



## MEMORANDUM CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Sherilyn Lombos, City Manager   
**DATE:** January 15, 2010  
**SUBJECT:** Work Session for January 25, 2010

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***5:00 p.m. (10 min) – Council / Commission Meeting Agenda Review.***

***Action requested:*** Council review the agenda for the January 25<sup>th</sup> City Council and Development Commission meetings. Need to appoint one Councilor to the Ad Hoc Committee for the 2010 Arbor Week.

***5:10 p.m. (20 min) – Land Acquisition & Trails Update.*** At the September 14<sup>th</sup> meeting, you asked Paul to return with an update on land acquisition and trail development. Paul is prepared to give such an update.

***Action requested:*** No specific direction is requested; this item is informational.

***5:30 p.m. (30 min) – Tree Preservation Policy for Annexation of New Land.*** The last time Council discussed tree preservation, you directed that we look into the issue of regulating tree preservation on lands that may be annexed into the city. Attached is a memo from Doug and Colin with information about areas of potential annexation as well as research of what other cities do.

***Action requested:*** Direction from the Council on a policy for tree preservation for lands to be annexed into Tualatin.

***6:00 p.m. (30 min) – Land Use Notification Requirements.*** On October 12<sup>th</sup>, Council discussed the issue of whether or not to extend the current 300-foot notification

requirements to 500-feet and also looked at signage required during the land use process. You directed staff to return with information about the cost as well as what other cities do about signage. Attached is a memo from Doug and Colin with the additional information for your discussion.

***Action requested:*** Direction from Council on changes to the land-use notification requirements.

***6:30 p.m. (15 min) – Update on Southwest Tualatin Concept Plan Activities.*** The SW Concept Plan will be presented for approval to the Council on February 22<sup>nd</sup>. Staff would like to update the Council on current activities, changes to the plan and a timeline. Attached is a memo from Doug and Aquilla with all of the pertinent information.

***Action requested:*** No specific direction is requested; this item is informational.

***6:45 p.m. (10 min) – Council Communications & Roundtable.*** This time is the Council's opportunity to brief the rest of the Council on committee meetings, follow-up on items, and any other general Council information that needs to be discussed.

***Action requested:*** This is an open Council discussion.

**Upcoming Council Meetings & Work Sessions:** Attached is a three-month look ahead for upcoming Council meetings and work sessions. If you have any questions, please let me know.

**Dates to Note:** Attached is the updated community calendar for the next three months.

As always, if you need anything from your staff, please feel free to let me know.



# MEMORANDUM

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager 

**FROM:** Doug Rux, Community Development Director   
Colin Cortes, Assistant Planner 

**DATE:** January 25, 2010

**SUBJECT:** TREE PRESERVATION REGULATIONS – FUTURE  
ANNEXATIONS (PTA-09-04)

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### ISSUE BEFORE THE COUNCIL:

The issue before the Council is a review of tree preservation regulations, specifically regarding properties that might annex into the City in the future.

### POLICY CONSIDERATIONS:

- Should the City adopt a policy on tree removal prior to annexation?
- How would tree preservation in the context of annexation fit with existing tree preservation regulations?

### BACKGROUND:

The City has regulated tree removal since 1987 when the City began to require developers to plant street trees. Council direction regarding review of tree regulation began with Phase 1, which led to Plan Text Amendment PTA-06-01 of the Tualatin Community Plan to clarify both the City's comprehensive plan goal related to tree preservation and the planning district tree preservation standards. Phase 2 focused on street trees and culminated in PTA-08-04, which the Council approved on March 23, 2009 to strengthen regulations protecting street trees. This satisfied Objective 2.5 of the Strategic Management Plan (2009).

The Council discussed this issue again on August 24, 2009 and directed staff to research other cities in the metro area on tree preservation in the context of annexation. This memo presents the research results.

Regulation of tree preservation on properties with the potential of annexing into the City could affect a number of properties around Tualatin. While most unincorporated property is at the edge of the City's planning area boundary, several unincorporated properties are surrounded by existing city limits. The Southwest and South Tualatin Concept Plan areas will also be subject to annexation into the City in the coming years. As part of expressing local aspirations for urban and rural reserves, the Council looked to an urban reserve designation for the portion of the Stafford Basin within Washington County, an area bound by I-5, SW 65<sup>th</sup> Avenue, and SW Frobase Road. Attachment B is a series of five maps of that give an idea of the tree cover that a local ordinance would affect. The areas are Tualatin, Southwest Tualatin, South Tualatin, and the Washington County portion of the Stafford Basin. Because some of these areas contain commercial groves, the Council might want to consider an ordinance that takes into account trees grown for commercial purposes.

Given potential annexations and the regulations of other cities, staff could return with an ordinance requiring tree preservation that mirrors the regulations of Lake Oswego and West Linn.

#### **GOALS:**

##### *I. Tualatin Strategic Management Plan (2009):*

The relevant objectives in the Strategic Management Plan (2009) are:

##### **Goal No. 2**

Manage development, redevelopment, and projected change that will occur within the city to maintain Tualatin's quality and what the citizens value as a community.

Two-year Performance Objective 6 (Objective 2.6).

Adopt phase III of the tree program (new development – protecting stands of groves and trees, cutting restrictions, heritage tree program). May have some overlap with 5.5.

##### **Goal No. 5**

Preserve Tualatin's unique and important natural features and resources.

Two-year Performance Objective 5 (Objective 5.5).

Review the development code to ensure preservation of green spaces and trees in development and redevelopment areas (suggest possible amendments to City Codes).

##### **Goal No. 7**

Seek marked achievements and maintain established green sustainability standards and criteria.

Two-year Performance Objectives:

2 (Objective 7.2). Define what environmental sustainability means and is in the City's operations.

3 (Objective 7.3). Review the city's codes for opportunities to insert sustainability.

5 (Objective 7.5). Take advantage of what other groups and programs are doing relative to environmental sustainability issues.

*II. Tualatin Tomorrow Community Vision & Strategic Action Plan (September 2009):*

**Strategy PRN 9: City of Trees.**

Promote continued and ongoing recognition of Tualatin as a "City of Trees" through active preservation activities and expansion of its tree canopy.

**Strategy GLC 10: Community Information.**

Work to maximize community resources to keep community members informed through regular, consistent, dedicated sources of information.

**DISCUSSION:**

Staff researched whether and if so how other cities in the metro area regulate trees on properties to be annexed into the limits of a given city. The eight surveyed cities were Beaverton, Gresham, Hillsboro, Lake Oswego, Sherwood, Tigard, West Linn, and Wilsonville. The results are as follows. (See Attachment A for a comparative table of regulations that exist.)

**1. Beaverton**

No such regulations exist.

**2. Gresham**

No such regulations exist.

**3. Hillsboro**

No such regulations exist.

**4. Lake Oswego**

Yes, such regulations exist. The City of Lake Oswego allows a property owner to submit an annexation application if the owner has removed no trees within the year prior to submittal that would not have qualified for removal had the trees been subject to the tree regulations of Lake Oswego. The resolution calls out five tree species listed below yet applies to any and all species of trees of a minimum diameter at breast height (DBH):

| <i>Common Name</i>                             | <i>Caliper or DBH</i> |
|------------------------------------------------|-----------------------|
| Western red cedar                              | 1 ft                  |
| Douglas-fir                                    | 1 ft, 6 in.           |
| Oregon white oak                               | 8 in.                 |
| Ponderosa pine                                 | 1 ft                  |
| Western yew                                    | 5 in.                 |
| Other deciduous and horticultural tree species | 1 ft, 8 in.           |
| Other conifer and evergreen tree species       | 1 ft, 6 in.           |

If a property owner removes unqualified trees within a year prior to submittal of an annexation application, the owner must replace a removed tree with one similar to the

removed one, including size; maintain it for at least three years prior to annexation; and, pay a restoration fee.

5. Sherwood

Yes, such regulations exist. The City of Sherwood requires that if a property owner removes trees within a year prior to submittal of an annexation application, the owner must mitigate the removal.

6. Tigard

No such regulations exist.

7. West Linn

Yes, such regulations exist. The City of West Linn calls out three tree species – native dogwood, Pacific madrone, and Oregon white oak – yet applies to any and all species of trees. If a property owner removes trees within a year prior to submittal of an annexation application, the owner must either (1) replace a removed tree with one similar to the removed one – including size – and maintain it for at least two years prior to annexation, or (2) pay a fee.

8. Wilsonville

Yes, such regulations exist. The text of Wilsonville's resolution has a disclaimer that the policy is advisory rather than regulatory, and that the Wilsonville City Council may ignore the resolution when examining a particular annexation submittal. The policy directs Wilsonville to favorably consider an annexation submittal if the property owner has complied with the tree regulations of Wilsonville as if the property had been within city limits since the resolution was adopted and became effective on July 16, 2007.

**RECOMMENDATION:**

Staff recommends that Council provide direction to staff.

**Attachments:**

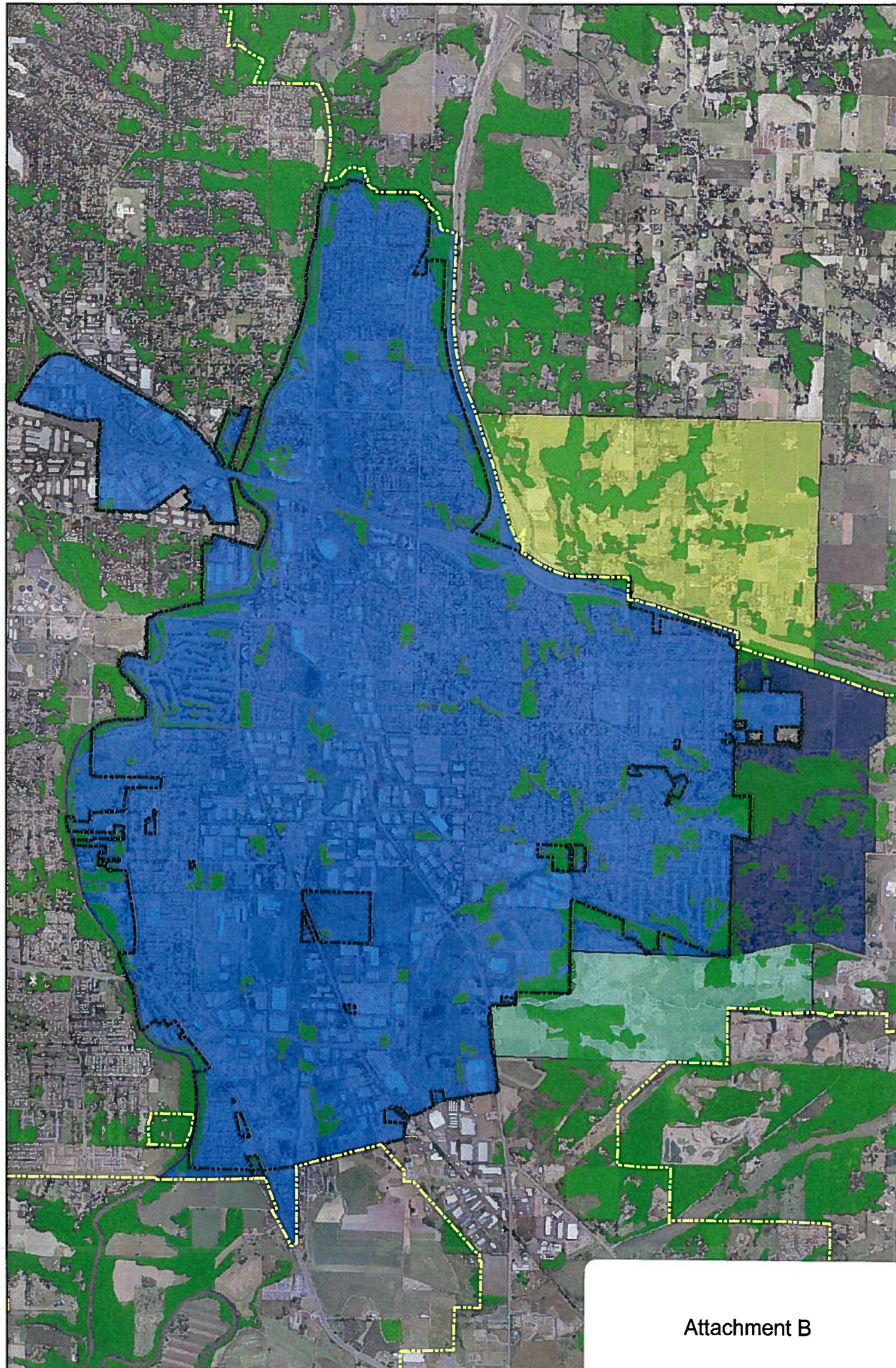
- A. Comparative Table of Annexation Tree Regulations
- B. Map: Overview
- C. Map: Tualatin
- D. Map: Southwest Tualatin
- E. Map: South Tualatin
- F. Map: Stafford Area
- G. Lake Oswego Resolution No. 04-38
- H. West Linn Resolution No. 06-09
- I. Wilsonville Resolution No. 2025

## PTA-09-04 ATTACHMENT A:

### COMPARATIVE TABLE OF ANNEXATION TREE REGULATIONS

The table below compares Lake Oswego, West Linn, and Wilsonville. (As of this writing, Sherwood had not provided a copy of its regulations.)

| <i>City</i>                 | <i>Lake Oswego</i>                                          | <i>West Linn</i>                                                                       | <i>Wilsonville</i>                                                       |
|-----------------------------|-------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------|
| Past Time Period            | 1 year prior                                                | 1 year prior                                                                           | On or after July 16, 2007                                                |
| Tree Species                | All with five emphasized                                    | All with three emphasized                                                              | All except hazelnut (filbert)                                            |
| Tree Caliper (DBH)          | 8 to 20 in. based on species                                | 6.37 to 12.10 in. based on species                                                     | Replacement must be at least 2 in. DBH                                   |
| Mitigation: (1) Replacement | Replace a removed tree with one similar to the removed one  | Replace a removed tree with one similar to the removed one                             | In general, one for one replacement with replacements at least 2 in. DBH |
| Mitigation: (2) Fee         | Yes                                                         | If (3) not exercised, then yes.                                                        | Other than application fee, fee only if removal without permit           |
| Mitigation: (3) Time Frame  | Min. care of 3 years prior to reconsideration of annexation | If (2) not exercised, then min. care of 3 years prior to reconsideration of annexation | In general, within a year of removal of original tree                    |



Attachment B

Planning Area Boundary  
SW Tualatin Boundary

South Tualatin Boundary  
Stafford Area Boundary

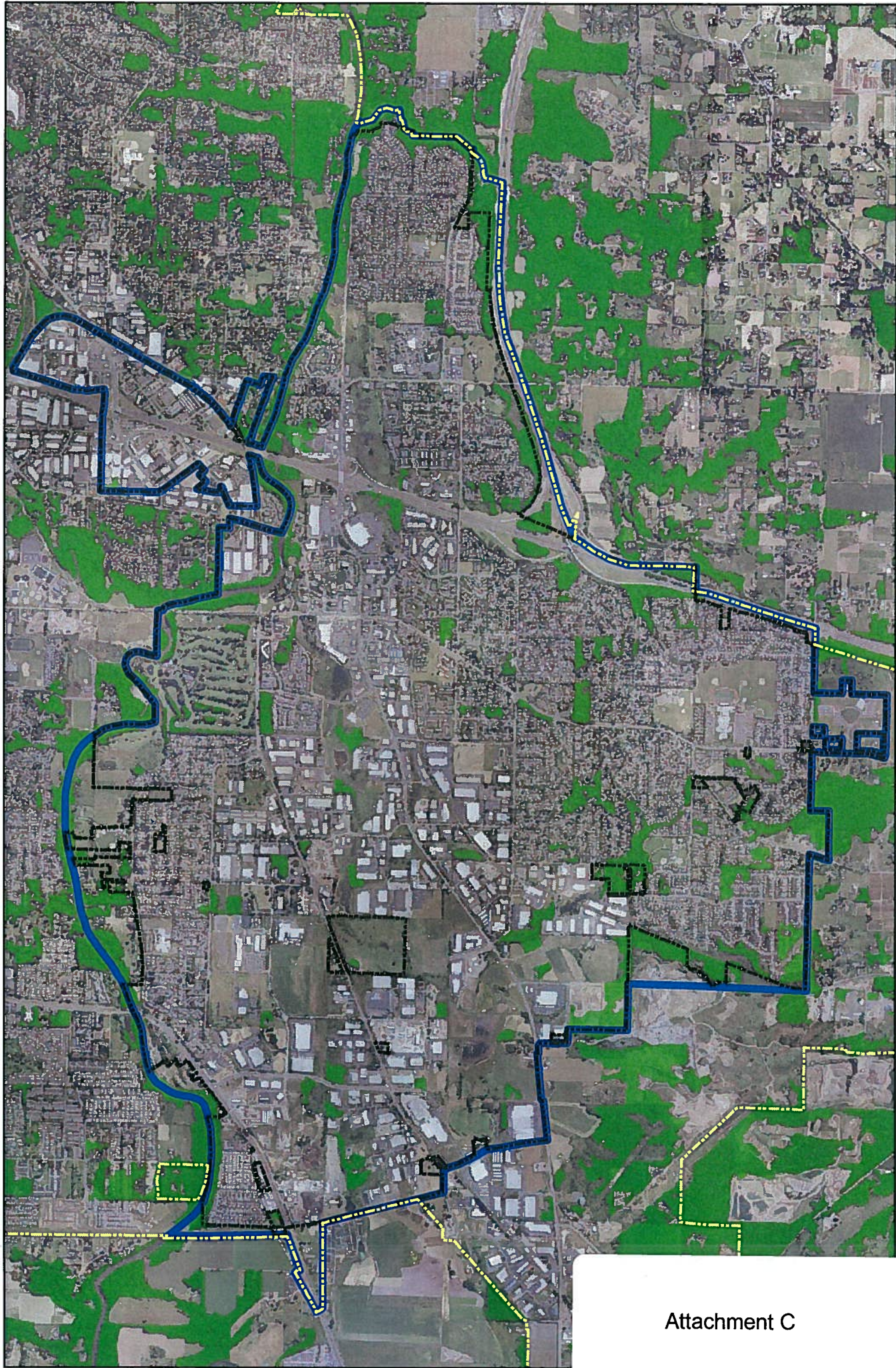
Forest  
Urban Growth Boundary

City Boundary



RF 1:38,000

This map is derived from various digital data sources. While all efforts have been made to provide an accurate map, the user assumes all responsibility for any errors or omissions. This map is provided for informational purposes only and is not to be used for legal or financial purposes.



Attachment C

Planning Area Boundary



City Boundary



Urban Growth Boundary

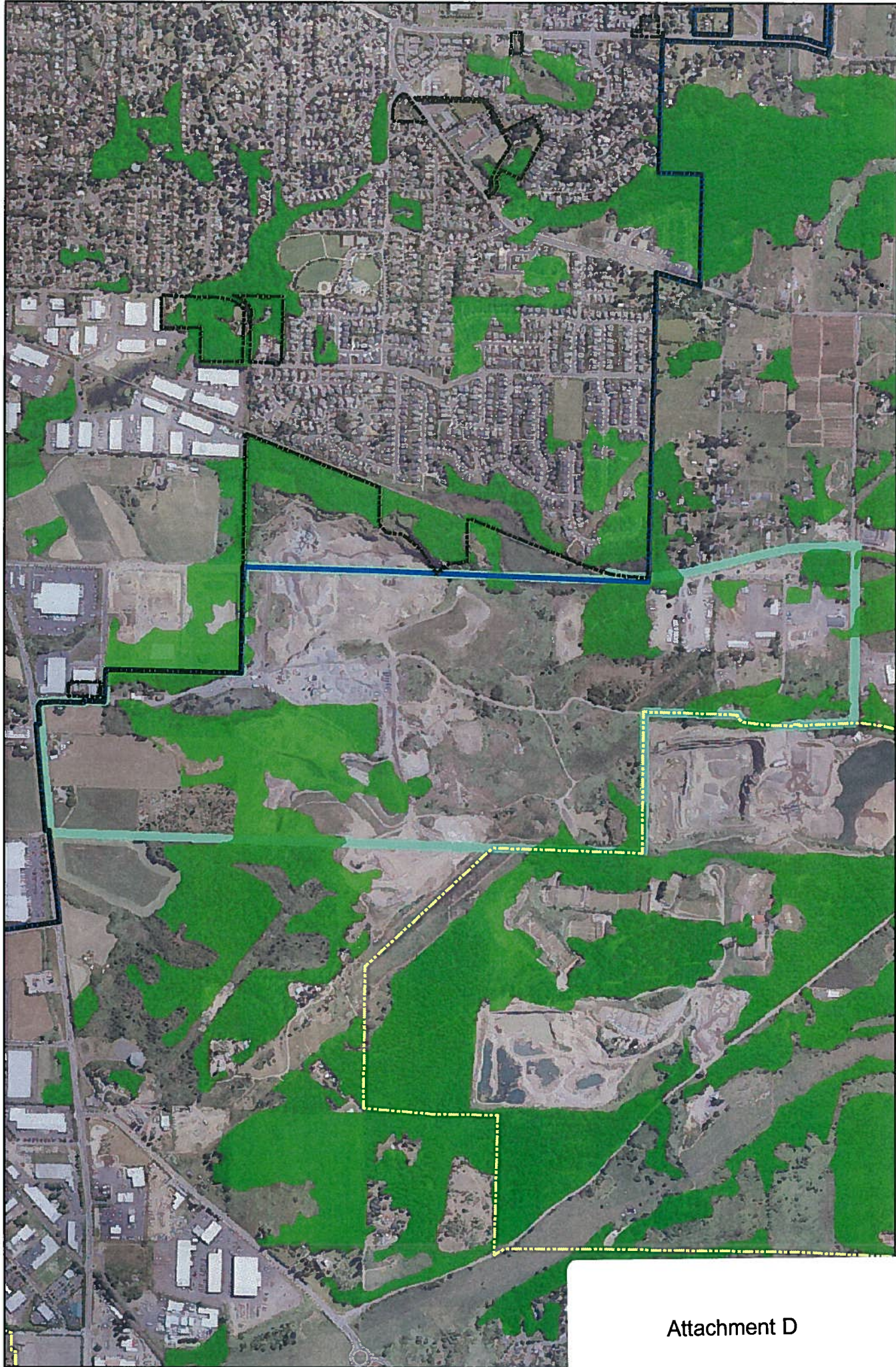


Forest



RF 1:34,000

This map is derived from various digital datasets compiled. While every effort has been made to provide an accurate map, the City of Tualgis does not warrant the accuracy or completeness of the information shown on this map. The map is provided "as is" without any liability for errors or omissions. Planning and Building Dept. 10/17/2009



Attachment D

SW Tualatin Boundary

Planning Area Boundary

City Boundary

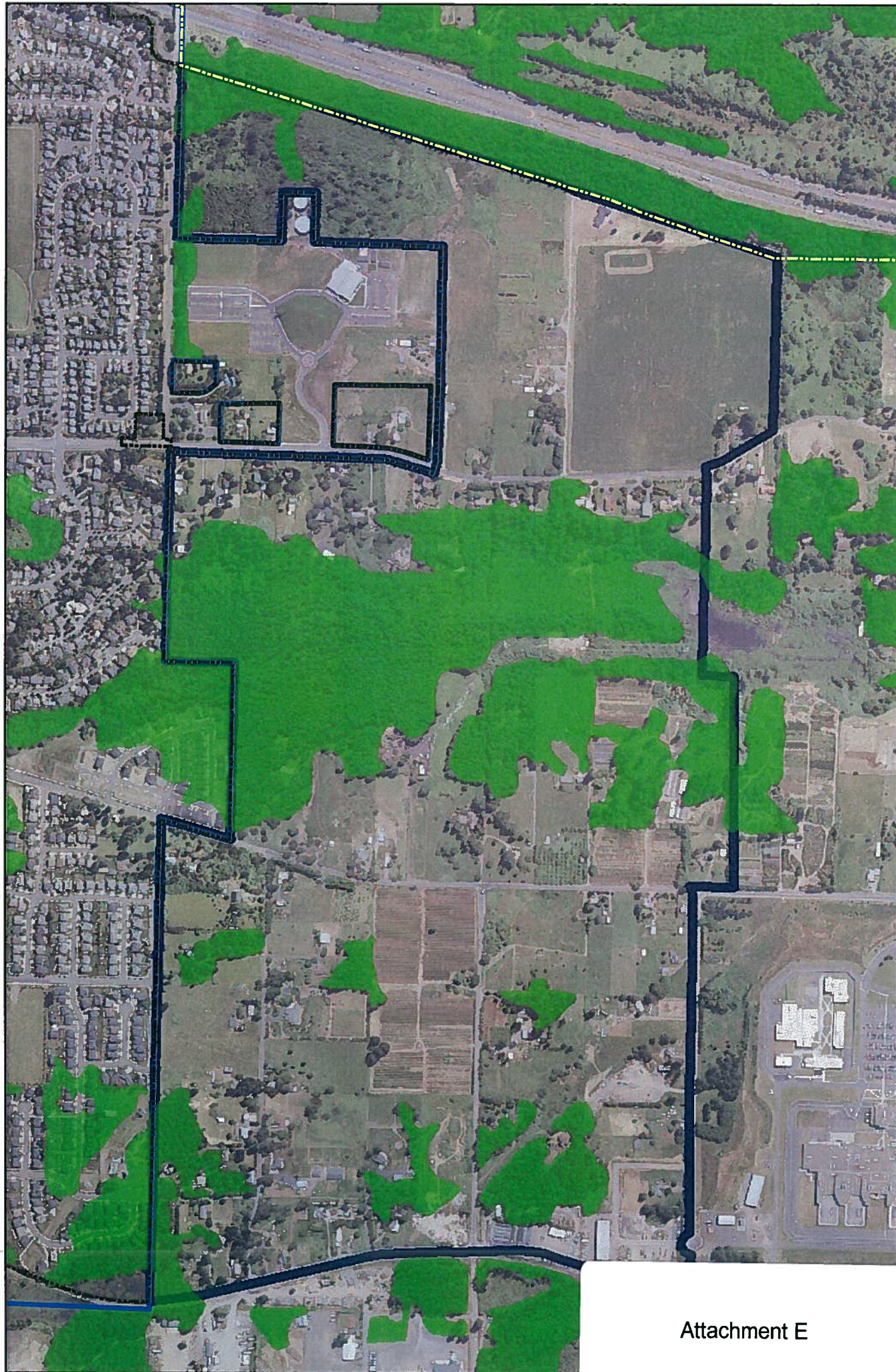
Urban Growth Boundary

Forest



RF 1:15,000

This map is derived from various digital data sources. While an attempt has been made to provide an accurate map, the City of Tualatin, OR assumes no responsibility for liability or damages resulting from its use. Engineering and Planning Dept. Robert Williams



Attachment E



South Tualatin Boundary

Planning Area Boundary

City Boundary

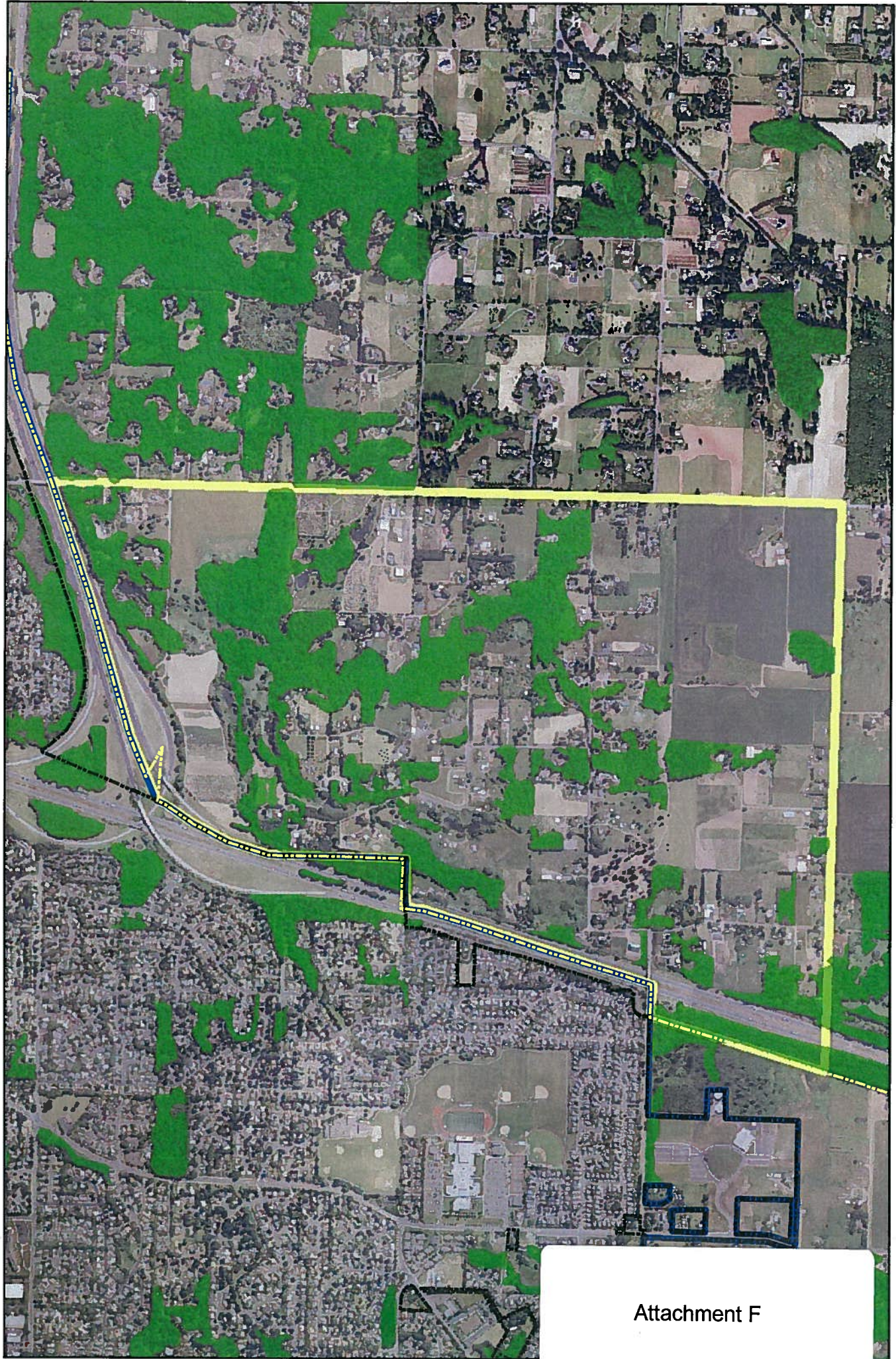
Urban Growth Boundary

Forest



RF 1:9,500

This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, the user should not rely on this map for any critical or legal purposes. For more information, please contact the City of Tualatin Planning and Building Dept. Phone: 503.708.0000



RF 1:16,500

This map is derived from various digital address sources. It is not intended to be used for legal purposes. No City of Tualgis, CT, is intended to represent the City. For any other use, please contact the City of Tualgis, CT, Planning and Zoning Department. This map is dated 11/07/2009.

Forest

City Boundary

Stafford Area Boundary

Urban Growth Boundary

Planning Area Boundary

RESOLUTION 04-38

**A RESOLUTION OF THE LAKE OSWEGO CITY COUNCIL ADOPTING POLICIES DISCOURAGING DESTRUCTION OF NATURAL RESOURCES PRIOR TO ANNEXATION**

**WHEREAS** the City of Lake Oswego has adopted regulations protecting environmentally sensitive natural resources and significant trees within the City; and

**WHEREAS** on occasion property owners have removed or degraded natural resources prior to filing a petition to annex property to the City in order to maximize development opportunities; and

**WHEREAS** the Urban Services Boundary defines Lake Oswego's ultimate growth area, within which the City will be the eventual provider of the full range of urban services; and

**WHEREAS** the City Council finds that it is in the public interest to discourage the practice of removing significant trees and degrading sensitive natural areas on properties within the unincorporated portions of the Urban Services Boundary.

**BE IT RESOLVED** by the Lake Oswego City Council that:

**Section 1.** The City Council hereby adopts the "Policies Discouraging Destruction of Natural Resources and Significant Trees Prior to Annexation" attached to this Resolution as Exhibit A and incorporated by this reference;

**Section 2.** This Resolution shall be effective upon passage.

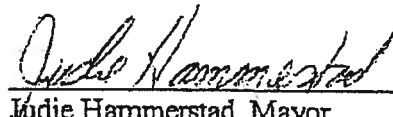
Considered and enacted at the meeting of the City Council of the City of Lake Oswego on the 18<sup>th</sup> day of May, 2004.

**AYES:** Mayor Hammerstad, Graham, Hoffman, Peterson, Turchi, McPeak, Rohde

**NOES:** none

**EXCUSED:** none

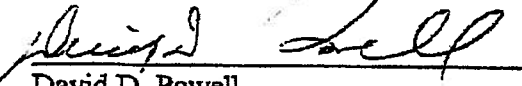
**ABSTAIN:** none

  
\_\_\_\_\_  
Judie Hammerstad, Mayor

ATTEST:

  
\_\_\_\_\_  
Robyn Christie, City Recorder

APPROVED AS TO FORM:

  
\_\_\_\_\_  
David D. Powell  
City Attorney

## **POLICIES DISCOURAGING DESTRUCTION OF NATURAL RESOURCES AND SIGNIFICANT TREES PRIOR TO ANNEXATION**

**Purpose:** To encourage property owners interested in petitioning the City for annexation to preserve and protect natural resources and significant trees prior to annexation.

