and structures customarily incidental to any of the

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aforesaid principal permitted uses, located on the same lot therewith.

- B. Home occupations.
- C. A private garage or parking area.
- D. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.
- E. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.
- F. Livestock and farm animals, subject to the provisions of Section 4.162.

(.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, sub-stations 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.
- D. Neighborhood Commercial Centers limited to the provisions of goods and services primarily for the convenience of and supported by local residents, and not requiring a zone change to a commercial designation:
  - 1. The site of a Neighborhood Commercial Center was proposed at the time of the original application.
  - 2. Such centers are of a scale compatible with the surrounding residential structures.
  - 3. Such centers shall be compatible with the surrounding residential uses.
  - 4. The site of a Neighborhood Commercial Center shall be at least one-quarter (1/4) mile from any other sites zoned for commercial uses.
  - 5. The site of a Neighborhood Commercial Center shall not exceed five percent (5%) of the total area or one (1) acre, whichever is less.
  - 6. The site of a Neighborhood Commercial Center shall have direct access to a street of a collector classification and shall have direct pedestrian access to the residential areas.
  - 7. The site of a Neighborhood Commercial Center shall not include more than one quadrant of an intersection and shall not result in traffic of a nature which causes a substantial adverse impact on the residential character of the planned development.

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E. Commercial Recreation which is compatible with the surrounding residential uses and promotes the creation of an attractive, healthful, efficient and stable environment for living, shopping or working. All such uses except golf courses and tennis courts shall conform to the requirements of subsection “D” (Neighborhood Commercial Centers), above.

E.F. Home businesses

(.05) Appropriate PDR zone based on Comprehensive Plan Density:

Comprehensive Plan Density*	Zoning District
0-1 u/acre	PDR-1
2-3 u/acre	PDR-2
4-5 u/acre	PDR-3
6-7 u/acre	PDR-4
10-12 u/acre	PDR-5
16-20 u/acre	PDR-6
20 + u/acre	PDR-7

**Table 1: PDR Zone based on Comprehensive Plan Density**

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

[Section 4.124(.05) amended by Ordinance No. 538, 2/21/02.]

(.06) 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.]

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

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

(.09) Corner Vision Clearance. Per the requirements of Section 4.177.

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**Section 4.124.3. PDR-3:**

The following standards shall apply in PDR-3 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 7,000 square feet.
- (.02) Minimum lot size: 5,000 square feet.
- (.03) Minimum density at build out: One unit per 8,000 square feet.
- (.04) Other standards:

- A. Minimum lot width at building line: Forty (40) feet.
- B. Minimum street frontage of lot: Forty (40) feet; however, street frontage may be reduced to twenty-four (24) feet when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
- C. Minimum lot depth: Sixty (60) feet.
- D. Setbacks: per Section 4.113(.03).
- E. Maximum building or structure height: Thirty-five (35) feet.
- F. Maximum lot coverage: Fifty percent (50%) for lots containing less than 7000 square feet. Forty-five percent (45%) for lots between 7000 and 8000 square feet. Forty percent (40%) for lots exceeding 8000 square feet.

- (.05) Examples of development that is typically permitted (hypothetical 10-acre site):

- A. Fifty-four single-family dwellings ~~(with or without accessory dwelling units)~~ on individual lots, or
- B. Sixty-two dwelling units (any combination of multiple-family or single-family units ~~with or without accessory dwelling units~~).

**4.127 Residential Neighborhood (RN) Zone****(.01) Purpose.**

The Residential Neighborhood (RN) zone applies to lands within Residential Neighborhood Comprehensive Plan Map designation. The RN zone is a Planned Development zone, subject to applicable Planned Development regulations, except as superseded by this section or in legislative master plans. The purposes of the RN Zone are to:

- A. Implement the Residential Neighborhood policies and implementation measures of the Comprehensive Plan.
- B. Implement legislative master plans for areas within the Residential Neighborhood Comprehensive Plan Map designation.
- C. Create attractive and connected neighborhoods in Wilsonville.
- D. Regulate and coordinate development to result in cohesive neighborhoods that include: walkable and active streets; a variety of housing appropriate to each neighborhood; connected paths and open spaces; parks and other non-residential uses that are focal points for the community; and, connections to and integration with the larger Wilsonville community.
- E. Encourage and require quality architectural and community design as defined by the Comprehensive Plan and applicable legislative master plans.
- F. Provide transportation choices, including active transportation options.
- G. Preserve and enhance natural resources so that they are an asset to the neighborhoods, and there is visual and physical access to nature.

**(.02) Permitted uses:**

- A. Open Space.
- B. Single-Family Dwelling Unit.
- C. Attached Single-Family Dwelling Unit. In the Frog Pond West Neighborhood, a maximum of 2 dwelling units, not including ADU's, may be attached.
- D. Duplex.
- E. Multiple-Family Dwelling Units, except when not permitted in a legislative master plan, subject to the density standards of the zone. Multi-family dwelling units are not permitted within the Frog Pond West Master Plan area.
- F. Cohousing.
- G. Cluster Housing.

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H. Public or private 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.

I. Manufactured homes.

J. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11).

(.03) Permitted accessory uses to single family dwellings:

A. Accessory uses, buildings and structures customarily incidental to any of the principal permitted uses listed above, and located on the same lot.

B. Living quarters without kitchen facilities for persons employed on the premises or for guests. Such facilities shall not be rented or otherwise used as a separate dwelling unless approved as an accessory dwelling unit or duplex.

~~C.A.~~ ~~Accessory Dwelling Units, subject to the standards of Section 4.113 (.11).~~

~~D.C.~~ Home occupations.

~~E.D.~~ A private garage or parking area.

~~F.E.~~ Keeping of not more than two (2) roomers or boarders by a resident family.

~~G.F.~~ Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.

~~H.G.~~ Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.

~~I.H.~~ Livestock and farm animals, subject to the provisions of Section 4.162.

(.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, sub-stations and pump stations.

B. Commercial Recreation, including public or private clubs, lodges or meeting halls, golf courses, driving ranges, tennis clubs, community centers and similar commercial recreational uses. Commercial Recreation will be permitted upon a finding that it is compatible with the surrounding residential uses and promotes the creation of an attractive, healthful, efficient and stable environment for living, shopping or working. All such

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uses except golf courses and tennis court shall conform to the requirements of Section 4.124(.04)(D) (Neighborhood Commercial Centers).

- C. Churches; public, private and parochial schools; public libraries and public museums.
- D. Neighborhood Commercial Centers limited to the provisions of goods and services primarily for the convenience of and supported by local residents. Neighborhood Commercial Centers are only permitted where designated on an approved legislative master plan.

(.05) Residential Neighborhood Zone Sub-districts:

- A. RN Zone sub-districts may be established to provide area-specific regulations that implement legislative master plans.
  - 1. For the Frog Pond West Neighborhood, the sub-districts are listed in Table 1 of this code and mapped on Figure 6 of the Frog Pond West Master Plan. The Frog Pond West Master Plan Sub-District Map serves as the official sub-district map for the Frog Pond West Neighborhood.

(.06) Minimum and Maximum Residential Units:

- A. The minimum and maximum number of residential units approved shall be consistent with this code and applicable provisions of an approved legislative master plan.
  - 1. For the Frog Pond West Neighborhood, Table 1 in this code and Frog Pond West Master Plan Table 1 establish the minimum and maximum number of residential units for the sub-districts. The minimum and maximum number does not include accessory dwelling units.
  - 2. For parcels or areas that are a portion of a sub-district, the minimum and maximum number of residential units are established by determining the proportional gross acreage and applying that proportion to the minimums and maximums listed in Table 1. The maximum density on a parcel may be increased, up to a maximum of 10% of what would otherwise be permitted, based on an adjustment to an SROZ boundary that is consistent with 4.139.06.
- B. The City may allow a reduction in the minimum density for a sub-district when it is demonstrated that the reduction is necessary due to topography, protection of trees, wetlands and other natural resources, constraints posed by existing development, infrastructure needs, provision of non-residential uses and similar physical conditions.

Table 1. Minimum and Maximum Dwelling Units by Sub-District in the Frog Pond West

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## Neighborhood

Area Plan Designation	Frog Pond West Sub-district	Minimum Dwelling Units in Sub-district	Maximum Dwelling Units in Sub-district
R-10 Large Lot Single Family	3	26	32
	7	24	30
	8	43	53
R-7 Medium Lot Single Family	2	20	25
	4	86	107
	5	27	33
	9	10	13
	11	46	58
R-5 Small Lot Single Family	1	66	82
	6	74	93
	10	30	38
Civic	12	0	7 <sup>a</sup>
Public Facilities (PF)	13	0	0

*a These metrics apply to infill housing within the Community of Hope Church property, should they choose to develop housing on the site. Housing in the Civic sub-district is subject to the R-7 Medium Lot Single Family regulations.*

## 4.138 Old Town Overlay Zone

2. Exterior remodeling of commercial, industrial, public facility, multi-family residential, or mixed use building that requires a building permit, when that remodeling is visible from a public street (other than an alley) and changes the existing design of the building; and
  3. Upon the request of an applicant, in order to pursue a design not in conformance with the Old Town Single-Family Designs Standard Book, new single-family homes (including duplexes) and accessory buildings, or remodeling thereof. Standards for ADU's in Subsection (.04) C. below shall apply.
- B. The following (except as noted in A.3. above) shall be reviewed through the Class I administrative review process for conformance with the Development Standards of Subsection (.04) concurrently with building plan review:
1. New single-family homes (including duplexes), single-family home additions, remodels, accessory dwelling units, garages, and other buildings accessory to a single-family use.

## (.04) Single-Family Development Standards (including accessory buildings and duplexes)

- A. The standards of this subsection shall take precedence over setback, lot coverage, height, and accessory dwelling unit standards otherwise established in the Development Code. All other standards of the base zone and/or approved planned developments shall apply. For PDR Zones, the setback and lot coverage standards are subject to the waiver provisions of Section 4.118.



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- B. Development shall comply (except as noted in 1. and 2. below) with the standards of the Old Town Single-Family Design Standards Book including but not limited to architectural design, height, setbacks, and lot coverage.
  - 1. An applicant for a remodel of and/or addition to structures existing prior to December 1, 2017 may elect to match the existing design of the structure rather than comply with the Old Town Single-Family Design Standards Book if all of the following are met:
    - a. The height of the structure remains the same and any additions do not exceed the height of the existing structure;
    - b. The roof pitch on the existing portion of the structure remains the same and is matched for additions involving facades facing a street or public open space;
    - c. All exterior materials are substantially similar in style and texture to the existing materials on the structure;
    - d. For facades of the structure facing a street or public open space (does not include alleys) all architectural elements, such as windows, doors, porches, dormers, details, etc. are kept the same, or in the case of extending out a wall during an addition, reproduced; and
    - e. Setbacks and lot coverage requirements of the underlying zone are met.
  - 2. Accessory structures less than 120 square feet and 10 feet in height are not subject to the Old Town Single-Family Design Standards but rather the standards of the underlying zone.
- C. The following standards shall apply to Accessory Dwelling Units (ADU's) within the "O" Overlay Zone to ensure smaller bulk of residential buildings and minimal use of on-street parking consistent with the historic character of the neighborhood. Where these standards differ from those of Subsection 4.113 (.11), including size design and parking, these standards take precedence. All other standards of Subsection 4.113 (.11), including but not limited to number of ADU's and review process, continue to apply.
  - 1. Size: ADU's shall not exceed 600 square feet of living space.
  - 2. Design: ADU's shall be substantially the same exterior design and architecture (i.e. siding, windows, color, roof pitch, doors and roofing materials) as the primary dwelling unit on the property. ADU's shall be either:
    - a. Detached single-story structures; or
    - b. Over a detached garage meeting the following requirements:
      - i. The garage/ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and
      - ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.
  - ~~3. Parking: Each ADU shall have one dedicated standard sized parking space on the same lot.~~

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

**Note: In considering proposed waivers to the following standards, the City will consider the potential uses of the site and not just the uses that are currently proposed. For waivers to exceed the maximum standards, applicants shall bear the burden of proving that Metro, State, and federal clean air standards will not be violated.**

<b>TABLE 5: PARKING STANDARDS</b>			
<b>USE</b>	<b>PARKING MINIMUMS</b>	<b>PARKING MAXIMUMS</b>	<b>BICYCLE MINIMUMS</b>
<b>a. Residential</b>			
1. <del>Single and attached units and any apartments</del> <u>Single-family dwelling units, duplexes, multiple-family dwelling units of nine (9) or fewer units</u>	1 per D.U., <del>except accessory dwelling units, which have no minimum.</del>	No Limit	<del>Apartments-Multiple Family Dwelling Units</del> – Min. of 2
<u>2. Accessory dwelling units</u>	<u>Per Subsection 4.113 (.11)</u>	<u>No Limit</u>	<u>Non required</u>
<del>23.</del> <u>33. Apartments-Multiple-family dwelling units of ten (10) or more units</u>	1 per D.U. (less than 500 sq. ft.) 1.25 per D.U. (1 bdrm) 1.5 per D.U. (2 bdrm) 1.75 per D.U. (3 bdrm)	No Limit	1 per D.U.
<del>34.</del> <u>34. Manufactured or mobile home park</u>	2 spaces/unit	No Limit	1 per D.U.
<del>4. Manufactured or mobile home subdivision</del>	<del>1 per D.U.</del>	<del>No Limit</del>	<del>1 per D.U.</del>
<b>b. Commercial Residential</b>			
1. Hotel	1 per 1000 sq. ft.	No Limit	1 per 5 units Min. of 2

**Accessory Buildings, ADUs, and Garages**

DESIGN

Design guidelines are applicable to any and all exterior building elements visible from the public right-of-way or public parcel, in any direction, regardless of existing or proposed landscaped or natural visual barriers between the public view shed and exterior building elements.

The garage and other accessory buildings over 120sf and 10ft in height must be designed using the same exterior design and architecture (i.e. siding, windows, doors, and roofing materials) as the primary residence on the lot. Accessory buildings cannot be taller than the primary residence. If the primary residence is less than 15 feet, an accessory building can be 15 feet or less.

Accessory Dwelling Units (ADU's) in Old Town shall:

1. Size: ADU's shall not exceed 600 square feet of living space.
2. Design. ADU's shall be either:
  - a. Detached single-story structures; or
  - b. Over a detached garage meeting the following requirements:
    - i. The garage ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and
    - ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.

~~3. Parking. Each ADU shall have one dedicated standard size parking space on the same lot.~~

All other standards of Subsection 4.113 (.11) related to ADU's apply. See Subsection 4.138 (.04) C. Wilsonville Code.

STYLE GUIDELINES

**Western Farmhouse**

Roof Style: Gable  
 Roof Pitch: 7:12 to 12:12  
 Eaves: 8" minimum to 18" maximum

**New Ranch**

Roof Style: Hip or Low-Pitched Gable  
 Roof Pitch: 4:12 to 6:12  
 Eaves: 8" minimum to 18" maximum

**Craftsman**

Roof Style: Gable  
 Roof Pitch: 6:12 to 10:12  
 Eaves: 8" minimum to 18" maximum



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© E. Allen Fine Designs, San Jose, CA

**Comprehensive Plan Text Amendments (changes tracked)**

Implementation Measure 4.1.4.bb The City allows the construction of one accessory dwelling unit with any detached dwelling or attached single-family dwelling ~~that is~~ permitted to be built in any zone, subject to standards in the Land Development Code ~~or density and size standards in Neighborhood Plans, Stage II Development Plans or Final Development Plans~~. Regulations of such units include size, ~~architectural design to match the primary unit on the site~~, and parking requirements. [Amended by Ord. 676, 3/3/10]

## Ordinance No. 825 Exhibit D

Exhibit D  
Ordinance No. 825  
Compliance Findings

Accessory Dwelling Unit Code Amendments

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**Date of Findings:** September 13, 2018

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**Request:** Amend the Wilsonville Development Code Text and Text of Implementation Measure 4.1.4.bb. of the Comprehensive Plan to ensure Accessory Dwelling Unit (ADU) regulations comply with Senate Bill 1051, remove potential major barriers to Accessory Dwelling Unit development, and increase clarity and functionality of Development Code related to Accessory Dwelling Units and other housing.

**Affected Properties:** All land currently developed as single-family or detached dwellings and all residential designated lands with potential for development of detached dwellings.

**Staff Reviewer:** Daniel Pauly AICP, Senior Planner

**Staff Recommendation:** Recommend adoption of the Development Code and Comprehensive Plan text amendments to the Wilsonville City Council.

**Applicable Review Criteria:**

<b><u>Oregon Revised Statutes:</u></b>	
197.303 (1)	Needed Housing Definition
197.307 (4)/227.175 (4)(b)(A)	Clear and Objective Standards for Housing
197.307 (6)	Alternative Approval of Needed Housing
197.312 (5)(a)	Development of Accessory Dwelling Units for Each Detached Single-family Dwelling
<b><u>Statewide Planning Goals:</u></b>	
Goal 1	Citizen Involvement
Goal 2	Land Use Planning
Goal 10	Housing
<b><u>Wilsonville Comprehensive Plan:</u></b>	
Introduction-Plan Amendments	Comprehensive Plan Amendments
Goal 1.1 and applicable Policy and Implementation Measures	Encourage Public Involvement
Goal 1.1 and applicable Policy and Implementation Measures	Interested, Informed, and Involved Citizenry
Implementation Measure 4.1.1.g	More Flexibility in Support of Metro 2040 Growth Concept and the Urban Growth Management Functional Plan
Implementation Measure 4.1.1.i.	Continuing Examine Intensity of Use, Including Percentage of Lot Coverage

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Policy 4.1.4 and applicable Implementation Measures	Housing
<b>Development Code:</b>	
Section 4.197	Changes and Amendments to Development Code
Section 4.198	Comprehensive Plan Changes

**Compliance Findings**

As described in the Findings below, the request meets the applicable criteria.

**Oregon Revised Statutes-Needed Housing Review**

Needed Housing Defined  
 ORS 197.303 (1)

1. All housing subject to the proposed code changes, attached, detached single-family and multiple-family dwelling units, duplexes, and accessory dwelling units are needed housing under state law.

Clear and Objective Standards Required for Housing  
 ORS 197.307 (4) and 227.175 (4)(b)(A)

2. The City determined current language requiring ADUs to “be of substantially the same exterior design and architecture (i.e. siding, windows, doors and roofing materials) as the primary dwelling unit” is too vague and subjective to meet the clear and objective requirement of state law. The proposed amendments thus remove this language. Certain architectural requirements remain for ADUs in the Village Zone, Residential Neighborhood Zone, and Old Town Neighborhood Zone. Applicable standards in each of these zones applies to ADUs in the same manner as other accessory structures and primary dwelling units. The adoption of each of the applicable standards in these zones found the standards to be clear and objective. In other zones, clear regulations on roof pitch and roof and siding material are sufficient to ensure neighborhood compatibility. The roof pitch standard is clear and objective as it is a specific numeric range allowing for a wide variety of residential roof pitches. The material standard is clear and objective as it is more than matching the primary unit, it allows any variety of material specifically used in the subdivision or adjacent homes, and allows fiber cement materials made to look like other materials.

Development of Accessory Dwelling Units for Each Detached Single-Family Dwelling  
 ORS 197.312 (5)(a)

3. As a City with a population over 2,500 ORS requires the City allow at least one ADU per detached single-family dwelling. Currently, the City allows an ADU for each single-family lot rather than per single-family dwelling. The proposed code amendments include adding an allowance of ADUs for each detached dwelling unit in addition to the current single-

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family lot allowance. In addition, the City proposes removing the existing numeric limitation of ADUs for the Canyon Creek Estates subdivision as it violates this statute.

**Statewide Planning Goals**

Citizen Involvement

Goal 1

4. As discussed in Findings 7 through 14 below, the citizen involvement processes and requirements established in Wilsonville’s Comprehensive Plan consistent with Goal 1 are being followed.

Land Use Planning

Goal 2

5. The proposed code amendments support the goal of establishing processes and policy as a basis for making decisions on land use consistent with a Comprehensive Plan.

Housing

Goal 10

6. The proposed code amendments will continue to allow the City to meet its housing goals reflected in the Comprehensive Plan. See Findings 17 through 19.

**Wilsonville Comprehensive Plan-Public Involvement**

Public Involvement-In General

Goal 1.1, Policy 1.1.1,

7. By following the applicable implementation measures, see Findings 8 through 14 below, the City provided opportunities for public involvement encouraging, and providing means for, involvement of interested parties.

Early Involvement

Implementation Measure 1.1.1.a.

8. The City sent broad notice to all residential properties. The Planning Commission and City Council and community members have opportunity to comment on the proposed code amendments while still in draft form.

Encourage Participation of Certain Individuals, Including Residents and Property Owners

Implementation Measure 1.1.1.e.

9. The City encouraged residents and property owners impacted by the proposed code amendments to participate as described in Finding 8 above.

## Ordinance No. 825 Exhibit D

### Procedures to Allow Interested Parties to Supply Information

Implementation Measure 1.1.1.f.

10. The City will afford interested parties the opportunity to provide oral input and testimony during the public hearings. In addition, the City afforded them the opportunity to provide written input and testimony.

### Types of Planning Commission Meetings, Gathering Input Prior to Public Hearings

Implementation Measure 1.1.1.g.

11. Prior to the scheduled public hearing on the proposed code changes and adoption of the design standards, the Planning Commission held a work session on June 13, 2018, during which the Planning Commission provided feedback incorporated into the current draft.

### Public Notices for Planning Commission Meetings

Implementation Measure 1.1.1.h.

12. The notice regarding the public hearing clearly indicated the type of meeting.

### User Friendly Information for Public

Policy 1.2.1, Implementation Measures 1.2.1.a., b., c.

13. The published notecard mailings and notices provided user friendly information about the purpose, location, and nature of the meetings. The mailings widely publicized different ways for impacted parties to participate. The information given to impacted parties gave access to the information on which the Planning Commission will base their decision.

### Coordinate Planning Activities with Affected Agencies

Implementation Measure 1.3.1.b.

14. The City has notified and discussed needed and recommended code updates related to ADUs with State and Metro staff and consultants hired by Metro.

## **Wilsonville Comprehensive Plan-Housing and Residential Areas**

### More Flexible Use of Land

Implementation Measure 4.1.1.g.

15. The proposed code amendments allow additional flexibility for locating accessory dwelling units in Wilsonville allowing for more flexibility in use of land consistent with this implementation measure.



Ordinance No. 825 Exhibit D

Intensity of Use, Provision of Adequate Open Space, Character of Existing Neighborhoods

Implementation Measures 4.1.1.i. and 4.1.4.t.

16. The proposed code amendments look carefully at the intensity of use for residential development. The proposal establishes basic clear and objective roof pitch and material standards to support the character of existing neighborhoods. Setback and lot coverage standards remain ensuring provision of adequate open space and maintenance of a similar intensity of use. Updated parking standards for accessory dwelling units also ensure minimal impact on neighborhoods.

Variety and Diversity of Housing

Implementation Measures 4.1.4.b., 4.1.4.d., 4.1.4.j., and 4.1.4.o.

17. Ensuring code allows accessory dwelling units and removes unreasonable barriers to their development allows for development of an additional housing type in the community and encourages an increased diversity. In particular, allowing and encouraging accessory dwelling units can provide affordable housing opportunities for smaller households.

Safe, Convenient, Healthful, Attractive Residential Areas with Variety

Implementation Measure 4.1.4.c.

18. The City does not anticipate the proposed code amendments to substantially impact safety, convenience, or health of residential areas of the City.

Housing Needs of Existing Residents, Needs of Mobile Home Dwellers

Implementation Measure 4.1.4.f.

19. The proposed code amendments further, allowing and removing barriers to development of ADUs, provide potential housing opportunities for existing smaller households looking for more affordable housing options. ADUs, by their size and affordability, can serve some of the same demographic historically occupying mobile homes within the City.

Housing Coordinated with the Social and Economic Needs of the Community

Goals for Sufficient Low and Moderate Cost Housing

Housing for Employees Working in Wilsonville

Implementation Measures 4.1.4.g., 4.1.4.k., and 4.1.4.m.

20. The City Council has identified, as part of their goals, a need to address housing affordability in the community. Development Code amendments allowing ADUs and removing barriers to their development encourages provision of less expensive smaller units for small households helping to meet the need of more affordable housing in the community, including for moderate to lower wage workers employed in Wilsonville.

Housing and Infrastructure

Implementation Measures 4.1.4.h., 4.1.4.i., 4.1.4.o., 4.1.4.r., and 4.1.4.s.

Ordinance No. 825 Exhibit D

21. A significant cost for development of housing and thus a barrier to providing affordable housing is the cost of providing the necessary infrastructure. Allowing and encouraging accessory dwelling units allows provision of additional housing, particularly more affordable housing, where the infrastructure already exists. Properties with accessory dwelling units have substantially the same impact on infrastructure as properties with just the primary dwelling unit.

Safe, Sanitary, Convenient, Sound, Energy Efficient, Attractive Housing/Renovation and Rehabilitation of Housing Stock

Implementation Measure 4.1.4.y.

22. The City does not anticipate the proposed code amendments to impact safety, sanitation, convenience, structural quality, or energy efficiency of housing.

Allowance of Accessory Dwelling Units

Implementation Measure 4.1.4.bb.

23. The City continues to allow one accessory dwelling unit with any detached or attached single-family dwelling. State law no longer allows any density requirements in Neighborhood Plans, Stage II Development Plans, or Final Development Plans. The proposed action removes the numeric limitation for the Canyon Creek Estates Subdivision. State law also only allows applying clear and objective standards to housing. As such, the proposed code amendments remove subjective standards to match primary dwellings. The proposed action removes language from this implementation measure found inconsistent with state law. See also Findings 1, 2, and 4 above.

**Wilsonville Development Code-Amendments to the Code**

Planning Commission Public Hearing, Recommendation to City Council

Subsection 4.197 (.01) A.

24. The Planning Commission will conduct a public hearing and then, by resolution, forward findings and a recommendation to the Wilsonville City Council within the allowed 40 day timeframe.

Findings Required: Compliance with Procedures of 4.008

Subsection 4.197 (.01) B. 1., Section 4.008, Sections 4.009 through 4.024 as applicable

25. The City mailed notices to affected properties and published/posted notices consistent with established procedures for legislative actions. The City produced written findings of fact regarding the application in this document for adoption by the Planning Commission.

Ordinance No. 825 Exhibit D

Findings Required: Compliance with Goals, Policies, and Objectives of Comprehensive Plan

Subsection 4.197 (.01) B. 2.

26. Findings 7 through 23 above provide findings related to the applicable goals, policies, objectives, and implementation measures of Wilsonville's Comprehensive Plan.

Findings Required: No Conflict with Over Code Provisions

Subsection 4.197 (.01) B. 3.

27. While drafting the code amendments staff took care to ensure the proposed code changes do not conflict with or endanger other provisions of the Development Code. Staff looked carefully at all definitions and provisions the initial amendments may affect and made additional changes to improve clarity and function and avoid conflicts.

Findings Required: Compliance with Statewide Land Use Planning Goals, State Rules and Statutes, Federal Statutes

Subsection 4.197 (.01) B. 4.-5.

28. Findings 1 through 6 above provide findings related to compliance with the applicable Statewide Land Use Planning Goals as well as applicable state statutes.

Affirmative Findings Required

Subsection 4.197 (.03)

29. Findings 1 through 23 provide the required affirmative findings on which a recommendation can be made to City Council for adoption of the requested amendments to the Wilsonville Development Code.

**Comprehensive Plan Text Amendments**

Follow Procedures in Comprehensive Plan

Subsection 4.198 (.01)

30. Findings 1 through 23 confirm the process to amend the text of Implementation Measure 4.1.4.bb. follows applicable procedures established in the Comprehensive Plan.

Meet a Public Need/In the Public Interest

Subsection 4.198 (.01) A.-B. and Comprehensive Plan Introduction: Plan Amendments 4. b.-c.

31. Implementation Measure 4.1.4.bb. discusses the allowance of and types of restrictions on accessory dwelling units in the City. The City proposes a number of updates to Development Code text to ensure compliance with Oregon Revised Statutes as updated by Senate Bill 1051 effective July 1, 2018. The required Development Code changes include allowing accessory dwelling units for all detached primary dwelling units, removing any numeric limitations, and removing subjective criteria that accessory dwelling units match primary dwellings. The

Ordinance No. 825 Exhibit D

text of the implementation measure references all three of these necessary code changes. The proposed text changes simply update the implementation measure for consistency with state law and the proposed Development Code text changes. Both the new state laws and the updated Development Code text establish a public need for the changes, which carries over to these directly corresponding Comprehensive Plan text changes. The Comprehensive Plan text changes are straightforward and the minimum necessary to provide the consistency sought.

Support Statewide Planning Goals

Subsection 4.198 (.01) C.

32. Findings 4 through 6 above establish the proposed text amendments support Statewide Planning Goals.

Conflict with Other Portions of Comprehensive Plan

Subsection 4.198 (.01) D. and Comprehensive Plan Introduction: Plan Amendments 4. a.

33. The implementation measure text proposed for amendment is the primary reference to accessory dwelling units in the Comprehensive Plan and the proposed text changes do not create any conflicts. The proposed text changes, as discussed in Findings 7-29 above, reflective of the Development Code amendments, conform with other applicable language in the Comprehensive Plan.

Submission and Review Process, Noticing

Subsection 4.198 (.02)-(.03) Comprehensive Plan Introduction: Plan Amendments 1.-3., 5.

34. The City initiated the proposed text amendments. The Planning Commission and City Council will review the proposed text amendments. The Planning Commission will adopt a resolution making a recommendation to City Council and City Council will adopt the text amendments by Ordinance. All noticing requirements, as described under public involvement findings for the Comprehensive Plan above, have been met.

Factors to Address in Proposed Amendments

Comprehensive Plan Introduction: Plan Amendments 4. d.

35. Each factor listed has one or more corresponding implementation measures in the Comprehensive Plan. Findings above for Development Code Amendments apply the same to the Comprehensive Plan text amendments and address all applicable implementation measures.

Conflicts with Metro Requirements

Comprehensive Plan Introduction: Plan Amendments 4. e.

36. The proposed text changes support State and Metro rules related to accessory dwelling units.

**Planning Commission  
ADU Code Update  
LP18-0006  
Record Index**

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**2018 RECORDS**

**September 12, 2018 Planning Commission Hearing, Continued from July 11, 2018**

- Resolution No. LP18-0006 signed, revised per input at PC Mtg
- PC Packet
  - Staff Report
  - Updated Code Amendment Category List
  - Updated Draft Code Amendments to Chapter 4 Code
  - Draft Amendments to Old Town Single-Family Design Standards Book
  - Comprehensive Plan Text Amendment for Implementation Measure 4.1.4.bb
  - Updated Compliance Findings
- PP Presentation
- Minutes Excerpt (unapproved)
- Noticing of Hearing Continuance

**July 11, 2018 Planning Commission Hearing**

- PC Packet
  - Staff Report
  - Code Amendment Category List
  - Draft Code Amendments to Chapter 4 Code
  - Draft Amendments to Old Town Single-Family Design Standards Book
  - Table of Current and proposed Lot Coverage Standards
  - Comprehensive Plan Text Amendment for Implementation Measure 4.1.4.bb
  - Compliance Findings
  - Resolution No. LP18-0006 - DRAFT
- PP Presentation
- Minutes Excerpt
- Affidavit of Noticing Hearing

**June 13, 2018 Planning Commission Work Session**

- PC Packet
  - Staff Report
  - Code Amendment Category List
  - Draft Code Amendments to Chapter 4 Code
  - Draft Amendments to Old Town Single-Family Design Standards Book
- PP Presentation
- Minutes Excerpt

**Media**

- 2018

**PLANNING COMMISSION  
RESOLUTION NO. LP18-0006**

**A WILSONVILLE PLANNING COMMISSION RESOLUTION RECOMMENDING THAT THE WILSONVILLE CITY COUNCIL ADOPT CERTAIN AMENDMENTS TO THE WILSONVILLE DEVELOPMENT CODE AND TEXT OF THE COMPREHENSIVE PLAN REGARDING ACCESSORY DWELLING UNITS AS WELL AS OTHER DEVELOPMENT CODE AMENDMENTS TO INCREASE CLARITY AND FUNCTIONALITY OF REGULATIONS RELATED TO ACCESSORY DWELLING UNITS AND OTHER HOUSING.**

WHEREAS, the City of Wilsonville currently allows Accessory Dwelling Units for most single-family homes on their own lot; and

WHEREAS, Senate Bill 1051 requires cities in Oregon with populations greater than 2,500 to allow accessory dwelling units for each detached single-family structure whether on its own lot or not, effective July 1, 2018; and

WHEREAS, the City's Development Code includes a numerical limitation on Accessory Dwelling Units in the Canyon Creek Estates subdivision, which is not allowed under Senate Bill 1051; and

WHEREAS, Senate Bill 1051 requires only clear and objective standards apply to Accessory Dwelling Units requiring the City to remove certain subjective standards of having the same architecture of the primary dwelling unit; and

WHEREAS, Comprehensive Plan Implementation Measure 4.1.4.bb. references the Accessory Dwelling Unit allowance for only single-family homes, numeric limitations, and matching architecture to the primary dwelling necessitating modification or removal of said references from the text of this implementation measure to be consistent with state statutes and the proposed Development Code amendments; and

WHEREAS, the City of Wilsonville has an adopted policy of encouraging construction of Accessory Dwelling Units to provide needed housing, particularly for smaller households of one to two persons; and

WHEREAS, the City of Wilsonville further has an adopted policy of encouraging construction of Accessory Dwelling Units to support housing affordability by providing smaller more affordable dwelling units as well as providing a method for homeowners to gain rental income to make ownership of their property more affordable; and

WHEREAS, review of the regulations affecting Accessory Dwelling Units and other housing identified opportunities to clarify code language and improve the functionality of the Development Code related to Accessory Dwelling Units and other housing; and

WHEREAS, the Wilsonville Planning Commission held a work session on June 13, 2018 to discuss the proposed Development Code Amendments; and

WHEREAS, the Planning Director submitted a Staff Report to the Planning Commission in accordance with the public hearing and notice procedures that are set forth in WC 4.008 and 4.012; and

WHEREAS, the Planning Commission conducted work sessions on June 13, 2018 and August 8, 2018, and after providing the required public notice, held a public hearing on September 12, 2018 to review the proposed Programs Enhancement Strategy to be incorporated as part of the Transit Master Plan and to gather additional testimony and evidence regarding the Programs Enhancement Strategy; and

WHEREAS, the Planning Commission has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of its proceeding; and

WHEREAS, the Planning Commission has duly considered the subject, including the staff recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW, THEREFORE, BE IT RESOLVED that the Wilsonville Planning Commission does hereby adopt the Staff Report (attached hereto as **Exhibit A**) and the Programs Enhancement Strategy (attached to the Staff Report as **Attachment 1**), as presented at the September 12, 2018 public hearing, including the findings and recommendations contained therein, and further recommends the Wilsonville City Council approve and adopt the Programs Enhancement Strategy as Appendix G to the Transit Master Plan as hereby approved by the Planning Commission; and

BE IT FURTHER RESOLVED that this Resolution shall be effective upon adoption.

ADOPTED by the Wilsonville Planning Commission at a regular meeting thereof this 12<sup>th</sup> day of September 2018, and filed with the Planning Administrative Assistant on September 13, 2018.

  
\_\_\_\_\_  
Wilsonville Planning Commission

ATTEST:

  
\_\_\_\_\_  
Tami Bergeron, Administrative Assistant III

SUMMARY OF VOTES:

Chair Jerry Greenfield	<u>yes</u>
Vice-Chair Eric Postma	<u>yes</u>
Commissioner Peter Hurley	<u>yes</u>
Commissioner Ron Heberlein	<u>yes</u>
Commissioner Kamrah Mesbah	<u>Ab</u>
Commissioner Phyllis Millan	<u>yes</u>
Commissioner Simon Springall	<u>Ab</u>



Ordinance No. 825 Exhibit E



# **PLANNING COMMISSION**

## **WEDNESDAY, SEPTEMBER 12, 2018**

### **II. LEGISLATIVE HEARING**

B. ADU Code Edits (Pauly) (45 minutes)



## PLANNING COMMISSION MEETING STAFF REPORT

<b>Meeting Date:</b> September 12, 2018		<b>Subject:</b> Accessory Dwelling Unit (ADU) Development Code Amendments	
		<b>Staff Member:</b> Daniel Pauly, Senior Planner; Amanda Guile-Hinman, Assistant City Attorney	
		<b>Department:</b> Community Development, Planning, Legal	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		<b>Comments:</b> Following work sessions in June the Planning Commission is now requested to hold a public hearing and make a recommendation to City Council.	
<b>Staff Recommendation:</b> Staff recommends the Planning Commission receive the additional information from staff, continue their discussion, and forward a recommendation to adopt the selected options for the proposed Development Code amendments to City Council.			
<b>Recommended Language for Motion:</b> I move to adopt Resolution LP18-0006 recommending adoption of Accessory Dwelling Unit (ADU) Development Code Amendments to City Council.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE COMMISSION:** On August 15, 2017 Senate Bill (SB) 1051 (2017) became Oregon law. The new statutes adopted became effective July 1, 2018. The purpose of SB 1051 is to create more housing in Oregon by removing barriers to development. Among the new statutes adopted as part of SB 1051 is ORS 197.312, which requires at least one accessory dwelling unit (ADU) be allowed per detached single-family dwelling. City legal and planning staff, as well as

consultants provided by Metro, reviewed Wilsonville's Development Code to identify any areas needing adjustments to comply with new state law. The effort identified a number of necessary code amendments. The effort further identified additional barriers to ADU construction in Wilsonville. In addition, as is common with this type of project, staff identified a number of related minor amendments and definitions to help increase functionality and clarity of the code. Staff requests the Planning Commission conduct a public hearing and forward a recommendation to City Council on the proposed amendment to Wilsonville's Development Code.

During the July 11, 2018 Planning Commission Public Hearing, commissioners requested additional information regarding some of the proposed code amendments, particularly regarding lot coverage changes, requirements that new subdivisions allow ADUs in their CC&Rs, and removal of architectural requirements for ADUs. Staff has prepared the requested additional information, and made additional code amendments based on the Planning Commission feedback as well as information coming to the surface during additional research.

**EXECUTIVE SUMMARY:** City legal and planning staff reviewed the Development Code for conformance with SB 1051 as it relates to ADUs. In addition, a consultant provided by Metro performed an audit of the Code. The review identified a few necessary amendments including allowing ADUs for detached dwelling units even if they are not on their own lot, removing subjective "substantially similar architecture" language, and removing any numerical limits to the number of ADUs in the City or an individual neighborhood. Previous feedback from the Planning Commission requested some limited clear and objective architecture standards. Staff recommends adding clear regulations on roof pitch and roof and siding material as sufficient to ensure neighborhood compatibility.

The review also took a broader look at potential barriers to ADU development. A very common reason not allowing an ADU or other accessory structure is lot coverage requirements provided in the Development Code. Staff recommended amending the Code to allow additional lot coverage to provide enough space to permit the possibility for ADUs. Additional research and data analysis on the lot coverage question revealed issues that go beyond ADUs to apply to residential lots in a number of zones generally. While the Planning Commission can still recommend adoption of revised lot coverage standards as part of the current package of code amendments, staff suggests saving the lot coverage related code amendments to be part of a larger residential code project related to density and open space coming before the commission in the near future. The deferment to this upcoming project allows for additional in depth discussion with the commission about the complexities surrounding lot coverage as well as additional input from the public.

Another potential barrier is private covenants and restrictions. While not addressing current private restrictions, staff recommended code language preventing future subdivisions from having private restrictions on ADUs beyond those commensurate with homes and other accessory structures. While prohibiting private restrictions on ADUs does have the potential to support the City's housing goals, staff sees the current status quo of most CC&R's being silent on the topic acceptable.

Lastly, staff identified a number of related minor amendments and definitions necessary to help increase functionality and clarity of the Code. Among these are clarifying regulations on short-term rentals, clarifying square footage limitations and parking requirements for ADUs, and

clarifying definitions of different types of dwelling units. This language, has not changed since the July public hearing.

One implementation measure in the Comprehensive Plan, Implementation Measures 4.1.4.bb., also needs amending to be consistent with the new state statute and the proposed Development Code amendments.

**EXPECTED RESULTS:** Recommendation to the City Council to adopt the proposed amendments to the Development Code.

**TIMELINE:** The Planning Commission is scheduled for further discussion and a likely decision on September 12<sup>th</sup> and the City Council public hearing was continued from the original August 6<sup>th</sup> date to October 1<sup>st</sup>.

**CURRENT YEAR BUDGET IMPACTS:** The project uses capacity of current City staff and personnel and other non-financial resources provided by Metro and the State of Oregon.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by:      Date:

**LEGAL REVIEW / COMMENT:**

Reviewed by:      Date:

**COMMUNITY INVOLVEMENT PROCESS:** The City provided broad notice of the Public Hearing to all residential properties.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY** (businesses, neighborhoods, protected and other groups): The adoption of the code amendments will provide clarity and certainty for property owners in Wilsonville desiring to add an ADU on their property, potentially increasing ADU construction, and thus providing needed housing in the community consistent with state law.

**ALTERNATIVES:** A number of alternatives exist for the code amendments. The staff will provide their recommendations and reasoning. Feedback on other alternatives from the Planning Commission and public are welcome.

**ATTACHMENTS:**

Attachment 1: Code Amendment Category List

Attachment 2: Updated Draft Code Amendments to Chapter 4 Wilsonville Code

Attachment 3: Draft Amendments to Old Town Single-Family Design Standards Book (no changes since July Public Hearing)

Attachment 4: Comprehensive Plan Text Amendment for Implementation Measure 4.1.4.bb. (no changes since July Public Hearing)

Attachment 5: Compliance Findings

**PLANNING COMMISSION  
RESOLUTION NO. LP18-0006**

**A WILSONVILLE PLANNING COMMISSION RESOLUTION RECOMMENDING THAT THE WILSONVILLE CITY COUNCIL ADOPT CERTAIN AMENDMENTS TO THE WILSONVILLE DEVELOPMENT CODE AND TEXT OF THE COMPREHENSIVE PLAN REGARDING ACCESSORY DWELLING UNITS AS WELL AS OTHER DEVELOPMENT CODE AMENDMENTS TO INCREASE CLARITY AND FUNCTIONALITY OF REGULATIONS RELATED TO ACCESSORY DWELLING UNITS AND OTHER HOUSING.**

WHEREAS, the City of Wilsonville currently allows Accessory Dwelling Units for most single-family homes on their own lot; and

WHEREAS, Senate Bill 1051 requires cities in Oregon with populations greater than 2,500 to allow accessory dwelling units for each detached single-family structure whether on its own lot or not, effective July 1, 2018; and

WHEREAS, the City’s Development Code includes a numerical limitation on Accessory Dwelling Units in the Canyon Creek Estates subdivision, which is not allowed under Senate Bill 1051; and

WHEREAS, Senate Bill 1051 requires only clear and objective standards apply to Accessory Dwelling Units requiring the City to remove certain subjective standards of having the same architecture of the primary dwelling unit; and

WHEREAS, Comprehensive Plan Implementation Measure 4.1.4.bb. references the Accessory Dwelling Unit allowance for only single-family homes, numeric limitations, and matching architecture to the primary dwelling necessitating modification or removal of said references from the text of this implementation measure to be consistent with state statutes and the proposed Development Code amendments; and

WHEREAS, the City of Wilsonville encourages construction of Accessory Dwelling Units to provide needed housing, particularly for smaller households of one to two persons; and

WHEREAS, the City of Wilsonville further encourages construction of Accessory Dwelling Units to support housing affordability by providing smaller more affordable dwelling units as well as providing a method for homeowners to gain rental income to make ownership of their property more affordable; and

WHEREAS, review of the regulations affecting Accessory Dwelling Units and other housing identified opportunities to clarify code language and improve the functionality of the Development Code related to Accessory Dwelling Units and other housing; and

WHEREAS, the Wilsonville Planning Commission held a work session on June 13, 2018 to discuss the proposed Development Code Amendments; and

WHEREAS, the Wilsonville Planning Director, taking into consideration input and suggested revisions provided by the Planning Commission members and the public, submitted the proposed amendments to the Wilsonville Development Code to the Planning Commission, along with a Staff Report, in accordance with the public hearing and notice procedures that are set forth in Sections 4.008, 4.011, 4.012 and 4.198 of the Wilsonville Code; and

WHEREAS, the Planning Commission, after Public Hearing Notices were provided to impacted residential properties, held a Public Hearing on July 11, 2018 to review the proposed amendments to the Wilsonville Development Code, and to gather additional testimony and evidence regarding the proposal; and

WHEREAS, on July 11, 2018 the Planning Commission closed the public hearing, but left the record open for additional information from Staff and continued their deliberations to a date certain of September 12, 2018, on which date the Planning Commission examined the additional material from Staff and held additional deliberations; and

WHEREAS, the Commission has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of their proceeding; and

WHEREAS, the Planning Commission has duly considered the subject, including the staff recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW, THEREFORE, BE IT RESOLVED that the Wilsonville Planning Commission does hereby adopt the Planning Staff Report (attached hereto as Exhibit A) and Attachments, as presented at the July 11, 2018 and September 12, 2018 public hearings, including the findings and recommendations contained therein and does hereby recommend that the Wilsonville City Council adopt the proposed amendments to the Wilsonville Development Code as approved on September 12, 2018 by the Planning Commission; and

BE IT RESOLVED that this Resolution shall be effective upon adoption.

ADOPTED by the Planning Commission of the City of Wilsonville at a regular meeting thereof this 12th day of September 2018, and filed with the Planning Administrative Assistant on \_\_\_\_\_, 2018.

\_\_\_\_\_  
Wilsonville Planning Commission

Attest:

\_\_\_\_\_  
Tami Bergeron, Administrative Assistant III

SUMMARY of Votes:

Chair Jerry Greenfield: \_\_\_\_\_

Commissioner Eric Postma: \_\_\_\_\_

Commissioner Peter Hurley: \_\_\_\_\_

Commissioner Phyllis Millan: \_\_\_\_\_

Commissioner Kamran Mesbah \_\_\_\_\_

Commissioner Ron Heberlein: \_\_\_\_\_

Commissioner Simon Springall: \_\_\_\_\_

## Attachment 1

**ADU Code Amendment Categories**

Referenced in Code Amendment Document

**A. Ensure Compliance:**

<b>A1</b>	SB 1051 requires the allowance of at least one ADU per single-family dwelling. Add ADU allowance for each detached dwellings in a scenario with multiple detached dwellings on a single lot. Currently the City allows an ADU for each single-family lot rather than per single-family dwelling.
<b>A2</b>	The State requires clear and objective standards. Remove subjective "match the architecture" standards beyond those applied to other structures in the applicable zone. ADUs will be subject to the same architectural standards as homes and other accessory structures in all zones.
<b>A3</b>	Remove numeric limits for Canyon Creek Estates included in the Development Code.

**B. Further the Intent:**

<b>B1</b>	Review regulations such as setbacks and lot coverage to ensure clear, objective, and reasonable.
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**C. Increase Code Function and Clarity:**

<b>C1</b>	Refine definitions related to ADUs and other dwelling unit types.
<b>C2</b>	Add definitions defining "Attached Dwelling Unit" and "Detached Dwelling Unit."
<b>C3</b>	Remove duplicative definitions and code language.
<b>C4</b>	Clarify what accessory uses must be on the same lot as the primary use.
<b>C5</b>	Update definition of "Private Garage" to reflect ADU/garage multi-use structures.
<b>C6</b>	Define "Habitable Floor Area" to clarify what type of storage is part of an ADU and what type of storage isn't, as this is a common question asked of Planning staff.
<b>C7</b>	Define "Short-Term Rental" and clarify allowance of short-term rental of ADUs and other residential structures and what type of approval is required.
<b>C8</b>	Clarify in a number of lists that "accessory buildings and structures" includes ADUs.
<b>C9</b>	Simplify and clarify language related to maximum floor area for ADUs.
<b>C10</b>	Simplify and remove unclear/uncertain language for ADU parking, make standard the same for all ADUs, put ADUs in parking table.
<b>C11</b>	Clarify ADUs do not count in density calculations.
<b>C12</b>	Remove language that could be read to require trash vehicle and emergency vehicle access beyond that required by relevant building and fire code and other standards.



Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

**Section 4.001 Definitions.**

In addition to the definitions set forth in Section 4.001, below, for the purpose of this Chapter, the following terms are hereby defined. The word "occupy" includes premises designed or intended to be occupied. The word "shall" is always mandatory. All other words shall have the following respective meanings, unless the context otherwise requires:

1. Abutting: See Adjoining.
2. Access, Vehicular: The designed location of ingress and egress, where vehicles enter or leave property.
3. Access, Pedestrian: The designed location of ingress and egress, where pedestrians enter or leave property.
4. Access Control Restriction: A type of access restriction that involves establishing a reserve area adjacent to and paralleling a half street improvement, or across the end of a street that is to be extended in the future, to ensure proper participation by adjoining properties in completion of the required street improvements. See Street, Half. [Amended by Ord. #719, 6/17/13]
5. Access Drive: A private travel lane primarily used as a means of approach for vehicles.
6. Accessory Building or Use: A subordinate building or use, the function of which is clearly incidental to that of the main building or use on the same lot. For non-residential uses, An an accessory use may be located on a lot adjoining that of the main use if approved for this purpose through the Administrative Review procedures of Section 4.030.
7. Accessory Dwelling Unit: A dwelling unit of not more than 800 square feet of habitable floor area accessory, incidental, subordinate to another dwelling unit on the same lot. on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached. [Amended by Ord. 677, 3/1/10]
8. Address Overlay Zone: Distinct areas within the Villebois Village Center where additional information is provided for the definition of architectural character and community elements. [Added by Ord. No. 595, 12/5/05.]
9. Adjacent: See adjoining.
10. Adjoining: Contiguous or abutting exclusive of street width. It shall include the terms adjacent, abutting or contiguous.
11. Agriculture: The use of land larger than one acre for the primary purpose of deriving income from growing plants on land including, but not limited to, land used principally for the production of crops, land used for orchards or production of fruit, but not including land used primarily for another use and incidentally for growing plants, crops, or fruit.
12. Alley: A public or private way which includes a roadway used to provide vehicular ingress and egress to the back or side of properties otherwise abutting on a street, private drive, or shared common area. An alley typically has a width of no more than twenty (20) feet.

Commented [PD1]: C4

Commented [PD2]: C1

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

22. **Area of Shallow Flooding:** Means a designated AO or AH Zone on the Flood Insurance Rate Map (FIRM). The base flood depths range from one to three feet; a clearly defined channel does not exist; the path of flooding is unpredictable and indeterminate; and, velocity flow may be evident. AO is characterized as sheet flow and AH indicates ponding.
23. **Area of Special Flood Hazard:** Means the land in the flood plain within a community subject to a one percent or greater chance of flooding in any given year. This is the area subject to a base flood event. Designation on FIRM maps always includes the letters A or V.
24. **Artificial Sky Glow.** The brightening of the night sky attributable to human made sources of light. [Added by Ord. 649, 6/2/08]
- ~~25. **Attached Family Dwelling Units:** A building or structure designed to house two (2) or more families, whether related to each other or not.~~
- ~~26-25. **Attached Wireless Communication Facility:** A wireless communication facility that is affixed to an existing structure, (e.g., an existing building wall or roof, mechanical equipment, or alternative tower structure. [Added by Ord. #479, 5/19/97]~~
- ~~27-26. **Attachment:** An antenna or other piece of related equipment affixed to a transmission tower. [Added by Ord. #479, 5/19/97]~~
- ~~28. **Accessory Dwelling Unit:** A dwelling unit of not more than 600 square feet on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached.~~
- 29-27. **Base Flood:** Means the flood having a one percent chance of being equaled or exceeded in any given year. Also referred to as the "100-year flood". Designation on FIRM maps always includes the letters A or V.
- 30-28. **Basement:** A portion of a building which has less than one-half (1/2) of its height measured from finished floor to finished ceiling above the average elevation of the adjoining grade. For areas located in a Special Flood Hazard Area, the definition of basement is any area of the building having its floor subgrade (below ground level) on all sides.
- ~~31-29. **Bed and Breakfast Home or Boarding House:** A building or premises used for the provision of lodging and meals, where not more than five (5) rooms are available for rent. Does not including short-term rentals.~~
- 32-30. **Bikeway:** Bikeway is a general term used to describe any type of transportation facility that is designated for use by bicycles in conformance with City standards. Bikeways may or may not be within a public right-of-way and include the following:
- A. **Bike Lane:** A bike lane facility is a type of bikeway where a section of the roadway is designated for exclusive bicycle use.
  - B. **Recreational Trail:** A recreation trail is a type of pedestrian, bicycle, or equestrian facility that is entirely separate from roadways and has unimproved, gravel, or bark dust surface.
  - C. **Shared Roadway:** A shared roadway facility is a type of bikeway where motorists and cyclists occupy the same roadway area.

Commented [PD3]: C1, C2, C3. Note: Definitions for attached dwelling unit found under "Dwelling Unit, Attached"

Commented [PD4]: C3

Commented [PD5]: C7

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

building is divided into units by means of masonry division walls, each unit shall be considered separately in calculation for height of building.

46. Candela. The unit of luminous intensity of a lighting source emitted in a given direction. [Added by Ord. 649, 6/2/08]
47. Canopy. A roof-like covering over an area, in or under which a lighting fixture is mounted. [Added by Ord. 649, 6/2/08]
48. Category of Use: Type of use. See Mixed Use.
49. Change of Use: Within the Willamette River Greenway means making a different use of the land or water than that which existed on December 6, 1975. It includes a change which requires construction, alterations of the land, water or other areas outside of the existing buildings or structures and which substantially alters or affects the land or water. It does not include a change of use of a building or other structure which does not substantially alter or affect the land or water upon which it is situated. The sale of property is not in itself considered to be a change of use. An existing open storage area shall be considered to be the same as a building. Landscaping, construction of driveways, modifications of existing structures, or the construction or placement of such subsidiary structures or facilities as are usual and necessary to the use and enjoyment of existing improvements shall not be considered a change of use for the purposes of Sections 4.500.
50. Civic: Relating to, or derived from, a city or citizen.
51. Civic Building or Place: A building or place that functions communally, such as religious, cultural, environmental or educational institutions.
52. Clear Vision Area: A standard for sight lines at intersections of streets, railways, and driveways. See section 4.125.09, Street Improvement Standards.
53. Cluster Housing: ~~A type of Small lot detached single family dwellings~~ dwelling unit development arranged in groups, with a courtyard(s) containing shared green space and a public access sidewalk easement.
54. Commercial: Development having to do with retail, service, commercial recreation, and/or office uses.
55. Common Residential Areas.
  - Areas shared in common by residents of buildings with three or more dwelling units, (i.e. common open space, play areas, trash receptacle areas, "common property" under a subdivision or partition declaration); and
  - Three or more open off-street stripped parking spaces, either abutting or within 10 feet of each other and not separated by a wall or other physical barrier between the two parking spaces, designated or set aside for use by the three or more dwelling units, regardless of whether the parking space is assigned for exclusive use of each dwelling unit or non-exclusively used by three or more dwelling units, and are either commonly owned or were developed for the purpose of serving the parking needs of "multiple dwellings" or multiple attached single-family dwellings, as defined in the Development Code. [Added by Ord. 649, 6/2/08]

Commented [PD6]: C1

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

85. ~~Duplex: Two attached dwelling units on a single lot, neither of which meets the definition of an accessory dwelling unit.~~

Commented [PD7]: C1

86. ~~Dwelling: A building, mobile home, or manufactured home, designed for residential occupancy, but not a house trailer or recreational vehicle.~~

~~Dwelling Unit: A building or portion thereof providing complete housekeeping facilities for one family, including a kitchen and bathroom, but not a trailer house or other recreational vehicle.~~

Commented [PD8]: Existing language relocated

87. ~~Dwelling Unit, Attached: A dwelling unit which (1) shares one or more common or abutting wall, floor, or ceiling with one or more dwelling units and/or (2) has a shared roof structure with or a roof without a spatial gap between one or more dwelling units. The common or abutting walls, floors, ceilings, and roofs includes those of attached garages, storage areas, or other accessory uses. When a dwelling unit is attached only to an accessory dwelling unit and the accessory dwelling unit is not attached to any other dwelling unit, the dwelling unit is not "Attached" under this definition while the accessory dwelling unit is "Attached" under this definition.~~

88. ~~Dwelling Unit, Detached: A dwelling unit not meeting the definition of attached dwelling unit.~~

Commented [PD9]: C2

~~86.~~

~~87-89. Dwelling Unit, Multiple-Family: Three or more attached dwelling units located on a single tax lot. In the Village zone, such use also includes stacked flats or townhouses. Multiple-family dwelling units may be detached or attached.~~

Commented [PD10]: C1

~~88-90. Dwelling Unit, Single-Family: A dwelling unit designed for occupancy by one family located on its own lot. A single-family dwelling unit may be detached or attached, provided that each such unit is located on its own tax lot. A single-family dwelling may also include an accessory dwelling unit, if approved for that use as specified in this Code.~~

Commented [PD11]: C1, C3

~~89-85. Dwelling Unit: A building or portion thereof providing complete housekeeping facilities for one family, including a kitchen and bathroom, but not a trailer house or other recreational vehicle.~~

90-91. Encroachment Area: See Section 4.139.00

91-92. Equipment Enclosures: A small structure, shelter, cabinet or vault used to house and protect the electronic equipment necessary for processing wireless communication signals. Associated equipment may include air conditioning and emergency generators. [Added by Ord. #479, 5/19/97]

93. Essential Government Services. Services and facilities provided by a governmental unit, that are basis and inherent to the public health and welfare including, but not limited to, fire, police, water, sewer, transportation, emergency communication, and education, and governmental services and facilities in support thereof. [Added by Ord. 545, 8/19/02]

~~92.~~

93-94. Exempt tree or vegetation: As used in the solar access provisions of this Code, the terms "exempt tree or exempt vegetation" refer to the full height and breadth of vegetation that has been identified by the City as "solar friendly," and any vegetation

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listed as exempt on a plat, a document recorded with the plat, or a solar access permit.

