



REQUEST FOR PROPOSALS

Responses to Submitted Questions

Middle Housing in Wilsonville

July 27, 2020

Questions and Responses

The City of Wilsonville received the following questions for the RFP due July 31, 2020 prior to the advertised deadline for submitting questions of July 24, 2020 at 5 p.m. The City's responses are provided after each question. Where multiple questions were substantially similar, the questions and responses are combined.

1. For legislative master plans, please provide the list that will be addressed in this project. We are aware of: Frog Pond West, Villebois, Old Town, and Town Center.

The 4 listed master plans are a thorough list. The interaction of this project with each is further explained below:

- Frog Pond West: The Master Plan will be audited and updated as necessary. The City anticipates the Frog Pond West Master Plan to be the vast majority of the master plan work. The Frog Pond West Master Plan interrelates closely to the text of the Residential Neighborhood Zone calling for primarily single-family homes so updates are likely broader than other zones that already allow a full-array of housing.
- Villebois: The City anticipates only a minor amount of work on the Villebois Village Master Plan. The Village Zone and Villebois Village Master Plan already allow a wide variety of housing and is mostly built out.
- Old Town: The Old Town Neighborhood Plan was adopted by resolution and is not binding. There is an Old Town Single-Family Design Standards Book that will be updated as needed as part of the development code audit and text updates.
- Town Center: Town Center is a mixed-use zone that does not allow single-family. The City does not anticipate any changes to the Town Center Master Plan or Town Center zoning standards as part of this project.

2. How do you anticipate the project team will interact with and support the community engagement efforts underway under a separate contract with the City? Regarding outreach, there will be two contracts (the consultant and the community partner) that will define the scopes and budgets for the actual outreach activities. Will the City be preparing an overall Public Engagement Plan that coordinates and schedules the combined outreach activities?

The City will be the primary liaison and coordinator between the community partner led outreach and the consultant led outreach. In preparing a response to this request for proposal and scope of services the consultant team should consider the outreach efforts independent with the following exceptions and an understanding that this other outreach is occurring.

- Consultant team-created content for the outreach they lead will also be used by the community-partner led outreach
- Consultant team will be responsible for incorporating community-partner led outreach results and feedback into the final product
- Consultant team will provide other basic communication and coordination between the outreach efforts in support of City staff

3. What is the level of community awareness of the upcoming Middle Housing project, and what can you tell us about community support for its goals?

The general level of awareness in the community is limited at the time. Decision makers, including the Planning Commission and City Council have a high level of awareness. In particular, decision makers are aware of how this project is part of a continuum of housing related projects. This project follows up on the Equitable Housing Strategic Plan adopted in June 2020, and will be immediately followed by the housing-focused Frog Pond East and West Master Plan.

4. The RFP notes that all concepts must be “...feasible to construct”. Middle housing could take the form of new development in Frog Pond, redevelopment in the Town Center or infill development in neighborhoods. Is there a priority area or focus for the feasibility work that you can clarify?

The priority area is new urban areas, particularly Frog Pond. Infill development in neighborhoods is also important.

5. The Wilsonville code and development review process utilizes the Planned Development regulations and procedures, which involve discretionary review. Several questions:

a. Is it the City’s expectation that the design and siting standards for middle housing developed in this project will be in the form of clear and objective standards?

The City expectation is to continue to develop clear and objective standards within the overall PUD regulatory framework. This is similar to the framework developed for in the Residential Neighborhood Zone for Frog Pond.

b. Will this project create new or revised review procedures for middle housing?

The City anticipates middle housing following the same procedure as single-family and duplex housing current does.

- 6. Task 2.6 identifies a potential “design standards book”. As the content is unknown now for scoping and budgeting purposes, should we consider this an idea that may or may not be done during Task 2.6, and therefore is not a required deliverable to budget for now?**

Correct, the design standards book is not a required deliverable. It is an optional tool that has been used in the past to define clear and objective design standards for housing in Wilsonville. Past examples of use of design books include the Villebois Architectural Pattern Books and the Old Town Single-family Design Standards Book. An example of not using a design book is the Residential-Neighborhood Zone for Frog Pond that incorporates the standards into the text of the zoning standards.

- 7. We anticipate the need to determine the relevance of existing and potential new regulations (to be researched in Deliverable 2.2) related to the impacts of siting and design standards on historically marginalized communities of color? Will City staff and the separate outreach consultant team assist us in determining the applicability of such research to the circumstances and needs of Wilsonville’s populations and communities?**

Yes, the City and community partner-led outreach will assist in determining applicability of the research in Wilsonville. The consultant team’s research of existing published material related to the impact of siting and design standards on historically marginalized communities of color will be important to coordinate between the City and the community-partner led outreach. This research will occur early in the project prior to the outreach progressing much, so it will likely generate questions or topics to be inputted into the later outreach efforts. The Equitable Housing Strategic Plan also provides research on Wilsonville’s current and trending demographics that will help relate the research to Wilsonville.

- 8. Please clarify the intent of the architectural renderings and site studies. There are two distinct possibilities we see: (1) they are intended to support feasibility testing, or, (2) they are intended to illustrate neighborhood and site context of middle housing in infill and master planned contexts? The notion of context and compatibility in neighborhoods has been critical to middle housing conversations to date.**

The architectural renderings and site studies are primarily intended to illustrate neighborhood and site context of middle housing.

- 9. What is the ultimate “finish by” date for the hearings-ready documents and findings – is it June 30, 2021?**

The City has a grant-based deadline for the hearings-ready documents by June 30, 2021. Actual adoption can continue past that date.

10. What are your top 3 issues/priorities for the project?

- Implementing related actions in the recently adopted Equitable Housing Strategic Plan which specifically includes action 1B which reads “Incorporate Equitable Housing Needs into Middle Housing Planning”
- Cohesive urban design of neighborhoods
- Broad community engagement

11. How do you anticipate the project team will interact with the Frog Pond West Master Plan revisions noted in the RFP, and the Frog Pond East and South UGB concept planning efforts?

The Frog Pond West Master Plan will be audited for compliance and updated as necessary to comply with House Bill 2001 similar to the Development Code and Comprehensive Plan. City staff will initiate and lead the audit and necessary updates, with the consultant providing support.

The Frog Pond East and South Master Planning is planned to begin near the end of this project and will incorporate many of the concepts around middle housing developed as part of this project. However, it is a separate project.