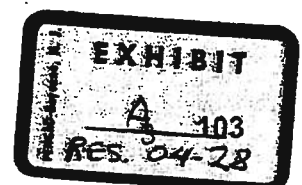
**Background:** The City of Lake Oswego has inventoried, evaluated, mapped and developed a protection program for hundreds of acres of stream corridors, wetlands and tree groves within its planning area (LOC Article 50.16). This planning area includes lands outside the City limits but within the City's Urban Services Boundary. In this unincorporated area, the City and other jurisdictions have agreed that the City is the most logical future provider of urban services and, according to state law, should plan for land use and transportation needs in those areas. It is anticipated that, at some point in the future, properties within the City's Urban Services Boundary will eventually seek annexation, typically for future development purposes or to receive City services.

On several occasions, the City has received petitions to annex properties within the unincorporated areas of the Urban Service Boundary on which trees have been cut, vegetation removed and streams degraded. Although these actions may not have been regulated by the County, in some cases they would violate City natural resource protection requirements.

Removal of natural resources contributes to erosion and water quality issues resulting in degradation of wildlife habitat and siltation buildup in waterways. When such properties are subsequently annexed, the City may become obligated to develop programs and expend funds to mitigate the negative effects of natural resource removal.

These types of actions gain additional importance in light of the listing of salmonid species under the Endangered Species Act in the Tualatin and Willamette Rivers and their tributaries, which receive storm water runoff and other drainage from within the City. In addition, several creeks within the northerly portion of the unincorporated Urban Services Boundary are tributaries of Tryon Creek, which is a fish-bearing stream. The County, the City and private citizens should work together to ensure that their programs and activities are "salmon safe."

Removal of significant trees, whether or not within a protected tree grove, can have a negative effect upon aesthetics and natural processes, and should be discouraged in areas subject to annexation unless the criteria for tree removal under the City Code have been met.



**I. Policy for parcels from which trees of a certain size and species have been removed:**

The City Council declares that it will decline a petition for annexation of a parcel pursuant to ORS 222.125 or 222.170 if a tree of a size and species listed in the procedures below has been removed from the property following the date of this policy under circumstances that, in the determination of the City Manager, would not have warranted issuance of a permit for the removal of the tree under the criteria of the Lake Oswego Tree Code, unless the property owner:

- Mitigates for the removal of the tree to the satisfaction of the City Manager by planting a tree of the same or similar species, 15 to 20 feet tall and with a trunk size of 5 to 12 inch caliper dbh, on the same property in approximately the same location as the removed tree;
- Successfully maintains the replacement tree for at least three years prior to annexation, and commits to maintain the mitigation for at least two years following annexation; and
- Pays a restoration fee into the City of Lake Oswego Tree Fund in the amount of the value of the removed tree.

Compliance with this policy shall not be deemed to assure that the City Council will approve the annexation petition. This policy shall not be construed as preventing the Council from exercising its full discretionary authority in granting or denying petitions for annexation as otherwise permitted by Oregon law.

This policy applies to annexations that are initiated or requested by the owners of the property to be annexed and that require the consent of owners electors under ORS Chapter 222. It does not apply to annexations by election under ORS Chapters 222 or 195 or to non-consensual "island" annexations.

This policy applies notwithstanding the election requirements of Section 57 of the Lake Oswego Charter, which requires a City-wide vote prior to annexation of parcels within certain portions of the Stafford Area. If the owners of a parcel in that area initiate or request annexation contrary to this policy, the City Council will decline to refer the proposed annexation for a vote under Section 57.

**Procedure:**

1. Upon receipt of an annexation petition, the City Manager will determine whether a tree of a species and size greater than or equal to that listed below has been removed from the site following the date of this policy:

| <u>Species</u>                                 | <u>Common Name</u> | <u>Size (dbh)</u> |
|------------------------------------------------|--------------------|-------------------|
| Quercus garryana                               | Oregon white oak   | 08"               |
| Pseudotsuga menziesii                          | Douglas-fir        | 18"               |
| Thuja plicata                                  | Western red cedar  | 12"               |
| Pinus Ponderosa                                | Ponderosa pine     | 12"               |
| Other Deciduous and horticultural tree species |                    | 20"               |
| Other evergreen and conifer trees              |                    | 18"               |
| Western Yew                                    | Taxus Brevifolius  | 05"               |

2. If the City Manager determines that such a tree has been removed, the City Manager shall then allow the property owner an opportunity to establish, to the satisfaction of the City Manager, that the circumstances of the removal would have warranted issuance of a tree removal permit under the criteria of the Lake Oswego Tree Code.
3. If the City Manager determines that the property owner has established that the circumstances of the removal would have warranted issuance of a tree removal permit, the City Manager shall inform the Council that the property owner has complied with this policy.
4. If the City Manager determines that the property owner has failed to establish that the criteria for a tree removal permit would have been met, annexation shall be declined unless the property owner:
  - a. Plants a replacement tree of the same or a similar species (as determined by the City Manager), 15 to 20 feet tall and with a trunk size of 5 to 12 inch caliper dbh, in approximately the same location on the property as the removed tree. The height and trunk size within the above ranges shall be determined by the City Manager, considering the type of tree, its growth rate, availability of replacement trees at various sizes, and the size of the removed tree. The tree shall be planted according to the specifications in the City Tree Planting and Maintenance Guidelines as approved by the City Council;
  - b. Successfully maintains the replacement tree for at least three years prior to annexation (Successful maintenance includes, without limitation, immediate replacement of any

replacement tree that dies or otherwise declines during the maintenance period); and

- c. Pays a restoration fee into the City of Lake Oswego Tree Fund in the amount of the value of the removed tree as determined to the satisfaction of the City Manager in accordance with the methods set forth in the "Guide for Plant Appraisal" published by the International Society of Arboriculture, or such other method as may be deemed appropriate by the City Manager.

In addition to the pre-annexation requirements of Sections 4 a, 4 b and 4 c, above, annexation of the property shall be conditioned upon the following:

- d. The property owner shall execute an agreement with the City requiring the property owner to maintain the required mitigation (tree replacement), at his or her expense, in a manner consistent with this policy and to the satisfaction of the City Manager for a period of at least two years following the effective date of the annexation. The agreement shall also provide that, if the property owner fails to meet this obligation, the City may enter the property to restore and maintain the mitigation at the property owner's expense;
- e. The property owner shall record a restrictive covenant against the property, in a form approved by the City Attorney, requiring the mitigation to be maintained for at least two years following the effective date of the annexation in a manner consistent with this policy and to the satisfaction of the City Manager, granting the City the right to enforce the restrictive covenant, and allowing recovery of attorney fees and other enforcement expense by the City;
- f. The property owner shall grant and record an easement, in the form approved by the City Attorney, allowing the City access to and use of the property for the purposes of restoring and maintaining the required mitigation during the two-year period; and
- g. The property owner provide the City with a bond, cash deposit or other security acceptable to the City Manager, in a sum deemed by the City Manager to be sufficient to cover

the costs of restoration and maintenance of the required mitigation during the two-year period.

5. Any person who owns property within the unincorporated portion of the City's Urban Services Boundary and who proposes to remove a tree may apply for certification by City staff that the proposed removal would qualify for a Lake Oswego Tree Removal Permit if the property were within the City's boundaries. Upon a subsequent annexation petition, the certification shall satisfy the property owner's burden under paragraph 2 of this policy with relation to the removal of the tree. An applicant for a certification under this paragraph shall pay the same fee as established for the corresponding tree removal permit.
6. The City Council will not approve annexation of property where the requirements of this policy have not been met, unless the City Council elects, in its discretion, to exempt the property from this policy.

**II. Policy for parcels with resources that are inventoried or for which a determination is pending:**

The City Council declares that it will decline a petition for annexation of a parcel pursuant to ORS 222.125 or 222.170 when:

- (1) the parcel has previously been inventoried pursuant to the ESEE analysis performed by the City pursuant to the requirements of Statewide Planning Goal 5 and determined to have natural resources that would have been protected if located within the City, or the parcel is designated on the Lake Oswego Natural Resource Inventory Update Map as having natural resources for which there is a pending determination as to whether the criteria for such protection are met, and
- (2) the natural resources on the parcel have been removed or otherwise degraded beyond that which would have been clearly permitted under the City natural resource regulations,

unless the property owner mitigates the effects of the natural resource removal by restoring the site to the condition which would exist if the site had complied with the City's natural resource regulations from the date of the inventory, or from the date of designation on the Lake Oswego Natural Resource Inventory Update Map, to the date of annexation, and unless the mitigation is successfully maintained by the property owner for a period of at least three years prior to annexation, and the property owner commits to

maintaining the mitigation for at least two years following annexation. If the property owner or other applicant for annexation cannot substantiate to the satisfaction of the City Manager the quality and quantity of natural resources that were on the site prior to the removal or degradation, the property owner must establish or enhance natural resources within the mapped natural resources area to a minimum quality and quantity determined by the City Manager, taking into consideration the data and analysis that resulted in the designation of the mapped natural resources area on the site.

In the case of annexation petitions for parcels with natural resources designated on the Lake Oswego Natural Resource Inventory Update Map, an analysis of the resources under the criteria of LOC 50.15.020 shall be completed by City staff at the applicant's expense prior to the City Council's consideration of the petition. If, in the determination of the City Manager, the resources meet the criteria for protection under the City's natural resources regulations, annexation will be declined pursuant to this policy unless mitigation occurs as provided above. If the City Manager determines that the resources do not meet the criteria for protection, this policy shall not apply.

Compliance with this policy shall not be deemed to assure that the City Council will approve the annexation petition. This policy shall not be construed as preventing the Council from exercising its full discretionary authority in granting or denying petitions for annexation as otherwise permitted by Oregon law.

This policy applies to annexations that are initiated or requested by the owners of the property to be annexed and that require the consent of owners electors under ORS Chapter 222. It does not apply to annexations by election under ORS Chapters 222 or 195 or to non-consensual "island" annexations.

This policy applies notwithstanding the election requirements of Section 57 of the Lake Oswego Charter, which requires a City-wide vote prior to annexation of parcels within certain portions of the Stafford Area.) If the owners of a parcel in that area initiate or request annexation contrary to this policy, the City Council will decline to refer the proposed annexation for a vote under Section 57.

**Procedure:** To identify annexing parcels on which natural resources have been degraded and for which the City has conducted natural resources inventory and mapping, the following procedures shall apply:

1. Upon receipt of an annexation petition, City staff will determine whether the site contains inventoried natural resources or contains

resources designated on the Lake Oswego Natural Resource Inventory Update (NRIU) Map. If so, staff will visit the parcel(s) proposed for annexation and compare existing site conditions to the City's site inventory of natural resources, or to the NRIU Map.

2. If it appears that the functions and values of the natural resources on the site have been compromised since the parcel was inventoried or designated on the NRIU Map beyond that which would be clearly permitted under the City's natural resource regulations:
  - a. For inventoried resources, and for resources designated on the NRIU Map that have been determined to meet the criteria for protection under paragraph 2(b), staff will instruct the property owner to develop a mitigation and restoration plan that restores and protects the functions and values of the resource on-site to the same degree as if the site had been protected under the City's natural resource programs from the date of inventory to the date of annexation. The plan shall be prepared by a certified professional (restoration ecologist, biologist, ecologist, etc.) approved by the City Manager. If the property owner or other applicant for annexation cannot substantiate to the satisfaction of the City Manager the quality and quantity of natural resources that were on the site prior the removal or degradation, the mitigation plan must provide for the establishment or enhancement of natural resources within the mapped natural resources area to a minimum quality and quantity determined by the City Manager, taking into consideration the data and analysis that resulted in the designation of the mapped natural resources area on the site. (A property owner who wishes to establish a natural resource "baseline" following inventory and prior to any development activities which could degrade the natural resources is encouraged to contact the City's Natural Resource Coordinator to obtain an inventory of the quality and quantity of the natural resources existing on the site.) The mitigation plan shall be reviewed and either approved by the City Manager or the City Manager shall make recommendations for improvement to the mitigation plan.
  - b. In the case of parcels with natural resources designated on the NRIU Map, an analysis of the resources under the criteria of LOC 50.15.020 shall be completed by City staff at the applicant's expense. Following the analysis, the City Manager shall determine whether the resources meet the criteria for protection. If so, mitigation under paragraph 2(a) shall be required to the same extent as though the resources had been inventoried prior to the filing of the annexation petition.

3. If the property owner complies with the mitigation plan as approved by the City Manager prior to annexation, and maintains the mitigation for at least three years prior to annexation, the property owner shall be deemed to have restored the natural resources on the parcel sufficient to be eligible for annexation under this policy. Annexation of the property shall be conditioned upon the following:
  - a. The property owner shall execute an agreement with the City requiring the property owner to maintain the required mitigation, at his or her expense, in a manner consistent with this policy and to the satisfaction of the City Manager for a period of at least two years following the effective date of the annexation. The agreement shall also provide that, if the property owner fails to meet this obligation, the City may enter the property to restore and maintain the mitigation at the property owner's expense;
  - b. The property owner shall record a restrictive covenant against the property, in a form approved by the City Attorney, requiring the mitigation to be maintained for at least two years following the effective date of the annexation in a manner consistent with this policy and to the satisfaction of the City Manager, granting the City the right to enforce the restrictive covenant, and allowing recovery of attorney fees and other enforcement expense by the City;
  - c. The property owner shall grant and record an easement, in the form approved by the City Attorney, allowing the City access to and use of the property for the purposes of restoring and maintaining the required mitigation during the two-year period; and
  - d. The property owner provide the City with a bond, cash deposit or other security acceptable to the City Manager, in a sum deemed by the City Manager to be sufficient to cover the costs of restoration and maintenance of the required mitigation during the two-year period.
4. The City Council will not approve annexation of property where the requirements of this policy have not been met, unless the City Council elects, in its discretion, to exempt the property from this policy.

### **III. Policy for parcels where water resources have been degraded in violation of state or federal law.**

The City Council declares that it will decline a petition for annexation of a parcel pursuant to ORS 222.125 or 222.170 if, following the date of this policy, a water resource on the parcel has been filled, or has had material removed, or has otherwise been degraded, in violation of any state or federal law or regulation, unless the property owner:

- Pays in full all fines, civil penalties and other assessments imposed or otherwise required by any state or federal agency;
- Pays in full any damages awarded pursuant to the provisions of ORS Chapter 196 or pursuant to any similar or related statutes or regulations;
- Fully complies with any order of any state or federal agency related to the degradation of the water resource; and
- Complies with all mitigation or restoration requirements imposed or ordered by a state or federal agency, and successfully maintains the mitigation or restoration for at least three years prior to annexation and commits to maintain the mitigation for at least two years following annexation.

For the purposes of this policy, “water resource” shall mean any natural waterway including any bay, stream, lake, wetland or other body of water, whether navigable or non-navigable.

Compliance with this policy shall not be deemed to assure that the City Council will approve the annexation petition. This policy shall not be construed as preventing the Council from exercising its full discretionary authority in granting or denying petitions for annexation as otherwise permitted by Oregon law.

This policy applies to annexations that are initiated or requested by the owners of the property to be annexed and that require the consent of owners electors under ORS Chapter 222. It does not apply to annexations by election under ORS Chapters 222 or 195 or to non-consensual “island” annexations.

This policy applies notwithstanding the election requirements of Section 57 of the Lake Oswego Charter, which requires a City-wide vote prior to annexation of parcels within certain portions of the Stafford Area. If the owners of a parcel in that area initiate or request annexation contrary to this policy, the City Council will decline to refer the proposed annexation for a vote under Section 57.

#### **Procedure:**

1. Upon receipt of an annexation petition, City staff will determine whether the site contained a water resource prior to the date of this policy, and will visit the site to determine the current condition of the resource.

2. If it appears that, following the date of this policy, removal or fill has occurred, or that the functions and values of the water resource have otherwise been compromised, in violation of any state or federal law or regulation, and if the violation has not previously been reported to the appropriate state or federal agency, the violation shall be reported to the appropriate agency by City staff.
3. If it appears to staff that no violation has occurred and no report has been made, or if a report is made but the appropriate state or federal agency determines that no violation has occurred, the City Manager shall inform the City Council that the proposed annexation does not violate this policy.
4. If a report has been made, and the appropriate state or federal agency determines that a violation has occurred, the annexation petition shall be denied unless the property owner:
  - a. Pays in full all fines, civil penalties and other assessments imposed or otherwise required by any state or federal agency;
  - b. Pays in full any damages awarded pursuant to the provisions of ORS Chapter 196, or awarded pursuant to any similar or related statutes or regulations;
  - c. Fully complies, in the determination of the City Manager, with any order of any state or federal agency related to the degradation of the water resource; and
  - d. Fully complies, in the determination of the City Manager, with all mitigation or restoration requirements imposed or ordered by the state or federal agency, and successfully maintains the mitigation or restoration for at least five years prior to annexation.

In addition to the pre-annexation requirements of Sections 4 (a), 4 (b), 4 (c) and 4 (d), above, annexation of the property shall be conditioned upon the following:

- e. The property owner shall execute an agreement with the City requiring the property owner to maintain the required mitigation, at his or her expense, in a manner consistent with this policy and to the satisfaction of the City Manager for a period of at least two years following the effective date of the annexation. The agreement shall also provide that, if the property owner fails to meet this obligation, the City may enter the property to restore and maintain the mitigation at the property owner's expense;

- f. The property owner shall record a restrictive covenant against the property, in a form approved by the City Attorney, requiring the mitigation to be maintained for at least two years following the effective date of the annexation in a manner consistent with this policy and to the satisfaction of the City Manager, granting the City the right to enforce the restrictive covenant, and allowing recovery of attorney fees and other enforcement expense by the City;
  - g. The property owner shall grant and record an easement, in the form approved by the City Attorney, allowing the City access to and use of the property for the purposes of restoring and maintaining the required mitigation during the two-year period; and
  - h. The property owner provide the City with a bond, cash deposit or other security acceptable to the City Manager, in a sum deemed by the City Manager to be sufficient to cover the costs of restoration and maintenance of the required mitigation during the two-year period.
5. The City Council will not approve annexation of property that does not comply with the preceding requirements, unless the Council elects, in its discretion, to exempt the property from this policy.

#### **IV. Obligations Run with the Land.**

Any obligation of the “property owner” under these policies shall “run with the land” and shall be an obligation of the owner of the property at the time required for performance of the obligation, regardless of any prior transfers of title.

#### **V. Public Notice.**

The City Manager shall publicize the adoption of these policies by providing notice to the news media, local realtors, local arborists and foresters, the Home Builders Association of Metropolitan Portland, the Clackamas County Planning Department, and to those Neighborhood Associations and County Planning Organizations whose boundaries include unincorporated areas within the City’s Urban Services Boundary. The City Manager shall encourage the Neighborhood Associations and County Planning Organizations to provide notice of these policies to their membership, and to any realtor that posts signage advertising a property for sale within the unincorporated area. The City Manager shall also provide written notice of these policies to the owners (as listed in the property tax assessment roll) of property within the unincorporated area that have inventoried natural resources, or that have resources designated on the Lake Oswego Natural Resource Inventory Update Map.

**VL. Replacement of previous annexation policy.**

These policies replace the Interim Policy on Annexation adopted by the City Manager on April 5, 2004.

**RESOLUTION NO. 06-09****A RESOLUTION OF THE WEST LINN CITY COUNCIL ADOPTING POLICIES  
DISCOURAGING DESTRUCTION OF NATURAL RESOURCES PRIOR TO  
ANNEXATION**

WHEREAS, the City of West Linn has adopted regulations protecting environmentally sensitive natural resources and significant trees within the City; and

WHEREAS, it is the City's policy to discourage owners from removing or degrading natural resources prior to filing an application to annex property to the City in order to maximize development opportunities; therefore,

BE IT RESOLVED by the West Linn City Council that:

Section 1. The City Council hereby adopts the "Policies Discouraging Destruction of Natural Resources and Significant Trees Prior to Annexation" attached to this Resolution as Exhibit A and incorporated by this reference;

Section 2. This Resolution shall be effective upon passage.

PASSED AND APPROVED this 13th day of February 2006.

Norman B. King  
Norman B. King  
Mayor

Attest:

Nancy A. Davis

## **EXHIBIT A**

### **POLICIES DISCOURAGING DESTRUCTION OF NATURAL RESOURCES AND SIGIFICANT TREES PRIOR TO ANNEXATION**

**Purpose:** To encourage property owners interested in petitioning the City for annexation to preserve and protect natural resources and significant trees prior to annexation.

**Background:** On previous occasions the City has received petitions to annex properties on which trees have been cut down, vegetation removed and streams degraded. Although the County may not have regulated these actions, in some cases they would violate City natural resource protection requirements.

Removal of natural features may contribute to erosion and water quality problems resulting in degradation of wildlife habitat and siltation buildup in waterways. When such properties are subsequently annexed, the City may become obligated to develop programs and expend funds to mitigate the negative effects of natural resource removal.

These types of actions gain additional importance in light of the listing of endangered species under the Endangered Species Act in the Tualatin and Willamette Rivers and their tributaries, which receive storm water runoff and other drainage from within the City. The County, the City and private citizens should work together to ensure that their programs and activities are "salmon safe."

Removal of significant trees – whether or not within a protected tree grove – can have a negative effect upon aesthetics and natural processes, and should be discouraged in areas subject to annexation unless the criteria for tree removal under the City Code have been met.

**Application:** These policies apply to the City's consideration of annexation of properties within West Linn's portion of the Portland metropolitan area Urban Growth Boundary. These policies apply notwithstanding the election requirements of Section 3 of the West Linn Charter, which requires a City-wide vote prior to annexation of parcels outside the City. All references to City Manager shall be construed as including a person designated by the City Manager to implement and enforce these policies.

**Compliance:** Compliance with this policy shall not be deemed to assure that the City Council will approve an annexation petition, nor shall it be construed as preventing the Council from exercising its full discretionary authority in granting or denying petitions for annexation.

**I. Policies for parcels from which trees of a certain size and species have been removed.**

1. The City Council will decline a petition for annexation if a tree of a size and species listed in the procedures below has been removed from the property following the date of this policy under circumstances that, in the determination of the City Manager, would not have warranted issuance of a permit for the removal

of the tree under the criteria of the West Linn Municipal Code unless removal is mitigated in accordance with the following procedures.

**2. Procedures:**

- a. Upon receipt of an annexation petition, the City Manager will determine whether a tree of a species and size greater than or equal to that listed below has been removed from the site following the date of this policy:

| Species           | Common Name            | Size (dbh)                   |
|-------------------|------------------------|------------------------------|
| Quercus garryana  | Oregon white oak       | 6.37 inches<br>(20" circum.) |
| Arbutus menziesii | Pacific madrone        | 6.37 inches<br>(20" circum.) |
|                   | Native dogwood         | 6.37 inches<br>(20" circum.) |
|                   | All other tree species | 12.1 inches<br>(38" circum.) |

- b. If the City Manager determines that such a tree has been removed, the City Manager shall then allow the property owner an opportunity to establish to the satisfaction of the City Manager that the circumstances of the removal would have warranted issuance of a tree removal permit under the criteria set forth in the West Linn Municipal Code.
- c. If the City Manager determines that the property owner has established that the circumstances of the removal would have warranted issuance of a tree removal permit, the City Manager shall inform the Council that the property owner has complied with this policy.
- d. If the City Manager determines that the property owner has failed to establish that the criteria for a tree removal permit would have been met, annexation shall be declined unless the property owner satisfies conditions (1) and (2) below, or condition (3).
- (1) Plants a replacement tree of the same or a similar species (as determined by the City Manager), 15 to 20 feet tall and with a trunk size of 5 to 12 inch caliper dbh (diameter at breast height), in approximately the same location on the property as the removed tree, or of a height and trunk size determined by the City Manager,

considering the type of tree, its growth rate, availability of replacement trees at various sizes, and the size of the removed tree. The tree shall be planted in accordance with established standards and practices of the city arborist;

- (2) Successfully maintains the replacement tree for at least three years prior to annexation (Successful maintenance includes, without limitation, immediate replacement of any replacement tree that dies or otherwise declines during the maintenance period); or
  - (3) Pays a restoration fee into the City of West Linn in the amount of the value of the removed tree as determined to the satisfaction of the City Manager in accordance with the methods set forth in the "Guide for Plant Appraisal" published by the International Society of Arboriculture, or such other method as may be deemed appropriate by the City Manager.
- e. In addition to the pre-annexation requirements of Sections 4 a-d above, annexation of the property shall be conditioned upon the following:
- (1) The property owner shall execute an agreement with the City requiring the property owner to maintain the required mitigation (tree replacement), at his or her expense, in a manner consistent with this policy and to the satisfaction of the City Manager for a period of at least two years following the effective date of the annexation. The agreement shall also provide that, if the property owner fails to meet this obligation, the City may enter the property to restore and maintain the mitigation at the property owner's expense;
  - (2) The property owner shall record a restrictive covenant against the property, in a form approved by the City Attorney, requiring the mitigation to be maintained for at least two years following the effective date of the annexation in a manner consistent with this policy and to the satisfaction of the City Manager, granting the City the right to enforce the restrictive covenant, and allowing recovery of attorney fees and other enforcement expense by the City;
  - (3) The property owner shall grant and record an easement, in the form approved by the City Attorney, allowing the City access to and use of the property for the purposes of restoring and maintaining the required mitigation during the two-year period; and
  - (4) The property owner shall provide the City with a bond, cash deposit or other security acceptable to the City Manager, in a sum deemed by the City Manager to be sufficient to cover the costs of restoration and maintenance of the required mitigation during the two-year period.
3. Any person who owns property within the unincorporated portion of the City's Urban Growth Boundary and who proposes to remove a tree may apply for certification by

City staff that the proposed removal would qualify for a West Linn Tree Removal Permit if the property were within the City's boundaries. Upon a subsequent annexation petition, the certification shall satisfy the property owner's burden under paragraph 2 of this policy with relation to the removal of the tree. An applicant for a certification under this paragraph shall pay the same fee as established for the corresponding tree removal permit.

4. The City Council will not approve annexation of property where the requirements of this policy have not been met, unless the City Council elects, in its discretion, to exempt the property from this policy.

## **II. Policy for parcels with resources that are inventoried:**

The City Council will decline a petition for annexation of a parcel when:

1. The parcel has previously been inventoried pursuant to the requirements of Oregon Land Use Goal 5 and determined to have natural resources that would have been protected if located within the City.
2. The natural resources on the parcel have been removed or otherwise degraded beyond that which would have been clearly permitted under the City natural resource regulations, unless the property owner mitigates the effects of the natural resource removal by restoring the site to the condition, which would exist if the site had complied with the City's natural resource regulations from the date of the inventory, and unless the mitigation is successfully maintained by the property owner for a period of at least three years prior to annexation, and the property owner commits to maintaining the mitigation for at least two years following annexation. If the property owner or other applicant for annexation cannot substantiate to the satisfaction of the City Manager the quality and quantity of natural resources that were on the site prior to the removal or degradation, the property owner must establish or enhance natural resources within the mapped natural resources area to minimum quality and quantity determined by the City Manager, taking into consideration the data and analysis that resulted in the designation of the mapped natural resources area on the site.
3. In the case of annexation petitions for parcels with natural resources designated on the West Linn Natural Resource Inventory Map, an analysis of the resources under the criteria of Oregon Land Use Goal 5 shall be completed by City staff at the applicant's expense prior to the City Council's consideration of the petition. If, in the determination of the City Manager, the resources meet the criteria for protection under the City's natural resources regulations, annexation will be declined pursuant to this policy unless mitigation occurs as provided above. If the City Manager determines that the resources do not meet the criteria for protection this policy shall not apply.
4. Procedure: To identify annexing parcels on which natural resources have been degraded and for which the City has conducted natural resources inventory and mapping, the following procedures shall apply:

- a. Upon receipt of an annexation petition, City staff will determine whether the site contains inventoried natural resources designated on the West Linn Natural Resource Inventory (NRI) Map. If so, staff will visit the parcel(s) proposed for annexation and compare existing site conditions to the City's site inventory of natural resources.
- b. If it appears that the functions and values of the natural resources on the site have been compromised since the parcel was inventoried or designated on the NRI Map beyond that which would be clearly permitted under the City's natural resource regulations:
- c. For inventoried resources, and for resources designated on the NRI Map that have been determined to meet the criteria for protection under paragraph 2(b), staff will instruct the property owner to develop a mitigation and restoration plan that restores and protects the functions and values of the resource on-site to the same degree as if the site had been protected under the City's natural resource programs from the date of inventory to the date of annexation. The plan shall be prepared by a certified professional (restoration ecologist, biologist, ecologist, etc.) approved by the City Manager. If the property owner or other applicant for annexation cannot substantiate to the satisfaction of the City Manager the quality and quantity of natural resources that were on the site prior the removal or degradation, the mitigation plan must provide for the establishment or enhancement of natural resources within the mapped natural resources area to a minimum quality and quantity determined by the City Manager, taking into consideration the data and analysis that resulted in the designation of the mapped natural resources area on the site. (A property owner who wishes to establish a natural resource "baseline" following inventory and prior to any development activities which could degrade the natural resources is encouraged to contact the City Arborist to obtain an inventory of the quality and quantity of the natural resources existing on the site. The mitigation plan shall be reviewed and either approved by the City Manager or the City Manager shall make recommendations for improvement to the mitigation plan.
- d. In the case of parcels with natural resources designated on the NRI Map, City staff at the applicant's expense shall complete an analysis of the resources under the Goal 5 criteria. Following the analysis, the City Manager shall determine whether the resources meet the criteria for protection. If so, mitigation shall be required to the same extent as though the resources had been inventoried prior to the filing of the annexation petition.
- e. If the property owner complies with the mitigation plan as approved by the City Manager prior to annexation, and maintains the mitigation for at least three years prior to annexation, the property owner shall be deemed to have restored the natural resources to the parcel sufficient to be eligible for annexation under this policy. Annexation of the property shall be conditioned upon the following:
  - (1) The property owner shall execute an agreement with the City requiring the property owner to maintain the required mitigation, at his or her expense, in a manner consistent with this policy and to the satisfaction of the City Manager

for a period of at least two years following the effective date of the annexation. The agreement shall also provide that, if the property owner fails to meet this obligation, the City may enter the property to restore and maintain the mitigation at the property owner's expense;

- (2) The property owner shall record a restrictive covenant against the property, in a form approved by the City Attorney, requiring the mitigation to be maintained for at least two years following the effective date of the annexation in a manner consistent with this policy and to the satisfaction of the City Manager, granting the City the right to enforce the restrictive covenant, and allowing recovery of attorney fees and other enforcement expense by the City;
  - (3) The property owner shall grant and record an easement, in the form approved by the City Attorney, allowing the City access to and use of the property for the purposes of restoring and maintaining the required mitigation during the two-year period; and
  - (4) The property owner shall provide the City with a bond, cash deposit or other security acceptable to the City Manager, in a sum deemed by the City Manager to be sufficient to cover the costs of restoration and maintenance of the required mitigation during the two-year period.
5. The City Council will not approve annexation of property where the requirements of this policy have not been met, unless the City Council elects, in its discretion, to exempt the property from this policy.

**III. Policy for parcels where water resources have been degraded in violation of state or federal law.**

1. The City Council will decline a petition for annexation of a parcel if following the date of this policy a water resource on the parcel has been filled, or has had material removed, or has otherwise been degraded, in violation of any state or federal law or regulation, unless the property owner:
  - a. Pays in full all fines, civil penalties and other assessments imposed or otherwise required by any state or federal agency;
  - b. Pays in full any damages awarded pursuant to the provisions of ORS Chapter 196 or pursuant to any similar or related statutes or regulations;
  - c. Fully complies with any order of any state or federal agency related to the degradation of the water resource; and
  - d. Complies with all mitigation or restoration requirements imposed or ordered by a state or federal agency, and successfully maintains the mitigation or restoration for at least three years prior to annexation and commits to maintain the mitigation for at least two years following annexation.

2. For the purposes of this policy, "water resource" shall mean any natural waterway including any bay, stream, lake, wetland or other body of water, whether navigable or non-navigable.

