



**Explanation of Public Hearing Notice and  
Opportunity to Comment**  
Appeal of Administrative Decision  
29400 SW Town Center Loop West

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***This notice informs you of your opportunity to comment on the Appeal of a recently issued Planning Director Determination that Fry's Electronics is a legally established Non-Conforming Use in a Non-Conforming Structure with Non-Conforming Site Conditions. The Appeal was filed by Lars Andersen & Associates, Inc., on behalf of Lumberjack LP, owner of the property at 29400 SW Town Center Loop West.***

Comments are encouraged to address specific components of the Planning Director Determination related to applicable City standards. All City decisions must be based on the applicable existing standards. A list of standards in the City Code applicable to review of the case can be found in the attached Notice of Public Hearing.

Comments should be submitted in writing, or by testifying at the Public Hearing in person or using remote phone and video technology. The City will also endeavor to provide qualified sign language interpreters and/or qualified bilingual interpreters, without cost, if requested at least 48 hours prior to the meeting.

**Frequently Asked Question about Providing Written Comments:**

**To whom should I address my written comments?**

Please address comments to "Development Review Board Members".

**How do I submit written comments?**

Email is best. Comments can be emailed to the Planning Staff Member reviewing the application, Cindy Luxhoj AICP, at luxhoj@ci.wilsonville.or.us. If email is not possible, comments can be mailed to: Planning Division, Attn: Cindy Luxhoj AICP, 29799 SW Town Center Loop East, Wilsonville, OR 97070 or delivered in person 8:00 to 5:00 on days City Hall is open (typically Mon-Fri) at the address above.

**When should comments be submitted?**

- For written comments to be considered in preparing the staff report and to be sent to the DRB for their review prior to the Public Hearing they must be received by City Staff no later than 4 p.m. on February 14, 2024.
- For staff to prepare copies of the comments for the hearing they must be received no later than 2 p.m. the day of the hearing.
- You can bring your own copies to the Public Hearing to present when you testify if you do not meet the deadlines above.
- Comments, in any form, must be received prior to the close of the public hearing to be considered and become part of the record.

**Where and When to come to attend or testify at the Public Hearing**

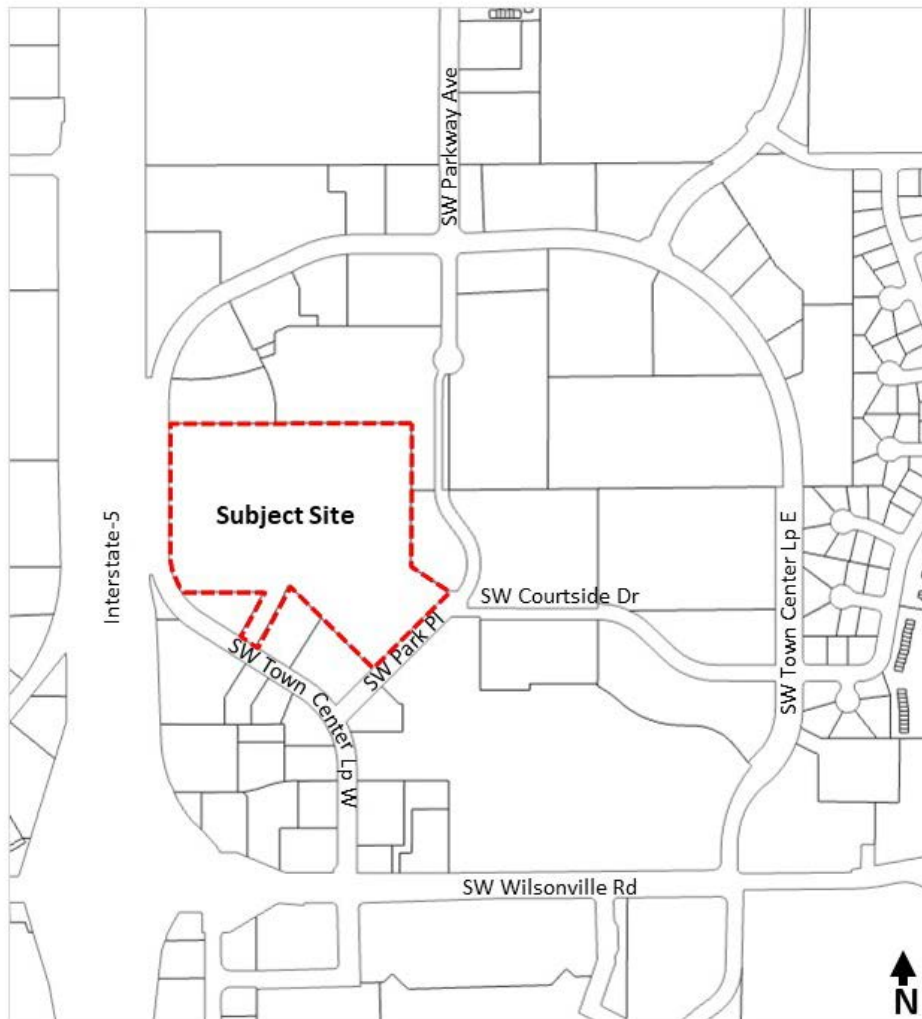
**Where (Public Hearing):** City Hall Council Chambers, 29799 SW Town Center Loop East, Wilsonville, OR 97070. If you plan to participate in the meeting remotely, please contact Planning Division staff at 503-682-4960 or [planning@ci.wilsonville.or.us](mailto:planning@ci.wilsonville.or.us) as soon as possible but not later than 10 a.m. the day of the hearing to guarantee you receive the Zoom meeting login information and further directions for participation.

