



PLANNING COMMISSION

WEDNESDAY, FEBRUARY 8, 2023

WORK SESSION

3. Frog Pond East and South Implementation-Development Code (Pauly)
(60 minutes)



PLANNING COMMISSION MEETING STAFF REPORT

| | | | |
|---|---|---|--|
| Meeting Date: February 8, 2023 | | Subject: Frog Pond East and South Master Plan Development Code | |
| | | Staff Member: Daniel Pauly, Planning Manager | |
| | | Department: Community Development | |
| Action Required | | Advisory Board/Commission Recommendation | |
| <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd 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 Comments: | |
| Staff Recommendation: Provide requested input on draft Development Code amendments for Frog Pond East and South Implementation. | | | |
| Recommended Language for Motion: N/A | | | |
| Project / Issue Relates To: | | | |
| <input checked="" type="checkbox"/> Council Goals/Priorities: Expand home ownership | <input checked="" type="checkbox"/> Adopted Master Plan(s): Frog Pond East and South Master Plan | <input type="checkbox"/> Not Applicable | |

ISSUE BEFORE COMMISSION

An important next step in realizing the vision of the Frog Pond East and South Master Plan is to write implementing Development Code amendments. This work session is the second in a series of work sessions for the Commission to work through the details of these Development Code amendments.

EXECUTIVE SUMMARY:

In late 2022, the City Council, on recommendation from the Planning Commission, adopted the Frog Pond East and South Master Plan. The Master Plan identifies the types and locations of the homes, commercial development, parks, open spaces, streets, trails, and infrastructure to be built over the next 10-20 years in an area on the east side of Wilsonville added to the Metro Urban Growth Boundary in 2018. The Master Plan focuses on providing for the community's future housing needs, including providing diverse housing opportunities.

The Master Plan provides clear policy direction and guidance for future development in Frog Pond East and South. However, an important implementation step is to develop a detailed set of Development Code standards consistent with the Master Plan. These standards will be relied on by developers to plan and design development. These standards will also be relied on by City reviewers to ensure development meets City expectations.

This work session is the second in the series of work sessions for the Planning Commission to review and guide the drafting of these Development Code amendments. The first three or four work sessions will focus on specific portions or sets of the draft amendments with subsequent work sessions providing an opportunity to review the draft amendments all together. As further explained below, the project team has prepared a number of attachments to assist the Planning Commission in reviewing the set of draft Development Code amendments during this second work session focused on housing variety, development of accessible units, and encouraging ADUs.

Attachment 1 includes, for easy reference, excerpts from the Frog Pond East and South Master Plan that give specific direction for implementing Development Code. This directive language can be summarized and grouped as follows:

- Ensuring a variety of housing and encouraging specific housing types to be built;
- Creating design standards to implement the Type 1, Type 2, and Type 3 Urban Design Types mapped in the Master Plan and otherwise guide quality, cohesive development;
- Setting the design standards for sub-districts within the neighborhoods; and
- Establishing standards for the Brisband Main Street.

Attachment 2 is the draft Housing Unit Categories reviewed by the Planning Commission in January which are provided here as a reference while reviewing this additional set of draft Development Code amendments focused on housing variety.

Attachment 3 contains the second set of draft Development Code amendments, arranged by topic. For each draft code amendment, the document also contains the following supporting information:

- **Intent:** A description of what the draft code amendment is trying to accomplish, including any reference to related Master Plan implementation language.

- **Explanation:** An explanation of how the draft code amendment was developed. As applicable, this includes reference to background and reference information in the packet.
- **Code Reference:** This includes where the draft code amendment would go in the Development Code. It specifies if it is a new Section or Subsection or amendment to an existing section.

For the Planning Commission’s reference, Attachment 4 is a copy of the current Wilsonville Code Section 4.127, Residential Neighborhood Zone, where a majority of the code amendments are proposed. Also included, as Attachment 5 and 6 respectively, are excerpts from Section 4.113 Residential Development in Any Zone, and Sections 4.210 and 4.220 Application Procedures (for land divisions) and Final Plat Review.

The project team invites the Planning Commission to review the draft code amendments and supporting information, ask any clarifying questions, and provide feedback. At the work session the project team requests the Planning Commission provide one of the following for each presented draft code amendment.

1. Confirmation that the draft code amendment is ready for finalization before being brought forward for a public hearing; or
2. Direction on next steps to further develop or refine the presented draft code amendment.

EXPECTED RESULTS:

Feedback from the meeting will guide completion of a package of Development Code amendments for adoption in the coming months.

TIMELINE:

Five work sessions are currently planned for the Planning Commission (January, February, March, April, and May) to draft Wilsonville Development Code amendments to implement the Frog Pond East & South Master Plan, followed by a public hearing in June. City Council action on the Planning Commission’s recommendation is planned for July.

CURRENT YEAR BUDGET IMPACTS:

The Development Code implementation work is funded by remaining funds from the \$350,000 Metro grant for the Frog Pond East and South Master Plan and matching City funds in the form of staff time. \$311,000 total is budgeted in FY 22/23 including the adoption of the Master Plan and follow up implementation, including this Development Code work and the infrastructure funding implementation work.

COMMUNITY INVOLVEMENT PROCESS:

During this implementation phase the primary focus is on honoring past input. However, as needed, the project team will engage key stakeholders for input on draft Development Code amendments.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

Realization of the policy objectives set out in the Frog Pond East and South Master Plan to create Wilsonville’s next great neighborhoods. This includes furthering of the City’s Equitable Housing Strategic Plan and Council’s goal of affordable home ownership.

ALTERNATIVES:

The project team prepared draft amendments to help implement the Frog Pond East and South Master Plan. A number of alternative amendments can be considered to meet the same intent.

ATTACHMENTS:

1. Excerpts from Frog Pond East and South Master Plan related to Development Code Implementation
2. Draft Housing Unit Category Table as reviewed by the Planning Commission (January 2023)
3. Draft Development Code Amendments with Supporting Information (February 2023)
4. Wilsonville Development Code Section 4.127 Residential Neighborhood Zone
5. Excerpts of Wilsonville Development Code Section 4.113 Residential Development in Any Zone
6. Wilsonville Development Code Sections 4.210 and 4.220 Application Procedures (for land divisions) and Final Plat Review

FROG POND EAST & SOUTH MASTER PLAN



**A VISION AND IMPLEMENTATION PLAN FOR TWO NEW
NEIGHBORHOODS IN EAST WILSONVILLE**



**ADOPTED BY WILSONVILLE CITY COUNCIL
ORDINANCE NO. 870**

DECEMBER 19 2022



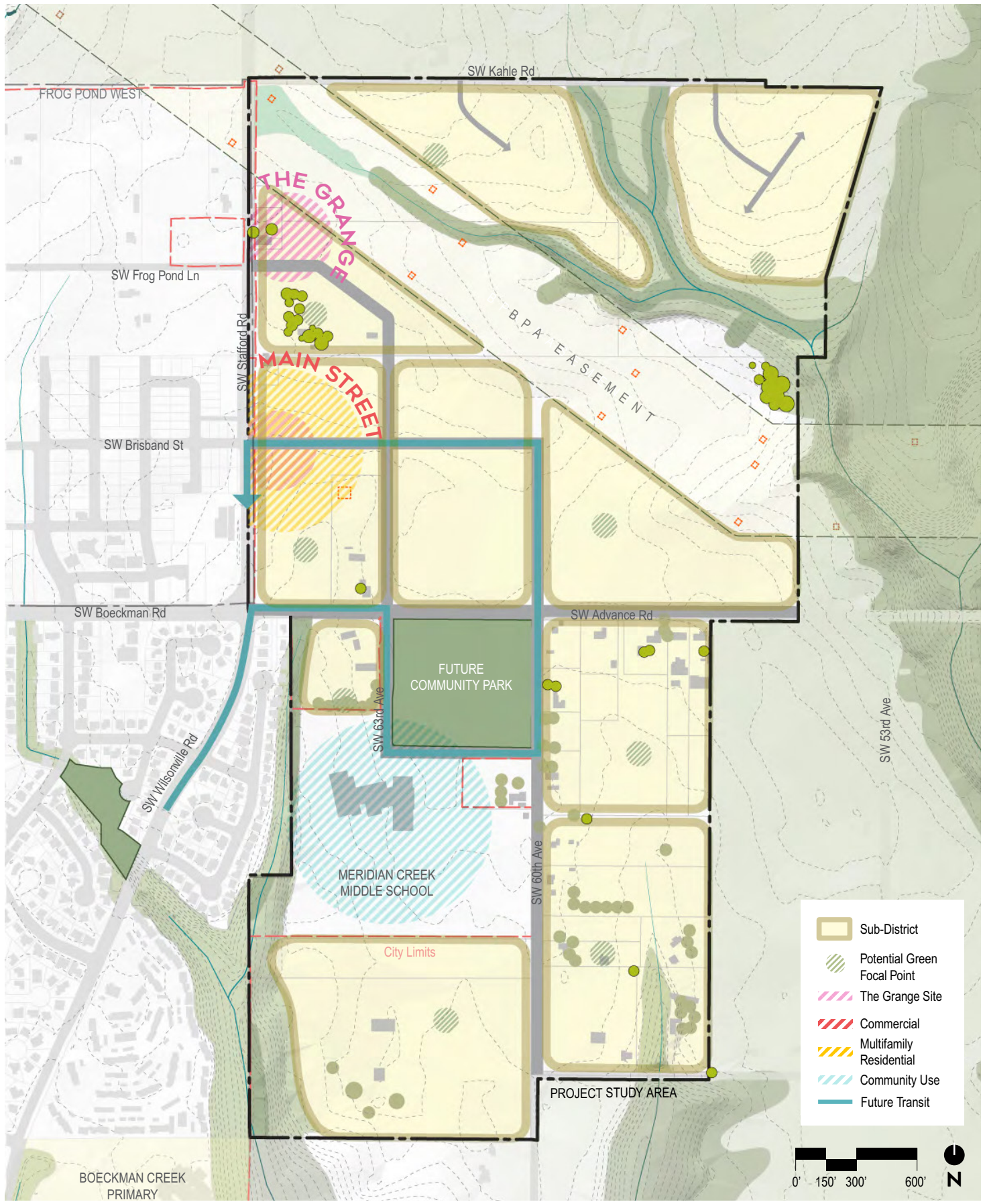
COMMUNITY DESIGN CONCEPTS

SUBDISTRICTS

Figure 14 shows the concept of “subdistricts” within Frog Pond East and South. The subdistricts are intended as “neighborhoods within neighborhoods” – areas with cohesive building form, public realm features, and other characteristics that give them identity. There are ten subdistricts planned for Frog Pond East and South. Each will have a “green focal point” that is central in the subdistrict and/or aligned with a key feature such as a tree grove. The focal points, together with the neighborhood destinations, will provide many community gathering places in Frog Pond East and South.



Figure 14. Diagram of Conceptual Sub-Districts Frog Pond East and South Implementation-Development Code Master Plan Excerpts





COMMUNITY DESIGN CONCEPTS

IMPLEMENTING THE DESIGN CONCEPTS

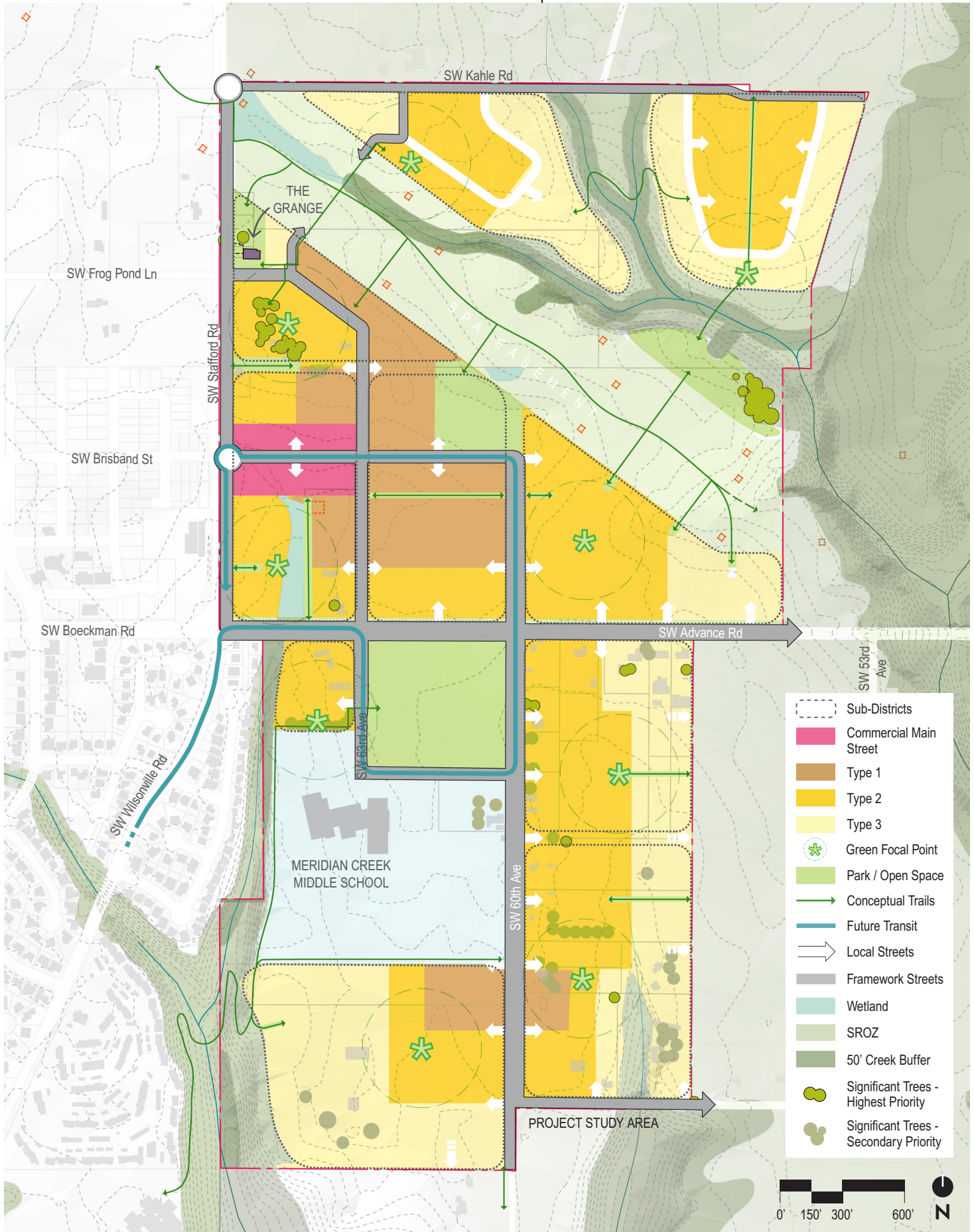
The design concepts discussed above are the foundation of the Master Plan's intent to create a strong sense of place and identity in Frog Pond East and South. The Master Plan's Land Use and Urban Form Plan is shown on Figure 15. The following section summarizes how the Master Plan's key features and intended outcomes implement the design concepts. Additional descriptions are provided in the Land Use and Public Realm chapters of this report.

NEIGHBORHOOD DESTINATIONS WITHIN FROG POND EAST AND SOUTH

- Park/gathering space at the Frog Pond Grange
- A Future Frog Pond East Neighborhood Park
- The SW Brisband Main Street as a neighborhood-scale commercial and mixed-use center
- The Frog Pond South Community Park
- Meridian Creek Middle School
- "Green focal points" within each subdistrict
- Meridian Creek and Newland Creek natural areas
- Significant tree groves



Figure 15. Land Use and Urban Form Plan





COMMUNITY DESIGN CONCEPTS

FORM BASED DESIGN AND TRANSECT

- More compact housing is in “Type 1” urban form areas (see Chapter 6 for more description of the urban form types)
- Adjacent areas are less compact and result in a transect or transition to even less compact housing form
- The East Neighborhood has its Type 1 housing in the central area adjacent to the Brisband Main Street, future Frog Pond East Neighborhood Park and BPA Easement
- The South Neighborhood has a small node of Type 1 housing located south of the Meridian Middle School property.
- In both neighborhoods, Type 2 and 3 housing form “feathers out” from the Type 1 areas.

