

Architectural Review Board

**MINUTES OF December 13, 2023**

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**ARB MEMBERS PRESENT:**

Chair, Cyndy Hillier  
Board Member, Patrick Gaynor  
Board Member, Skip Stanaway  
Board Member, Chris Goodell  
Board Member, Keith Hancock  
Board Member, Kylan Hoener

**ARB MEMBERS ABSENT:**

None

**STAFF PRESENT:**

Steve Koper, Community Development Assistant Director  
Lindsey Hagerman, Office Coordinator  
Madeleine Nelson, Assistant Planner

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**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 6:30 p.m., and roll call was taken.

**APPROVAL OF MINUTES**

Board Members unanimously voted to approve November 8, 2023 minutes. (6-0)

**DISCLOSURE STATEMENT**

Board Member Stanaway provided a disclosure statement. He disclosed that his business is located adjacent to the development site under consideration at the night's meeting.

**ACTION ITEMS**

- 1. Consideration of an Architectural Review application (AR 23-0004) for a three-building industrial development totaling 199,170 square feet on a 23.8-acre site in the General Manufacturing (MG) zone at 19000 SW 124<sup>th</sup> Avenue (Tax Lot: 2S127BB00100)**

Madeleine Nelson, Assistant Planner, presented an overview of the project. She stated that VLMK Engineering + Design, representing the property owner, has submitted a proposal for the construction of three buildings industrial development. She noted the applicant intends to provide lease space to manufacturing and warehousing tenants accommodating between one

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to four tenants. She also noted that Property Line Adjustment (PLA23-0001) for the site was approved in October and is pending recording with Washington County.

Ms. Nelson explained that the procedures for a Type III land use decision are found in TDC 32.230. She noted the criteria for submittal, notice, public hearing, and final decision dates. She briefly went over approval criteria for an Architectural Review application listed in TDC 73A through 73G including site design, landscaping, parking, and waste & recyclable management standards. She noted conditions of approval may implement identified public facilities and services needed to serve the proposed development through TDC 74 and 75.

Ms. Nelson noted a tree removal permit was submitted in conjunction with the Architectural Review application, as allowed by code. She pointed out the applicant is proposing to remove 159 trees while preserving 17 trees on site. She clarified staff is recommending conditions of approval related to the protection of the remaining trees to fulfill these standards.

Ms. Nelson spoke about zoning standards which can be found in TDC 61 for the General Manufacturing Zone (MG). She noted the site is located in the Natural Resource Protection Overlay (NRPO), specifically the Wetland Conservation District. She highlighted building design proposed. She addressed how the proposal complied with standards for landscaping, recycling and waste management, and public improvements.

Ms. Nelson concluded staff recommends approval of Architectural Review application AR23-0004, as conditioned.

Board Member Goodell asked for clarification on landscaping standards. Ms. Nelson shared the Final Order and outlined the proposed landscaping conditions of approval.

Chair Hillier asked how the trees proposed for retention will be protected. Ms. Nelson answered that the recommended tree protection measures can be found in the applicant's submitted arborist report. She noted staff recommended a condition of approval for the tree protection measures to be shown on a revised grading plan.

Chair Hillier asked for clarification about the timeline for tree protection. Steve Koper, Assistant Community Development Director, briefly went over the permit process.

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The applicant, Halvin Kamp of VLMK Engineering + Design, shared that their client is eager to proceed with the project and is enthusiastic about moving forward.

Board Member Stanaway asked if they could break down the building's scale more. Mr. Kemp answered the company has property in Wilsonville and wanted to keep the design cohesive and will take a look at adding more color depth.

Chair Hillier asked if they plan on implementing the Climate Action Plan. Mr. Kemp answered they plan on putting environmental friendly roofing material and will follow the Development Code.

Chair Hiller asked the Board Members if there were any other questions of the applicant or staff. Seeing none, Chair Hiller closed public testimony and asked the Board Members if they had any deliberations on the proposal.

Board Member Stanaway made a MOTION to approve AR23-0004 with additional conditions of approval to work with City staff on breaking down the building scale of large façade including all four sides. Scale can be broken down with landscape, contrasting in painting, reveals in paneling or other appropriate measures. Board Member Hoener SECONDED the motion. Board Members unanimously voted to APPROVE the application. (6-0)

#### **ADJOURNMENT**

Board Member Stanaway made a MOTION to adjourn. The motion was SECONDED by Board Member Goodell. The Board Members unanimously voted to ADJOURN the meeting at 7:45 p.m. (6-0)

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