**When:** February 26, 2024, at 6:30 pm.

**City Case Files for Application:**

DB24-0002 Appeal of Administrative Decision

**Subject Property Location**



**PUBLIC HEARING NOTICE  
CITY OF WILSONVILLE**

**DEVELOPMENT REVIEW BOARD PANEL B**

NOTICE IS HEREBY GIVEN that a PUBLIC HEARING will be held by the **Development Review Board (DRB)** of the City of Wilsonville on **Monday, February 26, 2024 at 6:30 P.M.** at City Hall, at 29799 SW Town Center Loop E, Wilsonville, Oregon. DRB members will be participating in person. You are invited to participate in person, via Zoom video conferencing, or by submitting written comments in advance of the hearing. The information to participate is available by calling the Planning Division at 503-682-4960 or emailing [planning@ci.wilsonville.or.us](mailto:planning@ci.wilsonville.or.us).

**Case Files to be**

**Considered:** DB24-0002 Appeal of Administrative Decision

**Appellant/Applicant:** Lars Andersen & Associates, Inc. (Contact: Dan Zoldak)

**Request:** Appeal of Administrative Decision

**Case File Appealed:** ADMN23-0029 Class 1 Review Request

**Decision Appealed:** Planning Director Determination of Non-Conformance

**Owner:** Lumberjack LP (Contact: David Fry)

**Location:** 29400 SW Town Center Loop West. The property is specifically known as Tax Lot 220, Section 14D, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon.

**Contact:** Cindy Luxhoj AICP, Associate Planner, at (503) 682-4960

**Applicable Criteria for DB24-0002 Appeal of Administrative Decision**

**Planning and Land Development Ordinance:** Section 4.022 outlines Appeal and Call-up Procedures and Requirements. An appeal of a Class 1 Administrative Decision will be heard by the Development Review Board to determine the appropriateness of the action or interpret the requirements of the Code as they apply to Case File No. ADMN23-0029.

**Applicable Criteria for ADMN23-0029 Class 1 Review Request**

**Planning and Land Development Ordinance:** Section 4.001, Sections 4.008 through 4.011, Section 4.014, Section 4.030, Section 4.031, Section 4.034, Sections 4.035 (.04) and (.05), Section 4.110, Section 4.116, Section 4.118, Section 4.132, Section 4.140, Section 4.189, Section 4.190, Section 4.191.  
**Other City Planning Documents:** Wilsonville Comprehensive Plan, Town Center Plan, Previous Land Use Approvals.

Copies of the approval criteria are available from the Wilsonville Planning Division, located at 29799 SW Town Center Loop East. All testimony and evidence shall be directed to the applicable criteria or the person providing testimony shall state which other criteria they believe applies to this application. A complete copy of the relevant file information, including the staff report and recommendations, will be available for inspection seven days prior to the hearing on the City's website. Copies may be provided at the cost of twenty-five cents per page. Copies will also be available for review at the Wilsonville Public Library.

Any interested party may testify at the public hearing, either in person or remotely, or submit written testimony at or prior to the hearing. Please participate remotely if you are exhibiting COVID-19 symptoms. If you plan to participate in the meeting remotely, please contact Planning Division staff at 503-682-4960 or [planning@ci.wilsonville.or.us](mailto:planning@ci.wilsonville.or.us) as soon as possible but not later than 10 a.m. the day of the hearing to guarantee you receive the Zoom meeting login information and further directions for participation. For written testimony, email is best. Send email to Cindy Luxhoj AICP, Associate Planner, at [luxhoj@ci.wilsonville.or.us](mailto:luxhoj@ci.wilsonville.or.us). If email is not possible, comments can be mailed to: Planning Division, Attn: Cindy Luxhoj AICP, 29799 SW Town Center Loop East, Wilsonville, OR 97070 or delivered in person 8:00 to 5:00 on days City Hall is open (typically Mon-Fri) at the address above. The procedures that govern the hearing will be stated at the meeting and are found in Chapter 2.560 of the Wilsonville Code and ORS 197.763.

For legal purposes, all testimony/comments received prior to or at the public hearing will become part of the record. Written comment/testimony received after the public hearing has closed cannot be considered.

Please be advised that any issue that is intended to provide a basis for appeal must be raised before the close of the Development Review Board hearing, in person or by letter, with sufficient specificity to afford the Development Review Board and the parties an opportunity to respond to the issue. Failure to raise an issue with sufficient specificity will preclude any appeal on that issue. Parties with standing may appeal the decision of the Development Review Board to the City Council.

Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting. The City will also endeavor to provide qualified sign language interpreters and/or qualified bilingual interpreters, without cost, if requested at least 48 hours prior to the meeting. To obtain such services, please call Shelley White, Planning Administrative Assistant, at (503) 682-4960.

Inquiries pertaining to these hearings may be made to Cindy Luxhoj AICP, Associate Planner, at (503) 682-4960.

## Subject Property Location