- 94-95. Existing Manufactured Home Park or Subdivision: A manufactured home park subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the adopted floodplain management regulations. [Added by Ord. # 647, 4/21/08]
- 95-96. Exterior Display: The outdoor exhibit of merchandise by a retail merchant.
- 96-97. Façade: The exterior wall or elevation of a building. [Added by Ord. 649, 6/2/08]
- 97-98. Family: One or two persons with or without their direct descendants and adopted children (and including domestic employees thereof) together with not more than five (5) persons not so related, living together in a room or rooms comprising a single housekeeping unit. Every additional group of five (5) or fewer persons living in such housekeeping unit shall be considered a separate family. For housing developed to implement ORS 426.508 or under the Fair Housing Amendments Act of 1988, family shall mean all persons living in a dwelling unit, regardless of relationship.
113. Garage, private: An accessory building, or portion thereof, or portion of a main building used for the parking or temporary storage of vehicles owned or used by occupants of the main building.
114. Glare: Light that causes visual discomfort or disability, and the wattage and/or light distribution is excessive for the purposes for which the illumination is necessary. [Added by Ord. 649, 6/2/08]
115. Grocery Store: A retail business that sells food and household sundries.
116. Grocery Store, Specialty: A retail business that sells specialty food and specialty household sundries.
117. Habitable floor: Any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof. A floor used only for storage purposes is not a "habitable floor".
- 117-118. Habitable floor area: For the purpose of calculating the area of a dwelling unit, the area of a dwelling unit usable for living purposes, which includes areas for sleeping, eating, cooking, bathing, sanitation, recreation, and similar activities. Storage areas with floor-level interior access from other habitable areas are included in habitable floor area. Storage areas without interior floor-level access from other habitable areas are not included in habitable floor area. A garage is not considered a storage area for the purpose of this definition and is not considered part of the habitable floor area.
- 118-119. Habitat-Friendly Development: A method of developing property that protects our natural resources as we grow and focuses on land development and site design that mimic natural processes. Examples include clustering development to avoid habitat, minimizing tree removal and root disturbance, managing storm water on-site to help filter rainwater and recharge groundwater sources, and, where feasible, reducing the amount of impervious surface created by development. [Added by Ord. # 674 11/16/09]
- 119-120. Hardscape: Permanent improvements to a site, including but not limited to, parking lots, driveways, streets, plazas, sidewalks, walkways, bikeways, abutments,

Commented [PD12]: C5

Commented [PD13]: C6

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

stairs, ramps, and architectural features, such as fountains and sculptures. [Added by Ord. 649, 6/2/08]

~~120-121.~~ Hearing Body: The City Council, the Development Review Board, or the Planning Commission having the authority to review an application assigned by Section 4.031, Section 4.032, and Section 4.033.

~~121-122.~~ Heritage Tree: A tree that, due to age, size, species, quality or historic association, is considered of landmark importance to the community and has been designated as such by the City Council.

~~122-123.~~ Home Business: A business operating from a dwelling unit that does not meet the definition of a "Home Occupation" listed below, ~~and for which a conditional use permit has been issued by the City. Short-term rental of a dwelling unit or portion thereof where the operator does not live on the same lot is a home business. A home business requires a conditional use permit.~~

Commented [PD14]: C7

~~123-124.~~ Home Occupation: ~~"Home Occupation" means an~~ An occupation, profession, or craft, which is customarily incidental to or carried on in a dwelling place or premises and not one in which the use of the premises as a dwelling place is largely incidental to the business use. A home occupation is carried on by an immediate member of the family residing within the dwelling place. A home occupation shall require no structural alteration or changes to the exterior of the dwelling, and shall include no display of merchandise on the premises which can be seen from the exterior of the dwelling. Any instruction shall be limited to one pupil at a time. Noise, odor, smoke, gases, fallout, vibration, heat or glare resulting from the use shall not be of the intensity as to be detected outside of the containing structure. Traffic and parking are to be such as to give no outward appearance that a business is being conducted on the premises. ~~Short-term rental of a dwelling unit or portion thereof where the operator of the short-term rental lives on the same lot is a home occupation.~~

Commented [PD15]: C3, C7

124. Hospital: A building or premises providing in-patient services that is used for human medical or surgical treatment.

125. Hospital, Animal: A building or premises for the medical or surgical treatment of domestic animals or pets, including dog, cat and veterinary hospitals.

126. Hotel, Motel, or Overnight Lodging Facility: A building which is designed or used to offer ~~six (6) or more rooms for~~ lodging, with or without meals, for compensation, ~~for six (6) or more people.~~

Commented [PD16]: C7

127. House Side Shield. For fully shielded luminaires only, an internal shield designed and installed by the luminaire manufacturer that significantly attenuates candlepower in the back photometric hemisphere at all angles greater than 30 degrees relative to nadir. [Added by Ord. 649, 6/2/08]

128. Human Occupancy: For purposes of Section 4.172.(02)(C)(4.), any structure usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof, is considered to be for human occupancy. A structure used only for storage purposes is not for "human occupancy." [Added by Ordinance No. 538, 2/21/02.]

129. IESNA. The Illuminating Engineering Society of North America (see www.iesna.com). [Added by Ord. 649, 6/2/08]

130. Impact Area: See Section 4.139.00

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131. Impervious Area: An area with minimal infiltration of surface water into the underlying soil and shall include pavement (including but not limited to concrete or asphaltic concrete surfaces), gravel roads, structures, roadways, and roofs.
132. Intensification of Use: Within the Willamette River Greenway means any additions which increase or expand the area or amount of an existing use, or the level of activity. Remodeling of the exterior of a structure not excluded below is an intensification when it will substantially alter the appearance of the structure. Maintenance and repair usual and necessary for the continuance of an existing use is not an intensification of use. Reasonable emergency procedures necessary for the safety or the protection of property are not an intensification of use. Residential use of land within the Greenway includes the practices and activities customarily related to the use and enjoyment of one's home. Landscaping, construction of driveways, modification of existing structures or construction or placement of such subsidiary structures or facilities, including accessory dwelling units, adjacent to the residence as are usual and necessary to such use and enjoyment shall not be considered an intensification for the purposes of this Code. Seasonal increases in gravel operations shall not be considered an intensification of use.
133. Kenel: Any lot or premises on which four (4) or more dogs, more than four (4) months of age, are kept for boarding, breeding or sales.
134. Landscaping: The term "landscaping" includes trees, grass, shrubs, flowers, water features, and garden areas, and the arrangement of paths, walkways, fountains, patios, decks, fencing, street furniture and ornamental concrete or stonework areas, earth forms such as grading, mounding and contours. The use of pervious materials is

Commented [PD17]: C8

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

273. Short-Term Rental: A dwelling unit or portion thereof subject to a lease term, rental agreement, or similar agreement, either directly or through a professional vacation rental-company or similar, less than monthly, generally daily or weekly. Involves rental to only one party at a time. A dwelling unit with rental of different rooms during the same period to different parties is not considered a short-term rental, but may meet the definition of a bed and breakfast home or boarding house or hotel, motel, or overnight lodging facility.

Commented [PD18]: C7

273-274. Solar access permit: A document issued by the city that describes the maximum height that non-exempt vegetation is allowed to grow on lots to which a solar access permit applies.

274-275. Solar feature: A device or combination of devices or elements that does or will use direct sunlight as a source of energy for such purposes as heating or cooling of a structure, heating or pumping of water, and generating electricity. Examples of a solar feature include a window or windows that contain(s) at least 20 square feet of glazing oriented within 45 degrees east and west of true south, a solar greenhouse, or a solar hot water heater. A solar feature may be used for purposes in addition to collecting solar energy, including but not limited to serving as a structural member or part of a roof, wall, or window. A south-facing wall without windows and without other features that use solar energy is not a solar feature for purposes of this Section.

275-276. Solar gain line: A line parallel to the northern property line(s) of the lot(s) south of and adjoining a given lot, including lots separated only by a street, that intersects the solar feature on that lot (see Figure 8: Solar Gain Line in Section 4.137).

276-277. Source Separated Recyclables: Recyclable materials designated "principle recyclable materials" by the Oregon Environmental Quality Commission under ORS 495A.025 with the exception of yard debris, as well as other source-separated recyclables that may be designated by local ordinance or regulation. [Amended by Ord. #426- 4/1/94]

277-278. South or South facing: True south, or 20 degrees east of magnetic south.

278-279. Special Flood Hazard Area: Means an area having special flood, mudslide (i.e., mudflow), and/or flood-related erosion hazards, and shown on an FHBM or FIRM as zone A, AO, AE, AH, VE, or V. [Amended by Ord. # 647, 4/21/08; Ord. 686, 11/1/10]

279-280. Specific Area Plan (SAP): A plan with a series of detailed components covering one of the five distinct areas of the Villebois Village Master Plan. These plans provide a higher level of analysis and detail than the Villebois Village Master Plan.

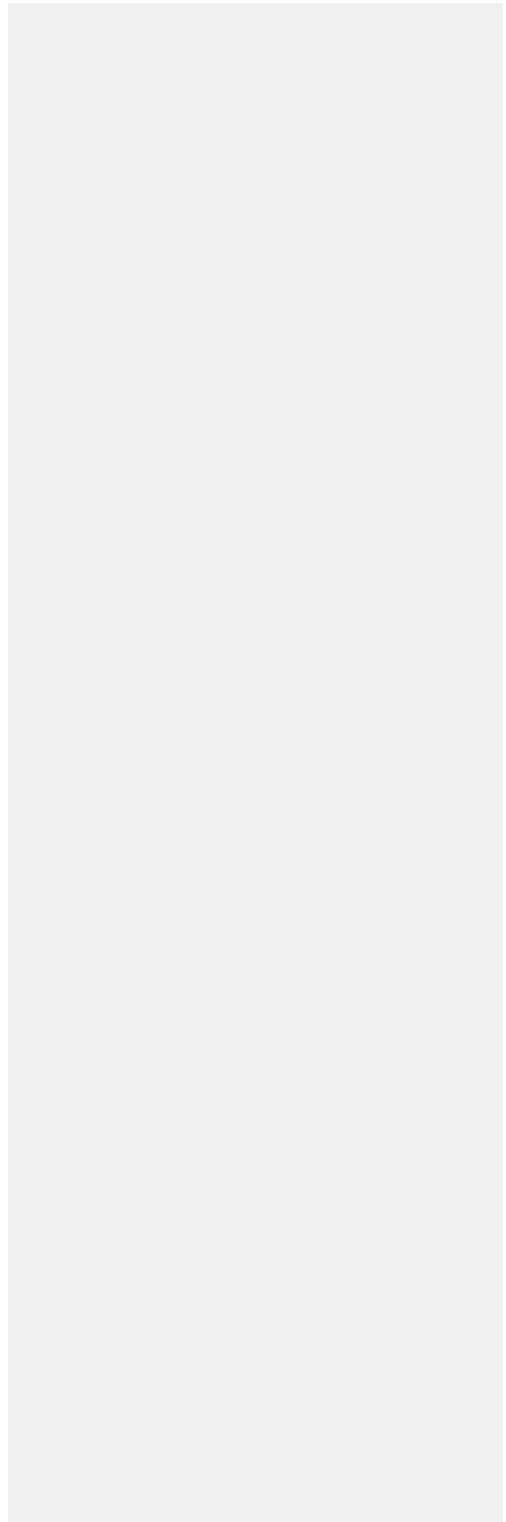
280-281. Stacked Flats: Two or more single-level dwelling units, the second arranged above the first, etc.

281-282. Start of Construction: Includes substantial improvement, and means the date the building permit was issued provided the actual start of construction, repair, reconstruction, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling



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units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Added by Ord. # 647, 4/21/08; amended by Ord. 686, 11/1/10]



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**Section 4.113. Standards Applying To Residential Developments In Any Zone.**

(.03) Building Setbacks(for Fence Setbacks, see subsection .08)

- A. For lots over 10,000 square feet:
  - 1. Minimum front yard setback: Twenty (20) feet.
  - 2. Minimum side yard setback: Ten (10) feet. In the case of a corner lot less than one hundred (100) feet in width, abutting more than one street or tract with a private drive, the side yard on the street or private drive side of such lot shall be not less than twenty percent (20%) of the width of the lot, but not less than ten (10) feet.
  - 3. In the case of a key lot, the front setback shall equal one-half (1/2) the sum of depth of the required yard on the adjacent corner lot along the street or tract with a private drive upon which the key lot faces and the setback required on the adjacent interior lot.
  - 4. No structure shall be erected within the required setback for any future street shown within the City's adopted Transportation Master Plan or Transportation Systems Plan.
  - 5. Minimum setback to garage door or carport entry: Twenty (20) feet. Except, however, in the case of an alley where garages or carports may be located no less than four (4) feet from the property line adjoining the alley.
  - 6. Minimum rear yard setback: Twenty (20) feet. Accessory buildings on corner lots must observe the same rear setbacks as the required side yard of the abutting lot.
- B. For lots not exceeding 10,000 square feet:
  - 1. Minimum front yard setback: Fifteen (15) feet, with open porches allowed to extend to within ten (10) feet of the property line.
  - 2. Minimum side yard setback: One story: five (5) feet; Two or more stories: seven (7) feet. In the case of a corner lot, abutting more than one street or tract with a private drive, the side yard on the street side of such lot shall be not less than ten (10) feet.
  - 3. In the case of a key lot, the front setback shall equal one-half (1/2) the sum of depth of the required yard on the adjacent corner lot along the street or tract with a private drive upon which the key lot faces and the setback required on the adjacent interior lot.
  - 4. No structure shall be erected within the required setback for any future street shown within the City's adopted Transportation Master Plan or Transportation Systems Plan.
  - 5. Minimum setback to garage door or carport entry: Twenty (20) feet. Wall above the garage door may project to within fifteen (15) feet of property line, provided that clearance to garage door is maintained. Where access is taken from an alley, garages or carports may be located no less than four (4) feet from the property line adjoining the alley.
  - 6. Minimum rear yard setback: One story: fifteen (15) feet. Two or more stories: Twenty (20) feet. Accessory buildings on corner lots must observe the same rear setbacks as the required side yard of the abutting lot.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

(.11) Accessory Dwelling Units.

A. ~~Accessory Dwelling Units, developed on the same lot as the detached or attached single family dwelling to which it is accessory, shall be permitted outright, subject to the standards and requirements of this Section.~~ are permitted subject to the standards and requirements of this Subsection.

Commented [PD19]: A1, C3

B. Standards

1. Number Allowed

a. For detached dwellings units and attached single-family dwelling units: One per dwelling unit.

b. For all other attached dwelling units: None.

Commented [PD20]: A1

2. Maximum Floor Area: per definition in Section 4.001, 800 square feet of habitable floor area. Per Subsection 4.138 (.04) C. 1., in the Old Town Overlay Zone the maximum is 600 square feet of habitable floor area. One Accessory Dwelling Unit per lot shall be no greater than 800 square feet with not more than two bedrooms, unless the size and density of ADUs are otherwise provided in an adopted Neighborhood Plan or Stage II Development Plans. Larger units shall be subject to standards applied to duplex housing.

Commented [PD21]: C9

~~1-3.~~ Accessory dwellings units shall be on the same lot as the dwelling unit to which they are subordinate.

Commented [PD22]: C4

~~2-4.~~ Accessory Dwelling Units may be either attached or detached, but are subject to all zone standards for setbacks, height, and lot coverage, unless those requirements are specifically waived through the Planned Development waiver or Variance approval processes.

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~~3.~~ This Section applies to residential developments in PD-R, R, RA-H, or Village zones.

Commented [PD24]: C3

5. Design Standards:

a. Roof pitch shall be 4:12 to 12:12. No flat roofs allowed.

i. Where the primary dwelling unit has a roof pitch of less than 4:12 the minimum roof pitch does not apply.

b. Roof and siding materials shall match the respective material of one or more of the following: (1) the primary dwelling unit on the same lot, (2) a primary dwelling unit on an immediately adjacent lot, or (3) a primary dwelling unit within the same subdivision.

i. For the purpose of the requirement to match material, fiber cement siding made to appear like wood, stucco, or masonry may be used to match wood, stucco, or masonry respectively.

Commented [PD25]: A2

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c. Where design standards established for a zone or overlay zone are more restrictive and/or extensive than a. and b. above the more restrictive and/or extensive design standards shall apply. This includes design standards for the Village (V) Zone, the Residential Neighborhood (RN) Zone, and the Old Town Overlay Zone.

4-6. Where an Accessory Dwelling Unit is proposed to be added to an existing residence and no discretionary land use approval is being sought (e.g., Planned Development approval, Conditional Use Permit approval, etc.) the application shall require the approval of a Class I Administrative Review permit. Application for duplex construction shall be subject to the density standards of the zone in which it is located, or as otherwise provided in a Neighborhood Plan or Stage II/Final Development Plan.

5-7. Authorization to develop Accessory Dwelling Units does not waive Building Code requirements. Increased firewalls or

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building separation may be required as a means of assuring adequate fire separation from one unit to the next. Applicants are encouraged to contact, and work closely with, the Building Division of the City's Community Development Department to assure that Building Code requirements are adequately addressed.

~~6. The Accessory Dwelling Unit must be of substantially the same exterior design and architecture (i.e. siding, windows, doors and roofing materials) as the primary dwelling unit on the property.~~

Commented [PD26]: A2

~~7. Parking:~~

~~Each Accessory-accessory Dwelling-dwelling Unit-unit shall have one standard sized parking space on the same lot.~~

~~Where an off-street parking space is not available to serve the ADU-accessory dwelling unit, on-street parking may be considered to satisfy-satisfies this requirement if all of the following are present:~~

~~On at least 45 feet of frontage along the lot is available for on-street parking and is not otherwise approved to meet minimum parking standards for another use. -street parking exists along the frontage of the lot, or within 100' of the front lot line of the lot.~~

~~- No more than 25% of the lots in a block will have ADUs.~~

Commented [PD27]: C10

~~9.8. Each Accessory-accessory Dwelling-dwelling Unit-unit shall provide complete, independent permanent facilities for living, sleeping, eating, cooking, bathing and sanitation purposes, and shall have its own separate secure entrance.~~

~~9. Each Accessory Dwelling Unit must be accessible by street or driveway to fire and emergency vehicles, and for trash pick-up.~~

Commented [PD28]: C12

~~10. Accessory dwelling units may be short-term rentals, but the owner/local operator must maintain an active business license with the City of Wilsonville for a short-term rental business and pay all applicable lodging and other taxes.~~

Commented [PD29]: C7

~~C. Neighborhood Density and Size Standards.~~

~~1. Canyon Creek Estates - up to 12 ADUs as per Resolution No. 95PC16.~~

Commented [PD30]: A3

[Section 4.133(11) amended by Ord. 677, 3/1/10]

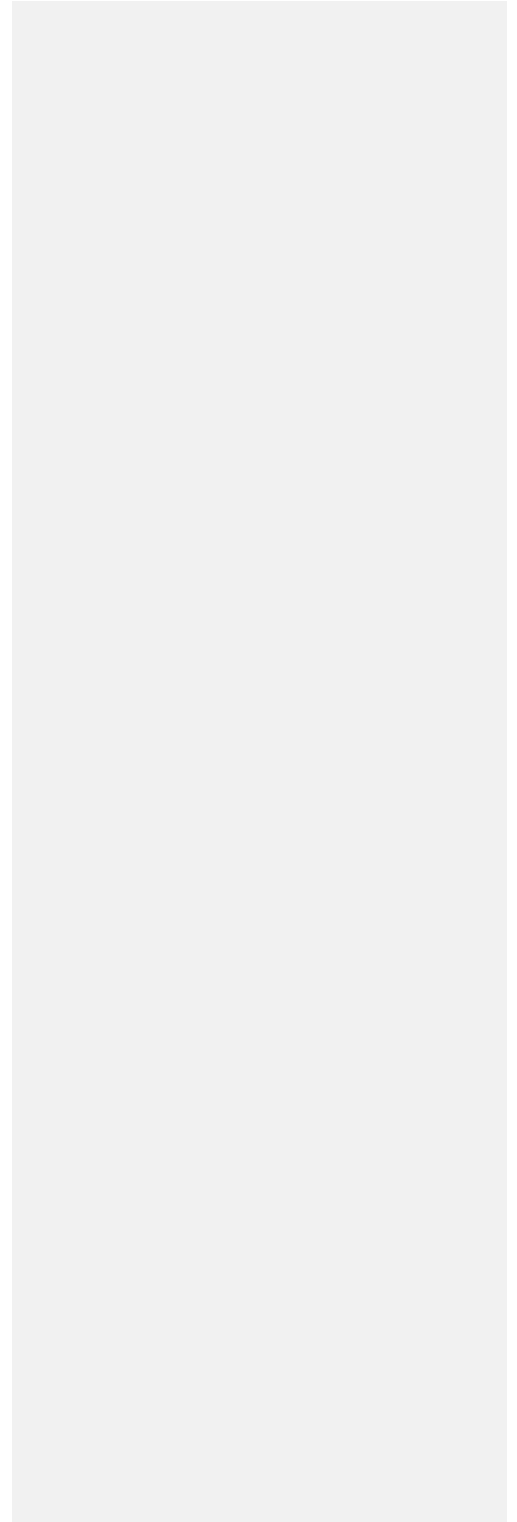
(.12) Reduced Setback Agreements. The following procedure has been created to allow the owners of contiguous residential properties to reduce the building setbacks that would typically be required between those properties, or to allow for neighbors to voluntary waive the solar access provisions of Section 4.137. Setbacks can be reduced to zero through the procedures outlined in this subsection.

A. Examples

1. First example: the owner of one house is allowed to build to the

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sideyard property line, with no setback, provided that the owner of the neighboring property agrees and that the agreements of both owners are recorded with the deed records for those properties.



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

(.01) Purpose. It is the purpose of this zone to serve as a holding zone to preserve the future urban level development potential as undeveloped property designated for more intensive development. This zone has been applied to all urbanizable properties within the city which are planned for development and which have not previously received development approval in accordance with the Comprehensive Plan.

(.02) Uses Permitted Outright:

- A. One single-family dwelling, ~~with not more than one accessory dwelling unit per lot and accessory dwelling units subject to the standards of Section 4.113 (.11).~~

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- 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.
- 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.
- E. Temporary structures or uses, subject to the procedures for temporary uses set forth in Section 4.163.
- F. Agriculture, horticulture, greenhouses, nurseries (provided that any commercial sales of products shall require the approval of a conditional use permit), timber growing, grazing, and the small scale raising of livestock and animals.
- G. Public parks, playgrounds, recreational and community buildings and grounds, public golf courses, tennis courts, and similar recreational uses, all of a non-

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commercial nature. Any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot in a residential or RA-H district.

H. Accessory Uses Permitted:

1. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal uses permitted located on the same lot therewith.
2. Home occupations.
3. Signs, subject to the provisions of Sections 4.156.01 through 4.156.11. [Amended by Ord. No. 704, 6/18/12]

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

- A. 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.
- B. Roadside stands when located on the same property as the principal uses, selling only those products that are produced on the same property on which the stand is located, or on adjacent property.

(.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.
  2. Minimum setback for residential garage or carport: At least five (5) feet behind the front of the nearest residential unit on the property. In no case shall the front of a garage or carport be located less than twenty (20) feet behind a sidewalk or a public right-of-way providing access to that garage or carport. Except, however, in the case of an alley where garages or carports are located within five (5) feet of the property line adjoining the alley. [Amended by Ord. 682, 9/9/10]
- C. Minimum Street Frontage: Seventy-five (75) feet. A reduced street frontage may be approved, based on a finding that the proposed lot frontage will not hinder the future development of the site to densities proposed in the Comprehensive Plan.



Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

**Section 4.122. Residential Zone.**

- (.01) Purpose: The purpose of this zone is to provide for standards and a simplified review process for small-scale urban low and medium density residential development. Developments in the 'R' zone are not intended to be Planned Developments.
- (.02) Residential Densities: Residential densities shall be governed by the density range designated by the City of Wilsonville Comprehensive Plan.
- (.03) Lot Size Qualifications:
- A. The owner or the owner's authorized agent shall not hold or cause to be held any interest in any adjacent property with the intent to avoid PDR regulations.
  - B. The lot or any part thereof shall not be an identified area of special concern as defined in the Comprehensive Plan.
  - C. The development area must be two (2) acres or less in size. Development of larger properties shall be reviewed through planned development procedures.
  - D. Not more than thirty percent (30%) of the lot shall be covered by buildings.
- (.04) Principal Uses Permitted:
- A. Single-Family Dwelling Units.
  - B. ~~Attached Family Dwelling Units, Duplexes.~~
  - C. ~~Apartments~~ Multiple-Family Dwelling Units.
  - D. Public parks, playgrounds, recreational and community buildings and grounds, tennis courts, and similar recreational uses, all of a non-commercial nature. Any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot in a residential or RA-H zone.
  - E. Manufactured homes. [Note: Section 4.115 Standards Applying to Manufactured Housing in All Zones Where Manufactured Housing is Permitted deleted per by Ord. 538, 2/21/02.]
- (.05) Accessory Uses Permitted to Single Family and Detached Dwelling Units:
- A. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses, including accessory dwelling units subject to the standards of Subsection 4.113 (.11), located on the same lot therewith.
  - B. Home occupations.
  - C. A private garage or parking area.
  - D. Temporary real estate signs, small announcement or professional signs, and subdivision signs, as provided in Sections 4.156.05, 4.156.07, 4.156.09, and 4.156.10. [Amended by Ord. No. 704, 6/18/12]
  - E. Temporary buildings for uses incidental to construction work, which buildings shall be removed immediately upon completion or abandonment of the

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Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

construction work. In no case shall such buildings remain on the premises longer than ten (10) days after the receipt of a Certificate of Occupancy or the expiration of construction permits.

- F. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses are detached and located behind the rear most line of the main buildings, at least one-half (1/2) of the side yard setback. In no case shall a setback less than three (3) feet be permitted unless a Reduced Setback Agreement has been approved and properly recorded, as provided in Section 4.113.
- G. Livestock and farm animals shall be permitted subject to the provisions of Section 4.162.

(.06) Accessory Uses Permitted for Attached Family Dwelling Units and Apartments, Duplexes and Attached Multiple-Family Dwelling Units:

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- A. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses, located on the same lot therewith.
- B. Home occupations.
- C. A private garage or parking area.
- D. Temporary buildings for uses incidental to construction work, which buildings shall be removed immediately upon completion or abandonment of the construction work. In no case shall such buildings remain on the premises longer than ten (10) days after the receipt of a Certificate of Occupancy or the expiration of construction permits.
- E. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses are detached and located behind the rear most line of the main building, at least one-half (1/2) of the side yard setback is required.
- F. Livestock and farm animals shall be permitted, subject to the provisions of Section 4.162.

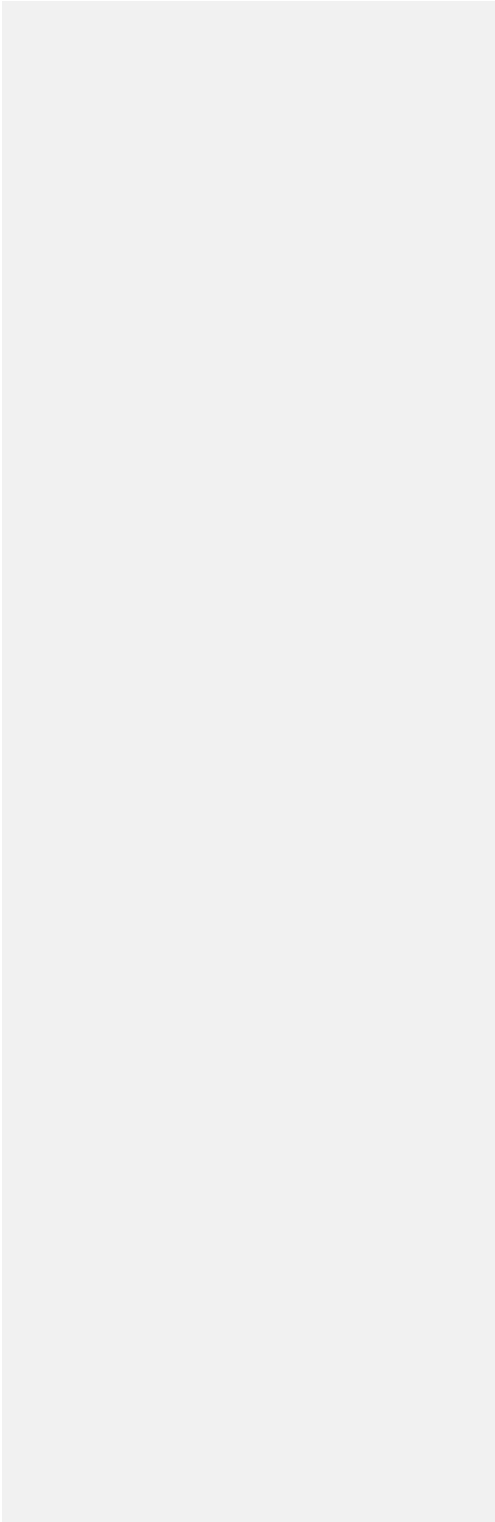
(.07) Other Standards:

- A. Minimum lot width at building line: Sixty (60) feet.
- B. Minimum street frontage of lot: Thirty (30) feet; however, no street frontage is required when the lot fronts on an approved, platted private drive.
- C. Minimum lot size: 5000 square feet.
- D. Minimum lot depth: Seventy (70) feet.
- E. Maximum building or structure height: Thirty-five (35) feet.
- F. Maximum lot coverage: Twenty percent (20%) for all residential dwelling units; thirty percent (30%) for all buildings.
- G. Block and access standards:

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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.
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 4.122(.07) amended by Ord. 538, 2/21/02; Ord 682, 9/9/10.]



Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

**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.
- ~~C.D. Multiple-Family Dwelling Units, subject to the density standards of the zone.~~
- D.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.
- E.F. Manufactured homes, subject to the standards of Section 4.115 (Manufactured Housing).

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**(.02) Permitted accessory uses to single family dwelling and detached dwelling units:**

- A. Accessory uses, buildings and structures customarily incidental to any of the principal permitted uses listed above, and located on the same lot.
- B. Living quarters without kitchen facilities for persons employed on the premises or for guests. Such facilities shall not be rented or otherwise used as a separate dwelling unless approved as an accessory dwelling unit or duplex.
- C. Accessory Dwelling dwelling uUnits, subject to the standards of Section 4.113 (.11).
- D. Home occupations.
- E. A private garage or parking area.
- F. ~~Keeping of not more than two (2) roomers or boarders by a resident family.~~
- G. Temporary real estate signs, small announcement or professional signs, and subdivision signs, as provided in the provisions of Sections 4.156.05, 4.156.07, 4.156.09, and 4.156.10. [Amended by Ord. No. 704, 6/18/12]
- H. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.
- I. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.
- J. Livestock and farm animals, subject to the provisions of Section 4.162.

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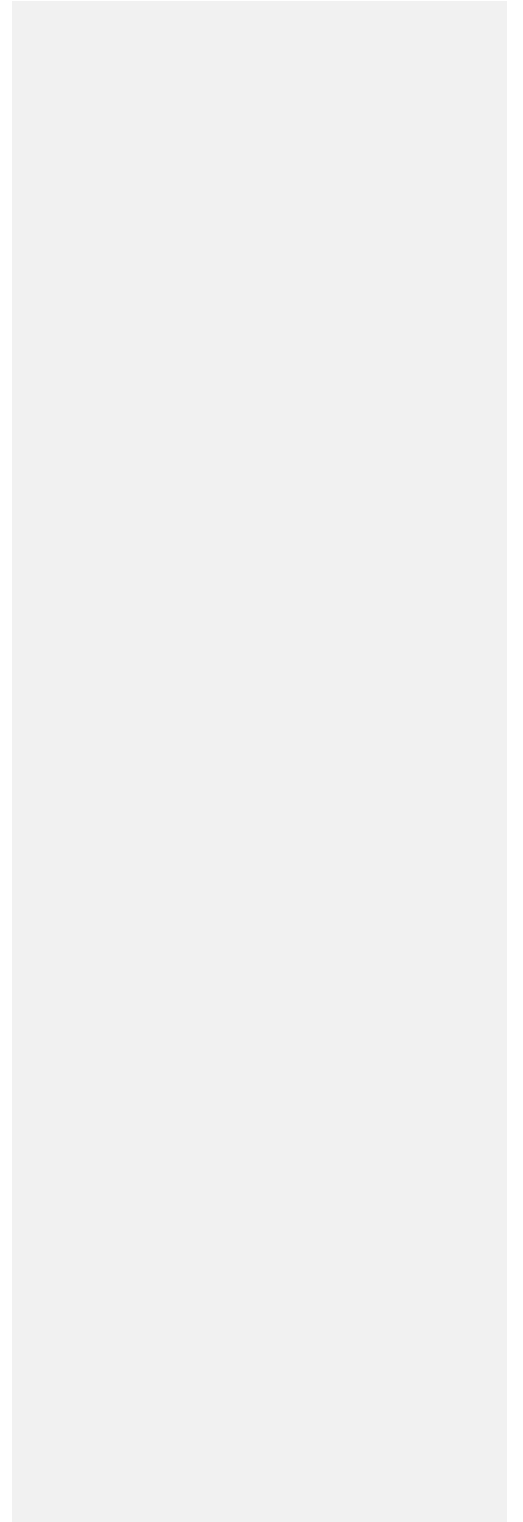
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**(.03) Permitted accessory uses for duplexes and attached multiple-family dwelling units:**

- A. Accessory uses, buildings, and structures customarily incidental to any of the

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aforesaid principal permitted uses, located on the same lot therewith.



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- B. Home occupations.
- C. A private garage or parking area.
- D. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.
- E. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.
- F. Livestock and farm animals, subject to the provisions of Section 4.162.

(.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, sub-stations 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.
- D. Neighborhood Commercial Centers limited to the provisions of goods and services primarily for the convenience of and supported by local residents, and not requiring a zone change to a commercial designation:
  1. The site of a Neighborhood Commercial Center was proposed at the time of the original application.
  2. Such centers are of a scale compatible with the surrounding residential structures.
  3. Such centers shall be compatible with the surrounding residential uses.
  4. The site of a Neighborhood Commercial Center shall be at least one-quarter (1/4) mile from any other sites zoned for commercial uses.
  5. The site of a Neighborhood Commercial Center shall not exceed five percent (5%) of the total area or one (1) acre, whichever is less.
  6. The site of a Neighborhood Commercial Center shall have direct access to a street of a collector classification and shall have direct pedestrian access to the residential areas.
  7. The site of a Neighborhood Commercial Center shall not include more than one quadrant of an intersection and shall not result in traffic of a nature which causes a substantial adverse impact on the residential character of the planned development.

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E. Commercial Recreation which is compatible with the surrounding residential uses and promotes the creation of an attractive, healthful, efficient and stable environment for living, shopping or working. All such uses except golf courses and tennis courts shall conform to the requirements of subsection "D" (Neighborhood Commercial Centers), above.

E-F. Home businesses

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(.05) Appropriate PDR zone based on Comprehensive Plan Density:

Comprehensive Plan Density*	Zoning District
0-1 u/acre	PDR-1
2-3 u/acre	PDR-2
4-5 u/acre	PDR-3
6-7 u/acre	PDR-4
10-12 u/acre	PDR-5
16-20 u/acre	PDR-6
20 + u/acre	PDR-7

**Table 1: PDR Zone based on Comprehensive Plan Density**

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

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[Section 4.124(.05) amended by Ordinance No. 538, 2/21/02.]

(.06) 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.]

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

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

(.09) Corner Vision Clearance. Per the requirements of Section 4.177.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

**Section 4.124.1. PDR-1:**

The following standards shall apply in PDR-1 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 30,000 square feet.
- (.02) Minimum lot size: 25,000 square feet.
- (.03) Minimum density at build out: One unit per 37,500 square feet.
- (.04) Other standards:
  - A. Minimum lot width at building line: Eighty (80) feet.
  - B. Minimum street frontage of lot: Eighty (80) feet.
  - C. Minimum lot depth: One hundred (100) feet.
  - D. Setbacks: per Section 4.113(.03)
  - E. Maximum building or structure height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Twenty percent (20%) for all residential dwelling units; twenty-five percent (25%) for all buildings.
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
  - A. Ten single-family dwellings (with or without accessory dwelling units) on individual lots, or
  - B. Fourteen dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).

**Section 4.124.2. PDR-2:**

The following standards shall apply in PDR-2 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 16,000 square feet.
- (.02) Minimum lot size: 12,000 square feet.
- (.03) Minimum density at build out: One unit per 20,000 square feet.
- (.04) Other Standards:
  - A. Minimum lot width at building line: Sixty (60) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet; however, no street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
  - C. Minimum lot depth: Seventy (70) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum building or structure height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Twenty-five percent (25%) for all residential dwelling units; thirty percent (30%) for all buildings.



Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

(.05) Examples of development that is typically permitted (hypothetical 10-acresite):

Twenty single-family dwellings (with or without accessory dwelling units) on individual lots, or

- A. Twenty-nine dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).

**Section 4.124.3. PDR-3:**

The following standards shall apply in PDR-3 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

(.01) Average lot size: 7,000 square feet.

(.02) Minimum lot size: 5,000 square feet.

(.03) Minimum density at build out: One unit per 8,000 square feet.

(.04) Other standards:

- A. Minimum lot width at building line: Forty (40) feet.
- B. Minimum street frontage of lot: Forty (40) feet; however, street frontage may be reduced to twenty-four (24) feet when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
- C. Minimum lot depth: Sixty (60) feet.
- D. Setbacks: per Section 4.113(.03).
- E. Maximum building or structure height: Thirty-five (35) feet.
- F. Maximum lot coverage: Fifty percent (50%) for lots containing less than 7000 square feet. Forty-five percent (45%) for lots between 7000 and 8000 square feet. Forty percent (40%) for lots exceeding 8000 square feet.

(.05) Examples of development that is typically permitted (hypothetical 10-acresite):

- A. Fifty-four single-family dwellings ~~(with or without accessory dwelling units)~~ on individual lots, or
- B. Sixty-two dwelling units (any combination of multiple-family or single-family units ~~with or without accessory dwelling units~~).

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**Section 4.124.4. PDR-4:**

The following standards shall apply in PDR-4 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

(.01) Average lot size: 5,000 square feet.

(.02) Minimum lot size: 4,000 square feet.

(.03) Minimum density at build out: One unit per 6,000 square feet.

(.04) Other standards: Minimum lot width at building line: Thirty-five (35) feet.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

- A. Minimum street frontage of lot: Thirty-five (35) feet; however, street frontage may be reduced to twenty-four (24) feet when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
  - B. Minimum lot depth: Sixty (60) feet.
  - C. Setbacks: per Section 4.113(.03).
  - D. Maximum building height: Thirty-five (35) feet.
  - E. Maximum lot coverage: Seventy-five percent (75%) for all buildings.
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
- A. Seventy-two single-family dwellings (with or without accessory dwelling units) on individual lots, or
  - B. Eighty-seven dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).

**Section 4.124.5. PDR-5:**

The following standards shall apply in PDR-5 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot area per unit: 3,000 square feet.
- (.02) Minimum lot size: 2,500 square feet.
- (.03) Minimum density at build out: One unit per 4,000 square feet.
- (.04) Other Standards:
  - A. Minimum lot width at building line: Thirty (30) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet.
  - C. Minimum Lot Depth: Sixty (60) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Seventy-five percent (75%) for all buildings.
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
  - A. 108 town-house units on individual lots, or
  - B. 145 dwelling units (any combination of multiple-family or single-family units).

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

**Section 4.124.6. PDR-6:**

The following standards shall apply in PDR-6 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot area per unit: 2,000 to 2,500 square feet.
- (.02) Minimum lot size: None.
- (.03) Minimum density at build out: One unit per 2,500 square feet.
- (.04) Other standards:
  - A. Minimum lot width at building line: Thirty (30) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet.
  - C. Minimum lot depth: Sixty (60) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Seventy-five percent (75%) for all buildings.
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
  - A. 174 condominium units, or
  - B. 217 multiple family-units.

**Section 4.124.7. PDR-7:**

The following standards shall apply in PDR-7 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot area per unit: 2,000 square feet.
- (.02) Minimum lot size: 1,500 square feet.
- (.03) Minimum density at build out: One unit per 2,400 square feet.
- (.04) Other standards:
  - A. Minimum lot width at building line: Thirty (30) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet.
  - C. Minimum lot depth: Sixty (60) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum building height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Seventy-five percent (75%) for all buildings.
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
  - A. 174 condominium units, or
  - B. 217 multiple-family units.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

Section 4.125. V – Village Zone

(.01) Purpose.

The Village (V) zone is applied to lands within the Residential Village Comprehensive Plan Map designation. The Village zone is the principal implementing tool for the Residential Village Comprehensive Plan designation. It is applied in accordance with the Villebois Village Master Plan and the Residential Village Comprehensive Plan Map designation as described in the Comprehensive Plan.

- A. The Village zone provides for a range of intensive land uses and assures the most efficient use of land.
- B. The Village zone is intended to assure the development of bicycle and pedestrian-sensitive, yet auto-accommodating, communities containing a range of residential housing types and densities, mixed-use buildings, commercial uses in the Village Center and Neighborhood Centers, and employment opportunities.
- C. The Village zone, together with the Architectural Pattern Book and Community Elements Book, is intended to provide quantitative and objective review guidelines.

(.02) Permitted Uses. Examples of principle uses that are typically permitted:

- A. Single Family Dwellings
- B. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11)
- C. Duplexes
- D. Row Houses
- E. Multi-Family Dwellings
- F. Cluster Housing
- G. Residential Facilities, Residential Homes, and Community Housing developed to implement ORS 426.508
- H. Non-commercial parks, plazas, playgrounds, recreational facilities, community buildings and grounds, tennis courts, and other similar recreational and community uses owned and operated either publicly or by an owners association.
- I. Commercial uses within the Village Center, subject to the standards of (.06) Standards Applying to Commercial Uses and similar to the following:
  - 1. Sales and servicing of consumer goods:
    - Bicycle shop
    - Bookstore
    - Clothing store
    - Electronics and appliances store
    - Florist

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

Table V-1: Development Standards													
Building Type	Min. Size (sq.ft.)	Lot Min. Width (ft.)	Lot Min. Depth (ft.)	Lot Max. Coverage (note)	Lot Min. Width (%age) <sup>10,12</sup>	Frontage Max. Height <sup>9</sup> (ft.)	Bldg. Setbacks <sup>10, 13, 20</sup>				Alley-Loaded Garage (note)	Street-Loaded Garage (note)	
							Front (ft.)	Min. Front (ft.)	Max. Rear Min. (ft.)	Side Min. (ft.)			
Commercial Buildings - Village Center <sup>14</sup>	NR	NR	NR	1	90	60	NR <sup>3</sup>	5	NR	NR	NR	NR	NA
Hotels - Village Center <sup>14</sup>	NR	NR	NR	1	80	60	NR <sup>3</sup>	15	NR	NR	NR	NR	NA
Mixed Use Buildings - Village Center <sup>14</sup>	NR	NR	NR	1	90	60	NR <sup>3</sup>	8	NR	NR	NR	NR	NA
Multi-Family Dwellings - Village Center <sup>14</sup>	NR	NR	NR	1	80	45	5 <sup>4</sup>	15	NR	NR	NR	NR	NA
Row Houses <sup>11</sup> - Village Center <sup>14</sup>	NR	NR	NR	1	80	45	5 <sup>4</sup>	10	NR	NR	NR	NR	NA
Commercial Buildings	NR	NR	NR	1	60	45	NR	15	NR	NR	NR	NR	NA
Mixed Use Buildings	NR	NR	NR	1	60	45	NR	15	NR	NR	NR	NR	NA
Multi-Family Dwellings	NR	NR	NR	1	60	45	8 <sup>4</sup>	15	NR	NR	NR	NR	NA
Row Houses <sup>11</sup>	NR	15	50	1	80	45	8 <sup>5</sup>	15	NR	NR	NR	NR	NA
Duplexes	4,000	45	70	2	60 <sup>16</sup>	35	12 <sup>5,6</sup>	20 <sup>6</sup>	5	5 <sup>15</sup>	7	8,17,18	
Single-Family Dwellings	2,250	35	50	2	60 <sup>16</sup>	35	12 <sup>5,6</sup>	20 <sup>6</sup>	5	5 <sup>15</sup>	7	8,17	

Notes: NR No Requirement  
 NA Not Allowed  
 1 Lot < 8000sf: NR; Lot >8000sf: 80% (Max. Lot Coverage)  
 2 Small lots: 75%, Medium Lots: 65%, Standard and Large Lots: 55%, Estate Lots: 45% Maximum Lot Coverage On lots where detached accessory buildings are built, maximum lot coverage may be increased by 10%.  
 3 Bay windows, balconies, and other structural building projections above 8 ft. may encroach up to 5 ft. into the Public Way; canopies, awnings, and other non-structural projections may encroach up to 8 ft. into the Public Way.  
 4 Porches, stairs, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach up to the Public Way.  
 5 Porches, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach to within 8 ft. of the Public Way. Stairs may encroach to the Public Way.  
 6 For Standard, or Large Lots on Collector Avenues, front setbacks are 20 ft. min., (13' setback to porch), side street setbacks are 15' (8' setback to porch). Pie-shaped lots or lots with significant trees or grade banks at frontage have no maximum front setback.  
 7 The garage setback from alley shall be between 3 and 5 foot or, when as optional parking space is located between the garage and the alley, shall be 16 ft. minimum. Lots with important trees, as identified in the Master Plan, or grade differences at the alley, affecting garage location shall be exempt from this requirement.  
 8 Street-loaded garages shall be a minimum 20 ft. front setback to face of garage, and located a minimum of 5 ft. behind main façade of the associated dwelling unit.  
 9 Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.  
 10 For Village Center buildings with lots fronting two or more streets, at least two facades shall be subject to the minimum frontage width and front setback requirements.  
 11 Row Houses are typically attached, but may be detached within the Village Center Boundary. When attached, no more than ten units shall be contiguous along a street edge. When row houses are detached, the Minimum Frontage Width is 65%. The Minimum Frontage Width for detached row houses may be less than 65% on corner lots or to accommodate the curve radius of street frontage, public utility easements, important trees, grade differences, public open space requirements, or as otherwise approved by the DRB.  
 12 See Definitions, 4.125.01, for measurement of Minimum Frontage Width.  
 13 Front Setback is measured as the offset of the front lot line or a vehicular or pedestrian access easement line. On lots with alleys, Rear Setback shall be measured from the rear lot line abutting the alley.  
 14 See Figure 2A - Village Center Boundary & Land Use Plan in the Villebois Village Master Plan for areas included within the Village Center.  
 15 On Estate Lots and Large Lots with frontage 70 ft. or wider, the minimum combined side yard setbacks shall total 15 ft. with a minimum of 5 ft. On Small and Medium Lots, minimum side setback shall be 0 ft. or as required by Building Code.  
 16 For cluster housing with lots arranged on a courtyard, frontage shall be measured at the front door face of the building adjacent to a public right of way or a public pedestrian access easement linking the courtyard with the Public Way.  
 17 Dwellings on lots without alley access shall be at least 36 feet wide.  
 18 Duplexes with front-loaded garages are limited to one shared standard-sized driveway/apron.  
 19 Maximum setbacks may be increased as necessary to accommodate deeper porches, building code, public utility easements or public open space requirements.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

**4.127 Residential Neighborhood (RN) Zone**

(.01) Purpose.

The Residential Neighborhood (RN) zone applies to lands within Residential Neighborhood Comprehensive Plan Map designation. The RN zone is a Planned Development zone, subject to applicable Planned Development regulations, except as superseded by this section or in legislative master plans. The purposes of the RN Zone are to:

- A. Implement the Residential Neighborhood policies and implementation measures of the Comprehensive Plan.
- B. Implement legislative master plans for areas within the Residential Neighborhood Comprehensive Plan Map designation.
- C. Create attractive and connected neighborhoods in Wilsonville.
- D. Regulate and coordinate development to result in cohesive neighborhoods that include: walkable and active streets; a variety of housing appropriate to each neighborhood; connected paths and open spaces; parks and other non-residential uses that are focal points for the community; and, connections to and integration with the larger Wilsonville community.
- E. Encourage and require quality architectural and community design as defined by the Comprehensive Plan and applicable legislative master plans.
- F. Provide transportation choices, including active transportation options.
- G. Preserve and enhance natural resources so that they are an asset to the neighborhoods, and there is visual and physical access to nature.

(.02) Permitted uses:

- A. Open Space.
- B. Single-Family Dwelling Unit.
- C. Attached Single-Family Dwelling Unit. In the Frog Pond West Neighborhood, a maximum of 2 dwelling units, not including ADU's, may be attached.
- D. Duplex.
- E. Multiple-Family Dwelling Units, except when not permitted in a legislative master plan, subject to the density standards of the zone. Multi-family dwelling units are not permitted within the Frog Pond West Master Plan area.
- F. Cohousing.
- G. Cluster Housing.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

H. Public or private 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.

I. Manufactured homes.

J. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11).

(.03) Permitted accessory uses to single family dwellings:

- A. Accessory uses, buildings and structures customarily incidental to any of the principal permitted uses listed above, and located on the same lot.
- B. Living quarters without kitchen facilities for persons employed on the premises or for guests. Such facilities shall not be rented or otherwise used as a separate dwelling unless approved as an accessory dwelling unit or duplex.

~~C.A. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11).~~

Commented [PD45]: A1

~~D.C. Home occupations.~~

~~E.D. A private garage or parking area.~~

~~F.E. Keeping of not more than two (2) roomers or boarders by a resident family.~~

~~G.F. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.~~

~~H.G. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.~~

~~I.H. Livestock and farm animals, subject to the provisions of Section 4.162.~~

(.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, sub-stations and pump stations.
- B. Commercial Recreation, including public or private clubs, lodges or meeting halls, golf courses, driving ranges, tennis clubs, community centers and similar commercial recreational uses. Commercial Recreation will be permitted upon a finding that it is compatible with the surrounding residential uses and promotes the creation of an attractive, healthful, efficient and stable environment for living, shopping or working. All such uses except golf courses and tennis courts

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

shall conform to the requirements of Section 4.124(.04)(D) (Neighborhood Commercial Centers).

- C. Churches; public, private and parochial schools; public libraries and public museums.
  - D. Neighborhood Commercial Centers limited to the provisions of goods and services primarily for the convenience of and supported by local residents. Neighborhood Commercial Centers are only permitted where designated on an approved legislative master plan.
- (.05) Residential Neighborhood Zone Sub-districts:
- A. RN Zone sub-districts may be established to provide area-specific regulations that implement legislative master plans.
    - 1. For the Frog Pond West Neighborhood, the sub-districts are listed in Table 1 of this code and mapped on Figure 6 of the Frog Pond West Master Plan. The Frog Pond West Master Plan Sub-District Map serves as the official sub-district map for the Frog Pond West Neighborhood.
- (.06) Minimum and Maximum Residential Units:
- A. The minimum and maximum number of residential units approved shall be consistent with this code and applicable provisions of an approved legislative master plan.
    - 1. For the Frog Pond West Neighborhood, Table 1 in this code and Frog Pond West Master Plan Table 1 establish the minimum and maximum number of residential units for the sub-districts. **The minimum and maximum number does not include accessory dwelling units.**
    - 2. For parcels or areas that are a portion of a sub-district, the minimum and maximum number of residential units are established by determining the proportional gross acreage and applying that proportion to the minimums and maximums listed in Table 1. The maximum density on a parcel may be increased, up to a maximum of 10% of what would otherwise be permitted, based on an adjustment to an SROZ boundary that is consistent with 4.139.06.
  - B. The City may allow a reduction in the minimum density for a sub-district when it is demonstrated that the reduction is necessary due to topography, protection of trees, wetlands and other natural resources, constraints posed by existing development, infrastructure needs, provision of non-residential uses and similar physical conditions.

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Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

Table 1. Minimum and Maximum Dwelling Units by Sub-District in the Frog Pond West Neighborhood

Area Plan Designation	Frog Pond West Sub-district	Minimum Dwelling Units in Sub-district	Maximum Dwelling Units in Sub-district
R-10 Large Lot Single Family	3	26	32
	7	24	30
	8	43	53
R-7 Medium Lot Single Family	2	20	25
	4	86	107
	5	27	33
	9	10	13
	11	46	58
R-5 Small Lot Single Family	1	66	82
	6	74	93
	10	30	38
Civic	12	0	7 <sup>a</sup>
Public Facilities (PF)	13	0	0

<sup>a</sup> These metrics apply to infill housing within the Community of Hope Church property, should they choose to develop housing on the site. Housing in the Civic sub-district is subject to the R-7 Medium Lot Single Family regulations.

(.07) Development Standards Generally

- A. Unless otherwise specified by this the regulations in this Residential Development Zone chapter, all development must comply with Section 4.113, Standards Applying to Residential Development in Any Zone.

(.08) Lot Development Standards:

- A. Lot development shall be consistent with this code and applicable provisions of an approved legislative master plan.
- B. Lot Standards Generally. For the Frog Pond West Neighborhood, Table 2 establishes the lot development standards unless superseded or supplemented by other provisions of the Development Code.
- C. Lot Standards for Small Lot Sub-districts. The purpose of these standards is to ensure that development in the Small Lot Sub-districts includes varied design that avoids homogenous street frontages, creates active pedestrian street frontages and has open space that is integrated into the development pattern.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

Standards. Planned developments in the Small Lot Sub-districts shall include one or more of the following elements on each block:

1. Alleys.
2. Residential main entries grouped around a common green or entry courtyard (e.g. cluster housing).
3. Four or more residential main entries facing a pedestrian connection allowed by an applicable legislative master plan.
4. Garages recessed at least 4 feet from the front façade or 6 feet from the front of a front porch.

Table 2: Neighborhood Zone Lot Development Standards

Neighborhood Zone Sub-District	Min. Lot Size (sq.ft.)	Min. Lot Depth (ft.)	Max. Lot Coverage (%)	Min. Lot Width <sup>G, H, J</sup> (ft.)	Max. Bldg. Height <sup>F</sup> (ft.)	Setbacks <sup>H</sup>				
						Front Min. (ft.)	Rear Min. (ft.)	Side Min. (note)	Garage Min Setback from Alley (ft.)	Garage Min Setback from Street <sup>K</sup> (ft.)
R-10 Large Lot Single Family	8,000 <sup>A</sup>	60'	40% <sup>B</sup>	40	35	20 <sup>C</sup>	20	1'	18 <sup>D</sup>	20
R-7 Medium Lot Single Family	6,000 <sup>A</sup>	60'	45% <sup>B</sup>	35	35	15 <sup>C</sup>	15	1'	18 <sup>D</sup>	20
R-5 Small Lot Single Family	4,000 <sup>A</sup>	60'	60% <sup>B</sup>	35	35	12 <sup>C</sup>	15	1'	18 <sup>D</sup>	20

- Notes:
- A May be reduced to 80% of minimum lot size where necessary to preserve natural resources (e.g. trees, wetlands) and/or provide active open space. Cluster housing may be reduced to 80% of minimum lot size. Duplexes in the R-5 Sub-District have a 6,000 SF minimum lot size.
  - B On lots where detached accessory buildings are built, maximum lot coverage may be increased by 10%.
  - C Front porches may extend 5 feet into the front setback.
  - D The garage setback from alley shall be minimum of 18 feet to a garage door facing the alley in order to provide a parking apron. Otherwise, the rear or side setback requirements apply.
  - F Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.
  - G May be reduced to 24' when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive or a public pedestrian access in a cluster housing development.
  - H Front Setback is measured as the offset of the front lot line or a vehicular or pedestrian access easement line. On lots with alleys, Rear Setback shall be measured from the rear lot line abutting the alley.
  - I On lots greater than 10,000 SF with frontage 70 ft. or wider, the minimum combined side yard setbacks shall total 20 ft. with a minimum of 10 ft. On other lots, minimum side setback shall be 5 ft. On a corner lot, minimum side setbacks are 10 feet.
  - J For cluster housing with lots arranged on a courtyard, frontage shall be measured at the front door face of the building adjacent to a public right of way or a public pedestrian access easement linking the courtyard with the Public Way.
  - K Duplexes with front-loaded garages are limited to one shared standard-sized driveway/apron.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

#### 4.138 Old Town Overlay Zone

2. Exterior remodeling of commercial, industrial, public facility, multi-family residential, or mixed use building that requires a building permit, when that remodeling is visible from a public street (other than an alley) and changes the existing design of the building; and
3. Upon the request of an applicant, in order to pursue a design not in conformance with the Old Town Single-Family Designs Standard Book, new single-family homes (including duplexes) and accessory buildings, or remodeling thereof. Standards for ADU's in Subsection (.04) C. below shall apply.

B. The following (except as noted in A.3. above) shall be reviewed through the Class I administrative review process for conformance with the Development Standards of Subsection (.04) concurrently with building plan review:

1. New single-family homes (including duplexes), single-family home additions, remodels, accessory dwelling units, garages, and other buildings accessory to a single-family use.

#### (.04) Single-Family Development Standards (including accessory buildings and duplexes)

A. The standards of this subsection shall take precedence over setback, lot coverage, height, and accessory dwelling unit standards otherwise established in the Development Code. All other standards of the base zone and/or approved planned developments shall apply. For PDR Zones, the setback and lot coverage standards are subject to the waiver provisions of Section 4.118.

B. Development shall comply (except as noted in 1. and 2. below) with the standards of the Old Town Single-Family Design Standards Book including but not limited to architectural design, height, setbacks, and lot coverage.

1. An applicant for a remodel of and/or addition to structures existing prior to December 1, 2017 may elect to match the existing design of the structure rather than comply with the Old Town Single-Family Design Standards Book if all of the following are met:
  - a. The height of the structure remains the same and any additions do not exceed the height of the existing structure;
  - b. The roof pitch on the existing portion of the structure remains the same and is matched for additions involving facades facing a street or public open space;
  - c. All exterior materials are substantially similar in style and texture to the existing materials on the structure;
  - d. For facades of the structure facing a street or public open space (does not include alleys) all architectural elements, such as windows, doors, porches, dormers, details, etc. are kept the same, or in the case of extending out a wall during an addition, reproduced; and
  - e. Setbacks and lot coverage requirements of the underlying zone are met.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

2. Accessory structures less than 120 square feet and 10 feet in height are not subject to the Old Town Single-Family Design Standards but rather the standards of the underlying zone.
- C. The following standards shall apply to Accessory Dwelling Units (ADU's) within the "O" Overlay Zone to ensure smaller bulk of residential buildings and minimal use of on-street parking consistent with the historic character of the neighborhood. Where these standards differ from those of Subsection 4.113 (.11), including size design and parking, these standards take precedence. All other standards of Subsection 4.113 (.11), including but not limited to number of ADU's and review process, continue to apply.
  1. Size: ADU's shall not exceed 600 square feet of living space.
  2. Design: ADU's shall be substantially the same exterior design and architecture (i.e. siding, windows, color, roof pitch, doors and roofing materials) as the primary dwelling unit on the property. ADU's shall be either:
    - a. Detached single-story structures; or
    - b. Over a detached garage meeting the following requirements:
      - i. The garage/ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and
      - ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.