A WIDE VARIETY OF HOUSING CHOICES

- Opportunities for a wide spectrum of housing choices: townhomes, quadplexes, tri-plexes, duplexes, cottage clusters, cottage developments, small-lot detached homes, medium and larger lot detached homes, accessory dwelling units, apartments/condos, tiny homes and co-housing
- Requirements for a mix of housing choices in each subdistrict
- Housing capacity for an estimated minimum of 1587 dwellings (See Chapter 6 for housing and land use metrics)





LAND USE

RESIDENTIAL LAND USE AND URBAN FORM

KEY OUTCOMES

The Land Use and Urban Form Plan includes residential areas intended to create three key outcomes:

- **A variety of housing choices** throughout the East and South Neighborhoods
- **Opportunities for affordable housing choices** integrated into the neighborhoods
- A planned **“transect”** of housing form in order to create a cohesive neighborhood that maximizes the amenities available to residents while creating an urban form sensitive to the local context.

VARIETY THROUGHOUT

The Master Plan creates opportunities for a wide variety of housing choices in each neighborhood and subdistrict. This concept focuses on mixing and integrating different housing choices throughout each subdistrict and block rather than having separate areas for separate types of housing units.

The plan defines and maps three types of urban form for housing – Types 1, 2, and 3 – that define the look and feel of the different subdistricts within the neighborhoods. The focus of this typology is urban form: the bulk, height and spacing of buildings. Each urban form type allows for a full array of housing choices.

For example, a detached home may exist in any of the urban form types, but for Type 1 it would have a smaller footprint and, be closer to adjoining homes, and for Type 3 it would have a larger footprint and be farther apart from adjoining homes. Building height will also tend to be taller where Type 1 is designated with height trending down in areas with Type 2 and Type 3 building form. A multi-family building also may exist in any of the urban forms, but for Type 1 the building would be taller and wider with more units per building and closer to adjoining buildings. For Type 3, a multi-family building would be shorter and smaller (similar to the size of a larger single-family home) with fewer units per building, and buildings would be further apart, likely interspersed with single-family homes.



LAND USE

TYPE 1 RESIDENTIAL URBAN FORM

Type 1 residential urban form is the most compact and urban of the three forms:

- Buildings 2-4 stories tall close to the street
- Buildings are closely spaced from each other
- Townhouse, condo/apartment buildings, and similar are not limited in width allowing larger buildings that may even occupy an entire block face
- Lot area per building for detached homes will be small with less yard space than in Type 2 and Type 3
- Townhouses, closely spaced detached homes, and multi-family buildings are expected to be common housing choices provided; cottages or similar small-unit housing is also likely to be built





LAND USE

TYPE 2 RESIDENTIAL URBAN FORM

Type 2 residential urban form is less compact than Type 1 but more compact than Type 3:

- Buildings are intended to be 2 stories, with 3 stories allowed under applicable State law for certain housing categories
- Moderate setbacks from the street
- Building separation is generally 10 feet,
- Building width is moderately limited, to maintain a building bulk consistent among multi-family, middle housing, and single-family detached housing choices
- Detached home lot size is approximately double that of Type 1 allowing for larger home footprints and larger yards than Type 1
- Small to medium sized single-family detached homes and townhouses are expected to be common housing choices, with duplexes, triplexes, quadplexes, cottage clusters, and smaller multi-family buildings also likely to be built.





LAND USE

TYPE 3 RESIDENTIAL URBAN FORM

Type 3 is the least compact residential urban form, characteristics include:

- Buildings primarily 1-2 stories in height, with 3 stories allowed for certain housing categories consistent with applicable State law
- Buildings are set back from the street
- Width of buildings is limited to create smaller buildings, which limits the number of units in multifamily or middle housing structures
- Building separation generally more than 10 feet
- Lot size for detached single-family homes generally 1.5 times that of Type 2 and 3 times that of Type 1, allowing for larger homes and yards
- Medium to large single-family detached homes along with smaller townhouse and duplex buildings are expected to be common housing choices, cottage clusters would be well-suited to this Type, and triplexes, quadplexes, and small multi-family buildings may also be built





PUBLIC REALM

GREEN FOCAL POINTS

In addition to the planned Community Park in Frog Pond South and the Neighborhood Park in Frog Pond East, several “green focal points” are identified in central locations within each walkable subdistrict of the planning area. These are flexible in location and size but are intended to serve as central neighborhood destinations or gathering places that contribute to neighborhood character and identity. In addition to being centrally located, these focal points will be integrated into the neighborhood with front doors facing them, where possible, and provide clear and inviting access for public use.

Many different kinds of uses and activities are envisioned for the green focal points. Examples include community garden plots, small playgrounds or splash pads, nature play areas, pocket parks or plazas, and central green courtyards within housing developments. These smaller open spaces also provide opportunities to preserve mature and significant trees and provide visible stormwater treatment.





IMPLEMENTATION

IMPLEMENTATION MEASURE 4.1.7.D

Implementation of the Frog Pond East & South Master Plan will include the following:

1. Designation and mapping of subdistricts. Subdistricts are smaller geographic areas within each neighborhood where specific regulations may be applied to implement the Master Plan.
2. Clear and objective Development Code standards that:
 - a. Set minimum number of units at the subdistrict or tax lot level.
 - b. Establish height, setback and other development standards for the Type 1, Type 2, and Type 3 Urban Forms described and mapped in the Frog Pond East & South Master Plan.
 - c. Require a variety of housing and include minimum and maximum amounts of specific housing types at the subdistrict or tax lot level.
 - d. Require middle housing.
3. Zoning provisions that provide an alternative path of discretionary review to provide flexibility for development while still achieving the intent of the Master Plan and Development Code.
 - a. The alternative path will include criteria to guide flexibility from the clear and objective height, setback, and other similar development standards for buildings in specific urban design contexts.
4. Define categories of housing for use in implementing housing variety standards.
5. Coordination with the owners of the Frog Pond Grange to coordinate and support continued use and development of the Grange as a community destination. Any future public ownership or use of the Grange building is dependent on future funding not yet identified.
6. Coordination with the Bonneville Power Administration (BPA) on land use and development within their easement in the East Neighborhood.
7. A future study of design options for the creek crossings shown on the Park and Open Space plan in this Master Plan. This work will address potential structured crossings.
8. The City may initiate a Main Street study to evaluate specific designs and implementation for the SW Brisband Main Street.
9. Special provisions will be in place for design of both the public realm and private development along the east side of SW Stafford Road and SW Advance Road and surrounding the East Neighborhood Park.



IMPLEMENTATION

ZONING IMPLEMENTATION

ZONING MAP AMENDMENTS AND IMPLEMENTATION

Table 7 lists the zone districts that will implement each of the Comprehensive Plan designations identified within the planning area.

Table 7. Implementing Zoning Designations

| COMPREHENSIVE PLAN DESIGNATION | IMPLEMENTING ZONE |
|--------------------------------|--|
| Residential Neighborhood | Residential Neighborhood (RN) |
| Commercial | Planned Development Commercial (PDC) |
| Public | Public Facilities (PF) |
| All, where applicable | Significant Resource Overlay Zone (SROZ) |

Zoning will be applied concurrent with the annexation and development review process for individual properties.

CODING FOR VARIETY AND PRIORITY HOUSING TYPES

Providing a variety of housing types, and particular housing types, throughout the East and South neighborhoods are important intended outcomes for the Master Plan. There are many examples of how variety and specific housing is designed and delivered in master planned communities such as Northwest Crossing in Bend and like Villebois here in Wilsonville. In those communities, a master developer defines and maps the planned housing types at a very site-specific level such as individual lots or blocks. Master planned communities can also implement specific and strategic phasing of infrastructure and housing types.

The Frog Pond East & South Master Plan aspires to have the detailed variety of a master planned community like Villebois even though it does not have the oversight of a single master developer. There is an opportunity to require and encourage housing that is a priority for the City. Examples include: home ownership opportunities for households of modest income (80-120% of AMI), middle housing units, dwellings that provide for ground floor living (full kitchen, bath and master bedroom on the main floor), and dwellings that provide for ADA³ accessibility.

The standards for Frog Pond’s housing variety will also recognize and accommodate several development realities:

3 Americans with Disabilities Act (1990).



IMPLEMENTATION

- The neighborhoods will develop incrementally. There may be several larger projects where a developer prepares a coordinated plan for relatively large areas (e.g. 20+ acres). However, there will also be many smaller developments that will occur by different developers, on varied parcel sizes, and at different points of time. The code’s variety standards must work for the likely range of differently scaled projects.
- Flexibility will be needed for evolving market and housing needs over time, including to reflect the City’s future Housing Needs Analyses and Housing Production Strategies..
- All standards that address housing must be clear and objective. A discretionary review path can be provided as an alternative to provide additional flexibility.

Below is a list of potential strategies for requiring variety throughout Frog Pond East and South. These show the intent of the implementing standards and are subject to refinement or change as the development code is prepared.

Strategy 1: Permit a wide variety of housing types.

Amend the RN Zone to allow the following types in Frog Pond East and South:

- Single-Family Dwelling Units⁴
- Townhouses
- Duplex, Triplex, and Quadplex
- Cluster Housing
- Multiple-Family Dwelling Units
- Cohousing
- Manufactured Dwellings⁵
- Accessory Dwelling Units

Strategy 2: Define “categories” of housing units to be used for implementing variety standards.

Each category would provide a range of housing units to choose from when meeting the variety standards. The categories will be based on the policy objectives of the Council for equitable housing opportunities. They will also include specific housing types desired by the City (e.g. accessory dwelling units). The categories will be defined as part of the development code.

4 Tiny homes are included in this use type
5 Manufactured dwellings are subject to the definitions and requirements of ORS 443.



IMPLEMENTATION

Strategy 3: Establish minimum dwelling unit requirements

Establish the minimum number of dwelling units required in each subdistrict (or on each pre-existing tax lot). The minimum number of required dwellings will help ensure the provision of attached housing forms.

Minimum number of dwelling unit requirements helps ensure variety by preventing a lower production of units than anticipated by the Master Plan. The unit count anticipated in the Master Plan assumes a variety of housing and meeting the minimum is not anticipated to be met without provision of a variety of housing.

Note: The housing capacity estimates prepared for the Master Plan could be used as the basis for the minimums.

Strategy 4: Create development standards for lots and structures that regulate built form according to the mapped Type 1, Type 2, and Type 3 urban form typologies.

This strategy uses form-based standards to create the transect of most compact urban form in Type 1 areas to least compact urban form in Type 3 areas. For each of the Urban form types, define standards for:

- Minimum lot size
- Minimum lot width/street frontage
- Maximum height setbacks for front, side, and rear yards, and garages
- Minimum building spacing
- Maximum lot coverage
- Maximum building width

Strategy 5: Establish minimum housing variety standards by subdistrict and development area.

For each subdistrict (or existing tax lots within subdistricts), define:

- The minimum number of categories required. This standard ensures variety at the subdistrict or tax lot level.
- The maximum percent of net development area for a category. This standard ensures no single category dominates a subdistrict.
- The minimum percent of net development area for categories that represent more affordable and/or accessible housing choices not traditionally provided by the private market and meeting City housing objectives..

Strategy 6: Encourage variety at the block level



IMPLEMENTATION

Housing variety on the block level prevents segregation of housing types that often subsequently segregates populations by economic status. Code provisions, likely incentives but potentially requirements, related to the percent of net area of blocks by housing category will help ensure a fine grained variety of housing type and integration of lower cost housing.

CODING FOR MAIN STREET

The Brisband Main Street received very strong support in open houses, focus groups, tabling events and surveys for the Master Plan. Community members were excited that Main Street could become a walkable and attractive destination with restaurants, shops and services.

Wilsonville has existing and future models of the type of pedestrian-oriented commercial center envisioned for the Frog Pond's Main Street. The village center in Villebois is an anchor point for that community with its well-designed public realm, higher density housing, mixed-use, and strong connections to the adjacent neighborhoods. Wilsonville's Town Center Main Street is a central element of the Town Center Plan and will include attractive streetscapes, mixed-use buildings, and three-to-four story building form.

To achieve the vision for the Brisband Main Street, the following design and development strategies for the Brisband Main Street will be implemented:

- Permit neighborhood-scale retail, services, mixed-use, multi-family residential
- Prohibit drive-through uses and facilities
- Adopt development standards such as:
 - › Shallow setbacks to bring buildings close to Main Street's sidewalks
 - › Up to 4-story building height

"The overall vision for the neighborhood commercial center is that it is a place that provides local goods and services within easy access of the local neighborhoods, has a high quality and pedestrian-oriented design, and serves as a gathering place for the community. Due to its small scale and local orientation, it will not compete with other commercial areas in Wilsonville."

— Frog Pond Area Plan



IMPLEMENTATION

- › Tall ground floors to emphasize storefront character
- › Building frontages that occupy a high percentage of the block faces along Main Street
- Adopt design standards such as:
 - › Primary entrances oriented to Brisband or its intersections
 - › Front setback areas designed for pedestrian use
 - › Parking to the sides or rears of buildings
 - › Small plazas designed as an accessible amenity
 - › Weather protection (awnings and/or canopies) along sidewalks
 - › Building articulation, fenestration, and materials that make Main Street an attractive place and contribute to the vitality of the street environment

The City may initiate a design study for Main Street to evaluate detailed public realm improvements and coordinate them with private development.



Draft Housing Unit Categories
As Reviewed by Planning Commission January 2023

| Unit Category A | Unit Category B | Unit Category C | Unit Category D |
|-----------------------------|---|--|--|
| Attached Multi-family units | Attached middle housing, including: <ul style="list-style-type: none"> • Townhouses • Duplex • Triplex • Quadplex | <ul style="list-style-type: none"> • Cottage clusters • Detached units 1200 sf^A or less (besides cottage cluster units) • Accessory dwelling units | Detached dwelling units more than 1200 sf ^A <ul style="list-style-type: none"> • Detached homes on their own lot • Cluster housing • Detached multi-family units |

^A. Square footage represents a measurement of the Habitable Floor Area as defined in Section 4.001 *Definitions*

Frog Pond East and South Implementation

Draft Development Code Concepts for February 2023 Work Session

1. Incorporating Development of Accessible Units

- **Intent:** Provide clear definition on which to base a requirement for more living options for individuals with limited mobility.
- **Explanation:** Add definitions of "Mobility-Friendly Unit, Full" and "Mobility-Friendly Unit, Partial" to Definition Section of the Development Code and requiring a percentage of all units to meet the definition
- **Code Reference:** Section 4.001 *Definitions*
- **Draft Code Amendment:**

Mobility-Friendly Unit: A dwelling unit with a kitchen, full bathroom, and bedroom on a single-level and that level is accessible from a parking space or public sidewalk without the use of stairs:

- A. Mobility-Friendly Unit, Full: A Mobility-Friendly Unit that is either on a single level, or has all levels accessed by an elevator, allowing access to the entirety of the habitable floor area without the use of stairs.
- B. Mobility-Friendly Unit, Partial: A Mobility-Friendly Unit, often in a multi-level unit, where a portion of the habitable floor area requires use of stairs to access.

2. Housing Variety Requirements, including:

- **Maximum of any one unit type categories**
- **Minimum amount of middle housing**
- **Minimum amount of "accessible" housing**
- **Intent:** To ensure variety by not allowing any one housing type to dominate development. To ensure target unit types, determined by the City, are integrated into the neighborhood. To ensure integration of middle housing to meet both City goals as well as Metro and State regulatory requirements.
- **Explanation:** Proposed table establishes maximum and minimum percentages of housing unit type categories for each development proposal. Lesser percentages are proposed for small properties due to feasibility implications. Other important notes:
 - Stage I Master Plan Area, Gross Development Area, and Net Development Area are all terms used consistently with their use in other zoning standards such as calculating required open space in PDR zones.

