



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> January 5, 2023		<b>Subject: Ordinance Nos. 872 and 873 – 1<sup>st</sup> Reading</b> Annexation and Zone Map Amendment for Delta Logistics Site Expansion	
		<b>Staff Member:</b> Cindy Luxhoj, AICP, Associate Planner	
		<b>Department:</b> Community Development	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: January 5, 2023 <input checked="" type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: January 5, 2023 <input checked="" type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: January 19, 2023 <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> The Coffee Creek Industrial Design Overlay District allows City Council adoption of the annexation and Zone Map amendment concurrent with or up to 120 days prior to the Development Review Board application (hearing scheduled for January 23, 2023).	
<b>Staff Recommendation:</b> Staff recommends Council adopt Ordinance Nos. 872 and 873 on 1 <sup>st</sup> Reading.			
<b>Recommended Language for Motion:</b> Two separate motions: I move to adopt Ordinance No. 872 on 1 <sup>st</sup> Reading. I move to adopt Ordinance No. 873 on 1 <sup>st</sup> Reading.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Coffee Creek Master Plan	<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Approve, modify, or deny Ordinance Nos. 872 and 873 to annex and rezone approximately 9.17 acres at 9710 SW Day Road within the Coffee Creek Master Plan area, enabling development of a warehouse/manufacturing building and associated site improvements.

**EXECUTIVE SUMMARY:**

The City adopted the Coffee Creek Industrial Form-based Code and Pattern Book in February 2018, establishing clear and objective development standards for street design and connectivity, site design and circulation, building form and massing, and building design and architecture to substantially minimize judgment about compliance. As part of this adoption, the City modified procedures governing City Council review of annexation and Zone Map amendments in Coffee Creek, allowing for City Council review of these requests without prior review or recommendation by the Development Review Board. This modification allows for the concurrent processing of the annexation and Zone Map amendment requests with the other related development permit applications.

The applicant, Delco Holdings, LLC, dba Delta Logistics, Inc., desires to expand their operations northward from their current location at 9835 SW Commerce Circle to construct a 56,116-square-foot warehouse/manufacturing development and associated improvements on the vacant property at 9710 SW Day Road. The applicant desires to annex the 9.17-acre property into Wilsonville and apply the City zoning designation of Planned Development Industrial – Regionally Significant Industrial Area (PDI-RSIA). This zoning designation is consistent with the site’s Comprehensive Plan designation of “Industrial” and Metro’s designation of the Coffee Creek Industrial Area as a Regionally Significant Industrial Area in Title 4 of the Urban Growth Management Functional Plan.

The Development Review Board will hold a public hearing on the application since the request includes waivers to the Form-based Code standards and a variance. The hearing is scheduled for February 13, 2023, for the proposed Stage 1 Preliminary Plan, Stage 2 Final Plan, Site Design Review, Waivers, Class 3 Sign Permit, Type C Tree Removal Plan, Standard Significant Resource Overlay Zone Map Verification, Standard Significant Resource Impact Report Review, and Variance applications. The provisions of Section 4.022 (.03) allow for City Council call-up of any final action taken by the Development Review Board and remain in effect for projects within Coffee Creek. The annexation and Zone Map amendment ordinances will expire 120 days from Council adoption if the Stage 2 Final Plan application is not approved by the Development Review Board.

**EXPECTED RESULTS:**

Adoption of Ordinance Nos. 872 and 873 will bring this portion of the Coffee Creek Industrial Area into the City and zone the property for industrial development consistent with the Coffee Creek Master Plan.

**TIMELINE:**

The annexation and Zone Map amendment will be in effect 30 days after the ordinances are adopted, pending approval of the Stage 2 Final Plan by the Development Review Board and upon filing the annexation records with the Secretary of State as provided by ORS 222.180.

**CURRENT YEAR BUDGET IMPACTS:**

None.

**COMMUNITY INVOLVEMENT PROCESS:**

Staff sent the required public hearing notices and has made materials regarding the application readily available to the public.

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

Annexation and development of the subject land will provide additional industrial development consistent with the goals of the Coffee Creek Master Plan.

**ALTERNATIVES:**

The alternatives are to modify, approve, or deny the annexation and Zone Map amendment requests.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Ordinance No. 872
  - A. Legal Description and Sketch Depicting Land/Territory to be Annexed
  - B. Petition for Annexation
  - C. Annexation Findings
2. Ordinance No. 873
  - A. Zoning Order ZONE22-0003 Including Legal Description and Sketch Depicting Zone Map Amendment
  - B. Zone Map Amendment Findings