~~3. Parking: Each ADU shall have one dedicated standard sized parking space on the same lot.~~

Commented [PD47]: C10

(.05). Standards for Development Subject to Site Design Review

- A. Building Setbacks - Buildings fronting Boones Ferry Road shall abut the public sidewalk except where public plazas, courtyards, approved landscaping, or other public pedestrian amenities are approved. Except, however, that residential garages or carports shall be set back a minimum of twenty (20) feet from any sidewalk or traveled portion of a street across which access to the garage or carport is taken. The Development Review Board may approve other setbacks to accommodate sidewalks, landscaping, or other streetscape features located between the street right-of-way and the building.
- B. Landscaping - Not less than fifteen (15) percent of the development site shall be landscaped. In the event that a building is set back from a street side property line, along Boones Ferry Road, Bailey Street, or 5<sup>th</sup> Street, the intervening area shall be landscaped. In reviewing proposals for parking lots in locations between buildings and streets, the Development Review Board may require special landscaping treatments or designs to screen the view of the parking lot from the public right-of-way.
- C. Building height - As specified in the underlying base zone.
- D. Street access to Boones Ferry Road. Ingress and egress points along Boones Ferry Road shall be designed and constructed such that access points on one side of the

Page 3 of 8

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

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

- 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 off-site 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. # 67411/16/09]
- 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.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

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

**Note: In considering proposed waivers to the following standards, the City will consider the potential uses of the site and not just the uses that are currently proposed. For waivers to exceed the maximum standards, applicants shall bear the burden of proving that Metro, State, and federal clean air standards will not be violated.**

TABLE 5: PARKING STANDARDS			
USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
<b>a. Residential</b>			
<del>1. Single and attached units and any apartments</del> Single-family dwelling units, duplexes, multiple-family dwelling units of nine (9) or fewer units	1 per D.U., <del>except accessory dwelling units, which have no minimum.</del>	No Limit	<del>Apartment Multiple Family Dwelling Units –</del> Min. of 2
<del>2. Accessory dwelling units</del>	Per Subsection 4.113 (.11)	No Limit	Non required
<del>3. Apartments Multiple-family dwelling units of ten (10) or more units</del>	1 per D.U. (less than 500 sq. ft.) 1.25 per D.U. (1 bdrm) 1.5 per D.U. (2 bdrm) 1.75 per D.U. (3 bdrm)	No Limit	1 per D.U.
<del>4. Manufactured or mobile home park</del>	2 spaces/unit	No Limit	1 per D.U.
<del>4. Manufactured or mobile home subdivision</del>	1 per D.U.	No Limit	1 per D.U.
<b>b. Commercial Residential</b>			
1. Hotel	1 per 1000 sq. ft.	No Limit	1 per 5 units Min. of 2

Commented [PD48]: C1, C10

Commented [PD49]: C10

Commented [PD50]: C1

Commented [PD51]: C3

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

C. The Community Development Director shall not sign any plat which does not indicate the marking with monuments of the intersections of all streets and the centerlines of all streets at every point of curvature and point of tangent. It shall be the responsibility of the applicant to provide such Monumentation within the land division prior to the issuance of any Building permit for construction within the subject property.

(.04) Action on Final Plat: Within thirty (30) days of receipt of a complete final plat submittal, the Planning Director shall approve, deny, or, when further information is required, postpone a decision on the application. Written notice of such action shall be mailed to the applicant by the Planning Director. If the Planning Director determines that full conformity with all applicable ordinances has not been made, the Director shall advise the applicant of the changes or additions that must be made and shall afford the applicant an opportunity to make the necessary changes or additions.

- A. A final plat shall be approved only if affirmative findings can be made that:
1. The Plat is in substantial conformance with the provisions of the Preliminary Plat, as approved;
  2. The proposal is consistent with the provisions, intents and purposes of the Comprehensive Plan, Zoning Regulations and the requirements of other relevant sections of this Code.
  3. Streets, roads and alleys for public use are dedicated without any reservation or restriction other than reversionary rights upon vacation of any such street or road and easements for public utilities;
  4. The plat contains a donation to the public of all common improvements, including, but not limited to, streets, roads, parks, sewage disposal and water supply systems, the donation of which is required by Ordinance or was made a condition of the approval of the tentative plat for the development.
  5. Explanations of all common improvements to remain in private ownership have been accounted for and referenced on the plat;
  6. Private drives indicated on the tentative plat have been approved by the City; and [Amended by Ord. 682, 9/9/10]
  7. All conditions of approval for the development have been met, or adequate assurances for their completion have been provided, to the satisfaction of the Community Development Director.
- B. If affirmative findings cannot be made with regard to all of the above criteria, the Planning Director shall not approve the final plat.
- C. If approved, such approval shall be evidenced by the signature on the plat of the Planning Director together with the date of approval. In the event of denial, the Planning Director shall cause written notice and the reasons for denial to be furnished to the applicant.

**accessory buildings, adu, and garages**



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© E. Allen Fine Designs, San Jose, CA

DESIGN

Design guidelines are applicable to any and all exterior building elements visible from the public right-of-way or public parcel, in any direction, regardless of existing or proposed landscaped or natural visual barriers between the public view shed and exterior building elements.

The garage and other accessory buildings over 120sf and 10ft in height must be designed using the same exterior design and architecture (i.e. siding, windows, doors, and roofing materials) as the primary residence on the lot. Accessory buildings cannot be taller than the primary residence. If the primary residence is less than 15 feet, an accessory building can be 15 feet or less.

Accessory Dwelling Units (ADU's) in Old Town shall:

1. Size: ADU's shall not exceed 600 square feet of living space.
2. Design. ADU's shall be either:
  - a. Detached single-story structures; or
  - b. Over a detached garage meeting the following requirements:
    - i. The garage ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and
    - ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.

~~3. Parking. Each ADU shall have one dedicated standard size parking space on the same lot.~~

Commented [PD1]: C10

All other standards of Subsection 4.113 (.11) related to ADU's apply. See Subsection 4.138 (.04) C. Wilsonville Code.

STYLE GUIDELINES

**Western Farmhouse**

Roof Style: Gable  
Roof Pitch: 7:12 to 12:12  
Eaves: 8" minimum to 18" maximum

**New Ranch**

Roof Style: Hip or Low-Pitched Gable  
Roof Pitch: 4:12 to 6:12  
Eaves: 8" minimum to 18" maximum

**Craftsman**

Roof Style: Gable  
Roof Pitch: 6:12 to 10:12  
Eaves: 8" minimum to 18" maximum



Implementation Measure 4.1.4.bb The City allows the construction of one accessory dwelling unit with any detached dwelling or attached ~~single-family~~single-family dwelling ~~that is~~ permitted to be built in any zone, subject to standards in the Land Development Code ~~or density and size standards in Neighborhood Plans, Stage II Development Plans or Final Development Plans~~. Regulations of such units include size, ~~architectural design to match the primary unit on the site,~~ and parking requirements. [Amended by Ord. 676, 3/3/10]

Attachment 5  
 Planning Commission Resolution LP18-0006 Staff Report  
 Compliance Findings

Accessory Dwelling Unit Code Amendments

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**Date of Findings:** September 5, 2018

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**Request:** Amend the Wilsonville Development Code Text and Text of Implementation Measure 4.1.4.bb. of the Comprehensive Plan to ensure Accessory Dwelling Unit (ADU) regulations comply with Senate Bill 1051, remove potential major barriers to Accessory Dwelling Unit development, and increase clarity and functionality of Development Code related to Accessory Dwelling Units and other housing.

**Affected Properties:** All land currently developed as single-family or detached dwellings and all residential designated lands with potential for development of detached dwellings.

**Staff Reviewer:** Daniel Pauly AICP, Senior Planner

**Staff Recommendation:** Recommend adoption of the Development Code and Comprehensive Plan text amendments to the Wilsonville City Council.

**Applicable Review Criteria:**

<b><u>Oregon Revised Statutes:</u></b>	
197.303 (1)	Needed Housing Definition
197.307 (4)/227.175 (4)(b)(A)	Clear and Objective Standards for Housing
197.307 (6)	Alternative Approval of Needed Housing
197.312 (5)(a)	Development of Accessory Dwelling Units for Each Detached Single-family Dwelling
<b><u>Statewide Planning Goals:</u></b>	
Goal 1	Citizen Involvement
Goal 2	Land Use Planning
Goal 10	Housing
<b><u>Wilsonville Comprehensive Plan:</u></b>	
Introduction-Plan Amendments	Comprehensive Plan Amendments
Goal 1.1 and applicable Policy and Implementation Measures	Encourage Public Involvement
Goal 1.1 and applicable Policy and Implementation Measures	Interested, Informed, and Involved Citizenry
Implementation Measure 4.1.1.g	More Flexibility in Support of Metro 2040 Growth Concept and the Urban Growth Management Functional Plan
Implementation Measure 4.1.1.i.	Continuing Examine Intensity of Use, Including Percentage of Lot Coverage

Policy 4.1.4 and applicable Implementation Measures	Housing
<b>Development Code:</b>	
Section 4.197	Changes and Amendments to Development Code
Section 4.198	Comprehensive Plan Changes

**Compliance Findings**

As described in the Findings below, the request meets the applicable criteria.

**Oregon Revised Statutes-Needed Housing Review**

Needed Housing Defined  
 ORS 197.303 (1)

1. All housing subject to the proposed code changes, attached, detached single-family and multiple-family dwelling units, duplexes, and accessory dwelling units are needed housing under state law.

Clear and Objective Standards Required for Housing  
 ORS 197.307 (4) and 227.175 (4)(b)(A)

2. The City determined current language requiring ADUs to “be of substantially the same exterior design and architecture (i.e. siding, windows, doors and roofing materials) as the primary dwelling unit” is too vague and subjective to meet the clear and objective requirement of state law. The proposed amendments thus remove this language. Certain architectural requirements remain for ADUs in the Village Zone, Residential Neighborhood Zone, and Old Town Neighborhood Zone. Applicable standards in each of these zones applies to ADUs in the same manner as other accessory structures and primary dwelling units. The adoption of each of the applicable standards in these zones found the standards to be clear and objective. In other zones, clear regulations on roof pitch and roof and siding material are sufficient to ensure neighborhood compatibility. The roof pitch standard is clear and objective as it is a specific numeric range allowing for a wide variety of residential roof pitches. The material standard is clear and objective as it is more than matching the primary unit, it allows any variety of material specifically used in the subdivision or adjacent homes, and allows fiber cement materials made to look like other materials.

Development of Accessory Dwelling Units for Each Detached Single-Family Dwelling  
 ORS 197.312 (5)(a)

3. As a City with a population over 2,500 ORS requires the City allow at least one ADU per detached single-family dwelling. Currently, the City allows an ADU for each single-family lot rather than per single-family dwelling. The proposed code amendments include adding an allowance of ADUs for each detached dwelling unit in addition to the current single-

family lot allowance. In addition, the City proposes removing the existing numeric limitation of ADUs for the Canyon Creek Estates subdivision as it violates this statute.

## **Statewide Planning Goals**

### Citizen Involvement

#### Goal 1

4. As discussed in Findings 7 through 14 below, the citizen involvement processes and requirements established in Wilsonville's Comprehensive Plan consistent with Goal 1 are being followed.

### Land Use Planning

#### Goal 2

5. The proposed code amendments support the goal of establishing processes and policy as a basis for making decisions on land use consistent with a Comprehensive Plan.

### Housing

#### Goal 10

6. The proposed code amendments will continue to allow the City to meet its housing goals reflected in the Comprehensive Plan. See Findings 17 through 19.

## **Wilsonville Comprehensive Plan-Public Involvement**

### Public Involvement-In General

#### Goal 1.1, Policy 1.1.1,

7. By following the applicable implementation measures, see Findings 8 through 14 below, the City provided opportunities for public involvement encouraging, and providing means for, involvement of interested parties.

### Early Involvement

#### Implementation Measure 1.1.1.a.

8. The City sent broad notice to all residential properties. The Planning Commission and City Council and community members have opportunity to comment on the proposed code amendments while still in draft form.

### Encourage Participation of Certain Individuals, Including Residents and Property Owners

#### Implementation Measure 1.1.1.e.

9. The City encouraged residents and property owners impacted by the proposed code amendments to participate as described in Finding 8 above.

### Procedures to Allow Interested Parties to Supply Information

Implementation Measure 1.1.1.f.

10. The City will afford interested parties the opportunity to provide oral input and testimony during the public hearings. In addition, the City afforded them the opportunity to provide written input and testimony.

### Types of Planning Commission Meetings, Gathering Input Prior to Public Hearings

Implementation Measure 1.1.1.g.

11. Prior to the scheduled public hearing on the proposed code changes and adoption of the design standards, the Planning Commission held a work session on June 13, 2018, during which the Planning Commission provided feedback incorporated into the current draft.

### Public Notices for Planning Commission Meetings

Implementation Measure 1.1.1.h.

12. The notice regarding the public hearing clearly indicated the type of meeting.

### User Friendly Information for Public

Policy 1.2.1, Implementation Measures 1.2.1.a., b., c.

13. The published notecard mailings and notices provided user friendly information about the purpose, location, and nature of the meetings. The mailings widely publicized different ways for impacted parties to participate. The information given to impacted parties gave access to the information on which the Planning Commission will base their decision.

### Coordinate Planning Activities with Affected Agencies

Implementation Measure 1.3.1.b.

14. The City has notified and discussed needed and recommended code updates related to ADUs with State and Metro staff and consultants hired by Metro.

## **Wilsonville Comprehensive Plan-Housing and Residential Areas**

### More Flexible Use of Land

Implementation Measure 4.1.1.g.

15. The proposed code amendments allow additional flexibility for locating accessory dwelling units in Wilsonville allowing for more flexibility in use of land consistent with this implementation measure.

### Intensity of Use, Provision of Adequate Open Space, Character of Existing Neighborhoods

Implementation Measures 4.1.1.i. and 4.1.4.t.

16. The proposed code amendments look carefully at the intensity of use for residential development. The proposal establishes basic clear and objective roof pitch and material standards to support the character of existing neighborhoods. Setback and lot coverage standards remain ensuring provision of adequate open space and maintenance of a similar intensity of use. Updated parking standards for accessory dwelling units also ensure minimal impact on neighborhoods.

### Variety and Diversity of Housing

Implementation Measures 4.1.4.b., 4.1.4.d., 4.1.4.j., and 4.1.4.o.

17. Ensuring code allows accessory dwelling units and removes unreasonable barriers to their development allows for development of an additional housing type in the community and encourages an increased diversity. In particular, allowing and encouraging accessory dwelling units can provide affordable housing opportunities for smaller households.

### Safe, Convenient, Healthful, Attractive Residential Areas with Variety

Implementation Measure 4.1.4.c.

18. The City does not anticipate the proposed code amendments to substantially impact safety, convenience, or health of residential areas of the City.

### Housing Needs of Existing Residents, Needs of Mobile Home Dwellers

Implementation Measure 4.1.4.f.

19. The proposed code amendments further, allowing and removing barriers to development of ADUs, provide potential housing opportunities for existing smaller households looking for more affordable housing options. ADUs, by their size and affordability, can serve some of the same demographic historically occupying mobile homes within the City.

### Housing Coordinated with the Social and Economic Needs of the Community

#### Goals for Sufficient Low and Moderate Cost Housing

#### Housing for Employees Working in Wilsonville

Implementation Measures 4.1.4.g., 4.1.4.k., and 4.1.4.m.

20. The City Council has identified, as part of their goals, a need to address housing affordability in the community. Development Code amendments allowing ADUs and removing barriers to their development encourages provision of less expensive smaller units for small households helping to meet the need of more affordable housing in the community, including for moderate to lower wage workers employed in Wilsonville.

### Housing and Infrastructure

Implementation Measures 4.1.4.h., 4.1.4.i., 4.1.4.o., 4.1.4.r., and 4.1.4.s.

21. A significant cost for development of housing and thus a barrier to providing affordable housing is the cost of providing the necessary infrastructure. Allowing and encouraging accessory dwelling units allows provision of additional housing, particularly more affordable housing, where the infrastructure already exists. Properties with accessory dwelling units have substantially the same impact on infrastructure as properties with just the primary dwelling unit.

Safe, Sanitary, Convenient, Sound, Energy Efficient, Attractive Housing/Renovation and Rehabilitation of Housing Stock  
Implementation Measure 4.1.4.y.

22. The City does not anticipate the proposed code amendments to impact safety, sanitation, convenience, structural quality, or energy efficiency of housing.

Allowance of Accessory Dwelling Units  
Implementation Measure 4.1.4.bb.

23. The City continues to allow one accessory dwelling unit with any detached or attached single-family dwelling. State law no longer allows any density requirements in Neighborhood Plans, Stage II Development Plans, or Final Development Plans. The proposed action removes the numeric limitation for the Canyon Creek Estates Subdivision. State law also only allows applying clear and objective standards to housing. As such, the proposed code amendments remove subjective standards to match primary dwellings. The proposed action removes language from this implementation measure found inconsistent with state law. See also Findings 1, 2, and 4 above.

### **Wilsonville Development Code-Amendments to the Code**

Planning Commission Public Hearing, Recommendation to City Council  
Subsection 4.197 (.01) A.

24. The Planning Commission will conduct a public hearing and then, by resolution, forward findings and a recommendation to the Wilsonville City Council within the allowed 40 day timeframe.

Findings Required: Compliance with Procedures of 4.008  
Subsection 4.197 (.01) B. 1., Section 4.008, Sections 4.009 through 4.024 as applicable

25. The City mailed notices to affected properties and published/posted notices consistent with established procedures for legislative actions. The City produced written findings of fact regarding the application in this document for adoption by the Planning Commission.

Findings Required: Compliance with Goals, Policies, and Objectives of Comprehensive Plan

Subsection 4.197 (.01) B. 2.

26. Findings 7 through 23 above provide findings related to the applicable goals, policies, objectives, and implementation measures of Wilsonville's Comprehensive Plan.

Findings Required: No Conflict with Over Code Provisions

Subsection 4.197 (.01) B. 3.

27. While drafting the code amendments staff took care to ensure the proposed code changes do not conflict with or endanger other provisions of the Development Code. Staff looked carefully at all definitions and provisions the initial amendments may affect and made additional changes to improve clarity and function and avoid conflicts.

Findings Required: Compliance with Statewide Land Use Planning Goals, State Rules and Statutes, Federal Statutes

Subsection 4.197 (.01) B. 4.-5.

28. Findings 1 through 6 above provide findings related to compliance with the applicable Statewide Land Use Planning Goals as well as applicable state statutes.

Affirmative Findings Required

Subsection 4.197 (.03)

29. Findings 1 through 23 provide the required affirmative findings on which a recommendation can be made to City Council for adoption of the requested amendments to the Wilsonville Development Code.

### Comprehensive Plan Text Amendments

Follow Procedures in Comprehensive Plan

Subsection 4.198 (.01)

30. Findings 1 through 23 confirm the process to amend the text of Implementation Measure 4.1.4.bb. follows applicable procedures established in the Comprehensive Plan.

Meet a Public Need/In the Public Interest

Subsection 4.198 (.01) A.-B. and Comprehensive Plan Introduction: Plan Amendments 4. b.-c.

31. Implementation Measure 4.1.4.bb. discusses the allowance of and types of restrictions on accessory dwelling units in the City. The City proposes a number of updates to Development Code text to ensure compliance with Oregon Revised Statutes as updated by Senate Bill 1051 effective July 1, 2018. The required Development Code changes include allowing accessory dwelling units for all detached primary dwelling units, removing any numeric limitations, and removing subjective criteria that accessory dwelling units match primary dwellings. The



text of the implementation measure references all three of these necessary code changes. The proposed text changes simply update the implementation measure for consistency with state law and the proposed Development Code text changes. Both the new state laws and the updated Development Code text establish a public need for the changes, which carries over to these directly corresponding Comprehensive Plan text changes. The Comprehensive Plan text changes are straightforward and the minimum necessary to provide the consistency sought.

### Support Statewide Planning Goals

Subsection 4.198 (.01) C.

32. Findings 4 through 6 above establish the proposed text amendments support Statewide Planning Goals.

### Conflict with Other Portions of Comprehensive Plan

Subsection 4.198 (.01) D. and Comprehensive Plan Introduction: Plan Amendments 4. a.

33. The implementation measure text proposed for amendment is the primary reference to accessory dwelling units in the Comprehensive Plan and the proposed text changes do not create any conflicts. The proposed text changes, as discussed in Findings 7-29 above, reflective of the Development Code amendments, conform with other applicable language in the Comprehensive Plan.

### Submission and Review Process, Noticing

Subsection 4.198 (.02)-(.03) Comprehensive Plan Introduction: Plan Amendments 1.-3., 5.

34. The City initiated the proposed text amendments. The Planning Commission and City Council will review the proposed text amendments. The Planning Commission will adopt a resolution making a recommendation to City Council and City Council will adopt the text amendments by Ordinance. All noticing requirements, as described under public involvement findings for the Comprehensive Plan above, have been met.

### Factors to Address in Proposed Amendments

Comprehensive Plan Introduction: Plan Amendments 4. d.

35. Each factor listed has one or more corresponding implementation measures in the Comprehensive Plan. Findings above for Development Code Amendments apply the same to the Comprehensive Plan text amendments and address all applicable implementation measures.

### Conflicts with Metro Requirements

Comprehensive Plan Introduction: Plan Amendments 4. e.

36. The proposed text changes support State and Metro rules related to accessory dwelling units.



Accessory Dwelling Unit (ADU)  
Code Amendments  
Changes from July Public Hearing  
Wilsonville Planning Commission  
Continued Public Hearing  
LP18-0006

# CC&R's Required to Allow ADU's

- Recommendation: Based on feedback, leave code as is, however Metro is likely to require as part of UGB Expansion for Frog Pond East and South



# Overall recommendations for four city expansion proposals

With the goal of expanding housing choices and reducing housing costs, I recommend that the Council place several conditions on any UGB expansions:

- Set an expectation that the cities will allow and encourage the integration of different housing types throughout the expansion areas.
- Set an expectation that the cities will explore ways to implement variable SDCs to reduce the costs of building smaller homes.
- Require that any future homeowners associations in the expansion areas not regulate ADUs<sup>1</sup>. Any such regulation should occur only through city zoning that complies with state law.

# Architectural Standards

Recommendation: Add simple requirements where design requirements don't exist

- Roof pitch
  - Sloped roof, 4:12-12:12, no flat roofs unless primary dwelling unit also has approved flat roof
- Roof and siding materials
  - Material used for roof or siding, respectively, shall match on one or more of the following:
    - Primary dwelling unit on the lot, primary dwelling unit on immediately adjacent lot, or primary dwelling unit within same subdivision. Fiber cement siding made to appear like wood, stucco, or masonry may be used to match wood, stucco, or masonry siding to meet this requirement.



# Lot Coverage

## Key Research Findings

- Review issue is not only existing lot coverage, but old lot coverages approved in PDR zones approved based on old averages.
  - Extensive waiver and variation of lot sizes in different PDR zones due to master plans where density is balanced between MF and SF. Lot size does not correspond to PDR density designation to the extent you would think. I.e. an 8000 square foot lot in Park at Merryfield is limited in current code to 25% DU/30% all buildings, while an 8000 sf lot in Courtside estates or Wilsonville Meadows could be up to 75%.



# Lot Coverage

## Key Research Findings (Continued)

- Lot sizes and lot coverage vary widely within the same zones, and subdivisions, and for similarly size lots
  - Examples
    - Fox Chase 19.8% have lot coverages more than 30%, 28% have less than 20%
    - Park at Merryfield 26.1% have more than 30%, 18.6% have less than 20%
    - For the approximately 1000 lots 6000-8000 square feet in size, 21% have lot coverages over 35%, 22% have lot coverage 20% or lower



# Lot Coverage

- Recommendation: Make no changes with current code edits, defer more discussion to upcoming broader residential code updates.





# Questions & Comments



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

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

*Minutes to be reviewed  
for approval at the  
October 10, 2018 PC  
Meeting*

**Hearing Excerpt**

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**I. CALL TO ORDER - ROLL CALL**

Chair Jerry Greenfield called the meeting to order at 6:09 p.m. Those present:

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

City Staff: Chris Neamtzu, Amanda Guile-Hinman, Dwight Brashear, Nicole Hendrix, Eric Loomis, and Daniel Pauly

**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 August 8, 2018 Planning Commission minutes.  
The August 8, 2018 Planning Commission minutes were accepted as presented.

**II. LEGISLATIVE HEARING**

- A. SMART Programs Enhancement Strategy (Brashear)
- B. ADU Code Edits (Pauly)

Chair Greenfield confirmed with Assistant City Attorney, Amanda Guile-Hinman that deliberations had been continued, but the public testimony portion of the hearing on the ADU Code amendments had been closed. He reopened the deliberation portion of the hearing at 7:17 pm.

Daniel Pauly, Senior Planner, stated he would share information about the deliberations and changes made to the proposed Code amendments following the July discussion. The three main topics regarded whether to require CC&Rs in future subdivisions to allow ADUs, whether to include clear and objective design criteria for ADUs, and the discussion about lot coverage. He presented the changes made from the July public hearing via PowerPoint with these comments:

- CC&Rs Required to Allow ADUs. Based on the Commission's feedback, no changes were suggested to the Code. However, Metro's COO draft recommendation for urban growth boundary (UBG) expansion indicated that Metro would likely require that CC&Rs allow ADUs for Frog Pond East and South. Although it had not been implemented, it was likely that higher regulators would go in this direction. The Commission and Council could direct Staff on whether or not to include that language.
- Architectural Standards. Staff recommended these standards be kept to a minimum to efficiently accomplish what design concerns should be avoided. Only two requirements were recommended, roof pitch and roof and siding materials.

- Roof pitch requirements should allow a wide variety, from a ranch to a steep, farm house roof. However, the recommended standard would avoid flat roofs. The only exception would be if the main dwelling was a modern style with a flat roof, then, the ADU could have a flat roof as well.
- Roof and siding materials should match one of several elements. The discussion was that it might be too strict to make the materials match the main house, but the ADU could match the materials of a neighboring or nearby house, which would maintain neighborhood compatibility. Fiber and cement materials made to look like wood or stucco would also be okay if they matched lap siding or real stucco.
- Lot Coverage. Further research revealed more complications, which informed Staff's recommendations. Key research findings included:
  - The review issue regarding Staff's inability to approve additional lot coverage was based on lot coverages approved as part of planned developments based on zoning codes prior to 2000, not what was currently written in the Code.
  - Staff also found that the Design Review Boards (DRBs) approved many waivers and variations from lot sizes for different PDRs due to master plans balancing density between multi- and single-family zones. Wilsonville Meadows and Courtside Estates were two examples. Under the current zone, an 8,000 sq ft lot in PDR-2 was allowed 30 percent lot coverage. (Slide 5) However, the same sized lot with a similar era home and a similarly sized home in Wilsonville Meadows or Courtside Estates would be allowed up to 75 percent lot coverage under the current zoning. Staff recommended a lot size based lot coverage standard rather than a zone based lot coverage standard.
  - Lot sizes and lot coverages vary widely within neighborhoods, within the same zones, and across the same lot sizes throughout the city. That suggested that lot sizes and lot coverages were not defining elements of subdivisions, and the variation did not detract from the overall design and feel of neighborhoods. He reviewed Fox Chase and Park at Merryfield as examples (Slide 6), noting that Charbonneau and Villebois were excluded because their lot coverages were higher and those neighborhoods had all sorts of waivers, exceptions, and special circumstances.
  - Staff recommended no changes to lot coverage at this time because the Planning Commission's Work Program indicated upcoming discussions on other residential Code edits dealing with density calculations and open space requirements. Therefore, it made more sense to defer this discussion because it was much broader than ADUs and it would allow time for broader conversations to understand how best to approach the issues moving forward.
- He confirmed the Planning Commission was scheduled to discuss density in December and there would be plenty of material to review in preparation for that discussion.

Chair Greenfield added that perhaps an informational item on the November agenda would be beneficial.

Commissioner Postma confirmed that lot coverages would remain the same, and that ADUs would still have to comply with existing lot coverage requirements.

- Mr. Pauly added that was discussed last time, the same issues existed for additions and other desires to use lots, so that should be approached more holistically.

Commissioner Heberlein understood that Code changes related to CC&Rs and lot coverage had been removed and that architectural standards were added to the proposed Code amendments.

Chair Greenfield:

- Clarified that the changes proposed for CC&Rs and lot coverage had been suspended, not removed.
  - Mr. Pauly responded that was correct. He agreed and added it was more of a modification of the existing design requirements rather than adding something additional because design requirements already existed. He confirmed the proposed changes to lot coverage were also being deferred.
- Asked how the City defined subdivision. He also wanted to know how many subdivisions there were and how large they were.

- Mr. Pauly responded that a subdivision was four or more lots. Villebois had quite a few subdivisions, which varied in size from three lots with open space tracts to hundreds of lots.
- Asked if the subdivisions in Villebois corresponded to individual applications to the DRB.
  - Mr. Pauly said not necessarily, but generally, yes.
- Explained there were two or three references to a subdivision as the relevant environment that a proposed ADU would have to conform to, rather than simply other property on the lot or the adjacent lots. Any other property in the subdivision would be a suitable precedent for an architectural decision.
  - Mr. Pauly noted every subdivision in Wilsonville had the same architectural standards throughout styles and era of development. He could not think of any modern subdivision with variations that would have a negative impact on the compatibility of an ADU.
- Said within a three-block subdivision, a structure related to a style two blocks away would also relate to the surrounding houses and adjacent houses. Old Town was the exception and it was a big exception because it had its own overlay zone.
  - Mr. Pauly noted the overlay zone took precedent over the design standards.
- Stated he was not happy with the architectural standards, but realized the City was constrained. He believed it was a big mistake and resented having to comply with requirements driven by Wilsonville's big sister to the north, which had little to do with Wilsonville or most of Oregon. However, he realized that was a political fact.

Commissioner Postma:

- Noted a potential numbering error on the red line version of the Code in the Definition Section on Page 11 of 56.
  - Mr. Pauly assured Tami Bergeron would take good care of such editing.
- Referenced Page 18 of 56 and said he recalled discussion that sometimes ADUs might not be on same lot as the dwelling units to which they were subordinate.
  - Mr. Pauly replied one of the definitions in the current Code stated accessory uses in general, not necessarily ADUs, may be on an adjacent lot, which seemed to be more applicable to an industrial or commercial project.
- Said he was concerned that the word, "except" might be needed, but he understood that allowance was for accessory uses that were not ADUs.
  - Mr. Pauly noted the Definition Section used to read, "an accessory use may be located on lots adjoining the main use, if approved" and he added "for non-residential uses", so for residential uses, ADUs would always need to be on the same lot.
- Confirmed the resolution had two sections. One section said "Whereas, the City of Wilsonville encourages construction of ADUs to provide needed housing particularly for smaller households..." and the section below stated, "where the City of Wilsonville further encourages construction of ADUs." He asked if that was in a stated policy from City Council.
  - Mr. Pauly confirmed that was correct, but he did not have the reference. He believed it was in the ordinance that adopted the current ADU standards.
  - Amanda Guile-Hinman, Assistant City Attorney, confirmed the policy was in two Ordinances, which she believed were Ordinances 796 and 797.
- Suggested that rather than saying, "the City of Wilsonville encourages", noting the actual policy should be referenced.
  - Ms. Guile-Hinman agreed and suggested the following language addition, "WHEREAS, the City of Wilsonville ~~further encourages~~ **has adopted a policy of encouraging** construction of Accessory Dwelling Units..."

Chair Greenfield:

- Noted a zero setback was possible in circumstances where the adjacent property owner agreed and asked where that was stated in the Code.

- Mr. Pauly replied it was in Section 4.133 and was very close to the ADU language. He noted the last ADU that was submitted requested a 5-ft setback, which was difficult from a practical standpoint because permission was needed from the individual homeowners as well as the lienholder. Everything must be recorded and a lot of paperwork must go on the title. This typically not did not happen because it so burdensome for homeowners to talk to their neighbors and the banks. He confirmed it was not likely to be widely used.
- Noted his neighborhood had a small 6-ft setback requirement on the side. The next small subdivision to the north had houses 6 ft apart. He read language suggesting it would be possible, if the next door neighbor agreed, to go right up to the property line. Presumably the other property owner could too, which would create row houses. Wilsonville used to have the designation “detached rows”.
  - Mr. Pauly clarified attached rows still existed in Villebois and were a feature created for the Village Center.
- Confirmed the requirement for one parking space for ADUs and that if none was available on the property, then 45 feet of available parking on the curb would be required.
  - Mr. Pauly explained that one on-site standard sized space was required, but if 45 feet of available curb space was not already spoken for, it could be applied in lieu of the on-site space.
- Noted that addressed some of the concern the Commission had about the parking load ADUs imposed on neighborhoods.

Commissioner Heberlein said he appreciated Mr. Pauly’s work on the changes after the last meeting was so contentious.

Commissioner Hurley:

- Asked where the Commission stood on the recommended expansion proposals that were highlighted, which eliminated the ability to banish ADUs.
  - Chair Greenfield stated that only applied to one HOA.
  - Mr. Pauly clarified that the Commission could apply that to Frog Pond West as well, but he did not hear a lot of interest in that. Rather than including that as a blanket requirement in the Code, it would potentially end up being incorporated as a Code amendment for the RN Zone when the master planning work was done for those areas. Right now, nothing was being done with that proposal.
- Read the following from Metro’s 2018 Growth Management Decision, Chief Operating Officer Recommendation dated September 4, 2018, which had been distributed at the dais: “Set an expectation that the four cities will explore ways to encourage the construction of ADUs in the expansion areas. For example, this could be accomplished either by encouraging construction of ADUs at the same time primary dwellings are being built or placing square footage limits on primary dwellings to encourage adequate lot space remains for the construction of ADUs.” However, the Wilsonville section of the recommendation stated: “With that in mind, I recommend that the City look for ways to integrate additional housing choices throughout the plan. Likewise, the City should update its code to comply with the State law by clarifying that at least one ADU is allowed.” He noted Metro was not saying that Wilsonville had to do anything beyond what was already being done.
  - Mr. Pauly confirmed that was correct.

Chair Greenfield commented he did not see any problem in the policy regarding future development, and it stated that issues should be dealt with at the master planning stage. However, he had a little bit of a problem with existing HOAs, but only one would be affected, and he was not aware of any public outcry there. He believed the City was perfectly justified going forward with new development that requirements should be established in the City Code.

- Mr. Pauly responded those were really the options. The City could say the differences was that if a Code was adopted for the whole city, it would also apply to the subdivisions coming up in Frog Pond West, in addition to Frog Pond East and Frog Pond South.

Chair Greenfield closed the public hearing closed at 7:45 pm and confirmed there was no deliberation from the Commission.

**Commissioner Millan moved to adopt Resolution No. LP18-0006, including the revisions read into the record. Commissioner Heberlein seconded the motion.**

The following revisions were read into the record:

*(Note: Additional language in bold, italic text; deleted language struck through)*

- In the Resolution, the seventh Whereas was amended to state, “WHEREAS, the City of Wilsonville ~~further encourages~~ **has adopted a policy of encouraging** construction of Accessory Dwelling Units...”
- Renumber the Definition Section appropriately on Page 11 of 56.

**The motion passed unanimously.**

### III. INFORMATIONAL

- A. City Council Action Minutes (August 6, 2018 and August 20, 2018)
- B. 2018 Planning Commission Work Program

### IV. ADJOURNMENT

Chair Greenfield adjourned the regular meeting of the Wilsonville Planning Commission at 7:54 p.m.

Respectfully submitted,

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



## **Notice of Hearing Continuation Wilsonville Planning Commission July 11, 2018**

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**The ADU Code Edits project hearing has  
been continued to a date certain of September 12, 2018.**

City staff are requesting a continuance of the public hearing on the ADU Code Edits project to allow the project team additional time to provide detailed project level information.

For more information contact Daniel Pauly, Senior Planner, [Pauly@ci.wilsonville.or.us](mailto:Pauly@ci.wilsonville.or.us) (503.570.1536) or Tami Bergeron, Planning Administrative Assistant, [bergeron@ci.wilsonville.or.us](mailto:bergeron@ci.wilsonville.or.us) (503.570.1571).

Ordinance No. 825 Exhibit E



**PLANNING COMMISSION**  
**WEDNESDAY, JULY 11, 2018**

**II. LEGISLATIVE HEARING**

B. Accessory Dwelling Units Code Updates (Pauly) (45 minutes)



**PLANNING COMMISSION  
RESOLUTION NO. LP18-0006**

**A WILSONVILLE PLANNING COMMISSION RESOLUTION RECOMMENDING THAT THE WILSONVILLE CITY COUNCIL ADOPT CERTAIN AMENDMENTS TO THE WILSONVILLE DEVELOPMENT CODE AND TEXT OF THE COMPREHENSIVE PLAN REGARDING ACCESSORY DWELLING UNITS AS WELL AS OTHER DEVELOPMENT CODE AMENDMENTS TO INCREASE CLARITY AND FUNCTIONALITY OF REGULATIONS RELATED TO ACCESSORY DWELLING UNITS AND OTHER HOUSING.**

WHEREAS, the City of Wilsonville currently allows Accessory Dwelling Units for most single-family homes on their own lot; and

WHEREAS, Senate Bill 1051 requires cities in Oregon with populations greater than 2,500 from to allow accessory dwelling units for each detached single-family structure on its own lot or not, effective July 1, 2018; and

WHEREAS, the City's Development Code includes a numerical limitation on Accessory Dwelling Units in the Canyon Creek Estates subdivision not allowed under Senate Bill 1051; and

WHEREAS, Senate Bill 1051 requires only clear and objective standards apply to Accessory Dwelling Units requiring the City to remove subjective standards of having the same architecture of the primary dwelling unit; and

WHEREAS, Comprehensive Plan Implementation Measure 4.1.4.bb. references the Accessory Dwelling Unit allowance for only single-family homes, numeric limitations, and matching architecture to the primary dwelling necessitating modification or removal of said references from the text of this implementation measure to be consistent with state statutes and the proposed Development Code amendments; and

WHEREAS, the City of Wilsonville encourages construction of Accessory Dwelling Units to provide needed housing, particularly for smaller households of one to two persons; and

WHEREAS, the City of Wilsonville further encourages construction of Accessory Dwelling Units to support housing affordability by providing smaller more affordable dwelling units as well as providing a method for homeowners to gain rental income to make ownership of their property more affordable; and

WHEREAS, review of the regulations affecting Accessory Dwelling Units identified lot coverage requirements and private covenants and restrictions as potential major barriers to Accessory Dwelling Unit which the City wishes to reduce; and

WHEREAS, review of the regulations affecting Accessory Dwelling Units and other housing identified opportunities to clarify code language and improve the functionality of the Development Code related to Accessory Dwelling Units and other housing; and

WHEREAS, the Wilsonville Planning Commission held a work session to discuss the proposed Development Code Amendments; and

WHEREAS, the Wilsonville Planning Director, taking into consideration input and suggested revisions provided by the Planning Commission members and the public, submitted the proposed amendments to the Wilsonville Development Code to the Planning Commission, along with a Staff Report, in accordance with the public hearing and notice procedures that are set forth in Sections 4.008, 4.010, 4.011 and 4.012 of the Wilsonville Code; and

WHEREAS, the Planning Commission, after Public Hearing Notices were provided to impacted residential properties, held a Public Hearing on July 11, 2018 to review the proposed amendments to the Wilsonville Development Code, and to gather additional testimony and evidence regarding the proposal; and

WHEREAS, the Commission has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of their proceeding; and

WHEREAS, the Planning Commission has duly considered the subject, including the staff recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW, THEREFORE, BE IT RESOLVED that the Wilsonville Planning Commission does hereby adopt the Planning Staff Report (attached hereto as Exhibit A) and Attachments, as presented at the July 11, 2018 public hearing, including the findings and recommendations contained therein and does hereby recommend that the Wilsonville City Council adopt the proposed amendments to the Wilsonville Development Code as approved on July 11, 2018 by the Planning Commission; and

BE IT RESOLVED that this Resolution shall be effective upon adoption.

ADOPTED by the Planning Commission of the City of Wilsonville at a regular meeting thereof this 11th day of July 2018, and filed with the Planning Administrative Assistant on

\_\_\_\_\_, 2018.

\_\_\_\_\_  
Wilsonville Planning Commission

Attest:

\_\_\_\_\_  
Tami Bergeron, Administrative Assistant III

SUMMARY of Votes:

Chair Jerry Greenfield: \_\_\_\_\_

Commissioner Eric Postma: \_\_\_\_\_

Commissioner Peter Hurley: \_\_\_\_\_

Commissioner Phyllis Millan: \_\_\_\_\_

Commissioner Kamran Mesbah \_\_\_\_\_

Commissioner Ron Heberlein: \_\_\_\_\_

Commissioner Simon Springall: \_\_\_\_\_



## PLANNING COMMISSION MEETING STAFF REPORT

<b>Meeting Date:</b> July 11, 2018		<b>Subject:</b> Accessory Dwelling Unit (ADU) Development Code Amendments	
		<b>Staff Member:</b> Daniel Pauly, Senior Planner; Amanda Guile-Hinman, Assistant City Attorney	
		<b>Department:</b> Community Development, Planning, Legal	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		<b>Comments:</b> Following work sessions in June the Planning Commission is now requested to hold a public hearing and make a recommendation to City Council.	
<b>Staff Recommendation:</b> Staff recommends the Planning Commission conduct the public hearing, and when complete, forward a recommendation to adopt the proposed Development Code amendments to City Council.			
<b>Recommended Language for Motion:</b> I move to adopt Resolution LP18-0006 recommending adoption of the Accessory Dwelling Unit (ADU) Development Code Amendments to City Council.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE COMMISSION:** On August 15, 2017 Senate Bill (SB) 1051 (2017) became Oregon law. The new statutes adopted become effective July 1, 2018. The purpose of SB 1051 is to create more housing in Oregon by removing barriers to development. Among the new statutes adopted as part of SB 1051 is ORS 197.312, which requires at least one accessory dwelling unit (ADU) be allowed per detached single-family dwelling. City legal and planning staff, as well as

consultants provided by Metro, reviewed Wilsonville’s Development Code to identify any areas needing adjustments to comply with new state law. The effort identified a number of necessary code amendments. The effort further identified additional barriers to ADU construction in Wilsonville. In addition, as is common with this type of project, staff identified a number of related minor amendments and definitions to help increase functionality and clarity of the code. Staff requests the Planning Commission conduct a public hearing and forward a recommendation to City Council on the proposed amendment to Wilsonville’s Development Code.

**EXECUTIVE SUMMARY:** City legal and planning staff reviewed the Development Code for conformance with SB 1051 as it relates to ADUs. In addition, a consultant provided by Metro performed an audit of the Code. The review identified a few necessary amendments including allowing ADUs for detached dwelling units even if they are not on their own lot, removing subjective “substantially similar architecture” language, and removing any numerical limits to the number of ADUs in the City or an individual neighborhood.

The review also took a broader look at potential barriers to ADU development. A very common reason not allowing an ADU or other accessory structure is lot coverage requirements provided in the Development Code. Staff recommends amending the Code to allow additional lot coverage to provide enough space to permit the possibility for ADUs. Another common barrier is private covenants and restrictions. While not addressing current private restrictions, staff does recommend code language preventing future subdivisions from having private restrictions on ADUs beyond those commensurate with homes and other accessory structures. Lastly, staff identified a number of related minor amendments and definitions necessary to help increase functionality and clarity of the Code. Among these are clarifying regulations on short-term rentals, clarifying square footage limitations and parking requirements for ADUs, and clarifying definitions of different types of dwelling units.

One implementation measure in the Comprehensive Plan, Implementation Measures 4.1.4.bb., also needs amending to be consistent with the new state statute and the proposed Development Code amendments.

**EXPECTED RESULTS:** Recommendation to the City Council to adopt the proposed amendments to the Development Code.

**TIMELINE:** The Planning Commission is scheduled to hold the first public hearing on July 11th and a City Council public hearing has tentatively been scheduled on August 6th.

**CURRENT YEAR BUDGET IMPACTS:** The project uses capacity of current City staff and personnel and other non-financial resources provided by Metro and the State of Oregon.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by:      Date:

**LEGAL REVIEW / COMMENT:**

Reviewed by:      Date:

**COMMUNITY INVOLVEMENT PROCESS:** The City provided broad notice of the Public

Hearing to all residential properties.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY** (businesses, neighborhoods, protected and other groups): The adoption of the code amendments will provide clarity and certainty for property owners in Wilsonville desiring to add an ADU on their property, potentially increasing ADU construction, and thus providing needed housing in the community consistent with state law.

**ALTERNATIVES:** A number of alternatives exist for the code amendments. The staff will provide their recommendations and reasoning. Feedback on other alternatives from the Planning Commission and public are welcome.

**ATTACHMENTS:**

Attachment 1: Code Amendment Category List

Attachment 2: Draft Code Amendments to Chapter 4 Wilsonville Code

Attachment 3: Draft Amendments to Old Town Single-Family Design Standards Book

Attachment 4: Table of Current and Proposed Lot Coverage Standards

Attachment 5: Comprehensive Plan Text Amendment for Implementation Measure 4.1.4.bb.

Attachment 6: Compliance Findings

## Attachment 1

**ADU Code Amendment Categories**

Referenced in Code Amendment Document

**A. Ensure Compliance:**

<b>A1</b>	SB 1051 requires the allowance of at least one ADU per single-family dwelling. Add ADU allowance for each detached dwellings in a scenario with multiple detached dwellings on a single lot. Currently the City allows an ADU for each single-family lot rather than per single-family dwelling.
<b>A2</b>	The State requires clear and objective standards. Remove subjective “match the architecture” standards beyond those applied to other structures in the applicable zone. ADUs will be subject to the same architectural standards as homes and other accessory structures in all zones.
<b>A3</b>	Remove numeric limits for Canyon Creek Estates included in the Development Code.

**B. Further the Intent:**

<b>B1</b>	Allow for additional lot coverage while maintaining existing setbacks for ADUs, as lot coverage is the most common barrier to adding additional structures on a property or expanding an existing structure.
<b>B2</b>	Prohibit further private restrictions on ADUs in new subdivisions, verified at the time of Final Plat review.

**C. Increase Code Function and Clarity:**

<b>C1</b>	Refine definitions related to ADUs and other dwelling unit types.
<b>C2</b>	Add definitions defining “Attached Dwelling Unit” and “Detached Dwelling Unit.”
<b>C3</b>	Remove duplicative definitions and code language.
<b>C4</b>	Clarify what accessory uses must be on the same lot as the primary use.
<b>C5</b>	Update definition of “Private Garage” to reflect ADU/garage multi-use structures.
<b>C6</b>	Define “Habitable Floor Area” to clarify what type of storage is part of an ADU and what type of storage isn’t, as this is a common question asked of Planning staff.
<b>C7</b>	Define “Short-Term Rental” and clarify allowance of short-term rental of ADUs and other residential structures and what type of approval is required.
<b>C8</b>	Clarify in a number of lists that “accessory buildings and structures” includes ADUs.
<b>C9</b>	Simplify and clarify language related to maximum floor area for ADUs.
<b>C10</b>	Simplify and remove unclear/uncertain language for ADU parking, make standard the same for all ADUs, put ADUs in parking table.
<b>C11</b>	Clarify ADUs do not count in density calculations.
<b>C12</b>	Remove language that could be read to require trash vehicle and emergency vehicle access beyond that required by relevant building and fire code and other standards.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

**Section 4.001 Definitions.**

In addition to the definitions set forth in Section 4.001, below, for the purpose of this Chapter, the following terms are hereby defined. The word "occupy" includes premises designed or intended to be occupied. The word "shall" is always mandatory. All other words shall have the following respective meanings, unless the context otherwise requires:

1. Abutting: See Adjoining.
2. Access, Vehicular: The designed location of ingress and egress, where vehicles enter or leave property.
3. Access, Pedestrian: The designed location of ingress and egress, where pedestrians enter or leave property.
4. Access Control Restriction: A type of access restriction that involves establishing a reserve area adjacent to and paralleling a half street improvement, or across the end of a street that is to be extended in the future, to ensure proper participation by adjoining properties in completion of the required street improvements. See Street, Half. [Amended by Ord. #719, 6/17/13]
5. Access Drive: A private travel lane primarily used as a means of approach for vehicles.
6. Accessory Building or Use: A subordinate building or use, the function of which is clearly incidental to that of the main building or use on the same lot. ~~For non-residential uses, An an~~ accessory use may be located on a lot adjoining that of the main use if approved for this purpose through the Administrative Review procedures of Section 4.030.
7. Accessory Dwelling Unit: A dwelling unit of not more than 800 square feet of habitable floor area ~~accessory incidental subordinate to another dwelling unit on the same lot. on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached.~~ [Amended by Ord. 677, 3/1/10]
8. Address Overlay Zone: Distinct areas within the Villebois Village Center where additional information is provided for the definition of architectural character and community elements. [Added by Ord. No. 595, 12/5/05.]
9. Adjacent: See adjoining.
10. Adjoining: Contiguous or abutting exclusive of street width. It shall include the terms adjacent, abutting or contiguous.
11. Agriculture: The use of land larger than one acre for the primary purpose of deriving income from growing plants on land including, but not limited to, land used principally for the production of crops, land used for orchards or production of fruit, but not including land used primarily for another use and incidentally for growing plants, crops, or fruit.
12. Alley: A public or private way which includes a roadway used to provide vehicular ingress and egress to the back or side of properties otherwise abutting on a street, private drive, or shared common area. An alley typically has a width of no more than twenty (20) feet.

Commented [PD1]: C4

Commented [PD2]: C1



Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

22. Area of Shallow Flooding: Means a designated AO or AH Zone on the Flood Insurance Rate Map (FIRM). The base flood depths range from one to three feet; a clearly defined channel does not exist; the path of flooding is unpredictable and indeterminate; and, velocity flow may be evident. AO is characterized as sheet flow and AH indicates ponding.
23. Area of Special Flood Hazard: Means the land in the flood plain within a community subject to a one percent or greater chance of flooding in any given year. This is the area subject to a base flood event. Designation on FIRM maps always includes the letters A or V.
24. Artificial Sky Glow. The brightening of the night sky attributable to human made sources of light. [Added by Ord. 649, 6/2/08]
- ~~25. Attached Family Dwelling Units: A building or structure designed to house two (2) or more families, whether related to each other or not.~~
- 26-25. Attached Wireless Communication Facility: A wireless communication facility that is affixed to an existing structure, (e.g., an existing building wall or roof, mechanical equipment, or alternative tower structure. [Added by Ord. #479, 5/19/97]
- 27-26. Attachment: An antenna or other piece of related equipment affixed to a transmission tower. [Added by Ord. #479, 5/19/97]
- ~~28. Accessory Dwelling Unit: A dwelling unit of not more than 600 square feet on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached.~~
- 29-27. Base Flood: Means the flood having a one percent chance of being equaled or exceeded in any given year. Also referred to as the "100-year flood". Designation on FIRM maps always includes the letters A or V.
- 30-28. Basement: A portion of a building which has less than one-half (1/2) of its height measured from finished floor to finished ceiling above the average elevation of the adjoining grade. For areas located in a Special Flood Hazard Area, the definition of basement is any area of the building having its floor subgrade (below ground level) on all sides.
- 31-29. Bed and Breakfast Home or Boarding House: A building or premises used for the provision of lodging and meals, where not more than five (5) rooms are available for rent. Does not including short-term rentals.
- 32-30. Bikeway: Bikeway is a general term used to describe any type of transportation facility that is designated for use by bicycles in conformance with City standards. Bikeways may or may not be within a public right-of-way and include the following:
- A. Bike Lane: A bike lane facility is a type of bikeway where a section of the roadway is designated for exclusive bicycle use.
  - B. Recreational Trail: A recreation trail is a type of pedestrian, bicycle, or equestrian facility that is entirely separate from roadways and has unimproved, gravel, or bark dust surface.
  - C. Shared Roadway: A shared roadway facility is a type of bikeway where motorists and cyclists occupy the same roadway area.

**Commented [PD3]:** C1, C2, C3. Note: Definitions for attached dwelling unit found under "Dwelling Unit, Attached"

**Commented [PD4]:** C3

**Commented [PD5]:** C7

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

building is divided into units by means of masonry division walls, each unit shall be considered separately in calculation for height of building.

46. Candela. The unit of luminous intensity of a lighting source emitted in a given direction. [Added by Ord. 649, 6/2/08]
47. Canopy. A roof-like covering over an area, in or under which a lighting fixture is mounted. [Added by Ord. 649, 6/2/08]
48. Category of Use: Type of use. See Mixed Use.
49. Change of Use: Within the Willamette River Greenway means making a different use of the land or water than that which existed on December 6, 1975. It includes a change which requires construction, alterations of the land, water or other areas outside of the existing buildings or structures and which substantially alters or affects the land or water. It does not include a change of use of a building or other structure which does not substantially alter or affect the land or water upon which it is situated. The sale of property is not in itself considered to be a change of use. An existing open storage area shall be considered to be the same as a building. Landscaping, construction of driveways, modifications of existing structures, or the construction or placement of such subsidiary structures or facilities as are usual and necessary to the use and enjoyment of existing improvements shall not be considered a change of use for the purposes of Sections 4.500.
50. Civic: Relating to, or derived from, a city or citizen.
51. Civic Building or Place: A building or place that functions communally, such as religious, cultural, environmental or educational institutions.
52. Clear Vision Area: A standard for sight lines at intersections of streets, railways, and driveways. See section 4.125.09, Street Improvement Standards.
53. Cluster Housing: ~~A type of Small lot detached single family dwellings~~ dwelling unit development arranged in groups, with a courtyard(s) containing shared green space and a public access sidewalk easement.
54. Commercial: Development having to do with retail, service, commercial recreation, and/or office uses.
55. Common Residential Areas.
- Areas shared in common by residents of buildings with three or more dwelling units, (i.e. common open space, play areas, trash receptacle areas, “common property” under a subdivision or partition declaration); and
  - Three or more open off-street stripped parking spaces, either abutting or within 10 feet of each other and not separated by a wall or other physical barrier between the two parking spaces, designated or set aside for use by the three or more dwelling units, regardless of whether the parking space is assigned for exclusive use of each dwelling unit or non-exclusively used by three or more dwelling units, and are either commonly owned or were developed for the purpose of serving the parking needs of “multiple dwellings” or multiple attached single-family dwellings, as defined in the Development Code. [Added by Ord. 649, 6/2/08]

Commented [PD6]: C1

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

85. ~~Duplex: Two attached dwelling units on a single lot, neither of which meets the definition of an accessory dwelling unit.~~

Commented [PD7]: C1

86. Dwelling: A building, mobile home, or manufactured home, designed for residential occupancy, but not a house trailer or recreational vehicle.

~~Dwelling Unit: A building or portion thereof providing complete housekeeping facilities for one family, including a kitchen and bathroom, but not a trailer house or other recreational vehicle.~~

Commented [PD8]: Existing language relocated

87. Dwelling Unit, Attached: A dwelling unit which (1) shares one or more common or abutting wall, floor, or ceiling with one or more dwelling units and/or (2) has a shared roof structure with or a roof without a spatial gap between one or more dwelling units. The common or abutting walls, floors, ceilings, and roofs includes those of attached garages, storage areas, or other accessory uses. When a dwelling unit is attached only to an accessory dwelling unit and the accessory dwelling unit is not attached to any other dwelling unit, the dwelling unit is not "Attached" under this definition while the accessory dwelling unit is "Attached" under this definition.

88. Dwelling Unit, Detached: A dwelling unit not meeting the definition of attached dwelling unit.

Commented [PD9]: C2

~~86.~~

87-89. Dwelling Unit, Multiple-Family: Three or more attached dwelling units located on a single tax lot. ~~In the Village zone, such use also includes stacked flats or townhouses. Multiple-family dwelling units may be detached or attached.~~

Commented [PD10]: C1

88-90. Dwelling Unit, Single-Family: A dwelling unit designed for occupancy by one family located on its own lot. A single-family dwelling unit may be detached or attached, provided that each such unit is located on its own tax lot. A single-family dwelling may also include an accessory dwelling unit, if approved for that use as specified in this Code.

Commented [PD11]: C1, C3

~~89-85. Dwelling Unit: A building or portion thereof providing complete housekeeping facilities for one family, including a kitchen and bathroom, but not a trailer house or other recreational vehicle.~~

90-91. Encroachment Area: See Section 4.139.00

91-92. Equipment Enclosures: A small structure, shelter, cabinet or vault used to house and protect the electronic equipment necessary for processing wireless communication signals. Associated equipment may include air conditioning and emergency generators. [Added by Ord. #479, 5/19/97]

93. Essential Government Services. Services and facilities provided by a governmental unit, that are basis and inherent to the public health and welfare including, but not limited to, fire, police, water, sewer, transportation, emergency communication, and education, and governmental services and facilities in support thereof. [Added by Ord. 545, 8/19/02]

~~92.~~

93-94. Exempt tree or vegetation: As used in the solar access provisions of this Code, the terms "exempt tree or exempt vegetation" refer to the full height and breadth of vegetation that has been identified by the City as "solar friendly," and any vegetation

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

listed as exempt on a plat, a document recorded with the plat, or a solar access permit.

94-95. Existing Manufactured Home Park or Subdivision: A manufactured home park subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the adopted floodplain management regulations. [Added by Ord. # 647, 4/21/08]

95-96. Exterior Display: The outdoor exhibit of merchandise by a retail merchant.

96-97. Façade: The exterior wall or elevation of a building. [Added by Ord. 649, 6/2/08]

97-98. Family: One or two persons with or without their direct descendants and adopted children (and including domestic employees thereof) together with not more than five

(5) persons not so related, living together in a room or rooms comprising a single housekeeping unit. Every additional group of five (5) or fewer persons living in such housekeeping unit shall be considered a separate family. For housing developed to implement ORS 426.508 or under the Fair Housing Amendments Act of 1988, family shall mean all persons living in a dwelling unit, regardless of relationship.

113. Garage, private: An accessory building, or portion thereof, or portion of a main building used for the parking or temporary storage of vehicles ~~owned or used by occupants of the main building.~~

Commented [PD12]: c5

114. Glare: Light that causes visual discomfort or disability, and the wattage and/or light distribution is excessive for the purposes for which the illumination is necessary. [Added by Ord. 649, 6/2/08]

115. Grocery Store: A retail business that sells food and household sundries.

116. Grocery Store, Specialty: A retail business that sells specialty food and specialty household sundries.

117. Habitable floor: Any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof. A floor used only for storage purposes is not a "habitable floor".

117-118. Habitable floor area: For the purpose of calculating the area of a dwelling unit, the area of a dwelling unit usable for living purposes, which includes areas for sleeping, eating, cooking, bathing, sanitation, recreation, and similar activities. Storage areas with floor-level interior access from other habitable areas are included in habitable floor area. Storage areas without interior floor-level access from other habitable areas are not included in habitable floor area. A garage is not considered a storage area for the purpose of this definition and is not considered part of the habitable floor area.

Commented [PD13]: c6

118-119. Habitat-Friendly Development: A method of developing property that protects our natural resources as we grow and focuses on land development and site design that mimic natural processes. Examples include clustering development to avoid habitat, minimizing tree removal and root disturbance, managing storm water on-site to help filter rainwater and recharge groundwater sources, and, where feasible, reducing the amount of impervious surface created by development. [Added by Ord. # 674 11/16/09]

119-120. Hardscape: Permanent improvements to a site, including but not limited to, parking lots, driveways, streets, plazas, sidewalks, walkways, bikeways, abutments,

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

stairs, ramps, and architectural features, such as fountains and sculptures. [Added by Ord. 649, 6/2/08]

120-121. Hearing Body: The City Council, the Development Review Board, or the Planning Commission having the authority to review an application assigned by Section 4.031, Section 4.032, and Section 4.033.

121-122. Heritage Tree: A tree that, due to age, size, species, quality or historic association, is considered of landmark importance to the community and has been designated as such by the City Council.

122-123. Home Business: A business operating from a dwelling unit that does not meet the definition of a "Home Occupation" listed below, ~~and for which a conditional use permit has been issued by the City. Short-term rental of a dwelling unit or portion thereof where the operator does not live on the same lot is a home business. A home business requires a conditional use permit.~~

Commented [PD14]: C7

123-124. Home Occupation: ~~"Home Occupation" means an~~ An occupation, profession, or craft, which is customarily incidental to or carried on in a dwelling place or premises and not one in which the use of the premises as a dwelling place is largely incidental to the business use. A home occupation is carried on by an immediate member of the family residing within the dwelling place. A home occupation shall require no structural alteration or changes to the exterior of the dwelling, and shall include no display of merchandise on the premises which can be seen from the exterior of the dwelling. Any instruction shall be limited to one pupil at a time. Noise, odor, smoke, gases, fallout, vibration, heat or glare resulting from the use shall not be of the intensity as to be detected outside of the containing structure. Traffic and parking are to be such as to give no outward appearance that a business is being conducted on the premises. ~~Short-term rental of a dwelling unit or portion thereof where the operator of the short-term rental lives on the same lot is a home occupation.~~

Commented [PD15]: C3, C7

124. Hospital: A building or premises providing in-patient services that is used for human medical or surgical treatment.