- Affordable housing projects - as defined here, is households making equal to or less than 80% median family income - are exempt from variety requirements to prevent barriers to this type of development.
- Less variety is required for moderate to small properties with primarily Type 1 Urban Form to avoid disallowing multi-family development.
- Special area bonus included for ADUs to encourage them as further discussed under topic 5 below.
- Draft standards try to ensure some fully accessible units while avoiding over requiring to the extent the requirement unduly consumes expensive land and increases cost for housing in the area.
- **Code Reference:** Part of proposed new Subsection 4.127 (.11) *Residential Neighborhood Zone-Housing Variety*
- **Draft Code Amendment:**

| Table X. Housing Variety Requirements | | | | |
|--|--|---|--|--|
| | Minimum number of Unit Categories ^A | Maximum percent of net development area for a single Unit Category ^{A, B, C} | Minimum percent of net development area in Categories B or C ^{A, B} | Minimum percent of net development area for Mobility-Friendly Units ^G |
| Stage I Master Plan Areas 4.5 acres or more of Gross Development Area ^D | 3 ^E | 50% | 20% | 10% |
| Stage I Master Plan Areas 2-4.5 acres of Gross Development Area ^F | 2 | 75% | 10% | 10% |
| Stage I Master Plan Areas less than 2 acres of Gross Development Area | As required to meet block variety | | NA | NA |

Footnotes

^A. Development of housing affordable to households earning at or below 80 percent of the median family income of Wilsonville, is exempt from requirements for minimum number of unit categories, maximum percentage of a single unit category, and minimum percent of Category B and C. Eligible housing must have rental rates or mortgage restrictions for a minimum of ten years.

^B. Where lot is designated to include an ADU, 50% of the lot area counts as Category C.

^C. Pursuant to ORS 197.758 and OAR 660-046-0205, any lot designated as Category D can also be developed or redeveloped as middle housing even if the maximum percentage of Category B or C is exceeded. However, this does not allow the maximum for Category B or C to be exceeded in initial planning or compliance verification concurrent with the tentative and final plats. This would only apply at time of future building permit issuance or replat of individual lots.

^D. Where the Stage I Master Plan Area is less than 10 acres of Gross Development Area and more than 75% of Gross Development Area is Urban Form Type 1, the required minimum

categories is reduced to 2 and maximum and minimum percentage requirements are the same as those for 2-4.5 acres.

E. Any Unit Category must account for a minimum of 5% of the net development area to count as a category used.

F. Where more than 75% of Gross Development Area is Urban Form Type 1, the required number of unit categories is 1, there is no requirement for Category B or C, but there remains a 10% requirement for Mobility-Friendly Units.

G. In each Stage I Master Plan Area 30% or more of the required Mobility-Friendly Units shall be Full Mobility-Friendly Units, the remainder may be either Full Mobility-Friendly Units or Partial Mobility-Friendly Units.

3. Housing Variety on Block Level

- **Intent:** Require a variety of unit categories on any given block, limit the segregation of unit categories as directed in the Master Plan.
- **Explanation:** Language requires variety on the block level based on the number of lots "in-line along a block face." The draft numbers are based on architectural style, variety requirements in Villebois and have been tested against existing subdivisions.
- **Code Reference:** New Subsection 4.127 (.11) *Residential Neighborhood Zone-Housing Variety*
- **Draft Code Amendment:**

C. Required housing type diversity within each block face is as follows:

1. For five or fewer lots that are in-line along a block face, a minimum of one housing unit category is required.
2. For more than five (5) and up to twelve (12) lots that are in-line along a block face, a minimum of two housing unit categories are required.
3. For more than twelve (12) lots that are in-line along a block face, a minimum of three housing unit categories are required.
4. How to calculate number of lots in-line along a block face:
 - A. Lots are considered in-line along a block face, for the purpose of determining minimum number of housing unit categories, when the determining lot lines face the same street, path, or open space, without an intervening:
 - Street,
 - Park or open space tract that has a frontage equal to or greater than double the minimum lot width for non-townhouse lots in the Urban Form Type along the determining street, path, or open space.
 - B. Except for corner lots, the front lot line is the determining lot line referenced in A. above. For corner lots, the determining lot line is the front or side lot line which fronts a street, path, or open space with the most in-line lots the lot could be counted with. For example, if using the front lot line would put the lot in-line with 3 other lots and a side lot line would put the lot in-line with 4 other lots, the side lot line would be the determining lot line. For corner lots, if using either the front or side lot

line would put the lot in-line with the same number of lots, the front lot line is the determining lot line for.

- C. In determining the minimum number of housing type categories within a block face in standards 1-3 above, when a lot has a primary unit and an ADU the lot shall be counted as both the Category of the primary unit and Category C.
- D. In determining the minimum number of housing type categories within a block face in standards 1- 3 above, the combined lots on which a single townhouse building sits shall be consider “a lot” rather than each townhouse lot separately.

4. Encouraging and Integrating ADUs

- **Intent:** Remove identified barriers to Accessory Dwelling Units (ADUs) in Frog Pond East and South and citywide, particularly by expanding the allowance of them accessory to townhouses and limiting or modifying application of setbacks and lot coverage
- **Explanation:** Existing ADU language is modified to allow ADUs accessory to all townhouses, make the review process the same as other dwelling units, create exceptions for lot coverage, and provide special setbacks based on the setbacks for cottages under State model code for middle housing. Finally, special housing variety provisions to encourage ADUs in Frog Pond East and South.
- **Draft Code Amendments:**

4.113 (.10) B. *Accessory Dwelling Units: Standards:*

- 1. Number Allowed.
 - a. For detached single-family dwelling units, and for townhouses ~~on lots meeting the minimum lot size for detached single family in the zone:~~ One per dwelling unit.
 - b. For all other dwelling units: None.

4.113 (.10) B. *Accessory Dwelling Units: Standards:*

- 4. Accessory Dwelling Units may be either attached or detached, but are **generally** subject to all zone standards **for the underlying zone except that** for setbacks, height, and lot coverage, unless those requirements are specifically waived through the Planned Development waiver or Variance approval processes.
ADUs are exempt from lot coverage maximums.

4.113 (.02) A. Residential *Building Setbacks: Lots Over 10,000 square feet:*

7. Cottage Cluster **and ADU** Setbacks: Setbacks in 1.—3. and 6. above do not apply to cottage clusters **and ADUs**. For cottage clusters **and ADUs**, minimum front, rear, and side setbacks are ten (10 feet).

4.113 (.02) B. Residential *Building Setbacks: Lots Not Exceeding 10,000 square feet:*

7. Cottage Cluster **and ADU** Setbacks: Any minimum setback in 1.—3. or 6. above that would exceed ten feet for a cottage cluster **or ADU** shall be ten feet.

4.120 (.05) FDA-H Dimensional Standards

- 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 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 feet. **Minimum front and rear setback for ADUs is 10 feet.**

Old Town Residential Design Standards footnote (noted by *) on page 19

For cottage clusters **and ADUs**, minimum front and rear setbacks are 10'.

Section 4.125 (.05) Table V-1 Village (V) Zone Development Standards

No change to this table. For V (Village) Zone, highest setback to which ADU would be subject is 12 feet, so no change recommended.

4.127 (.08) Table 2 Residential Neighborhood (RN) Zone, Lot Development Standards (applicable to Frog Pond West only)

Amend table footnote "L"

- L. For cottage clusters **and ADUs** all setbacks otherwise greater than 10 feet for other housing types is **are** reduced to 10 feet.

4.127 (.08) Proposed New Table for Frog Pond East and South (as drafted for January 2023 work session)

Add table footnote "F"

- F. The minimum rear setback for a Cottage Cluster unit or Accessory Dwelling Unit (ADU) is 10 feet.

4.113 (.10) B. ADU Standards

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. **ADU review process is the same as for single-family units and middle housing.**~~

For Frog Pond East and South variety standards, allow ADUs to count 50% of the area of a subject lot as Category C in calculating variety requirements. Staff understands this would be an incentive to developers to integrate more ADUs into the neighborhood.

4.127 (.11) Proposed Variety Requirements Table

See proposed footnote B above under variety standards

5. Demonstrating Compliance with Variety Requirements, ability to modify once approved

- **Intent:** To provide clarity for the process of determining compliance with variety standards and how the mix of unit categories can be subsequently modified while still demonstrating compliance with variety standards.
- **Explanation:** New language in land division standards and Residential Neighborhood Zone standards that clearly state the process as it relates to platting and permit issuance and tracking variety compliance. The proposed language aims to enable enforcement of the requirements noted in 2. "Housing Variety Requirements" during land use review above while allowing modification to the mix of housing unit categories both during initial development and future redevelopment.
- **Code Reference:** Sections 4.210 *Application Procedure* and 4.220 *Final Plat Review* as well as new Subsection 4.127 (.11) *Residential Neighborhood Zone-Housing Variety*
- **Draft Development Code Amendments:**

Subsection 4.210 (.01) B. Tentative Plat Submission

27. For properties in the Residential Neighborhood (RN) Zone subject to the variety standards in Subsection 4.127 (.11), a table listing each proposed residential lot or parcel, and the area of the lot or parcel assigned for each housing type category. Such table shall show the total area for each housing type category in the Stage I area and demonstrate compliance with applicable variety standards is Subsection 4.127 (.11).

Section 4.220 Final Plat, new subsection (.04)

- (.04) *Determination of Compliance with Residential Neighborhood (RN) variety standards.* For properties in the Residential Neighborhood (RN) Zone subject to the variety standards in Subsection 4.127 (.11), as part of the submittal for the final plat, the applicant shall provide a finalized table listing each residential lot or parcel being created, and the area of the lot or parcel assigned to each housing type category. Such table shall show the total area for each housing unit category in the Stage I area and continue to demonstrate compliance with applicable variety standards in Subsection 4.127 (.11).
 - A. Concurrent with recording of the final plat, a deed restriction shall be placed on each residential lot or parcel limiting housing to housing types consistent with the compliance table submitted with the final plat and approved by the City. The instrument creating the deed restrictions shall also establish the process for modifying the deed restriction in the future to allow a different housing unit category. Such process for a future change, identified in the recorded instrument, shall (1) not require approval of other property owners or a homeowners association and (2) include a statement requiring submittal of an updated table for City review through a Class I Administrative Review Process or other similar ministerial process in place at the time, to confirm continued compliance with applicable variety standards in Subsection 4.127 (.11).

New RN Zone Subsection 4.127 (.11) D.

- D. Compliance with the above variety requirements shall be determined with the tentative and final plats pursuant to Subsections 4.210 (.01) B. 27. and 4.220 (.04). In the instance where no subdivision or partition is proposed with a residential development proposal, the requirements established for and concurrent with the final plat in 4.220 (.04) shall occur prior to issuance of any building permits, including demonstrating compliance and recording of a deed restriction.

Section 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.
- H. Create housing opportunities for a variety of households, including housing types that implement the Wilsonville Equitable Housing Strategic Plan and housing affordability provisions of legislative master plans.

(.02) *Permitted uses:*

- A. Open Space.
- B. Single-Family Dwelling Unit.
- C. Townhouses. During initial development in the Frog Pond West Neighborhood, a maximum of two townhouses may be attached, except on corners, a maximum of three townhouses may be attached.
- D. Duplex.
- E. Triplex and quadplex. During initial development in the Frog Pond West Neighborhood, triplexes are permitted only on corner lots and quadplexes are not permitted.
- F. Cluster housing. During initial development in the Frog Pond West Neighborhood, only two-unit cluster housing is permitted except on corner lots where three-unit cluster housing is permitted.
- G. 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.
- H. Cohousing.
- I. Cluster Housing (Frog Pond West Master Plan).
- J. 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 45 feet from any other lot.

K. Manufactured homes.

(.03) *Permitted accessory uses:*

- 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 (.10).
- D. Home occupations.
- E. A private garage or parking area.
- F. Keeping of not more than two roomers or boarders by a resident household.
- 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 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 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 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 Lots:*

- A. The minimum and maximum number of residential lots approved shall be consistent with this Code and applicable provisions of an approved legislative master plan.

1. For initial development of 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 lots for the sub-districts.
 2. For areas that are a portion of a sub-district, the minimum and maximum number of residential lots are established by determining the proportional gross acreage and applying that proportion to the minimums and maximums listed in Table 1. The maximum density of the area may be increased, up to a maximum of ten percent 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 Residential Lots by Sub-District in the Frog Pond West Neighborhood | | | |
|---|-----------------------------|---|---|
| Area Plan Designation | Frog Pond West Sub-district | Minimum Lots in Sub-district ^{a,b} | Maximum Lots in Sub-district ^{a,b} |
| R-10 Large Lot | 3 | 26 | 32 |
| | 7 | 24 | 30 |
| | 8 | 43 | 53 |
| R-7 Medium Lot | 2 | 20 | 25 |
| | 4 | 86 | 107 |
| | 5 | 27 | 33 |
| | 9 | 10 | 13 |
| | 11 | 46 | 58 |
| R-5 Small Lot | 1 | 66 | 82 |
| | 6 | 74 | 93 |
| | 10 | 30 | 38 |
| Civic | 12 | 0 | 7 ^a |
| Public Facilities (PF) | 13 | 0 | 0 |

- a. Each lot must contain at least one dwelling unit but may contain additional units consistent with the allowance for ADUs and middle housing.
- b. For townhouses, the combined lots of the townhouse project shall be considered a single lot for the purposes of the minimum and maximum of this table. In no case shall the density of a townhouse project exceed 25 dwelling units per net acre.
- c. 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.

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 four feet from the front façade or six feet from the front of a front porch.

| Neighborhood Zone Sub-District | Min. Lot Size (sq. ft.) ^{A,B} | Min. Lot Depth (ft.) | Max. Lot Coverage (%) | Min. Lot Width ^{J, N} (ft.) | Max. Bldg. Height ^H (ft.) | Setbacks ^{K, L, M} | | | | |
|--------------------------------|--|----------------------|-----------------------|--------------------------------------|--------------------------------------|-----------------------------|-----------------|------------------|-------------------------------------|---|
| | | | | | | Front Min. (ft.) | Rear Min. (ft.) | Side Min. (note) | Garage Min Setback from Alley (ft.) | Garage Min Setback from Street ^{O,P} (ft.) |
| R-10 Large Lot | 8,000 | 60' | 40% ^E | 40 | 35 | 20 ^F | 20 | ^M | 18 ^G | 20 |
| R-7 Medium Lot | 6,000 ^C | 60' | 45% ^E | 35 | 35 | 15 ^F | 15 | ^M | 18 ^G | 20 |
| R-5 Small Lot | 4,000 ^{C,D} | 60' | 60% ^E | 35 | 35 | 12 ^F | 15 | ^M | 18 ^G | 20 |

Notes:

- A. Minimum lot size may be reduced to 80% of minimum lot size for any of the following three reasons: (1) where necessary to preserve natural resources (e.g. trees, wetlands) and/or provide active open space, (2) lots designated for cluster housing (Frog Pond West Master Plan), (3) to increase the number of lots up to the maximum number allowed so long as for each lot reduced in size a lot meeting the minimum lot size is designated for development of a duplex or triplex.
- B. For townhouses the minimum lot size in all sub-districts is 1,500 square feet.
- C. In R-5 and R-7 sub-districts the minimum lot size for quadplexes and cottage clusters is 7,000 square feet.
- D. In R-5 sub-districts the minimum lot size for triplexes is 5,000 square feet.
- E. On lots where detached accessory buildings are built, maximum lot coverage may be increased by 10%. Cottage clusters are exempt from maximum lot coverage standards.
- F. Front porches may extend 5 feet into the front setback.

- G. 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 shall be between 3 and 5 feet.
 - H. Vertical encroachments are allowed up to ten additional feet, for up to 10% of the building footprint; vertical encroachments shall not be habitable space.
 - I. For townhouses in all sub-districts minimum lot width is 20 feet.
 - J. 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 (Frog Pond West Master Plan) development.
 - K. 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.
 - L. For cottage clusters all setbacks otherwise greater than 10 feet for other housing types is reduced to 10 feet
 - M. 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.
 - N. For cluster housing (Frog Pond West Master Plan) 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.
 - O. All lots with front-loaded garages are limited to one shared standard-sized driveway/apron per street regardless of the number of units on the lot.
 - P. The garage shall be setback a minimum of 18 feet from any sidewalk easements that parallels the street.
- D. Lot Standards Specific to the Frog Pond West Neighborhood.
- 1. Lots adjacent to Boeckman Road and Stafford Road shall meet the following standards:
 - a. Rear or side yards adjacent to Boeckman Road and Stafford Road shall provide a wall and landscaping consistent with the standards in Figure 10 of the Frog Pond West Master Plan.
 - 2. Lots adjacent to the collector-designated portions of Willow Creek Drive and Frog Pond Lane shall not have driveways accessing lots from these streets, unless no practical alternative exists for access. Lots in Large Lot Sub-districts are exempt from this standard.