3. Procedure:

- a. Upon receipt of an annexation petition, City staff will determine whether the site contained a water resource prior to the date of this policy, and will visit the site to determine the current condition of the resource.
- b. If it appears that, following the date of this policy, removal or fill has occurred, or that the functions and values of the water resource have otherwise been compromised in violation of any state or federal law or regulation, and if the violation has not previously been reported to the appropriate state or federal agency, the violation shall be reported to the appropriate agency by City staff.
- c. If it appears to staff that no violation has occurred and no report has been made, or if a report is made but the appropriate state or federal agency determines that no violation has occurred, the City Manager shall inform the City Council that the proposed annexation does not violate this policy.
- d. If a report has been made, and the appropriate state or federal agency determines that a violation has occurred, the annexation petition shall be denied unless the property owner:
  - (1) Pays in full all fines, civil penalties and other assessments imposed or otherwise required by any state or federal agency;
  - (2) Pays in full any damages awarded pursuant to the provisions of ORS Chapter 196, or awarded pursuant to any similar or related statutes or regulations;
  - (3) Fully complies, in the determination of the City Manager, with any order of any state or federal agency related to the degradation of the water resource; and
  - (4) Fully complies, in the determination of the City Manager, with all mitigation or restoration requirements imposed or ordered by the state or federal agency, and successfully maintains the mitigation or restoration for at least five years prior to annexation.
- e. In addition to the pre-annexation requirements above, annexation of the property shall be conditioned upon the following:
  - (1) The property owner shall execute an agreement with the City requiring the property owner to maintain the required mitigation, at his or her expense, in a manner consistent with this policy and to the satisfaction of the City Manager for a period of at least two years following the effective date of the annexation. The agreement shall also provide that, if the property owner fails to meet this obligation, the City may enter the property to restore and maintain the mitigation at the property owner's expense;

- (2) The property owner shall record a restrictive covenant against the property, in a form approved by the City Attorney, requiring the mitigation to be maintained for at least two years following the effective date of the annexation in a manner consistent with this policy and to the satisfaction of the City Manager, granting the City the right to enforce the restrictive covenant, and allowing recovery of attorney fees and other enforcement expense by the City;
  - (3) The property owner shall grant and record an easement, in the form approved by the City Attorney, allowing the City access to and use of the property for the purposes of restoring and maintaining the required mitigation during the two-year period; and
  - (4) The property owner shall provide the City with a bond, cash deposit or other security acceptable to the City Manager, in a sum deemed by the City Manager to be sufficient to cover the costs of restoration and maintenance of the required mitigation during the two-year period.
4. The City Council will not approve annexation of property that does not comply with the preceding requirements, unless the Council elects, in its discretion, to exempt the property from this policy.

#### **IV. Obligations Run with the Land.**

Any obligation of the "property owner" under these policies shall "run with the land" and shall be an obligation of the owner of the property at the time required for performance of the obligation, regardless of any prior transfers of title.

#### **V. Public Notice.**

The City Manager shall publicize the adoption of these policies by providing notice to the news media, local realtors, local arborists and foresters, the Home Builders Association of Metropolitan Portland, the Clackamas County Planning Department, and to those Neighborhood Associations and County Planning Organizations whose boundaries include unincorporated areas adjacent to the City. The City Manager shall encourage the Neighborhood Associations and County Planning Organizations to provide notice of these policies to their membership, and to any realtor that posts signage advertising a property for sale within the unincorporated area. The City Manager shall also provide written notice of these policies to the owners (as listed in the property tax assessment roll) of unannexed property within the City's portion of the Portland metropolitan area Urban Growth Boundary.

## **RESOLUTION NO. 2025**

### **A RESOLUTION OF THE CITY OF WILSONVILLE ADOPTING A POLICY ENCOURAGING THE PRESERVATION OF SIGNIFICANT NATURAL RESOURCES AND TREES PRIOR TO ANNEXATION**

WHEREAS, the City of Wilsonville has adopted regulations protecting environmentally sensitive natural resources and trees within the City; and

WHEREAS, on occasion property owners have removed or degraded natural resources within areas adjacent or near to the City in order to maximize development opportunities; and

WHEREAS, the City Council recognizes that most property owners are good stewards of their land and that these property owners seek to balance the long-term preservation and protection of sensitive natural resources with the development of their land; and

WHEREAS, the Urban Growth Boundary defines City of Wilsonville's ultimate growth area, within which the City will be the eventual provider of the full range of urban services; and

WHEREAS, the policy is strictly advisory in nature and the City Council retains complete discretion over annexation of lands without regard to the policy's application; and

WHEREAS, the City Council finds that it is in the public interest to encourage the preservation of significant trees and sensitive natural areas on properties within the unincorporated portions of Clackamas and Washington counties; and

WHEREAS, annexation decisions under ORS Chapter 222 may be based solely upon determination of what is in the public interest and may be made without reference to comprehensive plans and implementing ordinances; and

WHEREAS, the public interest in maintaining natural resources and making annexation decisions based upon preservation of such resources is facilitated by the policy adopted herein,

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

Section 1. The City Council hereby adopts the "Policy Encouraging the Preservation of Significant Natural Resources and Trees Prior to Annexation" attached to this Resolution as Exhibit A and incorporated by this reference;

Section 2. This resolution is effective upon adoption.

**RESOLUTION NO. 2025**

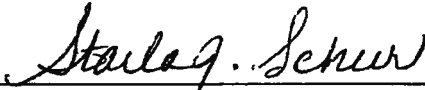
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Attachment I

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 16<sup>th</sup> day of July 2007, and filed with the Wilsonville City Recorder this date.

  
\_\_\_\_\_  
CHARLOTTE LEHAN, Mayor

ATTEST:

  
\_\_\_\_\_  
Starla J. Schur, Deputy City Recorder

SUMMARY OF VOTES:

|                  |            |
|------------------|------------|
| Mayor Lehan      | <u>Yes</u> |
| Councilor Kirk   | <u>Yes</u> |
| Councilor Núñez  | <u>Yes</u> |
| Councilor Knapp  | <u>Yes</u> |
| Councilor Ripple | <u>Yes</u> |

**POLICY ENCOURAGING THE PRESERVATION OF SIGNIFICANT NATURAL RESOURCES AND TREES PRIOR TO ANNEXATION**

**Purpose:** The intent of this policy is to encourage property owners interested in petitioning the City for annexation to preserve and protect significant natural resources and trees prior to annexation in a manner consistent with the City of Wilsonville Development Code. Through the application of consistent and equitable guidelines within the City limits and in future annexation areas, the preservation and protection of significant natural resources and trees for existing and future residents is facilitated.

The policy is strictly advisory in nature. The City Council retains complete discretion over annexation of lands without regard to the policy's application. The policy contains no prohibition against any activities involving the use of land, but merely informs property owners that their actions may affect review and approval of a future annexation request by the owner to the City Council.

The City Council recognizes that most property owners are good stewards of their land. In this context, "stewardship" of the land has the meaning of the individual's responsibility to manage their land with proper regards to the rights of others. This policy balances the long-term preservation and protection of significant natural resources and trees together with development of land to provide the following:

- a. To protect and preserve natural resources, open space, flood hazard areas, the Significant Resource Overlay Zone (SROZ), and the Willamette River Greenway;
- b. To protect, preserve, and provide proper maintenance and use of trees and woodlands in order to protect natural habitat and prevent erosion; and
- c. To protect and preserve a water resource, such as a river, stream, lake, wetland or other body of water whether navigable or non-navigable, that a state and/or federal agency has jurisdiction over.

**I. Applicability of Policy.**

- (1) The provisions of this policy apply to property owners interested in petitioning the City of Wilsonville for annexation. If a property owner is not interested in seeking annexation by the City of Wilsonville, the policy does not affect their property.
- (2) Two classes of parcels are addressed by this policy, which include:
  - a. Parcels within the Urban Growth Boundary:

As addressed in the following sections, the provisions of the policy apply to property owners interested in petitioning the City for annexation.

- b. Parcels outside the Urban Growth Boundary:  
The policy is for informational and educational purposes. City staff is available to provide assistance to property owners in reviewing the guidelines of the policy.

## **II. Parcels from which trees of a certain size have been removed.**

The City Council declares that it will more favorably view a petition for annexation of a parcel pursuant to ORS 222.125 or 222.170 (annexations petitioned by property owners or resident electors) if trees are preserved and protected under the criteria of the Wilsonville Tree Preservation and Protection Code following the date of this policy.

## **III. Parcels with significant natural resources that are inventoried or for which there may be a future determination.**

The City Council declares that it will more favorably view a petition for annexation of a parcel pursuant to ORS 222.125 or 222.170 (annexations petitioned by property owners or resident electors) when:

- (1) The significant natural resources on the parcel have been preserved and protected consistent with the City natural resource regulations following the date of this policy; and
- (2) The parcel has previously been evaluated by the City and determined to have significant natural resources that would have been protected if located within the City limits, or the parcel has significant natural resources for which there may be a future determination as to whether significant natural resources are present.

## **IV. Parcels where water resources have been degraded in violation of state and/or federal law.**

If state and/or federal laws have been violated regarding water resources following the date of this policy, the City Council declares that it will decline a petition for annexation of a parcel pursuant to ORS 222.125 or 222.170 (annexations petitioned by property owners or resident electors), unless the property owner:

- (1) Pays in full all fines, civil penalties and other assessments imposed or otherwise required by any state and/or federal agency;
- (2) Pays in full any damages awarded pursuant to the provisions of ORS Chapter 196 or pursuant to any similar or related statutes or regulations;

- (3) Fully complies with any order of any state and/or federal agency related to the degradation of the water resource; and
- (4) Complies with all mitigation or restoration requirements imposed or ordered by a state and/or federal agency, and successfully maintains the mitigation or restoration for at least five years following mitigation implementation.

Compliance with this section is mandatory because the City Council does not have the ability to waive these state and/or federal requirements. For the purposes of this policy, "water resource" shall mean any natural waterway including any river, stream, lake, wetland or other body of water, whether navigable or non-navigable.

#### **V. General Provisions**

1. Compliance with this policy will not be deemed to assure that the City Council will approve the annexation petition. This policy will not be construed as preventing the City Council from exercising its full discretionary authority in granting or denying petitions for annexation as otherwise permitted by Oregon law. Application of city and Metro land use requirements, for example is a separate matter.
2. This policy applies to annexations that are initiated or requested by the owners of the property to be annexed and that require the consent of owners or electors under ORS Chapter 222 (annexations petitioned by property owners or resident electors). It does not apply to annexations by election under ORS Chapters 222 or 195 or to non-consensual "island" annexations.
3. Exemptions. The City Council may choose not to approve annexation of property where the preceding provisions have not been met, unless the City Council elects, in its discretion, to exempt the property from this policy for any of the following reasons, such as:
  - a. Emergency procedures or emergency activities undertaken which are necessary for the protection of public health, safety and welfare, or measures to remove or abate hazards, including but not limited to fire hazards, and nuisances; or
  - b. The uses and activities are exempt from the City's natural resources or tree preservation and protection regulations; or
  - c. Forest uses and activities conducted in accordance with an established forest management plan or in compliance with approved forestry practices. Forest practices include the administrative rules as adopted by the Oregon Department of Forestry.

- d. Events, activities and uses caused by forces beyond the control of the property owner, or impacts to natural resources that have been mitigated using appropriate repair or restoration/enhancement methods; or
- d. In the City Council's judgment the public interest would be best served by approving the annexation or approving the annexation with conditional requirements.

#### **VI. Obligations Run With the Land.**

Any obligation of the "property owner" under these policies will "run with the land" and will be an obligation of the owner of the property at the time required for performance of the obligation, regardless of any prior transfers of title.

#### **VII. Public Notice.**

- (1) The City Manager will publicize the adoption of this policy by providing notice to the news media, local realtors, local natural resource consultants, the Home Builders Association of Metropolitan Portland, the Clackamas County Department of Transportation and Development, the Washington County Land Use and Transportation Department and to those neighborhood associations whose boundaries include unincorporated areas adjacent to the City limits. The City Manager will encourage the neighborhood associations and County Planning Organizations to provide notice of this policy to their membership and citizens, and to any realtor that posts signage advertising a property for sale within the unincorporated area. The City Manager will also provide written notice of these policies to the owners (as listed in the property tax assessment roll) of property within the unincorporated area that have significant natural resources designated on the Wilsonville Significant Resources Overlay Map.
- (2) Upon expansion of the Urban Growth Boundary, the City Manager will publicize the policy to affected property owners or parties in accordance with the procedure listed in this section.

**COMMUNITY DEVELOPMENT  
STAFF REPORT**

**Date:** July 10, 2007

**To:** Honorable Mayor and City Council

**From:** Kerry Rappold, Natural Resources Program Manager

**Subject:** Resolution No. 2025: Annexation Policy for Natural Resources Preservation

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***Introduction:***

Staff has prepared a policy that addresses the preservation of significant natural resources and trees on properties proposed for annexation. The policy establishes guidelines for property owners that petition the City of Wilsonville to be annexed. Through the application of consistent and equitable guidelines within the City limits and in future annexation areas, the City Council will assure the preservation and protection of significant natural resources and trees for existing and future generations.

The policy is strictly advisory in nature. The City Council retains complete discretion over annexation of lands without regards to the policy's application.

***Background:***

The rationale for developing the policy is partially predicated on situations that have occurred within the unincorporated areas on which trees have been cut, vegetation removed and streams degraded. In establishing the policy, the city seeks to work cooperatively with residents in future annexation areas to preserve and protect significant natural resources and trees in a manner consistent with the city's development code. Salmonid species listed under the Federal Endangered Species Act and the regulation of water quality issues under the Federal Clean Water Act provides another important reason for adopting the policy. When properties with resource degradation are subsequently annexed, the city may become obligated to develop programs and expand funds to mitigate the negative effects of natural resource removal and degradation.

Requirements for significant natural resources and tree protection are found in sections 4.139 and 4.600 of the city's development code, respectively. The Significant Resource Overlay Zone (SROZ), as addressed in Section 4.139, was developed pursuant to the requirements of Statewide Planning Goal 5. It included an inventory of significant natural resources, such as streams, riparian corridors, wetlands and upland forests. As part of the inventory, properties that were in the Urban Growth Boundary were included. Typically, only relatively minor impacts and encroachments to the SROZ are allowed by the development code.

The tree protection code, as addressed in Section 4.600, provides protection for individual trees. All trees greater than six (6) inches at d.b.h. (diameter at breast height) are protected under the development code. However, in many instances, it is possible to receive a tree removal permit

for the removal of one to three trees within a twelve month period. The removal of more than 3 trees usually entails a more involved process for application submittal requirements and the corresponding review.

Section IV of the proposed policy addresses properties where water resources have been degraded in violation of state or federal law. Water resources include any river, stream, lake, wetland or other body of water, whether navigable or non-navigable. It is the intent of this policy to ensure that violations are addressed, and compliance is achieved with state and federal law regarding these types of natural resources.

***Description of Policy:***

The policy is divided into seven sections: applicability of policy, trees of a certain size, significant natural resources, water resources, general provisions, obligations that run with the land, and public notice. Under sections II and III, references to the City's regulations for the protection and preservation of trees or natural resources are included. References to state and/or federal regulations are addressed under Section IV.

Upon adoption of the policy, staff, including arborists and natural resource professionals, will be available to work with property owners to help identify significant natural resources and trees and provide clarification on the process required for proposed uses or activities. Pursuant to Section I of the policy, properties currently within the UGB will receive the highest priority in regards to staff resources.

The policy is consistent with the authority and discretionary powers the City has to annex properties as prescribed in State law. Annexation decisions under Oregon Revised Statutes 222 may be based solely upon determination of what is in the public interest and may be made without reference to comprehensive plans and implementing ordinances. Pursuant to the policy, the City Council may exempt a property from the policy due to public interest concerns and other factors.

***City Council Review of Policy:***

The City Council reviewed the proposed policy at four separate work sessions in 2006: May 1<sup>st</sup>, July 31<sup>st</sup>, October 16<sup>th</sup>, and December 18<sup>th</sup>, and four separate work sessions in 2007: February 5<sup>th</sup>, February 21<sup>st</sup>, March 5<sup>th</sup> and May 7<sup>th</sup>. In addition a public hearing was held before the City Council on January 18<sup>th</sup>, and two public meetings in March and June. At the aforementioned work sessions and public hearing, City Council members identified revisions to the policy and received public input. The current version of the policy reflects the input provided by the City Council, staff and the public.

The most significant revisions to the policy were the following:

- 1) Shortened the length of the policy from 8 pages to 4 pages.

- 2) Section I (Preservation of significant natural resources and trees prior to annexation) was deleted and combined with the purpose statement.
- 3) Revised the purpose statement to clarify the intent of the policy is to apply consistent and equitable regulations within the City limits and in future annexation areas. In addition, wording was added that describes the advisory nature of the policy and the fact that the policy contains no prohibitions on property owner activities or uses.
- 4) Removed the background section due to its length and the redundancy of the information.
- 5) Revised wording in the policy to reflect a more positive tone, which included stating the City Council “will more favorably view a petition for annexation” where the natural resources have been protected consistent with the policy.
- 6) Added an “applicability” section to the policy. It describes the two-tiered system for properties inside and outside the Urban Growth Boundary.
- 7) Deleted “procedures and specific provisions” from sections II, III, and IV. The appropriate references to the Wilsonville Development Code in Sections II and III and the state and/or federal requirements in Section IV are still retained in the policy.
- 8) Removed all references to mitigation in sections II and III of the policy. Provisions for mitigation are stipulated in the referenced code sections for the SROZ and Tree Protection. This allows for the preservation of the significant natural resources and trees to be the primary emphasis of the policy, and not the opportunity to mitigate.
- 9) In Sections II and III, eliminated the certification procedures and the fees associated with this certification process. The fees probably act as a disincentive for property owner’s to comply with the policy.
- 10) Revised Exemptions under Section V (General Requirements) to indicate the City Council may exempt a property from the policy when “In the City Council’s judgment the public interest would be best served by approving the annexation or approving the annexation with conditional requirements.”
- 11) In Section V under Exemptions, added an exemption that allows property owners more latitude in regards to managing forest resources (i.e. consistent with the Forest Practices Act). This exemption reflects the different type and scale of forest management that occurs on rural property versus urban property.
- 12) In Section VII, included a statement that addresses noticing property owners about the policy when the Urban Growth Boundary is expanded. This additional notice reflects the bifurcated nature of the policy as it applies to properties inside and outside the UGB.

***Public Outreach:***

Staff prepared a brochure and notices that were used as part of the public outreach effort for the policy. The brochure is arranged in an easy to read question and answer format, which provides a brief description of the policy and outlines some of the more important requirements for affected property owners. Staff has also prepared a FAQ (i.e. frequently asked questions) fact sheet that includes “user-friendly” information about the policy.

The property owner mailing list included properties within one (1) mile of the City limits north of the Willamette River and within one-half (½) mile of the City limits south of the Willamette River. Almost one-thousand property owners received the brochure and notices for the policy. It was assumed, these properties are the most likely to be seeking annexation in the near future.

Notices were also sent to the planning departments in Clackamas and Washington counties, and the policy was discussed with county staff. Following adoption of the policy, a notice will be sent to the affected property owners, news media, local realtors, local natural resource consultants, the Home Builders Association, neighborhood associations (whose boundaries border unincorporated areas adjacent or near the City limits) and planning departments in Clackamas and Washington counties.

Two public meetings were held to gather input from the public about the proposed policy. At the first meeting on March 15<sup>th</sup>, there was considerable opposition expressed about the proposed policy. Based on the input from the public meeting and a discussion with the City Council at the May 7<sup>th</sup> work session, staff revised the policy’s content and length. The revised policy was presented to the public at a second meeting on June 16<sup>th</sup>. In general, the public reacted very favorably to the revised policy, and indicated staff had addressed many of their concerns about the previous policy.

A number of articles about the policy have been published in the Wilsonville Spokesman and the Oregonian. The policy, brochure and FAQ fact sheet are available for viewing on the city’s Web site. Staff has responded to numerous phone calls and e-mails about the policy, as well as speaking with property owners in person.

Based on the responses received from the public, the most common question, and misunderstanding about the policy related to whether the city was pursuing annexation of their property. Staff clarified the intent of the policy, and indicated annexations must follow a prescribed process that includes UGB expansion and subsequent requests for annexation.

***Recommendation:***

Approval of the accompanying resolution authorizing Staff to work with property owners to preserve significant natural resources and tree on properties proposed for annexation in the future.



# MEMORANDUM CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager 

**FROM:** Doug Rux, Community Development Director   
Colin Cortes, Assistant Planner 

**DATE:** January 25, 2010

**SUBJECT:** PUBLIC HEARING / LAND USE NOTIFICATION  
REQUIREMENTS: COMPARATIVE RESEARCH (PTA-09-07)

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## ISSUE BEFORE THE COUNCIL:

The issue before the Council is whether, and if so how, to amend those sections of the Tualatin Development Code (TDC) relating to public hearing / land use notification requirements, particularly related to mailed notification and site sign posting.

## POLICY CONSIDERATIONS:

- What are the best ways to accomplish the purpose of public hearing / land use notification?
- Should the minimum mailing notification distance be increased from 300 ft and if so to what distance?
- If notification distance expands, should the applicant cover the cost?
- Should proximity to residential planning districts influence the minimum mailing notification distance? For example, if a notification distance includes a portion of a residential subdivision, should the entire subdivision be notified?
- Should required signs be larger?
- Should the City establish standards or provide to applicants standard signs for neighborhood/developer meetings as it does for certain land use applications?

## BACKGROUND:

Oregon Revised Statutes (ORS) 197.763(2)(a)(A) mandates a minimum notification distance of 100 feet (ft) and ORS 197.763(2)(b) requires notification of any neighborhood or community organization recognized by the City and whose boundaries include the subject property. The City's current standard is 300 ft.

The City Council last examined this issue during the work session on October 12, 2009 and provided direction to (1) do a cost analysis of 300 versus 500-ft notification buffer,

and (2) research how other cities in the metro area regulate sign postings for land use applications excepting neighborhood/developer meeting signs.

## DISCUSSION:

### *Mailings*

Staff compared the costs of 300 versus 500-ft notification buffers using three examples of residential, commercial, and industrial parcels, including a variant of the residential example that takes in a residential subdivision. The example properties, which are illustrated in the attached Maps A through G, are the Sagert Property, the Sagert Property with adjoining Sequoia Ridge Subdivision, Clark Lumber, and the Itel Property. Table 1 below tabulates these costs. (Attachment H contains a more detailed table from which Table 1 is derived.)

The assumptions behind the cost comparison and the resulting table are:

- Five land use application types are most relevant: Architectural Review (AR), Conditional Use Permit (CUP), Plan Map Amendment (PMA), partition (PAR), and subdivision (SB).
- Mailed notification is via first class mail, presently 44¢ postage per piece.
- Because the existing methodology for updating land use application fees assumes a cost of 25¢ per page for paper and toner, staff used it for consistency.
- The cost of mailings depends on the land use application type in question because one or two mailings may be required and some mailings have more pages than others because of longer applications and additional exhibits. All applications involve a notice of application to neighboring property owners; those that require a quasi-judicial public hearing require a second mailing, a notice of hearing, to the same owners.
- Staff excluded the mailing costs for any required recipients who are not within the group of property owners within a 300 or 500-ft distance of a subject property.
- By taking an example each for AR, CUP, PMA, PAR, and SB, staff estimated the typical number of mailed pages for an application type. Staff then multiplied these by the number of recipients in the 300 and 500-ft buffers.

*Table 1: Estimated Mailing Costs*

|            | <i>Land Use</i>         | <i>Residential</i>     | <i>Residential with Subdivision</i>                  | <i>Commercial</i>   | <i>Industrial</i>    |
|------------|-------------------------|------------------------|------------------------------------------------------|---------------------|----------------------|
| <i>App</i> | <i>Example Property</i> | <i>Sagert Property</i> | <i>Sagert Property and Sequoia Ridge Subdivision</i> | <i>Clark Lumber</i> | <i>Itel Property</i> |
| AR         | 300 ft                  | \$369.92               | \$685.44*                                            | \$201.28            | \$65.28              |
|            | 500 ft                  | \$500.48               | \$728.96*                                            | \$941.12            | \$76.16              |
|            | Cost Increase           | \$130.56               | \$43.52*                                             | \$739.84            | \$10.88              |
|            | % Increase              | 35.3%                  | 6.3%*                                                | 367.6%              | 16.7%                |

|            | <i>Land Use</i>             | <i>Residential</i>         | <i>Residential with<br/>Subdivision</i>                      | <i>Commercial</i>       | <i>Industrial</i>        |
|------------|-----------------------------|----------------------------|--------------------------------------------------------------|-------------------------|--------------------------|
| <i>App</i> | <i>Example<br/>Property</i> | <i>Sagert<br/>Property</i> | <i>Sagert Property<br/>and Sequoia<br/>Ridge Subdivision</i> | <i>Clark<br/>Lumber</i> | <i>Itel<br/>Property</i> |
| CUP        | 300 ft                      | \$841.84                   | \$1,559.88                                                   | \$458.06                | \$148.56                 |
|            | 500 ft                      | \$1,138.96                 | \$1,658.92                                                   | \$2,141.74              | \$173.32                 |
|            | Cost Increase               | \$297.12                   | \$99.04                                                      | \$1,683.68              | \$24.76                  |
|            | % Increase                  | 35.3%                      | 6.3%                                                         | 367.6%                  | 16.7%                    |
| PMA        | 300 ft                      | \$841.84                   | \$1,492.94                                                   | \$458.06                | \$148.56                 |
|            | 500 ft                      | \$1,138.96                 | \$1,658.92                                                   | \$2,141.74              | \$173.32                 |
|            | Cost Increase               | \$297.12                   | \$99.04                                                      | \$1,683.68              | \$24.76                  |
|            | % Increase                  | 35.3%                      | 6.6%                                                         | 367.6%                  | 16.7%                    |
| PAR        | 300 ft                      | \$114.92                   | \$212.94                                                     | \$62.53                 | \$20.28                  |
|            | 500 ft                      | \$155.48                   | \$226.46                                                     | \$292.37                | \$23.66                  |
|            | Cost Increase               | \$40.56                    | \$13.52                                                      | \$229.84                | \$3.38                   |
|            | % Increase                  | 35.3%                      | 6.3%                                                         | 367.6%                  | 16.7%                    |
| SUB        | 300 ft                      | \$216.92                   | \$401.94                                                     | \$118.03                | \$38.28                  |
|            | 500 ft                      | \$293.48                   | \$427.46                                                     | \$551.87                | \$44.66                  |
|            | Cost Increase               | \$76.56                    | \$25.52                                                      | \$433.84                | \$6.38                   |
|            | % Increase                  | 35.3%                      | 6.3%                                                         | 367.6%                  | 16.7%                    |

\*Because the City doesn't include the whole of an adjoining subdivision for a mailing, all the costs listed for the example "Sagert Property and Sequoia Ridge Subdivision" are hypothetical. When compared with the cost of a mailing to within 300 ft of the Sagert Property alone, the increase to mail within 300 ft of both that property and Sequoia Ridge would be \$315.52 or 85.3%.

Application fees currently incorporate mailing costs. The City could incorporate the additional or higher mailing costs in Table 1 into application fees within the City Fee Schedule. Another option is to require applicants to mail required notices themselves and provide affidavits of mailing.

#### *Signs: Number and Size*

Staff also researched the potential costs of using additional or larger signs for land use applications.

Presently, upon submittal of an application for architectural review (AR), partition (PAR), subdivision (SB), or demolition of a historic landmark, the City provides a sign to the applicant to post on the property visible to passers-by. (Annexation also requires a sign, though it's incumbent upon an applicant to both provide and post a sign.) The signs are corrugated plastic 18 by 24 inches (1½ by 2 ft), a common size within the sign industry, with colors varying by application type and text ranging from 1 inch to 3¼ inches high. Staff will display examples during the work session.

Presently, an applicant signs an affidavit of posting of a City-provided sign. If the Council decided to require applicants to provide their own signs, staff could change the affidavit to reflect both provision and posting. The City could also establish standards or

a template for applicants required to provide their own signs. As a graphic example, Attachment J is an existing affidavit form that AR applicants complete and provide as part of an application submittal. The form and logic of the affidavit could be applied to other land use applications or used for applicants to both provide and post signs that meet City standards.

To estimate the costs of signs, staff obtained updated quotes on December 31, 2009 from Signs Now Northwest. The quotes were for three sign sizes: the present standard (18 x 24 inches), two larger standard sizes (18 by 30 and 24 inches squared), and a standard chosen as largest for comparison purposes (36 x 60 inches). Table 2 below tabulates the quoted costs of the above sign sizes. Scaled representations of sizes A through D are illustrated on the next page.

*Table 2: Quoted Sign Costs*

| <i>Size</i> | <i>Inches</i> | <i>Feet (Ft)</i> | <i>Sq Ft</i> | <i>Batch</i> | <i>Cost Per Sign</i> | <i>Total Cost</i> |
|-------------|---------------|------------------|--------------|--------------|----------------------|-------------------|
| Size A      | 18 x 24       | 1½ x 2           | 3            | 100          | \$ 4.00              | \$ 400.00         |
| Size B      | 18 x 30       | 1½ x 2½          | 3¾           | 100          | \$ 6.00              | \$ 600.00         |
| Size C      | 24 x 24       | 2 x 2            | 4            | 100          | \$ 6.50              | \$ 650.00         |
| Size D      | 36 x 60       | 3 x 5            | 15           | 100          | \$ 20.75             | \$ 2,075.00       |

Application fees currently incorporate sign costs. Given the above costs, the Council might want to consider requiring the applicant to provide and post a sign rather than post a City-provided sign.

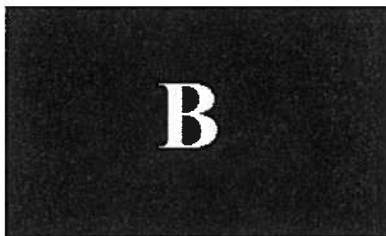
Similar to what already occurs for AR, the City could provide affidavit forms to applicants to affirm that they posted signs meeting City standards. Applicants would submit them as part of their applications, staff would verify the required sign postings, and applicants would continue to be responsible to maintain the signs. This would apply whether or not the City provides to an applicant a ready-made sign that meets its own standards.

The City could incorporate the additional or higher sign costs in Table 2 into application fees within the City Fee Schedule or require applicants to provide their own signs.

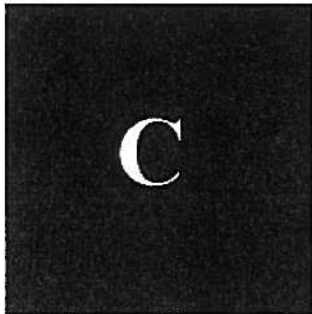
The representations below are at a scale of 1:12 or 1 inch equals 1 ft:



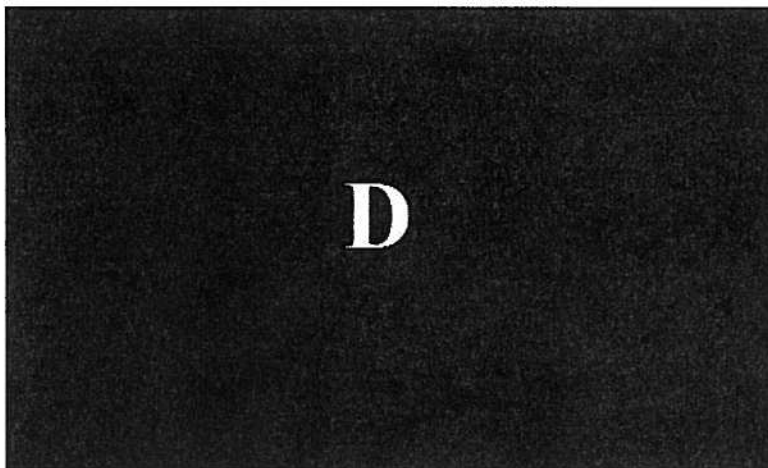
"A" represents 18 x 24 in. (1½ x 2 ft), the present standard.



"B" represents 18 x 30 in. (1½ x 2½ ft).



"C" represents 24 x 24 in. (2 x 2 ft).



"D" represents 36 x 60 in. (3 x 5 ft).

During the last work session on October 12, 2009, at least one councilor suggested that text on a sign be at least 2 inches high. Presently, the smallest text on signs is 1 inch. For visualization and discussion, Figure 1 illustrates life-size examples:

*Figure 1: Illustration of 1 and 2-inch Text*

**1-inch**

**2-inch**

Presently, upon submittal of an application for architectural review (AR), partition (PAR), subdivision (SB), or demolition of a historic landmark, the City provides a sign to the applicant to post on the property visible to passers-by. (Annexation also requires a sign, though it's incumbent upon an applicant to both provide and post a sign.) The remaining listed land use applications do not require sign postings:

- Architectural Review, Single-Family (ARSF)
- Code Enforcement, Land Use (ENFL)
- Code Enforcement, Noise (ENFN)
- Code Enforcement, Signs (ENFS)
- Home Occupation
- Industrial Master Plan (IMP)
- Interpretation (INT)
- Interpretation, Sign Code
- Non-Conforming Use, Reinstatement of
- Revocable Permit
- Sign Permit (S)
- Temporary Use
- Tree Removal Permit (TCP)
- Transitional Use Permit (TUP)
- Variance (VAR)
- Minor Variance (MVAR)
- Sign Variance (SVAR).

*Signs: Other Cities*

Staff also researched how other cities in the metro area regulate sign postings for land use applications excepting neighborhood/developer meeting signs. The eight surveyed cities were Beaverton, Gresham, Hillsboro, Lake Oswego, Sherwood, Tigard, West Linn, and Wilsonville. Attachment I tabulates the results.

**GOALS:**

*I. Tualatin Strategic Management Plan (2009):*

The relevant objectives in the Strategic Management Plan (2009) are:

**Goal No. 2**

Manage development, redevelopment, and projected change that will occur within the city to maintain Tualatin's quality and what the citizens value as a community.

Two-year Performance Objective 8 (Objective 2.8).

Update "tool boxes" to align with focus areas (Municipal Code, Development Code, Public Works Code). Tied in with periodic review and other planning policy implementation – these pieces come as the others are adopted.

**Goal No. 8**

Continue to develop and expand opportunities for citizen awareness and active civic involvement in Tualatin, both at the community and neighborhood levels.

