

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, JULY 13, 2026

6:30 PM

Consent Agenda:

1. Approval of minutes from the June 8, 2026 DRB
Panel A meeting



**Development Review Board-Panel A
Regular Meeting Minutes
June 8, 2026**

Wilsonville City Hall & Remote Video Conferencing

CALL TO ORDER - ROLL CALL

Chair Galloway called the meeting to order at 6:30 pm.

Present: Alice Galloway, Jordan Herron, Janis Sanford, and Mitch Cooper

Excused: None.

Staff Present: Kimberly Rybold, Amanda Guile-Hinman, Hanna Tuia, Alie Cloo, Amy Maag, Chris Myers, and Shelley White

CHAIR'S REMARKS

The Conduct of Hearing and Statement of Public Notice were read into the record.

CITIZEN INPUT

There was none.

CONSENT AGENDA

1. Approval of minutes of the May 11, 2026 DRB Panel A meeting

Jordan Herron moved to approve the May 11, 2026 DRB Panel A meeting minutes as presented. Mitch Cooper seconded the motion, which passed 4 to 0. (Ayes: Herron, Sanford, Cooper, Galloway. Nays: None.)

PUBLIC HEARING

2. **Resolution No. 445. Willamette River Greenway Conditional Use Permit.** The applicant is requesting approval of a Willamette River Greenway Conditional Use Permit for reconfiguration of the house and associated site improvements at 10671 SW Edgewood Court.

Case Files:

DB26-0001 Willamette River Greenway Conditional Use Permit-Conditional Use Permit (CUP26-0001)

Chair Galloway called the public hearing to order at 6:36 p.m. and read the conduct of hearing format into the record. Chair Galloway and Jordan Herron declared for the record that they had visited the site. No board member, however, declared a conflict of interest, bias, or conclusion

from a site visit. No board member participation was challenged by any member of the audience.

Hanna Tuia, Associate Planner, announced that the criteria applicable to the application were stated starting on page 2 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room and on the City's website.

Associate Planner Tuia presented the Staff report via PowerPoint, briefly noting the site's location and background and reviewing the requested applications with these key comments:

- The single-family residence was constructed in 1953, predating City zoning, and is located partially within the Willamette River Greenway and the Significant Resource Overlay Zone (SROZ). Because the residence existed prior to December 6, 1975, it is an outright permitted use within the Greenway as per Development Code Section 4.124. She indicated the subject property, which abuts the Willamette River. (Slide 2)
- Proper public notice was provided to property owners within 250 feet of the subject property, including mailed notice, publication in the newspaper, posting on the site, and notice on the City's website. No public comments were received during the comment period.
- Although the existing structure was permitted, the proposal would substantially alter its appearance and was considered an intensification of use, which triggered a Willamette Greenway Conditional Use Permit review by the Board. The Board's review was limited to the conditional use permit. No other aspects of the application, including the design of the proposed residence or any other site improvements outside of the Greenway were subject to DRB review.
- Site plans comparing the existing and proposed footprints of the structures showed that 62 square feet of improved area would be removed from the Greenway and 186 square feet would be removed from the SROZ. The proposal would not add improved area within either the Greenway or the SROZ. (Slides 6-7)
- As outlined in the Staff report, the proposed structure modification met the criteria, enabling the DRB to approve the proposed Greenway Conditional Use Permit. (Slide 5)

Chair Galloway confirmed there were no questions from the Board and called for the Applicant's presentation.

Ivan France, Mountain View Homes, noted the Applicant had laid out their proposal in the submitted application materials and offered to answer any questions from the Board.

Chair Galloway asked about the anticipated construction schedule.

Mr. France replied that construction was estimated to take approximately one year and would begin as soon as possible once the review process was complete, adding that the engineering was done and the Applicant was preparing for permit submittal.

Mitch Cooper confirmed with Mr. France that landscaping would replace the improved area being removed from the site.

Chair Galloway confirmed there were no further questions. She called for public testimony regarding the application and confirmed with Staff that no one was present at City Hall to testify and no one on Zoom indicated they wanted to testify. She confirmed the Applicant had no rebuttal.

Chair Galloway confirmed there was no questions or discussion and closed the public hearing at 6:49 pm.

Jordan Herron moved to adopt the Staff report as presented. Janis Sanford seconded the motion, which passed 4 to 0. (Ayes: Herron, Sanford, Cooper, Galloway. Nays: None.)

Jordan Herron moved to adopt Resolution No. 445. Mitch Cooper seconded the motion, which passed 4 to 0. (Ayes: Herron, Sanford, Cooper, Galloway. Nays: None.)

Chair Galloway read the rules of appeal into the record.

BOARD MEMBER COMMUNICATIONS

3. Results of the May 28, 2026 DRB Panel B meeting - *This meeting was cancelled due to a lack of quorum.*
4. Recent City Council Action Minutes

Senior Planner Rybold clarified the public hearing originally scheduled for May 28th had been canceled, but the application remained active. The Applicant had requested an extension of the 120-day timeline, which now extended through early January. When the application was ready to proceed to a hearing, it would be re-noticed.

STAFF COMMUNICATIONS

Senior Planner Rybold announced that Board Member Megan Chuinard had resigned and would no longer serve on the DRB. Staff was still determining if a fifth Board member was needed, noting that with four Board members on the panel, three members were required to have a quorum. If needed, Panel B Board members could be pulled in as done previously.

ADJOURN

The meeting was adjourned at 6:55 p.m.