(.09) Open Space:

- A. *Purpose.* The purposes of these standards for the Residential Neighborhood Zone are to:
 - 1. Provide light, air, open space, and useable recreation facilities to occupants of each residential development.
 - 2. Retain and incorporate natural resources and trees as part of developments.
 - 3. Provide access and connections to trails and adjacent open space areas.

For Neighborhood Zones which are subject to adopted legislative master plans, the standards work in combination with, and as a supplement to, the park and open space recommendations of those legislative master plans. These standards supersede the Open Space requirements in WC Section 4.113(.01).
- B. *Within the Frog Pond West Neighborhood, the following standards apply:*
 - 1. Properties within the R-10 Large Lot sub-districts and R-7 Medium Lot sub-districts are exempt from the requirements of this section. If the Development Review Board finds, based upon substantial evidence in the record, that there is a need for open space, they may waive this exemption and require open space proportional to the need.
 - 2. For properties within the R-5 Small Lot sub-districts, Open Space Area shall be provided in the following manner:

- a. Ten percent of the net developable area shall be in open space. Net developable area does not include land for non-residential uses, SROZ-regulated lands, streets and private drives, alleys and pedestrian connections. Open space must include at least 50 percent usable open space as defined by this Code and other like space that the Development Review Board finds will meet the purpose of this section.
- b. Natural resource areas such as tree groves and/or wetlands, and unfenced low impact development storm water management facilities, may be counted toward the ten percent requirement at the discretion of the Development Review Board. Fenced storm water detention facilities do not count toward the open space requirement. Pedestrian connections may also be counted toward the ten percent requirement.
- c. The minimum land area for an individual open space is 2,000 square feet, unless the Development Review Board finds, based on substantial evidence in the record, that a smaller minimum area adequately fulfills the purpose of this Open Space standard.
- d. The Development Review Board may reduce or waive the usable open space requirement in accordance with Section 4.118(.03). The Board shall consider substantial evidence regarding the following factors: the walking distance to usable open space adjacent to the subject property or within 500 feet of it; the amount and type of open space available adjacent or within 500 feet of the subject property, including facilities which support creative play.
- e. The Development Review Board may specify the method of assuring the long-term protection and maintenance of open space and/or recreational areas. Where such protection or maintenance are the responsibility of a private party or homeowners' association, the City Attorney shall review any pertinent bylaws, covenants or agreements prior to recordation.

(.10) *Block, access and connectivity standards:*

- A. *Purpose.* These standards are intended to regulate and guide development to create: a cohesive and connected pattern of streets, pedestrian connections and bicycle routes; safe, direct and convenient routes to schools and other community destinations; and, neighborhoods that support active transportation and Safe Routes to Schools.
- B. *Blocks, access and connectivity shall comply with adopted legislative master plans:*
 1. Within the Frog Pond West Neighborhood, streets shall be consistent with Figure 18, Street Demonstration Plan, in the Frog Pond West Master Plan. The Street Demonstration Plan is intended to be guiding, not binding. Variations from the Street Demonstration Plan may be approved by the Development Review Board, upon finding that one or more of the following justify the variation: barriers such as existing buildings and topography; designated Significant Resource Overlay Zone areas; tree groves, wetlands or other natural resources; existing or planned parks and other active open space that will serve as pedestrian connections for the public; alignment with property lines and ownerships that result in efficient use of land while providing substantially equivalent connectivity for the public; and/or site design that provides substantially equivalent connectivity for the public.
 2. If a legislative master plan does not provide sufficient guidance for a specific development or situation, the Development Review Board shall use the block and access standards in Section 4.124(.06) as the applicable standards.

(.11) *Signs.* Per the requirements of Sections 4.156.01 through 4.156.11 and applicable provisions from adopted legislative master plans.

(.12) *Parking*. Per the requirements of Section 4.155 and applicable provisions from adopted legislative master plans.

(.13) *Corner Vision Clearance*. Per the requirements of Section 4.177.

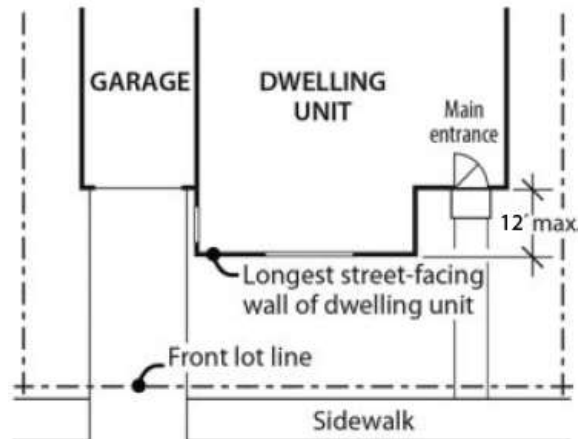
(.14) *Main Entrance Standards*:

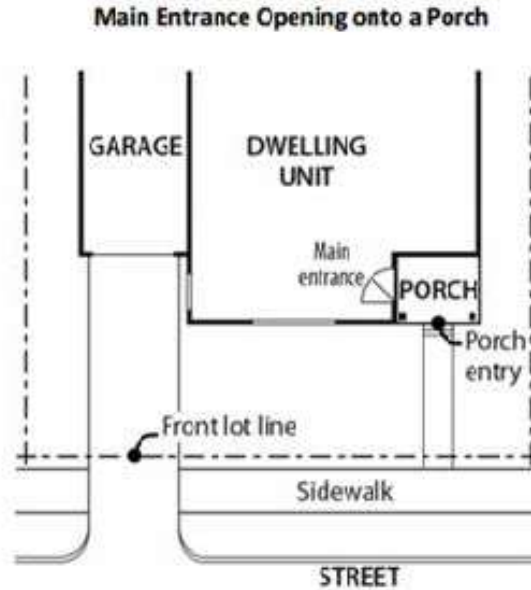
A. *Purpose*. These standards:

1. Support a physical and visual connection between the living area of the residence and the street;
2. Enhance public safety for residents and visitors and provide opportunities for community interaction;
3. Ensure that the pedestrian entrance is visible or clearly identifiable from the street by its orientation or articulation; and
4. Ensure a connection to the public realm for development on lots fronting both private and public streets by making the pedestrian entrance visible or clearly identifiable from the public street.

B. *Location*. At least one main entrance for each structure must:

1. Be within 12 feet of the longest street-facing front wall of the dwelling unit; and
2. Either;
 - a. Face the street;
 - b. Be at an angle of up to 45 degrees from the street; or
 - c. Open onto a porch. The porch must:
 - (i) Be at least six feet deep;
 - (ii) Have at least one entrance facing the street; and
 - (iii) Be covered with a roof or trellis.





- C. *Distance from grade.* Main entrances meeting the standards in subsection B., above, must be within four feet of grade. For the purposes of this Subsection, grade is the average grade measured along the foundation of the longest street-facing wall of the dwelling unit.

(.15) *Garage Standards:*

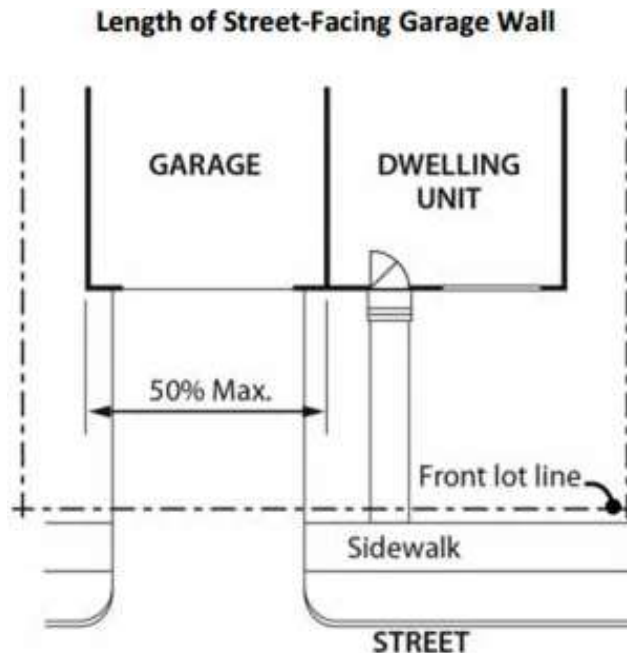
A. *Purpose.* These standards:

1. Ensure that there is a physical and visual connection between the living area of the residences and the street;
2. Ensure that the location and amount of the living area of the residence, as seen from the street, is more prominent than garages;
3. Prevent garages from obscuring the main entrance from the street and ensure that the main entrance for pedestrians, rather than automobiles, is the prominent entrance;
4. Provide for a pleasant pedestrian environment by preventing garages and vehicle areas from dominating the views of the neighborhood from the sidewalk; and
5. Enhance public safety by preventing garages from blocking views of the street from inside the residence.

B. *Street-Facing Garage Walls:*

1. Where these regulations apply. Unless exempted, the regulations of this subsection apply to garages accessory to residential units.
2. *Exemptions:*
 - a. Garages on flag lots.
 - b. Development on lots which slope up or down from the street with an average slope of 20 percent or more.
3. *Standards:*

- a. The length of the garage wall facing the street may be up to 50 percent of the length of the street-facing building façade. For middle housing, this standard applies to the total length of the street-facing façades. For detached single-family and accessory structures, the standards apply to the street-facing façade of each unit. For corner lots, this standard applies to only one street side of the lot. For lots less than 50 feet wide at the front lot line, the standard in (b) below applies.
- b. For lots less than 50 wide at the front lot line, the following standards apply:
 - (i) The width of the garage door may be up to 50 percent of the length of the street-facing façade.
 - (ii) The garage door must be recessed at least four feet from the front façade or six feet from the front of a front porch.
 - (iii) The maximum driveway width is 18 feet.
- c. Where a dwelling abuts a rear or side alley or a shared driveway, the garage shall orient to the alley or shared drive.
- d. Where three or more contiguous garage parking bays are proposed facing the same street, the garage opening closest to a side property line shall be recessed at least two feet behind the adjacent opening(s) to break up the street facing elevation and diminish the appearance of the garage from the street. Side-loaded garages, i.e., where the garage openings are turned away from the street, are exempt from this requirement.
- e. A garage entry that faces a street may be no closer to the street than the longest street facing wall of the dwelling unit. There must be at least 20 feet between the garage door and the sidewalk. This standard does not apply to garage entries that do not face the street.



(.16) Residential Design Standards:

- A. Purpose. These standards:

1. Support consistent quality standards so that each home contributes to the quality and cohesion of the larger neighborhood and community.
 2. Support the creation of architecturally varied structures, blocks and neighborhoods, whether a neighborhood develops all at once or one lot at a time, avoiding homogeneous street frontages that detract from the community's appearance.
- B. *Applicability.* These standards apply to all façades facing streets, pedestrian connections, parks, open space tracts, the Boeckman Trail, or elsewhere as required by this Code or the Development Review Board. Exemptions from these standards include: (1) Additions or alterations adding less than 50 percent to the existing floor area of the structure; and, (2) Additions or alterations not facing a street, pedestrian connection, park, or open space tract.
- C. *Windows.* The standards for minimum percentage of façade surface area in windows are below. These standards apply only to facades facing streets, pedestrian connections, parks, and open space tracts.
1. For two-story structures:
 - a. 15 percent front facades.
 - b. 12.5 percent—front facades if a minimum of six design elements are provided per Section 4.127(0.15)E., Design Menu.
 - c. Ten percent—front facades facing streets if a minimum of seven design elements are provided per Section 4.127(0.15)E., Design Menu.
 2. For one-story structures:
 - a. 12.5 percent—front facades.
 - b. Ten percent—front facades if a minimum of six design elements are provided per Section 4.127(0.15)E., Design Menu.
 3. For all structures: Five percent for street-side facades.
 4. Windows used to meet this standard must provide views from the building to the street. Glass block does not meet this standard. Windows in garage doors and other doors count toward this standard.
 5. Street-facing facades along Boeckman Road and Stafford Road must meet the standards for front facades.
- D. *Articulation.* Plans for residential buildings shall incorporate design features such as varying rooflines, offsets, balconies, projections (e.g., overhangs, porches, or similar features), recessed or covered entrances, window reveals, or similar elements that break up otherwise long, uninterrupted elevations. Such elements shall occur at a minimum interval of 30 feet on façades facing streets, pedestrian connections, parks, open space tracts, or elsewhere as required by this Code or the Development Review Board. Where a façade governed by this standard is less than 30 feet in length, at least one of the above-cited features shall be provided.
- E. *Residential Design Menu.* Residential structures shall provide a minimum of five of the design elements listed below for front façades and façades facing Boeckman Road and Stafford Road, unless otherwise specified by the code. For side façades facing streets, pedestrian connections, parks, open space tracts, a minimum of three of the design elements must be provided. Where a design feature includes more than one element, it is counted as only one of the five required elements.
1. Dormers at least three feet wide.

2. Covered porch entry—minimum 48 square foot covered front porch, minimum six feet deep and minimum of a six foot deep cover. A covered front stoop with minimum 24 square foot area, four foot depth and hand rails meets this standard.
 3. Front porch railing around at least two sides of the porch.
 4. Front facing second story balcony - projecting from the wall of the building a minimum of four feet and enclosed by a railing or parapet wall.
 5. Roof overhang of 16 inches or greater.
 6. Columns, pillars or posts at least four inches wide and containing larger base materials.
 7. Decorative gables - cross or diagonal bracing, shingles, trim, corbels, exposed rafter ends or brackets (does not include a garage gable if garage projects beyond dwelling unit portion of street façade).
 8. Decorative molding above windows and doors.
 9. Decorative pilaster or chimneys.
 10. Shakes, shingles, brick, stone or other similar decorative materials occupying at least 60 square feet of the street façade.
 11. Bay or bow windows - extending a minimum of 12 inches outward from the main wall of a building and forming a bay or alcove in a room within the building.
 12. Sidelight and/or transom windows associated with the front door or windows in the front door.
 13. Window grids on all façade windows (excluding any windows in the garage door or front door).
 14. Maximum nine foot wide garage doors or a garage door designed to resemble two smaller garage doors and/or windows in the garage door (only applicable to street facing garages).
 15. Decorative base materials such as natural stone, cultured stone or brick extending at least 36 inches above adjacent finished grade occupying a minimum of ten percent of the overall primary street facing façade.
 16. Entry courtyards which are visible from, and connected directly to, the street. Courtyards shall have a minimum depth of ten feet and minimum width of 80 percent of the non-garage/driveway building width to be counted as a design element.
- F. *House Plan Variety.* No two directly adjacent or opposite residential structures may possess the same front or street-facing elevation. A structure containing multiple middle housing units shall be considered a single residential structure for the purpose of house plan variety. This standard is met when front or street-facing elevations differ from one another due to different materials, articulation, roof type, inclusion of a porch, fenestration, and/or number of stories. Where façades repeat on the same block face, they must have at least three intervening residential structures between them that meet the above standard. Small Lot developments over ten acres shall include duplexes and/or two-unit townhouses comprising ten percent of the homes—corner locations are preferred.
- G. *Prohibited Building 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.

(.17) *Fences:*

- A. Within Frog Pond West, fences shall comply with standards in 4.113 (.07) except as follows:
 1. Columns for the brick wall along Boeckman Road and Stafford Road shall be placed at lot corners where possible.
 2. A solid fence taller than four feet in height is not permitted within eight feet of the brick wall along Boeckman Road and Stafford Road, except for fences placed on the side lot line that are perpendicular to the brick wall and end at a column of the brick wall.
 3. Height transitions for fences shall occur at fence posts.