Two-year Performance Objective 4 (Objective 8.4).

Explore and implement opportunities to educate and promote civic involvement (advisory committees, etc.) with a "how to get involved" component.

*II. Tualatin Tomorrow Community Vision & Strategic Action Plan (September 2009):*

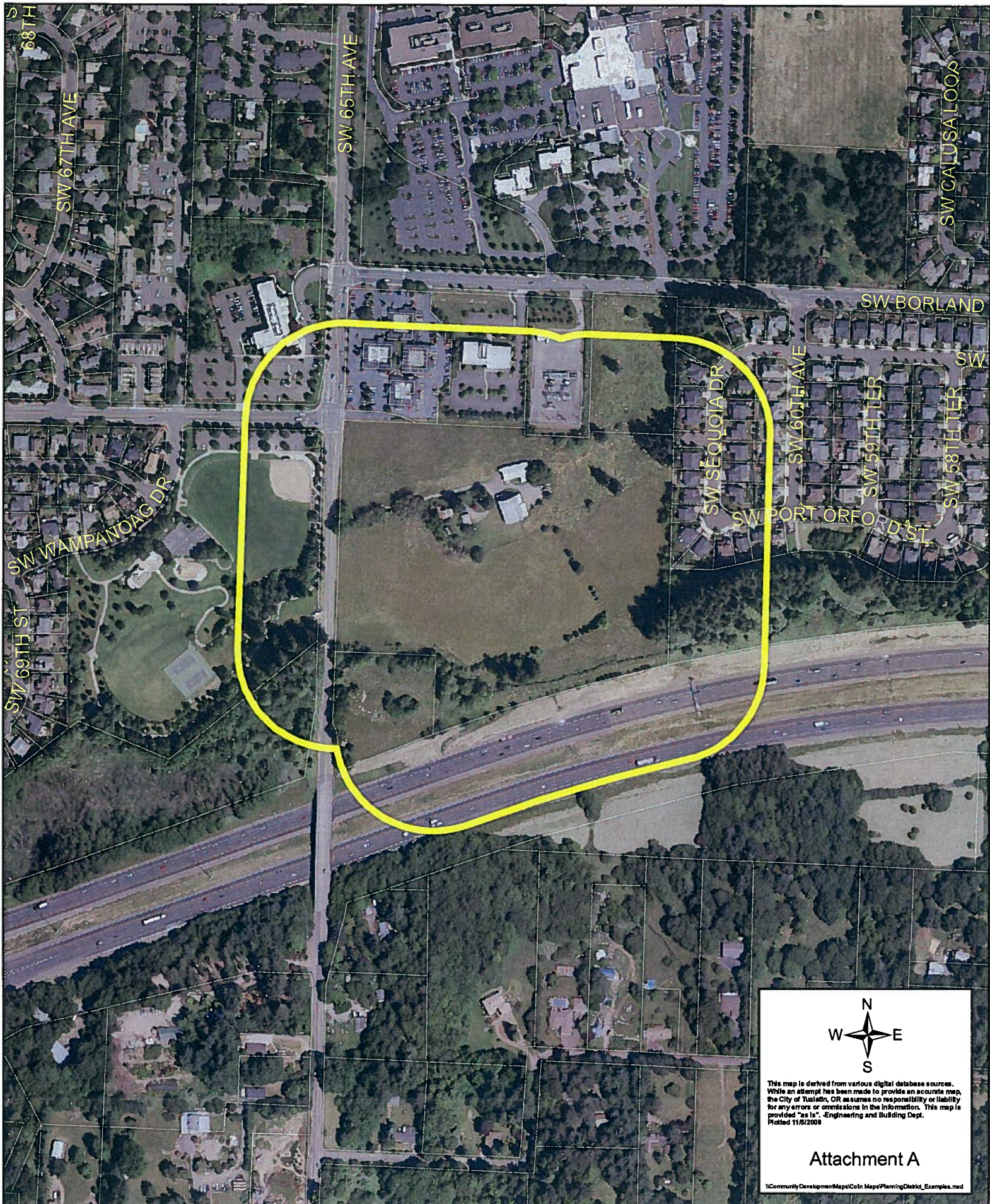
Strategy GHT 3: Coherent Development Plan.

Develop and implement a clear and coordinated plan for the coherent development of all aspects of Tualatin, including housing, businesses, recreation, roads, etc., with flexibility to deal with changing circumstances over time.

**RECOMMENDATION:**

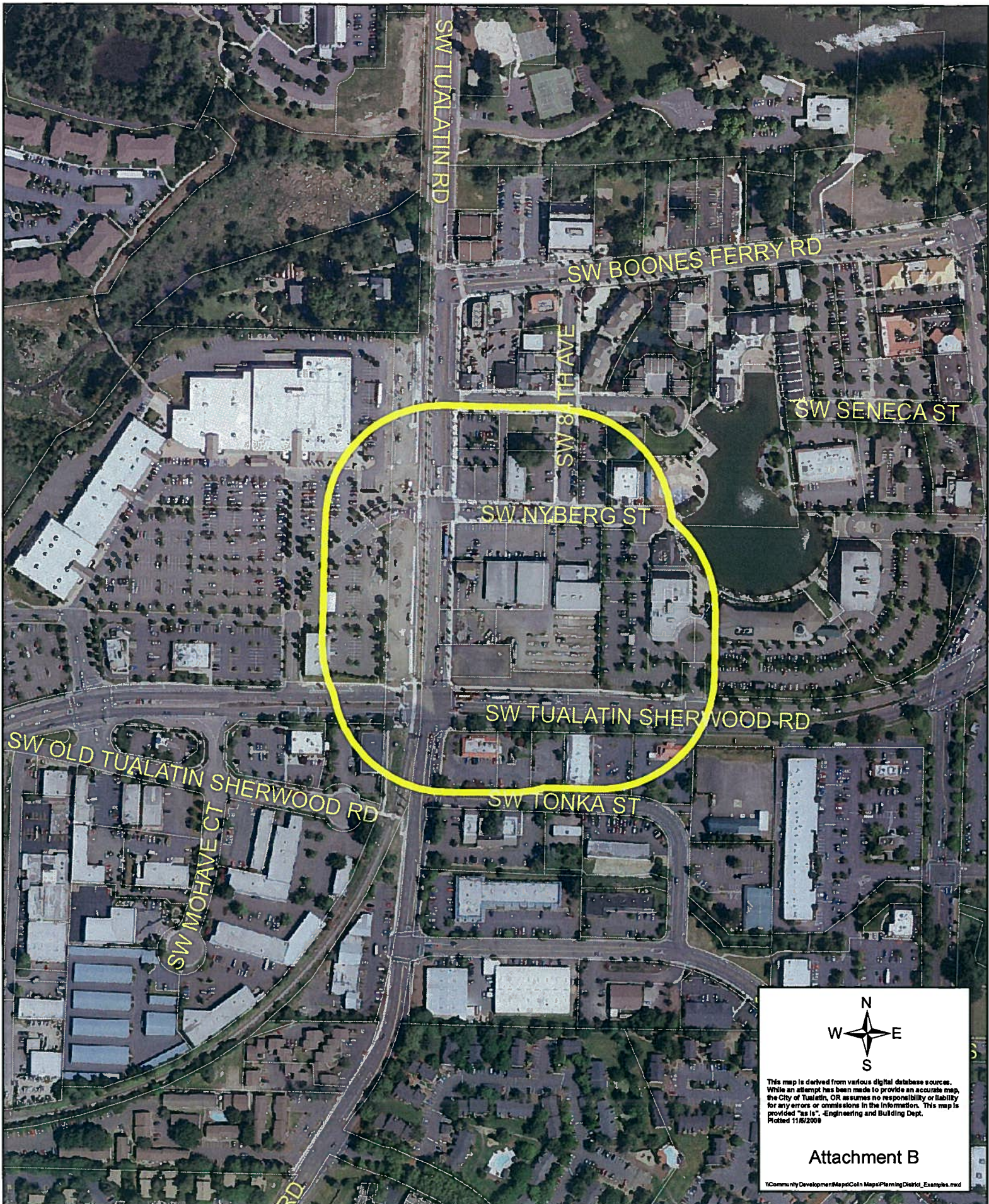
Staff recommends that Council provide direction to staff.

- Attachments:**
- A. Map: Residential – 300 ft
  - B. Map: Commercial – 300 ft
  - C. Map: Industrial – 300 ft
  - D. Map: Residential – 500 ft
  - E. Map: Commercial – 500 ft
  - F. Map: Industrial – 500 ft
  - G. Map: Residential – 300 & 500 ft with Subdivision
  - H. Table: Estimated Mailing Costs of 300 & 500 Foot Buffers
  - I. Table: Comparative Table of Other Cities
  - J. Affidavit: Architectural Review Posting Requirements



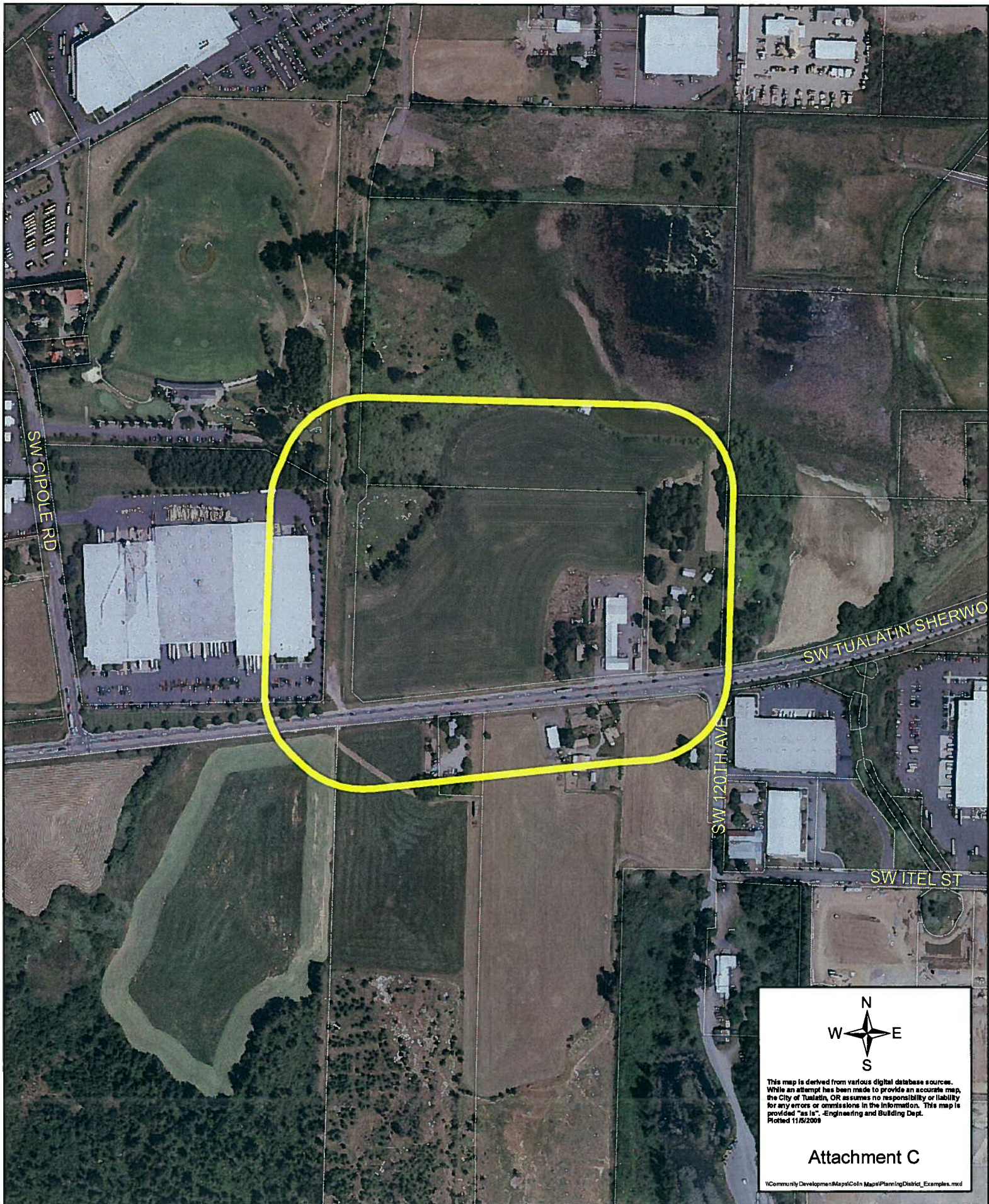
This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, the City of Tualgis, OR assumes no responsibility or liability for any errors or omissions in the information. This map is provided "as is". Engineering and Building Dept. Plotted 11/5/2008

Attachment A



This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, the City of Tualatin, OR, assumes no responsibility or liability for any errors or omissions in the information. This map is provided "as is". -Engineering and Building Dept. Plotted 11/5/2009

Attachment B



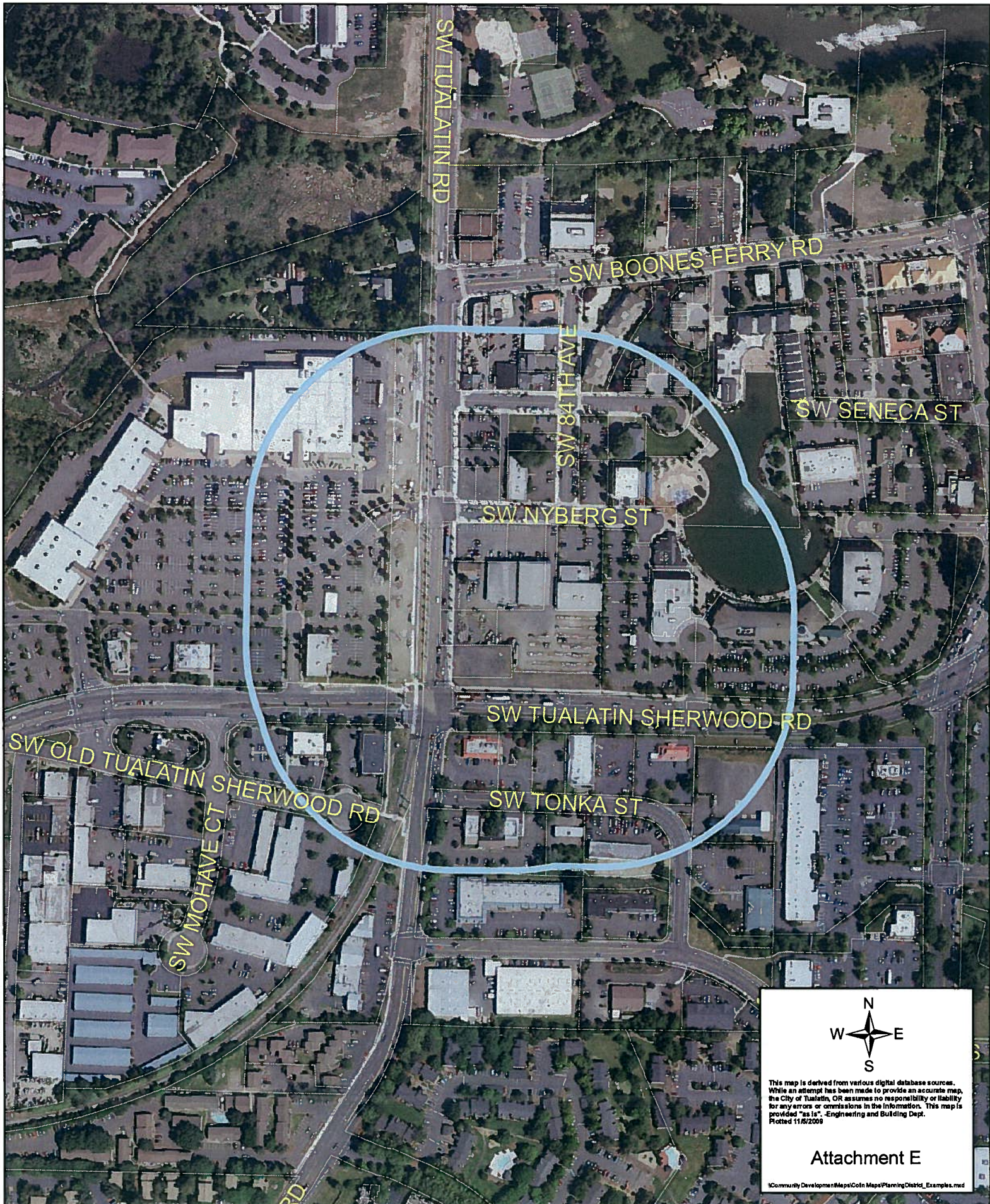
This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, the City of Tualatin, OR assumes no responsibility or liability for any errors or omissions in the information. This map is provided "as is". Engineering and Building Dept. Plotted 11/5/2008

Attachment C



This map is derived from various digital database sources. While an attempt has been made to provide an accurate map of the City of Tualatin, OR assumes no responsibility or liability for any errors or omissions in the information. This map is provided "as is". -Engineering and Building Dept.  
 Picked 11/5/2009

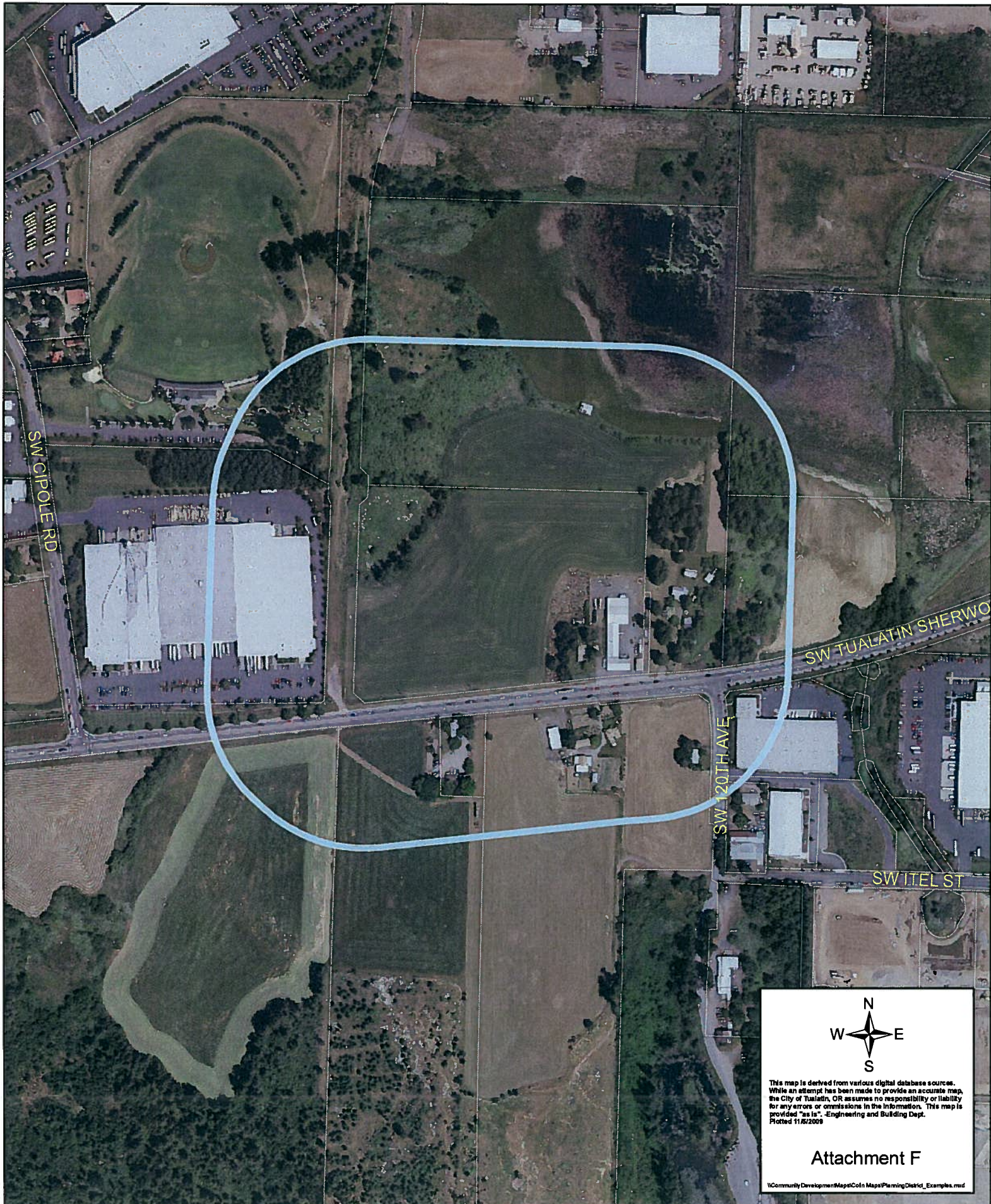
\\CommunityDevelopment\Maps\Coin Maps\Planning District\_Examples.mxd



This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, the City of Tualatin, OR assumes no responsibility or liability for any errors or omissions in the information. This map is provided "as is". Engineering and Building Dept. Plotted 11/15/2009

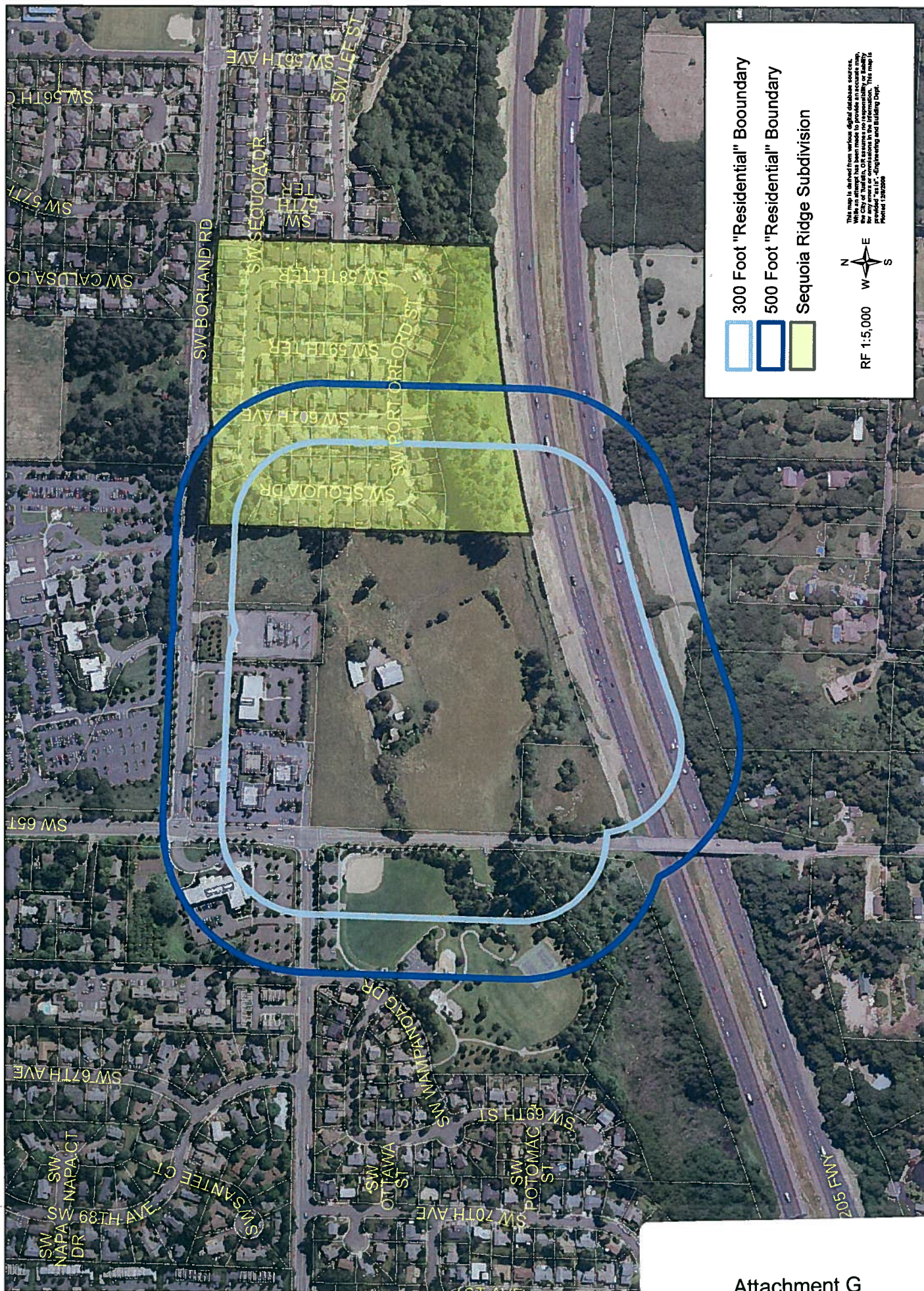
Attachment E

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This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, the City of Tualatin, OR assumes no responsibility or liability for any errors or omissions in the information. This map is provided "as is". Engineering and Building Dept. Plotted 11/5/2009

Attachment F



PTA-09-07 ATTACHMENT H:

ESTIMATED MAILING COSTS OF 300 & 500 FOOT BUFFERS

| App | Land Use                           | Example Site                                        | Mailing | 300-ft Buffer                   |                           |                              |                                  | 500-ft Buffer                   |                           |                                 |                                     | Additional<br>Cost for<br>500 ft |
|-----|------------------------------------|-----------------------------------------------------|---------|---------------------------------|---------------------------|------------------------------|----------------------------------|---------------------------------|---------------------------|---------------------------------|-------------------------------------|----------------------------------|
|     |                                    |                                                     |         | Parcels /<br>Property<br>Owners | Pages<br>per<br>Recipient | Total<br>Pages in<br>Mailing | Total Paper<br>& Postage<br>Cost | Parcels /<br>Property<br>Owners | Pages<br>per<br>Recipient | Total<br>Pages<br>in<br>Mailing | Total<br>Paper &<br>Postage<br>Cost |                                  |
| AR  | Residential                        | Sagert Property                                     | 1st     | 68                              | 20                        | 1,360                        | \$369.92                         | 92                              | 20                        | 1,840                           | \$500.48                            | \$130.56                         |
|     | Residential<br>with<br>subdivision | Sagert Property and<br>Sequoia Ridge<br>Subdivision | 1st     | 126                             | 20                        | 2,520                        | \$685.44                         | 134                             | 20                        | 2,680                           | \$728.96                            | \$43.52                          |
|     | Commercial                         | Clark Lumber                                        | 1st     | 37                              | 20                        | 740                          | \$201.28                         | 173                             | 20                        | 3,460                           | \$941.12                            | \$739.84                         |
|     | Industrial                         | Itel Property                                       | 1st     | 12                              | 20                        | 240                          | \$65.28                          | 14                              | 20                        | 280                             | \$76.16                             | \$10.88                          |
| CUP | Residential                        | Sagert Property                                     | 1st     | 68                              | 45                        | 3,060                        | \$794.92                         | 92                              | 45                        | 4,140                           | \$1,075.48                          | \$280.56                         |
|     |                                    |                                                     | 2nd     | 68                              | 1                         | 68                           | \$46.92                          | 92                              | 1                         | 92                              | \$63.48                             | \$16.56                          |
|     | Residential<br>with<br>subdivision | Sagert Property and<br>Sequoia Ridge<br>Subdivision | 1st     | 126                             | 45                        | 5,670                        | \$1,472.94                       | 134                             | 45                        | 6,030                           | \$1,566.46                          | \$93.52                          |
|     | Commercial                         | Clark Lumber                                        | 2nd     | 126                             | 1                         | 126                          | \$86.94                          | 134                             | 1                         | 134                             | \$92.46                             | \$5.52                           |
| PMA |                                    |                                                     | 1st     | 37                              | 45                        | 1,665                        | \$432.53                         | 173                             | 45                        | 7,785                           | \$2,022.37                          | \$1,589.84                       |
|     |                                    |                                                     | 2nd     | 37                              | 1                         | 37                           | \$25.53                          | 173                             | 1                         | 173                             | \$119.37                            | \$93.84                          |
|     | Industrial                         | Itel Property                                       | 1st     | 12                              | 45                        | 540                          | \$140.28                         | 14                              | 45                        | 630                             | \$163.66                            | \$23.38                          |
|     |                                    |                                                     | 2nd     | 12                              | 1                         | 12                           | \$8.28                           | 14                              | 1                         | 14                              | \$9.66                              | \$1.38                           |
|     | Residential                        | Sagert Property                                     | 1st     | 68                              | 45                        | 3,060                        | \$794.92                         | 92                              | 45                        | 4,140                           | \$1,075.48                          | \$280.56                         |
|     |                                    |                                                     | 2nd     | 68                              | 1                         | 68                           | \$46.92                          | 92                              | 1                         | 92                              | \$63.48                             | \$16.56                          |
|     | Residential<br>with<br>subdivision | Sagert Property and<br>Sequoia Ridge<br>Subdivision | 1st     | 126                             | 45                        | 5,670                        | \$1,472.94                       | 134                             | 45                        | 6,030                           | \$1,566.46                          | \$93.52                          |
|     | Commercial                         | Clark Lumber                                        | 2nd     | 126                             | 1                         | 126                          | \$86.94                          | 134                             | 1                         | 134                             | \$92.46                             | \$5.52                           |
|     |                                    |                                                     | 1st     | 37                              | 45                        | 1,665                        | \$432.53                         | 173                             | 45                        | 7,785                           | \$2,022.37                          | \$1,589.84                       |
|     |                                    |                                                     | 2nd     | 37                              | 1                         | 37                           | \$25.53                          | 173                             | 1                         | 173                             | \$119.37                            | \$93.84                          |
|     | Industrial                         | Itel Property                                       | 1st     | 12                              | 45                        | 540                          | \$140.28                         | 14                              | 45                        | 630                             | \$163.66                            | \$23.38                          |
|     |                                    |                                                     | 2nd     | 12                              | 1                         | 12                           | \$8.28                           | 14                              | 1                         | 14                              | \$9.66                              | \$1.38                           |

| App | Land Use                     | Example Site                                  | Mailing | 300-ft Buffer             |                     |                        |                            | 500-ft Buffer             |                     |                        |                            | Additional Cost for 500 ft |
|-----|------------------------------|-----------------------------------------------|---------|---------------------------|---------------------|------------------------|----------------------------|---------------------------|---------------------|------------------------|----------------------------|----------------------------|
|     |                              |                                               |         | Parcels / Property Owners | Pages per Recipient | Total Pages in Mailing | Total Paper & Postage Cost | Parcels / Property Owners | Pages per Recipient | Total Pages in Mailing | Total Paper & Postage Cost |                            |
| PAR | Residential                  | Sagert Property                               | 1st     | 68                        | 5                   | 340                    | \$114.92                   | 92                        | 5                   | 460                    | \$155.48                   | \$40.56                    |
|     | Residential with subdivision | Sagert Property and Sequoia Ridge Subdivision | 1st     | 126                       | 5                   | 630                    | \$212.94                   | 134                       | 5                   | 670                    | \$226.46                   | \$13.52                    |
|     | Commercial                   | Clark Lumber                                  | 1st     | 37                        | 5                   | 185                    | \$62.53                    | 173                       | 5                   | 865                    | \$292.37                   | \$229.84                   |
|     | Industrial                   | Itel Property                                 | 1st     | 12                        | 5                   | 60                     | \$20.28                    | 14                        | 5                   | 70                     | \$23.66                    | \$3.38                     |
| SUB | Residential                  | Sagert Property                               | 1st     | 68                        | 11                  | 748                    | \$216.92                   | 92                        | 11                  | 1,012                  | \$293.48                   | \$76.56                    |
|     | Residential with subdivision | Sagert Property and Sequoia Ridge Subdivision | 1st     | 126                       | 11                  | 1,386                  | \$401.94                   | 134                       | 11                  | 1,474                  | \$427.46                   | \$25.52                    |
|     | Commercial                   | Clark Lumber                                  | 1st     | 37                        | 11                  | 407                    | \$118.03                   | 173                       | 11                  | 1,903                  | \$551.87                   | \$433.84                   |
|     | Industrial                   | Itel Property                                 | 1st     | 12                        | 11                  | 132                    | \$38.28                    | 14                        | 11                  | 154                    | \$44.66                    | \$6.38                     |

**PTA-09-07 ATTACHMENT I:**

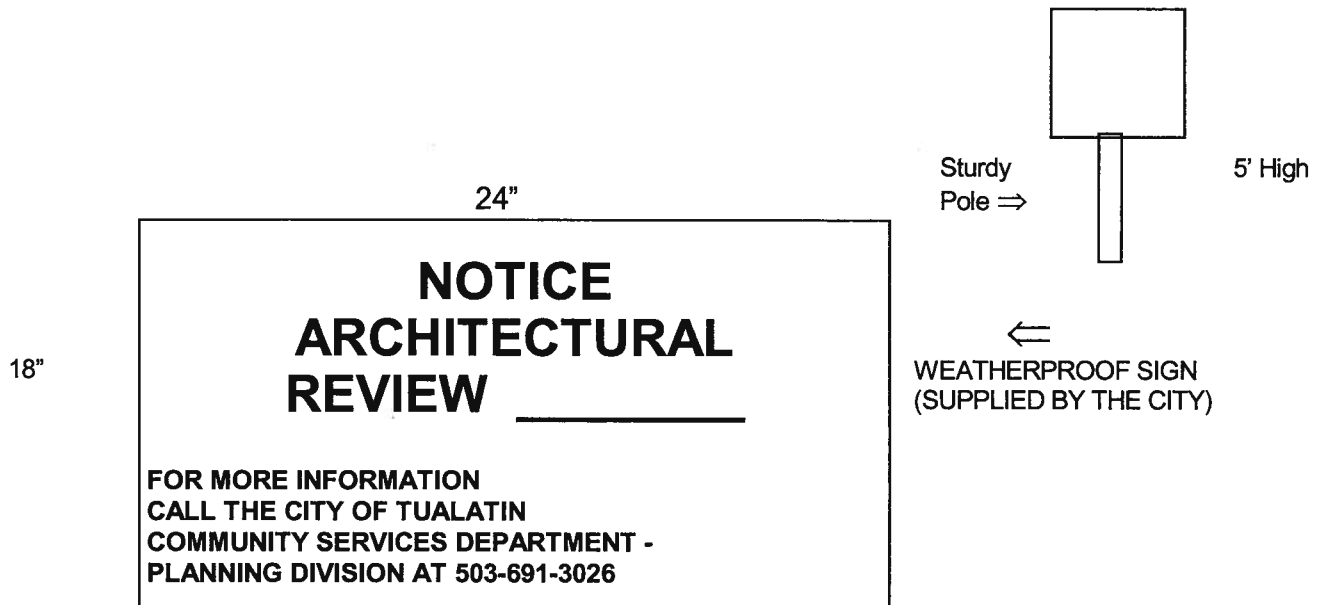
**COMPARATIVE TABLE OF OTHER CITIES**

| <i>City</i> | <i>Provision and Posting</i>                                                                                                        | <i>Land Use Application Types Requiring Signs</i>                                                                                                                                                                      | <i>Sign Size</i>                                                    | <i>Number of Signs</i>                                          |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------|
| Beaverton   | Beaverton provides signs and applicants post them.                                                                                  | Types II and III, including CUP, PMA, and anything quasi-judicial.                                                                                                                                                     | 22½ x 28 in.                                                        | One per frontage.                                               |
| Gresham     | Gresham provides signs and applicants post them.                                                                                    | Types II and III, including CUP, PMA, anything quasi-judicial, and major site development review.                                                                                                                      | 22½ x 28 in.; paper copy of mailed notice is applied to blank sign. | One per frontage.                                               |
| Hillsboro   | No posting required except for annexation because Hillsboro defaults to Metro Code, which requires posting for annexation.          | Annexation only.                                                                                                                                                                                                       | n/a                                                                 | n/a                                                             |
| Lake Oswego | Lake Oswego provides signs and applicants post them.                                                                                | CUP, PMA, and anything quasi-judicial.                                                                                                                                                                                 | 18 x 24 in.                                                         | No.                                                             |
| Sherwood    | Sherwood both provides and posts signs.                                                                                             | Types II-IV, including CUP, PMA, and anything quasi-judicial.                                                                                                                                                          | 18 x 24 in.                                                         | One per frontage.                                               |
| Tigard      | Tigard both provides and posts signs. While the local code states that the applicant posts, Tigard posts to ensure quality control. | Types II and III, including annexation (except islands), CUP, historic actions, PMA, PAR, subdivisions, major site development review, and variances.                                                                  | 22 x 28 in.                                                         | One per frontage.                                               |
| Tualatin    | Tualatin provides signs and applicants post them.                                                                                   | AR, partition, subdivision, or demolition of historic landmark.                                                                                                                                                        | 18 x 24 in.                                                         | One per subject property.                                       |
| West Linn   | West Linn both provides and posts signs.                                                                                            | Appeals, CUP, historic actions, partition, PMA, major site development review, subdivision, alteration or enlargement of non-conforming use, revocation of approval, temporary uses over 60 days, and major variances. | 18 x 24 in.                                                         | Yes, if dead-end street, both front and nearest through street. |
| Wilsonville | Wilsonville both provides and posts signs.                                                                                          | Anything quasi-judicial.                                                                                                                                                                                               | 24 x 36 in. (A-frame)                                               | Yes, if double-lot or, if "large," per frontage.                |

ARCHITECTURAL REVIEW

POSTING REQUIREMENTS

A weatherproof sign shall be posted on the subject property in a conspicuous location. The sign is available at the Community Development Department - Planning Division. The sign shall contain the following information:



NOTE: For larger projects, the Community Development Department may require the posting of additional signs in conspicuous locations.