125. Hospital, Animal: A building or premises for the medical or surgical treatment of domestic animals or pets, including dog, cat and veterinary hospitals.

126. Hotel, Motel, or Overnight Lodging Facility: A building which is designed or used to offer ~~six (6) or more rooms for~~ lodging, with or without meals, for compensation, ~~for six (6) or more people.~~

Commented [PD16]: C7

127. House Side Shield. For fully shielded luminaires only, an internal shield designed and installed by the luminaire manufacturer that significantly attenuates candlepower in the back photometric hemisphere at all angles greater than 30 degrees relative to nadir. [Added by Ord. 649, 6/2/08]

128. Human Occupancy: For purposes of Section 4.172(.02)(C.)(4.), any structure usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof, is considered to be for human occupancy. A structure used only for storage purposes is not for "human occupancy." [Added by Ordinance No. 538, 2/21/02.]

129. IESNA. The Illuminating Engineering Society of North America (see www.iesna.com). [Added by Ord. 649, 6/2/08]

130. Impact Area: See Section 4.139.00

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

131. Impervious Area: An area with minimal infiltration of surface water into the underlying soil and shall include pavement (including but not limited to concrete or asphaltic concrete surfaces), gravel roads, structures, roadways, and roofs.
132. Intensification of Use: Within the Willamette River Greenway means any additions which increase or expand the area or amount of an existing use, or the level of activity. Remodeling of the exterior of a structure not excluded below is an intensification when it will substantially alter the appearance of the structure. Maintenance and repair usual and necessary for the continuance of an existing use is not an intensification of use. Reasonable emergency procedures necessary for the safety or the protection of property are not an intensification of use. Residential use of land within the Greenway includes the practices and activities customarily related to the use and enjoyment of one's home. Landscaping, construction of driveways, modification of existing structures or construction or placement of such subsidiary structures or facilities, including accessory dwelling units, adjacent to the residence as are usual and necessary to such use and enjoyment shall not be considered an intensification for the purposes of this Code. Seasonal increases in gravel operations shall not be considered an intensification of use.
133. Kennel: Any lot or premises on which four (4) or more dogs, more than four (4) months of age, are kept for boarding, breeding or sales.
134. Landscaping: The term "landscaping" includes trees, grass, shrubs, flowers, water features, and garden areas, and the arrangement of paths, walkways, fountains, patios, decks, fencing, street furniture and ornamental concrete or stonework areas, earth forms such as grading, mounding and contours. The use of pervious materials is

Commented [PD17]: C8

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

~~273.~~ Short-Term Rental: A dwelling unit or portion thereof subject to a lease term, rental agreement, or similar agreement, either directly or through a professional vacation rental-company or similar, less than monthly, generally daily or weekly. Involves rental to only one party at a time. A dwelling unit with rental of different rooms during the same period to different parties is not considered a short-term rental, but may meet the definition of a bed and breakfast home or boarding house or hotel, motel, or overnight lodging facility.

Commented [PD18]: C7

~~273-274.~~ Solar access permit: A document issued by the city that describes the maximum height that non-exempt vegetation is allowed to grow on lots to which a solar access permit applies.

~~274-275.~~ Solar feature: A device or combination of devices or elements that does or will use direct sunlight as a source of energy for such purposes as heating or cooling of a structure, heating or pumping of water, and generating electricity. Examples of a solar feature include a window or windows that contain(s) at least 20 square feet of glazing oriented within 45 degrees east and west of true south, a solar greenhouse, or a solar hot water heater. A solar feature may be used for purposes in addition to collecting solar energy, including but not limited to serving as a structural member or part of a roof, wall, or window. A south-facing wall without windows and without other features that use solar energy is not a solar feature for purposes of this Section.

~~275-276.~~ Solar gain line: A line parallel to the northern property line(s) of the lot(s) south of and adjoining a given lot, including lots separated only by a street, that intersects the solar feature on that lot (see Figure 8: Solar Gain Line in Section 4.137).

~~276-277.~~ Source Separated Recyclables: Recyclable materials designated "principle recyclable materials" by the Oregon Environmental Quality Commission under ORS 495A.025 with the exception of yard debris, as well as other source-separated recyclables that may be designated by local ordinance or regulation. [Amended by Ord. #426- 4/1/94]

~~277-278.~~ South or South facing: True south, or 20 degrees east of magnetic south.

~~278-279.~~ Special Flood Hazard Area: Means an area having special flood, mudslide (i.e., mudflow), and/or flood-related erosion hazards, and shown on an FHBM or FIRM as zone A, AO, AE, AH, VE, or V. [Amended by Ord. # 647, 4/21/08; Ord. 686,11/1/10]

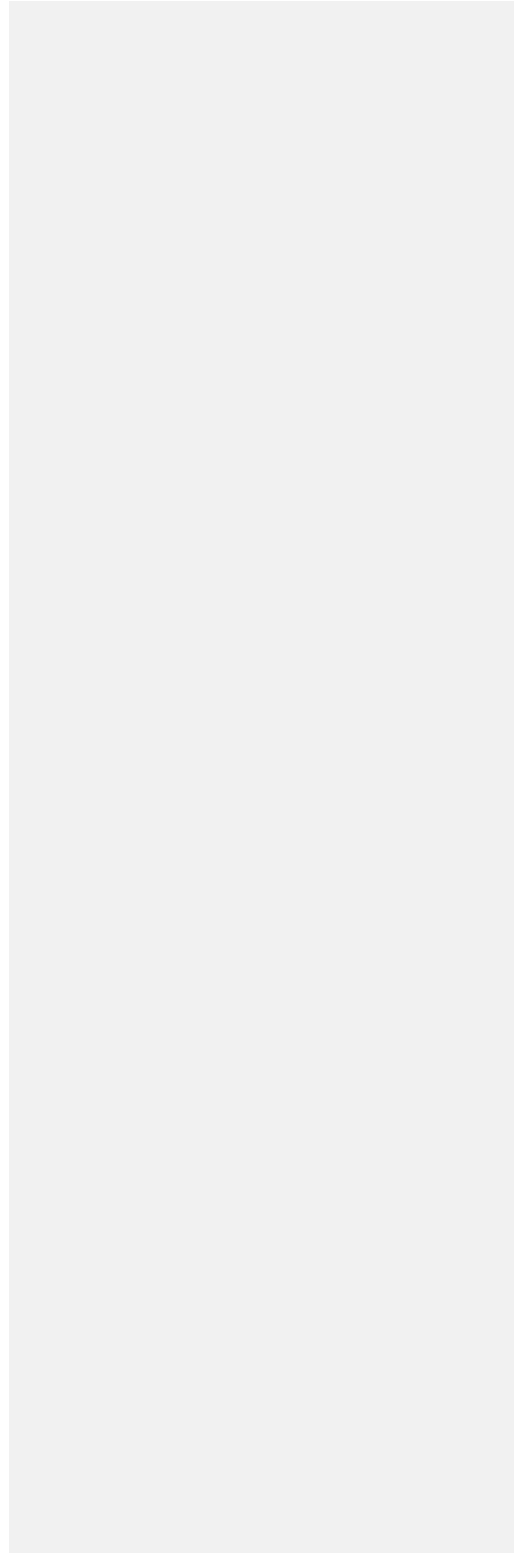
~~279-280.~~ Specific Area Plan (SAP): A plan with a series of detailed components covering one of the five distinct areas of the Villebois Village Master Plan. These plans provide a higher level of analysis and detail than the Villebois Village Master Plan.

~~280-281.~~ Stacked Flats: Two or more single-level dwelling units, the second arranged above the first, etc.

~~281-282.~~ Start of Construction: Includes substantial improvement, and means the date the building permit was issued provided the actual start of construction, repair, reconstruction, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling

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units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Added by Ord. # 647, 4/21/08; amended by Ord. 686, 11/1/10]





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**Section 4.113. Standards Applying To Residential Developments In Any Zone.**

**(.11) Accessory Dwelling Units.**

A. ~~Accessory Dwelling Units, developed on the same lot as the detached or attached single-family dwelling to which it is accessory, shall be permitted outright, subject to the standards and requirements of this Section, are permitted subject to the standards and requirements of this Subsection.~~

Commented [PD19]: A1, C3

B. Standards

1. ~~Number Allowed~~

a. ~~For detached dwellings units and attached single-family dwelling units: One per dwelling unit.~~

b. ~~For all other attached dwelling units: None.~~

Commented [PD20]: A1

2. ~~Maximum Floor Area: per definition in Section 4.001, 800 square feet of habitable floor area. Per Subsection 4.138 (.04) C. 1., in the Old Town Overlay Zone the maximum is 600 square feet of habitable floor area. One Accessory Dwelling Unit per lot shall be no greater than 800 square feet with not more than two bedrooms, unless the size and density of ADUs are otherwise provided in an adopted Neighborhood Plan or Stage II Development Plans. Larger units shall be subject to standards applied to duplex housing.~~

Commented [PD21]: C9

1-3. ~~Accessory dwellings units shall be on the same lot as the dwelling unit to which they are subordinate.~~

Commented [PD22]: C4

2-4. ~~Accessory Dwelling Units may be either attached or detached, but are subject to all zone standards for setbacks, height, and lot coverage, unless otherwise noted in the standards for specific zones or those requirements are specifically waived through the Planned Development waiver or Variance approval processes.~~

Commented [PD23]: B1

3. ~~This Section applies to residential developments in PD-R, R, RA-H, or Village zones.~~

Commented [PD24]: C3

4-5. ~~Where an Accessory Dwelling Unit is proposed to be added to an existing residence and no discretionary land use approval is being sought (e.g., Planned Development approval, Conditional Use Permit approval, etc.) the application shall require the approval of a Class I Administrative Review permit. Application for duplex construction shall be subject to the density standards of the zone in which it is located, or as otherwise provided in a Neighborhood Plan or Stage II/Final Development Plan.~~

5-6. ~~Authorization to develop Accessory Dwelling Units does not waive Building Code requirements. Increased firewalls or~~

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building separation may be required as a means of assuring adequate fire separation from one unit to the next. Applicants are encouraged to contact, and work closely with, the Building Division of the City’s Community Development Department to assure that Building Code requirements are adequately addressed.

~~6. The Accessory Dwelling Unit must be of substantially the same exterior design and architecture (i.e. siding, windows, doors and roofing materials) as the primary dwelling unit on the property.~~

Commented [PD25]: A2

~~7. Parking:~~

~~Each Accessory accessory Dwelling dwelling Unit-unit shall have one standard sized parking space on the same lot.~~

~~Where an off-street parking space is not available to serve the ADU accessory dwelling unit, on-street parking may be considered to satisfy satisfies this requirement if all of the following are present:~~

- ~~i. On at least 45 feet of frontage along the lot is available for on-street parking and is not otherwise approved to meet minimum parking standards for another use. - street parking exists along the frontage of the lot, or within 100’ of the front lot line of the lot.~~

~~No more than 25% of the lots in a block will have ADUs.~~

Commented [PD26]: C10

~~9.7. Each Accessory accessory Dwelling dwelling Unit-unit shall provide complete, independent permanent facilities for living, sleeping, eating, cooking, bathing and sanitation purposes, and shall have its own separate secure entrance.~~

~~8. Each Accessory Dwelling Unit must be accessible by street or driveway to fire and emergency vehicles, and for trash pick-up.~~

Commented [PD27]: C12

~~10.9. Accessory dwelling units may be short-term rentals, but the owner/local operator must maintain an active business license with the City of Wilsonville for a short-term rental business and pay all applicable lodging and other taxes.~~

Commented [PD28]: C7

~~C. Neighborhood Density and Size Standards.~~

~~1. Canyon Creek Estates up to 12 ADUs as per Resolution No. 95PC16.~~

Commented [PD29]: A3

~~C. Prohibition on Additional Private Restrictions on Accessory Dwelling Units~~

~~1. Residential plats or subdivisions submitted for final plat approval after October 1, 2018 shall not restrict accessory dwelling units to a greater extent than the City’s Development Code in place at the time of final plat submittal except that restrictions on building materials and finishes can be commensurate with requirements for other accessory structures. The allowance of accessory dwelling units shall be acknowledged in clear language on the plat or other document recorded with the plat to which~~

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the plat is subject (i.e. CC&R's).

Commented [PD30]: B2

[Section 4.133(11) amended by Ord. 677, 3/1/10]

(.12) Reduced Setback Agreements. The following procedure has been created to allow the owners of contiguous residential properties to reduce the building setbacks that would typically be required between those properties, or to allow for neighbors to voluntarily waive the solar access provisions of Section 4.137. Setbacks can be reduced to zero through the procedures outlined in this subsection.

A. Examples

1. First example: the owner of one house is allowed to build to the sideyard property line, with no setback, provided that the owner of the neighboring property agrees and that the agreements of both owners are recorded with the deed records for those properties.

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

(.01) Purpose. It is the purpose of this zone to serve as a holding zone to preserve the future urban level development potential as undeveloped property designated for more intensive development. This zone has been applied to all urbanizable properties within the city which are planned for development and which have not previously received development approval in accordance with the Comprehensive Plan.

(.02) Uses Permitted Outright:

- A. One single-family dwelling, ~~with not more than one accessory dwelling unit~~ per lot and accessory dwelling units subject to the standards of Section 4.113 (.11).

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- 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.
- 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.
- E. Temporary structures or uses, subject to the procedures for temporary uses set forth in Section 4.163.
- F. Agriculture, horticulture, greenhouses, nurseries (provided that any commercial sales of products shall require the approval of a conditional use permit), timber growing, grazing, and the small scale raising of livestock and animals.
- G. Public parks, playgrounds, recreational and community buildings and grounds, public golf courses, tennis courts, and similar recreational uses, all of a non-

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commercial nature. Any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot in a residential or RA-H district.

H. Accessory Uses Permitted:

1. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal uses permitted located on the same lot therewith.
2. Home occupations.
3. Signs, subject to the provisions of Sections 4.156.01 through 4.156.11. [Amended by Ord. No. 704, 6/18/12]

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

- A. 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.
- B. Roadside stands when located on the same property as the principal uses, selling only those products that are produced on the same property on which the stand is located, or on adjacent property.

(.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.
  2. Minimum setback for residential garage or carport: At least five (5) feet behind the front of the nearest residential unit on the property. In no case shall the front of a garage or carport be located less than twenty (20) feet behind a sidewalk or a public right-of-way providing access to that garage or carport. Except, however, in the case of an alley where garages or carports are located within five (5) feet of the property line adjoining the alley. [Amended by Ord. 682, 9/9/10]
- C. Minimum Street Frontage: Seventy-five (75) feet. A reduced street frontage may be approved, based on a finding that the proposed lot frontage will not hinder the future development of the site to densities proposed in the Comprehensive Plan.

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**Section 4.122. Residential Zone.**

(.01) Purpose: The purpose of this zone is to provide for standards and a simplified review process for small-scale urban low and medium density residential development. Developments in the 'R' zone are not intended to be Planned Developments.

(.02) Residential Densities: Residential densities shall be governed by the density range designated by the City of Wilsonville Comprehensive Plan.

(.03) Lot Size Qualifications:

- A. The owner or the owner's authorized agent shall not hold or cause to be held any interest in any adjacent property with the intent to avoid PDR regulations.
- B. The lot or any part thereof shall not be an identified area of special concern as defined in the Comprehensive Plan.
- C. The development area must be two (2) acres or less in size. Development of larger properties shall be reviewed through planned development procedures.
- D. Not more than thirty percent (30%) of the lot shall be covered by buildings.

(.04) Principal Uses Permitted:

- A. Single-Family Dwelling Units.
- B. ~~Attached Family Dwelling Units. Duplexes.~~
- C. ~~Apartments~~ Multiple-Family Dwelling Units.
- D. Public parks, playgrounds, recreational and community buildings and grounds, tennis courts, and similar recreational uses, all of a non-commercial nature. Any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot in a residential or RA-H zone.
- E. Manufactured homes. [Note: Section 4.115 Standards Applying to Manufactured Housing in All Zones Where Manufactured Housing is Permitted deleted per by Ord. 538, 2/21/02.]

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(.05) Accessory Uses Permitted to Single Family and Detached Dwelling Units:

- A. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses, including accessory dwelling units subject to the standards of Subsection 4.113 (.11), located on the same lot therewith.
- B. Home occupations.
- C. A private garage or parking area.
- D. Temporary real estate signs, small announcement or professional signs, and subdivision signs, as provided in Sections 4.156.05, 4.156.07, 4.156.09, and 4.156.10. [Amended by Ord. No. 704, 6/18/12]
- E. Temporary buildings for uses incidental to construction work, which buildings shall be removed immediately upon completion or abandonment of the

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construction work. In no case shall such buildings remain on the premises longer than ten (10) days after the receipt of a Certificate of Occupancy or the expiration of construction permits.

- F. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses are detached and located behind the rear most line of the main buildings, at least one-half (1/2) of the side yard setback. In no case shall a setback less than three (3) feet be permitted unless a Reduced Setback Agreement has been approved and properly recorded, as provided in Section 4.113.
- G. Livestock and farm animals shall be permitted subject to the provisions of Section 4.162.

(.06) Accessory Uses Permitted for ~~Attached Family Dwelling Units and Apartments~~Duplexes and Attached Multiple-Family Dwelling Units:

- A. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses, located on the same lot therewith.
- B. Home occupations.
- C. A private garage or parking area.
- D. Temporary buildings for uses incidental to construction work, which buildings shall be removed immediately upon completion or abandonment of the construction work. In no case shall such buildings remain on the premises longer than ten (10) days after the receipt of a Certificate of Occupancy or the expiration of construction permits.
- E. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses are detached and located behind the rear most line of the main building, at least one-half (1/2) of the side yard setback is required.
- F. Livestock and farm animals shall be permitted, subject to the provisions of Section 4.162.

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(.07) Other Standards:

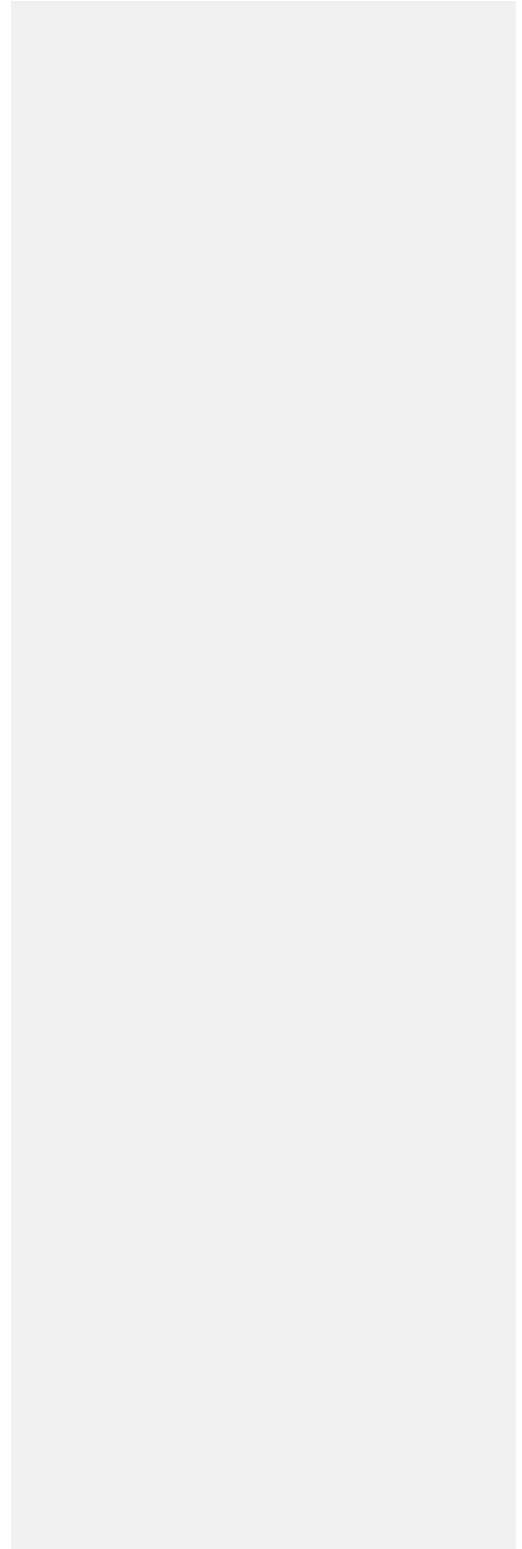
- A. Minimum lot width at building line: Sixty (60) feet.
- B. Minimum street frontage of lot: Thirty (30) feet; however, no street frontage is required when the lot fronts on an approved, platted private drive.
- C. Minimum lot size: 5000 square feet.
- D. Minimum lot depth: Seventy (70) feet.
- E. Maximum building or structure height: Thirty-five (35) feet.
- F. Maximum lot coverage: Twenty percent (20%) for all residential-primary dwelling units; thirty percent (30%) for all buildings ~~except accessory dwelling units; up to an additional 800 square feet per accessory dwelling unit up to forty-five percent (45%) total lot coverage for lots less than 7,000 square feet and up to forty percent (40%) total lot coverage for lots 7,000 square feet and greater.~~
- G. Block and access standards:

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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.
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 4.122(.07) amended by Ord. 538, 2/21/02; Ord 682, 9/9/10.]





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**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.

~~C-D.~~ Multiple-Family Dwelling Units, subject to the density standards of the zone.

Commented [PD37]: C1, C3

~~D-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.

~~E-F.~~ Manufactured homes, subject to the standards of Section 4.115 (Manufactured Housing).

(.02) Permitted accessory uses to single family dwelling and detached dwelling units:

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A. Accessory uses, buildings and structures customarily incidental to any of the principal permitted uses listed above, and located on the same lot.

B. Living quarters without kitchen facilities for persons employed on the premises or for guests. Such facilities shall not be rented or otherwise used as a separate dwelling unless approved as an accessory dwelling unit or duplex.

C. Accessory Dwelling Dwelling Units, subject to the standards of Section 4.113 (.11).

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D. Home occupations.

E. A private garage or parking area.

F. Keeping of not more than two (2) roomers or boarders by a resident family.

Commented [PD40]: C3, C7

G. Temporary real estate signs, small announcement or professional signs, and subdivision signs, as provided in the provisions of Sections 4.156.05, 4.156.07, 4.156.09, and 4.156.10. [Amended by Ord. No. 704, 6/18/12]

H. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.

I. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.

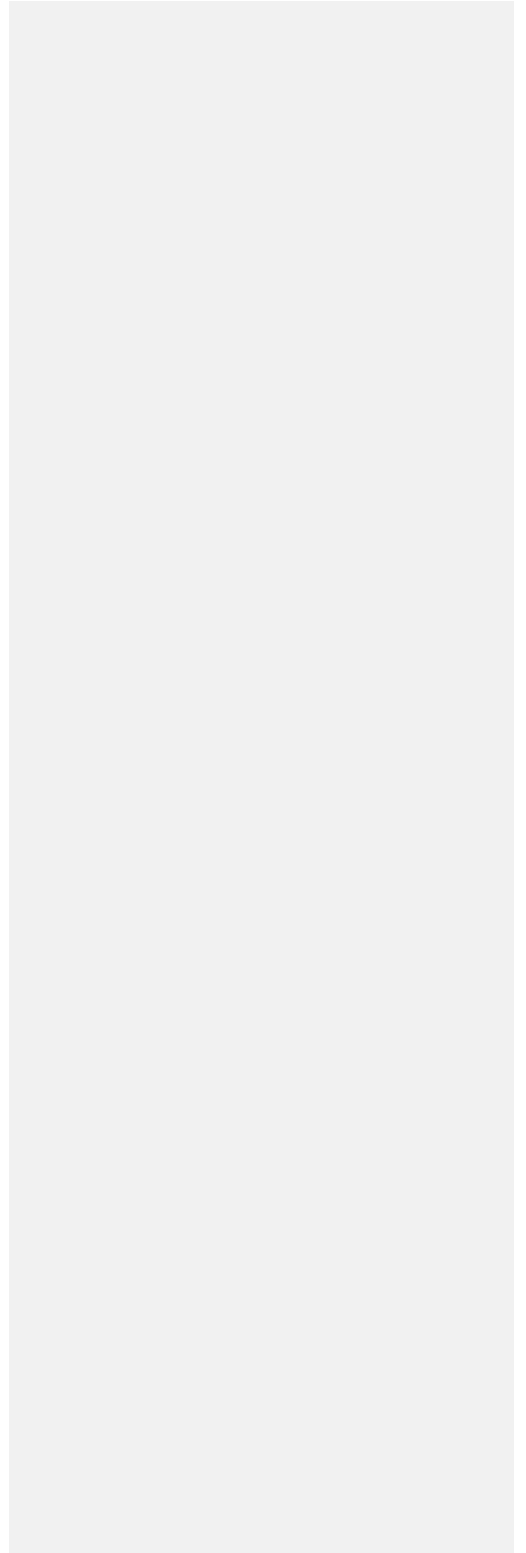
J. Livestock and farm animals, subject to the provisions of Section 4.162.

(.03) Permitted accessory uses for duplexes and attached multiple-family dwelling units:

Commented [PD41]: C1

A. Accessory uses, buildings, and structures customarily incidental to any of the

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aforesaid principal permitted uses, located on the same lot therewith.



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- B. Home occupations.
  - C. A private garage or parking area.
  - D. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.
  - E. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.
  - F. Livestock and farm animals, subject to the provisions of Section 4.162.
- (.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, sub-stations 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.
  - D. Neighborhood Commercial Centers limited to the provisions of goods and services primarily for the convenience of and supported by local residents, and not requiring a zone change to a commercial designation:
    1. The site of a Neighborhood Commercial Center was proposed at the time of the original application.
    2. Such centers are of a scale compatible with the surrounding residential structures.
    3. Such centers shall be compatible with the surrounding residential uses.
    4. The site of a Neighborhood Commercial Center shall be at least one-quarter (1/4) mile from any other sites zoned for commercial uses.
    5. The site of a Neighborhood Commercial Center shall not exceed five percent (5%) of the total area or one (1) acre, whichever is less.
    6. The site of a Neighborhood Commercial Center shall have direct access to a street of a collector classification and shall have direct pedestrian access to the residential areas.
    7. The site of a Neighborhood Commercial Center shall not include more than one quadrant of an intersection and shall not result in traffic of a nature which causes a substantial adverse impact on the residential character of the planned development.

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E. Commercial Recreation which is compatible with the surrounding residential uses and promotes the creation of an attractive, healthful, efficient and stable environment for living, shopping or working. All such uses except golf courses and tennis courts shall conform to the requirements of subsection "D" (Neighborhood Commercial Centers), above.

F. Home businesses

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(.05) Appropriate PDR zone based on Comprehensive Plan Density:

Comprehensive Plan Density*	Zoning District
0-1 u/acre	PDR-1
2-3 u/acre	PDR-2
4-5 u/acre	PDR-3
6-7 u/acre	PDR-4
10-12 u/acre	PDR-5
16-20 u/acre	PDR-6
20 + u/acre	PDR-7

**Table 1: PDR Zone based on Comprehensive Plan Density**

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

Commented [PD43]: C11

[Section 4.124(.05) amended by Ordinance No. 538, 2/21/02.]

(.06) 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.]

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

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

(.09) Corner Vision Clearance. Per the requirements of Section 4.177.

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**Section 4.124.1. PDR-1:**

The following standards shall apply in PDR-1 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 30,000 square feet.
- (.02) Minimum lot size: 25,000 square feet.
- (.03) Minimum density at build out: One unit per 37,500 square feet.
- (.04) Other standards:
  - A. Minimum lot width at building line: Eighty (80) feet.
  - B. Minimum street frontage of lot: Eighty (80) feet.
  - C. Minimum lot depth: One hundred (100) feet.
  - D. Setbacks: per Section 4.113(.03)
  - E. Maximum building or structure height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Twenty percent (20%) for all residential-primary dwelling units; twenty-five percent (25%) for all buildings except accessory dwelling units; up to an additional 800 square feet per accessory dwelling unit up to thirty percent (30%) total lot coverage.
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
  - A. Ten single-family dwellings (with or without accessory dwelling units) on individual lots, or
  - B. Fourteen dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).

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**Section 4.124.2. PDR-2:**

The following standards shall apply in PDR-2 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 16,000 square feet.
- (.02) Minimum lot size: 12,000 square feet.
- (.03) Minimum density at build out: One unit per 20,000 square feet.
- (.04) Other Standards:
  - A. Minimum lot width at building line: Sixty (60) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet; however, no street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
  - C. Minimum lot depth: Seventy (70) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum building or structure height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Twenty-five percent (25%) for all residential-primary

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dwelling units; thirty percent (30%) for all buildings except accessory dwelling units; up to an additional 800 square feet per accessory dwelling unit up to thirty-five percent (35%) total lot coverage.

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(.05) Examples of development that is typically permitted (hypothetical 10-acresite):

Twenty single-family dwellings (with or without accessory dwelling units) on individual lots, or

- A. Twenty-nine dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).

**Section 4.124.3. PDR-3:**

The following standards shall apply in PDR-3 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 7,000 square feet.
- (.02) Minimum lot size: 5,000 square feet.
- (.03) Minimum density at build out: One unit per 8,000 square feet.
- (.04) Other standards:

- A. Minimum lot width at building line: Forty (40) feet.
- B. Minimum street frontage of lot: Forty (40) feet; however, street frontage may be reduced to twenty-four (24) feet when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
- C. Minimum lot depth: Sixty (60) feet.
- D. Setbacks: per Section 4.113(.03).
- E. Maximum building or structure height: Thirty-five (35) feet.
- F. Maximum lot coverage: Fifty percent (50%) for lots containing less than 7000 square feet with an additional 800 square feet allowed per accessory dwelling unit up to sixty-five percent (65%) total lot coverage. Forty-five percent (45%) for lots between 7000 and 8000 square feet with an additional 800 square feet allowed per accessory dwelling unit up to fifty-five percent (55%) total lot coverage. Forty percent (40%) for lots exceeding 8000 square feet with an additional 800 square feet allowed per accessory dwelling unit up to fifty percent (50%) lot coverage.

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(.05) Examples of development that is typically permitted (hypothetical 10-acresite):

- A. Fifty-four single-family dwellings (with or without accessory dwelling units) on individual lots, or
- B. Sixty-two dwelling units (any combination of multiple-family or single-family units with or without accessory dwelling units).

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**Section 4.124.4. PDR-4:**

The following standards shall apply in PDR-4 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 5,000 square feet.

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- (.02) Minimum lot size: 4,000 square feet.
- (.03) Minimum density at build out: One unit per 6,000 square feet.
- (.04) Other standards: Minimum lot width at building line: Thirty-five (35) feet.
  - A. Minimum street frontage of lot: Thirty-five (35) feet; however, street frontage may be reduced to twenty-four (24) feet when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
  - B. Minimum lot depth: Sixty (60) feet.
  - C. Setbacks: per Section 4.113(.03).
  - D. Maximum building height: Thirty-five (35) feet.
  - E. Maximum lot coverage: Seventy-five percent (75%) for all buildings.
- (.05) Examples of development that is typically permitted (hypothetical 10-acre site):
  - A. Seventy-two single-family dwellings (with or without accessory dwelling units) on individual lots, or
  - B. Eighty-seven dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).

**Section 4.124.5. PDR-5:**

The following standards shall apply in PDR-5 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot area per unit: 3,000 square feet.
- (.02) Minimum lot size: 2,500 square feet.
- (.03) Minimum density at build out: One unit per 4,000 square feet.
- (.04) Other Standards:
  - A. Minimum lot width at building line: Thirty (30) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet.
  - C. Minimum Lot Depth: Sixty (60) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Seventy-five percent (75%) for all buildings.
- (.05) Examples of development that is typically permitted (hypothetical 10-acre site):
  - A. 108 town-house units on individual lots, or
  - B. 145 dwelling units (any combination of multiple-family or single-family units).

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

**Section 4.124.6. PDR-6:**

The following standards shall apply in PDR-6 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot area per unit: 2,000 to 2,500 square feet.
- (.02) Minimum lot size: None.
- (.03) Minimum density at build out: One unit per 2,500 square feet.
- (.04) Other standards:
  - A. Minimum lot width at building line: Thirty (30) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet.
  - C. Minimum lot depth: Sixty (60) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Seventy-five percent (75%) for all buildings.
- (.05) Examples of development that is typically permitted (hypothetical 10-acre site):
  - A. 174 condominium units, or
  - B. 217 multiple family-units.

**Section 4.124.7. PDR-7:**

The following standards shall apply in PDR-7 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot area per unit: 2,000 square feet.
- (.02) Minimum lot size: 1,500 square feet.
- (.03) Minimum density at build out: One unit per 2,400 square feet.
- (.04) Other standards:
  - A. Minimum lot width at building line: Thirty (30) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet.
  - C. Minimum lot depth: Sixty (60) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum building height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Seventy-five percent (75%) for all buildings.
- (.05) Examples of development that is typically permitted (hypothetical 10-acre site):
  - A. 174 condominium units, or
  - B. 217 multiple-family units.



Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1  
Section 4.125. V – Village Zone

(.01) Purpose.

The Village (V) zone is applied to lands within the Residential Village Comprehensive Plan Map designation. The Village zone is the principal implementing tool for the Residential Village Comprehensive Plan designation. It is applied in accordance with the Villebois Village Master Plan and the Residential Village Comprehensive Plan Map designation as described in the Comprehensive Plan.

- A. The Village zone provides for a range of intensive land uses and assures the most efficient use of land.
- B. The Village zone is intended to assure the development of bicycle and pedestrian-sensitive, yet auto-accommodating, communities containing a range of residential housing types and densities, mixed-use buildings, commercial uses in the Village Center and Neighborhood Centers, and employment opportunities.
- C. The Village zone, together with the Architectural Pattern Book and Community Elements Book, is intended to provide quantitative and objective review guidelines.

(.02) Permitted Uses. Examples of principle uses that are typically permitted:

- A. Single Family Dwellings
- B. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11)
- C. Duplexes
- D. Row Houses
- E. Multi-Family Dwellings
- F. Cluster Housing
- G. Residential Facilities, Residential Homes, and Community Housing developed to implement ORS 426.508
- H. Non-commercial parks, plazas, playgrounds, recreational facilities, community buildings and grounds, tennis courts, and other similar recreational and community uses owned and operated either publicly or by an owners association.
- I. Commercial uses within the Village Center, subject to the standards of (.06) Standards Applying to Commercial Uses and similar to the following:
  1. Sales and servicing of consumer goods:
    - Bicycle shop
    - Bookstore
    - Clothing store
    - Electronics and appliances store
    - Florist

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

Table V-1: Development Standards														
Building Type	Min. Size (sq.ft.)	Lot Min. Width (ft.)	Lot Min. Depth (ft.)	Lot Max. Coverage (note)	Lot Min. Width (%age)	Frontage Max. Width <sup>10, 12</sup>	Bldg. Height <sup>9</sup>	Setbacks <sup>10, 13, 20</sup>	Front (ft.)	Min. Front (ft.)	Max. Rear Min. (ft.)	Side Min. (ft.)	Alley-Loaded Garage (note)	Street-Loaded Garage (note)
Commercial Buildings - Village Center <sup>14</sup>	NR	NR	NR	1	90	60	NR <sup>3</sup>	5	NR	NR	NR	NR	NR	NA
Hotels - Village Center <sup>14</sup>	NR	NR	NR	1	80	60	NR <sup>3</sup>	15	NR	NR	NR	NR	NR	NA
Mixed Use Buildings - Village Center <sup>14</sup>	NR	NR	NR	1	90	60	NR <sup>3</sup>	8	NR	NR	NR	NR	NR	NA
Multi-Family Dwellings - Village Center <sup>14</sup>	NR	NR	NR	1	80	45	5 <sup>4</sup>	15	NR	NR	NR	NR	NR	NA
Row Houses <sup>11</sup> - Village Center <sup>14</sup>	NR	NR	NR	1	80	45	5 <sup>4</sup>	10	NR	NR	NR	NR	NR	NA
Commercial Buildings	NR	NR	NR	1	60	45	NR	15	NR	NR	NR	NR	NR	NA
Mixed Use Buildings	NR	NR	NR	1	60	45	NR	15	NR	NR	NR	NR	NR	NA
Multi-Family Dwellings	NR	NR	NR	1	60	45	8 <sup>4</sup>	15	NR	NR	NR	NR	NR	NA
Row Houses <sup>11</sup>	NR	15	50	1	80	45	8 <sup>5</sup>	15	NR	NR	NR	NR	NR	NA
Duplexes	4,000	45	70	2	60 <sup>16</sup>	35	12 <sup>5,6</sup>	20 <sup>6</sup>	5	5 <sup>15</sup>	7	7	8,17,18	
Single-Family Dwellings	2,250	35	50	2	60 <sup>16</sup>	35	12 <sup>5,6</sup>	20 <sup>6</sup>	5	5 <sup>15</sup>	7	7	8,17	

Notes: NR No Requirement

- NA Not Allowed
- 1 Lot < 8000sf: NR; Lot >8000sf: 80% (Max. Lot Coverage)
- 2 Small lots: 75%, Medium Lots: 65%, Standard and Large Lots: 55%, Estate Lots: 45% Maximum Lot Coverage ~~On lots where On Medium and Estate Lots, for attached or detached accessory dwelling units or other detached accessory buildings are built,~~ maximum lot coverage may be increased by 10%. ~~On Standard and Large Lots, maximum lot coverage may be increased by 10% for non-accessory dwelling unit detached accessory buildings. In addition, on Standard and Large Lots maximum lot coverage may be increased by 800 square feet for attached or detached accessory dwelling units up to 75% lot coverage for Standard Lots less than 4,575 square feet, and up to 70% for Large Lots and Standard Lots greater than 4,575 square feet.~~
- 3 Bay windows, balconies, and other structural building projections above 8 ft. may encroach up to 5 ft. into the Public Way; canopies, awnings, and other non-structural projections may encroach up to 8 ft. into the Public Way.
- 4 Porches, stairs, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach up to the Public Way.
- 5 Porches, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach to within 8 ft. of the Public Way. Stairs may encroach to the Public Way.
- 6 For Standard, or Large Lots on Collector Avenues, front setbacks are 20 ft. min., (13' setback to porch), side street setbacks are 15' (8' setback to porch). Pie-shaped lots or lots with significant trees or grade banks at frontage have no maximum front setback.
- 7 The garage setback from alley shall be between 3 and 5 foot or, when as optional parking space is located between the garage and the alley, shall be 16 ft. minimum. Lots with important trees, as identified in the Master Plan, or grade differences at the alley, affecting garage location shall be exempt from this requirement.
- 8 Street-loaded garages shall be a minimum 20 ft. front setback to face of garage, and located a minimum of 5 ft. behind main façade of the associated dwelling unit.
- 9 Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.
- 10 For Village Center buildings with lots fronting two or more streets, at least two facades shall be subject to the minimum frontage width and front setback requirements.
- 11 Row Houses are typically attached, but may be detached within the Village Center Boundary. When attached, no more than ten units shall be contiguous along a street edge. When row houses are detached, the Minimum Frontage Width is 65%. The Minimum Frontage Width for detached row houses may be less than 65% on corner lots or to accommodate the curve radius of street frontage, public utility easements, important trees, grade differences, public open space requirements, or as otherwise approved by the DRB.
- 12 See Definitions, 4.125.01, for measurement of Minimum Frontage Width.
- 13 Front Setback is measured as the offset of the front lot line or a vehicular or pedestrian access easement line. On lots with alleys, Rear Setback shall be measured from the rear lot line abutting the alley.
- 14 See Figure 2A - Village Center Boundary & Land Use Plan in the Villebois Village Master Plan for areas included within the Village Center.
- 15 On Estate Lots and Large Lots with frontage 70 ft. or wider, the minimum combined side yard setbacks shall total 15 ft. with a minimum of 5 ft. On Small and Medium Lots, minimum side setback shall be 0 ft. or as required by Building Code.
- 16 For cluster housing with lots arranged on a courtyard, frontage shall be measured at the front door face of the building adjacent to a public right of way or a public pedestrian access easement linking the courtyard with the Public Way.
- 17 Dwellings on lots without alley access shall be at least 36 feet wide.
- 18 Duplexes with front-loaded garages are limited to one shared standard-sized driveway/apron

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Ordinance No. 825 Exhibit E

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

**4.127 Residential Neighborhood (RN) Zone**

(.01) Purpose.

The Residential Neighborhood (RN) zone applies to lands within Residential Neighborhood Comprehensive Plan Map designation. The RN zone is a Planned Development zone, subject to applicable Planned Development regulations, except as superseded by this section or in legislative master plans. The purposes of the RN Zone are to:

- A. Implement the Residential Neighborhood policies and implementation measures of the Comprehensive Plan.
- B. Implement legislative master plans for areas within the Residential Neighborhood Comprehensive Plan Map designation.
- C. Create attractive and connected neighborhoods in Wilsonville.
- D. Regulate and coordinate development to result in cohesive neighborhoods that include: walkable and active streets; a variety of housing appropriate to each neighborhood; connected paths and open spaces; parks and other non-residential uses that are focal points for the community; and, connections to and integration with the larger Wilsonville community.
- E. Encourage and require quality architectural and community design as defined by the Comprehensive Plan and applicable legislative master plans.
- F. Provide transportation choices, including active transportation options.
- G. Preserve and enhance natural resources so that they are an asset to the neighborhoods, and there is visual and physical access to nature.

(.02) Permitted uses:

- A. Open Space.
- B. Single-Family Dwelling Unit.
- C. Attached Single-Family Dwelling Unit. In the Frog Pond West Neighborhood, a maximum of 2 dwelling units, not including ADU's, may be attached.
- D. Duplex.
- E. Multiple-Family Dwelling Units, except when not permitted in a legislative master plan, subject to the density standards of the zone. Multi-family dwelling units are not permitted within the Frog Pond West Master Plan area.
- F. Cohousing.
- G. Cluster Housing.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

H. Public or private 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.

I. Manufactured homes.

J. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11).

(.03) Permitted accessory uses to single family dwellings:

A. Accessory uses, buildings and structures customarily incidental to any of the principal permitted uses listed above, and located on the same lot.

B. Living quarters without kitchen facilities for persons employed on the premises or for guests. Such facilities shall not be rented or otherwise used as a separate dwelling unless approved as an accessory dwelling unit or duplex.

~~C.A. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11).~~

~~D.C.~~ Home occupations.

~~E.D.~~ A private garage or parking area.

~~F.E.~~ Keeping of not more than two (2) roomers or boarders by a resident family.

~~G.F.~~ Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.

~~H.G.~~ Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.

~~I.H.~~ Livestock and farm animals, subject to the provisions of Section 4.162.

(.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, sub-stations and pump stations.

B. Commercial Recreation, including public or private clubs, lodges or meeting halls, golf courses, driving ranges, tennis clubs, community centers and similar commercial recreational uses. Commercial Recreation will be permitted upon a finding that it is compatible with the surrounding residential uses and promotes the creation of an attractive, healthful, efficient and stable environment for living, shopping or working. All such uses except golf courses and tennis courts

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Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

shall conform to the requirements of Section 4.124(.04)(D) (Neighborhood Commercial Centers).

- C. Churches; public, private and parochial schools; public libraries and public museums.
- D. Neighborhood Commercial Centers limited to the provisions of goods and services primarily for the convenience of and supported by local residents. Neighborhood Commercial Centers are only permitted where designated on an approved legislative master plan.

(.05) Residential Neighborhood Zone Sub-districts:

A. RN Zone sub-districts may be established to provide area-specific regulations that implement legislative master plans.

- 1. For the Frog Pond West Neighborhood, the sub-districts are listed in Table 1 of this code and mapped on Figure 6 of the Frog Pond West Master Plan. The Frog Pond West Master Plan Sub-District Map serves as the official sub-district map for the Frog Pond West Neighborhood.

(.06) Minimum and Maximum Residential Units:

A. The minimum and maximum number of residential units approved shall be consistent with this code and applicable provisions of an approved legislative master plan.

- 1. For the Frog Pond West Neighborhood, Table 1 in this code and Frog Pond West Master Plan Table 1 establish the minimum and maximum number of residential units for the sub-districts. The minimum and maximum number does not include accessory dwelling units.
- 2. For parcels or areas that are a portion of a sub-district, the minimum and maximum number of residential units are established by determining the proportional gross acreage and applying that proportion to the minimums and maximums listed in Table 1. The maximum density on a parcel may be increased, up to a maximum of 10% of what would otherwise be permitted, based on an adjustment to an SROZ boundary that is consistent with 4.139.06.

B. The City may allow a reduction in the minimum density for a sub-district when it is demonstrated that the reduction is necessary due to topography, protection of trees, wetlands and other natural resources, constraints posed by existing development, infrastructure needs, provision of non-residential uses and similar physical conditions.

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Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

Table 1. Minimum and Maximum Dwelling Units by Sub-District in the Frog Pond West Neighborhood

Area Plan Designation	Frog Pond West Sub-district	Minimum Dwelling Units in Sub-district	Maximum Dwelling Units in Sub-district
R-10 Large Lot Single Family	3	26	32
	7	24	30
	8	43	53
R-7 Medium Lot Single Family	2	20	25
	4	86	107
	5	27	33
	9	10	13
R-5 Small Lot Single Family	11	46	58
	1	66	82
	6	74	93
Civic	10	30	38
	12	0	7 <sup>a</sup>
Public Facilities (PF)	13	0	0

<sup>a</sup> These metrics apply to infill housing within the Community of Hope Church property, should they choose to develop housing on the site. Housing in the Civic sub-district is subject to the R-7 Medium Lot Single Family regulations.

(.07) Development Standards Generally

- A. Unless otherwise specified by this the regulations in this Residential Development Zone chapter, all development must comply with Section 4.113, Standards Applying to Residential Development in Any Zone.

(.08) Lot Development Standards:

- A. Lot development shall be consistent with this code and applicable provisions of an approved legislative master plan.
- B. Lot Standards Generally. For the Frog Pond West Neighborhood, Table 2 establishes the lot development standards unless superseded or supplemented by other provisions of the Development Code.
- C. Lot Standards for Small Lot Sub-districts. The purpose of these standards is to ensure that development in the Small Lot Sub-districts includes varied design that avoids homogenous street frontages, creates active pedestrian street frontages and has open space that is integrated into the development pattern.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

Standards. Planned developments in the Small Lot Sub-districts shall include one or more of the following elements on each block:

1. Alleys.
2. Residential main entries grouped around a common green or entry courtyard (e.g. cluster housing).
3. Four or more residential main entries facing a pedestrian connection allowed by an applicable legislative master plan.
4. Garages recessed at least 4 feet from the front façade or 6 feet from the front of a front porch.

Table 2: Neighborhood Zone Lot Development Standards

Neighborhood Zone Sub-District	Min. Lot Size (sq.ft.)	Min. Lot Depth (ft.)	Max. Lot Coverage (%)	Min. Lot Width <sup>G, H, J</sup> (ft.)	Max. Bldg. Height <sup>F</sup> (ft.)	Setbacks <sup>H</sup>				
						Front Min. (ft.)	Rear Min. (ft.)	Side Min. (note)	Garage Min Setback from Alley (ft.)	Garage Min Setback from Street <sup>K</sup> (ft.)
R-10 Large Lot Single Family	8,000 <sup>A</sup>	60'	40% <sup>B</sup>	40	35	20 <sup>C</sup>	20	I	18 <sup>D</sup>	20
R-7 Medium Lot Single Family	6,000 <sup>A</sup>	60'	45% <sup>B</sup>	35	35	15 <sup>C</sup>	15	I	18 <sup>D</sup>	20
R-5 Small Lot Single Family	4,000 <sup>A</sup>	60'	60% <sup>B</sup>	35	35	12 <sup>C</sup>	15	I	18 <sup>D</sup>	20

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Notes: A May be reduced to 80% of minimum lot size where necessary to preserve natural resources (e.g. trees, wetlands) and/or provide active open space. Cluster housing may be reduced to 80% of minimum lot size. Duplexes in the R-5 Sub-District have a 6,000 SF minimum lot size.

B On lots where detached accessory buildings are built, maximum lot coverage may be increased by 10%.

C Front porches may extend 5 feet into the front setback.

D The garage setback from alley shall be minimum of 18 feet to a garage door facing the alley in order to provide a parking apron. Otherwise, the rear or side setback requirements apply.

F Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.

G May be reduced to 24' when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive or a public pedestrian access in a cluster housing development.

H Front Setback is measured as the offset of the front lot line or a vehicular or pedestrian access easement line. On lots with alleys, Rear Setback shall be measured from the rear lot line abutting the alley.

I On lots greater than 10,000 SF with frontage 70 ft. or wider, the minimum combined side yard setbacks shall total 20 ft. with a minimum of 10 ft. On other lots, minimum side setback shall be 5 ft. On a corner lot, minimum side setbacks are 10 feet.

J For cluster housing with lots arranged on a courtyard, frontage shall be measured at the front door face of the building adjacent to a public right of way or a public pedestrian access easement linking the courtyard with the Public Way.

K Duplexes with front-loaded garages are limited to one shared standard-sized driveway/apron.

~~K An additional 800 square feet is allowed per accessory dwelling unit up to a total lot coverage of 50% for R-10, 55% for R-7, and 75% for R-5.~~

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Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

#### 4.138 Old Town Overlay Zone

2. Exterior remodeling of commercial, industrial, public facility, multi-family residential, or mixed use building that requires a building permit, when that remodeling is visible from a public street (other than an alley) and changes the existing design of the building; and
3. Upon the request of an applicant, in order to pursue a design not in conformance with the Old Town Single-Family Designs Standard Book, new single-family homes (including duplexes) and accessory buildings, or remodeling thereof. Standards for ADU's in Subsection (.04) C. below shall apply.

B. The following (except as noted in A.3. above) shall be reviewed through the Class I administrative review process for conformance with the Development Standards of Subsection (.04) concurrently with building plan review:

1. New single-family homes (including duplexes), single-family home additions, remodels, accessory dwelling units, garages, and other buildings accessory to a single-family use.

#### (.04) Single-Family Development Standards (including accessory buildings and duplexes)

A. The standards of this subsection shall take precedence over setback, lot coverage, height, and accessory dwelling unit standards otherwise established in the Development Code. All other standards of the base zone and/or approved planned developments shall apply. For PDR Zones, the setback and lot coverage standards are subject to the waiver provisions of Section 4.118.

B. Development shall comply (except as noted in 1. and 2. below) with the standards of the Old Town Single-Family Design Standards Book including but not limited to architectural design, height, setbacks, and lot coverage.

1. An applicant for a remodel of and/or addition to structures existing prior to December 1, 2017 may elect to match the existing design of the structure rather than comply with the Old Town Single-Family Design Standards Book if all of the following are met:
  - a. The height of the structure remains the same and any additions do not exceed the height of the existing structure;
  - b. The roof pitch on the existing portion of the structure remains the same and is matched for additions involving facades facing a street or public open space;
  - c. All exterior materials are substantially similar in style and texture to the existing materials on the structure;
  - d. For facades of the structure facing a street or public open space (does not include alleys) all architectural elements, such as windows, doors, porches, dormers, details, etc. are kept the same, or in the case of extending out a wall during an addition, reproduced; and
  - e. Setbacks and lot coverage requirements of the underlying zone are met.



Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

- 2. Accessory structures less than 120 square feet and 10 feet in height are not subject to the Old Town Single-Family Design Standards but rather the standards of the underlying zone.
- C. The following standards shall apply to Accessory Dwelling Units (ADU's) within the "O" Overlay Zone to ensure smaller bulk of residential buildings and minimal use of on-street parking consistent with the historic character of the neighborhood. Where these standards differ from those of Subsection 4.113 (.11), including size design and parking, these standards take precedence. All other standards of Subsection 4.113 (.11), including but not limited to number of ADU's and review process, continue to apply.
  - 1. Size: ADU's shall not exceed 600 square feet of living space.
  - 2. Design: ADU's shall be substantially the same exterior design and architecture (i.e. siding, windows, color, roof pitch, doors and roofing materials) as the primary dwelling unit on the property. ADU's shall be either:
    - a. Detached single-story structures; or
    - b. Over a detached garage meeting the following requirements:
      - i. The garage/ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and
      - ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.

~~3. Parking: Each ADU shall have one dedicated standard sized parking space on the same lot.~~

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(.05). Standards for Development Subject to Site Design Review

- A. Building Setbacks - Buildings fronting Boones Ferry Road shall abut the public sidewalk except where public plazas, courtyards, approved landscaping, or other public pedestrian amenities are approved. Except, however, that residential garages or carports shall be set back a minimum of twenty (20) feet from any sidewalk or traveled portion of a street across which access to the garage or carport is taken. The Development Review Board may approve other setbacks to accommodate sidewalks, landscaping, or other streetscape features located between the street right-of-way and the building.
- B. Landscaping - Not less than fifteen (15) percent of the development site shall be landscaped. In the event that a building is set back from a street side property line, along Boones Ferry Road, Bailey Street, or 5<sup>th</sup> Street, the intervening area shall be landscaped. In reviewing proposals for parking lots in locations between buildings and streets, the Development Review Board may require special landscaping treatments or designs to screen the view of the parking lot from the public right-of-way.
- C. Building height - As specified in the underlying base zone.
- D. Street access to Boones Ferry Road. Ingress and egress points along Boones Ferry Road shall be designed and constructed such that access points on one side of the

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

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

- 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 off-site 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.

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

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

**Note: In considering proposed waivers to the following standards, the City will consider the potential uses of the site and not just the uses that are currently proposed. For waivers to exceed the maximum standards, applicants shall bear the burden of proving that Metro, State, and federal clean air standards will not be violated.**

TABLE 5: PARKING STANDARDS			
USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
<b>a. Residential</b>			
<del>1. Single and attached units and any apartments</del> Single-family dwelling units, duplexes, multiple-family dwelling units of nine (9) or fewer units	1 per D.U., except accessory dwelling units, which have no minimum.	No Limit	<del>Apartments-Multiple Family Dwelling Units - Min. of 2</del>
<del>2. Accessory dwelling units</del>	Per Subsection 4.113 (.11)	No Limit	Non required
<del>3. Apartments-Multiple-family dwelling units of ten (10) or more units</del>	1 per D.U. (less than 500 sq. ft.) 1.25 per D.U. (1 bdrm) 1.5 per D.U. (2 bdrm) 1.75 per D.U. (3 bdrm)	No Limit	1 per D.U.
<del>4. Manufactured or mobile home park</del>	2 spaces/unit	No Limit	1 per D.U.
<del>4. Manufactured or mobile home subdivision</del>	1 per D.U.	No Limit	1 per D.U.
<b>b. Commercial Residential</b>			
1. Hotel	1 per 1000 sq. ft.	No Limit	1 per 5 units Min. of 2

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

C. The Community Development Director shall not sign any plat which does not indicate the marking with monuments of the intersections of all streets and the centerlines of all streets at every point of curvature and point of tangent. It shall be the responsibility of the applicant to provide such Monumentation within the land division prior to the issuance of any Building permit for construction within the subject property.

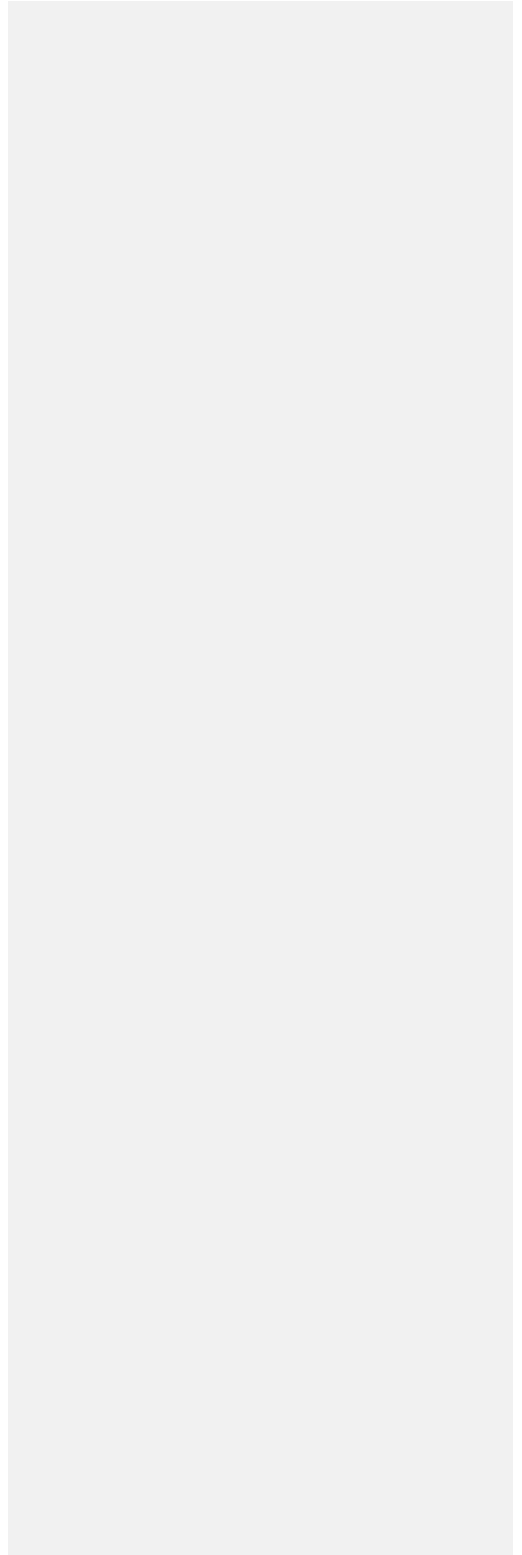
(.04) Action on Final Plat: Within thirty (30) days of receipt of a complete final plat submittal, the Planning Director shall approve, deny, or, when further information is required, postpone a decision on the application. Written notice of such action shall be mailed to the applicant by the Planning Director. If the Planning Director determines that full conformity with all applicable ordinances has not been made, the Director shall advise the applicant of the changes or additions that must be made and shall afford the applicant an opportunity to make the necessary changes or additions.