(.18) *Residential Structures Adjacent to Schools, Parks and Public Open Spaces.*

- A. *Purpose.* The purpose of these standards is to ensure that development adjacent to schools and parks is designed to enhance those public spaces with quality design that emphasizes active and safe use by people and is not dominated by driveways, fences, garages, and parking.
- B. *Applicability.* These standards apply to development that is adjacent to or faces schools and parks. As used here, the term adjacent includes development that is across a street or pedestrian connection from a school or park.
- C. *Development must utilize one or more of the following design elements:*
 1. Alley loaded garage access.
 2. On corner lots, placement of the garage and driveway on the side street that does not face the school, park, or public open space.
 3. Recess of the garage a minimum of four feet from the front façade of the home. A second story above the garage, with windows, is encouraged for this option.
- D. Development must be oriented so that the fronts or sides of residential structures face adjacent schools or parks. Rear yards and rear fences may generally not face the schools or parks, unless approved through the waiver process of 4.118 upon a finding that there is no practicable alternative due to the size, shape or other physical constraint of the subject property.

(Ord. No. 806, 7-17-2017)

Section 4.113. Standards Applying to Residential Developments in any Zone.

(.01) Open Space:

- A. *Purpose.* The purposes of the following standards for open space are to provide adequate light, air, open space and usable recreational facilities to occupants of each residential development.
- B. *Applicability.*
 - 1. The open space standards of this subsection shall apply to the following:
 - a. Subdivisions.
 - b. Planned Developments.
 - c. Multi-family Development.
 - 2. These standards do not apply to the following:
 - a. Partitions for non-Multi-family development. However, serial or adjacent partitions shall not be used to avoid the requirements.
 - b. Middle Housing Land Divisions.
- C. *Area Required.* The minimum open space area required in a development is an area equal to 25 percent of the size of the Gross Development Area except if reduced for shared parking pursuant to Subsection 4.155(.03)S.
- D. *Required Open Space Characteristics:*
 - 1. *Size of Individual Open Spaces.* For developments with ten or more lots buildable with dwelling units (or ten or more multi-family units) an open space area must be at least 2,000 square feet to be counted towards the 25 percent open space requirement. For developments with less than ten lots buildable with dwelling units (or less than ten multi-family units) an open space area must be at least 1,000 square feet to be counted towards the 25 percent open space requirement.
 - 2. *Types of Open Space and Ownership.* The following types of areas count towards the minimum open space requirement if they are or will be owned by the City, a homeowners' association or similar joint ownership entity, or the property owner for Multi-family Development.
 - a. Preserved wetlands and their buffers, natural and/or treed areas, including those within the SROZ
 - b. New natural/wildlife habitat areas
 - c. Non-fenced vegetated stormwater features
 - d. Play areas and play structures
 - e. Open grass area for recreational play
 - f. Swimming and wading areas
 - g. Other areas similar to a. through f. that are [publicly] accessible
 - h. Walking paths besides required sidewalks in the public right-of-way or along a private drive.
 - 3. *Usable open space requirements.* Half of the minimum open space area, an area equal to 12.5 percent of the size of the Gross Development Area, shall be located outside the SROZ and be

usable open space programmed for active recreational use. Any open space considered usable open space programmed for active recreation use shall meet the following requirements.

- a. Be designed by a registered professional landscape architect with experience designing residential park areas. An affidavit of such professional's credentials shall be included in the development application material.
 - b. Be designed and programmed for a variety of age groups or other user groups.
4. *Enhancing Existing Wildlife Habitat through Design of Open Space:*
- a. Open space designed, as wildlife habitat shall be placed adjacent to and connect to existing, preserved wildlife habitat to the extent feasible.
 - b. To the extent feasible, open space shall create or enhance connections between existing wildlife habitat.
- E. Any dedication of land as public park land must meet City parks standards. The square footage of any open space land outside the SROZ and BPA easements, whether dedicated to the public or not, shall be considered part of the Gross Development Area.
- F. Approval of open space must ensure the long-term protection and maintenance of open space and/or recreational areas. Where such protection or maintenance are the responsibility of a private party or homeowners' association, the City Attorney shall review any pertinent bylaws, covenants, or agreements prior to recordation.
- G. The open space requirements of this subsection are subject to adjustments in PDR zones pursuant to Subsection 4.124(.08).

(.14) Design Standards for Detached Single-family and Middle Housing.

- A. The standards in this subsection apply in all zones, except as indicated in 1.—2. below:
 1. The Façade Variety standards in Subsection C.1. do not apply in the Village Zone or Residential Neighborhood Zones, as these zones have their own variety standards, except that the standards do apply within middle housing development with multiple detached units on a single lot which the standards of these zones do not address;
 2. The entry orientation and window standards for triplexes, quadplexes, and townhouses in Subsections D.1-2. and E. 2-3. do not apply in the Village Zone or Residential Neighborhood Zone as these zones have their own related standards applicable to all single-family and middle housing.
- B. For the purpose of this subsection the term "residential structure" is inclusive of a series of structures that are attached to one another such as a grouping of townhouses.
- C. Standards applicable to all residential structures except as noted in I. below.
 1. *Façade Variety:*
 - a. Each public-facing façade of a residential structure shall differ from the public-facing façades of directly adjacent residential structures in at least one of the three ways listed in Subsection d. below.
 - b. Where public-facing façades repeat on the same block, at least two residential structures with different public-facing façades shall intervene between residential structures with the same public-facing façades, with sameness defined by not differing in at least one of the three ways listed in Subsection d. below.

- c. For façades of residential structures facing a public street, the façade of any residential structures directly across the street shall differ in at least one of the three ways listed in Subsection d. below. Directly across means any residential structure façade intersected by imaginary lines extending the shortest distance across the street from the mid-point of a façade and from the edges of a façade. See Figure 1 below.
- d. A façade shall be considered different if it differs from another façade in at least one of the following ways:
- i. Variation in type, placement, or width of architectural projections (such as porches, dormers, or gables) or other features that are used to meet the Articulation standards in Subsection (.14)C.2.b or Subsection (.14)E.4. If adjacent or opposite façades feature the same projection type, the projections on adjacent/opposite façades must differ in at least one of the following ways:
 - At least 20 percent difference in width; or
 - Horizontally offset by at least five feet. For the purposes of this standard, "offset" means a measurable difference of at least five feet from the left edge of the projection to the left edge of the front façade or at least five feet from the right edge of the projection to the right edge of the front façade.
 - ii. At least 20 percent of the façade (excluding glazing) is covered by different exterior finish materials. The use of the same material in different types of siding (e.g., cedar shingles vs. cedar lap siding) shall be considered different materials for the purpose of this standard.
 - iii. Variation in primary paint color as determined by a LRVR (Light Reflectance Value) difference of at least 15 percent.

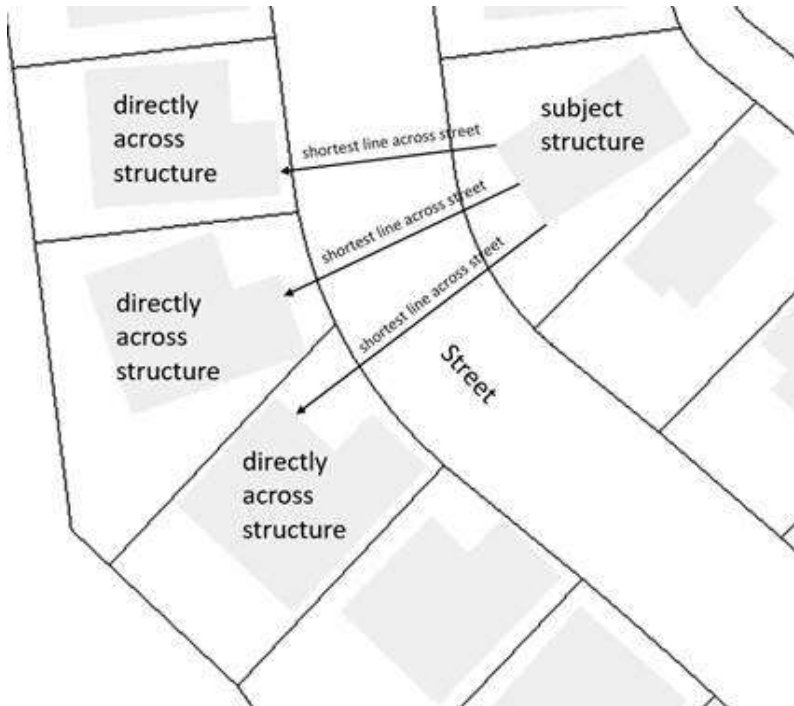


Figure 1. Determining If A Residential Structure is Directly Across the Street from Another

2. *Architectural Consistency and Interest.*
 - a. Architectural styles shall not be mixed within the same residential structure (a series of attached structures is one structure for the purpose of these standards). Architectural style consistency is defined by adherence to all of the following:
 - i. Use of the same primary and supporting façade materials throughout the structure.
 - ii. Use of no more than two roof pitch angles.
 - iii. Use of the same door size for each primary entrance in the structure.
 - b. Articulation. All public-facing façades of residential structures, other than townhouses, shall incorporate the following design elements at a minimum interval of every 30 feet, except as noted in 2.c. below. The minimum number of design elements is determined by dividing the façade length by 30 and rounding up to the nearest whole number. For townhouse articulation standards, see subsection (.14)E.4.
 - i. varying rooflines.
 - ii. offsets of at least 12 inches.
 - iii. balconies.
 - iv. projections of at least 12 inches and width of at least three feet.
 - v. porches.
 - vi. entrances that are recessed at least 24 inches or covered.
 - vii. dormers at least three feet wide.
 - c. For structures with two or more dwelling units, a single design element that spans at least 50 percent of the façade of two adjacent units can count as two articulation elements to meet the standard in subsection b. and can meet the standard for 60 feet of façade width (two adjacent 30 foot intervals). Such elements may overlap horizontally with other required design elements on the façade.
 - d. Articulation Element Variety: Different articulation elements shall be used as provided below. For the purpose of this standard, a "different element" is defined as one of the following: a completely different element from the list in subsection 2.b above; the same type of element but at least 50 percent larger; or for varying rooflines, vertically offset by at least three feet.
 - i. Where two to four elements are required on a façade, at least two different elements shall be used.
 - ii. Where more than four elements are required on a façade, at least three different elements shall be used.
 - e. Reductions to required windows percentage: The required percent of façade of a residential structure in the public-facing façade covered by windows or entry doors for single-family or middle housing in any zone may be reduced to the percentages that follows:
 - i. For of 1.5 or 2-story façades facing the front or rear lot line:

- 12.5 percent if six of the design features in Subsection e.v. below are used.
- Ten percent if seven or more of the design features in Subsection e.v. below are used.
- ii. For 1-story façades facing the front or rear lot line;
 - 12.5 percent if less than six design features in Subsection e.v. are used
 - ten percent if six or more design features in Subsection e.v. are used
- iii. For façades facing a side lot line:
 - Five percent regardless of the number of design features
- iv. Glass block does not count towards meeting window and entry percentage
- v. Window reduction design features:
 - Dormers at least three feet wide.
 - Covered porch entry—minimum 48 square foot covered front porch, minimum six feet deep and minimum of a six foot deep cover. A covered front stoop with minimum 24 square foot area, four foot depth and hand rails meets this standard.
 - Front porch railing around at least two sides of the porch.
 - Second story balcony—projecting from the wall of the building a minimum of four feet and enclosed by a railing or parapet wall.
 - Roof overhang of eight inches or greater.
 - Columns, pillars or posts at least four inches wide and containing larger base materials.
 - Decorative gables—cross or diagonal bracing, shingles, trim, corbels, exposed rafter ends or brackets (does not include a garage gable if garage projects beyond dwelling unit portion of street façade).
 - Decorative molding above windows and doors.
 - Decorative pilaster or chimneys.
 - Bay or bow windows—extending a minimum of 12 inches outward from the main wall of a building and forming a bay or alcove in a room within the building.
 - Sidelight and/or transom windows associated with the front door or windows in the front door.
 - Window grids on all façade windows visible from behind fences (excluding any windows in the garage door or front door).
 - Maximum nine foot wide garage doors or a garage door designed to resemble two smaller garage doors and/or windows in the garage door (only applicable to street facing garages).
 - Decorative base materials such as natural stone, cultured stone or brick extending at least 36 inches above adjacent finished grade occupying a

minimum of ten percent of the overall primary street facing façade. This design element does not count if behind a site-obscuring fence.

- Entry courtyards which are visible from, and connected directly to, the street. Courtyards shall have a minimum depth of ten feet and minimum width of 80 percent of the non-garage/driveway building width to be counted as a design element.

D. Standards applicable to Triplexes and Quadplexes except as noted in I. below.

1. *Entry Orientation.*

- a. At least one main entrance for each triplex or quadplex must meet the standards in subsections b. and c. below.
- b. The entrance must be within eight feet of the longest street-facing exterior wall of the dwelling unit or if no exterior wall faces a street the front of the dwelling unit facing a common drive or open space as designated by the applicant; and
- c. The entrance must either:
 - i. Face the street (see Figure 2. Main Entrance Facing the Street);
 - ii. Be at an angle of up to 45 degrees from the street (see Figure 3. Main Entrance at 45 degree angle from the street); or
 - iii. Open onto a porch (see Figure 4. Main Entrance Opening onto a Porch). The porch must:
 - Be at least 25 square feet in area; and
 - Have at least one entrance facing the street or have a roof.

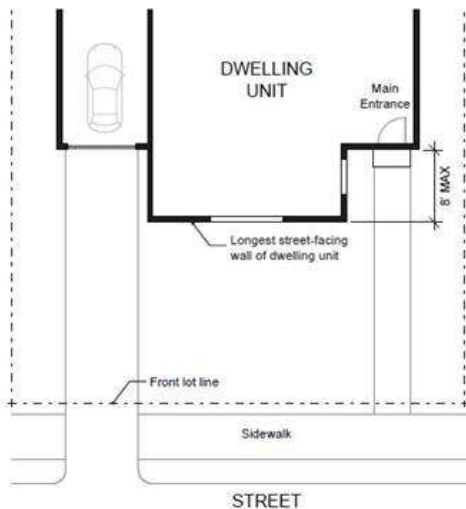


Figure 2. Main Entrance Facing the Street

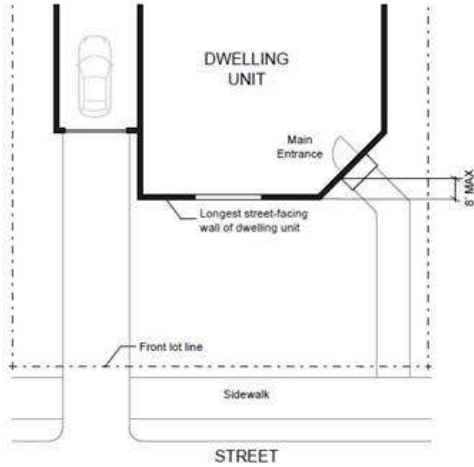


Figure 3. Main Entrance at 45° Angle from the Street

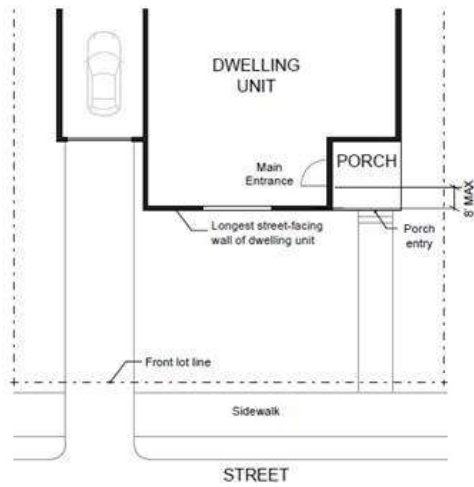


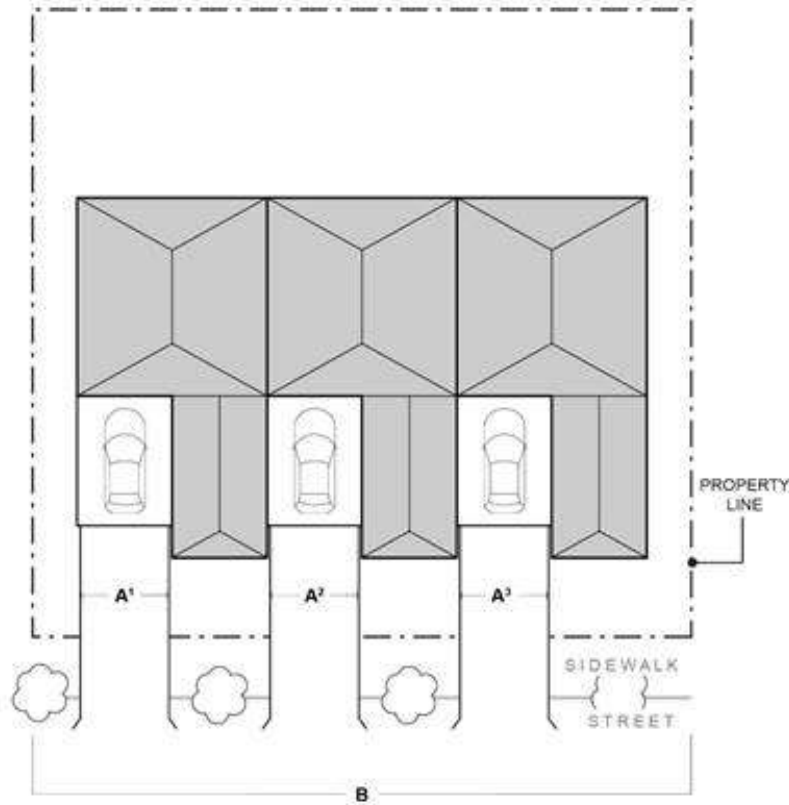
Figure 4. Main Entrance Opening onto a Porch

2. *Windows.* A minimum of 15 percent of the area of all street-facing façades must include windows or entrance doors. Façades separated from the street property line by a dwelling are exempt from meeting this standard. See Figure 5. Window Coverage.