As the applicant for the \_\_\_\_\_  
project, I hereby certify that on this day, \_\_\_\_\_ sign(s) was/were posted on the subject  
property in accordance with the requirements of the Tualatin Development Code and the Community  
Development Department - Planning Division.

Applicant's Name: \_\_\_\_\_  
(PLEASE PRINT)

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# MEMORANDUM

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager *SL*

**FROM:** Doug Rux, Community Development Director *DR*  
Aquilla Hurd-Ravich, Senior Planner *AHR*

**DATE:** January 25, 2010

**SUBJECT:** UPDATE ON SOUTHWEST TUALATIN CONCEPT PLAN  
ACTIVITIES

---

### ISSUE BEFORE COUNCIL:

This memo is an update of activities that have occurred in conjunction with planning the Southwest Tualatin Concept Planning area.

### POLICY CONSIDERATIONS:

No action is necessary at this time. The Concept Plan will be brought back at the February 22, 2010 Council meeting for acceptance. Tonight, please consider:

- The land use assumptions made in 2005 have not changed with this update, are these assumptions still appropriate?
- The Concept Plan has expanded and the new areas are assumed to have the same land uses as the original Concept Plan. Are light industrial uses appropriate for the expanded areas?
- CH2M Hill has been contracted to update infrastructure costs from 2005 to 2009, does their draft analysis seem appropriate?

### BACKGROUND:

The Southwest Tualatin Concept Plan (SWCP) is a guide for the industrial development of a 614 acre area currently located outside the city that will be part of the city in the future when properties are annexed into Tualatin's boundary. It is south of Tualatin-Sherwood Road and generally between 115<sup>th</sup> and 124<sup>th</sup> Avenues. The area extends south to Tonquin Road and is located in the vicinity of the Tigard Sand and Gravel quarry. The original planning area was 431 acres and in November 2009 the Technical Advisory Committee (TAC) and the City expanded the boundary to include land south of Tonquin Road and west of the railroad tracks adding 183 acres. See Attachment A for the 2005 Concept Plan Map and Attachment B for a map of the SWCP Boundary and Expanded Area. The full 2005 SWCP report can be found on-line on the long range planning

# MEMORANDUM: Update on Southwest Tualatin Concept Plan Activities

January 25, 2010

Page 2 of 7

webpage at

[www.ci.tualatin.or.us/departments/communitydevelopment/planning/longrange/SWTualatinConceptPlan.cfm](http://www.ci.tualatin.or.us/departments/communitydevelopment/planning/longrange/SWTualatinConceptPlan.cfm)

## History

In 2002 and 2004, Metro brought the SWCP land into the Urban Growth Boundary (UGB) through a series of decisions, and designated a portion of this land as Regionally Significant Industrial Area (RSIA) and another portion as industrial land by Metro Ordinance 04-1040B. RSIA land must have at least one parcel of 100 acres and one parcel of 50 acres in the SWCP area. The land was designated for industrial development as part of Metro's strategy to balance the supply of land within the Portland metropolitan region for job creation.

Initial planning work took place from October 2004 through August 2005 with input from the public, property owners, other stakeholders and a TAC. In August 2005, the City Council directed staff to place the SWCP work activities on hold until *Tualatin Tomorrow*, the community vision and strategic action plan, was completed. This plan was accepted by the City Council on June 25, 2007, and work on the SWCP has recommenced taking into consideration *Tualatin Tomorrow* and the I-5 to 99W Connector Project.

Activities recommenced with a TAC meeting in December 2007. The purpose of this meeting was to update the members of the TAC, property owners and interested parties of the status of the Concept Plan, the adoption of *Tualatin Tomorrow*, the potential of hiring a consultant to update infrastructure costs and the status of funding from the Construction Excise Tax (CET) Grant designated to fund analysis work by a consultant. We also discussed the status of the I-5 to 99W Connector study at which point the steering committee had not recommended an alternative to Metro. Because of the uncertainty surrounding the possible alignment of a connector alternative, the TAC and staff decided not to have another meeting until there was some clarity. In April 2008 the TAC, property owners, interested parties and staff reconvened to discuss any updates to the connector study process and compare *Tualatin Tomorrow's* goals and objectives to the SWCP work from 2005. Staff's analysis indicated that the SWCP did align with *Tualatin Tomorrow's* goals and objectives. This analysis is included at Attachment C. Additionally, the TAC decided that because no further clarity from the connector study had occurred that staff should not pursue hiring a consultant or continue work activities until some direction emerged.

On February 25, 2009 the I-5 to 99W Connector Project Steering Committee voted 6 to 2 to recommend that Metro include Alternative 7 in the Regional Transportation Plan (RTP) update. With this decision, staff was able to again recommence work activities on the SWCP and held a meeting with the TAC, property owners and interested parties on November 6, 2009. At this meeting the TAC discussed the land use assumptions from 2005 and agreed they were still appropriate. They also agreed to add the expanded area to the SWCP boundary and include that land in the infrastructure analysis update. The boundary was expanded to include 183 gross acres and 96 net buildable acres bringing the total to 614 gross acres and 448 net buildable acres. The expanded area could provide an additional 465 jobs.

## MEMORANDUM: Update on Southwest Tualatin Concept Plan Activities

January 25, 2010

Page 3 of 7

Staff subsequently contracted with CH2M Hill to update infrastructure costs and update the traffic study using the analysis work from the connector study as a basis. This work is completed and further discussion is included under the DISCUSSION section of this memo.

The Community Development staff hosted a SWCP open house on January 5, 2010 in the Council Chambers. Members of the public, property owners adjacent to the SWCP, property owners in the SWCP were invited to attend. Approximately 11 people visited and asked questions primarily about timing of the project, when annexation may occur and when development may begin.

Current work efforts including hiring consultants are being funded by a CET grant from Metro. Metro earmarked \$30,907 of CET funding for Tualatin to complete work activities on the SWCP. In 2008 an Intergovernmental Agreement (IGA) was signed by Metro and Tualatin executing the grant. On November 25, 2009, staff submitted a schedule of deliverable work products and Metro returned a schedule of funding payments the last of which is due in July, 2010.

### Future Activities

Future activities include a TAC meeting at the end of January. Staff will also begin working on changes to the Development Code to reflect the Concept Plan. On February 11, 2010 the updated Concept Plan will be presented to TPAC for a recommendation to accept the plan and on February 22, 2010 the updated plan and recommendation will be presented to City Council for acceptance. Staff can then submit an accepted Concept Plan to Metro. In May 2010 staff will return to TPAC with our recommended Development Code language changes and request a recommendation that Council adopt the changes. Finally, in June 2010 staff will present TPAC's recommendation and code language changes to the City Council for final adoption and the final changes will be submitted to Metro. See Attachment D for a Timeline.

### Previous Planning work

The draft 2005 Concept Plan established Concept Plan goals and reviewed existing conditions at the time. One outcome of this process was the identification of a new Planning District, Business Park, when the area annexes into the City. This district will allow more focused types of light industrial, high-tech and campus employment users, with strict limitations on commercial development. Such a designation will help meet Metro's goals regarding regionally significant industrial and other industrial development. This planning district concept is intended to be a good transition zone between residential areas to the east and industrial areas. It would require high quality landscaping, buffering, and design standards intended to alleviate and or mitigate potential impacts on adjacent Residential Districts, while promoting industrial activities within a campus-like setting. Assumed future uses in the area include a mix of light industrial (printing, material testing, and assembly of data processing equipment) and Business Park uses (flex-type space for technology companies). In total the area could support 5,500 to 5,700 jobs by the year 2025 and possibly 12,000 new jobs on the high end. Additionally, a node of commercial services serving the industrial uses will generate new jobs.

## MEMORANDUM: Update on Southwest Tualatin Concept Plan Activities

January 25, 2010

Page 4 of 7

Transportation plans in 2005 in the city, county and region assumed 1,800 jobs at the time the Concept Plan was completed and the plan addressed an additional 3,700 to 3,900 jobs in the area. The transportation plans existing in 2005 called for projects to be constructed by 2025 that provide extra roadway capacity. These projects include a new roadway connecting I-5 and Highway 99W that the Concept Plan work assumed to be a four lane arterial along the UGB that joins Tualatin-Sherwood Road northeast of Sherwood. A second project is widening Tualatin-Sherwood Road to 5 lanes from Tualatin to Sherwood, and a new bridge across the Tualatin River between Lower Boones Ferry Road and Tualatin Road. These projects are part of Alternative 7 proposed by the Connector Study.

The Concept Plan is made up of 431 gross acres of which 352 acres is considered buildable taking into account planned public arterial and collector street right-of-way, wetlands and floodways. Additionally there are two public utility easements, BPA and PGE, which transect the concept plan area where development cannot occur. These areas are proposed to have pedestrian trails and possibly a segment of the Tonquin Trail.

### Other Planning work in the City and Region

The City has been involved in a number of other planning projects that both directly and indirectly affect the SWCP area. Local Aspirations and Urban and Rural Reserves are region wide efforts driven by Metro and the three Counties within Metro. In November of 2008 Metro asked cities within the UGB to identify how much population, employment and housing they will have in the next 20 to 50 years. These aspirations were used to inform a number of planning exercises Metro undertook including determining the location and size of urban and rural reserves. The City Council discussed from October 2008 to April 2009 local aspirations and identified the SWCP as an industrial area providing new employment opportunities in the City until 2030. The Council also identified additional lands south of SWCP, land in the expanded boundary, for industrial employment purposes. One portion, approximately 66 gross acres, was brought into the UGB in 2004 along with other land south of Tualatin's boundary. Another portion, 117 gross acres, is currently outside of the UGB and Washington County has recommended to Metro that this area be designated an urban reserve.

Other recent action staff has taken is to amend our Urban Planning Area Agreement (UPAA) with Washington County to include the SWCP area to the proposed western right-of-way line of 124<sup>th</sup> Avenue. In December 2009 the Board of County Commissioners approved our request for an amendment. The new boundary reflects the City's Memorandum of Understanding (MOU) with the City Sherwood in which both cities agree that Tualatin will control and operate 124<sup>th</sup> Avenue. The MOU also establishes the proposed western right-of-way as the border between both cities. Sherwood is currently concept planning the Tonquin Employment Area (TEA) which will abut to the west a future extension of 124<sup>th</sup> Avenue and the SWCP.

The Tonquin Trail master planning process is another regional effort led by Metro that could affect the SWCP area. This 18-month process is expected to conclude with Metro Council's approval in December 2010. Metro is working in partnership with the cities of Tualatin, Sherwood and Wilsonville and the counties of Washington and Clackamas and the public to determine a preferred trail alignment. The goal of the trail is to connect the

Willamette River south of Wilsonville with the Tualatin River in the Tualatin River National Wildlife Refuge. Proposed segments of the trail follow the BPA utility easement through the SWCP. See Attachment D for a Draft Tonquin Trail Master Plan.

Finally, Metro has invited the City to submit a full application for a CET grant that will fund the development of an urban renewal plan. The total project costs are approximately \$113,000 and the grant request is for \$70,000. CET funding will be used to hire a consultant to conduct a feasibility study, create an urban renewal plan and consult with legal counsel who specializes in urban renewal law. The 2005 draft identified strategies for implementation of the plan including funding required to design and construct new or improved transportation and public utility infrastructure. One such strategy is a tax increment district that will allow the city to assist with construction of vital infrastructure such as roads, sewer, water and storm drainage systems and pedestrian trails that will lead to the development of industrial employment lands. If the City is awarded the grant then funds will be distributed in June 2010.

#### **DISCUSSION:**

Staff hired CH2M Hill to update the infrastructure analysis from the 2005 Concept Plan. That work entailed updated planning level costs for water, wastewater, storm drain facilities and streets. The area studied was revised to include the expanded area and the proposed urban reserve as seen in Attachment B. The total cost estimate for the development of infrastructure in the SWCP area, the expanded area and the proposed urban reserve is \$78 million.

#### **2009 Infrastructure cost broken out by area:**

| <b>Infrastructure</b>           | <b>2009 Cost</b>     | <b>2005 Cost</b> |
|---------------------------------|----------------------|------------------|
| <b>2005 SWCP Area</b>           |                      |                  |
| Wastewater                      | \$ 9,500,000         | \$ 8,600,000     |
| Water                           | \$ 9,020,000         | \$ 8,200,000     |
| Transportation <sup>1</sup>     | \$ 31,975,000        | \$ 40,840,000    |
| Storm Water Regional Facilities | \$ 1,177,000         | \$ 500,000       |
| <b>Subtotal</b>                 | <b>\$ 51,672,000</b> |                  |
| <b>Potential Urban Reserve</b>  |                      |                  |
| Wastewater                      | \$ 1,235,000         |                  |
| Water                           | \$ 1,260,000         |                  |
| Transportation                  | \$ 10,000,000        |                  |
| Storm Water Regional Facilities | \$ 357,000           |                  |
| <b>Subtotal</b>                 | <b>\$ 12,852,000</b> |                  |
| <b>Expanded Area</b>            |                      |                  |
| Wastewater                      | \$ 2,290,000         |                  |

<sup>1</sup> In 2009 the cost of two sections of arterials were attributed to the Potential Urban Reserve and the Expanded Area; therefore, transportation costs in 2005 appears to be higher. However, the total transportation cost in 2009 is \$51,565,000 and the total cost in 2005 was \$40,840,000 which is an increase of 21%.

MEMORANDUM: Update on Southwest Tualatin Concept Plan Activities

January 25, 2010

Page 6 of 7

| Infrastructure                  | 2009 Cost            | 2005 Cost |
|---------------------------------|----------------------|-----------|
| Water                           | \$ 1,550,000         |           |
| Transportation                  | \$ 9,590,000         |           |
| Storm Water Regional Facilities | \$ 123,000           |           |
| <b>Subtotal</b>                 | <b>\$ 13,553,000</b> |           |
| <b>Project Total</b>            | <b>\$ 78,077,000</b> |           |

Source: SW Tualatin Concept Plan Update-Estimate Summary CH2M Hill January 2010

**Right-of-Way Costs:**

|                                                     |                                      |
|-----------------------------------------------------|--------------------------------------|
| ROW acquisition costs (\$7.00 per sq ft)            | \$ 14,535,000 – \$ 15,210,000        |
| ROW services costs<br>(\$5,000 per transaction)     | \$ 265,000                           |
| Escrow costs (\$2,000 per transaction)              | \$ 106,000                           |
| <b>Total</b>                                        | <b>\$ 14,906,000 - \$ 15,581,000</b> |
| <b>Total Infrastructure and Right-of-Way costs:</b> | <b>\$ 92,983,000 – \$ 93,658,000</b> |

Source: Community Development January 2010

The water and wastewater planning costs were developed by using the 2005 land use assumptions of light industrial uses and one wet industrial use. These assumptions were revised to cover the expanded area and a revised infrastructure plan was developed for the expanded area. Additionally, the impact of future development in South Tualatin was considered including the cost of conveying wastewater from the area south to Wilsonville.

The planning costs for streets are based on updates to the 2005 costs. The area is generally split into arterials and collectors that are assumed to meet widths prescribed by Tualatin's Transportation chapter, have medians or turn lanes, bike lanes, sidewalks, planter strips and street lighting. Costs also include two bridge crossings over the railroad tracks, three new signals along 124<sup>th</sup> Avenue and earthwork.

Stormwater runoff in the area will drain to two different receiving waters, Coffee Lake Creek to the south and Rock Creek to the north. Based on the expanded area, regional stormwater quality facilities were sized for each drainage basin using low impact development approaches. The analysis addresses major publicly owned stormwater management facilities. The analysis calls for four regional extended dry basins sized based on peak flows and runoff volumes. Costs are updates of the 2005 costs and include construction costs of the facilities. Conveyance costs were included in the cost for roadway development. The analysis from CH2M Hill is included as Attachment E.

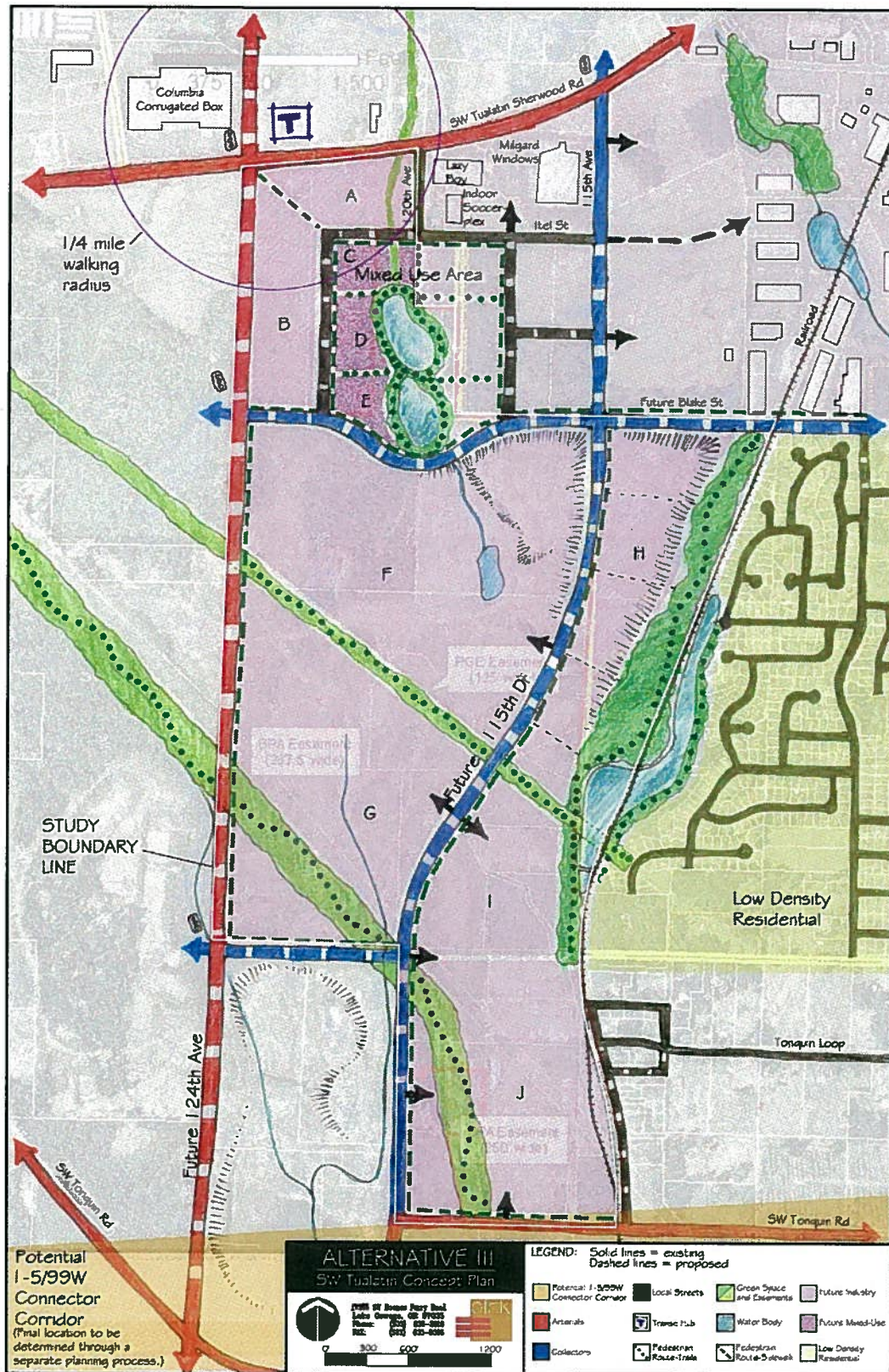
**RECOMMENDATION:**

Staff recommends that Council review the information and attachments and provide any comments.

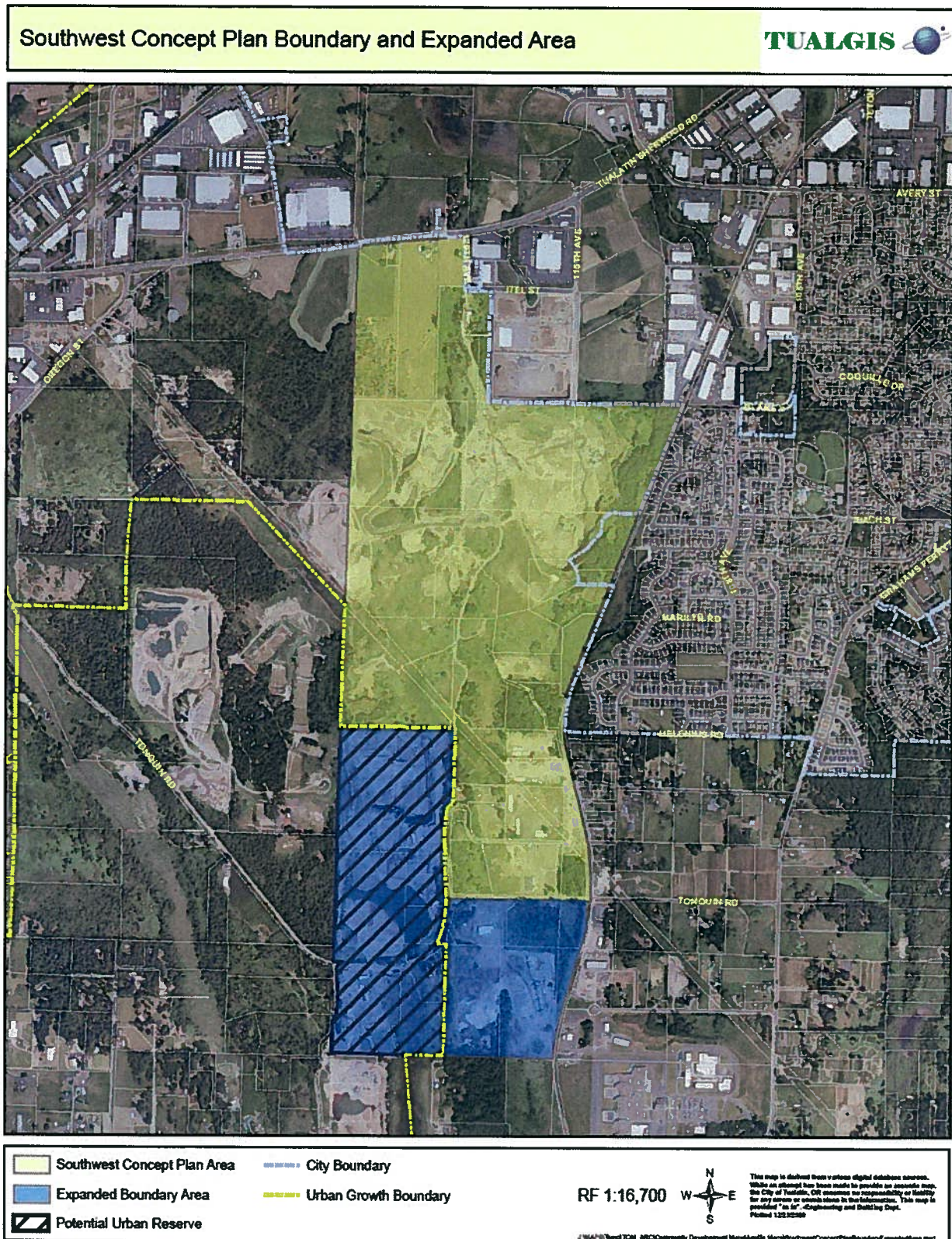
**Attachments:**

- A. 2005 Concept Plan Map
- B. SWCP Boundary and Expanded Area Map
- C. Tualatin Tomorrow and Southwest Concept Plan Land Use Matrix
- D. SWCP 2009-2010 Timeline
- E. Draft Tonquin Trail Master Plan
- F. CH2M Hill SW Tualatin Concept Plan Update- Estimate Summary

# Attachment A- 2005 Concept Plan Map



## Attachment B- SWCP Boundary and Expanded Area Map



# Draft Landuse Matrix

| Tualatin Tomorrow                           |                                                                                                                                                                                                                                                                     | Southwest Concept Plan |                                 |
|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------------|
| Strategy                                    | Description                                                                                                                                                                                                                                                         | Element                | Description                     |
| <i>GHT = Growth, Housing and Towncenter</i> |                                                                                                                                                                                                                                                                     |                        |                                 |
| 1 GHT 1                                     | Strong Community Identity. Maintain a strong community identity in Tualatin that integrates new residents by creatively responding to growth issues, making good choices and setting priorities, and wisely expanding its infrastructure.                           |                        | <i>Land Use and Development</i> |
| 2 Action GHT 1.2                            | Community Identity Development Strategy. Develop and communicate a unique identity for the City of Tualatin. (For similar or related Actions, see also GHT 13.1)                                                                                                    |                        |                                 |
| 3 GHT 2                                     | Dynamic Growth Strategy. Develop a dynamic growth strategy for Tualatin that addresses the interest of surrounding communities and promotes mutually beneficial cooperation on common interests such as Tualatin Police Department, fire, water, sewer and transit. |                        |                                 |
| 4 Action GHT 2.1                            | Regional Government Forum. Develop venues and opportunities to discuss regional issues of mutual concern such as convening periodic forums of city representatives from communities surrounding Tualatin and the City of Tualatin.                                  |                        |                                 |
| 5 GHT 3                                     | Coherent Development Plan. Develop and implement a clear and coordinated plan for the coherent development of all aspects of Tualatin, including housing, businesses, recreation, roads, etc., with flexibility to deal with changing circumstances over time.      |                        |                                 |

# Draft Landuse Matrix

| Tualatin Tomorrow |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Southwest Concept Plan   |                                                                                                                                                                                                |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategy          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Element                  | Description                                                                                                                                                                                    |
| 6 Action GHT 3.1  | City Action Plan Implementation. Formalize city implementation of Tualatin Tomorrow Vision and Action Plan actions. Integrate Actions into ongoing City operations and planning through processes such as: <ul style="list-style-type: none"> <li>• Prioritizing development planning based on analysis of actions provided by the Tualatin Tomorrow Vision and Action Plan</li> <li>• Revising the City of Tualatin's development plans for land-use mix to reflect implementation of the Vision and Action Plan.</li> </ul> |                          |                                                                                                                                                                                                |
| 7 GHT 4           | Development Choices. Build on Tualatin's strong community identity, priorities and values to drive development choices, directing new developments to provide local benefits – even if inviting to outside interests.                                                                                                                                                                                                                                                                                                         |                          |                                                                                                                                                                                                |
| 8 Action GHT 4.1  | Sustainable Development Practices. Review and update existing land use City development regulations to encourage and foster sustainable development practices.                                                                                                                                                                                                                                                                                                                                                                |                          |                                                                                                                                                                                                |
| 9 GHT 6           | Proactive Intergovernmental Communications. Take steps to exert greater control over Tualatin's destiny, proactively communicating and representing the community's interests with external governments, including Metro and the State of Oregon.                                                                                                                                                                                                                                                                             |                          |                                                                                                                                                                                                |
| 10 Action GHT 6.1 | Community Issues Forums. Convene open public forums with City, regional, state and federal representatives, as needs arise, to discuss issues of major concern to the community such as: major roads projects, metro and local population density goals and neighborhood parks proposals.                                                                                                                                                                                                                                     |                          |                                                                                                                                                                                                |
| 11 GHT 7          | City Expansion. Proactively expand the City of Tualatin as appropriate, basing its boundary on available lands in collaboration with other local governments and Metro.                                                                                                                                                                                                                                                                                                                                                       | Land Use and Development | Zoning: In adding the Concept Plan area to the UGB, Metro conditioned the land to be used for two types of industrial purposes: Regionally Significant Industrial Area and Industrial. SWCP p9 |

# Draft Landuse Matrix

| Tualatin Tomorrow |                                                                                                                                                                                                                                                                                                                                                                                                                                     | Southwest Concept Plan   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategy          | Description                                                                                                                                                                                                                                                                                                                                                                                                                         | Element                  | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 12 Action GHT 7.1 | Balanced-Use Expansion. As part of Periodic Review and Metro Urban Growth Boundary expansions, update long-range planning forecasts and policy to proactively plan for Tualatin's future growth, including: <ul style="list-style-type: none"> <li>• Determining available lands within the City's sphere of influence</li> <li>• Creating a development plan considering mixed-use, open space and development impacts.</li> </ul> | Land Use and Development | Zoning: Create a new Business Park Designation that will allow more focused types of light industrial, high-tech and campus employment users, with strict limitations on commercial development.<br><br><b>Future Urban Expansion:</b> When the concept plan area is annexed into the City of Tualatin, it will form the southwestern city limits. The Concept Plan area is surrounded on two sides by land that is currently inside the City of Tualatin City limits. The land to the west and south of the Concept Plan area is currently within unincorporated Washington County. However, this is an area that will become urbanized in the future. Adjacent to the SW Tualatin Concept Plan area on the northwest is the 354-acre "Quarry Area" and on the southeast the 916 acre (approximate) "Tualatin Area" brought into the UGB by Metro in June 2004 for future industrial and residential development.<br><br>SWCP p9, 10 |
| 13 Action GHT 7.2 | Neighboring Development Coordination. Proactively collaborate and where appropriate coordinate City of Tualatin long-range planning issues and items of mutual interest with neighboring communities, including Clackamas and Washington Counties and surrounding local governments.                                                                                                                                                | Land Use and Development | Zoning: The Business Park designation is intended to be a good transition zone between residential areas to the east and industrial areas. The new designation requires high quality landscaping, buffering, and design standards intended to alleviate and/ or mitigate potential impacts on adjacent Residential Districts, while promoting light industrial activities within a campus-like setting.<br><br>SWCP p9                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 14 GHT 8          | City Boundary Management. Maintain Tualatin's unique identity from surrounding cities by managing the impacts of Urban Growth Boundary expansion and protecting the community's open space, natural areas and wetlands.                                                                                                                                                                                                             | Land Use and Development | Developable Area: Approximately 352 acres within the Concept Plan area are considered to be gross buildable acres (net of existing/ planned public arterial and collector street right-of-way, wetlands, and floodways).<br><br>SWCP p9                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