- A. A final plat shall be approved only if affirmative findings can be madethat:
  - 1. The Plat is in substantial conformance with the provisions of the Preliminary Plat, as approved;
  - 2. The proposal is consistent with the provisions, intents and purposes of the Comprehensive Plan, Zoning Regulations and the requirements of other relevant sections of this Code.
  - 3. Streets, roads and alleys for public use are dedicated without any reservation or restriction other than reversionary rights upon vacation of any such street or road and easements for public utilities;
  - 4. The plat contains a donation to the public of all common improvements, including, but not limited to, streets, roads, parks, sewage disposal and water supply systems, the donation of which is required by Ordinance or was made a condition of the approval of the tentative plat for the development.
  - 5. Explanations of all common improvements to remain in private ownership have been accounted for and referenced on the plat;
  - ~~6.~~ Private drives indicated on the tentative plat have been approved by the City; and [Amended by Ord. 682, 9/9/10]
  - ~~7.~~ Demonstration that residential plats or subdivisions submitted for final plat approval after September 5, 2018 do not restrict accessory dwelling units to a greater extent than the City's Development Code in place at the time of final plat submittal except that restrictions on building materials and finishes can be commensurate with requirements for other accessory structures. The allowance of accessory dwelling units is acknowledged in clear language on the plat or other document recorded with the plat to which the plat is subject (i.e. CC&R's).
  - ~~6.~~
  - ~~7-8.~~ All conditions of approval for the development have been met, or adequate assurances for their completion have been provided, to the satisfaction of the Community Development Director.
- B. If affirmative findings cannot be made with regard to all of the above criteria, the Planning Director shall not approve the final plat.
- C. If approved, such approval shall be evidenced by the signature on the plat of the

Commented [PD59]: B2

Comments (A2, C4, etc.) Indicate Code Amendment Category in Attachment 1

Planning Director together with the date of approval. In the event of denial, the Planning Director shall cause written notice and the reasons for denial to be furnished to the applicant.



### accessory buildings, adus, and garages



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© Candace Kramer, Portland, Oregon



© E. Allen Fine Designs, San Jose, CA

#### DESIGN

Design guidelines are applicable to any and all exterior building elements visible from the public right-of-way or public parcel, in any direction, regardless of existing or proposed landscaped or natural visual barriers between the public view shed and exterior building elements.

The garage and other accessory buildings over 120sf and 10ft in height must be designed using the same exterior design and architecture (i.e. siding, windows, doors, and roofing materials) as the primary residence on the lot. Accessory buildings cannot be taller than the primary residence. If the primary residence is less than 15 feet, an accessory building can be 15 feet or less.

Accessory Dwelling Units (ADU's) in Old Town shall:

1. Size: ADU's shall not exceed 600 square feet of living space.
2. Design. ADU's shall be either:
  - a. Detached single-story structures; or
  - b. Over a detached garage meeting the following requirements:
    - i. The garage ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and
    - ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.

~~3. Parking. Each ADU shall have one dedicated standard size parking space on the same lot.~~

Commented [PD1]: C10

All other standards of Subsection 4.113 (.11) related to ADU's apply. See Subsection 4.138 (.04) C. Wilsonville Code.

#### STYLE GUIDELINES

**Western Farmhouse**  
 Roof Style: Gable  
 Roof Pitch: 7:12 to 12:12  
 Eaves: 8" minimum to 18" maximum

**New Ranch**  
 Roof Style: Hip or Low-Pitched Gable  
 Roof Pitch: 4:12 to 6:12  
 Eaves: 8" minimum to 18" maximum

**Craftsman**  
 Roof Style: Gable  
 Roof Pitch: 6:12 to 10:12  
 Eaves: 8" minimum to 18" maximum

## Attachment 4 Comparison of Current and Proposed Lot Coverage by Zoning and Lot Type

Zoning and Lot Type	Current Lot Coverage	Proposed Lot Coverage	Min Lot Size	% Min Lot Size 800 sf	% Lot Coverage: Max Lot Coverage Plus 800 SF ADU at Min Lot Size
<b>Residential Agriculture-Holding (RA-H)</b>					
All lots	No Lot Coverage Max	no change	30000	NA	NA
<b>Residential (R)</b>					
Lots less than 7000 sf	20% DUs, 30% all buildings	20% primary DUs, 30% all non-ADU buildings, add 800 sf per ADU up to 45%	5000	16.0%	46%
Lots 7000-8000 sf	20% DUs, 30% all buildings	20% primary DUs, 30% all non-ADU buildings, add 800 sf per ADU up to 40%	7000	11.4%	41%
Lots 8000 or more sf	20% DUs, 30% all buildings	20% primary DUs, 30% all non-ADU buildings, add 800 sf per ADU up to 40%	8000	10.0%	40%
<b>Planned Development Residential (PDR)</b>					
<b>PDR-1</b>					
All lots	20% DUs, 25% all buildings	20% primary DUs, 25% all non-ADU buildings, add 800 sf per ADU up to 30%	25000	3.2%	28%
<b>PDR-2</b>					
All lots	25% DUs, 30% all buildings	25% primary DUs, 30% all non-ADU buildings, add 800 sf per ADU up to 35%	12000	6.7%	37%
<b>PDR-3</b>					
Lots less than 7000 sf	50% all building	50% all non-ADU buildings, add 800 sf per ADU up to 65%	5000	16.0%	66%
Lots 7000-8000 sf	45% all buildings	45% all non-ADU buildings, add 800 sf per ADU up to 55%	7000	11.4%	56%
Lots more than 8000 sf	40% all buildings	40% all non-ADU buildings, add 800 sf per ADU up to 50%	8000	10.0%	50%
<b>PDR-4, PDR-5, PDR-6, PDR-7</b>					
All lots	75% all buildings	no change	1500-4000	20.0%-53.3%	95%-128%
<b>Village (Villebois)</b>					
Small/ Small Cottage	75% plus 10% for detached accessory buildings	75% all buildings	2250	35.6%	111%
Medium	65% plus 10% for detached accessory buildings	65% plus 10% for attached/detached ADU's or other detached accessory buildings	2900	27.6%	93%
Standard	55% plus 10% for detached accessory buildings	55% plus 10% for non-ADU detached accessory buildings, plus 800 sf per ADU up to 75% if lot less than 4575 sf, or 70% if 4575 sf or greater	4500	17.8%	73%
Large	55% plus 10% for detached accessory buildings	55% plus 10% for non-ADU detached accessory buildings, plus 800 sf per ADU up to 70%	5400	14.8%	70%
Estate	45% plus 10% for detached accessory buildings	45% plus 10% for attached/detached ADU's or other detached accessory buildings	8000	10.0%	55%
<b>Residential Neighborhood (RN) (Frog Pond)</b>					
R-10 Large Lot	40% all buildings	40% all non-ADU buildings, add 800 sf per ADU up to 50%	8000	10.0%	50%
R-7 Medium Lot	45% all buildings	45% all non-ADU buildings, add 800 sf per ADU up to 55%	6000	13.3%	58%
R-5 Small Lot	60% all buildings	60% all non-ADU buildings, add 800 sf per ADU up to 75%	4000	20.0%	80%
<b>Old Town Overlay Zone</b>					
All lots	40% all buildings but small (120 sf or less) detached buildings	no change	NA	NA	NA

Implementation Measure 4.1.4.bb The City allows the construction of one accessory dwelling unit with any detached dwelling or attached ~~single family~~single-family dwelling ~~that is~~ permitted to be built in any zone, subject to standards in the Land Development Code ~~or density and size standards in Neighborhood Plans, Stage II Development Plans or Final Development Plans.~~ Regulations of such units include size, ~~architectural design to match the primary unit on the site,~~ and parking requirements. [Amended by Ord. 676, 3/3/10]



Attachment 6  
 Planning Commission Resolution LP18-0006 Staff Report  
 Compliance Findings

Accessory Dwelling Unit Code Amendments

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**Date of Findings:** July 3, 2018

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**Request:** Amend the Wilsonville Development Code Text and Text of Implementation Measure 4.1.4.bb. of the Comprehensive Plan to ensure Accessory Dwelling Unit regulations comply with Senate Bill 1051, remove potential major barriers to Accessory Dwelling Unit development, and increase clarity and functionality of Development Code related to Accessory Dwelling Units and other housing.

**Affected Properties:** All land currently developed as single-family or detached dwellings and all residential designated lands with potential for development of detached dwellings.

**Staff Reviewer:** Daniel Pauly AICP, Senior Planner

**Staff Recommendation:** Recommend adoption of the Development Code and Comprehensive Plan text amendments to the Wilsonville City Council.

**Applicable Review Criteria:**

<b><u>Oregon Revised Statutes:</u></b>	
197.303 (1)	Needed Housing Definition
197.307 (4)/227.175 (4)(b)(A)	Clear and Objective Standards for Housing
197.307 (6)	Alternative Approval of Needed Housing
197.312 (5)(a)	Development of Accessory Dwelling Units for Each Detached Single-family Dwelling
<b><u>Statewide Planning Goals:</u></b>	
Goal 1	Citizen Involvement
Goal 2	Land Use Planning
Goal 10	Housing
<b><u>Wilsonville Comprehensive Plan:</u></b>	
Introduction-Plan Amendments	Comprehensive Plan Plan Amendments
Goal 1.1 and applicable Policy and Implementation Measures	Encourage Public Involvement
Goal 1.1 and applicable Policy and Implementation Measures	Interested, Informed, and Involved Citizenry
Implementation Measure 4.1.1.g	More Flexibility in Support of Metro 2040 Growth Concept and the Urban Growth Management Functional Plan
Implementation Measure 4.1.1.i.	Continuing Examine Intensity of Use, Including Percentage of Lot Coverage

Policy 4.1.4 and applicable Implementation Measures	Housing
<b>Development Code:</b>	
Section 4.197	Changes and Amendments to Development Code
Section 4.198	Comprehensive Plan Changes

**Compliance Findings**

As described in the Findings below, the request meets the applicable criteria.

**Oregon Revised Statutes-Needed Housing Review**

Needed Housing Defined  
 ORS 197.303 (1)

1. All housing subject to the proposed code changes, attached detached single-family and multiple-family dwelling units, duplexes, and accessory dwelling units are needed housing under state law.

Clear and Objective Standards Required for Housing  
 ORS 197.307 (4) and 227.175 (4)(b)(A)

2. The City determined current language requiring ADUs to “be of substantially the same exterior design and architecture (i.e. siding, windows, doors and roofing materials) as the primary dwelling unit” is too vague and subjective to meet the clear and objective requirement of state law. The proposed amendments thus remove this language. Certain architectural requirements remain for ADUs in the Village Zone, Residential Neighborhood Zone, and Old Town Neighborhood Zone. Applicable standards in each of these zones applies ADUs the same as other accessory structures and primary dwelling units. The adoption of each of the applicable standards in these zones found the standards to be clear and objective.

Development of Accessory Dwelling Units for Each Detached Single-Family Dwelling  
 ORS 197.312 (5)(a)

3. As a City with a population over 2,500 ORS requires the City allow at least one ADU per detached single-family dwelling. Currently the City allows an ADU for each single-family lot rather than per single-family dwelling. The proposed code amendments include adding an allowance of ADUs for each detached dwelling unit in addition to the current single-family lot allowance. In addition, the City proposes removing the existing numeric limitation of ADUs for the Canyon Creek Estates subdivision as it violates this statute.

## Statewide Planning Goals

### Citizen Involvement

#### Goal 1

4. As discussed in Findings 7 through 14 below, the citizen involvement processes and requirements established in Wilsonville's Comprehensive Plan consistent with Goal 1 are being followed.

### Land Use Planning

#### Goal 2

5. The proposed code amendments support the goal of establishing processes and policy as a basis for making decisions on land use consistent with a Comprehensive Plan.

### Housing

#### Goal 10

6. The proposed code amendments will continue to allow the City to meet its housing goals reflected in the Comprehensive Plan. See Findings 17 through 19.

## Wilsonville Comprehensive Plan-Public Involvement

### Public Involvement-In General

#### Goal 1.1, Policy 1.1.1,

7. By following the applicable implementation measures, see Findings 8 through 14 below, the City provided opportunities for public involvement encouraging, and providing means for, involvement of interested parties.

### Early Involvement

#### Implementation Measure 1.1.1.a.

8. The City sent broad notice to all residential properties. The Planning Commission and City Council and community members have opportunity to comment on the proposed code amendments while still in draft form.

### Encourage Participation of Certain Individuals, Including Residents and Property Owners

#### Implementation Measure 1.1.1.e.

9. The City encouraged residents and property owners impacted by the proposed code amendments to participate as described in Finding 8 above.

### Procedures to Allow Interested Parties to Supply Information

Implementation Measure 1.1.1.f.

10. The City will afford interested parties the opportunity to provide oral input and testimony during the public hearings. In addition, the City afforded them the opportunity to provide written input and testimony.

### Types of Planning Commission Meetings, Gathering Input Prior to Public Hearings

Implementation Measure 1.1.1.g.

11. Prior to the scheduled public hearing on the proposed code changes and adoption of the design standards, the Planning Commission held a work session on June 13, 2018, during which the Planning Commission provided feedback incorporated into the current draft.

### Public Notices for Planning Commission Meetings

Implementation Measure 1.1.1.h.

12. The notice regarding the public hearing clearly indicated the type of meeting.

### User Friendly Information for Public

Policy 1.2.1, Implementation Measures 1.2.1.a., b., c.

13. The published notecard mailings and notices provided user friendly information about the purpose, location, and nature of the meetings. The mailings widely publicized different ways for impacted parties to participate. The information given to impacted parties gave access to the information on which the Planning Commission will base their decision.

### Coordinate Planning Activities with Affected Agencies

Implementation Measure 1.3.1.b.

14. The City has notified and discussed needed and recommended code updates related to ADUs with state and Metro staff and consultants hired by Metro.

## **Wilsonville Comprehensive Plan-Housing and Residential Areas**

### More Flexible Use of Land

Implementation Measure 4.1.1.g.

15. The proposed code amendments allow additional flexibility for locating accessory dwelling units in Wilsonville allowing for more flexibility in use of land consistent with this implementation measure.

## Intensity of Use, Provision of Adequate Open Space, Character of Existing Neighborhoods

Implementation Measures 4.1.1.i. and 4.1.4.t.

16. The proposed code amendments look carefully at the intensity of use, including lot coverage, for residential development. The proposal allows an increase in lot coverage to allow for additional intensity of accessory residential development in some instances, but keeps the lot coverage increases to the minimal for removal of the identified barrier to accessory unit development. The minimization of the lot coverage increase while maintaining all setback requirements allows accessory dwelling units as directed by state law and encouraged by established City policies while maintaining adequate open space, separation of neighboring dwelling, and maintaining the character of existing neighborhoods. Updated parking standards for accessory dwelling units also ensure minimal impact on neighborhoods.

## Variety and Diversity of Housing

Implementation Measures 4.1.4.b., 4.1.4.d., 4.1.4.j., and 4.1.4.o.

17. Ensuring code allows accessory dwelling units and removes unreasonable barriers to their development allows for development of an additional housing type in the community and encourages an increased diversity. In particular, allowing and encouraging accessory dwelling units can provide affordable housing opportunities for smaller households.

## Safe, Convenient, Healthful, Attractive Residential Areas with Variety

Implementation Measure 4.1.4.c.

18. The City does not anticipate the proposed code amendments to substantially impact safety, convenience, or health of residential areas of the City.

## Housing Needs of Existing Residents, Needs of Mobile Home Dwellers

Implementation Measure 4.1.4.f.

19. The proposed code amendments further, allowing and removing barriers to development of ADUs, provide potential housing opportunities for existing smaller households looking for more affordable housing options. ADUs, by their size and affordability, can serve some of the same demographic historically occupying mobile homes within the City.

## Housing Coordinated with the Social and Economic Needs of the Community

Goals for Sufficient Low and Moderate Cost Housing

Housing for Employees Working in Wilsonville

Implementation Measures 4.1.4.g., 4.1.4.k., and 4.1.4.m.

20. The City Council has identified, as part of their goals, a need to address housing affordability in the community. Development Code amendments allowing ADUs and removing barriers to their development encourages provision of less expensive smaller units for small

households helping to meet the need of more affordable housing in the community, including for moderate to lower wage workers employed in Wilsonville.

#### Housing and Infrastructure

Implementation Measures 4.1.4.h., 4.1.4.i., 4.1.4.o., 4.1.4.r., and 4.1.4.s.

21. A significant cost for development of housing and thus a barrier to providing affordable housing is the cost of providing the necessary infrastructure. Allowing and encouraging accessory dwelling units allows provision of additional housing, particularly more affordable housing, where the infrastructure already exists. Properties with accessory dwelling units have substantially the same impact on infrastructure as properties with just the primary dwelling unit.

#### Safe, Sanitary, Convenient, Sound, Energy Efficient, Attractive Housing/Renovation and Rehabilitation of Housing Stock

Implementation Measure 4.1.4.y.

22. The City does not anticipate the proposed code amendments to impact safety, sanitation, convenience, structural quality, or energy efficiency of housing.

#### Allowance of Accessory Dwelling Units

Implementation Measure 4.1.4.bb.

23. The City continues to allow one accessory dwelling unit with any detached or attached single-family dwelling. State law no longer allows any density requirements in Neighborhood Plans, Stage II Development Plans, or Final Development Plans. The proposed action removes the numeric limitation for the Canyon Creek Estates Subdivision. State law also only allows applying clear and objective standards to housing. As such, the proposed code amendments remove subjective standards to match primary dwellings. The proposed action removes language from this implementation measure found inconsistent with state law. See also Findings 1, 2, and 4 above.

### **Wilsonville Development Code-Amendments to the Code**

#### Planning Commission Public Hearing, Recommendation to City Council

Subsection 4.197 (.01) A.

24. The Planning Commission will conduct a public hearing and then, by resolution, forward findings and a recommendation to the Wilsonville City Council within the allowed 40 day timeframe.

Findings Required: Compliance with Procedures of 4.008  
 Subsection 4.197 (.01) B. 1., Section 4.008, Sections 4.009 through 4.024 as applicable

25. The City mailed notices to affected properties and published/posted notices consistent with established procedures for legislative actions. The City produced written findings of fact regarding the application in this document for adoption by the Planning Commission.

Findings Required: Compliance with Goals, Policies, and Objectives of  
 Comprehensive Plan  
 Subsection 4.197 (.01) B. 2.

26. Findings 7 through 23 above provide findings related to the applicable goals, policies, objectives, and implementation measures of Wilsonville's Comprehensive Plan.

Findings Required: No Conflict with Over Code Provisions  
 Subsection 4.197 (.01) B. 3.

27. While drafting the code amendments staff took care to ensure the proposed code changes do not conflict with or endanger other provisions of the Development Code. Staff looked carefully at all definitions and provisions the initial amendments may affect and made additional changes to improve clarity and function and avoid conflicts.

Findings Required: Compliance with Statewide Land Use Planning Goals, State  
 Rules and Statutes, Federal Statutes  
 Subsection 4.197 (.01) B. 4.-5.

28. Findings 1 through 6 above provide findings related to compliance with the applicable Statewide Land Use Planning Goals as well as applicable state statutes.

Affirmative Findings Required  
 Subsection 4.197 (.03)

29. Findings 1 through 23 provide the required affirmative findings on which a recommendation can be made to City Council for adoption of the requested amendments to the Wilsonville Development Code.

### **Comprehensive Plan Text Amendments**

Follow Procedures in Comprehensive Plan  
 Subsection 4.198 (.01)

30. Findings 1 through 23 confirm the process to amend the text of Implementation Measure 4.1.4.bb. follows applicable procedures established in the Comprehensive Plan.

### Meet a Public Need/In the Public Interest

Subsection 4.198 (.01) A.-B. and Comprehensive Plan Introduction: Plan Amendments 4. b.-c.

- 31.** Implementation Measure 4.1.4.bb. discusses the allowance of and types of restrictions on accessory dwelling units in the City. The City proposes a number of updates to Development Code text to ensure compliance with Oregon Revised Statutes as updated by Senate Bill 1051 effective July 1, 2018. The required Development Code changes include allowing accessory dwelling units for all detached primary dwelling units, removing any numeric limitations, and removing subjective criteria that accessory dwelling units match primary dwellings. The text of the implementation measure references all three of these necessary code changes. The proposed text changes simply update the implementation measure for consistency with state law and the proposed Development Code text changes. Both the new state laws and the updated Development Code text establish a public need for the changes, which carries over to these directly corresponding Comprehensive Plan text changes. The Comprehensive Plan text changes are straightforward and the minimum necessary to provide the consistency sought.

### Support Statewide Planning Goals

Subsection 4.198 (.01) C.

- 32.** Findings 4 through 6 above establish the proposed text amendments support Statewide Planning Goals.

### Conflict with Other Portions of Comprehensive Plan

Subsection 4.198 (.01) D. and Comprehensive Plan Introduction: Plan Amendments 4. a.

- 33.** The implementation measure text proposed for amendment is the primary reference to accessory dwelling units in the Comprehensive Plan and the proposed text changes do not create any conflicts. The proposed text changes, as discussed in Findings 7-29 above, reflective of the Development Code amendments, conform with other applicable language in the Comprehensive Plan.

### Submission and Review Process, Noticing

Subsection 4.198 (.02)-(.03) Comprehensive Plan Introduction: Plan Amendments 1.-3., 5.

- 34.** The City initiated the proposed text amendments. The Planning Commission and City Council will review the proposed text amendments. The Planning Commission will adopt a resolution making a recommendation to City Council and City Council will adopt the text amendments by Ordinance. All noticing requirements, as described under public involvement findings for the Comprehensive Plan above, have been met.



### Factors to Address in Proposed Amendments

Comprehensive Plan Introduction: Plan Amendments 4. d.

35. Each factor listed has one or more corresponding implementation measures in the Comprehensive Plan. Findings above for Development Code Amendments apply the same to the Comprehensive Plan text amendments and address all applicable implementation measures.

### Conflicts with Metro Requirements

Comprehensive Plan Introduction: Plan Amendments 4. e.

36. The proposed text changes support state and Metro rules related to accessory dwelling units.



# Accessory Dwelling Unit (ADU) Code Amendments

Planning Commission Public Hearing

July 11, 2018

Presented by: Daniel Pauly AICP, Senior Planner

# Current Wilsonville ADU Policy

- Broad Allowance
  - All single-family dwellings on their own lots
  - Don't have restrictions common in other suburban jurisdictions
- Removing Potential Barriers
  - SDC Waivers



# Senate Bill 1051

- ORS 197.312 (5)(a) “A city with a population greater than 2,500 or a county with a population greater than 15,000 shall allow . . . at least one accessory dwelling unit for each detached single-family dwelling, subject to reasonable local regulations relating to siting and design.”



# Senate Bill 1051

- ORS 227.175 (4)(b)(A) “A city may not deny an application for a housing development located within the urban growth boundary if the development complies with clear and objective standards,”



# Code Review and Audit

- Reviewed by Legal and Planning Staff
- Code Audit performed by consultant paid for by Metro



# Notice and Publicity

- Notice mailed to all residential properties
- Notice posted and published in typical places
- Additional article in Spokesman
- Only 1 question received



# ADU Code Amendment Categories

- A. Ensure Compliance
- B. Further the Intent to Remove Barriers
- C. Increase Code Function and Clarity





## A. Ensure Compliance

1. Allowance per “detached dwelling” in addition to current per lot allowance
2. Remove subjective “similar architecture” language
3. Remove numeric limit for Canyon Creek Estates



## B. Further Intent

1. Allow for additional lot coverage for ADUs
2. Prohibit further private restrictions



## C. Increase Code Function & Clarity

1. Refine “Dwelling Unit” definitions
2. Add “Detached” and “Attached” definitions
3. Remove unnecessary duplicative language
4. Clarify accessory use and lot relationship
5. Update “Garage” definition
6. Define “Habitable Floor Area” and clarify what type of storage is counted in ADU floor area



## C. Increase Code Function & Clarity

7. Define “Short-Term Rental” and clarify allowance
8. Clarify ADUs included in lists of accessory buildings and structures
9. Simplify/Clarify ADU floor area language
10. Simplify ADU parking requirements
11. Clarify ADUs don’t count in density calculations
12. Remove unnecessary trash collection and fire access language



# Questions & Comments



**PLANNING COMMISSION  
WEDNESDAY, JULY 11, 2018  
6:00 P.M.**

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

Approved as  
presented at the  
August 8, 2018  
PC Meeting

**Minute Excerpt**

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**I. CALL TO ORDER - ROLL CALL**

Chair Jerry Greenfield called the meeting to order at 6:00 p.m. Those present:

Planning Commission: Jerry Greenfield, Eric Postma, Peter Hurley, and Ron Heberlein. Phyllis Millan and Kamran Mesbah arrived shortly after Roll Call. Simon Springall was absent.

City Staff: Chris Neamtzu, Amanda Guile-Hinman, Miranda Bateschell, Daniel Pauly, Mike McCarty, Nancy Kraushaar, Tod Blankenship and Erica Behler.

**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 June 13, 2018 Planning Commission minutes  
The June 13, 2018 Planning Commission minutes were accepted as presented.

**II. LEGISLATIVE HEARING**

- A. Basalt Creek Concept Plan (Bateschell)
- B. ADU Code Updates (Pauly)

Chair Greenfield opened the public hearing at 6:39 pm.

Daniel Pauly, Senior Planner, stated these Code updates on accessory dwelling units (ADUs) amended the Development Code, primarily, but also changed one paragraph in the Comprehensive Plan text. Attachment 6, the Legislative Compliance Findings, showed the proposed amendments were in compliance with State, Metro, and local regulations. He presented the ADU Code Updates via PowerPoint with the following comments:

- While Wilsonville allows ADUs and has supported their development, only about 10 ADUs have been developed. The City had a history of removing potential barriers to ADU development. For example, City Council adopted administrative policy that waived SDC fees for ADUs; otherwise many of the same costs associated with a full, single-family home would apply to these small structures.
- The primary reason for the proposed amendment was that the State of Oregon adopted new regulations that went into effect July 1, 2018, so time was of the essence to get make these changes so the City would be in compliance with State law, which now required the following:
  - Cities with populations greater than 2,500, such as Wilsonville, must allow at least one ADU for each detached single-family dwelling subject to reasonable local regulations relating to siting and design.
  - Reviews of housing must be based on clear and objective standards.

- The new State laws were reviewed by legal and planning Staff, who identified opportunities for changes as well as barriers to ADU development. Metro also provided a consultant to perform an independent audit of Wilsonville's Code that Staff also received and reviewed.
- Notice was mailed to all residential properties, posted in city-owned buildings, and published in the *Spokesman*. There was an additional article in the *Spokesman* this week. Prior to this hearing, Staff received one inquiry from a resident in the Canyon Creek Estates Subdivision, where ADUs were limited and that was no longer allowed. A Planning Commission work session was held in June and Staff also received input from City Council in a work session a couple of weeks ago.
- Daniel Pauly reviewed the proposed Code amendments, which fell into three categories, as well as the changes made to the amendments since the June work session, which were also provided in a red line copy at the dais.
  - Direct items to ensure compliance with State law.
    - Currently, ADUs were allowed per lot, but the State law was set up based on dwelling unit. Therefore, minor language changes and the removal of some language were needed to maintain consistency across all residential zones. Conceptually, there could be more than one primary dwelling unit on a single lot. Under State law, each dwelling would be entitled to an ADU.
    - Remove subjective "similar architecture" language. At this time, ADUs must substantially match the primary dwelling unit; therefore, ADUs had more architectural requirements than primary dwelling units, garages, or any other accessory building. The proposed Code changes limit neighborhood specific architectural review, including Villebois, Frog Pond, and Old Town, to the same design guidelines found to be clear and objective in previous actions to apply equally to all structures including ADUs. In areas without specific architectural requirements, the market would drive what architectural guidelines were acceptable.
      - Existing private CC&Rs that guide architecture would still apply.
      - Numeric limits would be removed from the Canyon Creek Subdivision. A Stage 2 Plan was adopted with an ADU limit that was later codified, but was not consistent with the new State law of allowing one ADU per dwelling unit.
  - Further the Intent to Remove Barriers.
    - Allow for additional lot coverage for ADUs. In certain zones, houses were built to the maximum lot coverage because developers wanted to take advantage of building the homes they could on those lots. In the prior edition discussed by the Commission, ADUs were exempt from lot coverage requirements, and now that had been modified and tailored zone by zone, where it made sense to allow additional lot coverage to remove this barrier.
      - Typically, ADUs could be up to 800 sq ft not to exceed a certain percentage in addition to the existing lot coverage. No more than 75 percent lot coverage was allowed anywhere in the city. Most developments with 75 percent lot coverage were in zones where houses were not typically built to maximum lot coverage, with a few exceptions, such as some smaller lots in Villebois, because there was not really room to do an addition.
    - Private restrictions, like CC&Rs, would not be changed, nor did State law require prohibition; however, the City could encourage ADUs by prohibiting further private restrictions. Since the last work session, the only change had been moving the date up from late October to early September based on when the amendments were likely to be adopted. Any plat that came in after September 5<sup>th</sup> would be required to note that ADUs were allowed in the subdivision.
  - Increase Code Function and Clarity. The Code amendments necessary to ensure compliance with State law resulted in the need to make further amendments and additions for clarity and to increase the Code's function. Those language changes involved the following:
    - All the definitions of "dwelling unit" were amended to be consistent and work together. Since the work session, the definition of cluster housing was modified to be consistent with the other language. The definition of duplex was modified to be consistent with other jurisdictions and

provide a common understanding that a duplex was an attached unit, so, two, full dwelling units could not be located on the same lot; the lot would have to be partitioned.

- ADUs would not be allowed with an attached duplex, but two attached units on separate lots could have ADUs. The definitions of detached and attached dwelling units were reworked, and Staff believed the new language added clarity that should be useful when applying the standards over the years.
- A lot of duplicative language that had crept in over the years had been removed.
- The relationship between an accessory use and the lot was clarified. An ADU must be on the same lot, which seemed obvious but the Code language needed some tweaking.
- The garage definition was updated. One type of ADU was a combination garage/ADU, so the definition now accommodated that possibility.
  - Over the years, customers have asked whether certain storage areas count as part of an ADU. Staff defined habitable floor area and clarified what type of storage counted. Essentially, if the storage area could be accessed from the interior of the unit, it counted toward the ADU floor area. An attached garden shed accessed only from the outside would not count, nor would an attached garage.
- Short-term rentals come up around ADUs because that was one reason someone might build one. What was currently allowed would not change, but the new amendments acknowledged that short-term rentals exist in the community and must be discussed in the Code.
  - Short-term rentals were defined and clarifying language was added as to when they would be allowed. Short-term rentals were defined as a home occupation, which is allowed in residential zones. If one room was rented out and the operator lived on site, it would be considered a home occupation. If the entire home was rented out and no operator lived on site, it would be a home business that required additional review as a conditional use permit.
  - Since the work session, a clarification was added that only one renter, tenant, or party would be allowed in a short-term rental at a time. Language was also added to further clarify the current definitions of bed and breakfasts, hotels, and motels.
- Currently, the Code required ADU parking to be on site or it may be on the street within 100 feet, which was unclear. The new recommendation required onsite parking unless it could be shown that at least 45 feet of street frontage, enough for two parallel parking spaces, was available directly adjacent to the site and not already claimed as required parking for another land use approval. The language also ensured no special exemptions existed, so that the same parking standards applied in all zones where ADUs were allowed.
- As suggested by the Commission, language was added to the density table in the PDR Zones to clarify that ADUs did not count toward density calculations.
- Also since the work session, slight Code language modifications were made regarding the Residential Agricultural Holding (RA-H) and the Frog Pond Residential Neighborhood (RN) Zones regarding the allowance of ADUs for each detached unit or single-family dwelling to ensure consistency with the rest of the residential zones.
- The proposed Code amendments also added a Comprehensive Plan text amendment to create consistency between the Comprehensive Plan and the Development Code.

Chair Greenfield called for public comment on the ADU Code Updates. Seeing none, he called for comments and questions from the Commissioners. He noted that unlike the previous hearing matter, the Commission had less opportunity for input on this subject since the ADU issue had been driven by very abrupt legislative pressure. He believed some substantial questions needed to be addressed.

Commissioner Hurley:

- Noted that in regards to further intent to remove barriers, adding language for not including ADUs in lot coverage and preventing future deed restrictions was discussed at the last Planning Commission meeting.



He asked if the Senate Bill did or did not require those, or if Wilsonville was looking to do those things separately.

- Amanda Guile-Hinman, Assistant City Attorney, replied that DLCD and Metro indicated that lot coverage was specifically called out as a barrier, which was why Staff tackled those issues. Deed restrictions were less of an indication from the State and Metro and more of a Staff recommendation because it fit in with the general theme of eliminating barriers.
- Mr. Pauly added that restrictions needed to be considered reasonable. Existing lot coverage requirements almost seemed unreasonable because they essentially disallowed ADUs for many properties. Staff recommended the prohibition of new deed restrictions to further City Council's consistent desire to encourage the development of ADUs as a valid way to address housing issues, which was something they wanted to continue to encourage over the years.
- Referenced prior conversations regarding lot coverage percentages and Staff's reference to market demands and what a builder might do to maximize lot coverage to what is allowed in the Code. He believed what a developer might have done in the past and what the State legislature was requiring currently and in the future were mutually exclusive. The City put restrictions on a developer in the beginning when they came to build in Wilsonville, and the State was saying something would be different in the future. But, the City was not compelled to change lot coverage requirements, as he saw it in the Senate Bill. He believed changing those requirements for lots that had already met their lot coverage would be inappropriate because existing development was built under previous restrictions. He did not believe the City should change its rules on lot coverage for everyone in the city just because the State said to do so. If someone still happened to have lot coverage available, then they were playing by the rules that were set up before.
- Taking that one step further, Frog Pond was yet to be developed, so if the City decided to prevent new development from restricting ADUs, the City should revisit the Frog Pond Plan densities before it developed given that the State and the City were requiring that ADUs be allowed in that neighborhood, which would completely change the housing mix.
- Additionally, he did not believe it was appropriate to exclude ADUs from the City's densities. Taking the lot coverage changes out to their full extent changed the density and housing stock of Wilsonville dramatically, which was why Portland drove this. He was not sure Wilsonville wanted to do that. Additionally, those further intent portions of the Code amendments were not necessary to meet the State's requirements.

Commissioner Millan said she understood Commissioner Hurley wanted to reconsider Frog Pond, but she was not sure how that related to these Code changes. A master plan and density were approved for Frog Pond and these Code amendments could potentially change that, but she did not know what Commissioner Hurley was asking about this Code.

Commissioner Hurley:

- Explained that there were lots that were currently built to 100 percent of the allowed lot coverage area. Prior to these amendments, those lots could not build ADUs. The Code amendments would allow those lots and all lots to build ADUs. While 800 square feet was not very big, a three-story townhouse in Villebois with a postage stamp sized backyard and 100 percent lot coverage could build a three-story, 200 square foot per floor ADU.
- Mr. Pauly clarified that was already allowed under the existing Codes for lots that were not built out to their maximum lot coverage limits. He confirmed that currently, a property could not exceed the lot coverage area, but any of those same lots could do a garage conversion or convert the upstairs to an ADU.
- Confirmed that currently, an ADU could not be built in Villebois on a postage stamp sized lot if the full buildable lot coverage area had already been met.  
Mr. Pauly noted the table in the Code and added these amendments would not change such Villebois situations. He clarified the proposed amendments would not allow a three-story, 750 square foot ADU to be built.

- Noted the Code amendments stated the buildable percentage of a lot was not to be included for ADUs.
  - Mr. Pauly explained that was in a prior edition. The existing proposal was zone by zone. Much of the city would not change. Lot coverages in the single-family areas of the city, PDRs 4, 5, 6, and 7, would remain at 75 percent. Currently, the small lots in the Village Zone were allowed lot coverage up to 85 percent and Staff recommended that be lowered to 75 percent for consistency with the maximum throughout the city.

Commissioner Postma:

- Said he did not want to get bogged down with Villebois examples. He mentioned his concerns last time and wanted to make sure his point was understood. Commissioner Hurly was speaking in terms of what he could build at a moment in time. He was concerned that people who have purchased larger lots in certain neighborhoods, like Meadows, have accepted lot coverage impacts on their ability to build an ADU, and they know their neighbor could not build an ADU. This defined the neighborhood they chose to live in. He was concerned that the Code amendments would change the definition of every neighborhood in Wilsonville. He was not sure he agreed that the legislature has required the City to make that change because the Code provision stated the changes were subject to reasonable local regulations relating to siting and design. If the City had a 50 percent lot coverage, wasn't that an objective regulation regarding siting?
  - Mr. Pauly responded it was objective, but it was also important to understand that in his experience, people do not conceptualize lot coverage very well when they think about light and air on their lot, but they do understand the impacts of setbacks to a greater extent.
- Responded that he believed people did understand lot coverage conceptually, but not technically. People know what their neighborhood looks like and the proposed amendment would change how the neighborhoods look.
- Said he did not believe the statute really required the City change lot coverages as proposed by Staff. The Code review and a third party's indication that existing requirements were overly restrictive did not match the statutory language at all. The statute stated that the City was allowed to have objective regulations relating to siting and design. The Commission was saying the proposed changes might be too restrictive. At first, this seemed to be a technical requirement; but now they were trying to meet the intent. There was a notion of broad encouragement of ADUs but, the City also had a history of specifically defined lot coverage requirements and he was not comfortable changing those everywhere. Everybody who purchased a lot in Wilsonville had a reasonable expectation of what their neighborhood would look like. The City was changing that. His reading of the statute indicated the City was not required to do that. He was not comfortable with any lot coverage changes.
  - Mr. Pauly explained that the truth tested the lot coverage recommendations on lots throughout the city. He asked the Planning Commission to consider that many of these lots already have the lot coverage to build ADUs currently, and under the new Code amendments.
- Interjected that seemed to be what the legislature intended. If a lot met all of the other requirements of the City, a property owner should be able to build an ADU.
  - Mr. Pauly continued that there were also a number of lots that could maintain the character of the community because homeowners do not understand the lot coverage restrictions. The recommended changes would level the playing field. Wilsonville's history indicated there would not be a huge onslaught of ADUs as a result of these Code amendments. The proposed changes remove barriers so that someone who was interested would have the opportunity to use their land in a way that benefitted them, benefitted someone else, and had limited impacts on the community. ADUs have been found to have limited impacts on the community.
- Said the recommendation was based on the fact that it might be okay.

Chair Greenfield stated the historical argument was weakened by recent pressure building nationally for higher densities. What really mattered was what the City could expect in the future.

## Commissioner Hurley:

- Said along the line of the example Mr. Pauly gave, where someone wanted to do an addition but were already at maximum lot coverage. If the addition was a larger family room, not an ADU, it could not be done. He cited Section 124.3. (.04) F on Page 27 of 54 of the Staff report, noting in PDR3, lot coverage was currently at 50 percent for lots containing less than 7,000 square feet, 45 percent for lots containing between 7,000 and 8,000 square feet, and 40 percent for lots containing more than 8,000 square feet. The new requirements would add an additional 800 square feet allowed for an ADU. This could result in up to 65 percent lot coverage. He confirmed that a property owner could add an ADU, but not a small addition to their home, and explained that was the problem. Wilsonville had already said it did not want lots to have any more than the stated lot percentage coverages. Now, the City was saying property owners could not build much more of a house, but the City would change the playing field if they wanted to build an apartment in the back and rent it out as an Airbnb. He suggested the percentages remain the same across the entire city, and those with lot coverage left could either expand their home or build an ADU.
- He understood the only exemptions were where CC&Rs currently exist for a current development. He believed the Code amendments opened Pandora's Box for Frog Pond, a development that had not even started yet, because now there were new rules to play by.
  - Mr. Pauly reminded that ADUs were currently allowed in Frog Pond and the lot coverages were fairly high.
- Responded that a developer could put deed restrictions in the CC&Rs on all the homes, which would not be the case today.
  - Mr. Pauly said that was not likely. He did not see many developers putting ADU restrictions on homes today.
- Stated likely or not, the future could not be predicted. Wilsonville looked a lot different than it did when it started in the 1970s. There were no longer a lot of trailer parks.
  - Mr. Pauly continued that based on Council goals, the implications needed to be carefully considered balancing NIMBY concerns with needed housing and providing housing for changing demographics—single and two person households—while allowing homeowners to better afford having a home.
- Interjected that was all made up by Portland because their planning division wanted this and even began talking about it 30 years ago when he worked there. The whole country has said it has a housing crunch.
  - Mr. Pauly asked if Commissioner Hurley was saying that there were no one- and two-person households that could afford to live in Wilsonville.
- Replied it was economics. He did not want to change the rules for the people who live in Wilsonville and the Commission, who are unpaid citizens who live here, was tasked with doing what was in the best interest of the city. The City had to play by the State's rules, but the added in pieces were different.
  - Ms. Guile-Hinman clarified that City Council's policy since 2009 has been to remove barriers and they were concerned that there were only 10 ADUs in Wilsonville. City Council wanted to know how to obtain more ADUs. However, if the majority of the Commission wanted to recommend that City Council remove the increased lot coverage requirements, Staff would take that to Council.

Commissioner Heberlein said he was involved in the Frog Pond planning and if housing affordability was really such a grave concern, then Frog Pond West would not have been set up as a very expensive neighborhood with large lots. It would have been small lots for multi-family units. There would have been a significant number of more homes available to support that. He did not believe it made sense to make large lot homes that have the option to build ADUs, but not the option to have a larger home. He was confused as to how in a brand new development, the City could say you could have a maximum lot coverage to build a home on an 8,000 square foot lot or larger, but if you want to add an ADU, you can have a 4,000 square foot home and an 800 square foot ADU without any problems.

- Mr. Pauly responded there was a lot of political pressure in the adoption of Frog Pond from existing homeowners to keep expensive homes in the area, especially on the east side. However, there was some interest and pressure for more affordable units.

Commissioner Hurley:

- Corrected that no one asked for expensive homes; the issue was density. The apartments right up the road were extremely expensive. It was not about expense, but density.
  - Mr. Pauly responded that obviously in the marketplace, density and expense were related.
- Noted that was never stated in Frog Pond, which needed clarified.

Commissioner Postma:

- Agreed that there was a lot of political pressure and many comments from the community about the density. The Commission had followed through with what the community wanted for density in Frog Pond, but now the City was taking a different turn. That's what bothered him. The Commission got a pretty good indication in the Frog Pond process that the citizens wanted the City to be careful with density. Now, the City was playing fast and loose with density, which was a concern.
  - Mr. Pauly said he challenged the notion that a five-bedroom house and a four-bedroom house with an ADU would have the same density. That was why SDCs were waived.
- Suggested talking about indirect effects. Would an ADU put more cars on the road versus an additional bedroom in an existing house?
  - Mr. Pauly responded maybe or maybe not.

Commissioner Heberlein believed ADUs could potentially add a lot of cars parked on the neighborhood streets. On a day-to-day basis in a neighborhood with the potential to have a large or small home, an ADU would potentially add additional cars on the curb by increasing maximum lot coverage that would not necessarily exist in a normal situation. He had heard from people in his neighborhood who shared this concern. An ADU would not fit in his neighborhood. He could not see it occurring with setbacks and everything else. His neighborhood already had concerns, so that would be a concern for other neighborhoods as well. Wilsonville was a community for families and the more cars parked on the street, the harder it is to see kids, which was a challenge for him.

Commissioner Mesbah:

- Commented that the back and forth conversation has put Staff in the position of defending ADUs. He believed Staff should be asked to explain how the proposal provided clear and objective standards. It was not Staff's place to defend ADUs; they were experts tasked with helping the Commission adopt and recommend standards that the State has required. It was unfair for the Commission to put Mr. Pauly in a position where he must defend his position.
  - Mr. Pauly clarified that he was not providing his personal opinion. Adopted City policies encourage ADUs and City Council's goal was to address housing issues. He was trying to help the Commission understand those perspectives, not advocating for anything.
  - Ms. Guile-Hinman added that much of the back and forth discussion had been about an unanswered legal question regarding what was considered reasonable siting and design. Mr. Pauly had unfortunately been defending a legal department analysis on behalf of the City. Staff's job was to say that the number one barrier currently identified for ADUs was lot coverage. That was why Staff did not concede on setbacks, but did a bit on lot coverage. Staff also negotiated the percentages that they had recommended.
- Suggested Staff refrain from defending the legal analysis. He believed what he heard the other Commissioners saying was that the City could lose the other objective standards that the City has adopted for its neighborhoods by changing the lot coverages. The amendments did not address the character of the neighborhood; unless it is an issue.
- Referencing a change in neighborhood character, he did not see a table that said, "current proposed: no change." If the proposed standards clearly show that people's concerns were not really concerns because they were taken care of, that would address the issues. Going back and forth was not making this any clearer. He supported ADUs and the reason behind them. In very upscale neighborhoods, an ADU could be

the caretaker's cottage. That was the kind of flexibility the Commission was providing for property owners but, as Commissioner Postma stated, they did not want to ruin it for the neighbors either, and that had not been addressed to his satisfaction.

Commissioner Heberlein:

- Asked what other cities had done. Had any other cities in the area already adopted Code changes?
  - Ms. Guile-Hinman stated other cities involved in the process were on the same timeline as Wilsonville and were in the adoption process. No one said they would be able to have Codes adopted by July 1<sup>st</sup>.
- Noted one thing the Commission had not yet looked at was what everyone else was doing. Was Wilsonville doing something drastically different? Was everyone else taking a different legal interpretation? It felt like if there wasn't an increase in lot coverage, most of the concerns would go away. If a property owner had the ability to build because the house did not meet the maximum lot coverage, then they could build an ADU. Otherwise, it would come down to what was built in the past, what would be built in the future, and what demand really showed. It seemed like Wilsonville was being conservative in the methodology. He did not fault Mr. Pauly for that; he did a good job working within the constraints he was given. He personally struggled to see why the City needed to add an exclusion to increase lot coverage for ADUs.

Chair Greenfield stated that for him, the issue hinged on the definition of reasonable. It seemed that unreasonable barriers should be subject to being relaxed. Some barriers were reasonable and they existed because when the Code was initially done, those reasons were taken into account. A blanket relaxation of lot coverage restrictions would not take account of real differences that existed. He was personally in favor of revisiting that language.

Commissioner Mesbah noted it was mentioned that if a homeowner could not expand then they should not be able to build an ADU either. To him, those were two different issues. The policy was not trying to provide incentives for McMansions, but was trying to provide an incentive for a second unit that potentially houses a single person who would otherwise take a full lot. There was an efficiency in the policy that did not go to the business of building a bigger house, incentives were not necessary for that. It needed to be smoothed out so it fit in the work that had been done so far to create neighborhood character.

Commissioner Millan added that the lot coverages were designed for a reason; it was not just a made up number. Logic was applied to what the area would look like and what it could support, both in terms of traffic and housing. She emphasized the traffic because it was continuously seen as an issue. Adding another unit without taking lot coverage into consideration would change the character of the area.

Chair Greenfield said he believed the issue was different for established neighborhoods, especially those with generous lot sizes, than it was for Frog Pond, which the City was currently in the process of crystalizing. The planning for Frog Pond was made with some substantial compromises as far as the Commission was concerned. He believed the community also felt compromises were made. Those compromises were made with some assumptions that were now challenged by the new State requirements, which could have resulted in a different calculus when Frog Pond's lot sized were being considered. That troubled him. It was almost like a bait and switch. He regretted that the Commission could not have had this requirement in front of them as they did that initial planning. But at this point, to provide reasons to build in a way the Commission considered undesirable when Frog Pond was being planned seemed to be inconsistent and uncomfortable. The City needed to accommodate the possibility of ADUs where they were reasonable, useful, and could contribute to the growth and character of the community. As a personal note, he wished his daughter had room on her lot in Denver to build an ADU where he could retire. He had lived in an ADU in Salem many years ago and he believed there was a place for them in Wilsonville and that making ADUs available would add to Wilsonville's overall attractiveness. That was not to say the City should incentivize where they did not make much sense.

Commissioner Heberlein:

- Recalled Mr. Pauly had stated he had examples of what an ADU would look like on various sized lots.
  - Mr. Pauly said yes and explained that Councilor Akervall had asked for assistance visualizing what an ADU would look like on different sized lots, so he had prepared some quick sketches.
- Said he was interested in seeing them. He struggled with looking at Frog Pond, R-7, and the feasibility of actually being able to site an ADU on a 6,000 square foot lot or on an R-5 4,000 square foot lot. The City was saying it was allowed. He was not sure what that would really look like. Frog Pond was a challenge because it had not yet been developed. He understood the concerns of putting all the work together and now there was an opportunity for that to change. He was curious to see what was feasible on those lots.

Chris Neamtzu said that Staff had heard the Commission loud and clear. He suggested the Commission move on to the next point for the sake of moving the meeting forward.

Chair Greenfield:

- Stated the Commission had been concentrating on the term siting in the text, but it was coupled with “and design”. His concern with the draft as written had to do with design, particularly with the stipulation that design that was not clear and objective would not be permitted. What did clear and objective mean? Would conformance to a pattern book be considered compliance with clear and objective standards?
  - Mr. Pauly responded that Staff had found and DLCD had accepted the City’s adoption of a number of ordinances that have used pattern books in Villebois and Old Town as clear and objective.
- Said a pattern book provided a selection of housing designs, but they were not designs that had to be slavishly copied in order to be accepted. They had to be substantially similar to the illustrations or designs, but did not have to be exact. The language used was substantially similar and it seemed to him that would be sufficiently compliant with clear and objective standards, particularly if it was interpreted by a standard board like the Development Review Board (DRB), which determines whether a particular design was substantially similar or met expectations. That was not clear and objective in the sense that every detail must be identical. Similar was not identical; they were quite different concepts. It seemed to him that the State could not require any more than substantially similar to a standard as a measure of clear and objective.
- Noted the guidance document dated March 9<sup>th</sup> from DLCD included in the Staff report stated, “Any design standards required of ADUs must be clear and objective.” The document referred to the ORS and continued, “Clear and objective standards do not contain words like compatible or character.” Presumably, clear and objective standards would also not allow for the term substantially similar. He respectfully disagreed because he believed it was an absurd position. With the exception of ADUs in historic districts, DLCD did not recommend any special design standards for ADUs. Requirements that ADUs match materials, roof pitch, windows, etc. of the primary dwelling could create additional barriers. Wilsonville was not recommending or proposing any special design standards for ADUs, just more general similarities with regard to style. He came from a design background and understood design style, which was a very difficult concept to pin down. He could recognize style when he saw it, but could not pin down the style exactly in a way that seemed to meet the definition of clear and objective in DLCD’s document. The document also indicated that requiring ADUs to match the primary dwelling could backfire if the design and materials of the proposed ADU would have been of superior quality to those of the primary dwelling. He believed that set up a straw man, that it was unlikely, and that it could be prevented by Code.
- Stated he was uncomfortable with the notion of striking the language “substantially the same exterior design and architecture.” If Wilsonville did not have some kind of standard, he could imagine a hodge podge that would embarrass the community. The City went through a lengthy process with Old Town where the concerns were very specific and deeply seated. The look of the community needed to be respected by new construction. He had the same concern to a lesser extent to the whole of Wilsonville. He would hate to see a shed thrown up on a lot or attached to a house that had no relationship to the character or quality of the house. This would decrease property values. Wilsonville needs some way to limit that likelihood.

- Mr. Pauly clarified that currently garages and sheds could be built without any architectural guidelines.
- Confirmed he was talking about dwelling units and new construction.
  - Mr. Pauly explained the idea was that ADUs would fall under same design standards as any other structure on the property, and that this would apply in every zone. These Code amendments would remove a situation where the ADU would have more strict design guidelines than the primary dwelling unit, a garage, a shed, or any other outbuilding. In Old Town, Villebois, and Frog Pond, the design guidelines would continue to apply. Much of the city also has CC&Rs that would guide architecture and are subject to review.
- Said the language did not talk about more stringent; it talked about substantially similar.
  - Mr. Pauly agreed that could be a challenge. The idea was that a planner should not make the decision about what was considered substantially similar. There might be differing opinions about whether that meant the roof pitch should be the same or that the same roofing materials or colors should be used. Buildings could be compatible without being the same.
- Noted that actually, those concerns could be addressed in Code. If someone were currently contemplating an ADU, what application would need to be made to the City?
  - Mr. Pauly explained that ADUs were a Class 1 Review, which was administrative. Currently, the legal department's opinion was that the substantially similar language was too broad for a planner to make an administrative clear and objective decision.
- Added the City had a provision for taking it out of that path and steering it through a board to make a decision if it was not something an official should handle. He was not suggesting that. What the City was doing elsewhere with pattern books and the form-based Code approach was intended to come as close to clear and objective, without requiring subjective judgements to be made. It would be ideal if Wilsonville could do something to take account of the many architectural styles in the city to provide a pattern book; though it would be very complex.
- Sought acknowledgement of a principle that did not require pages and pages of pictures that must be complied with in order to be acceptable. He wanted to allow sensible judgement about what would be considered a consistent look in a neighborhood and the primary dwelling. Consistency with the primary dwelling would be the most important thing, even though primary dwellings were not necessarily consistent with each other. Codes prohibit too close similarity and proximity. He wanted something that had a little bit more room for stylistic sensibility than dropping the phrase "substantially similar" altogether.
  - Mr. Pauly said that was understandable, but one could put a dwelling unit next to it that did not match. A cargo container could be the primary dwelling unit in a single-family zone.
- Stated not if the City said it had to be substantially similar. A Frank Lloyd Wright style house next to a Neo Victorian would not fly because they were not substantially similar.
  - Mr. Pauly clarified that he was saying if they were on separate lots. Anything could be done on a vacant lot.
- Explained the Commission was not interfering with that. He had never heard a proposal that the Commission interfere with that kind of thing in established neighborhoods, but it was considered when establishing new neighborhoods. The design of Wilsonville could not be rewritten.

Commissioner Postma asked if the Commission could address that issue by way of standards that would be clear and objective under the requirements of the regulations in the statute.

- Ms. Guile-Hinman responded yes and explained that Portland said ADUs either had to meet the neighborhood standards or comply with requirements for things like roof pitch and window types. This was similar to what the City did in Old Town.

Chair Greenfield said the Commission's approach to Old Town was to codify the concern he was talking about.

- Ms. Guile-Hinman added one risk to that would be a potential conflict with the statute. Some neighborhoods did not have any design standard requirements and the statute prohibited putting requirements on ADUs that the primary dwelling did not already have.

Commissioner Postma understood that realistically, the City would have to go back and make clear and objective standards that were universally acceptable in the entirety of the neighborhood for primary residents.

- Mr. Pauly said that would make sense; the issue was having stricter guidelines for ADUs.

Chair Greenfield said he did not understand why requiring the ADU to be like the house or match the neighborhood was a stricter guideline. It seemed perfectly reasonable to require ADUs to have some resemblance and stylistic relationship to the house.

Commissioner Postma asked how that could be done objectively. The City needed to provide objective standards that directed property owners toward making ADUs match the primary dwelling. He agreed with Chair Greenfield, but the statute required the City to provide clear and objective standards. The word substantial was subjective and he did not know how to get around the statutory requirement.

Commissioner Millan said she would like the Code to say ADUs had to look substantially similar, but that would not be concrete. She had heard Staff say the Commission could put in some standards. She was looking at more humane things in terms of a certain amount of windows, that the living space be acceptable, and that it look like an acceptable place to live. She wanted ADUs to be something someone would feel okay about living in and be proud of. She wanted the Code to include language that would maintain a good level of public safety.

- Mr. Pauly responded that the building, fire, and safety Codes were clear and objective. How nice a building looked was a matter of taste.

Commissioner Hurley stated that for neighborhoods with design standards, the ADU requirements could be in relation to the existing home. For example, roof pitch could be either greater or less than 10 percent of the existing home. The Code could effectively create a dollhouse version of the main house by extrapolating similarities from the existing home.

- Mr. Pauly agreed those types of requirements could be clear and objective. Saying something must be exactly like another could double costs, but allowing for ranges could work much better.

Chair Greenfield said he argued against requiring that ADUs be exactly like the home. He would also argue against ADUs simply being a percentage of the other building. He believed Commissioner Hurley's proposal would be wonderful, but he did not see how it could be done by July 1<sup>st</sup>.

Commissioner Hurley confirmed he was inferring that although people have different architectural style preferences, they were all considered great; however, they might not all be appropriate for the same homeowner.

Chair Greenfield added he would like to leave more wiggle room than there would be by striking every occurrence of the language "must be of substantially the same exterior design"; just striking that without replacing it with anything else would leave the door too wide open.

- Ms. Guile-Hinman stated Staff would need to do more research to determine the feasibility and to consider a clear and objective standard that would apply to all ADUs not subject to other regulations versus a clear and objective standard tied to the particular primary dwelling.
- Mr. Pauly added it was always a trick to keep the clear and objective standards simple.

Chair Greenfield asked if there was room to craft the language further.

- Mr. Neamtzu asked if a map showing the extent of protection would be helpful to the Commission. He recommended the Commission pass the basis of fundamental compliance portion of the package and direct Staff to come back with add on pieces. It would go to the bottom of the Work Program and Staff would take it up when time allowed. He believed Charbonneau would be largely protected. Meadows and Courtside Estates would not be protected.



- Mr. Pauly added Serene Acres off of Montebello. Several areas had lot sizes that would lend themselves to ADUs, although the City had not seen any ADU development. The City had received one inquiry about setback issues off of Montebello.

Mr. Neamtzu asked if the Commission really wanted ADUs to match homes in areas where T1-11 horizontal siding was being used. He was apprehensive about trying to design ADUs because they were fluid. People want to make a creative imprint when it comes to putting an ADU on their property. They usually exist in back yards where they could not be seen, so he did not believe they created a huge visual impact. However, that could be an issue for a neighbor who had to look at a container in a side yard.

Commissioner Heberlein said that was his concern. He lived on a 6,000 square foot lot and could not imagine seeing a container sitting in the back. He did not want the Commission to rush these Code amendments. He did not believe there were any financial penalties if the City failed to comply. He recommended the Commission take time to do this right.

- Ms. Guile-Hinman explained that the statute was effective July 1<sup>st</sup>. At the audit, the DLCDC representative informed Staff that most cities were in the same position as Wilsonville and could not meet the deadline. DLCDC recommended the City notice the first public hearing by July 1<sup>st</sup> and Wilsonville did meet that deadline. She recommended a motion to continue, keep the record open, and the public hearing closed. Staff would try to come back with a better justification, to the extent Staff felt compelled to continue with the recommendations despite the feedback.
- Ms. Bateschell added that during the audit, Staff heard that the language of substantially similar could remain as long as there was a clear and objective path for people to take. Mr. Pauly mentioned knowing the general character of those neighborhoods and how to outline some clear and objective criteria for design standards that would essentially be compatible with those neighborhoods. The City might be able to provide one or more clear and objective paths.

Chair Greenfield recommended Staff call attention to the language in the legislation. Section 5, Subsection 6 of the Senate Bill stated, "In addition to an approval process for needed housing based on clear and objective standards, conditions, and procedures as provided in Subsection 4 of this section, a local government may adopt and apply an alternative approval process for applications and permits for residential development based on approval criteria regulating in whole or in part appearance or aesthetics that are not clear and objective if "A) the applicant retains the option of proceeding under the approval process that meets the requirements of Subsection 4," which meant that they were not under unreasonable cost or delay. That was easily avoided. "B) The approval criteria for the alternative approval process complies with applicable standards of land use planning and rules." He was reading from the Senate Bill. It seemed there was an opening to do alternatives rather than simply dropping the language.

- Mr. Pauly noted that was exactly what the City did in Old Town. There was a clear and objective pattern book and applicants still had the option to go to DRB.
- Noted it was cumbersome, time consuming, and a terrible imposition on Staff. He recommended a placeholder be inserted to pass the amendments on to Council and ensure compliance with the spirit of the State's requirements. The Commission was still wrestling with issues of concern related to the quality of the town.

Mr. Pauly asked if there were more thoughts or direction on lot coverage.