Figure 5. Window Coverage

3. *Garages and Off-Street Parking Areas.* The combined width of all garages and outdoor on-site parking and maneuvering areas shall not exceed a total of 50 percent of any street frontage (other than an alley) (see Figure 6. Width of Garages and Parking Areas).



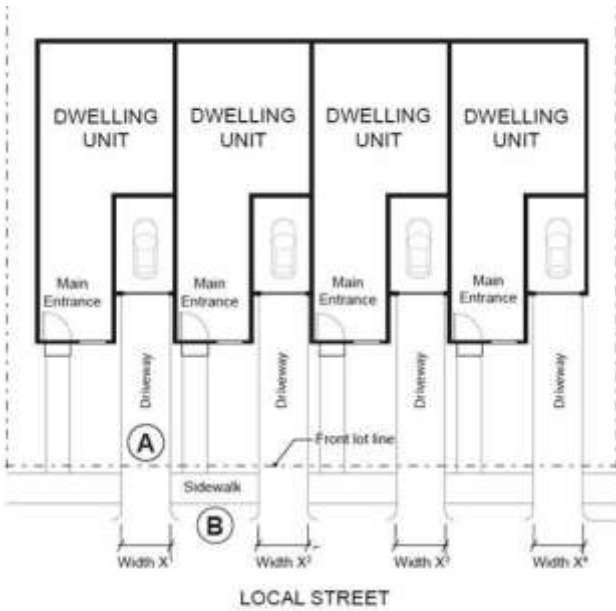
- (A) Garage and on-site parking and maneuvering areas
- (B) Total street frontage

$$\frac{A^1 + A^2 + A^3}{B} \leq 50\%$$

Figure 6. Width of Garages and Parking Areas

4. *Driveway Approach.* Driveway approaches must comply with all of the following:
 - a. The total width of all driveway approaches must not exceed 32 feet per frontage, as measured at the property line (see Figure 7. Driveway Approach Width and Separation on Local Street). For lots or parcels with more than one frontage, see subsection c.
 - b. Driveway approaches may be separated when located on a local street.
 - c. In addition, lots or parcels with more than one frontage must comply with the following:
 - i. Lots or parcels must access the street with the lowest transportation classification for vehicle traffic. For lots or parcels abutting an alley that is improved with a paved surface, access must be taken from the alley (see Figure 8. Alley Access).
 - ii. Lots or parcels with frontages only on collectors and/or arterial streets must meet the access standards in the Wilsonville Public Works Standards.

- iii. Lots or parcels with frontages only on local streets may have either:
- Two driveway approaches not exceeding 32 feet in total width on one frontage; or
 - One maximum 16-foot-wide driveway approach per frontage (see Figure 9. Driveway Approach Options for Multiple Local Street Frontages).



- (A) $X^1 + X^2 + X^3 + X^4$ must not exceed 32 feet per frontage.
- (B) Driveway approaches may be separated when located on a local street

Figure 7. Driveway Approach Width and Separation on Local Street

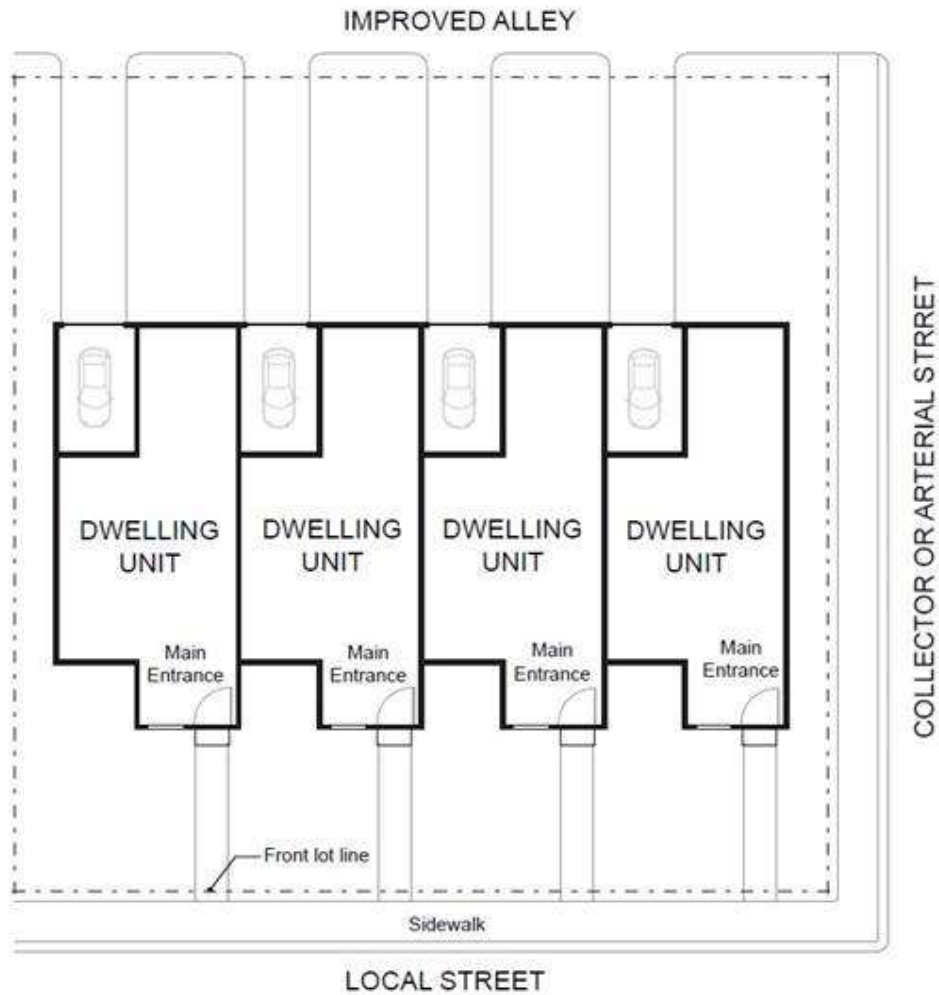
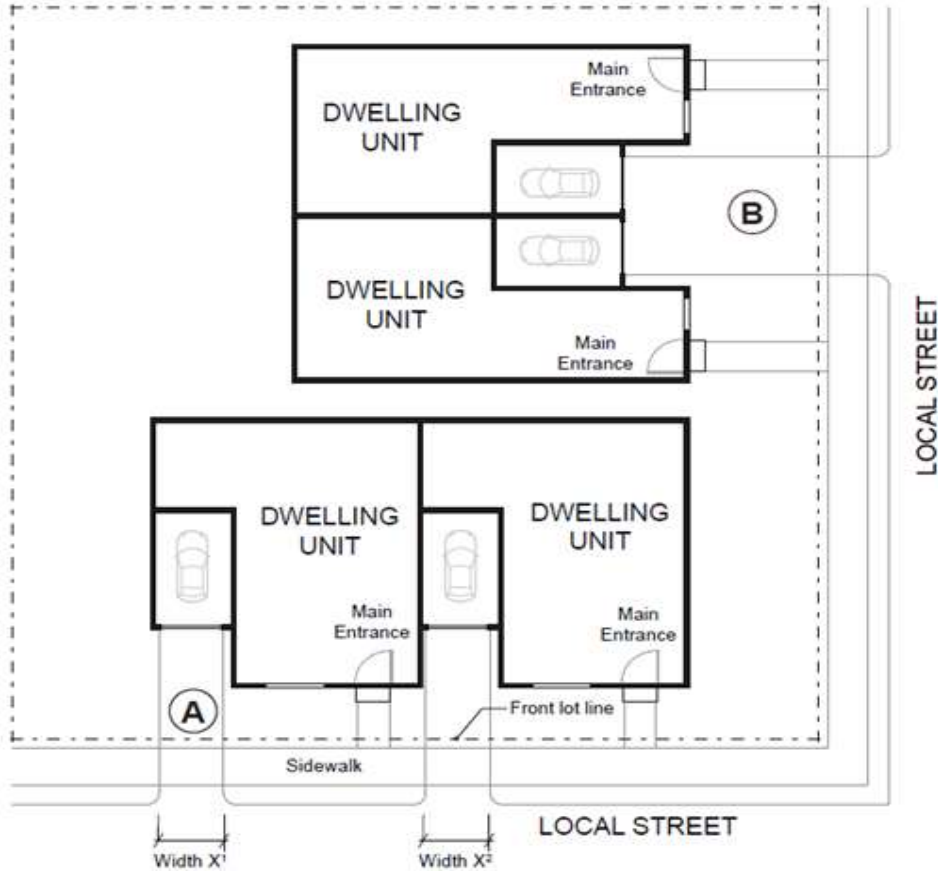


Figure 8. Alley Access



Options for site with more than one frontage on local streets:

- (A) Two driveway approaches not exceeding 32 feet in total width on one frontage (as measured $X1 + X2$); or
- (B) One maximum 16-foot-wide driveway approach per frontage.

(Note: Both options are depicted here for illustrative purposes only. The standards do not allow both Options A and B on the same site.)

Figure 9. Driveway Approach Options for Multiple Local Street Frontages

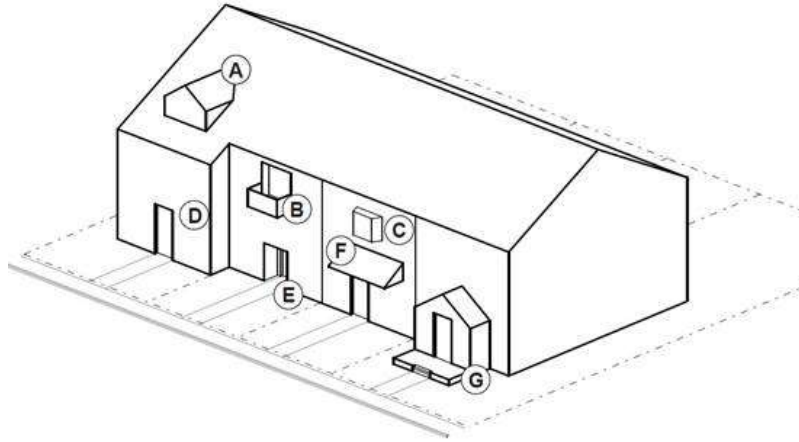
E. Standards applicable to Townhouses.

1. *Number of Attached Dwelling Units.*

- a. Minimum. A townhouse project must contain at least two attached units.
- b. Maximum. The maximum number of townhouse units that may be attached together to form a group is specified below.
 - R, OTR, PDR-1—PDR-3 Zones: maximum four attached units per group
 - RN, V, PDR-4—PDR-7 Zones: maximum eight attached units per group, except for initial development in Frog Pond West per Section 4.124.

2. *Entry Orientation.* The main entrance of each townhouse unit must:

- a. Be within eight feet of the longest wall of the dwelling unit facing a street or private drive; and
 - b. Either:
 - i. Face the street or private drive (see Figure 2. Main Entrance Facing the Street);
 - ii. Be at an angle of up to 45 degrees from the street or private drive (see Figure 3. Main Entrance at 45° Angle from the Street);
 - iii. Face a common open space or private access or driveway that is abutted by dwellings on at least two sides; or
 - iv. Open onto a porch (see Figure 4. Main Entrance Opening onto a Porch). The porch must:
 - A. Be at least 25 square feet in area; and
 - B. Have at least one entrance facing the street or private drive or have a roof.
3. *Windows.* A minimum of 15 percent of the area of all public-facing façades on each individual unit must include windows or entrance doors. Half of the window area in the door of an attached garage may count toward meeting this standard. See Figure 5. Window Coverage.
4. *Unit definition.* Each townhouse unit must include at least one of the items listed in a. through g. below on at least one public-facing façade (see Figure 10. Townhouse Unit Definition). Alternatively, if a single item from the list below spans across at least 50 percent of two adjacent townhouse units, it can meet the standard for two units.
- a. A roof dormer a minimum of four feet in width, or
 - b. A balcony a minimum of two feet in depth and four feet in width and accessible from an interior room, or
 - c. A bay window that extends from the façade a minimum of two feet, or
 - d. An offset of the façade of a minimum of two feet in depth, either from the neighboring townhouse or within the façade of a single townhouse, or
 - e. An entryway that is recessed a minimum of three feet, or
 - f. A covered entryway with a minimum depth of four feet, or
 - g. A porch meeting the standards of subsection (.14)E.2.b.iv.
- Balconies and bay windows may encroach into a required setback area, pursuant to Section 4.180.



- (A) Roof dormer, minimum of 4 feet wide
- (B) Balcony, minimum 2 feet deep and 4 feet wide. Accessible from interior room.
- (C) Bay window extending minimum of 2 feet from facade
- (D) Facade offset, minimum of 2 feet deep
- (E) Recessed entryway, minimum 3 feet deep
- (F) Covered entryway, minimum of 4 feet deep
- (G) Porch, meets standards of subsection (1)(b)(iv) of section (C)

Figure 10. Townhouse Unit Definition

5. *Driveway Access and Parking.* Townhouses with frontage on a street or private drive shall meet the following standards:
 - a. *Alley Access.* Townhouse project sites abutting an alley that is improved with pavement shall take access to the rear of townhouse units from the alley rather than the public street.
 - b. *Front Access.* Garages on the front façade of a townhouse, off-street parking areas in the front yard, and driveways in front of a townhouse are allowed if they meet the following standards (see Figure 11. Townhouses with Parking in Front Yard).
 - i. Each townhouse lot has a street frontage of at least 20 feet on a local street.
 - ii. A maximum of one driveway approach is allowed for every townhouse. Driveway approaches and/or driveways may be shared.
 - iii. Outdoor on-site parking and maneuvering areas do not exceed 12 feet wide on any lot.

- iv. The garage width does not exceed 12 feet, as measured from the inside of the garage door frame.