# Draft Landuse Matrix

| Tualatin Tomorrow |                                                                                                                                                                                                                                                                                                                                   | Southwest Concept Plan                          |                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategy          | Description                                                                                                                                                                                                                                                                                                                       | Element                                         | Description                                                                                                                                                                                                                                                                                                                                                                            |
| 15 Action GHT 8.1 | Greenbelt for City Delineation. Consider development of a greenbelt within the Urban Growth Boundary expansion plans to provide delineation of city limits and preserve open space/natural areas.                                                                                                                                 | Land Use and Development                        | Areas within BPA and PGE easements are subject to the following constraints: -Cannot be used for parking, buildings, or water quality facilities - No buildings can be constructed within 25 feet of the vertical members of the transmission line towers - Potentially could be used for public open space, such as a trail.<br>SWCP p9                                               |
| 16 GHT 9          | Funding for Infrastructure. Develop a strong system of infrastructure funding including System Development Charges (SDCs) to help cover the capital costs, maintenance and improvements of schools, roads and other infrastructure required as Tualatin grows and develops.                                                       | Infrastructure: Water, Sewer and Storm Drainage | Water system, Sewer System, Storm Drainage: The Concept Plan must be in the City of Tualatin prior to extending services. The Water and Sewer master plans include the Concept Plan Area. The Concept Plan is currently outside of the Clean Water Services service area and will either have be brought into their area or new development must meet CWS requirements.<br>SWCP p14,15 |
| 17 Action GHT 9.1 | Infrastructure Funding Options. Explore and evaluate the feasibility of using innovative funding methods and sources for City infrastructure funding.                                                                                                                                                                             |                                                 |                                                                                                                                                                                                                                                                                                                                                                                        |
| 18 GHT 10         | Addressing Construction Impacts. Address the impacts of ongoing construction in the community through clear and frequent communication with contractors and the public, ensuring safety of all forms of transportation (vehicles, bicycles, pedestrians), and regulating the impact on community livability (hours, noise, etc.). |                                                 |                                                                                                                                                                                                                                                                                                                                                                                        |

# Draft Landuse Matrix

| Tualatin Tomorrow  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Southwest Concept Plan |             |
|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------|
| Strategy           | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Element                | Description |
| 19 Action GHT 10.1 | <p>Construction Impact Mitigation. Assess and, wherever feasible, develop venues to improve community information, development oversight and continuation of traffic flow such as:</p> <ul style="list-style-type: none"> <li>• Including more information on the City's website</li> <li>• Creating a brochure addressing blasting and the use of explosives</li> <li>• Attending Home Builders Association (HBA) and contractor meetings to review our rules and regulations; increase enforcement by creating a Code Enforcement position</li> <li>• Involving the Legal Department in more enforcement issues</li> <li>• Maintaining pedestrian and bicycle traffic during construction</li> <li>• Re-evaluating ability to work on weekends</li> <li>• Requiring contractors to address neighborhood impacts</li> <li>• Developing information sheets for contractors with rules and requirements</li> <li>• Considering restricted hours of construction on main road(s) (i.e., holidays, special events), or night work only</li> <li>• Maintaining all through lanes on certain roads.</li> </ul> |                        |             |
| 20 GHT 17          | <p>Commercial Traffic Diversion. Utilize a variety of means to minimize the impact of commercial through-traffic in Tualatin, diverting a significant portion of this traffic out of the Tualatin Town Center and neighborhoods.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |             |

# Draft Landuse Matrix

| Tualatin Tomorrow  |                                                                                                                                                                                                                                                                                                                                                           | Southwest Concept Plan |                                                                                                                                                                                                                                                                                                                 |
|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategy           | Description                                                                                                                                                                                                                                                                                                                                               | Element                | Description                                                                                                                                                                                                                                                                                                     |
| 21 Action GHT 17.1 | Freight Transportation Alternatives. Develop incentives to reduce large truck travel, especially at peak hours, on streets surrounding Town Center and neighborhood roads. Incentives could include: <ul style="list-style-type: none"> <li>• Development of a toll for peak-hour road usage</li> <li>• Establishment of defined truck routes.</li> </ul> |                        |                                                                                                                                                                                                                                                                                                                 |
| 22 Action GHT 17.2 | 124th Avenue Development. Develop an alternative north-south connection by extending 124th Avenue south to Tonquin Road upon adoption and implementation of the Southwest Tualatin Concept Plan (SWCP) and based on available funding.                                                                                                                    | Transportation         | Primary access to the Concept Plant Area will be from an extended SW 124th Avenue south of Tualatin-Sherwood Road. Secondary access is planned via SW 115th and SW 120th Avenues. SW 124th Avenue would follow the City's major arterial street section as defined in the Tualatin Development Code.<br>SWCP p2 |
| 23 GHT 18          | Urban Design Standards. Develop enhanced, flexible standards to promote ongoing community attractiveness in Tualatin and a cohesive urban design.                                                                                                                                                                                                         |                        |                                                                                                                                                                                                                                                                                                                 |
| 24 GHT 21          | Beautiful Streetscapes. Ensure beautiful streetscapes throughout Tualatin, promoting the ongoing maintenance of street easements through a variety of means.                                                                                                                                                                                              |                        |                                                                                                                                                                                                                                                                                                                 |
| 25 Action GHT 21.1 | Street Trees Program and Standards. Expand and strengthen the City of Tualatin Street Trees program including: <ul style="list-style-type: none"> <li>• Researching current best practice streetscape standards</li> <li>• Applying improved standards, unique and recognizable, to City entrances and Town Center.</li> </ul>                            |                        |                                                                                                                                                                                                                                                                                                                 |
| 26 GHT 22          | Community Gateways. Develop distinct gateways at key entry points into Tualatin, promoting the community's identity and distinguishing it from surrounding cities. Utilize structures, art, signage and landscaping to enhance these gateways.                                                                                                            |                        |                                                                                                                                                                                                                                                                                                                 |

**Draft Landuse Matrix**

| Tualatin Tomorrow  |                                                                                                                                                                                                        | Southwest Concept Plan   |                                                                                                                                                                                                                                                                                                                                                            |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategy           | Description                                                                                                                                                                                            | Element                  | Description                                                                                                                                                                                                                                                                                                                                                |
| 27 Action GHT 22.2 | Identify Support – City Entrances. Create City entryways at strategic locations that reflect the community's identity.                                                                                 |                          |                                                                                                                                                                                                                                                                                                                                                            |
| 28 GHT 23          | A Quiet Community. Strengthen and enhance City codes and regulations regarding noise, reducing excessive or unacceptable noises and maintaining the community's status as a peaceful, quiet community. |                          |                                                                                                                                                                                                                                                                                                                                                            |
| 29 Action GHT 23.1 | Noise Abatement. Continue support of noise ordinances in the City of Tualatin. Evaluate current ordinance and update if necessary.                                                                     |                          |                                                                                                                                                                                                                                                                                                                                                            |
| 30 GHT 24          | Planning for Economic Growth. Proactively plan for economic growth in Tualatin, promoting a sustainable local economy and a balanced response to external economic influences.                         |                          |                                                                                                                                                                                                                                                                                                                                                            |
| 31 Action GHT 24.1 | Developer Outreach. Develop marketing strategies and materials to attract environmentally concerned, sustainable builders and businesses. Coordinate incentives to promote best practices.             |                          |                                                                                                                                                                                                                                                                                                                                                            |
| 32 Action GHT 24.2 | Targeted Industry Outreach. Target specific niche industries, such as animation and high technology companies, to locate in Tualatin.                                                                  |                          |                                                                                                                                                                                                                                                                                                                                                            |
| 33 GHT 25          | Healthy Business Climate. Enhance the Tualatin community by attracting a diverse, stable mix of business and clean industries.                                                                         | Land Use and Development | Land use would be a mix of light industrial and high-tech uses in a corporate campus setting. The RSA-designated area requires at least one 100-acre parcel and one 50-acre parcel for large industrial users. The remainder of the area is likely to include light industrial with some limited, local-serving commercial services.<br><br><i>SWCP p2</i> |

# Draft Landuse Matrix

| Tualatin Tomorrow  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Southwest Concept Plan |             |
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| Strategy           | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Element                | Description |
| 34 Action GHT 25.1 | <p>City – Business Strategic Benefits. With input from existing businesses, establish a desired-business profile of targeted businesses and industry sectors the City would like to attract. The profile includes:</p> <ul style="list-style-type: none"> <li>• Benefits such a business will bring to Tualatin</li> <li>• Impacts such a business will have on the community</li> <li>• Benefits Tualatin will provide to such a business</li> <li>• Develop an outreach strategy to businesses that provide a good costs/benefits balance.</li> </ul>                                                                                                                                               |                        |             |
| 35 GHT 26          | Proactive Business Recruitment. Attract and retain businesses that are good corporate citizens and involved in the community, providing family-wage jobs and use green practices.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        |             |
| 36 Action GHT 26.1 | <p>Business Engagement. Develop and promote opportunities for existing businesses to become more involved in and supportive of community programs, events and activities. For example:</p> <ul style="list-style-type: none"> <li>• Maintain/enhance a Tualatin business leaders' roundtable, with City representation, to discuss issues of mutual concern</li> <li>• Convene a business forum to identify, and develop programs to attract, businesses that reflect the values of Tualatin. Provide venues for public involvement</li> <li>• Revive annual (or semi-annual) Chamber of Commerce/City Council dinner program and extend attendance to other business clubs/organizations.</li> </ul> |                        |             |
| 37 GHT 27          | Living-Wage Jobs. Promote the creation of jobs in Tualatin that pay living wages, allowing more people who work in Tualatin to live in the city.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |             |

**Draft Landuse Matrix**

| <b>Tualatin Tomorrow</b>                       |                                                                                                                                                                                                                                                                                        | <b>Southwest Concept Plan</b>  |                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Strategy</b>                                | <b>Description</b>                                                                                                                                                                                                                                                                     | <b>Element</b>                 | <b>Description</b>                                                                                                                                                                                                                                                                                                                                                                                     |
| 38 Action GHT 27.1                             | Living-wage Job Enhancement. Research best practices in other cities to attract businesses offering living-wage jobs. Apply lessons learned to targeted-business outreach and marketing efforts to increase availability of living-wage (including healthcare benefits) opportunities. |                                |                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>PRN=Parks, Recreation and Natural Areas</b> |                                                                                                                                                                                                                                                                                        | <b>Natural Resources</b>       |                                                                                                                                                                                                                                                                                                                                                                                                        |
| 1 PRN 1                                        | Clean Waterways. Promote clean waterways in Tualatin suitable for swimming, fishing and animal habitat. Work with upstream communities to influence the protection of waterways and enforcement of clean water laws.                                                                   |                                |                                                                                                                                                                                                                                                                                                                                                                                                        |
| 2 Action PRN 1.1                               | Location and Resource Assessment. Assess and support identification of those lands and other resources in Tualatin that require environmental regulation oversight.                                                                                                                    | Land Use and Development       | It is assumed that impacts on potential floodplains and wetlands could be mitigated offsite and would not reduce developable area. Any offsite mitigation would be subject to the applicable regulations of the affected jurisdictions. The local resources in the Natural Resources Map would be protected, where appropriate and enhanced as a condition for new development.<br><br><i>SWCP p10</i> |
| 3 Action PRN 1.2                               | Regional Waterways Protection. Work with other communities to coordinate enforcement efforts for protection and enhancement of local waterways in Tualatin.                                                                                                                            |                                |                                                                                                                                                                                                                                                                                                                                                                                                        |
| 4 PRN 2                                        | Land Use Regulations and Management. Work with the City of Tualatin's land use regulations and management to promote improved water quality in the Tualatin River system.                                                                                                              | Natural and Cultural Resources | Natural resources in the Concept Plan area have been highly modified by historical and current land use. Development Issues- Protection of waters and wetlands will constrain many land uses because regulated areas are scattered across the plan area.<br><br><i>SWCP p15, 16</i>                                                                                                                    |
| 5 Action PRN 2.1                               | Stormwater System Inventory. Inventory and assess condition of existing stormwater systems in Tualatin.                                                                                                                                                                                |                                |                                                                                                                                                                                                                                                                                                                                                                                                        |

**Draft Landuse Matrix**

| <b>Tualatin Tomorrow</b>                             |                                                                                                                                                                                                                                                                                                                                                                                  | <b>Southwest Concept Plan</b> |                       |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-----------------------|
| <b>Strategy</b>                                      | <b>Description</b>                                                                                                                                                                                                                                                                                                                                                               | <b>Element</b>                | <b>Description</b>    |
| 6 Action PRN 2.2                                     | Environmentally Sound Development Practices. Research and promote best practices to design, develop and manage new construction in a more environmentally sound manner.                                                                                                                                                                                                          |                               |                       |
| 7 Action PRN 2.3                                     | Water Quality Retrofitting. Develop or expand existing land use regulations to require retrofitting of commercial/industrial and community water systems to improve water quality. Retrofitting could include actions such as: • Requiring a larger percentage of native vegetation versus lawns • Replacing impervious surfaces, for example using pavers • Creating bioswales. |                               |                       |
| <b>TTC= Traffic, Transportation and Connectivity</b> |                                                                                                                                                                                                                                                                                                                                                                                  |                               | <b>Transportation</b> |
| 1 TTC 2                                              | Improved Access and Connections. Improve pedestrian and bicycle routes and selective roadway connections in Tualatin in order to link divided portions of the city and improve overall access and movement in the community.                                                                                                                                                     |                               |                       |
| 2 TTC 5                                              | Improved Traffic Management. Develop and institute an improved traffic management system in Tualatin to optimize traffic signals and mass transit for better traffic flow at consistent speeds throughout the city.                                                                                                                                                              |                               |                       |

# Draft Landuse Matrix

| Tualatin Tomorrow |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Southwest Concept Plan   |                                                                                                                                                                                                                                                                                                                                                                         |
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| Strategy          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Element                  | Description                                                                                                                                                                                                                                                                                                                                                             |
| 3 Action TTC 5.1  | Heavy-freight Management. Evaluate innovative ways to address the impacts of heavy truck/freight distribution routes within Tualatin. Consider remedial alternatives such as: <ul style="list-style-type: none"> <li>• Designating and improving truck routes</li> <li>• Encouraging use of roadways during non-peak hours</li> <li>• Providing incentives to use alternate routes</li> <li>• Providing incentives to shift business hours for freight delivery/receiving</li> <li>• Using street designs such as roundabouts and landscaping features</li> <li>• Considering future resurgence of railroad mode as a freight mover</li> </ul> | Land Use and Development | The Portland and Western Railroad right-of-way (owned by ODOT) traverses in a north-south alignment along the eastern boundary of the Southwest Tualatin Concept Plan area. ODOT's Rail Division has indicated that no new public at-grade street or pedestrian crossings would be allowed. Any new crossings would need to be either below or above grade.<br>SWCP p10 |
| 4 TTC 6           | Improved Traffic Flow. Improve the flow of traffic in Tualatin through special routes and lanes, roadway improvements and other measures, relieving traffic congestion and promoting the flow of local residential traffic.                                                                                                                                                                                                                                                                                                                                                                                                                    | Transportation           | <b>To be constructed by 2025:</b> A new bridge across the Tualatin River (either an extension of Hall Boulevard or a connection between Lower Boones Ferry Road and Tualatin Road).<br>SWCP p11                                                                                                                                                                         |

# Draft Landuse Matrix

| Tualatin Tomorrow |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Southwest Concept Plan |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategy          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Element                | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 5 Action TTC 6.1  | <p>Traffic Flow Management: Evaluate Tualatin traffic flow management options such as:</p> <ul style="list-style-type: none"> <li>• Promoting usage of additional Protected Permissive Phasing (left turn on flashing yellow light)</li> <li>• Establishing regular frequency to evaluate and re-time lights along Tualatin-Sherwood Road</li> <li>• Encouraging staggered dismissal times for public and private schools</li> <li>• Offering incentives for van/car pooling</li> <li>• Exploring feasibility for making a one-way street grid</li> <li>• Exploring one-way loop road</li> <li>• Exploring expansion of Tualatin-Sherwood Road to two lanes in each direction.</li> </ul> | Transportation         | <p><b>To be constructed by 2025:</b> Widening Tualatin-Sherwood Road to 5 lanes from Tualatin to Sherwood - <b>Intersections to be addressed:</b> <i>Tualatin-Sherwood Road/ Boones Ferry Road ... a combination of projects would be needed to provide LOS D operations in the year 2025 including prohibiting left turns from Boones Ferry Road onto Tualatin-Sherwood Road and providing new local street connections that provide alternatives to making short trips on Tualatin-Sherwood Road; - Tualatin-Sherwood Road/ SW 124th Avenue would operate close to capacity if single left-turn lanes were used. (Alternatively, developing, east west collector streets between 124th Ave and City of Sherwood would avoid the need to build a second left hand turn lane) - Tualatin-Sherwood Road/ SW 120th Ave right-in, right-out only as left turning movements would experience lengthy delays.</i></p> <p>SWCP p11</p> |
| 6 TTC 8           | Minimal Construction Delays. Work with key government agencies, businesses and citizens to coordinate transportation-related construction, minimizing traffic delays and other community impacts.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 7 TTC 9           | I-5/99W Connector. Partner with federal, state, regional and local governments to complete a planned Interstate 5-Highway 99 West connector, separating long-haul and regional commercial-industrial and commuter traffic from local traffic on Tualatin-Sherwood Road.                                                                                                                                                                                                                                                                                                                                                                                                                   | Transportation         | <p><b>To be constructed by 2025:</b> A new roadway connecting I-5 and Highway 99W. Although a new freeway connecting south of Sherwood, with an interchange at SW 124th Avenue, produces the best traffic operations, that alignment requires state approvals that have not yet been obtained. Instead, the Concept Plan work assumes a four-lane arterial along the Urban Growth Boundary that joins Tualatin-Sherwood Road northeast of Sherwood.</p> <p>SWCP p11</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

# Draft Landuse Matrix

| Tualatin Tomorrow |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Southwest Concept Plan |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategy          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Element                | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 8 Action TTC 9.1  | Regional Goal Setting. Develop a regional strategy to address the I-5/99W connector to include components such as: <ul style="list-style-type: none"> <li>• Convening a regional forum to reach consensus on long-term goals. Forum to include the cities of Tualatin, Wilsonville, Sherwood, Tigard and others)</li> <li>• Addressing Metro, County, State and Federal regulatory agencies with a unified proposal and approach</li> <li>• Providing public involvement opportunities throughout the strategy development process</li> <li>• Providing periodic progress reports</li> <li>• Discussing possible alternative I-5 access options including construction of an on/off ramp at SW Norwood.</li> </ul> |                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 9 TTC 10          | Local Access to Freeways. Improve local access to freeways in the community through traffic management, roadway improvements and new routes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Transportation         | <b>Intersections that will require attention:</b> -<br><i>Myberg Road/I-5 Northbound Ramps</i> would operate over capacity in the 2025 a.m. peak hour, before the Concept Plan area is redeveloped. Converting the westbound right-turn lane to a free-flowing movement (similar to the North Wilsonville interchange) would provide acceptable operations. -<br><i>Myberg Road/I-5 Southbound Ramps</i> would operate at 98 percent of its capacity in the 2025 a.m. peak hour, before the Concept Plan area is redeveloped. Afterwards, it would operate at 103 to 106 percent of its capacity. Restriping the existing Southbound off-ramp lanes to provide left, left-through-right, and two right-turn lanes (e.g. provide a triple right) would allow the intersection to operate at 84 percent of its capacity. Modifications to the interchange would require ODOT approval.<br><i>SWCP p11</i> |
| 10 TTC 11         | Road Maintenance. Develop proactive programs and strategies for the ongoing improvement and maintenance of the City of Tualatin's road system.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

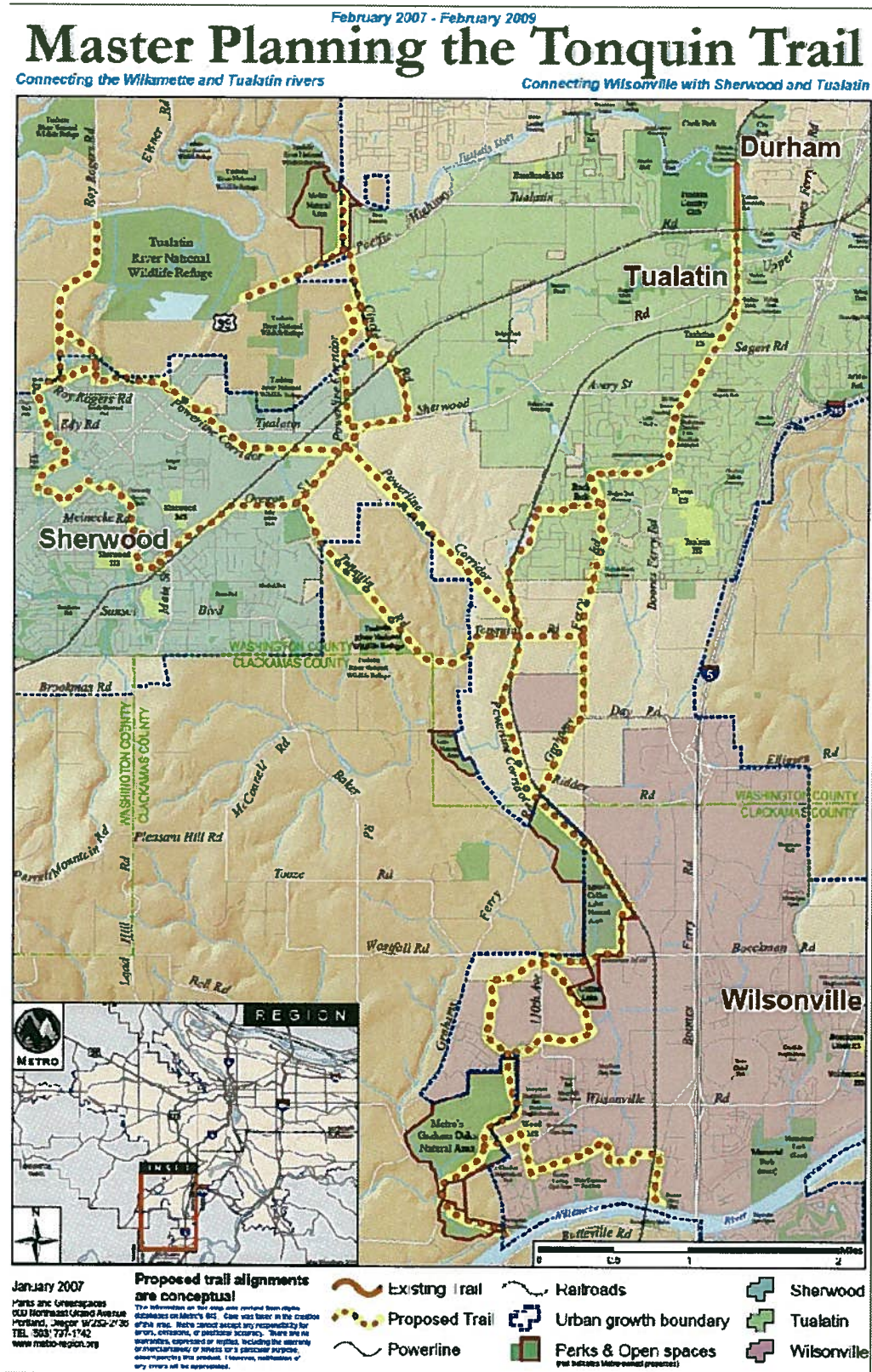
# Draft Landuse Matrix

| Tualatin Tomorrow  |                                                                                                                                                                                                                                                       | Southwest Concept Plan |             |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------|
| Strategy           | Description                                                                                                                                                                                                                                           | Element                | Description |
| 11 TTC 12          | Roadside Landscaping. Develop new programs and activities to improve and enhance City standards for and involvement in roadside landscaping.                                                                                                          |                        |             |
| 12 Action TTC 12.1 | Roadside Landscape. Support and expand roadside landscaping. Update to include unique and innovatively designed landscaping requirements with strong aesthetic identify for road-sides adjacent to new developments and re-development projects.      |                        |             |
| 13 TTC 13          | Regional Transit Linkage. Strengthen Tualatin's linkages with the regional transit system (bus, rail, etc.), improving transit service and connections within the city and to other parts of the region for the local population at all times of day. |                        |             |
| 14 TTC 14          | Pedestrian Routes and Crossings. Establish a network of safe, well-designed pedestrian routes and crossings in Tualatin, separating foot traffic from bicycle and vehicular traffic throughout the city.                                              |                        |             |
| 15 TTC 15          | Walkable Commercial Areas. Promote greater walkability and pedestrian-friendly features in all of Tualatin's commercial areas.                                                                                                                        |                        |             |

## Attachment D- SWCP 2009-2010 Timeline

| Southwest Tualatin Concept Plan (SWCP) 2009-2010 Timeline                   |                                      |                |                                                   |                                                             |                |                                                     |                                                                           |                                                    |
|-----------------------------------------------------------------------------|--------------------------------------|----------------|---------------------------------------------------|-------------------------------------------------------------|----------------|-----------------------------------------------------|---------------------------------------------------------------------------|----------------------------------------------------|
|                                                                             | November                             | December       | January                                           | February                                                    | March          | April                                               | May                                                                       | June                                               |
| Property Owners, Technical Advisory Committee and Interested Parties (TAC): | Kick off meeting                     |                | Review updated analysis and finalize concept plan |                                                             |                | Review proposed code language changes               |                                                                           |                                                    |
| Consultant:                                                                 | Begin infrastructure analysis update | Work continues | Work concludes                                    |                                                             |                |                                                     |                                                                           |                                                    |
| Public:                                                                     |                                      |                | Open House                                        |                                                             |                | Open House to review proposed code language changes |                                                                           | Public hearing at City Council meeting             |
| Tualatin Planning Advisory Committee (TPAC):                                |                                      |                | Update of activities at January 14, 2010 meeting  | Recommendation to Council made at February 11, 2010 meeting |                |                                                     | Present development code language changes for a recommendation to Council |                                                    |
| Architectural Review Board (ARB)                                            |                                      |                |                                                   |                                                             |                | Review proposed code language changes               |                                                                           |                                                    |
| Tualatin Parks Advisory Committee (TPARK)                                   |                                      |                |                                                   |                                                             |                | Review proposed code language changes               |                                                                           |                                                    |
| City Council:                                                               |                                      |                | Update of activities at January 25, 2010 meeting  | Accept updated plan on February 22, 2010                    |                |                                                     |                                                                           | Adopt code language changes                        |
| Staff:                                                                      |                                      |                | Begin updating Development Code                   | Work continues                                              | Work continues | Work continues                                      | Work concludes                                                            |                                                    |
| Metro:                                                                      |                                      |                |                                                   | Submit accepted concept plan to Metro                       |                |                                                     | Submit City's recommended Comp Plan amendments                            | Submit adopted Comp Plan and code language changes |

## Attachment E- Draft Tonquin Trail Master Plan



## TECHNICAL MEMORANDUM

CH2MHILL

## SW Tualatin Concept Plan Update - Estimate Summary

**DRAFT**

PREPARED FOR: City of Tualatin

PREPARED BY: Darren Hippenstiel/PDX  
Joe Broberg/PDX  
Brittany Garton/PDX

REVIEWED BY: Rick Attanasio/PDX  
Dave Simmons/PDX

DATE: January 7, 2009

PROJECT NO.: 398395.48.01

The objective of this memorandum is to summarize the updated planning level costs to provide public infrastructure (water, wastewater, stormwater and streets) within the area SW of the City of Tualatin known as the SW Tualatin Area. The costs update those prepared as part of the SW Tualatin Concept Plan (SWTCP) in 2005. The limits of the study area for infrastructure development have been revised to include an area SW of the original SWTCP area shown in the attached graphics as the Urban Reserve area, and an area SE of the SWTCP area shown in the attached graphics as Area 1. The total cost estimated for the development of infrastructure in the revised SWTCP area is \$78,077,000.

The following is a break down by sub-area and infrastructure type updated planning level costs have been developed for the infrastructure development within the revised SWTCP area and are separated by sub-area:

| Infrastructure                 | Cost         |
|--------------------------------|--------------|
| <b>2005 SWTCP Area</b>         |              |
| Wastewater                     | \$9,500,000  |
| Water                          | \$9,020,000  |
| Transportation                 | 31,975,000   |
| Stormwater Regional Facilities | \$1,177,000  |
| Subtotal                       | \$51,672,000 |
| <b>Urban Reserve Area</b>      |              |
| Wastewater                     | \$1,235,000  |
| Water                          | \$1,260,000  |
| Transportation                 | 10,000,000   |
| Stormwater Regional Facilities | \$357,000    |
| Subtotal                       | \$12,852,000 |

| <b>Area 1</b>                  |                     |
|--------------------------------|---------------------|
| Wastewater                     | \$2,290,000         |
| Water                          | \$1,550,000         |
| Transportation                 | 9,590,000           |
| Stormwater Regional Facilities | \$123,000           |
| Subtotal                       | \$13,553,000        |
| <b>Project Total</b>           | <b>\$78,077,000</b> |

Attached to this memorandum is supporting documentation that outlines the assumptions and analysis used in developing these planning level costs. Wastewater and water are contained with Appendix A, Streets is contained in Appendix B, and Stormwater in Appendix C.

## **APPENDIX A – Water/Wastewater**

## SW Tualatin Concept Plan Update Water and Wastewater Systems

PREPARED FOR: City of Tualatin  
PREPARED BY: Joe Broberg  
DATE: January 7, 2010  
PROJECT NUMBER: 398395

### Purpose

This memorandum updates the water and sanitary sewer portions of the 2005 Southwest Tualatin Concept Plan (SWTCP). The update included:

1. Reviewing the assumptions used to prepare the 2005 Concept Plan. Those assumptions were documented in a memorandum prepared by CH2M HILL dated August 3, 2005.
2. Revising those assumptions to cover an expanded study area.
3. Assessing the impact of future development of approximately 645 acres of vacant land south of Tualatin on the study area, including estimating the cost of conveying wastewater from the area south of Tualatin south to Wilsonville.
4. Developing a revised water and sewer infrastructure plan for the area within the 2005 Southwest Tualatin Concept Plan and the expanded study area.
5. Developing updated cost estimates for water and sewer infrastructure in the expanded study area and organizing the cost estimates by portion of the study area.

### Expanded Study Area

This memorandum updates the infrastructure plan for the 2005 study area, and adds infrastructure plans for two areas adjacent to the 2005 study area, Area 1 and the Urban Reserve Area. In addition, the impact of future land use in the area south of Tualatin (Area 2) was used to assess infrastructure impacts on the study area.

Figure 1 shows the limits of the 2005 Southwest Tualatin Concept Plan study area and the areas added for this update. The 2005 study area included approximately 431 acres. The expanded study area includes approximately 574 acres, of which 448 acres have been identified as developable:

1. The 2005 Southwest Tualatin Concept Plan study area. The 2005 study area contains a total of approximately 431 acres, of which 352 acres are developable in light

industrial and business park land uses. The 2005 plan assumed that a “wet” industry would occupy 88 acres of the light industrial development. The area is currently occupied by a sand and gravel mine.

2. Area 1, a future industrial area of Tualatin immediately south of the 2005 study area. Area 1 is within the Urban Growth Boundary. Area 1 contains 66 acres, 19 of which the City of Tualatin Planning Department has identified as being developable in industrial uses. The type of industrial development has not been identified. When developed, the City of Tualatin projects a total of 248,292 square feet of building area and 361 employees in Area 1.
3. The Urban Reserve Area, a future industrial area immediately southwest of the 2005 study area. Area 2 is outside the Urban Growth Boundary. Area 2 contains 117 acres, 77 of which the City of Tualatin has identified as being developable or re-developable in industrial uses. The type of industrial development has not been identified. When developed, the City of Tualatin projects a total of 1,006,236 square feet of building area and 1,108 employees in Area 2.

The impact of future land uses south of Tualatin (Area 2 on Figure 1) on the study area was also assessed. Area 2 contains 645 acres, 442 of which the City of Tualatin has identified as being developable in a mixture of industrial, commercial, and residential uses. The City of Tualatin projects that Area 2 will be developed with a total of 1,500,000 square feet of industrial building area and 1,652 industrial employees; 10 acres of commercial development and 420 commercial employees; and 314 acres of residential development with up to 2,008 dwelling units and up to 5,261 residents.