Commissioner Postma:

- Noted the Commission had discussed the prohibition on private restrictions, and he was not a big fan. There were two issues. He did not like saying the City had to remove any restrictions. There were two sections, but he referenced Section C(1) on Page 15 of 54, noting there was no C(2), so why have a C(1). First, he took issue with saying that property owners and new neighborhoods could not have restrictions. However, he was more concerned with the second part that said, "The allowances for ADU use shall be

acknowledged in clear language on the plat or other document recorded with the plat to which the plat is subject.” He asked why the City jumped from the statute all the way forward to requiring that developers must actually acknowledge that ADUs could be built. Wilsonville allowed ADUs and did not demand that language be included that ADUs would never be restricted. He did not understand the reason for that additional step.

- Mr. Pauly explained that sometimes the language in CC&Rs must be crystal clear and that was the concept behind the requirement.
- Reiterated he did not like the restriction against it. The City was not allowed to have restrictions, but they were taking the next step and saying that the land owners could not have restrictions. He did not believe the statute required that. He inquired if others questioned whether those sections should be included.

Commissioner Hurley said he brought that up in his comments earlier. Putting future restrictions on future developments would not be appropriate. He also asked why ADUs would not be included in density counts.

Commissioner Postma explained that could not be done because the statute stated ADUs must be allowed per dwelling unit. Including ADUs in the density calculation would prohibit allowing an ADU per dwelling unit. It was not possible to follow the statute and still count ADUs towards density.

- Mr. Pauly added that including ADUs in density counts would double the density, which would not be allowed under all the other rules.

Commissioner Heberlein understood Commissioner Postma’s concern was that clear language had to be on the plat or other document that allowed ADUs, not the fact that they could be prohibited.

Commissioner Postma said he was most concerned with the sentence that said the City must clearly acknowledge that ADUs were allowed. However, he would like to see both sentences go away. He did not see the need for the City to tell private land owners what they could and could not indicate in CC&Rs, HOAs, etc.

Commissioner Hurley clarified he was not against ADUs, it was the changing of the ball game. It might behoove a developer in Frog Pond to build the houses in such a manner that allowing a homeowner to build an ADU could be a huge selling point. Another subdivision in Frog Pond could have deed restrictions. Who was to say which is positive or negative? People have different desires for the neighborhoods they want to move into.

Commissioner Postma said the legislature did not, but could have said that deed restrictions were not allowed. There was some voting on the no side of this that changed during the course of the bill process, but he did not know what was traded off. He was always taught that if the legislature did not say something, that also meant something.

Commissioner Mesbah stated if ADUs were prohibited, people would look at the proposed subdivision and assume ADUs could be added. He wondered if that would backfire because the City would end up creating less density just because it would increase with ADUs that could not be stopped. Restricting ADUs could have unintended consequences.

- Mr. Pauly responded that he could see that discussion happening.

Chair Greenfield said the City was under duress for time to deliver a document to Council. He asked what could be done to leave future consideration available to the Commission.

Commissioner Postma asked if the City was really under duress.

- Ms. Guile-Hinman believed the Commission just needed to move to continue this to a date certain.
- Mr. Neamtzu explained that Staff did not want to have to notice 5,000 properties again. He believed Ms. Guile-Hinman’s recommendation was the most prudent at this point.

Chair Greenfield closed the public testimony portion of the hearing.

**Commissioner Postma moved to continue the legislative hearing on Resolution No. LP18-0006, ADU Code Updates to a date to be determined by Staff. The motion was seconded by Commissioner Mesbah and passed unanimously.**

Mr. Pauly confirmed he would create some additional examples of potential ADU lot coverage scenarios and send them to the Commissioners.

Chair Greenfield called for a brief recess at 8:29 pm and reconvened the meeting at 8:33 pm.

**III. WORK SESSION**

- A. Boones Ferry Park Master Plan (McCarty)

**IV. OTHER BUSINESS**

- A. 2018 Planning Commission Work Program
- B. Annual Housing Report

There were no comments.

**V. INFORMATIONAL**

There were no comments.

**VI. ADJOURNMENT**

Chair Greenfield adjourned the regular meeting of the Wilsonville Planning Commission at 9:10 p.m.

Respectfully submitted,

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

**AFFIDAVIT OF MAILING AND POSTING NOTICE OF  
PUBLIC HEARING IN THE CITY OF WILSONVILLE**

STATE OF OREGON )

COUNTIES OF CLACKAMAS )  
AND WASHINGTON )

CITY OF WILSONVILLE )

I, Shelley L. White, do hereby certify that I am Administrative Assistant for the City of Wilsonville, Counties of Clackamas and Washington, State of Oregon, that the attached copy of Notice of Public Hearing is a true copy of the original notice; that on June 20, 2018, I did cause to be mailed copies of such notice of said public hearing in the exact form hereto attached to the following property owners:

See Attached List

Also notice was posted at the following locations:

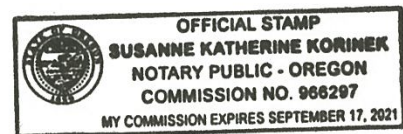
- City Hall, 29799 SW Town Center Loop, East, Wilsonville OR 97070
- Wilsonville Community Center, 7965 SW Wilsonville Road, Wilsonville, OR 97070
- Library, 8200 SW Wilsonville Road, Wilsonville OR 97070
- City of Wilsonville Web Site

Witness my hand this 13<sup>th</sup> day of September 2018

Shelley White  
Shelley White, Administrative Assistant

Acknowledged before me this 13<sup>th</sup> day of September 2018

Susanne Katherine Korinek  
NOTARY PUBLIC STATE OF OREGON



## NOTICE OF LEGISLATIVE PUBLIC HEARING BEFORE THE PLANNING COMMISSION:

### ADU Code Update LP18-0006



#### Planning Commission:

On **Wednesday, July 11, 2018, beginning at 6:00p.m.**, the Wilsonville Planning Commission will hold a public hearing considering whether to recommend adoption of the **Accessory Dwelling Unit (ADU) Code Update (LP18-0006)** to the City Council. No additional mailed notice will be sent to you unless you either:

- Submit testimony or sign in at the Planning Commission hearing, or
- Submit a request, in writing or by telephone, to the Planning Division.

#### City Council:

The Wilsonville City Council is scheduled to hold a public hearing on the **ADU Code Update (LP18-0006)** on **August 6, 2018, at 7:00p.m.** after which it may make the final decision.

**Oregon state law ORS 227.186.** The City has not determined how or if this particular proposal will reduce or otherwise impact either the value or use of properties within Wilsonville. Any changes to permitted land uses may reduce or increase property values, depending on various factors. A written notice has been mailed to potentially impacted properties owners, as required by law.

The hearings will take place at **Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon**. A complete copy of the relevant file information, including the staff report, findings, and recommendations, will be available for viewing seven days prior to each public hearing at Wilsonville City Hall and at the Wilsonville Public Library.

#### Summary of Proposal:

The City of Wilsonville currently allows small Accessory Dwelling Units (ADUs) for most single family homes on their own lot. The City's Development Code also contains a numeric limitation on ADUs for the Canyon Creek Meadows Subdivision. The proposal modifies the City's Development Code to ensure conformance with new state statutes adopted in 2017 in Senate Bill 1051. This includes allowing ADUs for detached dwelling units even if there are multiple detached dwelling units on a lot, removing any numeric limitations beyond allowing one ADU per eligible dwelling unit, and removing ADU design standards beyond certain neighborhood/zone specific objective standards applicable to homes and other accessory structures. In addition, the proposal removes potential common barriers to ADU development by increasing allowed lot coverage for ADUs and prohibiting future subdivisions from placing certain limitations on ADUs. Lastly, the proposal makes a number of additional amendments to increase clarity and functionality for regulations related to ADUs and other housing including, but not limited to, clarifying regulations on short-term rentals, clarifying square footage limitations and parking requirements for ADUs, and clarifying definitions of different types of dwelling units.

**How to Comment:** Oral or written testimony may be presented at the public hearing. Written comment on the proposal to be submitted into the public hearing record is welcome prior to the public hearings. To have your written comments or testimony distributed to the Planning Commission before the meeting, it must be received by 2 pm on **Tuesday, July 10, 2018**. Direct such written comments or testimony to: **Daniel Pauly** 29799 SW Town Center Loop East, Wilsonville, Oregon, 97070 [pauly@ci.wilsonville.or.us](mailto:pauly@ci.wilsonville.or.us), (503) 682-4960  
Copies of the full draft plan is available from the Wilsonville Planning Department at the above address.

**Note:** *Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting. The City will also endeavor to provide qualified sign language interpreters and/or bilingual interpreters, without cost, if requested at least 48 hours prior to the meeting. To obtain such services, please call Shelley White at (503) 682-4960.*

Date of Planning Commission Meeting: **July 11, 2018**

Date Notice was posted: **June 20, 2018**

NOTICE OF LEGISLATIVE PUBLIC HEARING BEFORE THE PLANNING COMMISSION:

Accessory Dwelling Unit (ADU) Code Amendments LP18-0006

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**City of Wilsonville**

**29799 SW Town Center Loop East**

**Wilsonville, OR 97070**

Specific mailing addresses available for review by request



ULLY LIST OF  
AFFECTED AGENCIE  
Ordinance No. 825 Exhibit E

Tim Woodley  
West Linn/Wilsonville School District 3J  
22210 SW Stafford Road  
Tualatin, OR 97062

Andy Back  
Wash. County Long Range Planning  
155 N. First Avenue  
Hillsboro, OR 97124

Aquilla Hurd-Ravich  
Planning Manager  
City of Tualatin  
18880 SW Martinazzi Avenue  
Tualatin, OR 97062

Attn: Development Review  
ODOT Region 1  
123 NW Flanders Street  
Portland, OR 97209

Ben Baldwin  
Tri-Met Project Planning Dept  
4012 SE 175th Avenue  
Portland, OR 97202

Bill Ferber, Region Manager  
Oregon Water Resources Department  
725 Summer Street, NE  
Salem, OR 97301

Dr. Kathy Ludwig  
West Linn/Wilsonville School District 3J  
22210 SW Stafford Road  
Tualatin, OR 97062

Bobbi Burton  
Community Coordinator, Facilities Division  
2575 Center Street, NE  
Salem, OR 97310

Brian Buswell  
Portland General Electric  
9480 SW Boeckman Road  
Wilsonville, OR 97070

Brian Harper  
Metro  
600 NE Grand Avenue  
Portland, OR 97232

Nina Carlson  
NW Natural Gas  
220 NW 2<sup>nd</sup> Ave  
Portland, OR 97209

Frank Lonergan  
United Disposal Services  
10295 SW Ridder Road  
Wilsonville, OR 97070

City Planner  
City of Canby  
P.O. Box 930  
Canby, OR 97013

Columbia Cable of Oregon  
14200 SW Brigadoon Ct.  
Beaverton, OR 97005

Diane Taniguchi-Dennis  
Clean Water Services  
2550 SW Hillsboro Hwy.  
Hillsboro, OR 97123

Doug Young  
Department of Corrections  
2575 Center Street NE  
Salem, OR 97310

John Lilly  
Department of State Lands  
775 Summer Street, NE  
Salem, OR 97301

Jon Kloor, Govern & Political Relations  
Coordinator  
Home Builders Associations  
15555 SW Bangy Road, Suite 301  
Lake Oswego, OR 97035

Justin Wood, Assoc. Dir of Govern & Bldr  
Relations  
Home Builders Associations  
15555 SW Bangy Road, Suite 301  
Lake Oswego, OR 97035

Anthony Buczek  
Metro  
600 NE Grand Avenue  
Portland, OR 97232

Clackamas County Planning Director  
150 Beaver Creek Road  
Oregon City, OR 97045

Oregon Dept of Environ Quality  
700 NE Multnomah Street, Suite 600  
Portland, OR 97232

Paulette Copperstone  
Metro  
600 NE Grand Avenue  
Portland, OR 97232

Planning Director  
City of Sherwood  
22560 SW Pine Street  
Sherwood, OR 97140

James Clark  
BPA, Realty Department  
2715 Tepper Lane  
Keizer, OR 97013

Sherwood School Dist Admin Office  
23295 SW Main Street  
Sherwood, OR 97140

Tualatin Valley Fire and Rescue  
South Division  
8445 SW Elligsen Road  
Wilsonville, OR 97070

Tualatin Valley Fire and Rescue  
29875 SW Kinsman Road  
Wilsonville, OR 97070

Tualatin Valley Water District  
1850 SW 170th Ave.  
Beaverton, OR 97005

Ordinance No. 825 Exhibit E



**PLANNING COMMISSION**  
**WEDNESDAY, JUNE 13, 2018**

**II. WORK SESSION**

- A. Accessory Dwelling Units Code Edits (Pauly) (30 minutes)



## PLANNING COMMISSION MEETING STAFF REPORT

<b>Meeting Date:</b> June 13, 2018		<b>Subject:</b> ADU Development Code Amendments	
		<b>Staff Member:</b> Daniel Pauly, Senior Planner <b>Department:</b> Community Development, Planning	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> The Commission’s feedback and discussion will inform the design guidelines and code changes coming before the board next month.	
<b>Staff Recommendation:</b> Staff recommends the Planning Commission provide the requested feedback to inform the project.			
<b>Recommended Language for Motion:</b> NA			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE COMMISSION:** On August 15, 2017 Senate Bill 1051 became Oregon law. The new statutes adopted become effective July 1, 2018. The purpose of Senate Bill 1051 is to create more housing in Oregon by removing barriers to development. Among the new statutes is ORS 197.312 requiring at least one accessory dwelling unit (ADU) be allowed per detached single-family dwelling. City legal and planning staff, as well as consultants provided by Metro, reviewed Wilsonville’s Development Code to identify any areas needing adjustments to comply with new state law. The effort identified a number of necessary code amendments. The effort further identified additional barriers to ADU construction in Wilsonville. In addition, as is common with this type of project, staff identified a number of related minor amendments and definitions to help

the increase functionality and clarity of the code. Staff requests the Commission provide feedback on the code amendments drafted by staff.

**EXECUTIVE SUMMARY:** City legal and planning staff reviewed the Development Code for conformance with Senate Bill 1051 as it relates to Accessory Dwelling Units. In addition, a consultant provided by Metro performed an audit of the code. The review identified a few necessary amendments including allowing ADUs for detached dwelling units even if they are not on their own lot, removing subjective “substantially similar architecture” language, and removing any numerical limits to the number of ADUs in the City or an individual neighborhood. The review also took a broader look at potential barriers to ADU development. A very common development code reason not allowing an ADU or other accessory structure is lot coverage requirements. Staff recommends amending the code to allow additional lot coverage to provide enough space to permit the possibility for ADUs. Another common barrier is private covenants and restrictions. While not addressing current private restrictions, staff does recommend code language preventing future subdivisions from having private restrictions on ADUs beyond those commensurate with homes and other accessory structures. Lastly, staff identified a number of related minor amendments and definitions to help increase functionality and clarity of the code. Among these are clarifying regulations on short-term rentals, clarifying square footage limitations and parking requirements for ADUs, and clarifying definitions of different types of dwelling units.

**EXPECTED RESULTS:** Guidance for staff as they move forward with the project.

**TIMELINE:** Drafts of the design standards and code changes will be brought back to the Planning Commission on July 11, 2018 for a Public Hearing and recommendation to City Council.

**CURRENT YEAR BUDGET IMPACTS:** The project uses capacity of current City staff and personnel and other non-financial resources provided by Metro and the State of Oregon.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by:      Date:

**LEGAL REVIEW / COMMENT:**

Reviewed by:      Date:

**COMMUNITY INVOLVEMENT PROCESS:** The City will provide broad notice of the Public Hearing to all residential properties.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY** (businesses, neighborhoods, protected and other groups): The adoption of the code amendments will provide clarity and certainty for property owners in Wilsonville desiring to add an ADU on their property, potentially increasing ADU construction, and thus providing needed housing in the community consistent with state law.

**ALTERNATIVES:** A number of alternatives exist for the code amendments. The staff will provide their recommendations and reasoning. Feedback on other alternatives from the Planning Commission and public are welcome.

**ATTACHMENTS:**

Attachment 1: Code Amendment Category List

Attachment 2: Draft Code Amendments to Chapter 4 Wilsonville Code

Attachment 3: Draft Amendments to Old Town Single-Family Design Standards Book

## Attachment 1

**ADU Code Amendment Categories**

Referenced in Code Amendment Document

**A. Ensure Compliance:**

1. Add ADU allowance for each detached dwellings in a scenario with multiple detached dwellings on a single lot. Currently the City's allows for each single-family lot.
2. Remove subjective "match the architecture" standards which are beyond those applied to other structures in the applicable zone. ADUs will be subject to the same architectural standards as homes and other accessory structures in all zones.
3. Remove numeric limits for Canyon Creek Estates included in the Development Code.

**B. Further the Intent:**

1. Allow for additional lot coverage for ADU's, as lot coverage is the most common barrier to adding additional structures on a property or expanding an existing structure.
2. Prohibit further private restrictions on ADUs in new subdivisions, verified at the time of Final Plat review.

**C. Increase Code Function and Clarity:**

1. Refine definitions related to ADUs and other dwelling unit types
2. Add definitions defining "Attached Dwelling Unit" and "Detached Dwelling Unit"
3. Remove duplicative definitions and code language
4. Clarify what accessory uses must be on the same lot as the primary use
5. Update definition of "Private Garage" to reflect ADU/garage multi-use structures
6. Define "Habitable Floor Area" to clarify what type of storage is part of an ADU and what type of storage isn't, as this is a common question asked of Planning staff
7. Define "Short-Term Rental" and clarify allowance of short-term rental of ADUs and other residential structures and what type of approval is required.
8. Clarify a number of lists of "accessory buildings and structures" includes ADUs
9. Simplify and clarify language related to maximum floor area for ADUs
10. Simplify and remove unclear/uncertain language for ADU parking, make standard the same for all ADUs, put ADUs in parking table.
11. Clarify ADUs don't count in density calculations
12. Remove language that could be read to require trash vehicle and emergency vehicle access beyond that required by relevant building and fire code and other standards.

## Attachment 2

### Section 4.001 Definitions.

In addition to the definitions set forth in Section 4.001, below, for the purpose of this Chapter, the following terms are hereby defined. The word "occupy" includes premises designed or intended to be occupied. The word "shall" is always mandatory. All other words shall have the following respective meanings, unless the context otherwise requires:

1. Abutting: See Adjoining.
2. Access, Vehicular: The designed location of ingress and egress, where vehicles enter or leave property.
3. Access, Pedestrian: The designed location of ingress and egress, where pedestrians enter or leave property.
4. Access Control Restriction: A type of access restriction that involves establishing a reserve area adjacent to and paralleling a half street improvement, or across the end of a street that is to be extended in the future, to ensure proper participation by adjoining properties in completion of the required street improvements. See Street, Half. [Amended by Ord. #719, 6/17/13]
5. Access Drive: A private travel lane primarily used as a means of approach for vehicles.
6. Accessory Building or Use: A subordinate building or use, the function of which is clearly incidental to that of the main building or use on the same lot. For non-residential uses, An an accessory use may be located on a lot adjoining that of the main use if approved for this purpose through the Administrative Review procedures of Section 4.030.
7. Accessory Dwelling Unit: A dwelling-Dwelling unit-Unit of not more than 800 square feet of Habitable Floor Area accessoryincidentalsubordinate to another Dwelling Unit. on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached. [Amended by Ord. 677, 3/1/10]
8. Address Overlay Zone: Distinct areas within the Villebois Village Center where additional information is provided for the definition of architectural character and community elements. [Added by Ord. No. 595, 12/5/05.]
9. Adjacent: See adjoining.
10. Adjoining: Contiguous or abutting exclusive of street width. It shall include the terms adjacent, abutting or contiguous.
11. Agriculture: The use of land larger than one acre for the primary purpose of deriving income from growing plants on land including, but not limited to, land used principally for the production of crops, land used for orchards or production of fruit, but not including land used primarily for another use and incidentally for growing plants, crops, or fruit.
12. Alley: A public or private way which includes a roadway used to provide vehicular ingress and egress to the back or side of properties otherwise abutting on a street, private drive, or shared common area. An alley typically has a width of no more than twenty (20) feet.

Commented [PD1]: C4

Commented [PD2]: A2, C1, C3, C4, C6

22. Area of Shallow Flooding: Means a designated AO or AH Zone on the Flood Insurance Rate Map (FIRM). The base flood depths range from one to three feet; a clearly defined channel does not exist; the path of flooding is unpredictable and indeterminate; and, velocity flow may be evident. AO is characterized as sheet flow and AH indicates ponding.
23. Area of Special Flood Hazard: Means the land in the flood plain within a community subject to a one percent or greater chance of flooding in any given year. This is the area subject to a base flood event. Designation on FIRM maps always includes the letters A or V.
24. Artificial Sky Glow. The brightening of the night sky attributable to human made sources of light. [Added by Ord. 649, 6/2/08]
25. Attached Family Dwelling Units: A building or structure designed to house two (2) or more families, whether related to each other or not.
26. Attached Wireless Communication Facility: A wireless communication facility that is affixed to an existing structure, (e.g., an existing building wall or roof, mechanical equipment, or alternative tower structure. [Added by Ord. #479, 5/19/97]
27. Attachment: An antenna or other piece of related equipment affixed to a transmission tower. [Added by Ord. #479, 5/19/97]
- ~~28. Accessory Dwelling Unit: A dwelling unit of not more than 600 square feet on the same lot as a single family dwelling, and being of substantially the same exterior design as that single family dwelling, whether attached or detached.~~
- ~~29-28.~~ Base Flood: Means the flood having a one percent chance of being equaled or exceeded in any given year. Also referred to as the "100-year flood". Designation on FIRM maps always includes the letters A or V.
- ~~30-29.~~ Basement: A portion of a building which has less than one-half (1/2) of its height measured from finished floor to finished ceiling above the average elevation of the adjoining grade. For areas located in a Special Flood Hazard Area, the definition of basement is any area of the building having its floor subgrade (below ground level) on all sides.
- ~~31-30.~~ Bed and Breakfast Home or Boarding House: A building or premises used for the provision of lodging and meals, where not more than five (5) rooms are available for rent.
- ~~32-31.~~ Bikeway: Bikeway is a general term used to describe any type of transportation facility that is designated for use by bicycles in conformance with City standards. Bikeways may or may not be within a public right-of-way and include the following:
- A. Bike Lane: A bike lane facility is a type of bikeway where a section of the roadway is designated for exclusive bicycle use.
  - B. Recreational Trail: A recreation trail is a type of pedestrian, bicycle, or equestrian facility that is entirely separate from roadways and has unimproved, gravel, or bark dust surface.
  - C. Shared Roadway: A shared roadway facility is a type of bikeway where motorists and cyclists occupy the same roadway area.

Commented [PD3]: C3



building is divided into units by means of masonry division walls, each unit shall be considered separately in calculation for height of building.

46. Candela. The unit of luminous intensity of a lighting source emitted in a given direction. [Added by Ord. 649, 6/2/08]
47. Canopy. A roof-like covering over an area, in or under which a lighting fixture is mounted. [Added by Ord. 649, 6/2/08]
48. Category of Use: Type of use. See Mixed Use.
49. Change of Use: Within the Willamette River Greenway means making a different use of the land or water than that which existed on December 6, 1975. It includes a change which requires construction, alterations of the land, water or other areas outside of the existing buildings or structures and which substantially alters or affects the land or water. It does not include a change of use of a building or other structure which does not substantially alter or affect the land or water upon which it is situated. The sale of property is not in itself considered to be a change of use. An existing open storage area shall be considered to be the same as a building. Landscaping, construction of driveways, modifications of existing structures, or the construction or placement of such subsidiary structures or facilities as are usual and necessary to the use and enjoyment of existing improvements shall not be considered a change of use for the purposes of Sections 4.500.
50. Civic: Relating to, or derived from, a city or citizen.
51. Civic Building or Place: A building or place that functions communally, such as religious, cultural, environmental or educational institutions.
52. Clear Vision Area: A standard for sight lines at intersections of streets, railways, and driveways. See section 4.125.09, Street Improvement Standards.
53. Cluster Housing: Small lot detached single-family dwellings arranged in groups, with a courtyard(s) containing shared green space and a public access sidewalk easement.
54. Commercial: Development having to do with retail, service, commercial recreation, and/or office uses.
55. Common Residential Areas.
  - Areas shared in common by residents of buildings with three or more dwelling units, (i.e. common open space, play areas, trash receptacle areas, “common property” under a subdivision or partition declaration); and
  - Three or more open off-street striped parking spaces, either abutting or within 10 feet of each other and not separated by a wall or other physical barrier between the two parking spaces, designated or set aside for use by the three or more dwelling units, regardless of whether the parking space is assigned for exclusive use of each dwelling unit or non-exclusively used by three or more dwelling units, and are either commonly owned or were developed for the purpose of serving the parking needs of “multiple dwellings” or multiple attached single-family dwellings, as defined in the Development Code. [Added by Ord. 649, 6/2/08]

85. ~~Duplex: Two dwelling units on a single lot, neither of which meets the definition of an accessory-dwelling unit. A duplex may be detached or attached.~~

Commented [PD4]: C1

86. Dwelling: A building, mobile home, or manufactured home, designed for residential occupancy, but not a house trailer or recreational vehicle.

~~Dwelling Unit: A building or portion thereof providing complete housekeeping facilities for one family, including a kitchen and bathroom, but not a trailer house or other recreational vehicle.~~

Commented [PD5]: Existing language relocated

87. Dwelling Unit, Attached: Any Dwelling Unit (Duplex, Multiple Family, Single Family, or Accessory Dwelling Unit) which shares any common wall with another Dwelling Unit or shares any common wall with a garage, storage area, or other accessory use which shares a common wall with another Dwelling Unit or garage, storage area, or other accessory use which then shares a common wall with another Dwelling Unit.

88. Dwelling Unit, Detached: Any Dwelling Unit (Duplex, Multiple Family, Single Family, or Accessory Dwelling Unit) which shares no common wall with another Dwelling Unit nor shares any common wall with a garage, storage area, or other accessory use which shares a common wall with another Dwelling Unit or garage, storage area, or other accessory use which then shares a common wall with another Dwelling Unit.

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~~86.~~  
87-89. Dwelling Unit, Multiple Family: Three or more attached-dwelling units located on a single tax-lot. In the Village zone, such use also includes stacked flats or townhouses. A multiple dwelling unit may be detached or attached.

88-90. Dwelling Unit, Single Family: A dwelling unit designed for occupancy by one family located on its own lot. A single-family dwelling may be detached or attached, provided that each such unit is located on its own tax lot. A single-family dwelling may also include an accessory dwelling unit, if approved for that use as specified in this Code.

Commented [PD7]: C1, C2

Commented [PD8]: C3

~~89-85. Dwelling Unit: A building or portion thereof providing complete housekeeping facilities for one family, including a kitchen and bathroom, but not a trailer house or other recreational vehicle.~~

90-91. Encroachment Area: See Section 4.139.00

91-92. Equipment Enclosures: A small structure, shelter, cabinet or vault used to house and protect the electronic equipment necessary for processing wireless communication signals. Associated equipment may include air conditioning and emergency generators. [Added by Ord. #479, 5/19/97]

93. Essential Government Services. Services and facilities provided by a governmental unit, that are basis and inherent to the public health and welfare including, but not limited to, fire, police, water, sewer, transportation, emergency communication, and education, and governmental services and facilities in support thereof. [Added by Ord. 545, 8/19/02]

~~92.~~

93-94. Exempt tree or vegetation: As used in the solar access provisions of this Code, the terms "exempt tree or exempt vegetation" refer to the full height and breadth of vegetation that has been identified by the City as "solar friendly," and any vegetation listed as exempt on a plat, a document recorded with the plat, or a solar access permit.

94-95. Existing Manufactured Home Park or Subdivision: A manufactured home park

subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the adopted floodplain management regulations. [Added by Ord. # 647, 4/21/08]

95-96. Exterior Display: The outdoor exhibit of merchandise by a retail merchant.

96-97. Façade: The exterior wall or elevation of a building. [Added by Ord. 649, 6/2/08]

97-98. Family: One or two persons with or without their direct descendants and adopted children (and including domestic employees thereof) together with not more than five

(5) persons not so related, living together in a room or rooms comprising a single housekeeping unit. Every additional group of five (5) or fewer persons living in such housekeeping unit shall be considered a separate family. For housing developed to implement ORS 426.508 or under the Fair Housing Amendments Act of 1988, family shall mean all persons living in a dwelling unit, regardless of relationship.

113. Garage, private: An accessory building, or portion thereof, or portion of a main building used for the parking or temporary storage of vehicles ~~owned or used by occupants of the main building.~~

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114. Glare: Light that causes visual discomfort or disability, and the wattage and/or light distribution is excessive for the purposes for which the illumination is necessary. [Added by Ord. 649, 6/2/08]

115. Grocery Store: A retail business that sells food and household sundries.

116. Grocery Store, Specialty: A retail business that sells specialty food and specialty household sundries.

117. Habitable floor: Any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof. A floor used only for storage purposes is not a "habitable floor".

117-118. Habitable floor area: The area of a Dwelling Unit usable for living purposes, which includes areas for eating, sleeping, cooking, recreation, and similar activities. Storage areas with interior access from such areas are included in Habitable Floor Area. Storage areas without interior access from such areas is not included in Habitable Floor Area. A Garage is not considered a storage area for the purpose of this definition.

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118-119. Habitat-Friendly Development: A method of developing property that protects our natural resources as we grow and focuses on land development and site design that mimic natural processes. Examples include clustering development to avoid habitat, minimizing tree removal and root disturbance, managing storm water on-site to help filter rainwater and recharge groundwater sources, and, where feasible, reducing the amount of impervious surface created by development. [Added by Ord. # 674 11/16/09]

119-120. Hardscape: Permanent improvements to a site, including but not limited to, parking lots, driveways, streets, plazas, sidewalks, walkways, bikeways, abutments, stairs, ramps, and architectural features, such as fountains and sculptures. [Added by Ord. 649, 6/2/08]

120-121. Hearing Body: The City Council, the Development Review Board, or the Planning Commission having the authority to review an application assigned by Section 4.031, Section 4.032, and Section 4.033.

~~121-122.~~ Heritage Tree: A tree that, due to age, size, species, quality or historic association, is considered of landmark importance to the community and has been designated as such by the City Council.

~~122-123.~~ Home Business: A business operating from a dwelling unit that does not meet the definition of a "Home Occupation" listed below, and for which a conditional use permit has been issued by the City. A Home Business includes Short-Term Rental of a Dwelling Unit or portion thereof where the operator does not live on the same lot.

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~~123-124.~~ Home Occupation: "Home Occupation" means an occupation, profession, or craft, which is customarily incidental to or carried on in a dwelling place or premises and not one in which the use of the premises as a dwelling place is largely incidental to the business use. A home occupation is carried on by an immediate member of the family residing within the dwelling place. A home occupation shall require no structural alteration or changes to the exterior of the dwelling, and shall include no display of merchandise on the premises which can be seen from the exterior of the dwelling. Any instruction shall be limited to one pupil at a time. Noise, odor, smoke, gases, fallout, vibration, heat or glare resulting from the use shall not be of the intensity as to be detected outside of the containing structure. Traffic and parking are to be such as to give no outward appearance that a business is being conducted on the premises. A Home Occupation includes a Short-Term Rental where the operator of the Short-Term Rental lives on the same lot.

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124. Hospital: A building or premises providing in-patient services that is used for human medical or surgical treatment.
125. Hospital, Animal: A building or premises for the medical or surgical treatment of domestic animals or pets, including dog, cat and veterinary hospitals.
126. Hotel, Motel, or Overnight Lodging Facility: A building which is designed or used to offer lodging, with or without meals, for compensation, for six (6) or more people.
127. House Side Shield. For fully shielded luminaires only, an internal shield designed and installed by the luminaire manufacturer that significantly attenuates candlepower in the back photometric hemisphere at all angles greater than 30 degrees relative to nadir. [Added by Ord. 649, 6/2/08]
128. Human Occupancy: For purposes of Section 4.172(.02)(C)(4.), any structure usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof, is considered to be for human occupancy. A structure used only for storage purposes is not for "human occupancy." [Added by Ordinance No. 538, 2/21/02.]
129. IESNA. The Illuminating Engineering Society of North America (see www.iesna.com). [Added by Ord. 649, 6/2/08]
130. Impact Area: See Section 4.139.00
131. Impervious Area: An area with minimal infiltration of surface water into the underlying soil and shall include pavement (including but not limited to concrete or asphaltic concrete surfaces), gravel roads, structures, roadways, and roofs.
132. Intensification of Use: Within the Willamette River Greenway means any additions which increase or expand the area or amount of an existing use, or the level of activity. Remodeling of the exterior of a structure not excluded below is an intensification when it will substantially alter the appearance of the structure. Maintenance and repair usual and necessary for the continuance of an existing use is not an intensification of use.

Reasonable emergency procedures necessary for the safety or the protection of property are not an intensification of use. Residential use of land within the Greenway includes the practices and activities customarily related to the use and enjoyment of one's home. Landscaping, construction of driveways, modification of existing structures or construction or placement of such subsidiary structures or facilities, including Accessory Dwelling Units, adjacent to the residence as are usual and necessary to such use and enjoyment shall not be considered an intensification for the purposes of this Code. Seasonal increases in gravel operations shall not be considered an intensification of use.

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- 133. Kenel: Any lot or premises on which four (4) or more dogs, more than four (4) months of age, are kept for boarding, breeding or sales.
- 134. Landscaping: The term "landscaping" includes trees, grass, shrubs, flowers, water features, and garden areas, and the arrangement of paths, walkways, fountains, patios, decks, fencing, street furniture and ornamental concrete or stonework areas, earth forms such as grading, mounding and contours. The use of pervious materials is

273. Short-Term Rental: A Dwelling Unit or portion thereof subject to a lease term, rental agreement, or similar agreement either directly or through a professional vacation rental-company or similar less than monthly, generally daily or weekly.

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273-274. Solar access permit: A document issued by the city that describes the maximum height that non-exempt vegetation is allowed to grow on lots to which a solar access permit applies.

274-275. Solar feature: A device or combination of devices or elements that does or will use direct sunlight as a source of energy for such purposes as heating or cooling of a structure, heating or pumping of water, and generating electricity. Examples of a solar feature include a window or windows that contain(s) at least 20 square feet of glazing oriented within 45 degrees east and west of true south, a solar greenhouse, or a solar hot water heater. A solar feature may be used for purposes in addition to collecting solar energy, including but not limited to serving as a structural member or part of a roof, wall, or window. A south-facing wall without windows and without other features that use solar energy is not a solar feature for purposes of this Section.

275-276. Solar gain line: A line parallel to the northern property line(s) of the lot(s) south of and adjoining a given lot, including lots separated only by a street, that intersects the solar feature on that lot (see Figure 8: Solar Gain Line in Section 4.137).

276-277. Source Separated Recyclables: Recyclable materials designated “principle recyclable materials” by the Oregon Environmental Quality Commission under ORS 495A.025 with the exception of yard debris, as well as other source-separated recyclables that may be designated by local ordinance or regulation. [Amended by Ord. #426– 4/1/94]

277-278. South or South facing: True south, or 20 degrees east of magnetic south.

278-279. Special Flood Hazard Area: Means an area having special flood, mudslide (i.e., mudflow), and/or flood-related erosion hazards, and shown on an FHBM or FIRM as zone A, AO, AE, AH, VE, or V. [Amended by Ord. # 647, 4/21/08; Ord. 686, 11/1/10]

279-280. Specific Area Plan (SAP): A plan with a series of detailed components covering one of the five distinct areas of the Villebois Village Master Plan. These plans provide a higher level of analysis and detail than the Villebois Village Master Plan.

280-281. Stacked Flats: Two or more single-level dwelling units, the second arranged above the first, etc.

281-282. Start of Construction: Includes substantial improvement, and means the date the building permit was issued provided the actual start of construction, repair, reconstruction, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Added by Ord. # 647, 4/21/08; amended by Ord. 686, 11/1/10]

**Section 4.113. Standards Applying To Residential Developments In Any Zone.**

**(.11) Accessory Dwelling Units.**

A. ~~Accessory Dwelling Units, developed on the same lot as the detached or attached single family dwelling to which it is accessory, shall be permitted outright, subject to the standards and requirements of this Section. are permitted outright subject to the standards and requirements of this Subsection.~~

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**B. Standards**

**1. Number Allowed**

a. ~~For Detached Dwellings Units and Attached Single-Family Dwelling Units: One per Dwelling Unit.~~

b. ~~For all other Attached Dwelling Units. None.~~

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2. ~~Maximum Floor Area: per definition in Section 4.001, 800 square feet of Habitable Floor Area. Per Subsection 4.138 (.04) C. 1., in the Old Town Overlay Zone maximum is 600 square feet. One Accessory Dwelling Unit per lot shall be no greater than 800 square feet with not more than two bedrooms, unless the size and density of ADUs are otherwise provided in an adopted Neighborhood Plan or Stage II Development Plans. Larger units shall be subject to standards applied to duplex housing.~~

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~~3. Accessory Dwellings Units shall be on the same lot as the Dwelling Unit to which they are subordinate.~~

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~~4. Accessory Dwelling Units may be either attached or detached, but are subject to all zone standards for setbacks, and height, and lot coverage, unless those requirements are specifically waived through the Planned Development waiver or Variance approval processes. Accessory Dwelling Units are not subject to lot coverage requirements.~~

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~~3. This Section applies to residential developments in PD-R, R, RA-H, or Village zones.~~

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~~4.5. Where an Accessory Dwelling Unit is proposed to be added to an existing residence and no discretionary land use approval is being sought (e.g., Planned Development approval, Conditional Use Permit approval, etc.) the application shall require the approval of a Class I Administrative Review permit. Application for duplex construction shall be subject to the density standards of the zone in which it is located, or as otherwise provided in a Neighborhood Plan or Stage II/Final Development Plan.~~

~~5.6. Authorization to develop Accessory Dwelling Units does not waive Building Code requirements. Increased firewalls or~~

building separation may be required as a means of assuring adequate fire separation from one unit to the next. Applicants are encouraged to contact, and work closely with, the Building Division of the City’s Community Development Department to assure that Building Code requirements are adequately addressed.

~~6. The Accessory Dwelling Unit must be of substantially the same exterior design and architecture (i.e. siding, windows, doors and roofing materials) as the primary dwelling unit on the property.~~

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~~7. Parking:~~

~~Each Accessory Dwelling Unit shall have one standard sized parking space on the same lot.~~

~~Where an off-street parking space is not available to serve the ADU, on-street parking may be considered to satisfy satisfies this requirement if all of the following are present:~~

- ~~i. On-street parking exists along the frontage of the lot, or within 100’ of the front lot line of the lot.~~
- ~~ii. No more than 25% of the lots in a block will have ADUs.~~

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~~8.7. Each Accessory Dwelling Unit shall provide complete, independent permanent facilities for living, sleeping, eating, cooking, bathing and sanitation purposes, and shall have its own separate secure entrance.~~

~~8. Each Accessory Dwelling Unit must be accessible by street or driveway to fire and emergency vehicles, and for trash pick-up.~~

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~~9. Accessory Dwelling Units may be Short-Term Rentals, but the owner/local operator must maintain an active business license with the City of Wilsonville for a Short-Term Rental business and pay all applicable lodging and other taxes.~~

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~~C. Neighborhood Density and Size Standards.~~

~~1. Canyon Creek Estates — up to 12 ADUs as per Resolution No. 95PC16.~~

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~~C. Prohibition on Additional Private Restrictions on ADU’s~~

~~1. Residential plats or subdivisions submitted for final plat approval after October 1, 2018 shall not restrict Accessory Dwelling Units to a greater extent than the City’s Development Code in place at the time of final plat submittal except that restrictions on building materials and finishes can be commensurate with requirements for other accessory structures. The allowance of Accessory Dwelling Units shall be acknowledged in clear language on the plat or other document recorded with the plat to which the plat is subject (i.e. CC&R’s).~~

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[Section 4.133(11) amended by Ord. 677, 3/1/10]

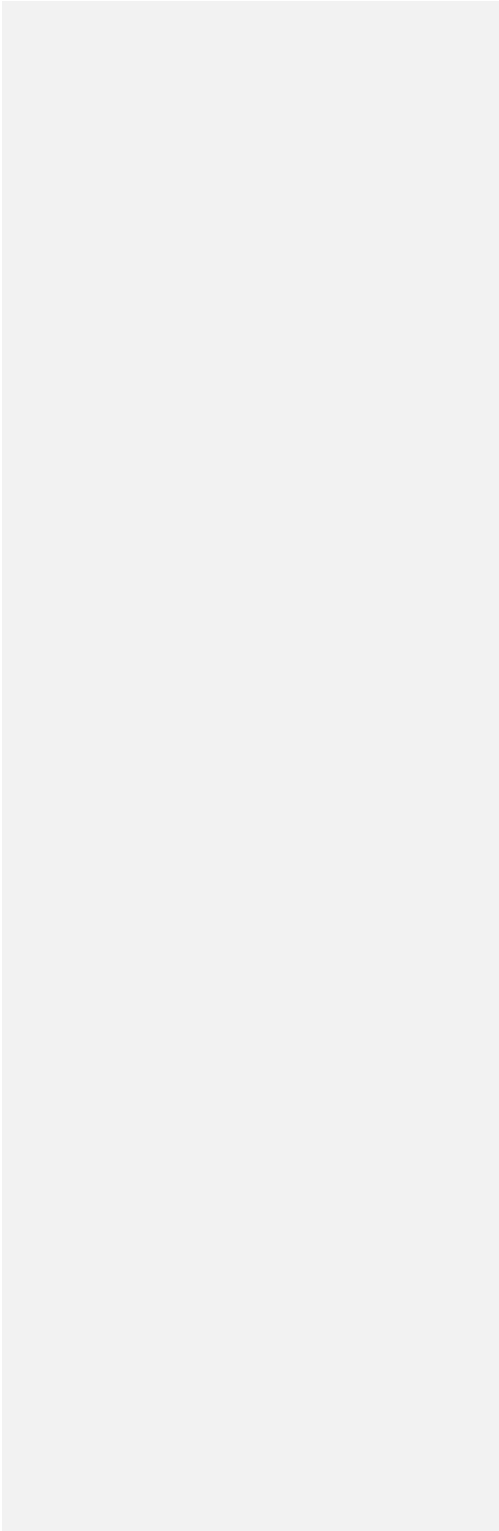
(.12) Reduced Setback Agreements. The following procedure has been created to allow the owners of contiguous residential properties to reduce the building setbacks that would typically be required between those



properties, or to allow for neighbors to voluntarily waive the solar access provisions of Section 4.137. Setbacks can be reduced to zero through the procedures outlined in this subsection.

A. Examples

1. First example: the owner of one house is allowed to build to the sideyard property line, with no setback, provided that the owner of the neighboring property agrees and that the agreements of both owners are recorded with the deed records for those properties.



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

(.01) Purpose. It is the purpose of this zone to serve as a holding zone to preserve the future urban level development potential as undeveloped property designated for more intensive development. This zone has been applied to all urbanizable properties within the city which are planned for development and which have not previously received development approval in accordance with the Comprehensive Plan.

(.02) Uses Permitted Outright:

- A. One single-family dwelling, with not more than one ~~accessory~~ Accessory dwelling Dwelling unit-Unit per lot. 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.
- 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.
- E. Temporary structures or uses, subject to the procedures for temporary uses set forth in Section 4.163.
- F. Agriculture, horticulture, greenhouses, nurseries (provided that any commercial sales of products shall require the approval of a conditional use permit), timber growing, grazing, and the small scale raising of livestock and animals.
- G. Public parks, playgrounds, recreational and community buildings and grounds, public golf courses, tennis courts, and similar recreational uses, all of a non-

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commercial nature. Any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot in a residential or RA-H district.

H. Accessory Uses Permitted:

1. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal uses permitted located on the same lot therewith.
2. Home occupations.
3. Signs, subject to the provisions of Sections 4.156.01 through 4.156.11. [Amended by Ord. No. 704, 6/18/12]

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

- A. 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.
- B. Roadside stands when located on the same property as the principal uses, selling only those products that are produced on the same property on which the stand is located, or on adjacent property.

(.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.
  2. Minimum setback for residential garage or carport: At least five (5) feet behind the front of the nearest residential unit on the property. In no case shall the front of a garage or carport be located less than twenty (20) feet behind a sidewalk or a public right-of-way providing access to that garage or carport. Except, however, in the case of an alley where garages or carports are located within five (5) feet of the property line adjoining the alley. [Amended by Ord. 682, 9/9/10]
- C. Minimum Street Frontage: Seventy-five (75) feet. A reduced street frontage may be approved, based on a finding that the proposed lot frontage will not hinder the future development of the site to densities proposed in the Comprehensive Plan.

**Section 4.122. Residential Zone.**

- (.01) Purpose: The purpose of this zone is to provide for standards and a simplified review process for small-scale urban low and medium density residential development. Developments in the 'R' zone are not intended to be Planned Developments.
- (.02) Residential Densities: Residential densities shall be governed by the density range designated by the City of Wilsonville Comprehensive Plan.
- (.03) Lot Size Qualifications:
- A. The owner or the owner's authorized agent shall not hold or cause to be held any interest in any adjacent property with the intent to avoid PDR regulations.
  - B. The lot or any part thereof shall not be an identified area of special concern as defined in the Comprehensive Plan.
  - C. The development area must be two (2) acres or less in size. Development of larger properties shall be reviewed through planned development procedures.
  - D. Not more than thirty percent (30%) of the lot shall be covered by buildings.
- (.04) Principal Uses Permitted:
- A. Single-Family Dwelling Units.
  - B. ~~Attached Family Dwelling Units. Duplexes.~~
  - C. ~~Apartments~~ Multiple Family Dwelling Units.
  - D. Public parks, playgrounds, recreational and community buildings and grounds, tennis courts, and similar recreational uses, all of a non-commercial nature. Any principal building or public swimming pool shall be located not less than forty-five (45) feet from any other lot in a residential or RA-H zone.
  - E. Manufactured homes. [Note: Section 4.115 Standards Applying to Manufactured Housing in All Zones Where Manufactured Housing is Permitted deleted per by Ord. 538, 2/21/02.]
- (.05) Accessory Uses Permitted to Single Family Dwellings:
- A. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses, including Accessory Dwelling Units subject to the standards of Subsection 4.113 (.11), located on the same lot therewith.
  - B. Home occupations.
  - C. A private garage or parking area.
  - D. Temporary real estate signs, small announcement or professional signs, and subdivision signs, as provided in Sections 4.156.05, 4.156.07, 4.156.09, and 4.156.10. [Amended by Ord. No. 704, 6/18/12]
  - E. Temporary buildings for uses incidental to construction work, which buildings shall be removed immediately upon completion or abandonment of the

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construction work. In no case shall such buildings remain on the premises longer than ten (10) days after the receipt of a Certificate of Occupancy or the expiration of construction permits.

- F. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses are detached and located behind the rear most line of the main buildings, at least one-half (1/2) of the side yard setback. In no case shall a setback less than three (3) feet be permitted unless a Reduced Setback Agreement has been approved and properly recorded, as provided in Section 4.113.
- G. Livestock and farm animals shall be permitted subject to the provisions of Section 4.162.

(.06) Accessory Uses Permitted for Attached Family Dwelling Units and Apartments Duplexes and Multiple-Family Dwelling Units:

- A. Accessory uses, buildings and structures customarily incidental to any of the aforesaid principal permitted uses, including Accessory Dwelling Units subject to the standards of Subsection 4.113 (.11), located on the same lot therewith.
- B. Home occupations.
- C. A private garage or parking area.
- D. Temporary buildings for uses incidental to construction work, which buildings shall be removed immediately upon completion or abandonment of the construction work. In no case shall such buildings remain on the premises longer than ten (10) days after the receipt of a Certificate of Occupancy or the expiration of construction permits.
- E. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses are detached and located behind the rear most line of the main building, at least one-half (1/2) of the side yard setback is required.
- F. Livestock and farm animals shall be permitted, subject to the provisions of Section 4.162.

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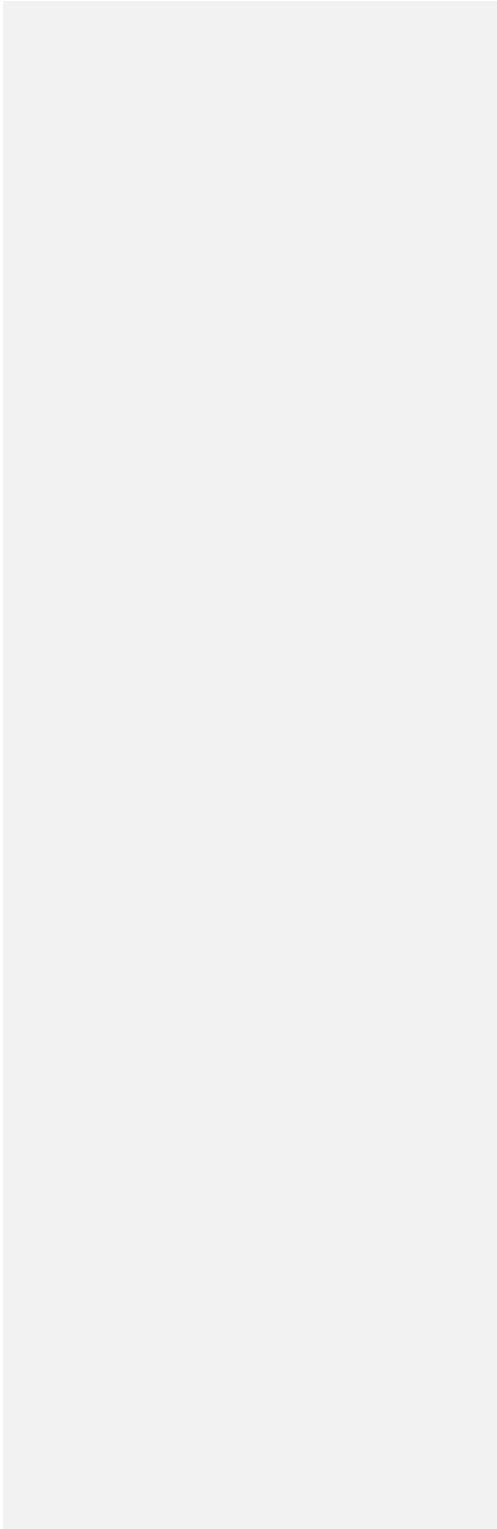
(.07) Other Standards:

- A. Minimum lot width at building line: Sixty (60) feet.
- B. Minimum street frontage of lot: Thirty (30) feet; however, no street frontage is required when the lot fronts on an approved, platted private drive.
- C. Minimum lot size: 5000 square feet.
- D. Minimum lot depth: Seventy (70) feet.
- E. Maximum building or structure height: Thirty-five (35) feet.
- F. Maximum lot coverage: Twenty percent (20%) for all residential primary dwelling units; thirty percent (30%) for all buildings except Accessory Dwelling Units. Areas of lots occupied by Accessory Dwelling Units shall not count towards maximum lot coverage.
- G. Block and access standards:

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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.
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 4.122(.07) amended by Ord. 538, 2/21/02; Ord 682, 9/9/10.]



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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.

~~C.D. Multiple-Family Dwelling Units, subject to the density standards of the zone.~~

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~~D.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.~~

~~E.F. Manufactured homes, subject to the standards of Section 4.115 (Manufactured Housing).~~

(.02) Permitted accessory uses to ~~single-Single familyFamily dwellingDwelling Units:~~

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- A. Accessory uses, buildings and structures customarily incidental to any of the principal permitted uses listed above, and located on the same lot.
- B. Living quarters without kitchen facilities for persons employed on the premises or for guests. Such facilities shall not be rented or otherwise used as a separate dwelling unless approved as an accessory dwelling unit or duplex.
- C. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11).
- D. Home occupations.
- E. A private garage or parking area.
- F. Keeping of not more than two (2) roomers or boarders by a resident family.
- G. Temporary real estate signs, small announcement or professional signs, and subdivision signs, as provided in the provisions of Sections 4.156.05, 4.156.07, 4.156.09, and 4.156.10. [Amended by Ord. No. 704, 6/18/12]
- H. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.
- I. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.
- J. Livestock and farm animals, subject to the provisions of Section 4.162.

(.03) Permitted accessory uses for duplexes and multiple-family dwelling units:

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- A. Accessory uses, buildings, and structures customarily incidental to any of the aforesaid principal permitted uses, located on the same lot therewith.

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- B. Home occupations.
- C. A private garage or parking area.
- D. Accessory Dwelling Units subject to the standards of Subsection 4.113 (.11). Allowed only for Detached Duplexes and Detached Multiple Family Dwelling Units.
- ~~D-E.~~ Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.
- ~~E-F.~~ Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.
- ~~F-G.~~ Livestock and farm animals, subject to the provisions of Section

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**4.162. (.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, sub-stations 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.
- D. Neighborhood Commercial Centers limited to the provisions of goods and services primarily for the convenience of and supported by local residents, and not requiring a zone change to a commercial designation:
  1. The site of a Neighborhood Commercial Center was proposed at the time of the original application.
  2. Such centers are of a scale compatible with the surrounding residential structures.
  3. Such centers shall be compatible with the surrounding residential uses.
  4. The site of a Neighborhood Commercial Center shall be at least one-quarter (1/4) mile from any other sites zoned for commercial uses.
  5. The site of a Neighborhood Commercial Center shall not exceed five percent (5%) of the total area or one (1) acre, whichever is less.
  6. The site of a Neighborhood Commercial Center shall have direct access to a street of a collector classification and shall have direct pedestrian access to the residential areas.
  7. The site of a Neighborhood Commercial Center shall not include more than one quadrant of an intersection and shall not result in traffic of a nature which causes a substantial adverse impact on the residential character of the planned development.



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E. Commercial Recreation which is compatible with the surrounding residential uses and promotes the creation of an attractive, healthful, efficient and stable environment for living, shopping or working. All such uses except golf courses and tennis courts shall conform to the requirements of subsection "D" (Neighborhood Commercial Centers), above.

(.05) Appropriate PDR zone based on Comprehensive Plan Density:

Comprehensive Plan Density	Zoning District
0-1 u/acre	PDR-1
2-3 u/acre	PDR-2
4-5 u/acre	PDR-3
6-7 u/acre	PDR-4
10-12 u/acre	PDR-5
16-20 u/acre	PDR-6
20 + u/acre	PDR-7

**Table 1: PDR Zone based on Comprehensive Plan Density**

[Section 4.124(.05) amended by Ordinance No. 538, 2/21/02.]

(.06) 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.]

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

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

(.09) Corner Vision Clearance. Per the requirements of Section 4.177.

**Section 4.124.1. PDR-1:**

The following standards shall apply in PDR-1 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

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- (.01) Average lot size: 30,000 square feet.
- (.02) Minimum lot size: 25,000 square feet.
- (.03) Minimum density at build out: One unit per 37,500 square feet.
- (.04) Other standards:
- A. Minimum lot width at building line: Eighty (80) feet.
  - B. Minimum street frontage of lot: Eighty (80) feet.
  - C. Minimum lot depth: One hundred (100) feet.
  - D. Setbacks: per Section 4.113(.03)
  - E. Maximum building or structure height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Twenty percent (20%) for ~~all residential primary~~ dwelling units; twenty-five percent (25%) for all buildings except Accessory Dwelling Units. Areas of lots occupied by Accessory Dwelling Units shall not count towards maximum lot coverage.
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
- A. Ten single-family dwellings (with or without accessory dwelling units) on individual lots, or
  - B. Fourteen dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).

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**Section 4.124.2. PDR-2:**

The following standards shall apply in PDR-2 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 16,000 square feet.
- (.02) Minimum lot size: 12,000 square feet.
- (.03) Minimum density at build out: One unit per 20,000 square feet.
- (.04) Other Standards:
- A. Minimum lot width at building line: Sixty (60) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet; however, no street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
  - C. Minimum lot depth: Seventy (70) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum building or structure height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Twenty-five percent (25%) for ~~all residential primary~~ dwelling units; thirty percent (30%) for all buildings except Accessory Dwelling Units. Areas of lots occupied by Accessory Dwelling Units shall not count towards maximum lot coverage.
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):

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- A. Twenty single-family dwellings (with or without accessory dwelling units) on individual lots, or
- B. Twenty-nine dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).

**Section 4.124.3. PDR-3:**

The following standards shall apply in PDR-3 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 7,000 square feet.
- (.02) Minimum lot size: 5,000 square feet.
- (.03) Minimum density at build out: One unit per 8,000 square feet.
- (.04) Other standards:
  - A. Minimum lot width at building line: Forty (40) feet.
  - B. Minimum street frontage of lot: Forty (40) feet; however, street frontage may be reduced to twenty-four (24) feet when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
  - C. Minimum lot depth: Sixty (60) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum building or structure height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Fifty percent (50%) for lots containing less than 7000 square feet. Forty-five percent (45%) for lots between 7000 and 8000 square feet. Forty percent (40%) for lots exceeding 8000 square feet. Areas of lots occupied by Accessory Dwelling Units shall not count towards maximum lot coverage.
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
  - A. Fifty-four single-family dwellings (with or without accessory dwelling units) on individual lots, or
  - B. Sixty-two dwelling units (any combination of multiple-family or single-family units with or without accessory dwelling units).

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**Section 4.124.4. PDR-4:**

The following standards shall apply in PDR-4 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot size: 5,000 square feet.
- (.02) Minimum lot size: 4,000 square feet.
- (.03) Minimum density at build out: One unit per 6,000 square feet.
- (.04) Other standards:

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- A. Minimum lot width at building line: Thirty-five (35) feet.
- B. Minimum street frontage of lot: Thirty-five (35) feet; however, street frontage may be reduced to twenty-four (24) feet when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive. [Amended by Ord. 682, 9/9/10]
- C. Minimum lot depth: Sixty (60) feet.
- D. Setbacks: per Section 4.113(.03).
- E. Maximum building height: Thirty-five (35) feet.
- F. Maximum lot coverage: Seventy-five percent (75%) for all buildings except Accessory Dwelling Units. Eight-five percent (85%) for all buildings including Accessory Dwelling Units.

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(.05) Examples of development that is typically permitted (hypothetical 10-acresite):

- A. Seventy-two single-family dwellings (with or without accessory dwelling units) on individual lots, or
- B. Eighty-seven dwelling units (any combination of multiple family or single family units with or without accessory dwelling units).

**Section 4.124.5. PDR-5:**

The following standards shall apply in PDR-5 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot area per unit: 3,000 square feet.
- (.02) Minimum lot size: 2,500 square feet.
- (.03) Minimum density at build out: One unit per 4,000 square feet.
- (.04) Other Standards:

- A. Minimum lot width at building line: Thirty (30) feet.
- B. Minimum street frontage of lot: Thirty (30) feet.
- C. Minimum Lot Depth: Sixty (60) feet.
- D. Setbacks: per Section 4.113(.03).
- E. Maximum height: Thirty-five (35) feet.
- F. Maximum lot coverage: Seventy-five percent (75%) for all buildings except Accessory Dwelling Units. Eight-five percent (85%) for all buildings including Accessory Dwelling Units.

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(.05) Examples of development that is typically permitted (hypothetical 10-acresite):

- A. 108 town-house units on individual lots, or
- B. 145 dwelling units (any combination of multiple-family or single-family units).

