

Architectural Review Board

MINUTES OF December 13, 2023

ARB MEMBERS PRESENT:

Chair, Cyndy Hillier
Board Member, Patrick Gaynor
Board Member, Skip Stanaway
Board Member, Chris Goodell
Board Member, Keith Hancock
Board Member, Kylan Hoener

STAFF PRESENT:

Steve Koper, Community Development Assistant Director
Lindsey Hagerman, Office Coordinator
Madeleine Nelson, Assistant Planner

ARB MEMBERS ABSENT:

CALL TO ORDER AND ROLL CALL:

The meeting was called to order at 6:30 p.m. and roll call was taken.

APPROVAL OF MINUTES

Board members unanimously voted to approve November 8, 2023 minutes.

DISCLOSURE STATEMENT

Board Member Stanaway provided a disclosure statement. He disclosed his business neighbors the current

ACTION ITEMS:

- 1. Consideration of an Architectural Review application (AR 23-0004) for a three-building industrial development totaling 199,170 square feet on a 23.8-acre site in the General Manufacturing (MG) zone at 19000 SW 124th Avenue (Tax Lot: 2S127BB00100)**

Madeleine Nelson, Assistant Planner, provided an overview of the project scope which included key

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points: site background, project overview, and applicable approval criteria.

Ms. Nelson reviewed the site background and explained a Property Line Adjustment (PLA23-0001) for the site was approved in October and is pending recording with Washington County. She stated the site is comprised of 23.8 acres and is presently unoccupied. She clarified VLMK Engineering + Design, representing the property owner, has submitted a proposal for the construction of a three building industrial development intended to provide lease space to manufacturing and warehousing tenants and can accommodate between one to four tenants each.

Ms. Nelson explained the procedures for the Type III land use decision are found in TDC 32.230. She noted submittal, notice, public hearing, and final decision dates. She briefly went over approval criteria listed in Chapter 73A through 73G including site design, landscaping, parking, and waste & recyclable management standards. She noted conditions of approval may implement identified public facilities and services needed to serve the proposed development through Chapters 74 and 75.

Ms. Nelson noted a tree removal permit was submitted in conjunction with the Architectural Review application, as allowed by code. She pointed out the applicant is proposing to remove 159 trees while preserving 17 trees on site. She clarified Staff is advising conditions of approval related to the protection of the remaining trees to fulfill these standards.

Ms. Nelson spoke about zoning standards which can be found in Chapter 61 for the General Manufacturing Zone (MG). She noted the site is located in the Natural Resource Protection Overlay (NRPO), specifically the Wetland Conservation District. Staff recommend a condition of approval for non-building development uses proposed in the NRPO be subject to compliance with Clean Water Services (CWS) standards stated in the Service Provider Letter dated January 31, 2023, and the Memorandum dated October 24, 2023, to mitigate the impact of development to the extent necessary.

Ms. Nelson discussed the site design standards comply with the walkway, safety, security, lighting, storage, and screening standards. She highlighted that City staff are proposing conditions of approval to memorialize these requirements within the proposal.

Ms. Nelson covered the building design proposal including the color palette, elevations, and examples of other building designs in the area. She also spoke about the landscaping standards that can be found in TDC Chapter 73B. She noted, with conditions, the application illustrates compliance with the following aspects: minimum landscape area, landscape buffer, tree preservation, irrigation, revegetation of disturbed areas, minimum standards for planting, and the NRPO CWS conditions.

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Ms. Nelson spoke about parking standards found in TDC Chapter 73A. She explained with conditions, the application demonstrates the proposal complies with requirements for minimum parking stalls, bicycle parking, carpool/vanpool spaces, parking/drive aisle standards, loading berth standards, and parking lot landscaping.

Ms. Nelson reviewed the waste and recyclable management standards found in TDC Chapter 73D. She explained that with conditions of approval, the proposal aligns with requirements for minimum storage area, location, design/screening, and access. She noted Republic Services confirmed compliance with the waste hauler's requirements.

Regarding public improvements and access management standards as per TDC Chapter 74 and 75, Ms. Nelson noted these standards are met with conditions of approval. The conditions include required right of way and easement dedications, street improvements, proposed driveways are right-in/right-out restricted, public utility standards, and grading and erosion control standards will apply throughout construction.