## Wastewater Improvements

The 2005 Concept Plan listed several assumptions used to develop a wastewater infrastructure plan for the 2005 SWTCP area. The two most important assumptions were:

1. All flow from the 2005 SWTCP area would be conveyed to the Durham WWTP; This assumption remains unchanged
2. The proposed collection system was designed to only serve the area within the concept plan area

Since the 2005 concept plan was completed, the concept plan area has been expanded to include two additional areas shown on Figure 1, Area 1 and the Urban Reserve Area, and the impact of conveying sewage from Area 2 to the Durham WWTP through the wastewater conveyance system in the Concept Plan Area. In addition, the estimates from 2005 need to be adjusted for the impact of construction price increases over the last four years.

The proposed wastewater system serving the revised SWTCP area is shown on Figure 2. A small ridge runs through the SWTCP area, dividing the area into two watersheds. Wastewater from approximately the northern 40 percent of the study area drains to the north to the Bluff/Cipole lateral, the Bluff/Cipole Trunk Line, and then to the Clean Water Services wastewater conveyance system. Wastewater from the southern portion would naturally flow to the south edge of the study area.

The wastewater system shown on Figure 2 conveys wastewater from the southern portion of the SWTCP area to a new lift station that would be located on the south edge of the study area. Wastewater would be pumped north from the lift station through a new force main. The force main would discharge to a gravity sewer flowing to the Bluff/Cipole Trunk Sewer. Area 2 could be served by conveying wastewater from Area 2 to the lift station proposed to be constructed along the south edge of the study area. This approach is consistent with the Tualatin Sewer Master Plan. If wastewater from Area 2 is conveyed through the lift station, force main and gravity lines, the size of those facilities will need to be increased to handle the additional flow. Wastewater conveyance lines from individual lots to the lift station and trunk sewers have not been shown.

Table 1 summarizes the wastewater improvements needed to serve the 2005 SWTCP area, Area 1, and the Urban Reserve Area, as well as the impacts of conveying wastewater from Area 2 through the SWTCP area. The design flow for the 2005 SWTCP area was 2.75 mgd and was based on 88 acres of wet industry and 182 acres of light industrial development, with an allowance for inflow and infiltration and a peaking factor of 2. The design flows for Area 1 and the Urban Reserve Area are based on light industrial and residential land uses, with an allowance for inflow and infiltration and a peaking factor of 2. The design flow for Area 2 was obtained from the Wastewater Master Plan and a peaking factor of 2 was applied to the average daily flow.

Table 2 summarizes the estimated cost of serving the SWTCP area, including the estimated cost impacts of serving Area 2. The total estimated costs for serving providing wastewater service to various combinations of the 2005 SWTCP area, Area 1, and the Urban Reserve Area and the cost impact to the SSWTCP area for providing wastewater service to Area 2 are:

- 2005 SWTCP Area - \$9.5 million (based on 2005 utility memo and inflated to 2009)
- 2005 SWTCP Area plus Area 1 - \$10.7 million
- 2005 SWTCP Area plus Urban Reserve Area - \$11.2 million
- 2005 SWTCP Area plus Area 1 and Urban Reserve Area - \$12.4 million
- 2005 SWTCP Area plus Area 1, Urban Reserve Area, and impacts from serving Area 2 - \$14.7 million

The estimated costs include an allowance for construction of local sewers. The estimated costs do not include the costs of area-wide improvements to the Bluff/Cipole Trunk Sewer, Clean Water Service trunk sewer system or treatment plant improvements needed to serve the additional wastewater load.

Alternatively, rather than conveying wastewater from Area 2 through the SWTCP area, wastewater from Area 2 could be conveyed south following the natural drainage to Wilsonville. Approximately 3 miles of 15-inch trunk sewer would need to be constructed at an estimated cost of approximately \$5.3 million to convey wastewater from Area 2 to a WWTP discharging to the Willamette. This cost estimate does not include the costs of expanding the Wilsonville WWTP to treat the additional flow.

**TABLE 1**  
Wastewater System Improvements Needed to Serve SWTCP Area, Including Impact of Area 2

| Improvement                                                                                                                                                                                                          | Length/Capacity                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <b>2005 SWTCPA Area – Total Wastewater Flow Including Inflow and Infiltration (88 acres of wet industry @ 25,500 gpd/acre plus 182 acres of light industry @ 1,150 gpd/acre plus 300 gpd/acre I&amp;I)– 2.75 mgd</b> |                                           |
| 18-in Trunk Sewer (PVC)                                                                                                                                                                                              | 9,100 LF                                  |
| 8-in Gravity Sewer                                                                                                                                                                                                   | 18,150 LF                                 |
| 12-in Force Main                                                                                                                                                                                                     | 10,300 LF                                 |
| Lift Station                                                                                                                                                                                                         | 2.3 mgd                                   |
| Bluff/Cipole Lateral – Varies from 18-in to 36-in (Serves General Area Which Includes SWTCP)                                                                                                                         | 4,675 LF                                  |
| Bluff/Cipole Trunk – Varies from 36 to 42-in (Serves General Area Which Includes SWTCP)                                                                                                                              | 8,075 LF                                  |
| <b>Additional Wastewater System Improvements to Serve Area 1 (19 Developable Acres and 361 Employees @ 1,150 gpd/acre plus 300 gpd/acre I&amp;I, Light Industrial Land Uses) – 0.03 mgd</b>                          |                                           |
| Additional 8-in Gravity Sewers                                                                                                                                                                                       | 7,500 LF                                  |
| Additional 12-in Force Main                                                                                                                                                                                          | 2,300 LF                                  |
| Additional Lift Station Capacity at Peaking Factor of 2                                                                                                                                                              | 0.06 mgd                                  |
| Bluff/Cipole Lateral – Varies from 18-in to 36-in (Serves General Area Which Includes SWTCP)                                                                                                                         | Included in SWTCP Area Costs              |
| Bluff/Cipole Trunk – Varies from 36 to 42-in (Serves General Area Which Includes SWTCP)                                                                                                                              | Included in SWTCP Area Costs              |
| <b>Additional Wastewater Improvements Needed to Serve Urban Reserve Area (77 Developable Acres and 110 Acres @1,150 gpd/acre plus 300 gpd/acre I&amp;I – Light Industrial Land Uses) - 0.113 mgd</b>                 |                                           |
| Additional 8 in Gravity Sewers                                                                                                                                                                                       | 10,000 LF                                 |
| Additional 12-in Force Main                                                                                                                                                                                          | 2,300 LF (Same as Needed for Area 1)      |
| Additional Lift Station Capacity at Peaking Factor of 2                                                                                                                                                              | 0.226 mgd                                 |
| <b>Additional Wastewater Improvements Needed to Address Impact of Serving Area 2 – 1.8 mgd (From Wastewater Master Plan)</b>                                                                                         |                                           |
| Parallel 12-in Force Main                                                                                                                                                                                            | 10,300 LF                                 |
| Additional Lift Station Capacity at Peaking Factor of 2                                                                                                                                                              | 1.8 mgd                                   |
| Bluff/Cipole Lateral – Varies from 18-in to 36-in (Serves General Area Which Includes SWTCP)                                                                                                                         | Part of Master Plan Improvements for Area |
| Bluff/Cipole Trunk – Varies from 36 to 42-in (Serves General Area Which Includes SWTCP)                                                                                                                              | Part of Master Plan Improvements for Area |

Note: Estimated costs do not include the costs of area-wide improvements to the Bluff/Cipole Trunk Sewer, Clean Water Service trunk sewer system or treatment plant improvements needed to serve the additional wastewater load.

**TABLE 2**  
Estimated Costs of Wastewater Service for SWTCP Area and Area 2

| Scenario                                                                                                                                                                                     | Improvements                                            | Length/Capacity                      | Unit Cost<br>(Includes<br>Contingencies<br>and<br>Engineering,<br>Administrative,<br>and Legal<br>Costs) | Item Cost<br>(Rounded) | Subtotal for Scenario<br>(Rounded) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------|----------------------------------------------------------------------------------------------------------|------------------------|------------------------------------|
| <b>Serve 2005 SWTCP Area</b> (\$8.6 million in 2005 Inflated by 10% for Increases From 2005-2009) (Includes lift station, local sewers, trunk sewers, and Bluff/Cipole Lateral Improvements) |                                                         |                                      |                                                                                                          |                        | \$9,500,000                        |
| <b>Additional Cost for Wastewater Service for Area 1</b>                                                                                                                                     |                                                         |                                      |                                                                                                          |                        |                                    |
|                                                                                                                                                                                              | Additional 8-in Local Sewers                            | 7,500 LF                             | \$145/ft                                                                                                 | \$1,100,000            |                                    |
|                                                                                                                                                                                              | Additional 12-in Force Main                             | 2,300 LF                             | \$105/ft                                                                                                 | \$35,000               |                                    |
|                                                                                                                                                                                              | Additional Lift Station Capacity at Peaking Factor of 2 | 0.06 mgd                             | Lump Sum                                                                                                 | \$100,000              |                                    |
| Subtotal of Additional Costs for Wastewater Service for Area 1                                                                                                                               |                                                         |                                      |                                                                                                          |                        | \$1,235,000                        |
| <b>Additional Cost for Wastewater Service for Urban Reserve Area</b>                                                                                                                         |                                                         |                                      |                                                                                                          |                        |                                    |
|                                                                                                                                                                                              | Additional 8 in Local Sewers                            | 10,000 LF                            | \$145/ft                                                                                                 | \$1,450,000            |                                    |
|                                                                                                                                                                                              | Additional 12-in Force Main                             | 2,300 LF (Same as Needed for Area 1) | \$105/ft                                                                                                 | \$35,000               |                                    |
|                                                                                                                                                                                              | Additional Lift Station Capacity at Peaking Factor of 2 | 0.226 mgd                            | Lump Sum                                                                                                 | \$220,000              |                                    |
| Subtotal of Additional Costs for Wastewater Service for Urban Reserve Area                                                                                                                   |                                                         |                                      |                                                                                                          |                        | \$1,705,000                        |
| <b>Cost Impact to SWTCP area for Wastewater Service for Area 2</b>                                                                                                                           |                                                         |                                      |                                                                                                          |                        |                                    |
|                                                                                                                                                                                              | Parallel 12-in Force Main                               | 10,300 LF                            | \$105/ft                                                                                                 | \$1,090,000            |                                    |
|                                                                                                                                                                                              | Additional Lift Station Capacity at Peaking Factor of 2 | 1.8 mgd                              | Lump Sum                                                                                                 | \$1,200,000            |                                    |
| Subtotal of Cost Impact to SWTCP Area for Wastewater Service to Area 2                                                                                                                       |                                                         |                                      |                                                                                                          |                        | \$2,290,000                        |

## Water System Improvements

The 2005 Concept Plan listed several assumptions used to develop a water infrastructure plan for the 2005 SWTPC area. The most important assumption is that the area will be served by the Level B distribution zone. Additional storage needed to serve the SWTCP area will be added to a new Level B storage reservoir that will be constructed just east of the SWTCP area.

Since the 2005 concept plan was completed, the concept plan area has been expanded to include two additional areas shown on Figure 1, Area 1 and the Urban Reserve Area, and the impact of providing water service to Area 2 through the water system in the Concept Plan Area. In addition, the estimates from 2005 need to be adjusted for the impact of construction price increases over the last four years.

The proposed water system serving the revised SWTCP area is shown on Figure 2. The proposed improvements include the new Level B storage reservoir, a 16-inch diameter water main forming a loop through the SWTCP area to connect the water distribution system to the new Level B storage reservoir, and 10-inch diameter water mains along the major roads through the SWTCP area.

For the 2005 utility memo indicated, the water system was sized to deliver a maximum day demand of 2.7 mgd to development in the 2005 Concept Plan Area. The majority of this maximum day demand (2 mgd) was created by 88 acres of wet industry. The remainder of the demand (0.5 mgd) was created by light industrial demand. Water mains were sized to deliver the maximum day demand and fire flow of 3,500 gpm, with a minimum size of 10-inches.

The estimated cost of constructing water system improvements to serve the 2005 Concept Plan Area was \$8.2 million, including 1.9 MG of additional storage and 22,850 LF of piping, with contingencies and design, administration, and legal costs.

Additional storage and water distribution system piping would be needed to serve Area 1 and the Urban Reserve Area. The development of Area 2 would have major cost impacts on the City of Tualatin water system overall, but relatively low impact on development of the SWTCP area, since the water improvements needed to serve Area 2 would not be constructed in the SWTCP area. Table 3 summarizes the costs of providing water service to the SWTCP area, Area 1, and the Urban Reserve Area, and the impact on the SWTCP area for providing water service to Area 2. The total estimated costs for serving providing water service to various combinations of the 2005 SWTCP area, Area 1, and the Urban Reserve Area and the cost impact to the SWTCP area for providing water service to Area 2 are:

- 2005 SWTCP Area - \$9.0 million (based on 2005 utility memo and inflated to 2009)
- 2005 SWTCP Area plus Area 1 - \$10.3 million
- 2005 SWTCP Area plus Urban Reserve Area - \$10.6 million
- 2005 SWTCP Area plus Area 1 and Urban Reserve Area - \$11.9 million
- 2005 SWTCP Area plus Area 1, Urban Reserve Area, and impacts from serving Area 2 - \$11.9 million

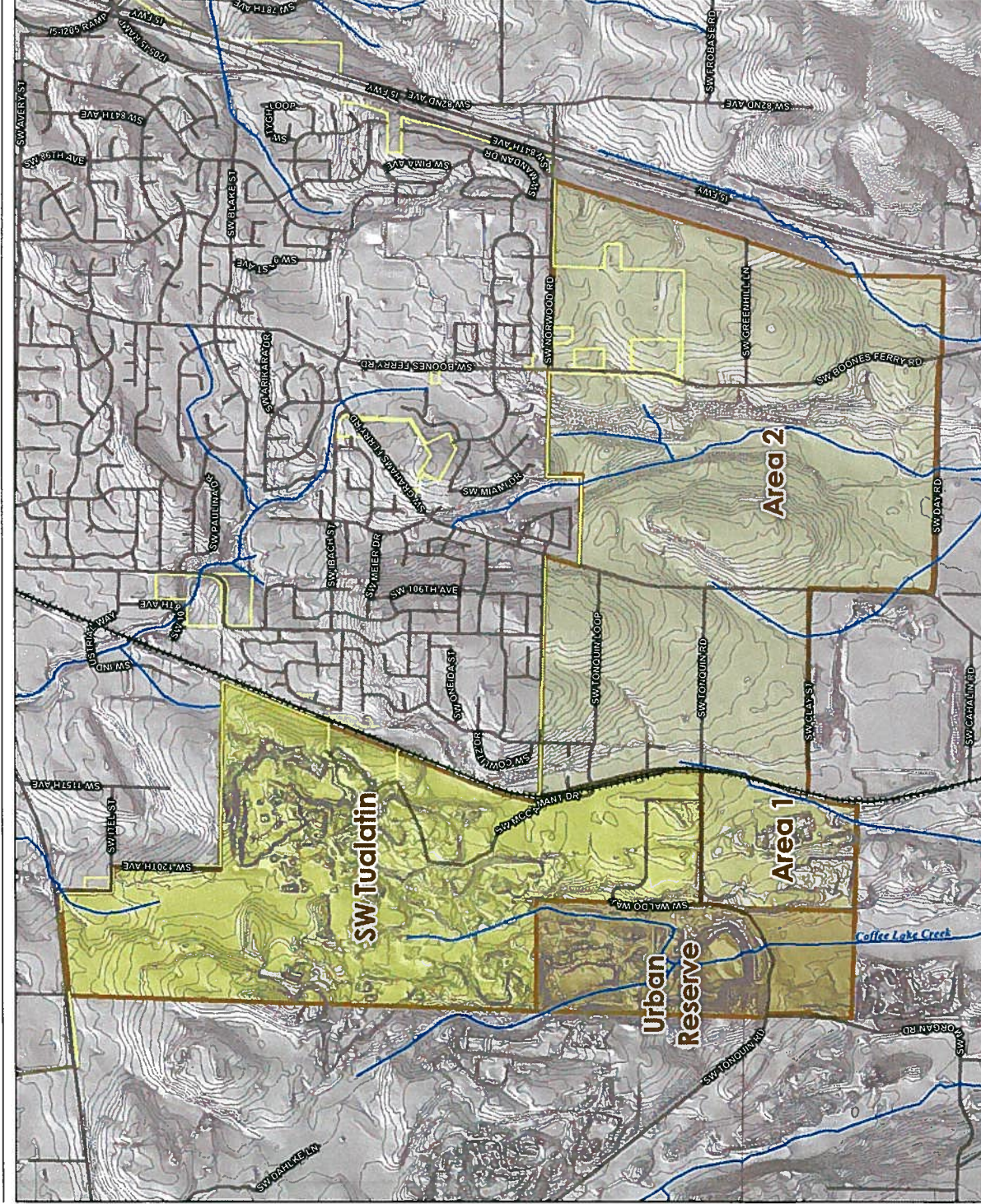
These estimated costs do not include the costs of system-wide improvements such as source development, Level B system pumping, or treatment plant improvements needed to serve the additional water demand.

**TABLE 3**  
Estimated Costs of Water Service for SWTCP Area and Area 2

| Scenario                                                                                                                                                                                                                                                                        | Improvements                     | Length/Capacity | Unit Cost<br>(Includes<br>Contingencies<br>and<br>Engineering,<br>Administrative,<br>and Legal<br>Costs) | Item Cost<br>(Rounded) | Subtotal for Scenario<br>(Rounded) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------|----------------------------------------------------------------------------------------------------------|------------------------|------------------------------------|
| <b>Serve 2005 SWTCP Area</b> (\$8.2 million in 2005 Inflated by 10% for Increases From 2005-2009) (Includes transmission system improvements, local water mains, and Level B Reservoir Improvements))                                                                           |                                  |                 |                                                                                                          |                        | \$9,020,000                        |
| <b>Additional Cost for Water Service for Area 1</b> (19 Developable Acres @ 2,000 gpd/acre maximum day demand, fire flow at 3,500 gpm (assume fire flow already provided for in Level B storage capacity), and incremental storage at 0.5 times maximum day demand)             |                                  |                 |                                                                                                          |                        |                                    |
|                                                                                                                                                                                                                                                                                 | Storage                          | 19,000 gallons  | \$0.66/gallon                                                                                            | \$13,000               |                                    |
|                                                                                                                                                                                                                                                                                 | Additional 10-<br>in Water Mains | 7,500 LF        | \$150/ft                                                                                                 | \$1,130,000            |                                    |
| Subtotal of Additional Costs for Water Service for Area 1                                                                                                                                                                                                                       |                                  |                 |                                                                                                          |                        | \$1,260,000                        |
| <b>Additional Cost for Water Service for Urban Reserve Area</b> (77 Developable Acres @ 2,000 gpd/acre maximum day demand, fire flow at 3,500 gpm (assume fire flow already provided for in Level B storage capacity), and incremental storage at 0.5 times maximum day demand) |                                  |                 |                                                                                                          |                        |                                    |
|                                                                                                                                                                                                                                                                                 | Storage                          | 77,000 gallons  | \$0.66/MG                                                                                                | \$51,000               |                                    |
|                                                                                                                                                                                                                                                                                 | Additional 10-<br>in Water Mains | 10,000 LF       | \$150/ft                                                                                                 | \$1,500,000            |                                    |
| Subtotal of Additional Costs for Water Service for Urban Reserve Area                                                                                                                                                                                                           |                                  |                 |                                                                                                          |                        | \$1,550,000                        |
| <b>Cost Impact to SWTCP area for Water Service for Area 2</b>                                                                                                                                                                                                                   |                                  |                 |                                                                                                          |                        |                                    |
| No impact to SWTCP area identified for development of Area 2                                                                                                                                                                                                                    |                                  |                 |                                                                                                          |                        |                                    |
| <b>Subtotal of Cost Impact to SWTCP Area for Water Service to Area 2</b>                                                                                                                                                                                                        |                                  |                 |                                                                                                          |                        | <b>None identified</b>             |
| Note: Estimated costs do not include the costs of system-wide improvements such as source development, Level B system pumping, or treatment plant improvements needed to serve the additional water demand                                                                      |                                  |                 |                                                                                                          |                        |                                    |

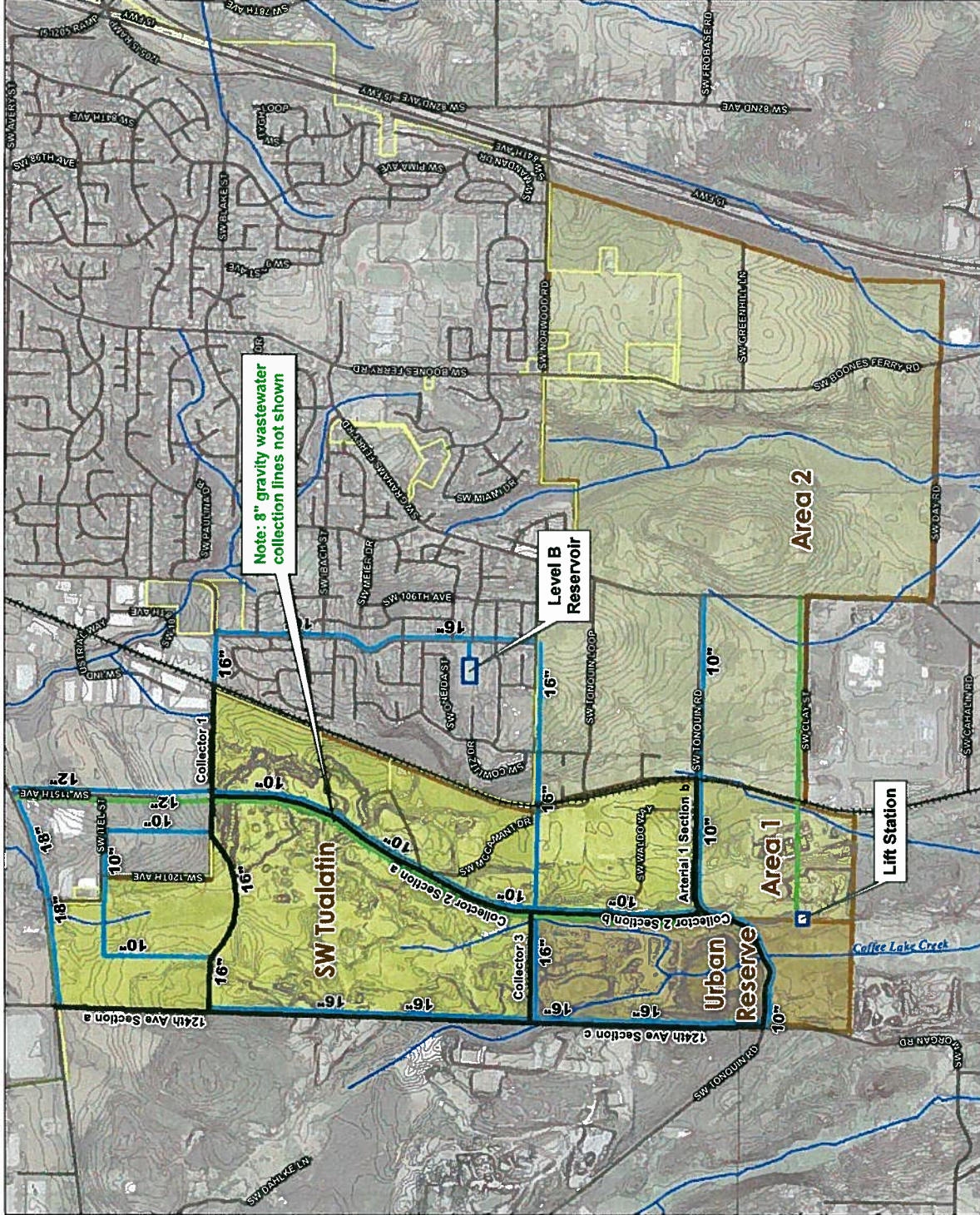
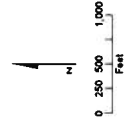


**FIGURE 1**  
**Study Area**  
*Southwest Tualatin Concept Plan*





- LEGEND**
- Proposed Water and Wastewater Improvements (with diameter in inches)**
- Wastewater
  - Water
  - Proposed Facilities
  - Proposed Roadways
- Concept Plan Area Boundaries**
- Area 1
  - Area 2
  - SW Tualatin
  - Urban Reserve
  - 5-Foot Contours
  - City Boundary



**FIGURE 2**  
**Proposed Water and Wastewater Improvement**  
 Southwest Tualatin Concept Plan

## **APPENDIX B -Streets**

## Southwest Tualatin Concept Plan Update - Streets

PREPARED FOR: City of Tualatin  
PREPARED BY: Geoffrey Hunsaker/CH2M HILL  
COPIES: Dave Simmons  
Darren Hippenstiel  
DATE: January 7, 2009  
PROJECT NUMBER: 398395

The objective of this memorandum is to establish a basis for developing conceptual level transportation infrastructure capital costs associated with the development of the SW Tualatin Area.

### Summary

This technical memorandum documents the assumptions and analysis of the street network development associated with the SW Tualatin Area. This is an update to the SW Tualatin Concept Plan developed by CH2M HILL, Otak Inc., and Kittelson and Assoc. in May 2005. Generally the area is divided by two types of roadways: arterials and collectors. Estimates were developed separately for each roadway within a sub-area and combined for a total sub-area cost. The sub-area costs were then combined for a revised concept plan area total. See figure 1 for the revised areas and roadway locations. The planning level cost for developing the transportation infrastructure network in the revised SW Tualatin Area is estimated to be \$51,565,000.

### Approach

The previous cost information developed by Otak in 2005 presented the cost estimates for three alternatives. This updated assumes Alternative 3 as the basis for roadway lengths and locations. All roadway lengths were calculated using ArcGIS.

The capital costs were developed using a planning level roadway cost estimating tool that uses per mile and lane-mile unit costs based on local and regional experience.

### Assumptions

The following Table 1 and subsequent sub-sections outline the assumptions made for developing the costs included in this memo.

**TABLE 1**  
**General Street Plan Assumptions**

|                                                                                                             |
|-------------------------------------------------------------------------------------------------------------|
| Asphalt Concrete Section for arterials assumed 8" HMAC/12" Agg.                                             |
| Asphalt Concrete Section for collectors 6" HMAC/10" Agg.                                                    |
| 4' of balanced earthwork assumed for all section. Additional earthwork added per roadway project as needed. |
| 10% Mobilization                                                                                            |
| 2.5% Construction Engineering                                                                               |
| 2% Erosion Control                                                                                          |
| TP&DT varies 5%-8% depending on project complexity and future traffic assumed levels.                       |
| 40% Contingency added to all projects.                                                                      |
| Costs provided are in 2009 dollars.                                                                         |

## Material Costs

Unit cost assumptions are provided in the Appendix.

## Roadway

These preliminary cost estimates assume typical design sections for both collector and arterial roads as referenced in the City's adopted TSP.

**TABLE 2**

| No.    | Roadway Description                             | Length (MI) | Lane-MI |
|--------|-------------------------------------------------|-------------|---------|
| 124 SA | SW 124th Ave (Tualatin-Sherwood to Collector 3) | 1.10        | 6.60    |
| 124 SB | SW 124th Ave (Collector 3 to Tonquin)           | 0.54        | 3.24    |
| A1 SA  | Arterial 1 (124th to Urban Reserve Boundary)    | 0.36        | 2.16    |
| A1 SB  | Arterial 1 (Urban reserve Boundary to Willis)   | 0.31        | 1.86    |
| C1     | Collector 1 (124th to SW Tualatin Boundary)     | 0.79        | 3.16    |
| C2 SA  | Collector 2 (Collector 1 to Waldo)              | 0.99        | 3.96    |
| C2 SB  | Collector 2 (Waldo to Tonquin)                  | 0.22        | 0.88    |
| C3     | Collector 3 (124th to Collector 2)              | 0.26        | 1.04    |

Collector roads assume a standard major collector cross section (Cb&t) to include 2-12' lanes, 14' median/turn lane, 6' bike lanes, 6' sidewalks, 6' planter strips, and street illumination. The total roadway width is 74'.

Arterial roads assume a standard major arterial (Eb&t) to include 4-12' lanes, 14' median/turn lane, 6' bike lanes, 6' sidewalks, 6' planter strips, and street illumination. The total roadway width is 98'.

### **Bridges**

Two bridges will need to be constructed as part of the capital improvements. These bridges will grade separate rail crossings along Collector 1 and Arterial 1, Section b. It is assumed that the two bridges will have a 140 foot clear span structure and a cross section width according to the roadway classification.

### **Signals**

Three new signals will be constructed along 124<sup>th</sup> Ave. These will be located at the intersections with Collector 1, Collector 3, and SW Tonquin Rd. Two of the signals are incorporated in the estimate for 124<sup>th</sup> Ave, Sec A and the other signal is part of the 124<sup>th</sup> Ave, Sec B segment.

There will also be a signal modification at the intersection of 124<sup>th</sup> Ave and SW Tualatin Sherwood Rd. This cost is incorporated in the 124<sup>th</sup> Ave, Sec A segment.

### **Earthwork**

A standard assumption for earthwork is included in the per lane mile roadway cost. The standard assumption is for a balanced cut/fill with roadway construction generally following existing contours.

It is assumed that Tigard Sand and Gravel will remediate the quarry area to pre-mining conditions prior to development of the SW Tualatin Area. For the purpose of this estimate additional earthwork above the standard assumption to construct roads in the vicinity of the existing quarry was quantified as zero since the quarry will be filled in, leaving the terrain relatively flat.

The cost estimating tool accounts for typical earthwork quantities for roadway projects, but a review of 5-foot contours indicates two areas would require additional earthwork that is not covered by the lane-mile unit costs. One of these areas is located along Collector 2 just south of the intersection with SW McCamant Dr. The other area is located along Arterial 1, Sec B near the Urban Reserve Area boundary where the SW Tonquin Rd. alignment would be relocated.

### **Right of Way**

Right-of-way costs are not included in this estimate update.

## Capital Cost Estimate

Total capital costs for roads, intersections, and bridges in the SW Tualatin Concept Plan are estimated at approximately \$53.7 million. As shown in Table 3, the breakdown by areas are \$32.7 million to develop the SW Tualatin area, \$10.1 million to develop the Urban Reserve area, and \$10.9 million to develop Area 1.

Blake road will be reconstructed to current City standards and will be necessary as part of the SW Tualatin Concept Area development. The City has already prepared cost estimates for this work in 2004 with the limits of work beginning at SW 108<sup>th</sup> and extending east and north to SW 105<sup>th</sup>. The estimate for the work is \$1.5 million and has been adjusted to 2009 dollars.

Pedestrian Paths and Trails were estimated as part of the 2005 SWTCP study. The limits of the trails have not changed with all trails being located within the original SWTCP area. Therefore, the 2005 estimate for the development of park trails will be used and adjusted from 2005 to 2009 dollars. The cost for the development of pedestrian/trails is \$1,075,000.