**Section 4.124.6. PDR-6:**

The following standards shall apply in PDR-6 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

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- (.01) Average lot area per unit: 2,000 to 2,500 square feet.
- (.02) Minimum lot size: None.
- (.03) Minimum density at build out: One unit per 2,500 square feet.
- (.04) Other standards:
  - A. Minimum lot width at building line: Thirty (30) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet.
  - C. Minimum lot depth: Sixty (60) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Seventy-five percent (75%) for all buildings-~~except Accessory Dwelling Units. Eight-five percent (85%) for all buildings including Accessory Dwelling Units.~~
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
  - A. 174 condominium units, or
  - B. 217 multiple family-units.

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**Section 4.124.7. PDR-7:**

The following standards shall apply in PDR-7 zones. It should be noted that lot size requirements do not specify the number of units that may be constructed per lot:

- (.01) Average lot area per unit: 2,000 square feet.
- (.02) Minimum lot size: 1,500 square feet.
- (.03) Minimum density at build out: One unit per 2,400 square feet.
- (.04) Other standards:
  - A. Minimum lot width at building line: Thirty (30) feet.
  - B. Minimum street frontage of lot: Thirty (30) feet.
  - C. Minimum lot depth: Sixty (60) feet.
  - D. Setbacks: per Section 4.113(.03).
  - E. Maximum building height: Thirty-five (35) feet.
  - F. Maximum lot coverage: Seventy-five percent (75%) for all buildings ~~except Accessory Dwelling Units. Eight-five percent (85%) for all buildings including Accessory Dwelling Units.~~
- (.05) Examples of development that is typically permitted (hypothetical 10-acresite):
  - A. 174 condominium units, or
  - B. 217 multiple-family units.

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## Section 4.125. V – Village Zone

**(.01) Purpose.**

The Village (V) zone is applied to lands within the Residential Village Comprehensive Plan Map designation. The Village zone is the principal implementing tool for the Residential Village Comprehensive Plan designation. It is applied in accordance with the Villebois Village Master Plan and the Residential Village Comprehensive Plan Map designation as described in the Comprehensive Plan.

- A. The Village zone provides for a range of intensive land uses and assures the most efficient use of land.
- B. The Village zone is intended to assure the development of bicycle and pedestrian-sensitive, yet auto-accommodating, communities containing a range of residential housing types and densities, mixed-use buildings, commercial uses in the Village Center and Neighborhood Centers, and employment opportunities.
- C. The Village zone, together with the Architectural Pattern Book and Community Elements Book, is intended to provide quantitative and objective review guidelines.

**(.02) Permitted Uses.** Examples of principle uses that are typically permitted:

- A. Single Family Dwellings
- B. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11)
- C. Duplexes
- D. Row Houses
- E. Multi-Family Dwellings
- F. Cluster Housing
- G. Residential Facilities, Residential Homes, and Community Housing developed to implement ORS 426.508
- H. Non-commercial parks, plazas, playgrounds, recreational facilities, community buildings and grounds, tennis courts, and other similar recreational and community uses owned and operated either publicly or by an owners association.
- I. Commercial uses within the Village Center, subject to the standards of (.06) Standards Applying to Commercial Uses and similar to the following:
  - 1. Sales and servicing of consumer goods:
    - Bicycle shop
    - Bookstore
    - Clothing store
    - Electronics and appliances store
    - Florist

Table V-1: Development Standards													
Building Type	Min. Size (sq.ft.)	Lot Min. Width (ft.)	Lot Min. Depth (ft.)	Lot Max. Coverage (note)	Lot Min. Width (%age)	Frontage Max. Height <sup>9</sup> (ft.)	Bldg. Setbacks <sup>10, 13, 20</sup>			Side Min. (ft.)	Alley-Loaded Garage (note)	Street-Loaded Garage (note)	
							Front (ft.)	Min. Front (ft.)	Max. Rear Min. (ft.)				
Commercial Buildings - Village Center <sup>14</sup>	NR	NR	NR	<sup>1</sup>	90	60	NR <sup>3</sup>	5	NR	NR	NR	NA	
Hotels - Village Center <sup>14</sup>	NR	NR	NR	<sup>1</sup>	80	60	NR <sup>3</sup>	15	NR	NR	NR	NA	
Mixed Use Buildings - Village Center <sup>14</sup>	NR	NR	NR	<sup>1</sup>	90	60	NR <sup>3</sup>	8	NR	NR	NR	NA	
Multi-Family Dwellings - Village Center <sup>14</sup>	NR	NR	NR	<sup>1</sup>	80	45	5 <sup>4</sup>	15	NR	NR	NR	NA	
Row Houses <sup>11</sup> - Village Center <sup>14</sup>	NR	NR	NR	<sup>1</sup>	80	45	5 <sup>4</sup>	10	NR	NR	NR	NA	
Commercial Buildings	NR	NR	NR	<sup>1</sup>	60	45	NR	15	NR	NR	NR	NA	
Mixed Use Buildings	NR	NR	NR	<sup>1</sup>	60	45	NR	15	NR	NR	NR	NA	
Multi-Family Dwellings	NR	NR	NR	<sup>1</sup>	60	45	8 <sup>4</sup>	15	NR	NR	NR	NA	
Row Houses <sup>11</sup>	NR	15	50	<sup>1</sup>	80	45	8 <sup>5</sup>	15	NR	NR	NR	NA	
Duplexes	4,000	45	70	<sup>2</sup>	60 <sup>16</sup>	35	12 <sup>5, 6</sup>	20 <sup>6</sup>	5	5 <sup>15</sup>	7	8,17,18	
Single-Family Dwellings	2,250	35	50	<sup>2</sup>	60 <sup>16</sup>	35	12 <sup>5, 6</sup>	20 <sup>6</sup>	5	5 <sup>15</sup>	7	8,17	

Notes: NR No Requirement

NA Not Allowed

1 Lot < 8000sf: NR; Lot >8000sf: 80% (Max. Lot Coverage)

2 Small lots: 75%, Medium Lots: 65%, Standard and Large Lots: 55%, Estate Lots: 45% Maximum Lot Coverage

On lots where detached accessory buildings are built, maximum lot coverage may be increased by 10%.

Areas of lots occupied by Accessory Dwelling Units shall not count towards maximum lot coverage up to a total lot coverage of 85%.

3 Bay windows, balconies, and other structural building projections above 8 ft. may encroach up to 5 ft. into the Public Way; canopies, awnings, and other non-structural projections may encroach up to 8 ft. into the Public Way.

4 Porches, stairs, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach up to the Public Way.

5 Porches, stoops, decks, canopies, balconies, bay windows, chimneys, awnings, and other building projections may encroach to within 8 ft. of the Public Way. Stairs may encroach to the Public Way.

6 For Standard, or Large Lots on Collector Avenues, front setbacks are 20 ft. min., (13' setback to porch), side street setbacks are 15' (8' setback to porch). Pie-shaped lots or lots with significant trees or grade banks at frontage have no maximum front setback.

7 The garage setback from alley shall be between 3 and 5 foot or, when as optional parking space is located between the garage and the alley, shall be 16 ft. minimum. Lots with important trees, as identified in the Master Plan, or grade differences at the alley, affecting garage location shall be exempt from this requirement.

8 Street-loaded garages shall be a minimum 20 ft. front setback to face of garage, and located a minimum of 5 ft. behind main façade of the associated dwelling unit.

9 Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.

10 For Village Center buildings with lots fronting two or more streets, at least two facades shall be subject to the minimum frontage width and front setback requirements.

11 Row Houses are typically attached, but may be detached within the Village Center Boundary. When attached, no more than ten units shall be contiguous along a street edge. When row houses are detached, the Minimum Frontage Width is 65%. The Minimum Frontage Width for detached row houses may be less than 65% on corner lots or to accommodate the curve radius of street frontage, public utility easements, important trees, grade differences, public open space requirements, or as otherwise approved by the DRB.

12 See Definitions, 4.125.01, for measurement of Minimum Frontage Width.

13 Front Setback is measured as the offset of the front lot line or a vehicular or pedestrian access easement line. On lots with alleys, Rear Setback shall be measured from the rear lot line abutting the alley.

14 See Figure 2A - Village Center Boundary & Land Use Plan in the Villebois Village Master Plan for areas included within the Village Center.

15 On Estate Lots and Large Lots with frontage 70 ft. or wider, the minimum combined side yard setbacks shall total 15 ft. with a minimum of 5 ft. On Small and Medium Lots, minimum side setback shall be 0 ft. or as required by Building Code.

16 For cluster housing with lots arranged on a courtyard, frontage shall be measured at the front door face of the building adjacent to a public right of way or a public pedestrian access easement linking the courtyard with the Public Way.

17 Dwellings on lots without alley access shall be at least 36 feet wide.

18 Duplexes with front-loaded garages are limited to one shared standard-sized driveway/apron.

19 Maximum setbacks may be increased as necessary to accommodate deeper porches, building code, public utility easements or public open space requirements.

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*Wilsonville - Residential Neighborhood (RN) Zone***4.127 Residential Neighborhood (RN) Zone****(.01) Purpose.**

The Residential Neighborhood (RN) zone applies to lands within Residential Neighborhood Comprehensive Plan Map designation. The RN zone is a Planned Development zone, subject to applicable Planned Development regulations, except as superseded by this section or in legislative master plans. The purposes of the RN Zone are to:

- A. Implement the Residential Neighborhood policies and implementation measures of the Comprehensive Plan.
- B. Implement legislative master plans for areas within the Residential Neighborhood Comprehensive Plan Map designation.
- C. Create attractive and connected neighborhoods in Wilsonville.
- D. Regulate and coordinate development to result in cohesive neighborhoods that include: walkable and active streets; a variety of housing appropriate to each neighborhood; connected paths and open spaces; parks and other non-residential uses that are focal points for the community; and, connections to and integration with the larger Wilsonville community.
- E. Encourage and require quality architectural and community design as defined by the Comprehensive Plan and applicable legislative master plans.
- F. Provide transportation choices, including active transportation options.
- G. Preserve and enhance natural resources so that they are an asset to the neighborhoods, and there is visual and physical access to nature.

**(.02) Permitted uses:**

- A. Open Space.
- B. Single-Family Dwelling Unit.
- C. Attached Single-Family Dwelling Unit. In the Frog Pond West Neighborhood, a maximum of 2 dwelling units, not including ADU's, may be attached.
- D. Duplex.
- E. Multiple-Family Dwelling Units, except when not permitted in a legislative master plan, subject to the density standards of the zone. Multi-family dwelling units are not permitted within the Frog Pond West Master Plan area.
- F. Cohousing.
- G. Cluster Housing.



*Wilsonville - Residential Neighborhood (RN) Zone*

- H. Public or private 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.
- I. Manufactured homes.

## (.03) Permitted accessory uses to single family dwellings:

- A. Accessory uses, buildings and structures customarily incidental to any of the principal permitted uses listed above, and located on the same lot.
- B. Living quarters without kitchen facilities for persons employed on the premises or for guests. Such facilities shall not be rented or otherwise used as a separate dwelling unless approved as an accessory dwelling unit or duplex.
- C. Accessory Dwelling Units, subject to the standards of Section 4.113 (.11).
- D. Home occupations.
- E. A private garage or parking area.
- F. Keeping of not more than two (2) roomers or boarders by a resident family.
- G. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.
- H. Accessory buildings and uses shall conform to front and side yard setback requirements. If the accessory buildings and uses do not exceed 120 square feet or ten (10) feet in height, and they are detached and located behind the rear-most line of the main buildings, the side and rear yard setbacks may be reduced to three (3) feet.
- I. Livestock and farm animals, subject to the provisions of Section 4.162.

## (.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, sub-stations and pump stations.
- B. Commercial Recreation, including public or private clubs, lodges or meeting halls, golf courses, driving ranges, tennis clubs, community centers and similar commercial recreational uses. Commercial Recreation will be permitted upon a finding that it is compatible with the surrounding residential uses and promotes the creation of an attractive, healthful, efficient and stable environment for living, shopping or working. All such uses except golf courses and tennis courts

*Wilsonville - Residential Neighborhood (RN) Zone*

shall conform to the requirements of Section 4.124(.04)(D)  
(Neighborhood Commercial Centers).

- C. Churches; public, private and parochial schools; public libraries and public museums.
  - D. Neighborhood Commercial Centers limited to the provisions of goods and services primarily for the convenience of and supported by local residents. Neighborhood Commercial Centers are only permitted where designated on an approved legislative master plan.
- (.05) Residential Neighborhood Zone Sub-districts:
- A. RN Zone sub-districts may be established to provide area-specific regulations that implement legislative master plans.
    - 1. For the Frog Pond West Neighborhood, the sub-districts are listed in Table 1 of this code and mapped on Figure 6 of the Frog Pond West Master Plan. The Frog Pond West Master Plan Sub-District Map serves as the official sub-district map for the Frog Pond West Neighborhood.
- (.06) Minimum and Maximum Residential Units:
- A. The minimum and maximum number of residential units approved shall be consistent with this code and applicable provisions of an approved legislative master plan.
    - 1. For the Frog Pond West Neighborhood, Table 1 in this code and Frog Pond West Master Plan Table 1 establish the minimum and maximum number of residential units for the sub-districts. The minimum and maximum number does not include Accessory Dwelling Units.
    - 2. For parcels or areas that are a portion of a sub-district, the minimum and maximum number of residential units are established by determining the proportional gross acreage and applying that proportion to the minimums and maximums listed in Table 1. The maximum density on a parcel may be increased, up to a maximum of 10% of what would otherwise be permitted, based on an adjustment to an SROZ boundary that is consistent with 4.139.06.
  - B. The City may allow a reduction in the minimum density for a sub-district when it is demonstrated that the reduction is necessary due to topography, protection of trees, wetlands and other natural resources, constraints posed by existing development, infrastructure needs, provision of non-residential uses and similar physical conditions.

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Wilsonville - Residential Neighborhood (RN) Zone

Table 1. Minimum and Maximum Dwelling Units by Sub-District in the Frog Pond West Neighborhood

Area Plan Designation	Frog Pond West Sub-district	Minimum Dwelling Units in Sub-district	Maximum Dwelling Units in Sub-district
R-10 Large Lot Single Family	3	26	32
	7	24	30
	8	43	53
R-7 Medium Lot Single Family	2	20	25
	4	86	107
	5	27	33
	9	10	13
	11	46	58
R-5 Small Lot Single Family	1	66	82
	6	74	93
	10	30	38
Civic	12	0	7 <sup>a</sup>
Public Facilities (PF)	13	0	0

<sup>a</sup> These metrics apply to infill housing within the Community of Hope Church property, should they choose to develop housing on the site. Housing in the Civic sub-district is subject to the R-7 Medium Lot Single Family regulations.

(.07) Development Standards Generally

- A. Unless otherwise specified by this the regulations in this Residential Development Zone chapter, all development must comply with Section 4.113, Standards Applying to Residential Development in Any Zone.

(.08) Lot Development Standards:

- A. Lot development shall be consistent with this code and applicable provisions of an approved legislative master plan.
- B. Lot Standards Generally. For the Frog Pond West Neighborhood, Table 2 establishes the lot development standards unless superseded or supplemented by other provisions of the Development Code.
- C. Lot Standards for Small Lot Sub-districts. The purpose of these standards is to ensure that development in the Small Lot Sub-districts includes varied design that avoids homogenous street frontages, creates active pedestrian street frontages and has open space that is integrated into the development pattern.

Wilsonville - Residential Neighborhood (RN) Zone

Standards. Planned developments in the Small Lot Sub-districts shall include one or more of the following elements on each block:

1. Alleys.
2. Residential main entries grouped around a common green or entry courtyard (e.g. cluster housing).
3. Four or more residential main entries facing a pedestrian connection allowed by an applicable legislative master plan.
4. Garages recessed at least 4 feet from the front façade or 6 feet from the front of a front porch.

Table 2: Neighborhood Zone Lot Development Standards

Neighborhood Zone Sub-District	Min. Lot Size (sq.ft.)	Min. Lot Depth (ft.)	Max. Lot Coverage (%)	Min. Lot Width <sup>G, H, J</sup> (ft.)	Max. Bldg. Height <sup>F</sup> (ft.)	Setbacks <sup>H</sup>				
						Front Min. (ft.)	Rear Min. (ft.)	Side Min. (note)	Garage Min Setback from Alley (ft.)	Garage Min Setback from Street <sup>K</sup> (ft.)
R-10 Large Lot Single Family	8,000 <sup>A</sup>	60'	40% <sup>B</sup>	40	35	20 <sup>C</sup>	20	I	18 <sup>D</sup>	20
R-7 Medium Lot Single Family	6,000 <sup>A</sup>	60'	45% <sup>B</sup>	35	35	15 <sup>C</sup>	15	I	18 <sup>D</sup>	20
R-5 Small Lot Single Family	4,000 <sup>A</sup>	60'	60% <sup>B</sup>	35	35	12 <sup>C</sup>	15	I	18 <sup>D</sup>	20

- Notes:
- A May be reduced to 80% of minimum lot size where necessary to preserve natural resources (e.g. trees, wetlands) and/or provide active open space. Cluster housing may be reduced to 80% of minimum lot size. Duplexes in the R-5 Sub-District have a 6,000 SF minimum lot size.
  - B On lots where detached accessory buildings are built, maximum lot coverage may be increased by 10%.
  - C Front porches may extend 5 feet into the front setback.
  - D The garage setback from alley shall be minimum of 18 feet to a garage door facing the alley in order to provide a parking apron. Otherwise, the rear or side setback requirements apply.
  - F Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.
  - G May be reduced to 24' when the lot fronts a cul-de-sac. No street frontage is required when the lot fronts on an approved, platted private drive or a public pedestrian access in a cluster housing development.
  - H Front Setback is measured as the offset of the front lot line or a vehicular or pedestrian access easement line. On lots with alleys, Rear Setback shall be measured from the rear lot line abutting the alley.
  - I On lots greater than 10,000 SF with frontage 70 ft. or wider, the minimum combined side yard setbacks shall total 20 ft. with a minimum of 10 ft. On other lots, minimum side setback shall be 5 ft. On a corner lot, minimum side setbacks are 10 feet.
  - J For cluster housing with lots arranged on a courtyard, frontage shall be measured at the front door face of the building adjacent to a public right of way or a public pedestrian access easement linking the courtyard with the Public Way.
  - K Duplexes with front-loaded garages are limited to one shared standard-sized driveway/apron.
  - L Areas of lots occupied by Accessory Dwelling Units shall not count towards maximum lot coverage.

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Commented [PD47]: B1

4.138 Old Town Overlay Zone

- 2. Exterior remodeling of commercial, industrial, public facility, multi-family residential, or mixed use building that requires a building permit, when that remodeling is visible from a public street (other than an alley) and changes the existing design of the building; and
  - 3. Upon the request of an applicant, in order to pursue a design not in conformance with the Old Town Single-Family Designs Standard Book, new single-family homes (including duplexes) and accessory buildings, or remodeling thereof. Standards for ADU’s in Subsection (.04) C. below shall apply.
- B. The following (except as noted in A.3. above) shall be reviewed through the Class I administrative review process for conformance with the Development Standards of Subsection (.04) concurrently with building plan review:
- 1. New single-family homes (including duplexes), single-family home additions, remodels, accessory dwelling units, garages, and other buildings accessory to a single-family use.

(.04) Single-Family Development Standards (including accessory buildings and duplexes)

- A. The standards of this subsection shall take precedence over setback, lot coverage, height, and ~~accessory Accessory dwelling Dwelling unit Unit~~ standards otherwise established in the Development Code. All other standards of the base zone and/or approved planned developments shall apply. For PDR Zones, the setback and lot coverage standards are subject to the waiver provisions of Section 4.118.
- B. Development shall comply (except as noted in 1. and 2. below) with the standards of the Old Town Single-Family Design Standards Book including but not limited to architectural design, height, setbacks, and lot coverage.
  - 1. An applicant for a remodel of and/or addition to structures existing prior to December 1, 2017 may elect to match the existing design of the structure rather than comply with the Old Town Single-Family Design Standards Book if all of the following are met:
    - a. The height of the structure remains the same and any additions do not exceed the height of the existing structure;
    - b. The roof pitch on the existing portion of the structure remains the same and is matched for additions involving facades facing a street or public open space;
    - c. All exterior materials are substantially similar in style and texture to the existing materials on the structure;
    - d. For facades of the structure facing a street or public open space (does not include alleys) all architectural elements, such as windows, doors, porches, dormers, details, etc. are kept the same, or in the case of extending out a wall during an addition, reproduced; and
    - e. Setbacks and lot coverage requirements of the underlying zone are met.

Commented [PD48]: C1

- 2. Accessory structures less than 120 square feet and 10 feet in height are not subject to the Old Town Single-Family Design Standards but rather the standards of the underlying zone.
- C. The following standards shall apply to Accessory Dwelling Units (ADU's) within the "O" Overlay Zone to ensure smaller bulk of residential buildings and minimal use of on-street parking consistent with the historic character of the neighborhood. Where these standards differ from those of Subsection 4.113 (.11), including size design and parking, these standards take precedence. All other standards of Subsection 4.113 (.11), including but not limited to number of ADU's and review process, continue to apply.
  - 1. Size: ADU's shall not exceed 600 square feet of living space.
  - 2. Design: ADU's shall be substantially the same exterior design and architecture (i.e. siding, windows, color, roof pitch, doors and roofing materials) as the primary dwelling unit on the property. ADU's shall be either:
    - a. Detached single-story structures; or
    - b. Over a detached garage meeting the following requirements:
      - i. The garage/ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and
      - ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.
  - 3. ~~Parking: Each ADU shall have one dedicated standard sized parking space on the same lot.~~

Commented [PD49]: C10

(.05). Standards for Development Subject to Site Design Review

- A. Building Setbacks - Buildings fronting Boones Ferry Road shall abut the public sidewalk except where public plazas, courtyards, approved landscaping, or other public pedestrian amenities are approved. Except, however, that residential garages or carports shall be set back a minimum of twenty (20) feet from any sidewalk or traveled portion of a street across which access to the garage or carport is taken. The Development Review Board may approve other setbacks to accommodate sidewalks, landscaping, or other streetscape features located between the street right-of-way and the building.
- B. Landscaping - Not less than fifteen (15) percent of the development site shall be landscaped. In the event that a building is set back from a street side property line, along Boones Ferry Road, Bailey Street, or 5<sup>th</sup> Street, the intervening area shall be landscaped. In reviewing proposals for parking lots in locations between buildings and streets, the Development Review Board may require special landscaping treatments or designs to screen the view of the parking lot from the public right-of-way.
- C. Building height - As specified in the underlying base zone.
- D. Street access to Boones Ferry Road. Ingress and egress points along Boones Ferry Road shall be designed and constructed such that access points on one side of the

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

- 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 off-site 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.

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

*Note: In considering proposed waivers to the following standards, the City will consider the potential uses of the site and not just the uses that are currently proposed. For waivers to exceed the maximum standards, applicants shall bear the burden of proving that Metro, State, and federal clean air standards will not be violated.*

TABLE 5: PARKING STANDARDS			
USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
<b>a. Residential</b>			
1. <del>Single and attached units and any apartments</del> Single Family Dwelling Units, Duplexes, Multiple Family Dwelling units of nine (9) or fewer units	1 per D.U., <del>except accessory dwelling units, which have no minimum.</del>	No Limit	<del>Apartments-Multiple Family Dwelling Units –</del> Min. of 2
2. Accessory Dwelling Units	Per Subsection 4.113 (.11)	No Limit	Non required
3. <del>Apartments-Multiple Family Dwelling Units</del> of ten (10) or more units	1 per D.U. (less than 500 sq. ft.) 1.25 per D.U. (1 bdrm) 1.5 per D.U. (2 bdrm) 1.75 per D.U. (3 bdrm)	No Limit	1 per D.U.
4. <del>Manufactured or mobile home park</del>	2 spaces/unit	No Limit	1 per D.U.
4. <del>Manufactured or mobile home subdivision</del>	1 per D.U.	No Limit	1 per D.U.
<b>b. Commercial Residential</b>			
1. Hotel	1 per 1000 sq. ft.	No Limit	1 per 5 units Min. of 2

Commented [PD50]: C1, C10

Commented [PD51]: C10

Commented [PD52]: C1

Commented [PD53]: C3



C. The Community Development Director shall not sign any plat which does not indicate the marking with monuments of the intersections of all streets and the centerlines of all streets at every point of curvature and point of tangent. It shall be the responsibility of the applicant to provide such Monumentation within the land division prior to the issuance of any Building permit for construction within the subject property.

(.04) Action on Final Plat: Within thirty (30) days of receipt of a complete final plat submittal, the Planning Director shall approve, deny, or, when further information is required, postpone a decision on the application. Written notice of such action shall be mailed to the applicant by the Planning Director. If the Planning Director determines that full conformity with all applicable ordinances has not been made, the Director shall advise the applicant of the changes or additions that must be made and shall afford the applicant an opportunity to make the necessary changes or additions.

A. A final plat shall be approved only if affirmative findings can be made that:

1. The Plat is in substantial conformance with the provisions of the Preliminary Plat, as approved;
2. The proposal is consistent with the provisions, intents and purposes of the Comprehensive Plan, Zoning Regulations and the requirements of other relevant sections of this Code.
3. Streets, roads and alleys for public use are dedicated without any reservation or restriction other than reversionary rights upon vacation of any such street or road and easements for public utilities;
4. The plat contains a donation to the public of all common improvements, including, but not limited to, streets, roads, parks, sewage disposal and water supply systems, the donation of which is required by Ordinance or was made a condition of the approval of the tentative plat for the development.
5. Explanations of all common improvements to remain in private ownership have been accounted for and referenced on the plat;
6. Private drives indicated on the tentative plat have been approved by the City; and [Amended by Ord. 682, 9/9/10]
7. Demonstration that residential plats or subdivisions submitted for final plat approval after October 1, 2018 do not restrict Accessory Dwelling Units to a greater extent than the City's Development Code in place at the time of final plat submittal except that restrictions on building materials and finishes can be commensurate with requirements for other accessory structures. The allowance of Accessory Dwelling Units is acknowledged in clear language on the plat or other document recorded with the plat to which the plat is subject (i.e. CC&R's).

~~6.~~

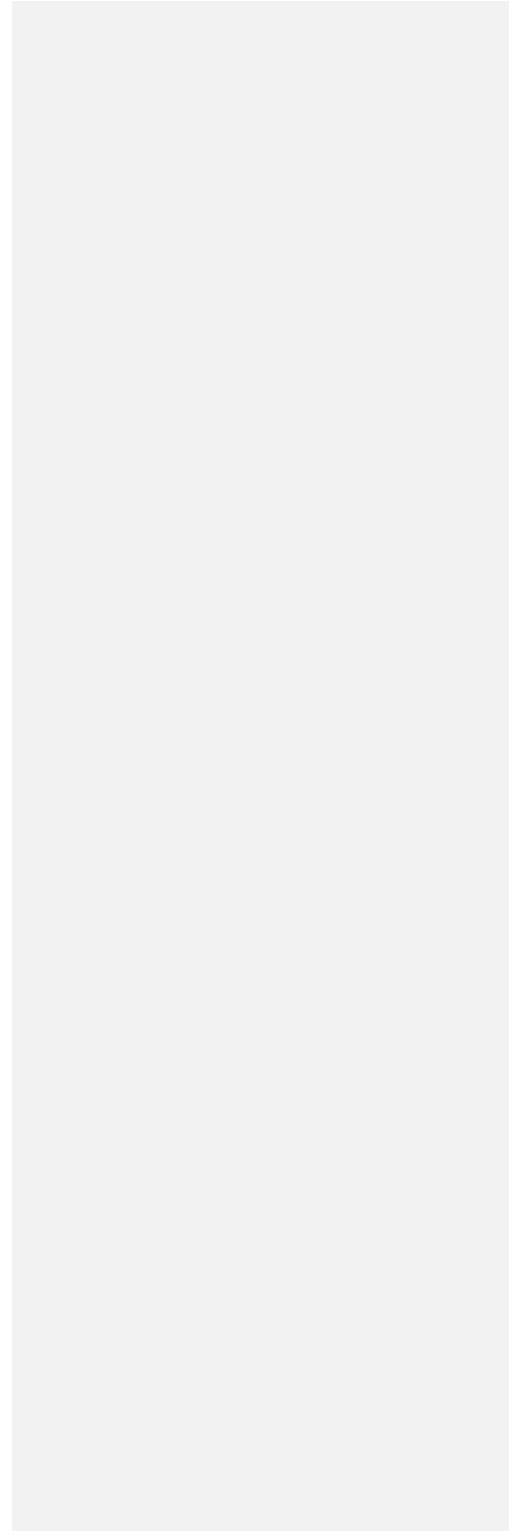
~~7.8.~~ All conditions of approval for the development have been met, or adequate assurances for their completion have been provided, to the satisfaction of the Community Development Director.

B. If affirmative findings cannot be made with regard to all of the above criteria, the Planning Director shall not approve the final plat.

C. If approved, such approval shall be evidenced by the signature on the plat of the

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Planning Director together with the date of approval. In the event of denial, the Planning Director shall cause written notice and the reasons for denial to be furnished to the applicant.



# Attachment 3

## accessory buildings, adus, and garages

### DESIGN

Design guidelines are applicable to any and all exterior building elements visible from the public right-of-way or public parcel, in any direction, regardless of existing or proposed landscaped or natural visual barriers between the public view shed and exterior building elements.

The garage and other accessory buildings over 120sf and 10ft in height must be designed using the same exterior design and architecture (i.e. siding, windows, doors, and roofing materials) as the primary residence on the lot. Accessory buildings cannot be taller than the primary residence. If the primary residence is less than 15 feet, an accessory building can be 15 feet or less.

Accessory Dwelling Units (ADU's) in Old Town shall:

1. Size: ADU's shall not exceed 600 square feet of living space.
2. Design. ADU's shall be either:
  - a. Detached single-story structures; or
  - b. Over a detached garage meeting the following requirements:
    - i. The garage ADU structure is a maximum 1.5 stories tall, not exceeding a height of 20 feet; and
    - ii. The primary dwelling unit on the property is 1.5 or 2 stories tall.

~~3. Parking. Each ADU shall have one dedicated standard size parking space on the same lot.~~

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All other standards of Subsection 4.113 (.11) related to ADU's apply. See Subsection 4.138 (.04) C. Wilsonville Code.

### STYLE GUIDELINES

#### Western Farmhouse

Roof Style: Gable  
Roof Pitch: 7:12 to 12:12  
Eaves: 8" minimum to 18" maximum

#### New Ranch

Roof Style: Hip or Low-Pitched Gable  
Roof Pitch: 4:12 to 6:12  
Eaves: 8" minimum to 18" maximum

#### Craftsman

Roof Style: Gable  
Roof Pitch: 6:12 to 10:12  
Eaves: 8" minimum to 18" maximum



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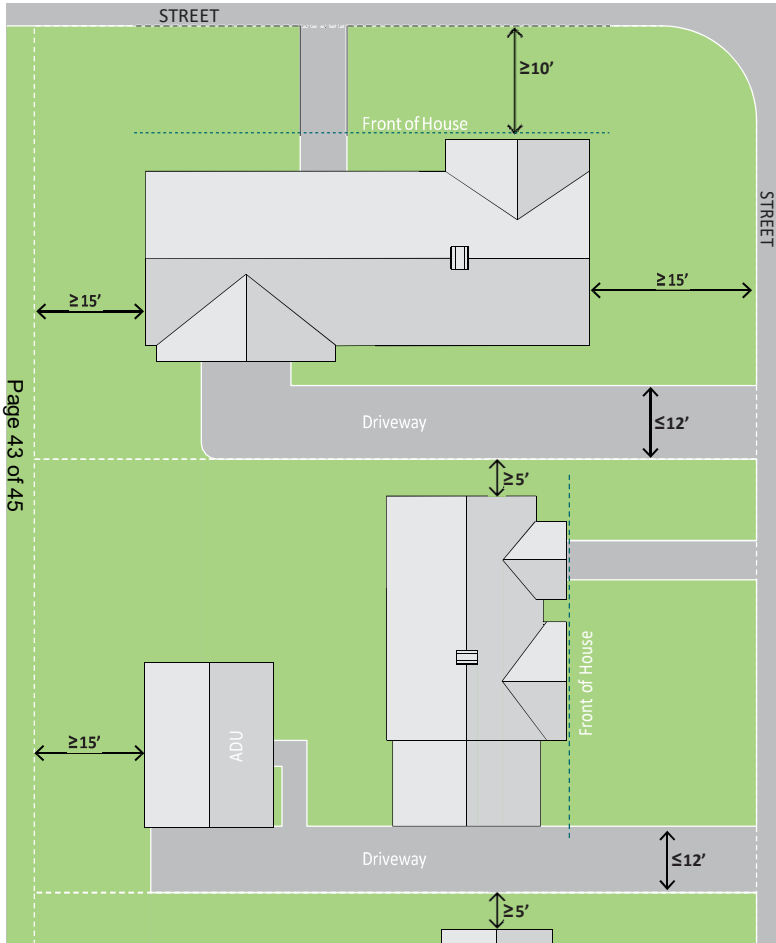


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### Materials and Lot Coverage



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#### MATERIALS

The following construction materials may not be used as an exterior finish:

1. Vinyl siding.
2. Wood fiber hardboard siding.
3. Oriented strand board siding.
4. Corrugated or ribbed metal.
5. Fiberglass panels

#### LOT COVERAGE

The ratio of building to lot area is a part of the Old Town historic character. The existing community is developed to have smaller homes on larger lots. The lot coverage ratio maintains the existing balance and openness of the neighborhood.

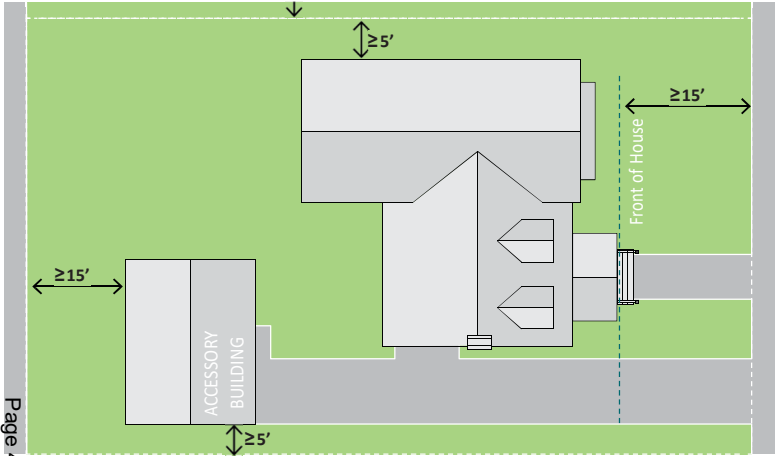
All built structures are not to exceed 40% lot coverage.

Buildings under 120sf and 10ft in height and Accessory Dwelling Units are not counted in lot coverage.

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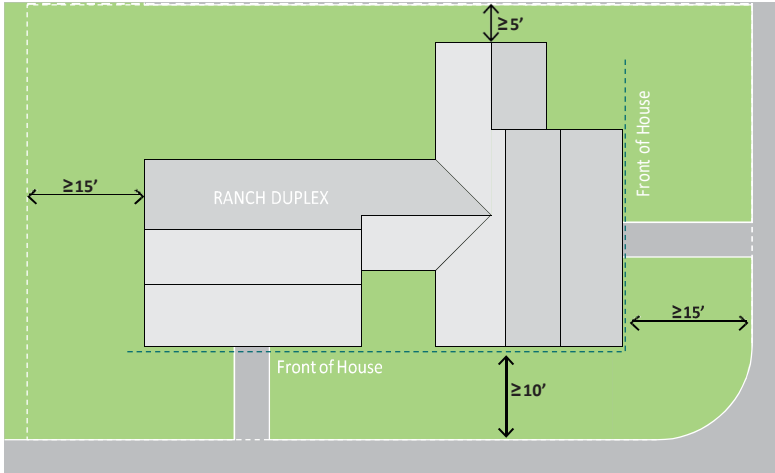
### Edges and Setbacks: Accessory Buildings



Accessory buildings should follow the same front, rear, and side yard setbacks as primary dwellings and fit within the 40% maximum lot coverage. However, buildings under 120sf and 10ft in height and all Accessory Dwelling Units are not counted in lot coverage.

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Duplexes on corners could have entrances on separate street fronts.



# Accessory Dwelling Unit (ADU) Code Amendments

Planning Commission Work Session

June 13, 2018

Presented by: Daniel Pauly AICP, Senior Planner

# Senate Bill 1051

- ORS 197.312 (5)(a) “A city with a population greater than 2,500 or a county with a population greater than 15,000 shall allow . . . at least one accessory dwelling unit for each detached single-family dwelling, subject to reasonable local regulations relating to siting and design.”



# Senate Bill 1051

- ORS 227.175 (4)(b)(A) “A city may not deny an application for a housing development located within the urban growth boundary if the development complies with clear and objective standards,”





# Code Review and Audit

- Reviewed by Legal and Planning Staff
- Code Audit performed by consultant paid for by Metro



# Current City Allowance

- ADUs allowed for single-family homes on their own lot
- Required to be “substantially the same exterior design” as main house
- Numeric limitations for Canyon Creek Estates



# ADU Code Amendment Categories

- A. Ensure Compliance
- B. Further the Intent
- C. Increase Code Function and Clarity



## A. Ensure Compliance

1. Allowance per “detached dwelling” in addition to current per lot allowance
2. Remove subjective “similar architecture” language
3. Remove numeric limit for Canyon Creek Estates



## B. Further Intent

1. Allow for additional lot coverage for ADUs
2. Prohibit further private restrictions



## C. Increase Code Function & Clarity

1. Refine “Dwelling Unit” definitions
2. Add “Detached” and “Attached” definitions
3. Remove unnecessary duplicative language
4. Clarify accessory use and lot relationship
5. Update “Garage” definition
6. Define “Habitable Floor Area” and clarify what type of storage is counted in ADU floor area



## C. Increase Code Function & Clarity

7. Define “Short-Term Rental” and clarify allowance
8. Clarify ADUs included in lists of accessory buildings and structures
9. Simplify/Clarify ADU floor area language
10. Simplify ADU parking requirements
11. Clarify ADUs don’t count in density calculations
12. Remove unnecessary trash collection and fire access language



# Questions & Comments





**PLANNING COMMISSION  
WEDNESDAY, JUNE 13, 2018  
6:00 P.M.**

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

*Approved as presented at  
the July 11, 2018  
PC Meeting*

**Minutes Excerpt**

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**I. CALL TO ORDER - ROLL CALL**

Chair Jerry Greenfield called the meeting to order at 6:00 p.m. Those present:

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

City Staff: Chris Neamtzu, Amanda Guile-Hinman, Miranda Bateschell, Daniel Pauly, Jeana Troha, Dwight Brashear, Nicole Hendrix, and Eric Loomis.

**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.

**ADMINISTRATIVE MATTERS**

A. Consideration of the May 9, 2018 Planning Commission minutes  
The May 9, 2018 Planning Commission minutes were accepted as presented.

**II. WORK SESSIONS**

A. Accessory Dwelling Unit (ADU) Code Edits (Pauly)

Daniel Pauly, Senior Planner, stated that edits to the Code resulted from Senate Bill 1051, which passed in 2017. He presented the Development Code edits for Accessory Dwelling Units (ADUs) via PowerPoint, reviewing the recently passed Senate Bill 1051, noting the requirements that Wilsonville was already in compliance with, and explaining which sections of the Code needed to be amended in order to fully comply with the new laws. His responses to questions regarding the ADU Code edits were as follows:

- As the Code was currently drafted, future updates to homeowners association CC&Rs would not trigger a revision to remove restrictions that prohibit ADUs.
- New deed restrictions that prohibit ADUs would not be allowed. He did not believe this needed to be stated in the Code because it was unlikely that a property owner would place such a restriction on their own property. In a case like Frog Pond, where land would be divided, the land division would have to address any deed restrictions that prohibit ADUs.
- Clarifications to the definitions of attached and detached dwelling units were driven by the types of dwelling units expected in the future. Typically, duplexes were attached. However, there was no language prohibiting detached duplexes. The current ADU standard stated that if an ADU was over 800 sq ft, it was considered a duplex; but, it did not specifically state that if that ADU was detached, it would have to be attached in order for it to be considered a duplex. The standard was that duplexes were attached units, but to make the Code language clear and objective as required by State law, the Code must state duplexes could be detached in order to enable the Code to function in compliance with State law.

- A garage that could be accessed from an ADU, whether on the ground floor or second floor of the garage, or an addition to a house would be exempt from the lot coverage area requirements, but any other structure attached to the ADU, like a workshop, would count against lot coverage.
  - Using the same definition of habitable used by the Fire Marshal and Building Code, was suggested. Staff would consider the different situations that could be built in conjunction with an ADU, and give more thought to ensuring the language more was precise in order to address those different scenarios.
  - The most frequent question was whether certain storage areas counted as habitable. Staff would also clarify that if the storage was only accessed through a door in the ceiling, it was not part of the ADU.

Commissioner Postma:

- Understood that language about having substantially the same exterior design as the main dwelling would be removed but asked what objective standards would be used to ensure the ADU matched the house.
  - Mr. Pauly noted that the majority of the city did not have design standards for houses; that was more market driven. The only exceptions were Villebois, Old Town, and Frog Pond. It was possible to have a nice looking ADU that did not match the house. Additionally, the Code language allowed CC&Rs and deed restrictions to control the architecture like any other building in a neighborhood. Requiring an ADU to match a house without requiring any other structure to match a house would be arbitrary and subjective.
  - Amanda Guile-Hinman, City Attorney, noted the City's code auditors advised that the language in the current Code violated State statutes because it would put a requirement on ADUs that is more restrictive than what is required for the primary dwelling.
- He said it was disheartening to learn that the City could only restrict ADUs to the same extent that the Code currently restricts homes. He confirmed with Staff that "outright" could be deleted from Section 4.113.(.11)A on Page 13 of 45.
  - On Page 23 of 45, he suggested that units per acre in PDR zones be defined to avoid confusion about whether units included ADUs.
  - Mr. Pauly responded language was added because Frog Pond's density was calculated differently. Language for the RN zone specifically stated that ADUs did not count against density. He agreed it would be beneficial to add the same language in the section on PDR zones.
- Stated many of Wilsonville's homeowners expected to live in a neighborhood with a certain amount of lot coverage for buildings as a whole. Now, the Code was saying one building could be added and would be exempt from that lot coverage requirement. He asked if the State statute really required the City to retroactively change lot coverages and if not, did the City want to. Smaller homes with an 800-sq ft ADU would have a disproportionately larger percentage of lot coverage than others. He was concerned about making further density requirements with the proposed exclusions.
  - Mr. Pauly noted the Old Town neighborhood had the smallest homes, which was why the standards adopted for Old Town specifically stated that ADUs were limited to 600 sq ft in that neighborhood.
- Said the Code provided the opportunity to push beyond lot coverages and densities that property owners did not buy into. State law allowed property owners to do that subject to reasonable restrictions. He suggested a lot coverage standard that included ADUs.
  - Mr. Pauly explained that including ADUs in lot coverage requirements would prohibit them in most areas of the city. A restriction that essentially prohibits ADUs would not be considered reasonable.
- Disagreed and said he believed the City could require restrictions that might prohibit people from having ADUs on their current lot. He also believed many people would be shocked to learn that lot coverage limits could be exceeded because ADUs were excluded from the requirement. Excluding ADUs would create increased density and neighbors might take issue with that.
  - Ms. Guile-Hinman explained the auditors advised that there should be no restrictions on lot coverage for ADUs because it was not considered reasonable if it restricted a property from having an ADU. One idea Staff had considered was to add a percentage allowance. Accounting for additional lot coverage would make it look as if the City was making a genuine effort to comply with the law. The

DLCD had indicated they would not be adding administrative rules at this point, but DLCD might force the issue if they believed cities were not implementing standards they believed were reasonable.

- Stated that neither the legislature nor a court had said it would be unreasonable, yet the City was basing its standards on that now.
  - Ms. Guile-Hinman advised against making Wilsonville the test case.
  - Commissioner Hurley added that being considered a test case would depend on which side of the fence one was on.
- Said he did not want an entity outside of the City's jurisdiction to be dictating what Wilsonville's neighborhoods should look like. He was not comfortable with the fact that reasonable was being defined by the DLCD, which was a non-elected organization.
  - Mr. Pauly said the City's long adopted policy of allowing, and in some ways encouraging, ADUs by allowing them for all single-family homes and waiving SDCs for them was a barrier to those other allowances. Most people who want to add something in neighborhoods like Daydream Ranch typically could not because they were at maximum lot coverage. If the intent of the City's policy was to encourage and allow ADUs in single-family neighborhoods, this was certainly a barrier that needed to be addressed. The code auditors encouraged the City to waive setbacks as well, but Staff was not recommending a change to the setbacks in an effort to help maintain lot coverage.
- Asked if the City had truly determined if ADUs should be encouraged in all instances or not.
  - Mr. Pauly stated the adopted Code seemed to indicate the City would want to allow them. If the record was reviewed, he did not believe he would find that lot coverage issues came up when the policies were adopted.
- Believed it was problematic to tell homeowners that they could and should have expected that the neighborhood's lot coverage requirements would change after decades.

Commissioner Springall noted that the City was clearly growing significantly. He questioned whether the City should always attempt to grow out or sometimes attempt to grow more density in some appropriate areas, not necessarily by putting ADUs on every lot, but where it made sense.

Commissioner Postma reiterated his concern for residents who purchased a home in a neighborhood with a certain lot coverage. The City was now imposing something greater than had been there historically.

Commissioner Heberlein noted that people who owned property in neighborhoods without HOAs had little control over what their neighbors did anyway.

Commissioner Postma responded that when people buy a home in a neighborhood without an HOA, they could reasonably assume that they might be buying into those situations. In this case, homes were purchased with a certain lot coverage that could now be exceeded.

Mr. Pauly understood the concern, but in his 10 years of talking to residents, he did not believe most property owners understood the concept of lot coverage until the requirements were drawn out, which was why he believed maintaining the current setbacks was important.

Chair Greenfield:

- Said he had concerns about the relationship between HOA and Code requirements and asked how much authority HOAs had.
  - Staff said existing HOAs could continue to be more restrictive than the City, but new HOAs established after the Code amendments were adopted would not be able to restrict the development of ADUs. The only requirement an HOA could have would be that the ADU had to look like the house.
- Said he was also concerned about on-street parking, which he believed would have a lot of public input.
  - Mr. Pauly did not believe the Code amendments would result in a change to on-street parking in the majority of the city.

Commissioner Heberlein:

- Confirmed Staff would edit the run-on sentence in Definition 88 on Page 8 of 45, as well as a similar run-on sentence in Definition 87. (Section 4.001)
  - Noted that on Pages 26 and 27, PDRs 1 through 3 did not include any lot coverage limits with ADUs, but PDRs 4 through 7 did. He asked if calculations were done on the PDRs to show it would be possible to place an ADU with those lot coverages. For example, the minimum lot size for PDR-7 was 1,500 sq ft, so was getting an ADU on a PDR-7 lot practical?
    - Mr. Pauly replied a tiny house could be done, but probably not; certainly an 800 sq ft unit would not work. He clarified the 800 sq ft was floor area, not lot coverage area. Additional stories could be added, but the square footage could not be expanded much.
  - Asked what drove the recommendation to have lot coverage restrictions on PDRs 4 through 7 but not on PDRs 1 through 3.
    - Mr. Pauly explained the limit was a percentage of the lot. A 16,000 sq ft lot could only have five percent more lot coverage. The intent was to maintain no more than 85 percent lot coverage, it would not be necessary on PDRs 1 through 3 because the lots were large and the minimum lot coverage was less. A 5,000 sq ft lot in PDR 3 would have about a 15 percent increase in lot coverage.
      - He confirmed that the 35-ft height limit for single-family developments would also apply to ADUs.
- B. SMART Programs Enhancement Strategy (Brashear)

Chair Greenfield called for a brief recess at 8:37 pm and reconvened the meeting at 8:44 pm.

C. Basalt Creek Concept Plan (Bateschell)

**III. INFORMATIONAL**

A. City Council Action Minutes (May 7, May 21, and June 4, 2018)

There were no comments.

B. 2018 Planning Commission Work Program

C. New Exhibit No. 4 for LP18-0003 (Parks & Rec Master Plan)

Exhibit No. 4, dated June 4, 2018 from the Synthetic Turf Council, was provided to the Commission at the dais.

**IV. ADJOURNMENT**

Chair Greenfield adjourned the regular meeting of the Wilsonville Planning Commission at 9:37 p.m.

Respectfully submitted,

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

# City commission concerned about accessory dwelling units

*Members object to altering lot coverage rules for tiny homes*

By COREY BUCHANAN  
*The Spokesman*

Regarding legislation to ease accessory dwelling unit (ADU) requirements, the Wilsonville Planning Commission and the City of Wilsonville do not appear to be on the same page.

While the City planned to not only meet the letter but embrace the spirit of Senate Bill 1051 — which mandated that Oregon cities with a population greater than 2,500 remove some barriers to ADU development — planning commission members expressed wariness about some proposed ADU code changes that they believe are unnecessary and could taint the community's character at a public hearing Wednesday, July 11. No citizens provided testimony during the mandatory public hearing.

ADUs — which are small dwelling structures that reside next to primary homes — are generally cheaper than houses and one of the purposes of the Senate Bill is to encourage the development of more affordable housing. Wilsonville staff

has said records indicate that less than 10 ADUs have been built in the city's history.

"I think the logic behind the legislation is that with housing reaching crisis levels for some people in almost all of our communities, having more economical places to live is important," Wilsonville Mayor Tim Knapp told the Spokesman.

**"We don't anticipate based on our history in Wilsonville for there to be a huge onslaught of ADUs."**

— Daniel Pauly,  
Wilsonville  
senior planner

The commission was essentially unanimous in its apprehension about changing lot coverages, which is the amount of a lot that can be covered by housing structures, and some commission members also expressed dismay over preventing new subdivisions from disallowing ADUs. Wilsonville City Council members, however, did not pose these concerns at the July 2 work session when they were presented with the proposed code changes.

"The history of ADUs in Wilsonville is that the council is very much in favor of removing barriers," Wilsonville Assistant City Attorney Amanda Guile-Hinman said at the planning commission meeting. "The council's concern is 'How do we get more?'"

The commission closed the public hearing but continued the legislative hearing to a date that is yet to be

See ADU / Page A6

Ordinance No. 825 Exhibit E



The 16-year-old Willamette River Water Plant has the ability to ozonate its water to remove organic contaminants.

# CITY LEARNS LI CYANOTOXIN 'M

*City is beefing up its emergency management*

By SAM STITES  
*The Spokesman*

Wilsonville City officials are breathing a sigh of relief and taking stock of emergency management protocols after navigating a "near miss" with cyanotoxins at the City's Willamette River Water Treatment Plant in June.

In an article published in the City's monthly newsletter, the Boones Ferry Messenger, City Manager Bryan Cosgrove outlined how the city handled the situation surrounding trace amounts of microcystins in the community's water that are caused by blue-green algae. The elevated reading of 0.34 parts

per billion — as opposed to the maximum of 0.3 ppb recommended by the Oregon Health Authority guideline for children, elderly and those with compromised immune systems — prompted the city to notify the community of the elevated reading.

Cosgrove and Public Works Director Delora Kerber were pleased with the response the City received in reaction to the elevated test readings, but they also recognized this was an opportunity to learn for the future.

"We did do a debrief and recognized what went well, and what didn't," Kerber said. "We realized that we need to put together

# Benefit a good way to sa

Enenino By COREY BUCHANAN

per research and services for gener

# Report: Expanding cities would bring down home prices ... slightly

## Wilsonville, King City, two others seek permission to push westward

By JIM REDDEN  
Pamplin Media Group

Four requests to the Metro Council to build more housing could reduce owner-occupied home prices slightly in the Portland area, according to a recently released report by the planning staff of the elected regional government.

Beaverton, King City, Hillsboro and Wilsonville have requested the council expand the urban growth boundary, or UGB, it administers by 2,200 acres to accommodate a total of 9,200 more housing units. The council planned to discuss the requests during a work session July 17.

Wilsonville is requesting an expansion east of city limits along Advance Road.

"If developed, the four proposed UGB expansions would result in modest reductions in housing prices for owner-occupied housing by providing additional housing supply," reads the draft 2018 Urban Growth Report released on July 3.

The council is scheduled to rule on the requests on Dec. 13.

The requests are supported by the Home Builders Association of Metropolitan Portland.

"As the region grows, we must unite to meet the housing affordability and supply crisis. The four city proposals are thoughtful, viable approaches to growth that must be part of the overall solution," said Paul Grove, the association's director of government affairs.

Even if the requests are approved, Metro staff does not expect the expansions to supply much of the additional housing needed within the next 20 years, however.

"To continue on the path of protecting farms and forests, most of that housing is going to be built in existing downtowns and transportation corridors," said Metro Principal Regional Planner Ted Reid.

In fact, the report mentions the option of building more so-called "missing middle housing," something the Tigard and Portland city councils, among others, have been wrestling with. "Missing middle" housing refers to housing for people of moderate income, as opposed to expensive housing and subsidized housing for low-income Oregonians.

The Residential Infill Project now before the Planning and Sustainability Commission recommends rezoning 60 percent of Portland's single-family neighborhoods to allow small-

er multi-family projects, like duplexes and triplexes. The recommendation is supported by density advocates but opposed by many homeowners and historic preservationists.

The four city requests — all in or adjacent to Washington County — were received earlier this spring. They are part of a new Metro periodic process for determining whether and where to expand the UGB, the invisible barrier around Portland's suburbs, beyond which urban development is not allowed.

The growth report says around 300,000 additional homes will be needed to house the additional 500,000 or so people expected to be living in the region that includes Southwest Washington by 2038.

"We need more housing, particularly housing that is affordable to people with modest means; we need a greater variety of housing to match our changing demographics; we need more middle-income jobs; and, we need to do a better job of engaging diverse communities in decision making," reads the report.

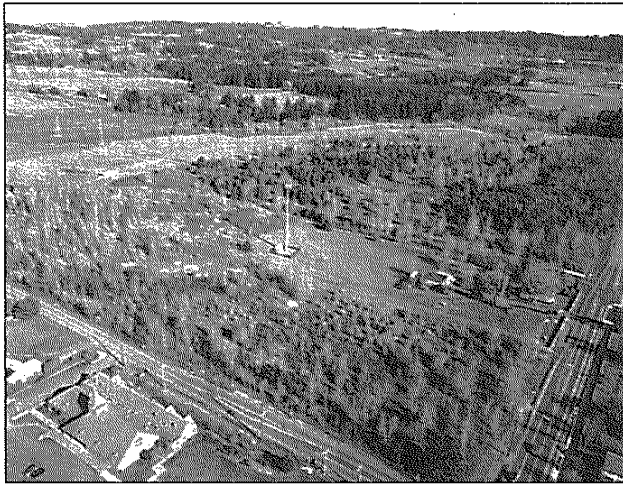
The report also says the four requests all compare favorably to the required factors in the state's land use planning goal — Goal 14 — governing urbanization.

"In light of those factors, it is appropriate for all four to advance for further consideration by the Metro Council," the report says.

The council received a briefing on the strengths and weaknesses of the requests from a City Readiness Advisory Group that studied them earlier this week.

There is no guarantee the council will approve the requests, however.

A few years ago, Metro added conditions to UGB expansion requests it will approve. In addition to requiring that requests explain who will pay for the needed infrastructure improvements, the cities must address such things as whether they have reduced barriers to mixed-use, walkable development in their downtowns and main streets; and whether they have implemented best practices for preserving and increasing the supply and diversity of affordable housing in their existing urban areas.



SPokesman photo: Alvaro Fontan  
Wilsonville wants Metro to expand onto 271 acres in the Advance Road (Frog Pond) URA for 1,325 homes.

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The report also says the four

# ADU

From Page A1

determined so that City staff could address concerns. Regardless of the commission's opinions, the council will ultimately decide whether to pass or tweak the code changes.

The deadline for adhering to the State bill already passed — potentially putting the City in a time crunch. However, Guile-Hinman said many other cities had yet to pass code changes and that the City won't need to rush to pass a resolution. She also said City staff will address the commissioners' concerns when the commission considers the issue again and either change the proposal or provide more justification for the current proposal.

Wilsonville Mayor Tim Knapp said he isn't yet versed in the technical details of the ADU code or the Senate bill, but indicated that local restrictions, such as subdivisions outlawing ADUs, could obfuscate the legislature's intent.

"In general terms I think the intent is to make economical housing a little more available and if local rules overwhelm that then that intent is not achieved," he said.

If approved, the code changes would allow homeowners to build ADUs on their property in greater density in some residential neighborhoods than currently allowed.

Depending on the state's interpretation of the word "reasonable," Wilsonville might not be required under Senate Bill 1051 to change lot coverage standards. The bill states that ADU development can be "subject to reasonable local regulations relating to siting and design."

Planning commissioners Eric Postma and Peter Hurley objected to the idea of easing lot coverage requirements to facilitate ADU development.

"What I'm concerned about is if I have purchased a lot on a larger lot subdivision, I've accepted the fact that I may or may not be able to build an accessory dwelling unit based on my lot coverage but the trade-off for that is I know my neighbor can't as well," Postma said. "What we're doing now is we're changing the definition of everybody in Wilsonville that they have chosen to live in."

"Now we're saying you can't build much more of a house, but we will change the playing field if you want to

build an apartment in the back and rent it out and have guests there," Hurley said. "You can do that but you can't build a bigger house."

Senior Planner Daniel Pauly said current lot coverage requirements are the biggest deterrent to ADU development in Wilsonville.

"I'd say a good 75 percent of (developments) we did, everything looks great but lot coverage," he said. "We don't anticipate based on our history in Wilsonville for there to be a huge onslaught of ADUs. But this removes a barrier so somebody that is interested has the opportunity to use their land in a way that benefits them, benefits someone else and has a limited impact on the community."

**"What we're doing now is we're changing the definition of the neighborhood of everybody in Wilsonville that they have chosen to live in."**

—Eric Postma, planning commissioner

Planner Jerry Greenfield said he previously lived in an ADU and supports them generally but also didn't like the idea of changing lot coverage to accommodate diminutive living spaces.

"There is a place for that accommodation and there's a place for it in Wilsonville. I think it would add to Wilsonville's overall attractiveness if they were available," Greenfield said.

"That's not to say we should incentivize where they don't make so much sense."

If they had their druthers, Postma and Hurley would remove the proposed provision that would outlaw new subdivisions from preventing ADUs from being developed in their neighborhoods.

Postma also objected to the provision that subdivisions should have to put in writing on their plat documents that they allow ADUs. The Senate Bill does not mandate either of these rules.

"I don't like the restriction against it. We as a city are not allowed to have restrictions but when you're taking the next step and saying is that the landowners can't have restrictions ... I don't think the statute requires that either," Postma said.

Greenfield also did not like the code change that would remove the regulation that ADUs must have "substantially the same" exterior design as the primary dwelling unit. However the City said such language does not meet the bill's rule that design requirements should be "clear and objective," meaning there's no room for interpretation. City staff said they could cater specific design standards to the makeup of individual neighborhoods.

"If we don't have some kind of standards I can imagine a hodgepodge that could embarrass us architecturally," Greenfield said.

# Algae

From Page A1

the City of Salem found its water was testing higher than normal levels of cyanotoxins just prior to Wilsonville's incident.