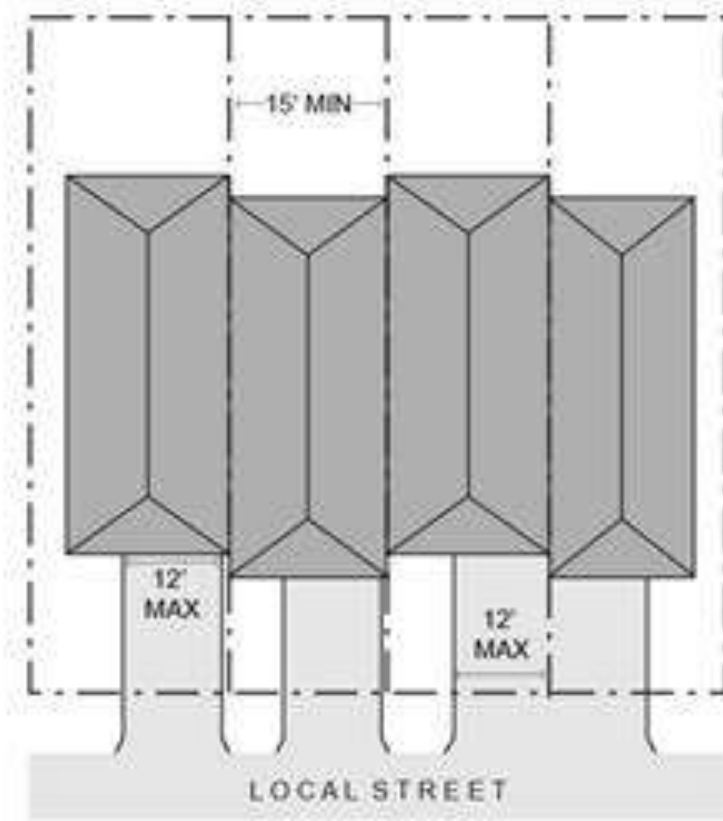


Figure 11. Townhouses with Parking in Front Yard

- c. *Shared Access.* The following standards apply to driveways and parking areas for townhouse projects that do not meet all of the standards in subsections a. or b.
 - i. Off-street parking areas shall be accessed on the back façade or located in the rear yard. No off-street parking shall be allowed in the front yard or side yard of a townhouse.
 - ii. A townhouse project that includes a corner lot shall take access from a single driveway approach on the side of the corner lot. See Figure 12. Townhouses on Corner Lot with Shared Access.

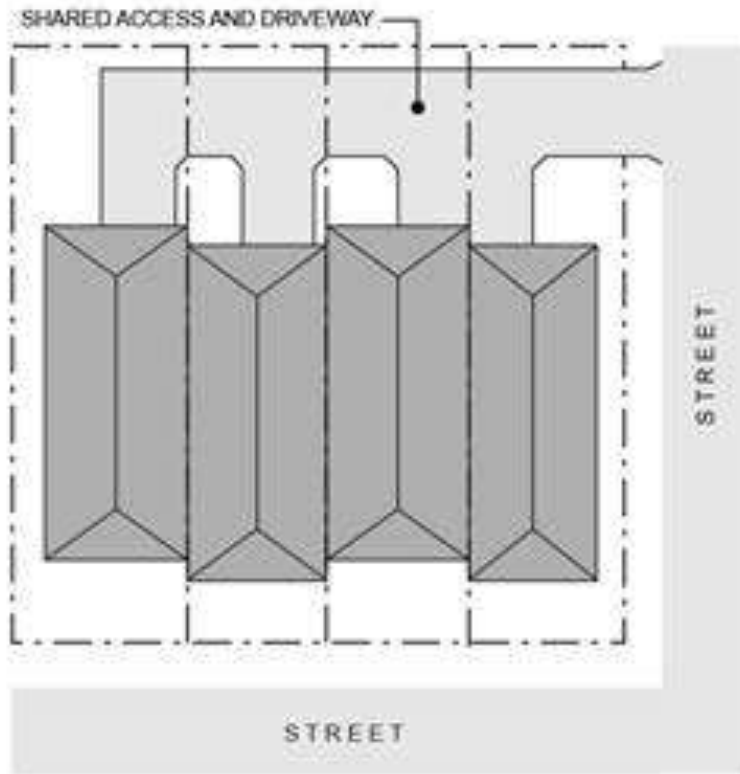


Figure 12. Townhouses on Corner Lot with Shared Access

- iii. Townhouse projects that do not include a corner lot shall consolidate access for all lots into a single driveway. The driveway and approach are not allowed in the area directly between the front façade and front lot line of any of the townhouses. See Figure 13. Townhouses with Consolidated Access.

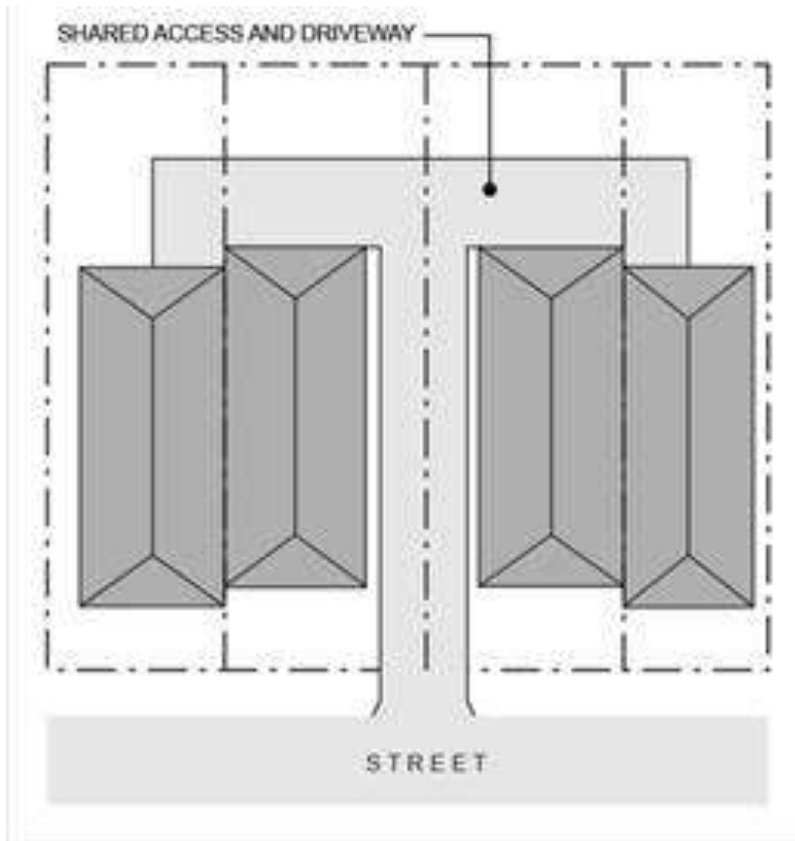
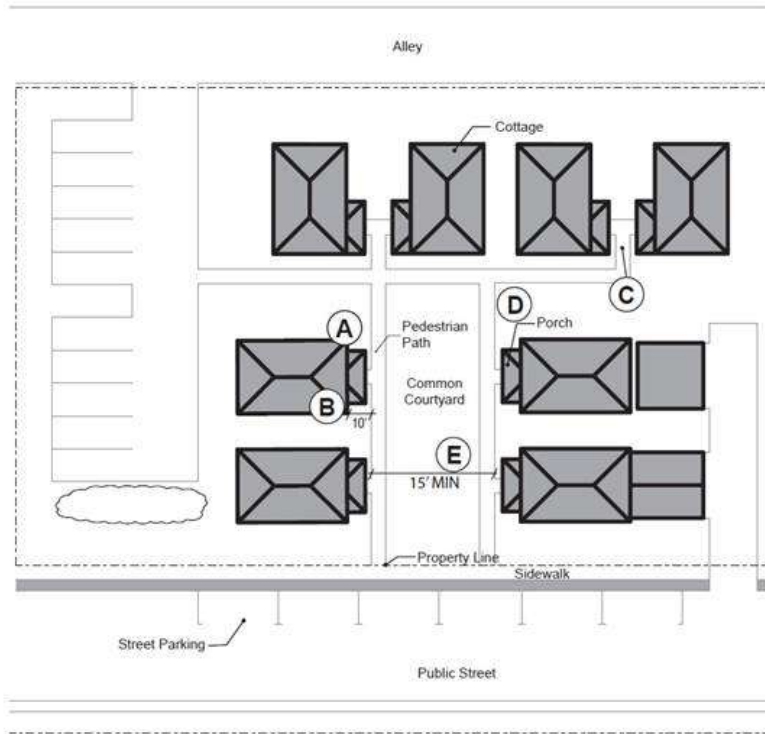


Figure 13. Townhouses with Consolidated Access

- iv. A townhouse project that includes consolidated access or shared driveways shall grant access easements to allow normal vehicular access and emergency access.
- F. Standards applicable to Cottage Clusters.
1. *Courtyard Required.* All cottages within a single cottage cluster must share a common courtyard. A cottage cluster project may include more than one cluster and more than one common courtyard.
 2. *Number of Dwellings.*
 - a. A single cottage cluster shall contain a minimum of four and a maximum of eight cottages.
 3. *Setbacks.*
 - a. *Building Separation.* Cottages shall be separated by a minimum distance of six feet. The minimum distance between all other structures, including accessory structures, shall be in accordance with building code requirements.
 - b. All other setbacks are provided in section (.02) or in the applicable base zone.
 4. *Building Height.* The maximum building height for all structures is 25 feet.

5. *Footprint.* The maximum building footprint for each cottage is 900 square feet. Individual attached garages up to 200 square feet shall be exempted from the calculation of maximum building footprint.
6. *Maximum Habitable Floor Area.* The maximum habitable floor area of each cottage is 1,400 square feet.
7. *Cottage Orientation.* Cottages must be clustered around a common courtyard and must meet the following standards (see Figure 14. Cottage Cluster Orientation and Common Courtyard Standards):
 - a. Each cottage within a cluster must either abut the common courtyard or must be directly connected to it by a pedestrian path.
 - b. A minimum of 50 percent of cottages within a cluster must be oriented to the common courtyard and must:
 - i. Have a main entrance facing the common courtyard;
 - ii. Be within ten feet from the common courtyard, measured from the façade of the cottage to the nearest edge of the common courtyard; and
 - iii. Be connected to the common courtyard by a pedestrian path.
 - c. Cottages within 20 feet of a street property line may have their entrances facing the street.
 - d. Cottages not facing the common courtyard or the street must have their main entrances facing a pedestrian path that is directly connected to the common courtyard.
8. *Common Courtyard Design Standards.* Each cottage cluster must share a common courtyard in order to provide a sense of openness and community of residents. Common courtyards must meet the following standards (see Figure 14. Cottage Cluster Orientation and Common Courtyard Standards):
 - a. The common courtyard must be a single, contiguous piece.
 - b. Cottages must abut the common courtyard on at least two sides of the courtyard.
 - c. The common courtyard must contain a minimum of 150 square feet per cottage within the associated cluster.
 - d. The common courtyard must be a minimum of 15 feet wide at its narrowest dimension.
 - e. The common courtyard shall be developed with a mix of landscaping, lawn area, pedestrian paths, and/or paved courtyard area, and may also include recreational amenities. Impervious elements of the common courtyard shall not exceed 75 percent of the total common courtyard area.
 - f. Pedestrian paths must be included in a common courtyard. Paths that are contiguous to a courtyard shall count toward the courtyard's minimum dimension and area. Parking areas, required setbacks, and driveways do not qualify as part of a common courtyard.



- (A) A minimum of 50% of cottages must be oriented to the common courtyard.
- (B) Cottages oriented to the common courtyard must be within 10 feet of the courtyard.
- (C) Cottages must be connected to the common courtyard by a pedestrian path.
- (D) Cottages must abut the courtyard on at least two sides of the courtyard.
- (E) The common courtyard must be at least 15 feet wide at its narrowest width.

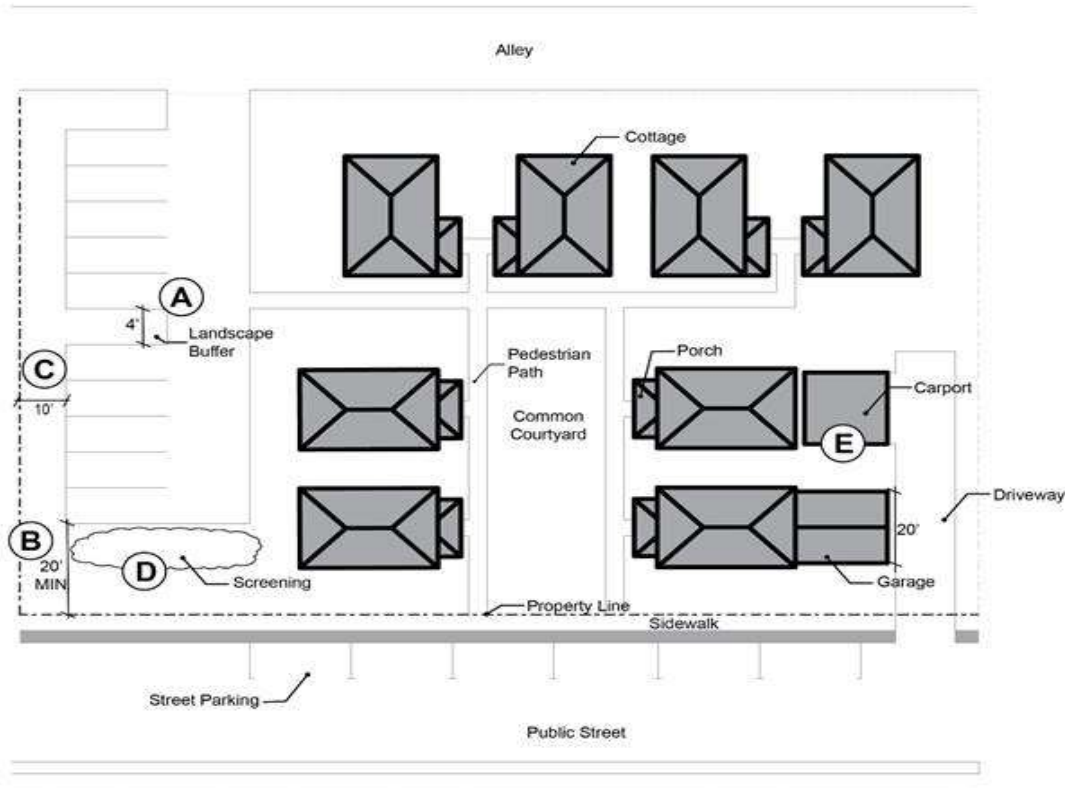
Figure 14. Cottage Cluster Orientation and Common Courtyard Standards

9. *Community Buildings.* Cottage cluster projects may include community buildings for the shared use of residents that provide space for accessory uses such as community meeting rooms, guest housing, exercise rooms, day care, or community eating areas. Community buildings must meet the following standards:
 - a. Each cottage cluster is permitted one community building.
 - b. The community building shall have a maximum floor area of 1,400 sf.
 - c. A community building that meets the definition of a dwelling unit must meet the maximum 900 square foot footprint limitation that applies to cottages (pursuant to subsection (.14)(F.5.)), unless a covenant is recorded against the property stating that the structure is not a legal dwelling unit and will not be used as a primary dwelling.
10. *Pedestrian Access.*

- a. An accessible pedestrian path must be provided that connects the main entrance of each cottage to the following:
 - i. The common courtyard;
 - ii. Shared parking areas;
 - iii. Community buildings; and
 - iv. Sidewalks in public rights-of-way abutting the site or rights-of-way if there are no sidewalks.
 - b. The pedestrian path must be hard-surfaced and a minimum of four feet wide.
11. *Windows.* Cottages within 20 feet of a street property line must meet any window coverage requirements of the applicable base zone.
12. *Parking Design (see Figure 15. Cottage Cluster Parking Design Standards).*
- a. *Clustered parking.* Off-street parking may be arranged in clusters, subject to the following standards:
 - i. A parking cluster must not exceed five contiguous spaces.
 - ii. Parking clusters must be separated from other spaces by at least four feet of landscaping.
 - iii. Clustered parking areas may be covered.
 - iv. Parking areas must also meet the standards in Subsections 4.155(.02)—(.03), except where they conflict with these standards.
 - b. *Parking location and access.*
 - i. Off-street parking spaces and vehicle maneuvering areas shall not be located between a street property line and the front façade of cottages located closest to the street property line. This standard does not apply to alleys.
 - ii. Off-street parking spaces shall not be located within ten feet of any property line, except alley property lines.
 - iii. Driveways and drive aisles are permitted within ten feet of property lines.
 - c. *Screening.* Landscaping, fencing, or walls at least three feet tall shall separate clustered parking areas and parking structures from common courtyards and public streets.
 - d. *Garages and carports.*
 - i. Garages and carports (whether shared or individual) must not abut common courtyards.
 - ii. Individual attached garages up to 200 square feet shall be exempted from the calculation of maximum building footprint for cottages.
 - iii. Individual detached garages must not exceed 400 square feet in floor area.
 - iv. Garage doors for attached and detached individual garages must not exceed 20 feet in width.
13. *Accessory Buildings.* Accessory buildings must not exceed 400 square feet in floor area.
14. *Existing Structures.* On a lot or parcel to be used for a cottage cluster project, an existing detached single-family detached dwelling on the same lot at the time of proposed development

of the cottage cluster may remain within the cottage cluster project area under the following conditions:

- a. The existing dwelling may be nonconforming with respect to the requirements of this subsection (.14)F.
- b. The existing dwelling may be expanded up to a maximum height of 25 feet or a maximum building footprint of 900 square feet; however, existing dwellings that exceed these maximum height and/or footprint standards may not be expanded.
- c. The existing dwelling shall be excluded from the calculation of orientation toward the common courtyard, per subsection (.14)F.7.b.



