

February 24th, 2025

Tuia, Hanna  
Associate Planner  
City of Wilsonville, OR

Project: iONNA OR-0005  
9025 SW Barber St Wilsonville, OR 97070

**RE: *PR-000027-2025 – RESPONSE TO COMMENTS – COMPLETENESS REVIEW – V3***

This letter is in response to comments received on February 4<sup>th</sup>, 2026 from the City of Wilsonville Planning Application completeness review process for PR-000027-2025 and the team members listed above. Kimley-Horn has reviewed and addressed the comments below in order to provide a satisfactory response to demonstrate completeness of our planning application.

Comment 1: Complete written responses to applicable review criteria, including written findings explaining how all applicable criteria and standards are met. Please also ensure consistency of notations on the plans and statements in the written findings. Responses that are particularly inadequate include the following:

- a. Sign Regulations: Sections 4.156.01 through 4.156.08, as applicable: Explain how each standard is met. See additional item about Sign Plan below.
  - i. Please clearly articulate in the narrative the number, type, location, height, dimensions, etc. of each proposed sign. This must include the proposed painted signs
  - ii. Please make sure that sign descriptions and locations are consistent.
  - iii. If the Code references a type of sign you are not planning to use (for instance, an awning or marquee sign) please state that those standards are not applicable rather than that all Code requirements will be met.

Response: Additional information has been provided in the construction plans and exhibits to detail the signage proposed on site including the information required above in items i, ii, and iii. The planning narrative has been updated to reflect the analysis of the code sections relevant and not applicable to our project. Please see the narrative for further information and rationale.

- b. Landscaping, Screening, and Buffering: Section 4.176: Explain how each standard is met. See additional items about Landscape Plan below.
  - i. Please explain how this site will meet the General Landscaping Standard as outlined in 4.176.02(C). Because the proposed landscaped area is more than 30 feet deep, it will need to comply

with the requirement of one tree for every 800 square feet and two high or three low shrubs for every 400 square feet. These plants may be grouped together, but the number of plants should numerically meet this standard.

- ii. Please explain how the site, and especially the northern side of the site, will meet the low screen landscaping standard for parking areas as outlined in 4.176.02(D).
- iii. If the Code references landscaping requirements that are not applicable to this site, such as the high wall or high berm standards, please state that those standards are not applicable.

Response: Landscape design has been updated to confirm with the standards noted above and provide for information referenced in items i, ii, and iii. Please see the landscape plans for additional information. The planning narrative has been updated to reflect the analysis of the code sections relevant and not applicable to our project. Please see the narrative for further information and rationale.

- c. Outdoor Lighting: Sections 4.199 through 4.199.60: Provide details about how lighting standards are met under the proposed prescriptive method. See additional items about Outdoor Lighting below.
  - i. Lamp wattage and shielding adhering to table 7 within applicable codes
  - ii. Efficiency standards are met with selected lights
  - iii. Pole height is less than maximum height as depicted by table 8 within applicable codes
  - iv. Adjacent property matches the lighting zone so setback is not required
  - v. Lighting levels adhere to recommended levels as listed by IESNA

Response: The photometric design has been updated to confirm with the standards noted above and provide for information referenced in items i, ii, iii, iv, and v. Please see the construction plans for additional information. The planning narrative has been updated to reflect the analysis of the code sections relevant and not applicable to our project. Please see the narrative for further information and rationale.

- d. Tree Preservation and Protection: Sections 4.600 through 4.640.20:
  - i. Address measures that will be taken to protect site perimeter trees during construction.
  - ii. Please provide this information.

Response: The demolition plan has been updated to provide tree preservation protection notes and requirements for the contractor to adhere to in line with the standards noted above and provide for information referenced in items i and ii. Please see the construction plans for

additional information. The planning narrative has been updated to reflect the analysis of the code sections relevant and not applicable to our project. Please see the narrative for further information and rationale.

Comment 2: Sufficient detail in submitted plans and drawings. While some information is provided, the following specific information is missing or internally inconsistent:

- a. General Site Plan
  - i. Tabulation of land area, in square feet, devoted to various uses such as building area, parking and paving coverage, landscaped area coverage.
    - i. Please provide this information. Please verify the square footage proposed for vegetation; page 59 of the narrative calls out "a total of 598 square feet" of vegetation.
  - ii. Detail of frontage improvements on SW Barber Street and SW Boones Ferry Road including street trees, landscaping, etc.
  - iii. Location and dimensions of trash and recycling storage enclosure.
    - i. Dimensions of the proposed enclosure still need to be provided
  - iv. Location of all proposed signs.
    - i. These should be clearly labeled on the site plan and should include building signs, freestanding signs, painted signs, etc.

Response: The construction plans have been updated, along with the narrative, to provide accurate land area calculations, additional detailing of frontage improvements, additional detailing on the dumpster enclosure, and detailed information of proposed signage on site. Please refer to the updated construction plans and narrative for additional information.