TABLE 3

Preliminary Capital Cost Estimates, SW Tualatin Concept Plan

| ROAD                   | TYPE            | LENGTH<br>(ft) | TOTAL COST          |
|------------------------|-----------------|----------------|---------------------|
| <b>SW Tualatin</b>     |                 |                |                     |
| 124th Ave, Section A** | Arterial        | 5,805          | \$10,130,000        |
| Collector 1*           | Collector       | 4,176          | \$11,770,000        |
| Collector 2, Section A | Collector       | 5,207          | \$5,990,000         |
| Collector 3            | Collector       | 1,367          | \$1,510,000         |
| Blake Road Extension   |                 |                | \$1,500,000         |
| Pedestrian/Trails      |                 |                | \$1,075,000         |
|                        | <b>Subtotal</b> | <b>16,555</b>  | <b>\$31,975,000</b> |
| <b>Urban Reserve</b>   |                 |                |                     |
| 124th Ave, Section B** | Arterial        | 2,857          | \$4,930,000         |
| Arterial 1, Section A  | Arterial        | 1,921          | \$3,800,000         |
| Collector 2, Section B | Collector       | 1,153          | \$1,270,000         |
|                        | <b>Subtotal</b> | <b>5,931</b>   | <b>\$10,000,000</b> |

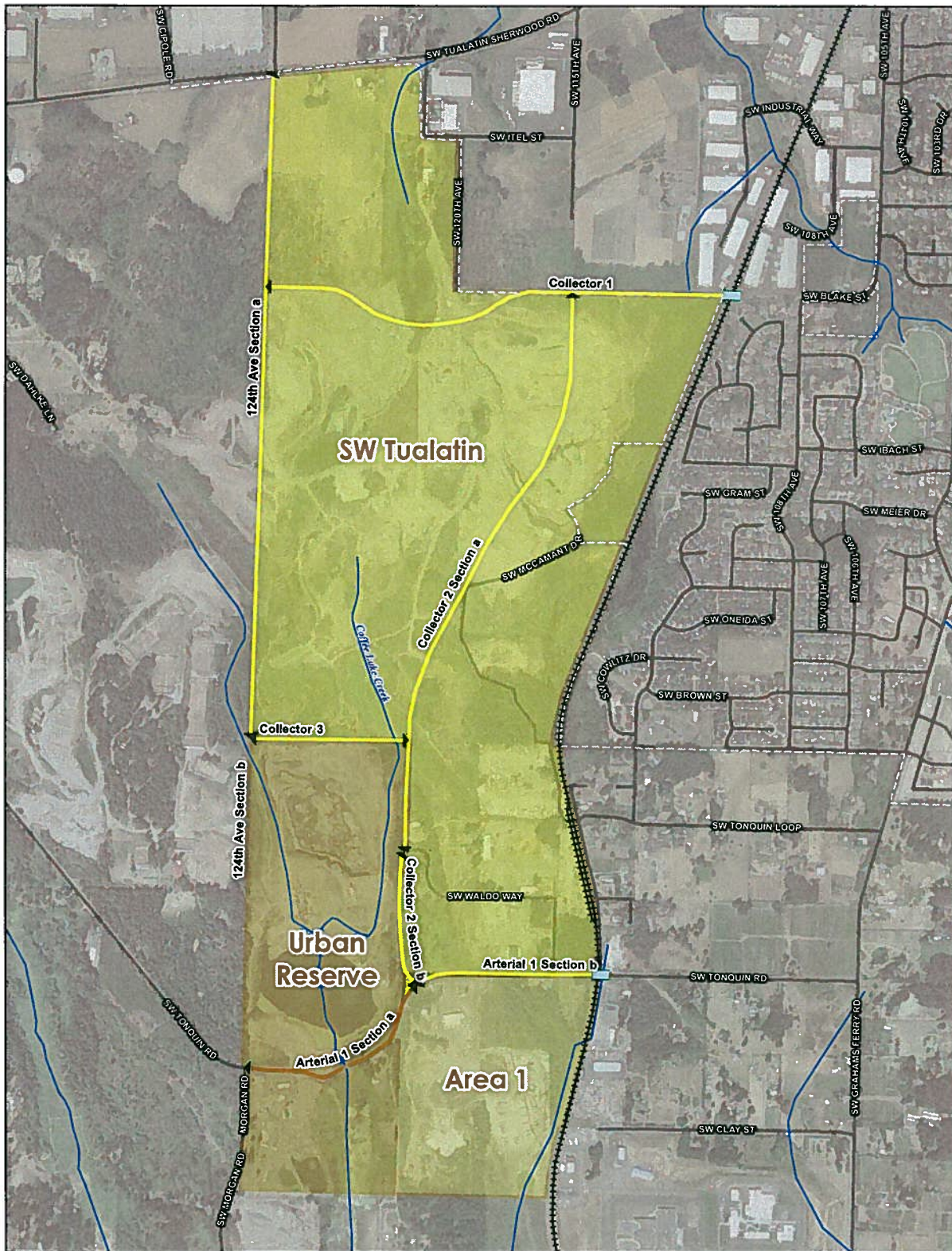
**Area 1**

|                        |                 |               |                     |
|------------------------|-----------------|---------------|---------------------|
| Arterial 1, Section B* | Arterial        | 1,617         | \$9,590,000         |
|                        | <b>Subtotal</b> | <b>1,617</b>  | <b>\$9,590,000</b>  |
|                        | <b>TOTAL</b>    | <b>24,103</b> | <b>\$51,565,000</b> |

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\* Includes bridge/RR crossing costs

\*\* Includes signal costs



#### LEGEND

##### Proposed Roadways

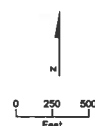
- SW Tualatin
- Urban Reserve

##### Concept Plan Area Boundaries

- Area 1
- SW Tualatin
- Urban Reserve

- Proposed Grade Separation Structure

- City Boundary



**FIGURE 1**  
**Proposed Roadways**  
 Roadway Memorandum  
 Southwest Tualatin Concept Plan

## **APPENDIX C - Stormwater**

## Southwest Tualatin Concept Plan Update- Stormwater System

PREPARED FOR: City of Tualatin  
PREPARED BY: Brittany Garton/CH2M HILL  
THROUGH: Richard Attanasio, PE/CH2M HILL  
DATE: January 7, 2010  
PROJECT NUMBER: 398395.48.01

### Purpose

This memorandum updates the stormwater portions of the 2005 Southwest Tualatin Concept Plan. The updates include:

1. Review of the assumptions used to prepare the 2005 Concept Plan.
2. Revising those assumptions to cover an expanded study area.
3. Developing a stormwater infrastructure plan for the area within the 2005 Southwest Tualatin Concept Plan and the expanded study area.
4. Developing updated cost estimates for stormwater infrastructure in the expanded study area and organizing the cost estimates by portion of the study area.

### Expanded Study Area

Figure 1 shows the limits of the 2005 Southwest Tualatin Concept Plan study area and the two areas added for this update. The expanded study area includes:

1. The 2005 Southwest Tualatin Concept Plan study area. The 2005 study area contains approximately 431 acres, of which 352 acres are developable in light industrial and business park land uses.
2. Area 1, a future industrial area of Tualatin immediately south of the 2005 study area. Area 1 is within the Urban Growth Boundary. Area 1 contains 66 acres, 19 of which the City of Tualatin Planning Department has identified as being developable in industrial uses.
3. The Urban Reserve Area, a future industrial area immediately southwest of the 2005 study area. This area is outside the Urban Growth Boundary. The Urban Reserve Area contains 117 acres, 77 of which the City of Tualatin has identified as being developable or re-developable in industrial uses.

This memorandum updates the infrastructure plan for the 2005 study area, and adds infrastructure plans for Area 1 and the Urban Reserve Area.

## Background

Stormwater infrastructure will be needed to serve the industrial development of a 535 acre area currently outside the southwestern corner of the City of Tualatin. The area drains to two different receiving waters: Coffee Lake Creek to the south and Rock Creek to the north. An analysis of stormwater system improvements needed as a result of development of the area has been completed for each subarea and is consistent with the concepts presented in the Southwest Tualatin Concept Plan for the City of Tualatin (Draft August 2005) and Clean Water Services' (CWS) Design and Construction Standards (June 2007). It is recommended that low impact development approaches (LIDA) for stormwater quality and detention purposes are implemented. The appropriate LIDA will minimize stormwater runoff generated from the development and ensure there are no adverse downstream drainage impacts. LIDA shall be designed and constructed in accordance with CWS's 2007 Design and Construction Standards Section 4.07. With 448 acres of industrial development expected in the study area, regional stormwater facilities were sized for each drainage basin in each subarea using LIDA and planning level cost estimates have been included. This analysis addresses major publicly-owned stormwater management facilities.

## Methodology

Topography, soil type, the amount of impervious area, and storm intensity and duration are important parameters for determining stormwater runoff volume and peak flow rates. To be consistent with CWS Standards, the Santa Barbara Urban Hydrograph Method (SBUH) was used to estimate runoff volume and peak flow rates for the 25-year, 24-hour and 100-year, 24-hour storms. CWS provides an equation for use in calculating the water quality peak flow rate and total water quality volume in Section 4.05.6 of the 2007 Design and Construction Standards.

Developable acreage in each subarea was provided by the City of Tualatin. All of the developable acreage is assumed to be developed for industrial use. To be consistent with the Southwest Tualatin Concept Plan for the City of Tualatin (Draft August 2005), 80-percent of the development area was assumed to be impervious. The Soil Conservation Service (SCS) Technical Release 55 (TR-55) associates land use with a percentage of impervious area and a Curve Number (CN), based on hydrologic soil type. Hydrologic soil types B, C, and D are present in the study area. See Table 1 for a summary of the land use, associated impervious area percentage, and CNs that were used for the analysis.

**TABLE 1: PERCENT IMPERVIOUSNESS AND CN BASED ON LAND USE**

| Land Use   | Percent Imperviousness | Curve Number for Hydrologic Soil Groups |    |    |    |
|------------|------------------------|-----------------------------------------|----|----|----|
|            |                        | A                                       | B  | C  | D  |
| Industrial | 80%*                   | 81                                      | 88 | 91 | 93 |

TABLE 1: PERCENT IMPERVIOUSNESS AND CN BASED ON LAND USE

| Land Use                      | Percent Imperviousness | Curve Number for Hydrologic Soil Groups |    |    |    |
|-------------------------------|------------------------|-----------------------------------------|----|----|----|
|                               |                        | A                                       | B  | C  | D  |
| Open Space (grass cover >75%) | 10%                    | 39                                      | 61 | 74 | 80 |

\*: TR-55 percent of imperviousness for industrial area is 72%. 80% was used to be consistent with assumptions in the Southwest Tualatin Concept Plan.

The three subareas analyzed were Southwest Tualatin, Urban Reserve, and Area 1. See Figure 1 for their location. All of the subareas have basins that drain to Coffee Lake Creek. However, the Southwest Tualatin subarea also has a basin that drains to Rock Creek. A regional stormwater facility for each drainage basin within each subarea was sized. See Figure 1 for a map of the drainage basins within the subareas.

The regional facility for the drainage basin draining to Rock Creek was sized for water quality purposes only. Water quality facilities utilize the infiltration capabilities of the soil in the basin to effectively remove pollutants from stormwater runoff. Therefore, the facility was designed to convey the water quality storm (dry weather storm event totaling 0.36 inches of precipitation falling in 4 hours with an average annual storm return period of 96 hours), in accordance with CWS requirements.

The regional facilities for the drainage basins draining to Coffee Lake Creek were sized for water quality and detention purposes. The facilities were sized for water quality to filter out pollutants stormwater runoff and also sized for detention due to Coffee Lake Creek's limited capacity to absorb more flow. These facilities were designed to convey the 25-year, 24-hour storm (storm event totaling 3.9 inches of precipitation falling in 24 hours), in accordance with CWS requirements.

The Santa Barbara Urban Hydrograph (SBUH) method was used to produce stormwater runoff volumes and peak flow rates for the 25-year, 24-hour and 100-year, 24-hour storms. Rainfall volumes for the 25-year event were consistent with CWS standards; 3.9-inches in 24 hours for the 25-year event and 4.5-inches in 24 hours for the 100-year event. See Table 2 for the results.

TABLE 2: SBUH RESULTS SUMMARY

| Subarea            | Drainage Basin | Impervious Area in Drainage Basin (acres) | WQ Storm Peak Design Flow Rate (cfs) | WQ Storm Total Runoff Volume (ft <sup>3</sup> ) | 25-Year, 24-Hour Storm Peak Design Flow Rate (cfs) | 25-Year, 24-Hour Storm Total Runoff Volume (ft <sup>3</sup> ) | 100-Year, 24-Hour Storm Peak Design Flow Rate (cfs) | 100-Year, 24-Hour Storm Total Runoff Volume (ft <sup>3</sup> ) |
|--------------------|----------------|-------------------------------------------|--------------------------------------|-------------------------------------------------|----------------------------------------------------|---------------------------------------------------------------|-----------------------------------------------------|----------------------------------------------------------------|
|                    |                |                                           |                                      |                                                 |                                                    |                                                               |                                                     |                                                                |
| Southwest Tualatin | Rock Creek     | 144.6                                     | 13.12                                | 188,923                                         | 133.75                                             | 2,468,023                                                     | 158.21                                              | 2,913,359                                                      |

TABLE 2: SBUH RESULTS SUMMARY

| Subarea       | Drainage Basin    | Impervious Area in Drainage Basin (acres) | WQ Storm Peak Design Flow Rate (cfs) | WQ Storm Total Runoff Volume (ft <sup>3</sup> ) | 25-Year, 24-Hour Storm Peak Design Flow Rate (cfs) | 25-Year, 24-Hour Storm Total Runoff Volume (ft <sup>3</sup> ) | 100-Year, 24-Hour Storm Peak Design Flow Rate (cfs) | 100-Year, 24-Hour Storm Total Runoff Volume (ft <sup>3</sup> ) |
|---------------|-------------------|-------------------------------------------|--------------------------------------|-------------------------------------------------|----------------------------------------------------|---------------------------------------------------------------|-----------------------------------------------------|----------------------------------------------------------------|
| Urban Reserve | Coffee Lake Creek | 144.7                                     | 13.13                                | 189,055                                         | 114.17                                             | 2,443,676                                                     | 135.26                                              | 2,886,515                                                      |
|               | Coffee Lake Creek | 65.6                                      | 5.95                                 | 85,726                                          | 56.3                                               | 1,214,787                                                     | 67.59                                               | 1,447,879                                                      |
| Area 1        | Coffee Lake Creek | 19.9                                      | 1.81                                 | 26,005                                          | 28.97                                              | 529,238                                                       | 36.31                                               | 648,804                                                        |

CWS requires detention facilities to be designed to capture runoff so the post-development runoff rates from the site do not exceed the pre-development runoff rates from the site. The three regional detention facilities that drain to Coffee Lake Creek were sized to accommodate the 25-year, 24-hour storm, with the outflow to not exceed that of the pre-developed condition. Table 3 provides a summary of the pre- and post-development flows for the facilities design for detention.

TABLE 3: SUMMARY OF DETENTION FLOW REQUIREMENTS FOR COFFEE LAKE CREEK FACILITIES

| Subarea            | 25-year, 24-hour Pre-Development Runoff Rate (cfs) | 25-year, 24-hour Post-Development Runoff Volume (cf) | 25-year, 24-hour Post-Development Runoff Rate (cfs) | 25-year, 24-hour Post-Development Runoff Volume (cf) |
|--------------------|----------------------------------------------------|------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------|
| Southwest Tualatin | 51.01                                              | 1,345,139                                            | 114.17                                              | 2,443,676                                            |
| Urban Reserve      | 28.19                                              | 733,588                                              | 56.3                                                | 1,214,787                                            |
| Area 1             | 20.96                                              | 415,232                                              | 28.97                                               | 529,238                                              |

## Needed Improvements

Four regional stormwater facilities were sized based on the peak flows and runoff volumes provided by the previously described analysis. Each facility is an extended dry basin, designed to CWS standards. The facilities that drain to Coffee Lake Creek have been designed to provide detention, while the facility that drains to Rock Creek has been design to provide only water quality treatment. The area required for each extended dry basin footprint is shown by subarea and basin in Table 4 below. These areas do not include the area required for access roads and maintenance activities. Each facility has been given a facility identifier (shown in Table 4).

TABLE 4: AREA OF REGIONAL STORMWATER FACILITY BY BASIN

| Subarea            | Drainage Basin    | Facility Identifier | Required Area for Regional Stormwater Facility (acres) |
|--------------------|-------------------|---------------------|--------------------------------------------------------|
| Southwest Tualatin | Rock Creek        | RC-1                | 1.67                                                   |
|                    | Coffee Lake Creek | CLC-1               | 2.68                                                   |
| Urban Reserve      | Coffee Lake Creek | CLC-2               | 1.14                                                   |
| Area 1             | Coffee Lake Creek | CLC-3               | 0.21                                                   |

Facilities were located at a regional low point in each basin for schematic purposes. For locations of the facilities, see Figure 2. It should be noted that the locations shown on Figure 2 are meant to show the amount of area needed in each basin to properly treat stormwater to CWS standards. The facility sizes and locations are subject to change during final design (i.e. several smaller facilities could be used throughout the basin eliminating the need for one large regional facility).

## Planning Level Cost Estimates

Cost estimates for the stormwater infrastructure projects in each basin are summarized in Table 5. They include construction costs for regional facilities. It should be noted that conveyance costs are included in the construction costs for roadway development.

TABLE 5: STORMWATER INFRASTRUCTURE COST ESTIMATES BY SUBAREA

| Item No.                                                         | Description                                      | Total              |
|------------------------------------------------------------------|--------------------------------------------------|--------------------|
| <b><i>Southwest Tualatin Stormwater Infrastructure Costs</i></b> |                                                  |                    |
| 1                                                                | 19,000 CY of Excavation and Grading              | \$380,000          |
| 2                                                                | 4.35 AC Landscaping and Temporary Irrigation     | \$130,500          |
| 3                                                                | 1,300 LF Access Road                             | \$65,000           |
| 4                                                                | 2,800 LF Access Control Fencing                  | \$70,000           |
| 5                                                                | Pre-Treatment (Sedimentation MH)                 | \$20,000           |
| 6                                                                | Inlet and Outlet Structures                      | \$35,000           |
| 7                                                                | 5% Erosion Control                               | \$35,025           |
|                                                                  | Total Estimated Construction Cost                | \$735,525          |
|                                                                  | 60% Contingency, Administration, and Engineering | \$441,315          |
|                                                                  | Total Estimated Project Cost                     | \$1,176,840        |
|                                                                  |                                                  | <b>\$1,177,000</b> |
| <b><i>Urban Reserve Stormwater Infrastructure Costs</i></b>      |                                                  |                    |

**TABLE 5: STORMWATER INFRASTRUCTURE COST ESTIMATES BY SUBAREA**

| <b>Item No.</b>                               | <b>Description</b>                               | <b>Total</b>     |
|-----------------------------------------------|--------------------------------------------------|------------------|
| 1                                             | 5,000 CY of Excavation and Grading               | \$100,000        |
| 2                                             | 1.14 AC Landscaping and Temporary Irrigation     | \$34,200         |
| 3                                             | 480 LF Access Road                               | \$24,000         |
| 4                                             | 1,060 LF Access Control Fencing                  | \$26,500         |
| 5                                             | Pre-Treatment (Sedimentation MH)                 | \$10,000         |
| 6                                             | Inlet and Outlet Structures                      | \$17,500         |
| 7                                             | 5% Erosion Control                               | \$10,610         |
|                                               | Total Estimated Construction Cost                | \$222,810        |
|                                               | 60% Contingency, Administration, and Engineering | \$133,686        |
|                                               | Total Estimated Project Cost                     | \$356,496        |
|                                               |                                                  | <b>\$357,000</b> |
| <b>Area 1 Stormwater Infrastructure Costs</b> |                                                  |                  |
| 1                                             | 925 CY of Excavation and Grading                 | \$18,500         |
| 2                                             | 0.21 AC Landscaping and Temporary Irrigation     | \$6,300          |
| 3                                             | 200 LF Access Road                               | \$10,000         |
| 4                                             | 430 LF Access Control Fencing                    | \$10,750         |
| 5                                             | Pre-Treatment (Sedimentation MH)                 | \$10,000         |
| 6                                             | Inlet and Outlet Structures                      | \$17,500         |
| 7                                             | 5% Erosion Control                               | \$3,653          |
|                                               | Total Estimated Construction Cost                | \$76,703         |
|                                               | 60% Contingency, Administration, and Engineering | \$46,022         |
|                                               | Total Estimated Project Cost                     | \$122,724        |
|                                               |                                                  | <b>\$123,000</b> |

## Summary

Stormwater infrastructure will be needed to serve the industrial development of a 535 acre area currently outside the southwestern corner of the City of Tualatin. The area drains to two different receiving waters: Coffee Lake Creek and Rock Creek. An analysis of stormwater system improvements needed as a result of development of the area has been completed for each subarea and is consistent with the concepts presented in the Southwest Tualatin Concept Plan for the City of Tualatin (Draft August 2005) and Clean Water Services' (CWS) Design and Construction Standards (June 2007).

Four regional stormwater facilities were sized based on the peak flows and runoff volumes. Each facility is an extended dry basin, designed to CWS standards. The facilities that drain to Coffee Lake Creek have been designed to provide water quality treatment and detention,

while the facility that drains to Rock Creek has been design to provide only water quality treatment. Table 6 provides a summary of the facilities, their intended functions, and the total cost expected to develop stormwater infrastructure in each subarea.

**TABLE 6: SUMMARY OF STORMWATER INFRASTRUCTURE**

| <b>Subarea</b>     | <b>Facility Identifier</b> | <b>Function Provided by Facility</b> | <b>Area required for Facility (ac)</b> | <b>Total cost by Subarea</b> |
|--------------------|----------------------------|--------------------------------------|----------------------------------------|------------------------------|
| Southwest Tualatin | RC-1                       | Water Quality                        | 1.67                                   | \$1,177,000                  |
|                    | CLC-1                      | Water Quality and Detention          | 2.68                                   |                              |
| Urban Reserve      | CLC-2                      | Water Quality and Detention          | 1.14                                   | \$357,000                    |
| Area 1             | CLC-3                      | Water Quality and Detention          | 0.21                                   | \$123,000                    |





**SPECIAL WORK SESSION DATE: Monday, February 1, 2010**

**start time: 6pm**

**Location: Operations Training Room (DINNER PROVIDED)**

**SPECIAL WORK SESSION ITEMS**

**PowerPoint?**

1. Fiscal Health Analysis

2.

3.

**WORK SESSION ITEMS**

**PowerPoint?**

1. PTA-08-06 Sign Design Standards Update (Comm. Dev.) *[tentative]*

2. PTA-09-10 CURD Maximum Indebtedness (TDC) (Comm. Dev.) *[tentative]*

3. PTA-09-09 CUP List of Uses in Residential Update (Comm. Dev.)

4. Ordinance re: filming in city limits (Comm. Dev.)

5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. YAC Update

2. Tualatin Tomorrow ACE - Key Focus Area – Arts, Cultural & Recreation

3. Commuter Rail Update

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes

2.

3.

4.

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

**PowerPoint?**

1.

2.

3.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Heritage Center Annual Report

2. Picnic Shelter Name (Comm Svcs)

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1.

**WORK SESSION ITEMS**

**PowerPoint?**

1. Water Update (includes ASR update) (Eng) 2hr

2. Metro Exception Process discussion (Comm. Dev.) *(tentative)*

3.

4.

5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Swearing in of new police officers

2. Update from the Tigard-Tualatin Family Resource Center *(new director)*

3.

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes

2.

3.

4.

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

**PowerPoint?**

1.

2.

3.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Acceptance of SW Concept Plan (Comm. Dev.)

2.

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1.

**WORK SESSION ITEMS**

**PowerPoint?**

1. Advisory Committees Overview

2. PTA-09-03 Historic Regs Update (Comm. Dev.)

3.

4.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. YAC Update

2.

3.

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes

2.

3.

4.

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

**PowerPoint?**

1. PTA-09-07 Land Use Notification Requirements (500') (*Legislative*) (Comm. Dev.)

2. PTA-09-10 CURD Maximum Indebtedness (TDC Agenda) (*Other Hearing*) (Comm. Dev.)

3.

4.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Ordinance regarding filming in city limits (Comm.Dev.)

2.

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1. Labor executive session - TPOA

**WORK SESSION ITEMS**

**PowerPoint?**

1. Land Use Application Fees (Comm. Dev.)

2. Fee Schedule Update (Comm. Dev.)

3. Tonquin Employment Area Discussion (Comm. Dev.)

4.

5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Tree City USA / Arbor Week Presentation

2.

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes

2. URAC Annual Report -TDC (Comm. Dev.)

3. TPAC Annual Report (Comm. Dev.)

4.

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

**PowerPoint?**

1. PTA-09-02 For Sale/Lease Signs (**Legislative**) (Comm. Dev.)

2. PTA-09-10 CURD Maximum Indebtedness (City agenda) (**Legislative**) (Comm. Dev.)

3.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1.

2.

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1.

**WORK SESSION ITEMS**

**PowerPoint?**

1. Stop Sign Review Process (Eng)

2.

3.

4.

5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. YAC Update

2. 3<sup>rd</sup> Annual Health and Safety Fair Announcement (April 17)

3.

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes

2. Resolution Fee Schedule Update (Comm. Dev.)

3. Reso – Volunteer Appreciation Week April 18 – 24, 2010 (Admin)

4.

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

**PowerPoint?**

1. PTA -08-06 Sign Design Standards (*Legislative*) (Comm. Dev.)

2. PTA-09-04 Tree Preservation Regs (*Legislative*) (Comm. Dev.)

3. PTA-09-09 CUP Criteria and List of Uses (*Legislative*) (Comm. Dev.)

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1.

2.

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1.

**WORK SESSION ITEMS**

**PowerPoint?**

1. Initial Concept Discussion: East Tualatin (Stoneridge, etc.)

2.

3.

4.

5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Tualatin Tomorrow – Growth/Housing/Town Center

2.

3.

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes

2.

3.

4.

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

**PowerPoint?**

1. PTA-09-03 Historic Regs (*Legislative*) (Comm. Dev.) (*Tentative*)

2.

3.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1.

2.

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1.

# January

|           | Mon                                                                                                                                         | Tue                                                                                     | Wed                                                                                                                                                                                                     | Thu                                                                                                                                                                                                                                                      | Fri                                                                                              | Sat       |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-----------|
|           |                                                                                                                                             |                                                                                         |                                                                                                                                                                                                         |                                                                                                                                                                                                                                                          | <b>1</b><br>New Years Day Holiday<br>CITY OFFICES AND<br>LIBRARY CLOSED                          | <b>2</b>  |
| <b>3</b>  | <b>4</b><br>3:30 Sen. Wyden T. Hall<br>6:00p CIC Meeting                                                                                    | <b>5</b><br>5:30-7:30p Open House<br>SW Concept Plan, Council<br>Chambers<br>6:30p TLAC | <b>6</b>                                                                                                                                                                                                | <b>7</b><br>6:45p Clackamas County<br>C-4 Meeting @County<br>Develop. Services Building<br>8:30-11:30 Sustainability:<br>Making the Financial Case                                                                                                       | <b>8</b><br>7:30a Chamber<br>Networking sponsored by<br>Take Shape for Life @<br>Heritage Center | <b>9</b>  |
| <b>10</b> | <b>11</b><br>7:30a Chamber Public<br>Breakfast Forum on<br>Measures 66 & 67 @<br>Grand Hotel<br>5:00p Work Session<br>7:00p Council/TDC Mtg | <b>12</b><br>6:00p TPARK                                                                | <b>13</b><br>4:00p Whazzup<br>Wednesday @ Ops                                                                                                                                                           | <b>14</b><br>11:30a Tualatin Tomorrow<br>Partners' Luncheon @<br>Hayden's<br>7:00p TPAC Meeting,<br>Council Chambers                                                                                                                                     | <b>15</b><br>7:30a Chamber Speed<br>Networking @ Club Sport                                      | <b>16</b> |
| <b>17</b> | <b>18</b><br>MLK Day Holiday<br>CITY OFFICES CLOSED<br>LIBRARY OPEN 1-9p<br>Day of Volunteer Service                                        | <b>19</b><br>6:30p TAAC                                                                 | <b>20</b><br>8:00a Chamber New<br>Member Breakfast @<br>Claim Jumper<br>4:30-6:30p Urban/Rural<br>Reserves Open House,<br>Sherwood Library/City Hall<br>22560 SW Pine/Metro<br>Council Hearing @ 6:00pm | <b>21</b><br>7:00p Urban Renewal<br>Advisory Committee, City<br>Offices 18876 SW<br>Martinazzi Avenue<br>4:30-6:30p Urban/Rural<br>Reserves Open House,<br>Wilsonville City Hall 29799<br>SW Town Center Loop<br>East; Metro Council<br>Hearing @ 6:00pm | <b>22</b><br>7:30a Chamber<br>Networking @ Mattress<br>World, 7039 SW Nyberg<br>Street           | <b>23</b> |
| <b>24</b> | <b>25</b><br>5:00p Work Session<br>7:00p Council/TDC Mtg                                                                                    | <b>26</b><br>6:30p Tualatin Tomorrow<br>VIC Steering Committee;<br>Council Chambers     | <b>27</b>                                                                                                                                                                                               | <b>28</b><br>11:30a Chamber Luncheon<br>@ Hayden's Lakfront<br>Grille                                                                                                                                                                                    | <b>29</b><br>7:30a Chamber<br>Networking sponsored by<br>Fitway Life Style @<br>Heritage Center  | <b>30</b> |

2010

# February

| <i>Sun</i> | <i>Mon</i>                                                                      | <i>Tue</i>                                                                          | <i>Wed</i>                                                                   | <i>Thu</i>                                                                                                                                                                                                          | <i>Fri</i>                                                                                         | <i>Sat</i>                                             |
|------------|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|--------------------------------------------------------|
|            | <b>1</b><br>6:00p Special Work Sess<br>Location: TBD<br>6:00p CIC Meeting       | <b>2</b><br>6:30p TLAC                                                              | <b>3</b>                                                                     | <b>4</b><br>Time TBD CURD<br>Maximum Indebtedness<br>Open House, Council<br>Chambers<br>6:30p Hazelbrook Evening<br>of Art @ Library<br>6:45p Clackamas County<br>C-4 Meeting @County<br>Develop. Services Building | <b>5</b><br>7:30a Chamber<br>Networking sponsored by<br>Armstrong Tile; location<br>TBA            | <b>6</b><br>7:00p Library Foundation<br>Silent Auction |
| <b>7</b>   | <b>8</b><br>5:00p Work Session<br>7:00p Council/TDC Mtg                         | <b>9</b><br>6:00p TPARK                                                             | <b>10</b>                                                                    | <b>11</b><br>7:00p TPAC Meeting,<br>Council Chambers                                                                                                                                                                | <b>12</b><br>7:30a Chamber<br>Networking @ Lakeside<br>Dentistry, 8225 SW<br>Tualatin-Sherwood Rd. | <b>13</b>                                              |
| <b>14</b>  | <b>15</b><br>Presidents Day Holiday<br>CITY OFFICES CLOSED<br>LIBRARY OPEN 1-9p | <b>16</b><br>7:00p URAC Meeting<br>Location TBD<br>6:30p TAAC                       | <b>17</b><br>12:00p Core Area Parking<br>District Board, Council<br>Chambers | <b>18</b><br>Time TBD CURD<br>Maximum Indebtedness<br>City Committee Meeting,<br>Council Chambers                                                                                                                   | <b>19</b>                                                                                          | <b>20</b>                                              |
| <b>21</b>  | <b>22</b><br>5:00p Work Session<br>7:00p Council/TDC Mtg                        | <b>23</b><br>6:30p Tualatin Tomorrow<br>VIC Steering Committee;<br>Council Chambers | <b>24</b>                                                                    | <b>25</b><br>11:30a Chamber Luncheon<br>@ Hayden's Lakefront Grill<br>State of the City                                                                                                                             | <b>26</b><br>6:30p Police Awards<br>Banquet – Hazelbrook<br>School                                 | <b>27</b>                                              |
| <b>28</b>  |                                                                                 |                                                                                     |                                                                              |                                                                                                                                                                                                                     |                                                                                                    |                                                        |

2010

# March

| <i>Sun</i> | <i>Mon</i>                                  | <i>Tue</i>                                                       | <i>Wed</i>                                                                      | <i>Thu</i>                                                               | <i>Fri</i> | <i>Sat</i> |
|------------|---------------------------------------------|------------------------------------------------------------------|---------------------------------------------------------------------------------|--------------------------------------------------------------------------|------------|------------|
|            | 1                                           | 2                                                                | 3                                                                               | 4                                                                        | 5          | 6          |
|            | 6:00p C/C Meeting                           | 6:30p TLAC                                                       |                                                                                 | 6:45p Clackamas County<br>C-4 Meeting @County<br>Develop. Services Bldg. |            |            |
| 7          | 8                                           | 9                                                                | 10                                                                              | 11                                                                       | 12         | 13         |
|            | 5:00p Work Session<br>7:00p Council/TDC Mtg | 6:00p TPARK                                                      |                                                                                 | 7:00p TPAC Meeting,<br>Council Chambers                                  |            |            |
| 14         | 15                                          | 16                                                               | 17                                                                              | 18                                                                       | 19         | 20         |
|            |                                             | 6:30p TAAC                                                       | 5:30a Chamber Alive After<br>Five @ Farmers Insurance,<br>8380 SW Nyberg Ste. B |                                                                          |            |            |
| 21         | 22                                          | 23                                                               | 24                                                                              | 25                                                                       | 26         | 27         |
|            | 5:00p Work Session<br>7:00p Council/TDC Mtg |                                                                  |                                                                                 |                                                                          |            |            |
| 28         | 29                                          | 30                                                               | 31                                                                              |                                                                          |            |            |
|            |                                             | 6:30p Tualatin Tomorrow<br>VIC Meeting @ Police<br>Training Room |                                                                                 |                                                                          |            |            |

2010

# April

| <i>Sun</i> | <i>Mon</i>                                               | <i>Tue</i>                                                                          | <i>Wed</i> | <i>Thu</i>                                                                                            | <i>Fri</i> | <i>Sat</i> |
|------------|----------------------------------------------------------|-------------------------------------------------------------------------------------|------------|-------------------------------------------------------------------------------------------------------|------------|------------|
|            |                                                          |                                                                                     |            | <b>1</b><br>6:45p Clackamas County<br>C-4 Meeting @County<br>Develop. Services Bldg.                  | <b>2</b>   | <b>3</b>   |
| <b>4</b>   | <b>5</b><br>6:00p CIC Meeting                            | <b>6</b>                                                                            | <b>7</b>   | <b>8</b><br>7:00p TPAC Meeting,<br>Council Chambers                                                   | <b>9</b>   | <b>10</b>  |
| <b>11</b>  | <b>12</b><br>5:00p Work Session<br>7:00p Council/TDC Mtg | <b>13</b>                                                                           | <b>14</b>  | <b>15</b><br>7:00p Urban Renewal<br>Advisory Committee, City<br>Offices 18876 SW<br>Martinazzi Avenue | <b>16</b>  | <b>17</b>  |
| <b>18</b>  | <b>19</b>                                                | <b>20</b>                                                                           | <b>21</b>  | <b>22</b>                                                                                             | <b>23</b>  | <b>24</b>  |
| <b>25</b>  | <b>26</b><br>5:00p Work Session<br>7:00p Council/TDC Mtg | <b>27</b><br>6:30p Tualatin Tomorrow<br>VIC Steering Committee;<br>Council Chambers | <b>28</b>  | <b>29</b>                                                                                             | <b>30</b>  |            |
|            |                                                          |                                                                                     |            |                                                                                                       |            |            |

2010