Microcystins are one of several cyanotoxins caused by blue-green algae blooms in raw water sources. High exposure in humans can result in liver damage and cause nausea, vomiting, diarrhea and, in very rare cases, death.

"I appreciate how quickly City staff collaborated to get the message to the community, and how quickly local retailers responded to the increased demand for bottled water," Cosgrove wrote. "Our staff made

calls to schools, healthcare facilities, daycare centers, public agencies, assisted living communities, neighborhood associations and restaurants to get the word out."

The City's first action was to increase ozonation — a water treatment process that destroys microorganisms and organic pollutants — at the Willamette River Treatment Plant. Considering the OHA's guidelines on acceptable cyanotoxin levels for healthy adults is 1.6 ppb, the increased reading can be considered negligible at most, but City leaders felt it necessary to notify the community and take immediate action to rectify the problem. Daily testing saw microcystin levels drop below OHA guidelines standards almost immediately, and the OHA is now having Wilsonville continue to test for cyanotoxins — a process that isn't executed on a typical basis

— every three weeks or so. The Willamette River Water Plant has been in operation for 16 years, and it has received good grades on each report card periodically compiled by the State, according to Kerber.

"By acting with an abundance of caution, I believe we gave people an opportunity to take precautionary measures to protect their children, elders and others whose weakened immune system could have made them vulnerable in the event of an emergency," Cosgrove wrote. "As a result of our experience and other water-quality emergencies in Oregon, the State recognizes the need to improve water-testing protocols, emergency management communication and drinking water infrastructure. Wilsonville is working with Oregon legislators — including Senate President Peter Courtney — to

recommend legislative concepts to protect the watershed, expedite water testing and develop standardized water-processing communications protocols."

While Cosgrove was pleased with the City's response, he believes there is always room for improvement to any emergency management system that helps protect the community's citizens.

The Oregon Health Authority recently rolled out new rules for public water systems susceptible to such algal blooms and public water supplies that use water downstream from those sources.

The new rules took effect July 1 and require those systems to test raw water every two weeks starting July 15 and continuing through Oct. 31. Permanent cyanotoxins testing requirements are in the works.

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# Pamplin Media Group - Wilsonville Planning Commission concerned about accessory dwelling units

*Corey Buchanan*

Wilsonville Planning Commission members object to altering lot coverage rules for tiny homes



[SPOKESMAN PHOTO - Some members of the Wilsonville Planning Commission are expressing concern about changing city rules to disallow future neighborhood developments from forbidding accessory dwelling units.](#)

Regarding legislation to ease accessory dwelling unit (ADU) requirements, the Wilsonville Planning Commission and the City of Wilsonville do not appear to be on the same page.

While the City planned to not only meet the letter but embrace the spirit of Senate Bill 1051 — which mandated that Oregon cities with a population greater than 2,500 remove some barriers to ADU development — planning commission members expressed wariness about some proposed ADU code changes that they believe are unnecessary and could taint the community's character at a public hearing

**Wednesday, July 11. No citizens provided testimony during the mandatory public hearing.**

ADUs — which are small dwelling structures that reside next to primary homes — are generally cheaper than houses and one of the purposes of the Senate Bill is to encourage the development of more affordable housing. Wilsonville staff has said records indicate that less than 10 ADUs have been built in the city's history.

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The commission was essentially unanimous in its apprehension about changing lot coverages, which is the amount of a lot that can be covered by housing structures, and some commission members also expressed dismay over preventing new subdivisions from disallowing ADUs. Wilsonville City Council members, however, did not pose these concerns at the July 2 work session when they were presented with the proposed code changes.

"The history of ADUs in Wilsonville is that the council is very much in favor of removing barriers," Wilsonville Assistant City Attorney Amanda Guile-Hinman said at the planning commission meeting. "The council's concern is 'How do we get more?'"

The commission closed the public hearing but continued the legislative hearing to a date that is yet to be determined so that City staff could address concerns. Regardless of the commission's opinions, the council will ultimately decide whether to pass or tweak the code changes.

The deadline for adhering to the State bill already passed — potentially putting the City in a time crunch. However, Guile-Hinman said many other cities had yet to pass code changes and that the City won't need to rush to pass a resolution. She also said City staff will address the commissioners concerns when the commission considers the issue again and either change the proposal or provide more justification for the current proposal.

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"In general terms I think the intent is to make economical housing a little more available and if local rules overwhelm that then that intent is not achieved," he said.



**If approved, the code changes would allow homeowners to build ADUs on their property in greater density in some residential neighborhoods than currently allowed.**

Depending on the state's interpretation of the word "reasonable," Wilsonville might not be required under Senate Bill 1051 to change lot coverage standards. The bill states that ADU development can be "subject to reasonable local regulations relating to siting and design."

Planning commissioners Eric Postma and Peter Hurley objected to the idea of easing lot coverage requirements to facilitate ADU development.

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"There is a place for that accomodation and there's a place for it in Wilsonville. I think it would add to Wilsonville's overall attractiveness if they were available," Greenfield said. "That's not to say we should incentivize where they don't make so much sense."

If they had their druthers, Postma and Hurley would remove the proposed provision that would outlaw new subdivisions from preventing ADUs from being developed in their neighborhoods. Postma also objected to the provision that subdivisions should have to put in writing on their plat documents that they allow ADUs. The Senate Bill does not mandate either of these rules.

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**CITY COUNCIL MEETING  
STAFF REPORT**

<p><b>Meeting Date:</b> October 1, 2018</p>	<p><b>Subject: Ordinance No. 828 – 1<sup>st</sup> Reading</b> Programs Enhancement Strategy</p> <p><b>Staff Member:</b> Dwight Brashear, Transit Director</p> <p><b>Department:</b> Transit</p>	
<p><b>Action Required</b></p>	<p><b>Advisory Board/Commission Recommendation</b></p>	
<p><input checked="" type="checkbox"/> Motion</p> <p><input checked="" type="checkbox"/> Public Hearing Date: October 1, 2018</p> <p><input checked="" type="checkbox"/> Ordinance 1<sup>st</sup> Reading Date: October 1, 2018</p> <p><input type="checkbox"/> Ordinance 2<sup>nd</sup> Reading Date: October 15, 2018</p> <p><input type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information or Direction</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Council Direction</p> <p><input type="checkbox"/> Consent Agenda</p>	<p><input checked="" type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input type="checkbox"/> Not Applicable</p>	
<p><b>Comments:</b></p>		
<p><b>Staff Recommendation:</b> Staff recommends that Council adopt Ordinance No. 828 on first reading.</p>		
<p><b>Recommended Language for Motion:</b> Staff recommends that Council adopt Ordinance No. 828 on first reading.</p>		
<p><b>Project / Issue Relates To:</b></p>		
<p><input type="checkbox"/> Council Goals/Priorities</p>	<p><input checked="" type="checkbox"/> Adopted Master Plan(s) Transit Master Plan</p>	<p><input type="checkbox"/> Not Applicable</p>

**ISSUE BEFORE COUNCIL:**

The passage of House Bill 2017 (HB 2017), known as “Keep Oregon Moving,” provides a new state revenue source known as the Statewide Transportation Improvement Fund (STIF) for

additional funding to public transportation providers across the state, including South Metro Area Regional Transit (SMART).

To receive funds, local transit agencies must have adopted plans in place that meet the requirements listed in Section 122 of HB 2017 and further requirements set by the Oregon Department of Transportation (ODOT).

#### **EXECUTIVE SUMMARY:**

The TMP and recently amended Appendix B (*See Attachment 1*) satisfies the requirements set forth in the state plan submittal process to be eligible to receive funding. The Programs Enhancement Strategy however, has been recently vetted by the public and allows projects to be funded through discretionary and inter-community funding opportunities.

#### **EXPECTED RESULTS:**

The adoption of the Programs Enhancement Strategy will provide a comprehensive list of projects eligible to receive formula and discretionary funds through the STIF.

These projects include service to new destinations, additional Saturday hours of service on current Saturday routes (2X and 4), and late-morning or mid-day service on the 1X-Salem. In addition, the plan highlights future projects that SMART expects to pursue in the next biennium.

Projects will provide better access for low-income households, increased bus frequency, reduced service fragmentation between public transportation providers, and additional goals set within the HB2017 legislation.

#### **TIMELINE:**

<b>September 12, 2018</b>	Planning Commission Public Hearing
<b>October 1, 2018</b>	City Council Public Hearing, Reading 1
<b>October 15, 2018</b>	City Council Public Hearing, Reading 2
<b>November 1, 2018</b>	TriMet STIF Plan due to ODOT for review
<b>January 2019</b>	Oregon Transportation Commission approval
<b>February 2019</b>	Discretionary and inter-community applications due
<b>April 2019</b>	Anticipated formula revenues to Qualified Entity (TriMet)

#### **CURRENT YEAR BUDGET IMPACTS:**

SMART anticipates additional funding beginning in 2019 and each year thereafter. Staff has been working with the Finance Department to establish separate accounting as required by the legislation.

Estimated HB 2017 Revenues (*April 13, 2018*)

	<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>
<b><i>Clackamas County</i></b>	\$ 308,145	\$699,855	\$801,462
<b><i>Washington County</i></b>	\$93,349	\$211,623	\$239,481
<b><i>TOTAL</i></b>	<b>\$401,494</b>	<b>\$911,478</b>	<b>\$1,040,943</b>
<b><i>130% Planning Target*</i></b>	\$521,943	\$1,184,922	\$1,353,226

**FINANCIAL REVIEW / COMMENT:**Reviewed by: CAR Date: 9/24/2018**LEGAL REVIEW / COMMENT:**Reviewed by: BAJ Date: 9/26/2018**COMMUNITY INVOLVEMENT PROCESS:**

SMART conducted an extensive two-year TMP public involvement process to develop the 2017 TMP. Businesses and community members identified needs and desires through workshops, interviews, public events, a TMP citizen task force, and several other public involvement formats. The values upheld with the TMP planning process follow the International Association for Public Participation (IAP2) Core Values for Public Participation. Full participation efforts are detailed in the TMP Public Involvement chapter and Appendix F.

From the planning process described above, SMART developed a draft project list that was open for public comment in the month of June 2018. SMART advertised the online survey in the Boones Ferry Messenger, on bus channel cards, through media releases, social media posts, presentations at county meetings, e-newsletters, and e-mail lists. In addition, SMART staffed an informational table at community events such as the Festival of Arts and were available at the Wilsonville Transit Center to collect paper surveys.

From the survey results, SMART designed the project list to match the priority levels the survey respondents identified. SMART also obtained an interested parties list through the survey. These survey respondents receive project updates and meeting notices.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

With HB2017 funds, SMART will respond to the identified needs the community and businesses highlighted in 2017 as described in the TMP. The Programs Enhancement Strategy will allow

SMART to expand hours of current bus services and create routes that provide access to new destinations, which were identified as top priorities during the public outreach process.

Periodically, SMART will track and review projects funded through STIF. This process will ensure proper adjustment whether it be to continue or enhance a project that is performing well or reallocate resources to another identified project if one is not meeting the goals previously identified or measures set. Though prioritized, the project list is adaptable and scalable.

**ALTERNATIVES:**

If the Programs Enhancement Strategy is not adopted, SMART will continue with the recently amended Appendix B project list to cover the next two years of project funding until the next opportunity to submit STIF plans in 2020.

**CITY MANAGER COMMENT:**

None.

**ATTACHMENTS:**

1. Resolution No. 2700 – Adopted Appendix B
2. Ordinance No. 828
  - A. Exhibit A – Programs Enhancement Strategy, Appendix G to the Transit Master Plan
  - B. Exhibit B – Resolution No. LP18-0009 with supporting documents

**RESOLUTION NO. 2700**

**A RESOLUTION OF THE CITY OF WILSONVILLE CLARIFYING APPENDIX B  
– ROUTE PRIORITIES OF THE 2017 TRANSIT MASTER PLAN.**

WHEREAS, the City Council for the City of Wilsonville adopted the 2017 Transit Master Plan (“Transit Master Plan”) on June 19, 2017; and

WHEREAS, the Transit Master Plan outlines future goals for the City of Wilsonville’s (“City”) transit system through South Metro Area Regional Transit (“SMART”) and supportive transportation options to meet the City’s mobility needs; and

WHEREAS, Appendix B – Route Priorities to the Transit Master Plan identifies a prioritized list of service enhancements that SMART intends to undertake should additional funding become available; and

WHEREAS, the Oregon State Legislature passed House Bill (HB) 2017 in 2017 that projects to provide additional transit funding to transit agencies throughout the State of Oregon; and

WHEREAS, the Oregon Administrative Rules that implement HB 2017 require transit agencies to submit an adopted plan that contains a prioritized list of projects that meet certain criteria in order to obtain the funding collected by the State through HB 2017; and

WHEREAS, for purposes of implementing HB 2017 and distributing funds to transit agencies, the State has designated SMART a subrecipient of TriMet, meaning that SMART must submit its required ‘local’ plan to TriMet for TriMet to then submit as part of the Statewide Transportation Improvement Fund (“STIF”) plan to the State for funding; and

WHEREAS, the State requires TriMet to submit its plan by November 1, 2018 resulting in the HB 2017 Clackamas County Committee to approve SMART’s ‘local’ plan by July 24, 2018; and

WHEREAS, Appendix B – Route Priorities in the Transit Master Plan meets the requirements of the plan identified in the Oregon Administrative Rules necessary to receive funding under HB 2017; and

WHEREAS, Appendix B – Route Priorities requires clarification of the pricing listed in the prioritized list to satisfy the 115% minimum cost-planning target set by TriMet.

**NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:**

1. The chart on page 97 of the Transit Master Plan, which is the first page of Appendix B – Route Priorities, is replaced with **Exhibit A** attached hereto and incorporated herein.
2. The findings presented in this Resolution supporting this clarification of the pricing on page 97 of the Transit Master Plan are hereby adopted.
3. This Resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 2<sup>nd</sup> day of July, 2018, and filed with the Wilsonville City Recorder this date.

  
 \_\_\_\_\_  
 TIM KNAPP, MAYOR

ATTEST:

  
 \_\_\_\_\_  
 Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

Attachments:

Exhibit A – Revised Page 97 of the Transit Master Plan (first page of Appendix B – Route Priorities)



## Appendix B - Route Priorities

The content below highlights SMART's priority if funding levels change to either (1) more available revenue and increasing service or if (2) costs increase and reducing service levels.

**If SMART has more available revenue, the first service enhancements will be:**

Priority Level	Service Description	Estimated Cost
1	Add hours of service on the 2X to Tualatin and/or Tigard with enhanced connections to TriMet	\$52,400
2	Add additional Saturday service and hours of service on Route 4	\$111,349
3	Add midday or late-morning service on the 1X	\$160,400
4	Expand service to Villebois. Hourly service all day from Villebois to connections at SMART Central	\$254,300
	Current Villebois Shopper Shuttle would be replaced by all day Route 7	\$190,300
	Cost of Route 7 replaces the Villebois Shuttle	\$64,000
5	Add service to Coffee Creek and Frog Pond growth areas	\$374,500 *
6	Service to Tualatin with a TriMet Line 96 connection to downtown Portland	\$251,700
7	Begin Service to Woodburn in partnership with Woodburn Transit System and Salem Area Mass Transit District	\$155,067
8	Acquire battery-electric buses, especially for in-town use	\$300,000
Total	Total cost of all projects	\$1,469,416

\* Beyond 2.5 years of plan

**ORDINANCE NO. 828**

**AN ORDINANCE OF THE CITY OF WILSONVILLE AMENDING THE 2017 TRANSIT MASTER PLAN FOR INCLUSION OF THE PROGRAMS ENHANCEMENT STRATEGY.**

WHEREAS, on June 19, 2017, the City of Wilsonville (“City”), through its City Council, adopted the 2017 Transit Master Plan (“Transit Master Plan”) as a sub-element of the City’s Comprehensive Plan (Ordinance No. 805); and

WHEREAS, the Transit Master Plan outlines future goals for the City’s transit system through its transit department, South Metro Area Regional Transit (“SMART”), and supportive transportation options to meet the City’s mobility needs; and

WHEREAS, the Oregon State Legislature passed House Bill (“HB”) 2017 in 2017 which provides additional funding to public transit agencies throughout the State of Oregon; and

WHEREAS, the Oregon Administrative Rules that implement HB2017 require transit agencies to submit an adopted plan that contains a list of projects that meet certain criteria in order to obtain the funding collected by the State through HB2017; and

WHEREAS, the Programs Enhancement Strategy, attached hereto and incorporated herein as **Exhibit A**, identifies a robust program of service enhancements that SMART intends to undertake should additional funding become available; and

WHEREAS, the Programs Enhancement Strategy meets the requirement of the plan identified in the Oregon Administrative Rules necessary to receive funding under HB2017; and

WHEREAS, the Programs Enhancement Strategy must be incorporated as part of the Transit Master Plan in order for the City to receive funding through HB2017 for the programs listed in the Programs Enhancement Strategy; and

WHEREAS, following the timely mailing and publication of required notice, the Planning Commission conducted a public hearing on September 12, 2018, wherein the Commission received public testimony, staff reports and input, and exhibits, and thereafter deliberated and voted to approve Resolution No. LP18-0009 recommending to the City Council the approval of the proposed Transit Master Plan for the City of Wilsonville; and

WHEREAS, a copy of the record of the aforementioned Planning Commission action and recommendation is marked as **Exhibit B**, attached hereto and incorporated herein; and

WHEREAS, following the Planning Commission public hearing, the Planning Director forwarded the recommended Programs Enhancement Strategy onto the City Council, along with a staff report and attachments, in accordance with public hearing and notice procedures that are set forth in Sections 4.008 and 4.012 of the Wilsonville Code (WC); and

WHEREAS, the City Council has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of its proceeding; and

WHEREAS, the City Council has duly considered the subject, including the Planning Commission recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

1. FINDINGS.

The above-recited findings are adopted and incorporated by reference herein as findings and conclusions of Resolution No. LP18-0009, which includes the staff report. The City Council further finds and concludes that the adoption of the proposed Programs Enhancement Strategy as Appendix G to the Transit Master Plan is necessary to help protect the public health, safety, and welfare of the municipality by planning that will help ensure there will continue to be adequate transit services within the City's transportation system.

2. DETERMINATION.

Based on such findings, the City Council hereby adopts the Programs Enhancement Strategy as Appendix G to the Transit Master Plan, which is attached hereto and marked as **Exhibit A**. The City Recorder is hereby directed to prepare a final Transit Master Plan with the additional Appendix G and to address any semantic errata.

3. EFFECTIVE DATE OF ORDINANCE.

This Ordinance shall be declared to be in full force and effect thirty (30) days from the date of final passage and approval.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 1<sup>st</sup> day of October, 2018, and scheduled for a second reading at a regular meeting of the Council on October 15, 2018 commencing at the hour of 7 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon.

\_\_\_\_\_  
Kimberly Veliz, City Recorder

ENACTED by the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2018, by the following votes:                      Yes: \_\_\_\_                      No: \_\_\_\_

\_\_\_\_\_  
Kimberly Veliz, City Recorder

DATED and signed by the Mayor the \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
TIM KNAPP, MAYOR

**SUMMARY OF VOTES:**

- Mayor Knapp
- Council President Starr
- Councilor Stevens
- Councilor Lehan
- Councilor Akervall

**Attachments:**

- A. Exhibit A – Programs Enhancement Strategy, Appendix G to the Transit Master Plan
- B. Exhibit B – Resolution No. LP18-0009 with supporting documents



## PROGRAMS ENHANCEMENT STRATEGY

A component of the 2017 Transit Master Plan

Summer 2018

This Strategy will be included in TriMet's Statewide Transportation Improvement Fund Plan submittal to the Oregon Transportation Commission for approval of House Bill 2017 funding allocation.

*Operated by the City of Wilsonville, South Metro Area Regional Transit (SMART) provides free local fixed-route transit service with inter-city connections to Salem, Portland, Tualatin, and Canby. SMART also provides demand response service for the public and ADA qualified residents for medical appointments in the Portland region.*

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## Introduction

South Metro Area Regional Transit’s (SMART) Programs Enhancement Strategy is an amendment to the 2017 Transit Master Plan (TMP) that addresses planning requirements to be eligible for new state funding. **Keep Oregon Moving establishes a dedicated funding source for expanding public transportation service in Oregon titled the Statewide Transportation Improvement Fund (STIF).**



This legislation enhances transportation services throughout the state generating roughly \$5.3 billion in transportation investments each year through increased gas tax, vehicle title and registration fees, and the creation of an employee public transportation payroll tax. Out of the total anticipated revenues, public transportation service providers will receive an additional \$115 million annually.

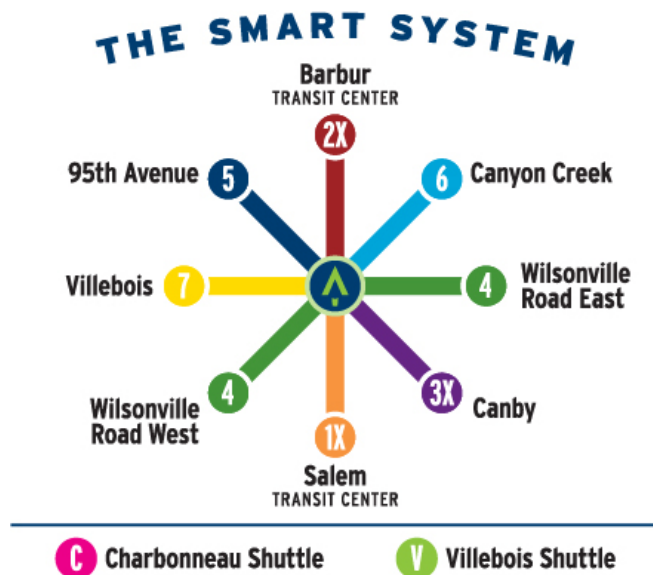
This new funding source brings opportunity to improve SMART’s local and inter-community system. It is important to note that the Programs Enhancement Strategy identifies projects to be funded through the STIF (employee payroll tax) for the next two to four years.

## Existing and Future Conditions

SMART currently services nine routes: three commuter express routes (Salem, Tualatin/Barbur Transit Center, and Canby) and six local routes (Crosstown, 95<sup>th</sup>, Canyon Creek, Villebois, Villebois Shuttle, and Charbonneau Shuttle). Out-of-town routes charge a small fare for service and all in-town service is free to the public.

Within a half mile of all route stops, SMART provides public transportation access to an estimated 45,075 people, 34% of whom are in within 200% poverty level. In addition, SMART routes provide access to 53,502 jobs. This estimate does not include the Dial-A-Ride paratransit service or take into account the further access provided by connections or transfers to other transit providers.

According to the Portland State University population estimate for 2017 Wilsonville had approximately 24,315 residents. Population forecasts show Wilsonville will continue to grow along with the development of the Frog Pond residential area.



Appendix E of the TMP further identifies the characteristics of each Wilsonville neighborhood. In addition, Appendix D - Title VI Program of the TMP provides demographics from the 2010 Census of the Wilsonville population.

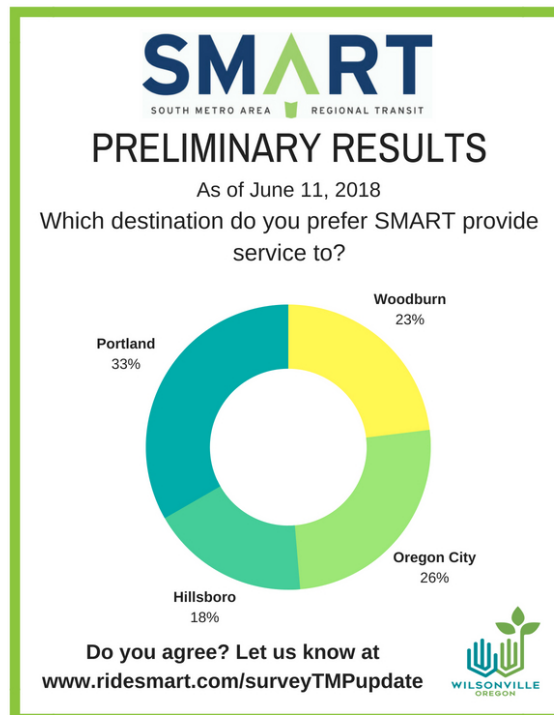
## Public Involvement

SMART conducted an extensive two-year public involvement process to develop the 2017 TMP. Businesses and community members identified needs and desires through workshops, interviews, two community surveys, public events, a citizen task force, and several other formats. The values upheld with the TMP planning process follow the International Association for Public Participation (IAP2) Core Values for Public Participation. A complete list of public participation efforts are detailed in the TMP Public Involvement chapter and Appendix F.

From the planning process described above, SMART developed a draft project list for the Programs Enhancement Strategy that opened to the public for comment and prioritization for the full month of June 2018. SMART advertised the online survey in the Boones Ferry Messenger, on bus channel cards, through media releases, social media posts, presentations at county meetings, e-newsletters, and e-mail lists. In addition, SMART staff tabled at community events such as the Festival of Arts and at the Wilsonville Transit Center to collect paper surveys.

More specifically, the survey asked for prioritization of projects ranging from new service destinations to longer hours of service and shorter wait times.

From the survey results, SMART designed the program list in this Strategy to match the priority levels the survey respondents identified. SMART also obtained an interested parties list through the survey. Those survey respondents received project updates and meeting notices.





## Coordination of Programs

A key component of the Keep Oregon Moving legislation is the coordination of programs amongst different transportation providers to create a seamless system. As a major employment center and residential community, Wilsonville is ideally situated to promote coordination throughout the region, attracting people to the City and providing access to neighboring communities.

Current coordination includes a shared Route 1X service with Salem Cherriots, an agreement with Canby Area Transit for mid-day Route 3X service, and pulsed connections with TriMet bus and WES to the north. The Wilsonville Transit Center was designed to encourage multi-modal trips by providing a Park-and-Ride lot, bus and train access, as well as bike lockers and tune-up facility.

New state funding brings opportunity for additional hours of bus service and enhanced timed connections with other public transportation service agencies such as TriMet, Canby Area Transit, Salem Cherriots and new destinations with partners such as the City of Woodburn. These enhancements will make trips easier for customers travelling using multiple systems to get to their destination.

## Revenue Estimates for City of Wilsonville

The table below highlights the estimated amount of revenue that the City of Wilsonville anticipates from the new employee payroll tax, which came into effect July 1, 2018. Estimates are based off Oregon Department of Revenue draft estimates from April 13, 2018.

	FY2019	FY2020	FY2021
<i>Clackamas County</i>	\$ 308,145	\$699,855	\$801,462
<i>Washington County</i>	\$93,349	\$211,623	\$239,481
<b>TOTAL</b>	<b>\$401,494</b>	<b>\$911,478</b>	<b>\$1,040,943</b>
<i>130% Planning Target<sup>1</sup></i>	\$521,943	\$1,184,922	\$1,353,226

<sup>1</sup> The Oregon Department of Transportation ask that all STIF recipients assume a 130% cost-planning funding estimate.

## Programs List

### Program Alignment

A crucial aspect of program planning is aligning with city, regional, and state plan goals, strategies, and policies. In Appendix D of the TMP, the planning framework for projects is provided. The 2018 Oregon Public Transportation Plan goals are shown below and their alignment to SMART programs can be found in the Program List under OPTP alignment column.



In addition to plan alignment, projects funded through STIF must meet the requirements below. STIF alignment is shown under HB2017 alignment column of Program List.

- Increased frequency of bus service to communities with a high percentage of low-income households.
- Expansion of bus routes and services to serve areas with a high percentage of low-income households.
- Fund the implementation of programs to reduce fares.
- Procurement of low or no-emission buses in areas of 200,000 population or more.
- Improvements in frequency/reliability of connections inside & outside QE's service area.
- Coordination between service providers to reduce fragmentation.

Prioritized List of Programs<sup>2</sup>

Priority Level	Project Name	Program Description	HB2017 Alignment	OPTP Alignment	Annual Cost
1	New Destinations	Provide service to new locations: Portland, Woodburn, Oregon City, and Hillsboro.	B, E, F	Goal 1 Goal 2 Goal 3 Goal 4 Goal 10	Min. \$3,150,900
2	More Weekday Service	Increase current weekday service hours on select routes – run mid-day, later in the evening.	A, E, F	Goal 1 Goal 2 Goal 3 Goal 4 Goal 10	\$211,700
3	More Weekend Service	Increase current weekend service hours to go later on Saturday and possibly on Sunday.	A, E, F	Goal 1 Goal 2 Goal 3 Goal 4	\$382,000
4	Increase Frequency	Add more frequency to current bus service – less wait time between buses. Includes additional times on the 1X-Salem and 3X-Canby.	A, E, F	Goal 1 Goal 2 Goal 3 Goal 10	\$379,700
5	Enhance Programs	Develop new SMART programs – vanpools, coordinated medical shuttles, and bikeshare.	B, E, F	Goal 1 Goal 2 Goal 3 Goal 4 Goal 5 Goal 9 Goal 10	\$50,000
6	Pursue Alternative Fuels	Convert bus fleet to all alternative fuels – electric and CNG. Includes facility upgrades.	D	Goal 3 Goal 5 Goal 7	\$375,200
7	Eliminate Out-of-town Fares	Charge no fare for bus service going in or out of Wilsonville.	C, F	Goal 1 Goal 2 Goal 4	\$185,000

<sup>2</sup> STIF revenues will be leveraged with federal funds to complete the projects listed above.

## Performance Measures

As a component of the Transit Master Plan, projects identified in the Programs Enhancement Strategy can be combined or work with projects in the TMP. For example, Appendix B of the TMP identifies projects to pursue if additional funding becomes available. Both project lists can be used to access both discretionary and formula pots of funding from the STIF.

Periodically, SMART will track and review projects funded through the STIF. This process will ensure proper adjustment whether it be to continue or enhance a project that is performing well or to reallocate resources to another identified project if one is not meeting the goals previously identified or the performance measures set. Though prioritized, the project list is adaptable and scalable, which allows SMART to maintain its reputation for being nimble.

Many of the programs will begin as one-year pilot projects with the intention of monitoring several factors. Factors for determining a successful project vary by program. Typically, with service-related projects, a key factor is passenger miles traveled which is the measurement of how many miles the bus travels with passengers. In addition, ridership can show how many people are served however, this factor is dependent on several other considerations such as car ownership and gas prices. Short satisfaction surveys can also show how much interest there is for a project and may lead to reasons why a project is or is not succeeding.



Prior to the end of the pilot, SMART will evaluate the effectiveness of each project and submit a formal recommendation as to the future of said project. Successful projects will meet the goals of the House Bill 2017 and OTP, in addition to meeting internal performance measures set for each individual program.

## Future Program Investments

Additional projects that may utilize STIF revenue beyond the timeline of this Strategy are listed below in no particular order. Future projects in the list vary in stage of completeness and will go through public comment in subsequent planning efforts before implementation.

- **Mixed-Use Facility at SMART Central:** A multi-story building located at Wilsonville Transit Center that provides transit information and retail space on the bottom floor and affordable housing on the upper levels. This project could be a partnership with Oregon Metro and Clackamas County.

➤ **Technology Investments:**

- Intelligent Transportation System – Purchase automatic passenger counters to collect data required by the Federal Transit Administration. Provide WiFi on board the buses.
  - One call-one click planning program - A Metro regional effort to provide information for older adults and people with a disability to access and transfer seamlessly between transit systems.
  - Real-time bus arrival displays at transit center and popular bus stops.
- **Grow SMART:** A solar project to cover parking, fueling stations, bus wash, and the administration building with solar panels to satisfy 100% of SMART’s electric needs for three electric buses.
- **SMART Facility Phase II:** In 2011, Pivot Architects designed a second phase for the SMART facility. Phase II facility will be located on the west side of the current SMART facility and consists of bus parking on the west and east side of a bio swale, automated bus wash, offices on the north with solar panels, and paved one-way lanes for bus traffic flow.
- **Neighborhood Community Connections:** New or added service to existing routes for the areas of Frog Pond, Coffee Creek, and Basalt Creek once fully developed.
- **Bus Coaches:** Procure over-the-road style bus coaches to complement the Route 1X service.
- **Coordinated medical shuttles:** Identified through the 2014 Transit Integration Project, improving current DAR services to run on a coordinated schedule based on trip type.



**PLANNING COMMISSION  
RESOLUTION NO. LP18-0009**

**A WILSONVILLE PLANNING COMMISSION RESOLUTION  
RECOMMENDING THAT THE WILSONVILLE CITY COUNCIL AMEND THE  
2017 TRANSIT MASTER PLAN FOR INCLUSION OF THE PROGRAMS  
ENHANCEMENT STRATEGY.**

WHEREAS, the Planning Commission of the City of Wilsonville (“City”) has the authority to review and make recommendations to the City Council regarding changes to, or adoption of new elements and sub-elements of, the Comprehensive Plan pursuant to Sections 2.322 and 4.032 of the Wilsonville Code (“WC”); and

WHEREAS, on June 19, 2017, the Council for the City of Wilsonville (“Council”) adopted the 2017 Transit Master Plan (“Transit Master Plan”); and

WHEREAS, the Transit Master Plan outlines future goals for the City’s transit system through South Metro Area Regional Transit (“SMART”) and supportive transportation options to meet the City’s mobility needs; and

WHEREAS, the Oregon State Legislature passed House Bill (“HB”) 2017 in 2017 which provides additional funding to public transit agencies throughout the State of Oregon; and

WHEREAS, the Oregon Administrative Rules that implement HB2017 require transit agencies to submit an adopted plan that contains a list of projects that meet certain criteria in order to obtain the funding collected by the State through HB2017; and

WHEREAS, the Programs Enhancement Strategy identifies a robust program of service enhancements that SMART intends to undertake should additional funding become available; and

WHEREAS, the Programs Enhancement Strategy meets the requirement of the plan identified in the Oregon Administrative Rules necessary to receive funding under HB2017; and

WHEREAS, the Programs Enhancement Strategy must be incorporated as part of the Transit Master Plan in order for the City to receive funding through HB2017 for the programs listed in the Programs Enhancement Strategy; and

WHEREAS, the Planning Director submitted a Staff Report to the Planning Commission in accordance with the public hearing and notice procedures that are set forth in WC 4.008 and 4.012; and

WHEREAS, the Planning Commission conducted work sessions on June 13, 2018 and August 8, 2018, and after providing the required public notice, held a public hearing on September 12, 2018 to review the proposed Programs Enhancement Strategy to be incorporated as part of the Transit Master Plan and to gather additional testimony and evidence regarding the Programs Enhancement Strategy; and

WHEREAS, the Planning Commission has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of its proceeding; and

WHEREAS, the Planning Commission has duly considered the subject, including the staff recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW, THEREFORE, BE IT RESOLVED that the Wilsonville Planning Commission does hereby adopt the Staff Report (attached hereto as **Exhibit A**) and the Programs Enhancement Strategy (attached to the Staff Report as **Attachment 1**), as presented at the September 12, 2018 public hearing, including the findings and recommendations contained therein, and further recommends the Wilsonville City Council approve and adopt the Programs Enhancement Strategy as Appendix G to the Transit Master Plan as hereby approved by the Planning Commission; and

BE IT FURTHER RESOLVED that this Resolution shall be effective upon adoption.

ADOPTED by the Wilsonville Planning Commission at a regular meeting thereof this 12<sup>th</sup> day of September 2018, and filed with the Planning Administrative Assistant on September 13, 2018.

  
\_\_\_\_\_  
Wilsonville Planning Commission

ATTEST:

  
\_\_\_\_\_  
Tami Bergeron, Administrative Assistant III

SUMMARY OF VOTES:

Chair Jerry Greenfield	<u>yes</u>
Vice-Chair Eric Postma	<u>yes</u>
Commissioner Peter Hurley	<u>yes</u>
Commissioner Ron Heberlein	<u>yes</u>
Commissioner Kamrah Mesbah	<u>Ab</u>
Commissioner Phyllis Millan	<u>yes</u>
Commissioner Simon Springall	<u>Ab</u>





**CITY COUNCIL MEETING  
STAFF REPORT**

<p><b>Meeting Date:</b> October 1, 2018</p>	<p><b>Subject: Ordinance No. 827 – 2<sup>nd</sup> Reading</b> SMART Transit Rider Rules</p> <p><b>Staff Member:</b> Dwight Brashear, Transit Director; Amanda Guile-Hinman, Assistant City Attorney</p> <p><b>Department:</b> SMART/Legal</p>	
<p><b>Action Required</b></p>	<p><b>Advisory Board/Commission Recommendation</b></p>	
<p><input checked="" type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing Date: September 17, 2018</p> <p><input type="checkbox"/> Ordinance 1<sup>st</sup> Reading Date: September 17, 2018</p> <p><input checked="" type="checkbox"/> Ordinance 2<sup>nd</sup> Reading Date: October 1, 2018</p> <p><input type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information or Direction</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Council Direction</p> <p><input type="checkbox"/> Consent Agenda</p>	<p><input checked="" type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input type="checkbox"/> Not Applicable</p> <p><b>Comments:</b> Adoption of proposed additions to Wilsonville Code Chapter 10 to include regulations for SMART transit riders.</p>	
<p><b>Staff Recommendation:</b> Staff recommends that Council adopt Ordinance No. 827 on second reading.</p>		
<p><b>Recommended Language for Motion:</b> I move to adopt Ordinance No. 827 on second reading.</p>		
<p><b>Project / Issue Relates To:</b></p>		
<p><input type="checkbox"/> Council Goals/Priorities</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>	<p><input checked="" type="checkbox"/> Not Applicable</p>

**ISSUES BEFORE COUNCIL:**

Council is being asked to approve regulations for riders of South Metro Regional Area Transit (“SMART”). Currently, Wilsonville Code (“WC”) Chapter 10 only has a smoking prohibition at, in, or near a transit stop (WC 10.305). The proposed transit rider rules incorporate this prohibition among other regulations governing transit riders. There are no other current published passenger regulations explaining what is allowed and what is prohibited conduct on SMART vehicles and transit stops.

**EXECUTIVE SUMMARY:**

City staff worked to create SMART transit rider rules under proposed WC 10.600 and through 10.680. The purpose of the SMART transit ride rules and procedures are for the safety, convenience, and comfort of the City’s passengers and employees and for the protection, reservation, use and enjoyment of City property.

The proposed draft of WC 10.600 and through 10.680 will help ensure that passengers are respecting others and the City’s property while on the City’s public transportation system. In other words, if any violation is found, whether criminal or not, the City will be able to not only protect itself and its constituents, but will have a uniformed and clear enforcement process to regulate unacceptable behavior.

At the September 17, 2018 public hearing, Council requested that the language in Section 10.620(1) be changed from “fully enclosed vehicles” to “vehicles.” The change has been made in the current version of the Ordinance, attached hereto as **Attachment A**.

**EXPECTED RESULTS:**

Passengers and transit employees will have a safer and more enjoyable use of the City’s transit system and City staff will have more clarity in the enforcement of City transit regulations.

**TIMELINE:**

The Council held a public hearing on Ordinance No. 827 on September 17, 2018. A second reading is scheduled for October 1, 2018. Rather than a 30-day period before the regulations become effective, SMART proposes an effective date of December 1, 2018 so that SMART can conduct outreach to the community to inform riders of the new regulations, as well as to allow ample time to properly train SMART team members on their role regarding these new regulations.

**CURRENT YEAR BUDGET IMPACTS:**

Although fines may be assessed under the proposed rules, fines are considered a last resort. SMART will seek compliance through education and communication with riders. As such, staff do not anticipate significant budget impacts as a result of the new regulations.

**FINANCIAL REVIEW / COMMENT:**

Reviewed by: CAR Date: 9/24/2018

**LEGAL REVIEW / COMMENT:**

Reviewed by: ARGH Date: 9/10/2018

**COMMUNITY INVOLVEMENT PROCESS:**

With an extended timeline for the effective date, SMART will undertake an education campaign to inform the community and its riders of the new regulations, if adopted. SMART will use several mediums to convey the information to the public, including the Boones Ferry Messenger, tabling at community events, and posting information onboard transit vehicles and at transit stations.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

SMART transit rider rules help to educate passengers by providing guidelines on how to access and use public transit in a safe way that is beneficial for all. The rules create a safer environment for transit employees by clarifying what is acceptable behavior when using the City's transit system. The City will now be able to enforce the rules in a way that is impactful to offenders with the opportunity to change objectionable behavior.

**ALTERNATIVES:**

Retain WC Chapter 10 as is.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENT:**

A. Attachment A: Ordinance No. 827

# ATTACHMENT

## ORDINANCE NO. 827

### AN ORDINANCE OF THE CITY OF WILSONVILLE AMENDING WILSONVILLE CODE CHAPTER 10 BY ADDING 10.600 THROUGH 10.680 AND DELETING 10.305.

WHEREAS, the City of Wilsonville operates, through its Transit Department, the South Metro Area Regional Transit (“SMART”); and

WHEREAS, the City of Wilsonville does not have regulations governing riders of SMART; and

WHEREAS, Wilsonville Code (“WC”) 10.305 is the only regulation regarding prohibited activities specifically around transit stops or shelters; and

WHEREAS, the proposed amendments will incorporate the regulations contained in WC 10.305, rendering it unnecessary.

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

1. The following is added to Chapter 10 of the Wilsonville Code as Section 10.600 through Section 10.680 (Transit Rider Rules):

#### **“Transit Rider Rules**

##### **10.600 Purpose.**

The Code and implementing procedures are adopted for the safety, convenience, and comfort of the City of Wilsonville South Metro Area Regional Transit (“SMART”) passengers and for the protection, preservation, use and enjoyment of City property.

##### **10.605 Scope.**

This section sets out the rules governing conduct within and around the City of Wilsonville’s SMART Transit System.

##### **10.610 Severability.**

If any section, paragraph, subdivision, clause, sentence, or provision of this title shall be adjudged by any court of competent jurisdiction to be unconstitutional or invalid, such judgement shall not affect, impair, invalidate, or nullify the validity of the remaining portions of the title.

##### **10.615 Definitions.**

(1) City. The City of Wilsonville, Oregon or the City Council of Wilsonville, Oregon or a designated representative of the City of Wilsonville, Oregon.

(2) Electronic Smoking Device. An electronic or battery operated device that delivers vapors for inhalation. Electronic Smoking Device includes every variation and type of such devices whether they are manufactured, distributed, marketed or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah or any other product name or descriptor.

(3) Emergency. A fire, actual or threatened serious physical injury to a person, or any apparent urgent medical need occurring on or in a SMART Transit Shelter or aboard a SMART Transit Vehicle.

(4) Exclusion. A sanction administered to an individual for violation of this Section. An Exclusion prohibits that individual from entering or remaining on or in the SMART Transit System in whole or in part, for a specified duration.

(5) Operator. A City employee responsible for operating any SMART Transit Vehicle.

(6) Passenger. A person who is aboard a SMART Transit Vehicle or waiting for the next available SMART Transit Vehicle to such person's destination, or person who enters a SMART Transit Shelter with the intent to utilize transportation on the next available SMART Transit Vehicle for such person's destination.

(7) Peace Officer. A law enforcement official who is employed by the Clackamas County Sheriff's Office, a marshal, a City of Wilsonville police officer, a law enforcement official of the Oregon State Police, and any other person as may be designated by law.

(8) Qualified Exclusion. An exclusion which excludes a person from use of the SMART Transit System except for use for travel to and from medical and legal appointments, obtaining food, clothing and necessary household items, or for accessing any critical services.

(9) Service Animal. An animal recognized under the Americans with Disabilities Act (ADA) as a service animal, including a dog guide, hearing ear dog, or other service animal assisting an individual with a physical disability in one or more daily life activities including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, pulling a wheelchair, or fetching dropped items. An animal which provides solely emotional support, well-being, comfort, or companionship is not a service animal.

(10) SMART Transit Shelter. All real property, structures, and personal property owned, possessed or occupied by the City, leased or licensed by the City, or devoted on an exclusive or nonexclusive basis to the use of the SMART Transit System and includes a structure provided along a transit route for the purpose of providing

seating and/or while passengers wait for a transit vehicle.

(11) SMART Transit System. The property, equipment and improvements of whatever nature owned, leased, or controlled by the City to provide public transportation for passengers through SMART or to provide for movement of people, and includes any SMART Transit Vehicle and any SMART Transit Shelter.

(12) SMART Transit Vehicle. A City-owned bus, van, automobile or other vehicle used by SMART to transport passengers.

(13) Transit Dependent. A person who relies on public transit services instead of the private automobile to meet one's travel needs.

(14) Transit Director. The SMART Transit Director for the City or other City-designated authority charged with the administration and enforcement of these Standards.

### **10.620 Regulations.**

(1) Smoking Prohibited. No person shall smoke tobacco or any other substance, including Electronic Smoking Device, in, or within 20 feet of a SMART Transit Vehicle or SMART Transit Shelter. To the extent this smoke free zone extends into any City street or public way, any and all occupants of any vehicle driving through this smoke free zone are exempted from the provisions of this section.

(2) Vacating Elderly and Disabled Priority Seating. The aisle-facing benches at the front of buses are for the use of disabled and senior citizen Passengers. Non-qualifying Passengers must vacate seating upon request of the Operator.

(3) Food and Beverages: Any food or beverage brought aboard a SMART Transit Vehicle must be in a sealed container, grocery bag, or other container used to transport the food or beverage to the person's destination. No person shall consume food or alcohol on any SMART Transit Vehicle. Passengers on SMART Transit Vehicles may consume non-alcoholic beverages only from containers with snap-on or screw-on lids.

(4) Attire. All persons (except infants who are held) who enter a SMART Transit Vehicle or SMART Transit Shelter must wear shoes, pants/shorts and shirt, a dress, or comparable clothing. In addition, all Passengers must cover any exposed skin that may transmit communicable disease.

(5) Excessive Odor. No person shall board or remain on a SMART Transit Vehicle or enter or remain in a SMART Transit Shelter if the person, the person's clothing, or anything in the person's possession, emits a grossly repulsive odor that is unavoidable by other Passengers on the SMART Transit Vehicle or Shelter and which causes a nuisance or extreme discomfort to Passengers or Operator.

(6) Excessive Noise. No person shall make excessive or unnecessary noise, within the SMART Transit Vehicle with the intent to cause inconvenience, annoyance or alarm to the public, Operator, or a Peace Officer, or with a reckless disregard to the risk thereof.

(7) Audio Devices. Any audio devices, radio, or musical instruments on a SMART Transit Vehicle or in a SMART Transit Shelter operated by a person other than the Operator must only be audible through earphones to the person carrying the device.

(8) Littering and Spitting. No person shall discard or deposit any rubbish, trash, debris, or garbage near, in, or on a SMART Transit Shelter or aboard a SMART Transit Vehicle, except in proper waste disposal container. No person shall spit, defecate, or urinate near, in, or on a SMART Transit Shelter or aboard any SMART Transit Vehicle.

(9) Animals. No person shall bring or carry aboard a SMART Transit Vehicle or take into a SMART Transit Shelter any animal not housed in an enclosed carrying container, except:

(a) Service Animals. A person accompanied by a Service Animal or a person training a Service Animal, so long as the animal is under the control of its handler, housebroken and restrained by leash, harness or other device made for the purpose of controlling the movement of an animal. A Service Animal may be carried on its handler's person but may not occupy a separate seat.

(b) Police Dogs. A trained police dog accompanied by a Peace Officer.

(10) Flammable or Corrosive Substance. No person shall bring aboard a SMART Transit Vehicle or take into a shelter any flammable, combustible, explosive or corrosive (as those terms are defined in ORS 453.005) substance or device, except matches and cigarette lighters or factory-sealed household products. No person shall light any match or cigarette lighter or ignite any flame or ember within or around a SMART Transit Vehicle or SMART Transit Shelter.

(11) Display of Lights. No person shall light a flashlight, scope light, laser light, or other object that projects a flashing light or emits beam of light while inside a SMART Transit Vehicle, except in an Emergency.

(12) Canvassing or Solicitation. No person shall sell or distribute anything, solicit for any purpose, or canvass to collect money in or on any SMART Transit Shelter or aboard any SMART Transit Vehicle, unless authorized in writing by the Transit Director or designee pursuant to objective, content neutral standards and administrative procedures which shall be adopted by the Transit Director establishing the reasonable conditions on time, place and manner of activities based upon the magnitude of the interference of the activity upon the safe and efficient operation of the transit system.

(13) Posting Notices. Except as otherwise allowed by City regulations, no person shall place, permit or cause to be placed any notice or sign upon any SMART Transit Vehicle or SMART Transit Shelter without the City Manager's consent.

(14) Aimless Riding. No person shall remain on the SMART Transit Vehicle for longer than two (2) hours, unless the passenger's destination requires it. Passengers who do not seem to have a specific destination will be asked by the Operator to state their destination. Once stated, the Passenger will be transported to that destination. If the Passenger does not disembark the Operator will ask that the Passenger do so, unless the Passenger has a legitimate reason. Some legitimate reasons include:

- (a) Passenger got on the wrong bus;
- (b) Passenger missed the stop;
- (c) Passenger forgot something and had to return; or
- (d) Passenger got on near the end of a route and is waiting to ride in the direction the Passenger wishes to travel.

(15) Damaging or Defacing City Property. No person shall draw graffiti or any other writing on any part of the SMART Transit System; or in any manner damage, destroy, interfere with, or obstruct in any manner, the property, services or facilities of the City.

(16) Harassment. No person shall intentionally or recklessly harass or annoy another person by:

- (a) Subjecting such other person to offensive physical contact;
- (b) Publicly insulting such other person by abusive words or gestures in a manner intended and likely to provoke a violent response;
- (c) Otherwise violate ORS 166.065.

(17) Threatening or Offensive Language. No person shall intentionally or recklessly disturb, harass, or intimidate another person by means of threatening or offensive language or obscenities in a SMART Transit Vehicle in such a manner as to interfere with a passenger's use and enjoyment of the SMART Transit System.

(18) Weapon. No person, except a Peace Officer or person with a valid concealed weapon permit as stated in ORS 166.370 and 166.240, shall bring into or carry aboard a SMART Transit Vehicle, or bring into a SMART Transit Shelter, any firearm, knife (except a folding knife with a blade less than 3 ½ inches in length), any explosive device or material, or any other weapon.



### **10.630 Prohibited Baggage/Packages.**

(1) Oversized Objects. No person shall bring or carry aboard a SMART Transit Vehicle any package(s) or object(s) of a size that will block any aisle or stairway upon the SMART Transit Vehicle. Luggage or other packages are allowed on SMART Transit Vehicles if they do not block the aisle or stairway of the SMART Transit Vehicle. No person shall leave behind, or unattended, such package(s) or object(s) within, or around, any SMART Transit Vehicle or SMART Transit Shelter.

(2) Carriages and Strollers.

(a) Except while boarding or exiting a SMART Transit Vehicle, carriages or strollers must remain folded and infant child must be held while aboard a SMART Transit Vehicle.

(b) No person shall bring or carry a commercial shopping cart aboard any type of SMART Transit Vehicle.

(c) No person shall abandon a commercial shopping cart at a SMART Transit Shelter.

### **10.640 Safety.**

(1) No person shall:

(a) Extend any portion of his or her body through any door or window of a SMART Transit Vehicle while it is in motion.

(b) Lie down on or across the seats of a SMART Transit Vehicle or SMART Transit Shelter.

(c) Place any object or substance on the seats of a SMART Transit Vehicle or SMART Transit Shelter that inhibits the proper use of such seats, or block or obstruct the use of the seats.

(d) In any manner hang onto, or attach himself or herself to any exterior part of a SMART Transit Vehicle while the vehicle is resting or in motion.

(e) Impede or block the free movement of others within a SMART Transit Shelter or SMART Transit Vehicle.

(f) Interfere, in any manner, with the safe operation or movement of any SMART Transit Vehicle.

(g) Activate the "Emergency Exit" or alarm device of a SMART

Transit Vehicle, except in an Emergency.

(h) Throw, toss, or kick any ball, or other object on or in a SMART Transit Shelter or aboard any SMART Transit Vehicle.

(i) Leave an unattended child under the age of seven (7), unless accompanied by a person twelve years (12) or older. A child between the ages of five and seven years old may ride the SMART Transit Vehicle without an adult present or waiting at the departure or arrival site, if the place of departure or arrival is a school and a waiver of responsibility form has been submitted by the child's parent or legal guardian.

(j) Talk to the Operator while the SMART Transit Vehicle is in operation, except for information facilitating the Passenger's trip.

#### **10.650 Specific Prohibited Use of a SMART Transit Shelter.**

(1) No person shall continuously occupy a SMART Transit Shelter for a time exceeding two hours.

(2) SMART Transit Shelters are primarily for Passengers boarding, disembarking, or waiting for a SMART Transit Vehicle are expected to be used for that intended purpose.

(3) No person shall climb upon any City stop sign, or stand upon any bench within the SMART Transit Shelter.

#### **10.660 Criminal Conduct.**

It shall be a violation of this Ordinance for any person to engage in conduct in violation of any of the Oregon state or federal criminal laws occurring within, on, or near any SMART Transit Vehicle or SMART Transit Shelter.

#### **10.670 Exclusions.**

(1) In addition to the laws of the State of Oregon, the City may exclude an individual from all or any part of the SMART Transit System for a violation of any provisions of WC 10.600 through 10.680 or a violation of any State of Oregon or federal criminal law while within, on, or near the SMART Transit System. The Exclusion period shall be determined on a case-by-case basis, but may be based upon:

(a) First Offense – Exclusion period not to exceed six (6) months, unless the offense poses an immediate and serious threat to the safety of the Passengers and City employees, then an Exclusion period up to permanent exclusion is permitted.

(i) An individual poses an immediate and serious threat to the

safety of the Passengers when the individual has committed a sexual assault, committed an assault that resulted in serious injury or death, or used a weapon to injure another person while the offender is on the SMART Transit System.

(b) Subsequent Offenses - may be excluded for any period of time up to and including permanent Exclusion, except as provided under subsection (2) below.

(2) An individual with a disability shall not be issued a complete Exclusion from the SMART Transit System, unless the person engaged in violent, seriously disruptive or criminal conduct, or in conduct posing a serious threat to the safety of others or to the operation of the SMART Transit System. Absent such finding, the Transit Director shall order a Qualified Exclusion to permit the individual with a disability to use the SMART Transit System for trips of necessity, including travel to and from medical and legal appointments, school or training classes, places of employment, obtaining food, clothing and necessary household items or for accessing any critical services.

(3) An individual that is Transit Dependent shall not be issued a complete Exclusion from the SMART Transit System, unless the person engaged in violent, seriously disruptive or criminal conduct, or in conduct posing a serious threat to the safety of others or to the operation of the SMART Transit System. Absent such finding, the Transit Director shall order a Qualified Exclusion to permit the individual with a disability to use the SMART Transit System for trips of necessity, including travel to and from medical and legal appointments, school or training classes, places of employment, obtaining food, clothing and necessary household items or for accessing any critical services. Any person asserting the right to a Qualified Exclusion on the basis of transit dependence shall have the burden of establishing transit dependence by a preponderance of the evidence.

(4) A Passenger excluded under this section of this Code may not enter or remain upon any of the SMART Transit System during the period of Exclusion. An excluded passenger who enters or remains upon any part of the SMART Transit System is a trespasser and may be arrested and prosecuted for the crime of Criminal Trespass in the Second Degree (ORS 164.245). In addition, failure to abide by an Exclusion notice shall constitute a further violation for which the period of Exclusion may be extended by the Transit Director.

(5) Exclusion Notice.

(a) A written notice signed by the issuing party shall be given to the Passenger excluded from all or part of the SMART's Transit System. The written notice shall specify the reason for the Exclusion, duration of Exclusion, and the consequences for failure to comply with the written notice.

(b) Oral Exclusions shall be effective only for the route in progress at

the time of the Exclusion, when made by the Operator. The Operator may direct a Passenger to leave a SMART Transit Vehicle, or direct a prospective Passenger not to board a SMART Transit Vehicle, if the Passenger is in violation of this Section.

(i) Oral Exclusions must be followed by a written explanation of how the Passenger was behaving and how the Passenger's actions unreasonably interfered with the operation of the SMART Transit System. Written notice by the Operator must be made no later than the end of that working day and be filed with the Transit Director as well as mailed to the Passenger, if the address is known.

(6) Exclusion Appeal.

(a) Process. No later than ten (10) days after an Exclusion notice has been issued, an excluded person may appeal in writing to the Transit Director for de novo review of the Exclusion and may petition the Transit Director to rescind, alter the places of Exclusion or reduce the duration of the Exclusion. An appeal shall contain a copy of the Exclusion notice; a request for a hearing or request for written review without a hearing; and a statement setting forth the reason why the Exclusion is/was invalid or otherwise improper.

(i) The Transit Director shall render a decision not later than ten (10) business days after receipt of appeal, unless the appellant has requested a hearing.

(b) Public Hearing. When a public hearing is requested by the appellant, the public hearing shall be conducted by the Transit Director not later than ten business (10) days after receipt of the appeal, unless the appellant waives the right to have the hearing within the ten (10) business days. The Transit Director shall render a decision within fifteen business (15) days after the hearing.

(c) Public Hearing Process. The public hearing shall include presentation by City staff member designated by the Transit Director to provide documentation and testimony supporting the Exclusion, followed by the appellant's presentation of documents and testimony opposing the Exclusion. The Transit Director may question witnesses and review all documentation. A tape recording shall be made of the hearing which shall be made available to the appellant upon the appellant paying the cost of producing the tape recording. If the appeal raises a dispute of fact, the burden of persuasion shall be on the excluded person.

(d) The determination of the Transit Director shall be final.

**10.680 Enforcement.**

(1) Seating Change. Any Peace Officer, Operator, Transit Director and persons designated by the Transit Director has authority to require a seating change, pursuant to 10.620(2) or refuse entrance to an individual who violates any provision of the City Codes.

(2) SMART Transit Removal. The Transit Director and/or designee has the authority to remove any individual off of the SMART Transit System who violates any provision of the City Codes.

(3) Officer Citations. Any Peace Officer of the State of Oregon or City code enforcement officer is authorized to enforce regulations regarding transit rider regulations found in the Oregon statutes and/or in these transit rider regulations (WC 10.600 through WC 10.680).

(4) Citation. Any citations made will direct the violator to appear in the Municipal Court for the City of Wilsonville. The City Municipal Court will determine the appropriate fine amount, which will not exceed two hundred fifty dollars (\$250).”

2. Wilsonville Code 10.305 is hereby repealed.

3. The City Recorder is directed to amend Wilsonville Code Section 10, as approved above, and to make such format, style, and conforming changes to match the format and style of the Offenses Chapter of the Wilsonville Code.

4. Except as set forth above, Chapter 10 of the Wilsonville Code remains in full force and effect, as written.

5. This Ordinance will become effective on December 1, 2018.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 17th day of September, 2018, and scheduled for a second reading at a regular meeting of the Council on October 1, 2018 commencing at the hour of 7 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon.

\_\_\_\_\_  
Kimberly Veliz, City Recorder

ENACTED by the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2018, by the following votes: Yes: \_\_\_\_\_ No: \_\_\_\_\_

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Kimberly Veliz, City Recorder

DATED and signed by the Mayor the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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TIM KNAPP, MAYOR

SUMMARY OF VOTES:

Mayor Knapp

Council President Starr

Councilor Stevens

Councilor Lehan

Councilor Akervall