- b. Landscape Plan
  - i. Indication of water usage areas for all landscaping materials in plant schedule.
  - ii. Proposed landscape treatment in relation to adjacent properties and public right-of-way.
    - i. Please provide this information, especially in relation to the northern lot line of the property.
  - iii. Screening of ground-mounted mechanical equipment visible from adjacent properties and public right-of-way.

Please provide this information.

Response: The landscape plans have been updated to provide additional information for irrigation, proposed landscaping near adjacent properties and rights-of-way, and screening. Please see the updated landscape plans and narrative for additional information.

- c. Outdoor Lighting Plan and Photometric Diagram
  - i. Detail sheets of **all** proposed exterior lighting poles and fixtures, canopy lighting, aiming angles for adjustable luminaires, etc.
    - i. Please provide this information including lighting fixtures.

Response: Additional detailing of the proposed photometric design and details have been provided in the construction plans. Please see the updated construction plans, details, and narrative for additional information.

- d. Sign Plan
  - i. Drawings to scale or descriptions of all materials, sign area, and dimensions used to calculate areas, lighting methods, and other details for all exterior signs – ground-mounted, canopy, on building walls, directional, etc.
    - i. While information is provided for the proposed canopy sign, please provide this information for all other signs for the project.
  - ii. Documentation of the lengths of building facades used in calculating maximum allowed sign area.
    - i. Please provide this information.
  - iii. Details about proposed “painted tombstone mural” on west side of building and “painted sign” on south side of building.
    - i. Please provide this information. This includes the location and dimensions of these signs.

Response: Additional detail for proposed on site signage, proposed elevations, proposed dimensions/materials/appearance, and the location of all items have been detailed in the construction plans and updated in the narrative. The proposed tombstone mural has been removed and information about the painted logo on the structure has been added into the plans and narrative. Please see updated documents for additional information.

- e. Architectural Drawings
  - i. Building elevations with dimensions.
    - i. Thank you for submitting the fueling canopy elevations. Please also provide building elevations (including the proposed trash enclosure) with dimensions
  - ii. Building floor plan.
    - i. Please provide this information.
  - iii. Color board displaying specifications of type, color, and texture of the exterior surfaces of all proposed structures

- i. Please provide this information.
- iv. Details of outdoor furnishings (bike rack, garbage cans, lighting, picnic tables, etc.).
  - i. Please provide this information.
- v. Detail of fencing for pet relief area.
  - i. Please provide this information.

Response: Building elevations, building floor plans, building details, color boards, signage information, fencing information, exterior features which have a known selection and are not dependent on future vendor bidding and procurement have been provided. Please see the construction plans, provided exhibits for the bathroom/vending structure, provided exhibits for the trash enclosure, and the updated narrative for additional information.

**RE: PLANNING COMMENTS**

A. The tree inventory included trees in poor, very poor, and dead condition. You may want to consider these trees for removal as part of this application process. Otherwise, should those trees become a nuisance or a hazard later, you will need to go through a separate permitting process

B. Please also ensure that retained trees are visible on the landscaping plan. The hatching representing ground cover makes these difficult to discern

Response: Acknowledged. Trees have been evaluated per the condition and are being considered for removal, preservation, and future maintenance. Plans have been updated to make the information being presented more clear, please see the landscape and demolition plans for additional information.

**RE: ENGINEERING COMMENTS**

A. Design of public streets meeting Transportation System Plan (TSP) and Public Works Standards: Show street trees and street lighting on plans. Driveway approach shall meet Public Works Standard Detail RD-1095. Traffic Impact Analysis (TIA) will evaluate location of driveway approach.

B. Storm sewer: It is unclear how drainage will work to get to the proposed LID facility. Overflow to storm line in SW Barber Street is appropriate

C. Storm drainage and system design: Calculations should only include impervious area, not pervious area for facility sizing. Show trash enclosure, which must be covered and hydraulically isolated from storm, on plans. Provide stormwater treatment for new proposed street improvements.

D. Easements and dedications: Public utility easement (PUE) is required to be dedicated along SW Boones Ferry Road and SW Barber Street. Show sanitary sewer easement to assure sewer lateral will be located within easement area.

Response: The construction plans have been updated to ensure that the use of Standard Detail 1095 is more clear. The stormwater report has been updated in coordination with the construction plans to detail that the runoff from the proposed development is both collected and conveyed with a inlet and pipe connection to the BMP as well as directed to overland swale flow along the west side of the property. The plans have been updated to provide more clear information on the proposed right-of-way dedication and proposed PUE boundaries required along the frontage. The sewer lateral has been updated to be shown inside a sanitary sewer easement on the property. Please see the updated

Please contact Kimley-Horn at (503) 388-6349 or Dylan Clayton [dylan.clayton@kimley-horn.com](mailto:dylan.clayton@kimley-horn.com) or Quinn Duffy [quinn.duffy@kimley-horn.com](mailto:quinn.duffy@kimley-horn.com) should you have any questions.

Sincerely,



Dylan Clayton, Planner  
Kimley-Horn & Assoc.



Quinn Duffy, PE, ENV-SP  
Kimley-Horn & Assoc.