Ms. Nelson concluded her presentation by noting that the Findings and Analysis demonstrate that the proposal meets the applicable criteria of the Tualatin Development Code with the recommended Conditions of Approval. Ms. Nelson asked if there were any questions from the Architectural Review Board.

Board Member Goodell asked which landscaping standards didn't meet requirements and to explain the proposed conditions of approval. Ms. Nelson shared the Final Order and outlined the proposed landscaping conditions of approval.

Chair Hillier asked for clarification on how the trees proposed for retention will be protected. Ms. Nelson answered that the recommended tree protection measures can be found in the applicant's submitted arborist report. She noted staff requested a condition of approval for the tree protection measures to be shown on a revised grading plan.

Chair Hillier inquired about the timeline for tree protection measures to be in place and noted the importance of preserving the protected trees. She wanted to know how trees are protected during development projects.

Steve Koper, Assistant Community Development Director, explained briefly the process of acquiring permits and confirming the tree protection measures are present on site. He explained code enforcement and the fees associated with the deviance from the tree protection plan.

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Chair Hillier shared her thoughts surrounding the Climate Action Plan that the city is working on for this project.

Halvin Kamp, from VLMK Engineering + Design, on behalf of the applicant, responded to the staff presentation. He noted his client is comfortable with moving forward with the project and is excited to get going.

Board Member Stanaway shared his thoughts on scaling the building to break down the long building elevations and create something that betters the community. He noted the 124th Avenue setback guidelines.

Mr. Kemp responded that their client has a property in Wilsonville and wanted to keep a similar identity in building design and paint scheme. He agreed Building B West Elevation could use some additional changes. He suggested continuing the paint scheme and reveals to the rear elevations of the buildings. He noted the buildings will appear smaller due to the grade location being lower than sidewalk of 124th Avenue.

Board Member Stanaway shared an example of a current building that breaks up the scale of a building with paint schemes. He spoke about breaking down the scale of the building with design elements, such as color, and popping panels out at entrances. He stated that people will see all elevations of the buildings and the guidelines should not just address the elevations that we think the public will see.

Mr. Kemp noted they could take a look at the color concept and reveals and add more contrasting colors.

Board Member Stanaway shared his views on the number of trees being cut down and grading not to be a 1:1 ratio. He asked what the slope grade was along the western property line.

Mr. Kemp answered they would do a maximum 2:1 slope. He noted in the northwest corner it starts at 2:1 and flattens out to 1:1.

Board Member Stanaway asked what distance the northern property line was from buildings. Mr. Kemp answered it is 15 feet.

Board Member Stanaway shared his concern about the landscaping ground cover on the slope not growing.

Mr. Kemp answered they have had no issues with ground cover that doesn't grow.

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Board Member Stanaway shared concerns regarding the site lighting and exit doors on the rear building elevations.

Mr. Kemp answered the exit doors are emergency exits and are not intended for everyday use and the lighting will meet Building code.

Board Member Goodell asked if applicant agrees with the proposed conditions of approval in the analysis and findings.

Mr. Kemp answered yes they agreed to the conditions of approval.

Chair Hillier asked the applicant if they are aware of the Climate Action Plan and if they intend to implement any action items for this project.

Mr. Kemp answered they are not aware of the new Climate Action Plan but will comply once it's approved. He answered in terms of roofs they implement white TPO membrane to keep the building cool. He noted they have proposed a variety of trees and the property owner will upkeep the landscaping as required by the Tualatin Development Code.

Board Member Stanaway asked staff about the neighboring property to the south.

Mr. Kemp answered the land is owned by their client and is a wetland mitigation storm water treatment pond.

Board Member Stanaway noted his opinion on lighting, but did not motion to add a condition about lighting.

Board Member Goodell made motion to approve AR23-0004 with conditions of approval as amended and discussed during the meeting. Board Member Hoener seconded the motion. Board members unanimously voted in approval.

ADJOURNMENT

A motion to adjourn was made by Board Member Stanaway. The motion was seconded by Board Member Goodell. The Board voted unanimously to adjourn the meeting at 7:45 p.m.

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