

**Explanation of Notice of Pending Administrative Action
and Opportunity to Comment**
Construction of 1,100-square-foot Greenhouse for CREST Center
at Boones Ferry Primary School

This notice informs you of your opportunity to comment on a proposal to construct a 1,100-square-foot greenhouse for the CREST Center on the Boones Ferry Primary School property located at 11495 SW Wilsonville Road.

Comments are encouraged to address specific criteria established in City Code. A list of criteria applicable to review can be found in the attached Notice of Pending Administrative Action.

Comments should be submitted in writing and must be submitted within 10 Days of This Notice.

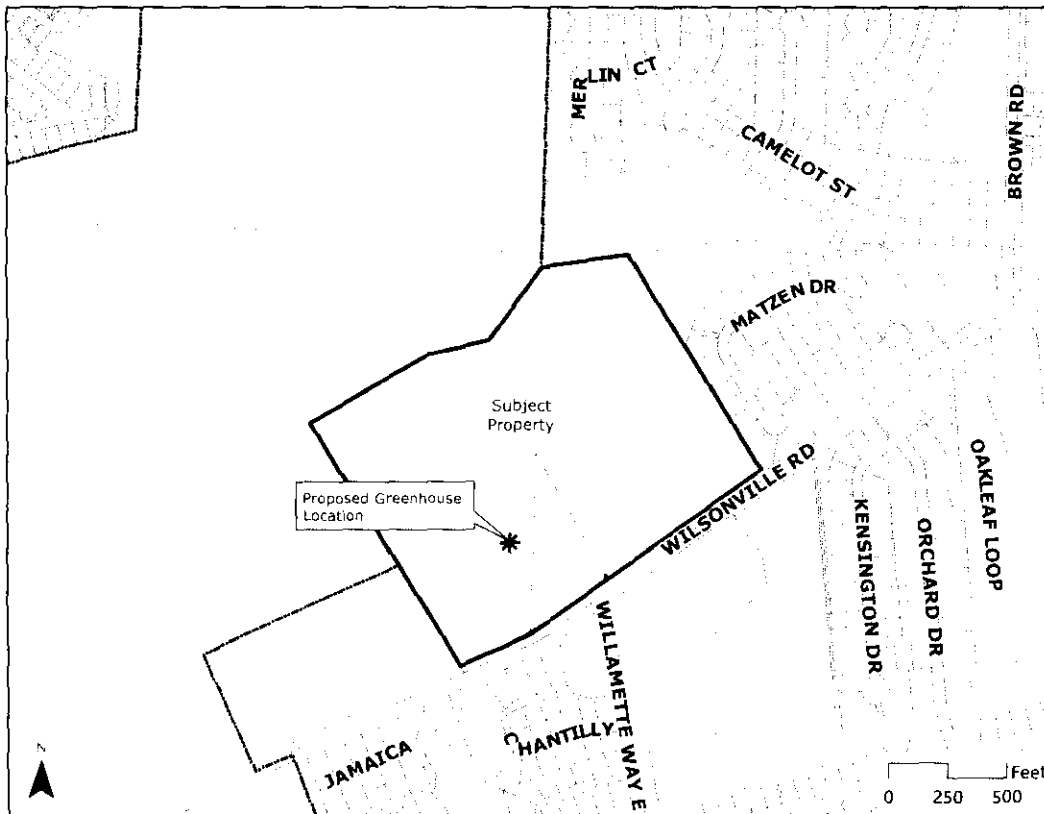
Frequently Asked Question about Providing Written Comments:

To whom should I address my written comments?

Please address comments to Planning Division staff member reviewing the application, Kimberly Rybold.

How do I submit written comments?

Email is best. Comments can be emailed to the Planning Division staff member reviewing the application, Kimberly Rybold, at rybold@ci.wilsonville.or.us. They can also be mailed to: Planning Division, Attn: Kimberly Rybold, 29799 SW Town Center Loop East, Wilsonville, OR 97070 or delivered in person 8:00 to 5:00 on days City Hall is opened (typically Mon-Fri) at the address above.



NOTICE OF PENDING ADMINISTRATIVE ACTION

NOTICE IS HEREBY GIVEN that the City of Wilsonville Planning Director, pursuant to Sections 4.030 and 4.035 of the Wilsonville Code, is considering approval of the proposed revisions to a previously approved site development plan.

- Case File Number:** AR19-0021 Class II Review of a 1,100-square-foot Greenhouse for CREST Center at Boones Ferry Primary School
- Owner/Applicant:** Tim Woodley, West Linn-Wilsonville School District
- Applicant’s Representative:** Keith Liden, Bainbridge
- Location:** 11495 SW Wilsonville Road. The property is specifically known as Tax Lots 500 and 600, Section 22A, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon.
- Applicable Criteria:** Section 4.008, Section 4.009, Section 4.010, Section 4.011, Section 4.014, Section 4.030, Subsection 4.035 (.04), Subsection 4.035 (.05), Section 4.110, Section 4.118, Section 4.136, Section 4.140, Section 4.154, Section 4.155, Section 4.167, Section 4.171, Section 4.175, Section 4.176, Section 4.177, Sections 4.300 through 4.320, Sections 4.400 through 4.440 as applicable
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The Planning Director shall approve, approve with conditions, deny or refer the application to the Development Review Board for a hearing. You are invited to submit information within ten (10) days of the date of this notice relevant to the standards pertinent to the proposal and giving reasons why the application should or should not be approved or proposing conditions you believe are necessary for approval according to City standards. **If you would like further information regarding this request, please call Kimberly Rybold, AICP, Associate Planner, with the Planning Division at 503-682-4960.**

Note: A decision of the Planning Director may be appealed by an affected party or by three (3) Board members in accordance to Section 4.022, except that the review shall be of the record supplemented by oral commentary relevant to the record presented on behalf of the applicant and Planning Director. Any appeal must be filed with the City Recorder within fourteen (14) calendar days of notice of the decision. The notice of appeal shall be in writing and indicate the specific issues(s) being appealed and the reason(s) thereof.

NOTICE TO MORTGAGEE, LIEN HOLDER, VENDOR OR SELLER: ORS CHAPTER 215 REQUIRES THAT IF YOU RECEIVE THIS NOTICE, IT MUST PROMPTLY BE FORWARDED TO THE PURCHASER.