- (A) Parking allowed in clusters of up to 5 spaces. Clusters separated by minimum 4 feet of landscaping.
- (B) No parking or vehicle area within 20 feet from street property line (except alley).
- (C) No parking within 10 feet from other property lines (except alley). Driveways and drive aisles permitted within 10 feet.
- (D) Screening required between clustered parking areas or parking structures and public streets or common courtyards.
- (E) Garages and carports must not abut common courtyards. Garage doors for individual garages must not exceed 20 feet in width.

Figure 15. Cottage Cluster Parking Design Standards

- G. Standards applicable to Cluster Housing besides Cottage Clusters.

1. *Architectural Consistency.* Architecture shall be consistent within the same two-unit, three-unit, or four-unit cluster. However, facade variety standards in Subsection (.14)C.1. shall continue to apply. Architectural consistency is defined by adherence to all of the following:
 - a. Use of the same primary and supporting façade materials throughout the cluster.
 - b. Use of no more than two roof pitch angles.
 - c. Use of the same door size for each primary entrance in the structures.
2. *Entry Orientation.*
 - a. The entry orientation standards apply as follows:
 - i. At least one main entrance for each cluster home must meet the standards in subsections b and c below.
 - b. The entrance must be within eight feet of the longest street-facing exterior wall of the dwelling unit or if no exterior wall faces a street the front of the dwelling unit, facing a common drive or open space as designated by the applicant; and
 - c. The entrance must either:
 - i. Face the street (see Figure 2. Main Entrance Facing the Street);
 - ii. Be at an angle of up to 45 degrees from the street (see Figure 3. Main Entrance at 45° Angle from the Street); or
 - iii. Open onto a porch (see Figure 4. Main Entrance Opening onto a Porch). The porch must:
 - Be at least 25 square feet in area; and
 - Have at least one entrance facing the street or have a roof.
3. *Windows.* A minimum of 15 percent of the area of all street-facing facades must include windows or entrance doors. Facades separated from the street property line by a dwelling are exempt from meeting this standard. See Figure 5. Window Coverage.
4. *Garages and Off-Street Parking Areas.* The combined width of all garages and outdoor on-site parking and maneuvering areas shall not exceed a total of 50 percent of any street frontage (other than an alley). Garages and off-street parking areas that are separated from the street property line by a dwelling are not subject to this standard. (See Figure 6. Width of Garages and Parking Areas).
5. *Driveway Approach.* Driveway approaches must comply with all of the following:
 - a. The total width of all driveway approaches must not exceed 32 feet per frontage, as measured at the property line (see Figure 7. Driveway Approach Width and Separation on Local Street). For lots or parcels with more than one frontage, see subsection c.
 - b. Driveway approaches may be separated when located on a local street.
 - c. In addition, lots or parcels with more than one frontage must comply with the following:
 - i. Lots or parcels must access the street with the lowest transportation classification for vehicle traffic. For lots or parcels abutting an alley that is improved with pavement access must be taken from the alley (see Figure 8. Alley Access).

- ii. Lots or parcels with frontages only on collectors and/or arterial streets must meet the access standards in the Wilsonville Public Works Standards.
 - iii. Lots or parcels with frontages only on local streets may have either:
 - Two driveway approaches not exceeding 32 feet in total width on one frontage; or
 - One maximum 16-foot-wide driveway approach per frontage (see Figure 9. Driveway Approach Options for Multiple Local Street Frontages).
6. *Setbacks.*
- a. **Building Separation.** Cluster housing structures shall be separated by a minimum distance of six feet. The minimum distance between all other structures, including accessory structures, shall be in accordance with building code requirements.
 - b. All other setbacks are provided in the applicable base zone.
7. *Pedestrian Access.*
- a. An accessible pedestrian path must be provided that connects the main entrance of each unit to the following:
 - i. Shared open space;
 - ii. Shared parking areas; and
 - iv. Sidewalks in public rights-of-way abutting the site or rights-of-way if there are no sidewalks.
 - b. The pedestrian path must be hard-surfaced and a minimum of four feet wide.
- H. **Combining Unit Types in One Development.**
- 1. If a project proposes a mix of middle housing types which creates a conflict with various standards, the more restrictive standards shall apply.
- I. **Existing Structures and Conversions:**
- 1. Where a residential structure is converted from one type of dwelling unit to another without any additions, the design standards in C.—H. do not apply.
 - 2. Where a residential structure is added on to, the design standards in C.—H. only apply if the footprint is expanded by 25 percent or more.
- J. **Alternative Discretionary Review:** As an alternative to meeting one or more design standards of this subsection an applicant may request Site Design Review by the Development Review Board of a proposed design. In addition to the Site Design Review Standards, affirmative findings shall be made that the following standards are met:
- 1. The request is compatible with existing surrounding development in terms of placement of buildings, scale of buildings, and architectural design;
 - 2. The request is due to special conditions or circumstances that make it difficult to comply with the applicable Design Standards, or the request would achieve a design that is superior to the design that could be achieved by complying with the applicable Design Standards; and
 - 3. The request continues to comply with and be consistent with State statute and rules related to Middle Housing, including being consistent with State definitions of different Middle Housing types.

(Ord. No. 677, 3-1-2010; Ord. No. 682, 9-9-2010; Ord. No. 704, 6-18-2012; Ord. No. 806, 7-17-2017; Ord. No. 825, 10-15-2018; Ord. No. 841, eff. 6-4-2020)

Section 4.210. Application Procedure.

(.01) *Pre-application conference.* Prior to submission of a tentative condominium, partition, or subdivision plat, a person proposing to divide land in the City shall contact the Planning Department to arrange a pre-application conference as set forth in Section 4.010.

- A. *Preparation of Tentative Plat.* The Planning staff shall provide information regarding procedures and general information having a direct influence on the proposed development, such as elements of the Comprehensive Plan, existing and proposed streets, roads and public utilities. The applicant shall cause to be prepared a tentative plat, together with improvement plans and other supplementary material as specified in this Section. The Tentative Plat shall be prepared by an Oregon licensed professional land surveyor or engineer. An affidavit of the services of such surveyor or engineer shall be furnished as part of the submittal.
- B. *Tentative Plat Submission.* The purpose of the Tentative Plat is to present a study of the proposed subdivision to the Planning Department and Development Review Board and to receive approval or recommendations for revisions before preparation of a final Plat. The design and layout of this plan plat shall meet the guidelines and requirements set forth in this Code. The Tentative Plat shall be submitted to the Planning Department with the following information:
1. Site development application form completed and signed by the owner of the land or a letter of authorization signed by the owner. A preliminary title report or other proof of ownership is to be included with the application form.
 2. Application fees as established by resolution of the City Council.
 3. Ten copies and one sepia or suitable reproducible tracing of the Tentative Plat shall be submitted with the application. Paper size shall be 18 inch by 24 inch, or such other size as may be specified by the City Engineer.
 4. Name of the subdivision. No subdivision name shall duplicate or resemble the name of any other subdivision in Clackamas or Washington County. Names may be checked through the county offices.
 5. Names, addresses, and telephone numbers of the owners and applicants, and engineer or surveyor.
 6. Date, north point and scale of drawing.
 7. Location of the subject property by Section, Township, and Range.
 8. Legal road access to subject property shall be indicated as City, County, or other public roads.
 9. Vicinity map showing the relationship to the nearest major highway or street.
 10. *Lots.* Dimensions of all lots, minimum lot size, average lot size, and proposed lot and block numbers.
 11. Gross acreage in proposed plat.
 12. Proposed uses of the property, including sites, if any, for multi-family dwellings, shopping centers, churches, industries, parks, and playgrounds or other public or semi-public uses.
 13. Improvements: Statement of the improvements to be made or installed including streets, private drives, sidewalks, lighting, tree planting, and times such improvements are to be made or completed.

14. *Trees.* Locations, types, sizes, and general conditions of all existing trees, as required in Section 4.600.
 15. Utilities such as electrical, gas, telephone, on and abutting the tract.
 16. Easements: Approximate width, location, and purpose of all existing and proposed easements on, and known easements abutting the tract.
 17. *Deed Restrictions.* Outline of proposed deed restrictions, if any.
 18. *Written Statement.* Information which is not practical to be shown on the maps may be shown in separate statements accompanying the Tentative Plat.
 19. If the subdivision is to be a "Planned Development," a copy of the proposed Home Owners Association By-Laws must be submitted at the time of submission of the application. The Tentative Plat shall be considered as the Stage I Preliminary Plan. The proposed By-Laws must address the maintenance of any parks, common areas, or facilities.
 20. Any plat bordering a stream or river shall indicate areas subject to flooding and shall comply with the provisions of Section 4.172.
 21. Proposed use or treatment of any property designated as open space by the City of Wilsonville.
 22. A list of the names and addresses of the owners of all properties within 250 feet of the subject property, printed on self-adhesive mailing labels. The list shall be taken from the latest available property ownership records of the Assessor's office of the affected county.
 23. A completed "liens and assessments" form, provided by the City Finance Department.
 24. Locations of all areas designated as a Significant Resource Overlay Zone by the City, as well as any wetlands shall be shown on the tentative plat.
 25. Locations of all existing and proposed utilities, including but not limited to domestic water, sanitary sewer, storm drainage, and any private utilities crossing or intended to serve the site. Any plans to phase the construction or use of utilities shall be indicated.
 26. A traffic study, prepared under contract with the City, shall be submitted as part of the tentative plat application process, unless specifically waived by the Community Development Director.
- C. Action on proposed tentative plat:
1. Consideration of tentative subdivision plat. The Development Review Board shall consider the tentative plat and the reports of City staff and other agencies at a regular Board meeting no more than 90days after tentative plat application has been accepted as complete by the City. Final action on the proposed tentative plat shall occur within the time limits specified in Section 4.013. The tentative plat shall be approved if the Development Review Board determines that the tentative plat conforms in all respects to the requirements of this Code.
 2. Consideration of tentative partition plat. The Planning Director shall review and consider any proposed land partition plat through the procedures for Administrative Reviews specified in Section 4.030 and 4.035.
 3. The Board shall, by Resolution, adopt its decision, together with findings and a list of all Conditions of Approval or required changes to be reflected on the Final Plat.
 4. Board may limit content of deed restrictions. In order to promote local, regional and state interests in affordable housing, the Board may limit the content that will be accepted within proposed deed restrictions or covenants. In adopting conditions of approval for a residential

subdivision or condominium development, the Board may prohibit such things as mandatory minimum construction costs, minimum unit sizes, prohibitions of manufactured housing, etc.

5. *Effect of Approval.* After approval of a tentative plat, the applicant may proceed with final surveying, improvement construction and preparation of the final plat. Approval shall be effective for a period of two years, and if the final plat is not submitted to the Planning Department within such time, the tentative plat shall be submitted again and the entire procedure shall be repeated for consideration of any changed conditions which may exist. Except, however, that the Development Review Board may grant a time extension as provided in Section 4.023.
- D. Land division phases to be shown. Where the applicant intends to develop the land in phases, the schedule of such phasing shall be presented for review at the time of the tentative plat. In acting on an application for tentative plat approval, the Planning Director or Development Review Board may set time limits for the completion of the phasing schedule which, if not met, shall result in an expiration of the tentative plat approval.
- E. Remainder tracts to be shown as lots or parcels. Tentative plats shall clearly show all affected property as part of the application for land division. All remainder tracts, regardless of size, shall be shown and counted among the parcels or lots of the division.
- F. Replats subject to same procedures as new plats. Proposals to replat any previously platted land shall be subject to the same standards and procedures as a new application for tentative plat approval. Except, however, that a replat that proposes the same number of lots or parcels as the originally recorded land division, and that is determined by the Planning Director to create no significant adverse impacts on adjacent properties beyond that of the original division, may be reviewed through Class II Administrative Review procedures.

(Ord. No. 682, 9-9-2010)

Section 4.220. Final Plat Review.

- (.01) *Submission of the Paper Plat.* Prior to submitting the Final Plat as required in subsection "(.02)," below, the applicant shall submit a Paper Plat to the City Engineer for review. Comments of the City Engineer, Planning Director, and Community Development Director shall be conveyed in writing to the County Surveyor of the County where the final plat is to be recorded.
- (.02) *Submission of the Final Plat.* Any time within two years after approval of the tentative plat, the applicant shall have the subject property, or any part thereof, surveyed and the final plat prepared in conformance with the approved tentative plat. When the final plat is in order, the applicant will submit the following items to the City offices for final approval of the plat.
 - A. Plat board, tracing, and five full-sized blueprint copies of the plat.
 - B. The signatures of owner(s), surveyor or engineer shall all be properly acknowledged by a notary public. All signatures shall be signed in India ink.
 - C. *Deed restrictions.* A copy of all protective deed restrictions proposed for the area shall accompany the final Plat and specifications of all easements and dedications as required by the Development Review Board. The Planning Director shall not sign the final plat if the proposed deed restrictions fail to provide for the on-going maintenance of common areas or violate established conditions of approval for the development.
 - D. Approval of agreement certified for all required improvements as follows:

1. Improvements as required by conditions of approval have been completed, and a certificate of such fact has been filed with the Planning Director by the City Engineer; or
 2. A performance agreement and completion bond has been filed with the City Recorder in sufficient amount to ensure the completion of all required improvements.
- (.03) *Review of Final Plat.* Upon receipt of a complete Final Plat, together with the required fee, the Plat and other required information shall be reviewed as follows:
- A. The Planning Director and Community Development Director shall examine the Plat and supplementary materials to determine that the subdivision or partition, as shown, is substantially the same as it appeared on the approved tentative plat and that there has been compliance with provisions of State Law and this Ordinance.
 - B. The County Surveyor, or such other professional land surveyor as shall be selected by the City to perform such work, shall check the site and plat and shall take such measurements and make such computations as are necessary to determine that the plat is correct, and that all requirements of State Law and this Ordinance are met.
 - 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 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
 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.
- (.05) *Appeal of the Planning Director's Decision.* A decision made by the Planning Director to deny a final plat application may be appealed by the applicant as provided in Section 4.022.
- (.06) *Effect of Approval.* Approval shall be effective for a period of 90 days, and if the final plat is not offered for record by the applicant in the office of the County Clerk within such time, the final plat shall be submitted again to the Planning Director under Section 4.220 of this Code, and the entire procedure shall be repeated, for consideration of any conditions which may then exist.
- (.07) *Delivery of Final Plat to County Offices.* Following the approval of the Planning Director:
- A. Unless otherwise specified by the county where the final plat is to be recorded, the final plat shall be routed to the county departments as follows:
1. The Assessor shall receive the final plat and may research the needed requirements as well as forward identification information to the Tax Department.
 2. Obtain on the final plat the signature of the County Surveyor, whose signature shall certify that the platting laws of this State have been met.
 3. Obtain the signature on the final plat of a majority of the Board of County Commissioners whose signatures shall certify that the plat is approved by them.
 4. Obtain the signature on the final plat of the County Tax Department if/or when all taxes on the property are paid.
 5. Obtain on the final plat the signature of the County Assessor, whose signature shall certify that ownership is correct and taxes have been pro-rated and collected, if plat is to be recorded after July 1.
 6. After the above items have been completed, the final plat shall be delivered to the office of the County Clerk and required fees paid for recordation.
- (.08) *Recording Final Plat.* In addition to the requirements authorized and provided in ORS 92, upon offering the final plat for recordation, the subdivider shall furnish one black line or blue print copy of the final plat to the City Engineer and to such County offices as may be requested or required by the County.
- (Ord. No. 538, 2-21-2002; Ord. No. 682, 9-9-2010)